

**SILVERTHORNE TOWN COUNCIL MEETING
AGENDA FOR DECEMBER 9, 2015- 6:00 PM**



- I. CALL TO ORDER/ROLL CALL/APPROVAL OF AGENDA**
- II. PLEDGE OF ALLEGIANCE**
- III. STAFF COMMENTS..... 5**
- IV. COUNCIL COMMENTS**
- V. CITIZENS' COMMENTS***
- VI. CONSENT CALENDAR**
 - A. Town Council Meeting Minutes, November 10 & 11, 2015..... 13
 - B. Resolution 2015-24; a Resolution Renewing the Tow Contract with Western Towing 19
 - C. Resolution 2015-21; a Resolution of the Silverthorne Town Council Approving the 2015 Addendum to the Town of Silverthorne Urban Renewal Plan to Address House Bill 15-1348..... 21
 - D. Resolution 2015-22; a Resolution Awarding Investment Advisor Services to Chandler Asset Management..... 27
 - E. Resolution 2015-23; a Resolution Authorizing the Town Clerk to Enter Into an IGA with the Summit County Clerk to Appoint Election Judges 31
- VII. LIQUOR BOARD**
 - A. 7-eleven Store 39033A – Renewal of 3.2% Off Premise Liquor license 34
 - B. The Raven Golf Club – Renewal of H& R Liquor license 36
- PUBLIC HEARING**
 - A. Lake Dillon Foundation dba Lake Dillon Theatre Company – New Arts Liquor License 39
- VIII. MARIJUANA BOARD**
 - A. TZ Financial, LLC dba High Country Healing – Renewal of Retail Marijuana License...68
 - B. TZ Financial, LLC dba High Country Healing – Renewal of Medical Marijuana License70
- IX. PUBLIC HEARINGS**
 - A. Ordinance 2015-15; Approving the 2016 Budget – 2nd Reading..... 73
 - B. Ordinance 2015-16; a 2016 Rate/Fee Ordinance – 2nd Reading 103
 - C. Ordinance 2015-17 – Election Updates – Emergency..... 109
 - D. Horgmo Conditional Use Permit - CANCELLED
- X. ACTION ITEMS**
 - A. Preliminary Site Plan – Silverthorne Performing Arts Center..... 113
- XI. DISCUSSION ITEMS**
- XII. INFORMATIONAL**
 - A. Planning Commission Meeting Minutes, December 1, 2015 165
 - B. September 2015 Sales Tax Review..... 175
- XIII. ADJOURNMENT**

* Citizens making comments during Citizen's Comments or Public Hearings should state their name and address for the record, be topic specific, and limit comments to 3-5 minutes. Council may add citizen Comment items as an Action Item by motion; however, the general policy is to refer citizen comments for review and recommendation. Public presentations must be pre-arranged a week in advance with the Town Manager and limited to 10 minutes.

COUNCIL WORK SESSION: DECEMBER 8, 2015 – 6:00 P.M.
TOPIC: Lake Dillon Fire District Updates/Town Core Zoning

**SILVERTHORNE TOWN COUNCIL WORK SESSION
PUBLIC ISSUES SCHEDULE
2015**

*The Council Work Sessions are held every 2nd and 4th Tuesday of each month and begin at 6:00 p.m. with open discussions. The following issues will be addressed from 6:15 p.m. until completed. Additional items to be discussed will be scheduled as time permits.
"OPEN" indicates a topic has not yet been selected.*

JANUARY 12 Joint meeting with Planning Commission

JANUARY 26 Joint Meeting with SPORT Committee

FEBRUARY 9 Joint Meeting with EDAC

FEBRUARY 23 OPEN

**FUTURE WORK SESSION DISCUSSION ITEMS:
HISTORIC SOCIETY**

December 2015

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----|-----|--------------------------|-----------------------|---------------------------------------|---------------------------------------|---------------------|
| | | 1 Planning Commission | 2 | 3 | 4 | 5 Holiday Bazaar |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 Work Session | 16 Council Meeting | 17 | 18 Payroll | 19 |
| | | | 16 Court | | | |
| | | | Adopt An Angel | | | |
| 20 | 21 | 22 | 23 | 24 SPORT Meeting | 25 Rec Center Closed | 26 |
| | | | | Rec Center Hours: 6:00 am—6:00 pm | Payroll | |
| | | | | TOS Holiday | TOS Holiday | |
| 27 | 28 | 29 | 30 | 31 | 1 | 2 |
| | | | | Rec Center Hours: 10:00 am—6:00 pm | Rec Center Hours: 10:00 am—6:00 pm | |
| | | | | | TOS Holiday | TOS Holiday |

January 2016

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|-----|-------------------------------------|-----------------------|---------------------|--|-----|
| | | | | | 1 Rec Center Hours: 10:00 am—6:00 pm TOS Holiday | 2 |
| 3 | 4 | 5 EDAC Planning Commission | 6 | 7 | 8 Payroll | 9 |
| 10 | 11 | 12 Work Session | 13 Council Meeting | 14 | 15 Payroll | 16 |
| 17 | 18 | 19 Work Session | 20 Court | 21 SPORT Meeting | 22 Country Western Dance, 7:00 PM @ Pavilion Payroll | 23 |
| 24 | 25 | 26 Work Session | 27 Council Meeting | 28 | 29 Payroll | 30 |
| 31 Twilight Skate, 4:30 PM @ North Pond | | | | | | |

February 2016

| Sun | Mon | Tue | Wed | Thu | Fri | Sat | |
|-----|-----|---------------------------|-----------------------|---------------------|---|-----|--|
| | 1 | 2 Planning Commission | 3 | 4 | 5 Payroll | 6 | |
| 7 | 8 | 9 Work Session | 10 Council Meeting | 11 | 12 Father Daughter Date Night, 7:00PM @ Pavilion | 13 | |
| 14 | 15 | 16 Planning Commission | 17 Court | 18 SPORT Meeting | 19 Country Western Dance, 7:00 PM @ Pavilion | 20 | |
| 21 | 22 | 23 Work Session | 24 Council Meeting | 25 | 26 Payroll | 27 | |
| | | No School - Winter Break | | | | | |
| 28 | 29 | | | | | | |

March 2016

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----|-----|---|-----------------------|---------------------|--|--|
| | | 1 EDAC Meeting Planning Commission | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 Work Session | 9 Council Meeting | 10 | 11 Payroll | 12 |
| 13 | 14 | 15 Planning Commission | 16 Court | 17 | 18 Country Western Dance, 7:00 PM @ Pavilion Payroll | 19 Stargazing Snow- shoe, 6:00 PM @ Angler Mountain |
| 20 | 21 | 22 Work Session | 23 Council Meeting | 24 SPORT Meeting | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | NO SCHOOL | |

Town of Silverthorne
Council Agenda Memorandum

TO: Mayor and Town Council
THRU: Ryan Hyland, Town Manager *RH*
FROM: Susan Schulman, Executive Assistant to the Town Manager *SS*
DATE: December 3, 2015 for Meeting of December 9, 2015
SUBJECT: Staff Comments

Attached please find the Staff Comments and Updates for the December 9, 2015 Town Council Agenda and Meeting. This includes:

1. Administrative Services Update
2. Public Safety Update
3. Public Works Update
4. Community Development Update
5. Recreation and Culture Update

ACTION REQUIRED

No action is required; these items have been submitted for informational purposes.

Administrative Services – December 3, 2015

2016 Budget – The Town conducts a two-budget process where departments and programs spend much time and effort researching and preparing budget worksheets and making budget requests/presentations. The current budget cycle for the two-year budget is 2015 & 2016. The major efforts for the 2015 & 2016 budget cycle was conducted and approved by Council in 2014. The “Off-Year” of the budget, 2015, is spent focusing on long range planning and implementation and less on work papers. We’re still required by law and charter to present and approve a budget for fiscal year 2016, even though the 2016 budget has been approved through the budget process in 2014.

The 2016 Budget changes were presented to Council at their September 22nd work session. All operating budgets are balanced. The Council will be reviewing the 2016 budget one last time at their December 9th Council meeting. Assuming the budget ordinance passes, then staff will file all appropriate budget reports with the State and County. The budget will be loaded into the Town’s accounting system. All departments will be notified as to their final 2016 budget numbers so they can prepare for programs and purchases.

A 2016 Budget in Brief document is available on the Town’s website and at the front desk at Town Hall.

2016 Employee Benefits Open Enrollment – The open enrollment for 2016 benefits took place during November. All full-time employees have completed their benefit requests and now we produce reports that are being distributed to the benefit vendors so they can update their systems in order to get benefits started on January 1st. The process seems seamless as the employees submit their requests on line through the employee portal system. However, behind the scenes, Connie Williams, HR manager, is reviewing everyone’s entries for accuracy and working with individuals with questions and issues.

Investment Advisor Request for Proposal (RFP) – An RFP was issued for an Investment Advisor to assist with investing the Town excess funds. The Town had used Davidson Fixed Assets, Inc. in the past. Our investment activities for the last six years has been very passive as there has been limited yield bearing options due to the economy and the limits the Town must follow in terms of investment options. Our priorities for investments are Safety, Liquidity and then Yield. While the market is still considered weak, it’s time for the Town to prepare for the future and look for assistance in our investments. The deadline to respond to the RFP was October 30th. We received five proposals. The Town RFP committee reviewed the proposals and invited two of the bidders to an interview at Town Hall with a committee consisting of Council member Nadalin, town accountant Tonda McArthur and finance director Donna Braun. The committee has recommended Chandler Asset Management. A resolution is being brought to Council this next Council meeting. A contract has been reviewed by staff and the Town attorneys and will be signed once Council has

approved the resolution. Work with Chandler will proceed immediately.

2016 Business Licenses – The invoices for the 2016 business license renewals were mailed in Mid-November. Approximately 1,250 renewals were mailed. Many of the invoices have been paid even though they're not due until the end of January 2016. The individual licenses get a brief review from various staff members to verify compliance.

2015 Financial Audit – The Town's independent auditors, Swanhorst & Co, LLC, will be here the week of December 7th to begin the 2015 fiscal audit. During the interim audit, they'll audit internal controls, test for compliance, review policies/minutes and other miscellaneous items. The primary audit will take place in April of 2016.

Public Safety – December 4, 2015

Incidents – On 11/20/15 Sergeant Higby responded to the report of a criminal mischief at the La Quinta hotel. Upon her arrival it was determined the call was not vandalism, but instead a drunk male had gotten sick in the restroom; however, everything had been cleaned up prior to Sergeant Higby's arrival. She and other Silverthorne Officers attempted to locate the intoxicated male and during their search determined he had been at Old Chicago's, but was not served and kicked out due to his intoxication. Unable to locate the male officers left. Later the male returned to the hotel and was acting strange to the hotel staff. Sergeant Higby contacted him and he took a fighting stance, while swearing and threatening her, which prompted her to call for back up. The abusive male was taken into protective custody without further incident.

On 11/20/15 Sergeant Higby and Chief Hanschmidt responded to a suicide attempt. Upon their arrival they found an unconscious female, who family members stated had been despondent over a recent break with her boyfriend. She was a juvenile and was forbidden from seeing her boyfriend since he had physically abused her, including strangulation, but she did not take the news well and was hiding in her bedroom for days. A sibling later found her breathing erratically and told their mother who then called 911. A thorough investigation revealed the girl had taken a large amount of a prescription migraine pills and was in critical condition. At this point she is expected to survive, but still has a lot of treatment to go.

On 11/21/15 Officers Ponedel and VanDuzer responded to a mental health call in the Willowbrook neighborhood. They were called by family members who were riding in the car with the subject who "lost it" and began swerving all over the road while yelling he was a superhero. The family fled the car in a panic and called 911 while the subject wandered off into the night. While officers were speaking with the family the subject arrived and was acting strangely. During their encounter the subject stated his dog could talk to him, in English, and he could not enter any vehicles because he was "Buddhist." His reactions were not that of a normal individual, he was taken into protective custody for a mental

evaluation. He was transported to the hospital where a doctor placed him on a mental health hold due to his continuing erratic behavior. These types of calls occur often and this would be a perfect example on why our department has been sending officers to the CIT class, which helps train officers for dealing with subjects in this state.

In addition to the above officers handled; multiple motor vehicle accidents, thefts, disturbances, frauds, harassments, intoxicated persons, road closures, numerous other agency assists, as well as business and area checks. Officers also participated in municipal court and county court proceedings, and initiated many traffic citations and warnings.

Feedback from the community – Officers Tarnoff, Watson, Futro and Quintana each received feedback from the community thanking them for their professionalism and kindness. Some of these people even put their comments on social media, commending the Silverthorne Police as the best agency in the county.

Department Training – Officers Siderfin and Futro completed a rigorous training, which earned them the CIT designation. CIT trains officers to deal with people in mental health crisis, utilizing professional actors, psychologists, and senior law-enforcement professionals in real-life scenarios.

Staffing – The department is down one Officer position and Logan VanDuzer continues to work through his FTO program. Officer Fliszar has tendered her resignation to accept a position at another agency.

Public Works Department – December 3, 2015

Streets –We have been busy plowing and sanding and have now gone to our winter schedule. These means we have staff working from 5 am to 6:30 pm 7 days a week.

Parks – Parks staff is busy with sidewalk and path plowing. They have also installed all of this year's holiday lighting. In addition we have begun plowing North Pond for skating.

Utilities – Utility staff is busy with various maintenance work to all of our systems, as well as working with contractors on the various construction projects around Town.

Recreation Center Air Systems – The new PDU is now fully functional and keeping the pool area temperatures and humidity at desired points. We have ordered a sound attenuator for the system to help with some noise issues.

Engineering – Dan is out for several weeks following some surgery, so I am covering all engineering related issues including plan reviews.

Facilities – We are interviewing next week for the Facility Manager position which we hope to fill by the end of the year. We will then begin work on filling the Parks Manager position in time for hiring of summer seasonals.

Community Development Department – December 3, 2015

Blue River Trail – The design has been modified and the next step would be to acquire the necessary easements, meet with FEMA concerning the flood plain, and Army Corps of Engineers concerning wetlands. Summit County Open Space Advisory Committee (OSAC) has been participating in acquiring an easement from Blue River Valley Ranch Lake Estates and a letter has been sent to the HOA.

Town Core Rezoning – Since the District Design Standards have been adopted, the focus shifts to the rezoning of the Town Core. This will help to implement the Comprehensive Plan vision to create a pedestrian friendly downtown. A landowners meeting was held on November 18 and a Public Open House was held on December 2.

Summit Sky Ranch (aka South Maryland Creek Ranch) – Town Council approved the Major PUD Amendment and Preliminary Plan for South Maryland Creek Ranch. The Final Plat has been submitted for review.

Lake Dillon Theatre Company (LDTC) – Design work continues on this exciting new Performing Arts Center. The Preliminary Plan will be reviewed by the Planning Commission and Town Council in December.

Public Works Strategic Plan – The Final Draft of the Public Works Strategic Plan is complete and has been presented to Town Council for discussion. Town Council has discussed the future timing of Cottonwood Park and staffing.

Transportation Plan Update – Staff is working on the update to the Town Transportation Plan. This includes gathering traffic counts at various intersections as well as modeling the Level of Service.

Outlets at San Clemente Grand Opening – Mark Leidal attended the Grand Opening events for this Craig Realty Group project. This is a \$200 million project that took 17 years to gain the necessary approvals.

Current Applications – The following is a list of applications which have been submitted to the Community Development Department and are currently being processed (ex parte rules apply):

- Marshall's – Site Plan Modification
- Mattress Firm – Preliminary Site Plan
- Silverthorne Performing Arts Center – Preliminary Site Plan
- South Maryland Creek Ranch (Summit Sky Ranch) – Final Plat

Recreation and Culture – December 3, 2015

Ally Dodge and her team from Spin Denver, have compiled information from the Branding Discovery Day and created three narratives based on that research. The PR team has given staff a sneak peak of their work and will be presenting it to the community stakeholders next week. The branding narrative will be the basis for messaging in future Town marketing activities. The branding narrative will also be the backbone of the recommended PR Strategic Plan, which Betty Ashley will present to Council in January.

The last public art meeting and art advocate meetings were held in the last two weeks. This concluded the public outreach for the Arts and Culture Strategic Plan. The plan content is finalized, with only minor amendments being made by staff and 23.4 Degrees. The plan is being formatted by a graphic designer and will be ready for council's review at the first council meeting in January.

Joanne Cook, Recreation and Culture Director, is participating in a Community Arts Panel Discussion, which is being hosted by the Lake Dillon Theatre Company this Saturday, December 5, at 10 a.m. at the Dillon theatre. The purpose of this panel is to engage the community in a discussion about what arts means to a community and how the future of arts can and/or should shape Summit County.

The annual Holiday Bazaar is this Saturday, December 5, from 9 a.m. – 3 p.m. at the Pavilion. The Bazaar hosts 30 regional artisans who will sell their wares (which make excellent holiday gifts), performances from the Silverthorne Recreation Center Dance Program, holiday music, and a visit from Santa. This annual Silverthorne tradition offers a perfect opportunity to mingle with friends and neighbors while checking a few items off your shopping list.

On-line registration is ready to go at the Recreation Center for the winter program registration day. On-line registration begins this Monday, December 7th at 7 a.m. Phone and in-person registration begins on December 10th at 7 a.m. This will be our first trial of the WebTrac software, and we expect the transactions to go smoothly. Transition to this program has been in progress for months, which included back-of-house and customer training.

Renee Rogers, Fitness Coordinator, sits on the Summit County Physical Activity and Nutrition Team (PANTS), and this group is once again hosting the County-wide annual Holiday Trimmings challenge. The program began the day before Thanksgiving and runs through Jan 2nd. The challenge consists of teams of 3-6 participants weighing in and out with a goal to *maintain* their collective "group weight" over the holidays. This is the second year PANTS has sponsored the program, and Renee serves as the program administrator.

Upcoming Pavilion Events

Dec 3 Yoga
 Video Premier

| | |
|--------|--|
| Dec 4 | Quinceanera |
| Dec 5 | Holiday Bazaar |
| Dec 6 | Wedding |
| Dec 8 | Yoga |
| Dec 9 | Mountain Munchkins |
| Dec 10 | Yoga |
| | Wedding |
| Dec 11 | Wedding |
| Dec 12 | Lake Dillon Preschool Family Fun Night |
| Dec 13 | Wedding |
| Dec 14 | Adopt An Angel |
| Dec 15 | Adopt An Angel |
| Dec 16 | Adopt An Angel |
| Dec 17 | Wedding |
| Dec 18 | Country Western Dance |
| Dec 19 | Wedding |
| Dec 21 | Wedding |

*This page intentionally
left blank*

Town of Silverthorne
Council Agenda Memorandum

TO: Town Council
THRU: Ryan Hyland, Town Manager *RH*
FROM: Michele Miller, MMC, Town Clerk *mm*
DATE: December 1, 2015
SUBJECT: Town Council Meeting Minutes from November 10 & 11, 2015

SUMMARY: Staff asks the Town Council to approve the Special Town Council Meeting minutes from November 10, 2015 and the Town Council meeting minutes from November 11, 2015.

STAFF RECOMMENDATION: Staff recommends approval of the Minutes from the meeting.

PROPOSED MOTION: Included in the Consent Calendar motion.

ATTACHMENTS:
Meeting Minutes

MANAGERS COMMENTS:

**SILVERTHORNE TOWN COUNCIL
Special Meeting Minutes
November 10, 2015**

CALL TO ORDER/ROLL CALL/APPROVAL OF AGENDA:

The special meeting was called to order at 7:08 p.m. Those members present and answering Roll Call were Mayor Bruce Butler, Council Members Derrick Fowler, Peggy Long, Russ Camp, Stuart Richardson, JoAnne Nadalin and Ann-Marie Sandquist. Staff members present were, Town Manager Ryan Hyland, Assistant Town Manager Mark Leidal, and Town Attorney Matt Mire.

The Pledge of Allegiance was recited by those present.

STAFF COMMENTS:

None

COUNCIL COMMENTS:

None

CITIZENS COMMENTS:

None

SANDQUIST MOVED TO GO INTO EXECUTIVE SESSION AT 7:10 P.M. UNDER CRS 24-6-402(4)(B) FOR A CONFERENCE WITH THE TOWN ATTORNEY, TOWN MANAGER AND APPROPRIATE STAFF FOR THE PURPOSE OF RECEIVING LEGAL ADVICE CONCERNING THE APPOINTMENT AND REMOVAL OF APPOINTED BOARD MEMBERS AND UNDER CHARTER SECTION 4.13.C AND CRS 24-6-402(4) (E) AND TO DISCUSS ECONOMIC DEVELOPMENT MATTERS.

SHE FURTHER MOVED TO RECONVENE THE COUNCIL MEETING AFTER THE CONCLUSION OF THE EXECUTIVE SESSION. MOTION SECONDED. MOTION PASSED UNANIMOUSLY BY COUNCIL

EXECUTIVE SESSION:

EXECUTIVE SESSION UNDER CRS 24-6-402(4)(b) FOR A CONFERENCE WITH THE TOWN ATTORNEY, TOWN MANAGER AND APPROPRIATE STAFF FOR THE PURPOSE OF RECEIVING LEGAL ADVICE CONCERNING THE APPOINTMENT AND REMOVAL OF APPOINTED BOARD MEMBERS. AND UNDER CHARTER SECTION 4.13.(c) AND CRS 24-6-402(4) (e) TO DISCUSS ECONOMIC DEVELOPMENT MATTERS.

NADALIN MOVED TO CONCLUDE THE EXECUTIVE SESSION AND ADJOURN THE SPECIAL MEETING AT 8:00 P.M.

BRUCE BUTLER, MAYOR

ATTEST

MICHELE MILLER, TOWN CLERK

November 10, 2015

Page 1

SILVERTHORNE TOWN COUNCIL
Meeting Minutes
Wednesday, November 11, 2015

CALL TO ORDER/ROLL CALL/APPROVAL OF AGENDA:

Those members present and answering Roll Call were Mayor Bruce Butler, Council Members Derrick Fowler, Peggy Long, Russ Camp, Stuart Richardson, JoAnne Nadalin and Ann-Marie Sandquist. Staff members present were Town Manager Ryan Hyland, Administrative Services Director Donna Braun, Assistant Town Manager Mark Leidal, Sgt. Misty Higby, Recreation Director Joanne Cook, Public Works Director Bill Linfield, Town Attorney Matt Mire and Town Clerk Michele Miller.

Veteran's Day Proclamation

Mayor Butler read the Veteran's Day Proclamation into the record and requested a moment of silence.

The Pledge of Allegiance was recited by those present.

STAFF COMMENTS:

Cook updated Council on the Town's Public Relations project with the Betty Ashley PR firm. Cook also updated Council on next week's Celebrations Around the World and the Before I Die community art project.

Linfield reported on the two year signage project updating Silverthorne's signage to meet new standards. He showed Council the new large sign for Hamilton Creek Road.

COUNCIL COMMENTS:

Long thanked staff for the prompt clearing of the Town's sidewalks, after the recent snow storm.

CITIZEN COMMENTS:

None.

CONSENT CALENDAR:

RICHARDSON MOVED TO APPROVE THE CONSENT CALENDAR INCLUDING THE MINUTES FROM OCTOBER 28, 2015. MOTION SECONDED. MOTION PASSED UNANIMOUSLY BY COUNCIL.

LIQUOR BOARD:

A. Silverthorne Discount Liquors, LLC dba Plain Jane Liquors - Renewal of Liquor Store Liquor License

B. Dancorp, Inc. dba Porky's Liquor – Renewal of Liquor Store Liquor License

SANDQUIST MOVED TO APPROVE DANCORP, INC. DBA PORKY'S LIQUOR AND SILVERTHORNE DISCOUNT LIQUORS LLC DBA PLAIN JANE LIQUORS - RENEWAL OF LIQUOR STORE LICENSES. MOTION SECONDED. MOTION PASSED UNANIMOUSLY BY COUNCIL.

ACTION ITEMS:

A. Hotel Silverthorne Partners, LLC, (Hampton Inn) Enhanced Sales Tax Incentive Program (ESTIP) Agreement

Mark Leidal, Assistant Town Manager, presented Hotel Silverthorne Partners, LLC, dba Hampton Inn's request for consideration for participation in the Town's Enhanced Sales Tax Incentive Program (ESTIP). He reviewed his staff report and requested approval.

CAMP MOVED TO APPROVE HOTEL SILVERTHORNE PARTNERS, LLC, (HAMPTON INN) ENHANCED SALES TAX INCENTIVE PROGRAM (ESTIP) AGREEMENT. MOTION SECONDED. MOTION PASSED UNANIMOUSLY BY COUNCIL.

B. Ordinance 2015-15; an Ordinance Approving the 2016 Budget - 1st Reading

Ryan Hyland, Town Manager, reviewed Donna Braun's work on the 2015-2016 budget and her accomplishments over the years. She has always managed the budget in a conservative manner and has been a great steward of public funds. He thanked Council for all of their work. Donna Braun, Finance Director, presented the 2016 Budget Ordinance for Council's consideration. She reviewed the staff report outlining the 2016 budget. The budget ordinance contains the Town's projected revenues and expenditures for each of the twelve funds. Staff and Council discussed different aspects of the 2016 budget.

NADALIN MOVED TO APPROVE ORDINANCE NO 2015-15 ON FIRST READING; AN ORDINANCE RECOGNIZING REVENUES, APPROPRIATING EXPENDITURES, APPROVING TRANSFERS AND ADOPTING THE TOWN OF SILVERTHORNE, JOINT SEWER AUTHORITY AND SOUTH MARYLAND CREEK RANCH GENERAL IMPROVEMENT DISTRICT BUDGET FOR THE YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2016 AND ENDING ON THE LAST DAY OF DECEMBER, 2016. MOTION SECONDED. MOTION PASSED UNANIMOUSLY BY COUNCIL.

C. Ordinance 2015-16; a 2016 Rate/Fee Ordinance - 1st Reading

Donna Braun, Finance Director, presented Ordinance 2015-16 an ordinance amending and establishing fee rates and charges. She reviewed her staff report and requested approval. Council and staff discussed some of the changes to the Town's rates and fees.

CAMP MOVED TO ADOPT ORDINANCE NO. 2015-16 ON FIRST READING; AN ORDINANCE ESTABLISHING FEES, RATES AND CHARGES. MOTION SECONDED. MOTION PASSED UNANIMOUSLY BY COUNCIL.

DISCUSSION ITEMS:

Richardson asked for the costs of Segment 5 of the Blue River Trail to be included in the record.

Total BRT Segment 5 Costs through 9/31/2015

BRT- Lomas v. Silverthorne

Legal -Starting in 2011 \$ 152,606

BRT- Condemnation

| | |
|----------------------------|------------------|
| Legal | \$560,920 |
| Appraisals/Experts | 113,689 |
| Commissioners | 15,300 |
| Settlements/Easements | 951,111 |
| Other | <u>1,406</u> |
| Total for Condemnation \$ | 1,642,426 |
| | |
| Trail Design & Engineering | \$142,889 |
| Trail Construction | <u>1,065,375</u> |
| Total for Segment 5B | \$3,003,297 |

INFORMATIONAL:

- A. EDAC Meeting Minutes, November 3, 2015
- B. August 2015 Sales Tax Review

CAMP MOVED TO ADJOURN. MOTION SECONDED. MEETING ADJOURNED AT 7:15 P.M.

BRUCE BUTLER, MAYOR

ATTEST

MICHELE MILLER, TOWN CLERK

These minutes are only a summary of the proceedings of the meeting. They are not intended to be comprehensive or to include each statement, person speaking or to portray with complete accuracy. The most accurate record of the meeting is the videotape of the meeting, maintained in the office of the Town Clerk.

*This page intentionally
left blank*

Town of Silverthorne
Council Agenda Memorandum

TO: Mayor & Town Council
THRU: Ryan Hyland, Town Manager *RH*
FROM: Mark Hanschmidt, Police Chief
DATE: December 2, 2015 for Meeting of December 9, 2015
SUBJECT: Resolution 2015-24, Renewing the Tow Contract with Western Towing

SUMMARY: The purpose of this Resolution is to renew the Town's Tow Contract with Western Towing and Recovery.

BACKGROUND: The Town has used Paul's Towing / Dillon Towing and Recovery for all police towing needs since 2002. The tow company has always provided good service to the town, a secure storage area and fair pricing for customers. On November 16, 2015, Paul's and Dillon Towing were sold to Western Towing and Recovery.

STAFF RECOMMENDATION: Staff recommends approving this Resolution to finalize the Tow Contract with Western Towing and Recovery.

PROPOSED MOTION: I MOVE TO APPROVE RESOLUTION 2015-24, APPROVING A NEW TOW CONTRACT WITH WESTERN TOWING AND RECOVERY.

ATTACHMENTS: Resolution 2015-24

MANAGERS COMMENTS:

**TOWN OF SILVERTHORNE, COLORADO
TOWN COUNCIL**

RESOLUTION 2015-24

A RESOLUTION of the Town of Silverthorne, designating Western Towing and Recovery as the primary towing service for the Town of Silverthorne.

WHEREAS, The Town of Silverthorne shall designate Western Towing and Recovery as the primary towing service for the Town, and

WHEREAS, the Town of Silverthorne wishes to work with Western Towing and Recovery services, utilizing there good service, reasonable rates and secure storage lot within the corporate limits of the TOWN, and

WHEREAS, the Town of Silverthorne Council believes it is in the best interest of the Town to designate Western Towing and Recovery as the designated tow company within the corporate limits of the Town.

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

That the Town of Silverthorne agrees to designate Western Towing and Recovery as the designated towing service within the corporate limits of the Town.

INTRODUCED, READ AND ADOPTED ON THE 9th DAY OF December 2015.

TOWN COUNCIL
TOWN OF SILVERTHORNE, COLORADO

By: _____
Bruce Butler, Mayor

ATTEST:

By: _____
Michele Miller, Town Clerk

Date: _____

Town of Silverthorne
Council Agenda Memorandum

TO: Mayor and Town Council
THRU: Ryan Hyland, Town Manager
FROM: Mark Leidal, Assistant Town Manager
SURA Executive Director
DATE: December 3, 2015, for meeting of December 9, 2015
SUBJECT: Resolution No. 2015-21: A Resolution of the Silverthorne Town Council Approving the 2015 Addendum to the Town of Silverthorne Urban Renewal Plan to Address House Bill 15 - 1348

SUMMARY: The proposed 2015 Addendum to the Town of Silverthorne Urban Renewal Authority Revised and Restated Plan is in response to House Bill 15-1348 and is not considered a substantial modification of the Plan.

BACKGROUND: The Silverthorne Urban Renewal Authority (SURA) has been in existence since the 1990's when an original Urban Renewal Plan was adopted by the Town. The Silverthorne Urban Renewal Authority was inactive until 2012.

PREVIOUS COUNCIL ACTION: Town Council approved the Revised and Restated Urban Renewal Plan on February 27, 2013, by Resolution 2013 – 05. The Town Council amended the Plan on November 11, 2014, by Resolution 2014 – 18.

DISCUSSION: The proposed Resolution and 2015 Addendum helps to clarify the confusion and vague language included in House Bill 15 – 1348 and how the interpretation of this language would apply to the SURA Revised and Restated Plan. This 2015 Addendum confirms that so long as the “undertakings and activities” of the Silverthorne Urban Renewal Authority are consistent with the approved Revised and Restated Urban Renewal Plan and the Silverthorne Comprehensive Plan, such undertakings and activities will not trigger the provisions of House Bill 15-1348. Examples of such undertakings and activities are included in the Addendum, but are not limited to those activities.

STAFF RECOMMENDATION: Staff recommends approval of Resolution No. 2015 – 21: A Resolution of the Silverthorne Town Council Approving the 2015 Addendum to the Town of Silverthorne Urban Renewal Authority Revised and Restated Urban Renewal Plan to Address House Bill 15 - 1348.

Proposed Motion: No Motion Necessary. Approved as part of the Consent Calendar.

ATTACHMENT:

Exhibit A: Resolution No. 2015 – 21: A Resolution of the Silverthorne Town Council Approving the 2015 Addendum to the Town of Silverthorne Urban Renewal Authority Revised and Restated Urban Renewal Plan to Address House Bill 15 - 1348.

**TOWN OF SILVERTHORNE, COLORADO
RESOLUTION NO. 2015 - 21**

**A RESOLUTION OF THE SILVERTHORNE TOWN COUNCIL
APPROVING THE 2015 ADDENDUM TO THE TOWN OF
SILVERTHORNE URBAN RENEWAL AUTHORITY REVISED AND
RESTATED URBAN RENEWAL PLAN TO ADDRESS HOUSE BILL 15-
1348**

WHEREAS, by the adoption of Resolution No. 2013 - 05, the Silverthorne Town Council adopted the Town of Silverthorne Urban Renewal Authority Revised and Restated Urban Renewal Plan (the "Plan");

WHEREAS, on May 29, 2015, Governor Hickenlooper signed into law House Bill 15-1348, which amended certain provisions of Colorado's Urban Renewal Law;

WHEREAS, Section 4 of House Bill 15-1348 applies to, in part, "urban renewal plan amendments or modifications adopted on or after January 1, 2016, that include any of the following: Any addition of an urban renewal project; an alteration in the boundaries of an urban renewal area; any change in the mill levy or the sales tax component of any such plan, except where such changes or modifications are made in connection with refinancing any outstanding bonded indebtedness; or an extension of an urban renewal plan or the duration of a specific urban renewal project regardless of whether such extension or related changes in duration of a specific urban renewal project require actual alteration of the terms of the urban renewal plan";

WHEREAS, the above-referenced language is vague and may lead to confusion regarding whether House Bill 15-1348 applies to certain amendments to or modifications of an urban renewal plan, particularly with respect to additions to urban renewal projects, extensions of urban renewal plans, or extensions in duration of urban renewal projects;

WHEREAS, by adoption of this Resolution, the Town Council desires to reduce potential confusion regarding the application of Section 4 of House Bill 15-1348 by clarifying the Town Council's intentions regarding the meaning of the term "project" as used in the Plan;

WHEREAS, the Town Council's clarification is set forth in the "2015 Addendum to Town of Silverthorne Urban Renewal Authority Revised and Restated Urban Renewal Plan" attached hereto and incorporated herein by this reference (the "2015 Addendum");

WHEREAS, the Town Council finds and determines pursuant to C.R.S. § 31-25-107(7) that the provisions of the 2015 Addendum, even if they are considered modifications of the Plan, are not substantial in nature, because they do not substantially change the urban renewal plan in land area, land use, design, building requirements, timing, or procedure, and that the modifications set forth herein are clarifications, not alterations, of the existing provisions and intent of the Plan; and

WHEREAS, the Town Council finds and determines that adoption of the 2015 Addendum is in the best interest of the public health, safety and welfare.

NOW THEREFORE BE IT RESOLVED BY THE SILVERTHORNE TOWN COUNCIL AS FOLLOWS:

Section 1. The Town Council hereby approves the 2015 Addendum to Town of Silverthorne Urban Renewal Authority Revised and Restated Urban Renewal Plan in the form attached hereto as **Exhibit A**. Notwithstanding adoption of the 2015 Addendum, all provisions of the Revised and Restated Urban Renewal Plan shall remain in full force and effect. To the extent of any conflict between the 2015 Addendum and the Revised and Restated Urban Renewal Plan, the 2015 Addendum shall control. To the extent that subsequent legislation or case law invalidates House Bill 15-1348 or the 2015 Addendum, or requires modifications to the Revised and Restated Urban Renewal Plan, nothing in the 2015 Addendum shall affect the validity or enforceability of the Revised and Restated Urban Renewal Plan, and if necessary, the Revised and Restated Urban Renewal Plan shall continue as it existed prior to the adoption of the 2015 Addendum.

INTRODUCED, PASSED AND ADOPTED this 9th day of December, 2015.

Bruce Butler, Mayor

ATTEST:

Michele Miller, Town Clerk

EXHIBIT A

2015 ADDENDUM TO TOWN OF SILVERTHORNE URBAN RENEWAL AUTHORITY REVISED AND RESTATED URBAN RENEWAL PLAN

This 2015 Addendum is an addendum to the Town of Silverthorne Urban Renewal Authority Revised and Restated Urban Renewal Plan (the "Plan") adopted by the Town of Silverthorne on February 27, 2013 by Resolution No. 2013-05, as amended on August 28, 2013 by Resolution No. 2013-18 and on November 11, 2014 by Resolution No. 2014-18. Because this 2015 Addendum will not change the Plan in land area, land use, design, building requirements, timing or procedure as previously approved, this 2015 Addendum is not considered a substantial modification of the Plan.

House Bill 15-1348

House Bill 15-1348 was adopted by the Colorado Legislature in the 2015 legislative session and signed by the Governor on May 29, 2015. House Bill 15-1348 did not change the definition of "*urban renewal project*" in the Urban Renewal Act, C.R.S. § 31-25-101, *et seq.* Accordingly, this 2015 Addendum confirms that so long as the "undertakings and activities" of the Silverthorne Urban Renewal Authority are consistent with the approved Revised and Restated Urban Renewal Plan and the Silverthorne Comprehensive Plan, such undertakings and activities will not trigger the provisions of House Bill 15-1348.

Any land that is developed or redeveloped in accordance with the Revised and Restated Urban Renewal Plan shall not be deemed the "addition of an urban renewal project" within the meaning of Section 4 of House Bill 15-1348, because such undertakings and activities have been previously authorized by the Plan.

Examples of such undertakings and activities include without limitation the following public improvements within or outside the Plan area which are intended to address conditions of blight within the Plan area:

1. Acquisition of the Smith Ranch commercial property (approximately \$3.2 million);
2. Acquisition of partial interest in the Acorn property (approximately \$750,000);
3. Development of the Gateway catalyst site (approximately \$3 million);
4. Development of the Town Core catalyst site (approximately \$20 million);
5. Development of the Green Village catalyst site (approximately \$10.2 million);
6. Development of the Smith Ranch catalyst site (approximately \$2 million);
7. Public infrastructure improvements on the Home Depot property (approximately \$5 million);

8. Adams Street sewer line relocation (approximately \$1 million);
9. Public infrastructure improvements in the Town Core, including without limitation curb, gutter, sidewalk and on-street parking (approximately \$2 million);
10. Construction of on-street parking, pedestrian crossing improvements and median improvements on Highway 9 (approximately \$2 million);
11. Purchase of real estate to alleviate blight in the Plan area (approximate cost cannot be determined at this time); and
12. All management, professional, treasurer and other fees associated with such undertakings and activities (approximate cost cannot be determined at this time).

This list of undertakings and activities is not intended to limit the Silverthorne Urban Renewal Authority from pursuing other undertakings and activities consistent with the Plan. The approximate costs are current estimates only, and are not intended to be limitations on actual project costs. Notwithstanding such estimates, the Silverthorne Urban Renewal Authority is authorized to expend any and all amounts necessary for such undertakings and activities, consistent with the Plan.

Approved and adopted by the Silverthorne Town Council on December 9, 2015, by Resolution No. 2015 - 21.

Bruce Butler, Mayor

ATTEST:

Michele Miller, Town Clerk

*This page intentionally
left blank*

Town of Silverthorne
Council Agenda Memorandum

To: Mayor and Town Council
From: Donna Braun, Finance Director *DB*
Thru: Ryan Hyland, Town Manager *RH*
Date: December 1, 2015 for meeting on December 9, 2015
Subject: Resolution 2015-22 - Awarding Investment Advisory Services to Chandler Asset Management

SUMMARY:

The Town has reserves and cash fund balances in our governmental, enterprise, urban renewal and joint sewer authority funds. The Town is in need of assistance in selecting investment options which meet State statute and the Town's investment policy. After reviewing several Requests for Proposal from investment advisors who specialize in investing governmental funds, Staff recommends contracting with Chandler Asset Management.

BACKGROUND/DISCUSSION:

Municipal governments in the State of Colorado have restrictions on how they may invest funds that the government holds. The investment instruments allowed by the Town are dictated by Colorado State Statute and the by the Town's investment policy which is included within the town's financial policies which can be found within the Town's Biennial Financial Plan (Budget). Investment options are limited to government pools, money markets, US treasury/agencies and commercial paper. Most of the options allowed are Federal Government backed and are considered conservative investments. Municipal governments must also invest in an environment where our priorities are: 1st – Safety, 2nd – Liquidity and 3rd – Yield. The Town's policies are written with these objectives and restrictions.

The Town currently has a portfolio of approximately \$20M. In the past, the Town has used Davidson Fixed Income Management as our investment advisor but the service level was poor and we have not done much work with the firm over the last year. Currently the Town has limited their investments to governmental pools, a money market account and a few certificates of deposits (CDs) seeing a rate of return in the .2% range. There are investment opportunities allowed within our investment policy that the Town could utilize that would allow the funds to be safe and liquid and produce a higher rate of return but our staff lacks the time and experience to act. An investment advisor would take the Town's investment opportunities to the next level.

Staff issued a Request for Proposal (RFP) for investment advisory services in October. The Town received five responses to the RFP. After reviewing the five responses, Staff selected the top two responding advisors. Both advisors were interviewed at Town Hall by a committee including the finance director, town accountant and council member Joanne Nadalin. The committee recommended Chandler Asset Management.

Financial Implications - Chandler Asset Management charges an annual investment management fee as follows:

| <u>Assets Under Management</u> | <u>Annual Investment Management Fee</u> |
|--------------------------------|---|
| First \$15 million | .10 of 1% |
| Next \$10 million | .08 of 1% |
| \$25 million and above | .07 of 1% |

It's estimated that the annual expense will be approximately \$15,000 or less in any given year. However, the fact that the town will be investing in investment products that will produce greater rates of return than the government pools, which is where most of the Town's funds are placed; it is

Town of Silverthorne
Council Agenda Memorandum

expected that the Town see an increase in interest revenues compared to what the government pools are producing. The increase in interest revenues will be greater than the actual expense for an investment advisor.

PREVIOUS COUNCIL ACTION:

Council approved a contract with Langhoff Brooks, a Division of Kirkpatrick Pettis in January of 2002. Davidson Fixed Income Management acquired Langhoff Brooks in the mid-2000's.

The Town Council updated the Town's Investment Policy in January of 2014.

STAFF RECOMMENDATION: Staff recommends Council approve Resolution #2015-22.

PROPOSED MOTION: No motion is necessary; this proposal may be approved as part of the Consent Calendar.

ATTACHMENTS:

- Resolution 2015-22

**TOWN OF SILVERTHORNE, COLORADO
RESOLUTION NO. 2015-22**

**A RESOLUTION AWARDING THE INVESTMENT ADVISOR SERVICE
CONTRACT TO CHANDLER ASSET MANAGEMENT**

WHEREAS, the Town of Silverthorne, has reserve and cash fund balances currently available to be invested and in turn earn interest revenues for the Town, and

WHEREAS, the Town of Silverthorne has established conservative investment policies that is dictated by Colorado State Statute and that the investment policy is reviewed and approved by the Town Council, and

WHEREAS, the Town of Silverthorne investment policy allows for the Town to contract for investment advisor services to assist the Town in their investment decisions, and

WHEREAS, the Town of Silverthorne desires the assistance of an investment advisor who specializes in governmental investing that are prioritize as safe, liquid and generate revenues for the Town and that follow the Town's and State investment policies, and;

WHEREAS, the Town of Silverthorne has issued and reviewed Request for Proposals from five investment advisors that specialize in state and local government investing and has interviewed and conducted reference reviews on two of the five advisors;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SILVERTHORNE THAT:

The Town of Silverthorne's Investment Advisory Services be awarded to Chandler Asset Management. The Town will be charged an annual rate of .10% to .08% (depending on assets under management) of the average monthly market value to be paid and calculated on a monthly basis.

INTRODUCED, READ AND ADOPTED ON THE _____ DAY OF _____, 2015.

TOWN COUNCIL
TOWN OF SILVERTHORNE, COLORADO

By: _____
Bruce Butler, Mayor

ATTEST:

By: _____
Michele Miller, Town Clerk

*This page intentionally
left blank*

Town of Silverthorne
Council Agenda Memorandum

TO: Mayor and Town Council
THRU: Ryan Hyland, Town Manager *RH*
FROM: Michele Miller, MMC, Town Clerk *mm*
DATE: 12-01-2015 for meeting of 12-09-2015
SUBJECT: Resolution 2015-23

SUMMARY:

The Town Council is being asked to approve Resolution 2015-23 authorizing the Town Clerk to enter into an intergovernmental agreement (IGA) with the Summit County Clerk and Recorder's and appoint election judges for the April 5, 2016 Regular Municipal Election.

BACKGROUND:

In order to receive election services from with Summit County Clerk's Office, the Town must enter into this governmental agreement. This election is mail ballot election.

PREVIOUS COUNCIL ACTION:

The Town has entered into an IGA previously with Summit County Clerk Office to utilize their election equipment and staff on election night.

DISCUSSION:

Financial Implications – The cost of utilizing election equipment and staff on election night are shared among the other Summit County Towns.

STAFF RECOMMENDATION:

Staff recommends approval of Resolution 2015-23.

PROPOSED MOTION: I move to approve the Consent Calendar.

ATTACHMENTS: Resolution 2015-23

MANAGERS COMMENTS:

**TOWN OF SILVERTHORNE
RESOLUTION NO. 2015-23**

**A RESOLUTION AUTHORIZING THE APPOINTMENT OF ELECTION
JUDGES AND AUTHORITY TO EXECUTE THE INTERGOVERNMENTAL
AGREEMENT FOR THE APRIL 5, 2106 REGULAR MUNICIPAL ELECTION.**

WHEREAS, the Town of Silverthorne has a Regular Municipal Election on April 5, 2015; and

WHEREAS, the General Assembly of the State of Colorado has enacted provisions for the governing board of any political subdivision to hold an election by mail ballot; and

WHEREAS, the Town Council of the Town of Silverthorne desires that the registered electors of the Town of Silverthorne have the opportunity to vote by mail in said election;

WHEREAS, The Mayor is hereby authorized to execute, the Town Clerk to attest, in form approved by the Town Attorney, an Intergovernmental Agreement with Summit County for services related to the April 5, 2016 Regular Town Election.

WHEREAS, The Town Council delegates to the Town Clerk the Authority appoint Judges for the Regular Municipal Town Election on April 5, 2016.

INTRODUCED, READ, APPROVED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF SILVERTHORNE, COLORADO THIS 9TH DAY OF DECEMBER, 2015.

Bruce Butler, Mayor

Attest:

Michele Miller, Town Clerk

Town of Silverthorne
Council Agenda Memorandum

TO: Mayor and Town Council
THRU : Ryan Hyland, Town Manager *RH*
FROM: Michele Miller, MMC, Town Clerk *mm*
DATE: December 3, 2015 for meeting of December 9, 2015
SUBJECT: Liquor license renewal for Local Authority Consideration

SUMMARY:

The Liquor Board is asked to grant renewals for 7-Eleven and The Raven Golf Club.

BACKGROUND:

A. 7-eleven Store #39033A – Renewal of 3.2% Beer Off Premise Liquor Store License

The applicant has submitted their renewal application for 7-eleven. The background investigation completed by the Police Department is attached. The Police Department has verified that all employees have successfully completed their Come of Age, alcohol training program. The Police Department recommends renewal of the liquor license.

B. Escalante Three Peak LP dba The Raven Golf Club at Three Peaks - Renewal of Hotel & Restaurant Liquor License

The applicant has submitted a renewal application for The Raven Golf Club. The background investigation completed by the Police Department is attached. The Police Department verified the 2015 liquor serving employees were all TIPS certified and will do so again for the 2016 season. The Police Department recommends renewal of the liquor license.

DISCUSSION:

Financial Implications: Each individual liquor license applicant is required to submit both local licensing fees and state licensing fees as set forth by the Colorado Liquor Enforcement Division. These fees are submitted with the application materials.

STAFF RECOMMENDATION:

Staff recommends approving the renewal application. Please contact the Town Clerk's office with any questions or if you want to view more detail from the liquor application.

PROPOSED MOTION:

I MOVE TO APPROVE

- 7-eleven Store #39033A – Renewal of 3.2% Beer Off Premise Liquor Store License and
- Escalante Three Peak LP dba The Raven Golf Club at Three Peaks - Renewal of Hotel & Restaurant Liquor License

ATTACHMENTS:

Liquor license renewal application and Police Department memo.

MANAGERS COMMENTS:



601 Center Circle • P.O. Box 1167 • Silverthorne, CO 80498
(970) 262-7320 • Fax (970) 262-7315

DATE: December 2, 2015
TO: Michele Miller
FROM: Officer Anne Baldwin
SUBJECT: Background check for liquor license or 3.2% fermented malt beverage license application, 7-11

Since their last application, 7-11 has not had any alcohol-related violations on their property.

I have verified all cashiers of 7-11 at 120 Blue River Parkway have successfully completed their *Come of Age* alcohol and tobacco program. *Come of Age* is a 3-hour computerized liability sales training program which is mandated for all 7-11 staff. Corporate policy requires all 7-11 employees complete this program prior to receiving their first paychecks and all staff are required to renew these certifications annually. *Come of Age* is one of the approved liquor training programs required by TOS 2-8-18, *Education Requirements*.

Based on the background information provided to the Silverthorne Police Department, we do not have any objections to the renewal of this liquor renewal license.

Reviewed by



Chief of Police
Mark Hanschmidt

12-02-15
Date

183eelel
**LIQUOR OR 3.2 BEER LICENSE
 RENEWAL APPLICATION**

| Fees Due | |
|--------------------------------|---------|
| Renewal Fee | \$96.25 |
| Storage Permit \$100 x _____ | _____ |
| Optional Premise \$100 x _____ | _____ |
| Related Resort \$75 x _____ | _____ |
| Amount Due/Paid | |

7-ELEVEN STORE 39033A
 ATTN: 7-ELEVEN LICENSING, PO BOX 219088
 DALLAS TX 75221

RECEIVED
 OCT 10 2015
 LICENSE DEPT.

Make check payable to: Colorado Department of Revenue.
 The State may convert your check to a one-time electronic
 banking transaction. Your bank account may be debited as early
 as the same day received by the State. If converted, your check
 will not be returned. If your check is rejected due to insufficient or
 uncollected funds, the Department may collect the payment
 amount directly from your banking account electronically.

PLEASE VERIFY & UPDATE ALL INFORMATION BELOW

RETURN TO CITY OR COUNTY LICENSING AUTHORITY BY DUE DATE

| | | | | |
|---|--|--|--------------------------------------|---------------------------------------|
| Licensee Name WILLS INVESTMENTS I & 7 ELEVEN INC | | DBA 7-ELEVEN STORE 39033A | | |
| Liquor License # 42540600000 | License Type 3.2% Beer Off Premises (city) | Sales Tax License # 42540600000 | Expiration Date 12/20/2015 | Due Date 11/5/2015 |
| Street Address 120 BLUE RIVER PARKWAY SILVERTHORNE CO 80498 | | | | Phone Number (877) 711 4422 |
| Mailing Address ATTN: 7-ELEVEN LICENSING, PO BOX 219088 DALLAS TX 75221 | | | | |
| Operating Manager Donald Wills | Date of Birth 08-15-43 | Home Address 277 Saddle Ridge Rd. Conditler CO 80209 | | Phone Number 970-926-1020 |

- Do you have legal possession of the premises at the street address above? YES NO
 Is the premises owned or rented? Owned Rented *If rented, expiration date of lease 03-01-18
- Since the date of filing of the last annual application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. YES NO
NOTE TO CORPORATION, LIMITED LIABILITY COMPANY AND PARTNERSHIP APPLICANTS: If you have added or deleted any officers, directors, managing members, general partners or persons with 10% or more interest in your business, you must complete and return immediately to your Local Licensing Authority, Form DR 8177: Corporation, Limited Liability Company or Partnership Report of Changes, along with all supporting documentation and fees.
- Since the date of filing of the last annual application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. YES NO
- Since the date of filing of the last annual application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. YES NO
- Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation... YES NO list on Clerk's office
- SOLE PROPRIETORSHIPS, HUSBAND-WIFE PARTNERSHIPS AND PARTNERS IN GENERAL PARTNERSHIPS:** Each person must complete and sign the DR 4679: Affidavit – Restriction on Public Benefits (available online or by calling 303-205-2300) and attach a copy of their driver's license, state-issued ID or valid passport.

AFFIRMATION & CONSENT

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

| | |
|---|-------------------------------|
| Type or Print Name of Applicant/Authorized Agent of Business Cheryl Sanford | Title AP Supervisor |
| Signature <i>Cheryl Sanford</i> | Date 11-02-15 |

REPORT & APPROVAL OF CITY OR COUNTY LICENSING AUTHORITY

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 12, Articles 46 and 47, C.R.S. THEREFORE THIS APPLICATION IS APPROVED.

| | |
|-------------------------------|--------|
| Local Licensing Authority For | Date |
| Signature | Title |
| | Attest |



601 Center Circle • P.O. Box 1167 • Silverthorne, CO 80498
(970) 262-7320 • Fax (970) 262-7315

DATE: December 2, 2015
TO: Michele Miller
FROM: Officer Anne Baldwin
SUBJECT: Raven Golf Club at Three Peaks -- renewal of liquor license

Since their last application, Escalante/Three Peaks, LLP; DBA Raven Golf Club has not had any alcohol-related incidents on or around their property.

At the time of this liquor license, the Raven Golf Club does not have any employees as the business is closed for the season. The seasonal staff only works during the warm months when the golf course is open. This business requires follow-up upon their opening in June, 2016 to be assured their staff is trained per Town of Silverthorne code 2-8-18, *Education Requirements*.

The Raven Golf Club's liquor-serving employees were all TIPS certified during the 2015 golf season.

Based on the background information provided to the Silverthorne Police Department, we do not have any objection to the renewal of this liquor license.

Reviewed by

Chief of Police
Mark Hanschmidt

12-02-15
Date

**LIQUOR OR 3.2 BEER LICENSE
 RENEWAL APPLICATION**

| Fees Due | |
|--------------------------------|-------|
| Renewal Fee | _____ |
| Storage Permit \$100 x _____ | _____ |
| Optional Premise \$100 x _____ | _____ |
| Amount Due/Paid | |

ESCALANTE THREE PEAK LP
 DBA THE RAVEN GOLF CLUB AT THREE PEAKS
 PO BOX 25420
 SILVERTHORNE, CO 80498

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

PLEASE VERIFY & UPDATE ALL INFORMATION BELOW

RETURN TO CITY OR COUNTY LICENSING AUTHORITY BY DUE DATE

| | | | | |
|--|---|---|------------------------------|------------------------------|
| Licensee Name Escalante Three Peak, LP | | DBA The Raven Golf Club at Three Peaks | | |
| Liquor License # 42630890000 | License Type Hotel & Restaurant Liquor License | Sales Tax License # 42630890000 | Expiration Date 1-6-2014 | Due Date 11-22-14 |
| Street Address 2929 Golden Eagle Road, Silverthorne, Co 80498 | | | | Phone Number 970-262-3636 |
| Mailing Address PO Box 25420 Silverthorne, Co 80498 | | | | |
| Operating Manager Elicio Silva | Date of Birth 6/17/65 | Home Address 3104 Spanish Oak Ft Worth, TX 76109 | Phone Number 719-237-9931 | |

- Do you have legal possession of the premises at the street address above? YES NO
 Is the premises owned or rented? Owned Rented* *If rented, expiration date of lease _____
- Since the date of filing of the last annual application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. YES NO
NOTE TO CORPORATION, LIMITED LIABILITY COMPANY AND PARTNERSHIP APPLICANTS: If you have added or deleted any officers, directors, managing members, general partners or persons with 10% or more interest in your business, you must complete and return immediately to your Local Licensing Authority, Form DR 8177: Corporation, Limited Liability Company or Partnership Report of Changes, along with all supporting documentation and fees.
- Since the date of filing of the last annual application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. YES NO
- Since the date of filing of the last annual application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. YES NO
- Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. YES NO
- SOLE PROPRIETORSHIPS, HUSBAND-WIFE PARTNERSHIPS AND PARTNERS IN GENERAL PARTNERSHIPS:** Each person must complete and sign the DR 4679: Affidavit - Restriction on Public Benefits (available online or by calling 303-205-2300) and attach a copy of their driver's license, state-issued ID or valid passport.

AFFIRMATION & CONSENT
 I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

| | |
|---|------------------------------|
| Type or Print Name of Applicant/Authorized Agent of Business Escalante Three Peaks, LP | Title Property Accountant |
| Signature Ron Reel | Date 11-30-15 |

REPORT & APPROVAL OF CITY OR COUNTY LICENSING AUTHORITY
 The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 12, Articles 46 and 47, C.R.S. THEREFORE THIS APPLICATION IS APPROVED.

| | |
|-------------------------------|--------|
| Local Licensing Authority For | Date |
| Signature | Title |
| | Attest |

*This page intentionally
left blank*

Town of Silverthorne
Council Agenda Memorandum

TO: Mayor and Town Council
THRU: Ryan Hyland, Town Manager 
FROM: Michele Miller, MMC, Town Clerk
DATE: December 1, 2015 for meeting of December 9, 2015
SUBJECT: New Liquor License for Local Authority Consideration

SUMMARY: The Liquor Board is asked to grant a new liquor license for Lake Dillon Foundation dba Lake Dillon Theatre Company.

BACKGROUND:

A. Lake Dillon Foundation dba Lake Dillon Theatre Company –Application for new Arts Liquor License -

The Town of Silverthorne Liquor Authority will consider the new liquor application for Lake Dillon Theatre Company. The applicant submitted a complete application on November 5, 2015. The premise was posted on November 25, 2015. The Police Department does not have any issues granting this liquor license. After the Theatre opens, the applicant will have sixty (60) days to come into compliance with the TIPS requirements for their employees. The applicant has submitted a Survey of Needs & Desires, as required by Town Code. After the local approval is granted, the liquor license application will be forwarded to the State for their approval. Once the Liquor license is approved by the State of Colorado, the license is held by the Clerk's office until a Certificate of Occupancy is issued by the Building Department for this temporary location.

DISCUSSION:

Financial Implications: Each individual liquor license applicant is required to submit both local licensing fees and state licensing fees as set forth by the Colorado Liquor Enforcement division. These fees are submitted with the application materials.

STAFF RECOMMENDATION: Staff recommends approval of the new liquor application. *Please contact the Town Clerk's office with any questions or if you want to view more detail from the liquor application.*

PROPOSED MOTION:

I MOVE TO APPROVE THE APPLICATION FOR LAKE DILLON FOUNDATION DBA LAKE DILLON THEATRE COMPANY - NEW ARTS LIQUOR LICENSE.

ATTACHMENTS: Liquor license application and supporting documentation.

MANAGERS COMMENTS:

APPLICATION DOCUMENTS CHECKLIST AND WORKSHEET

Instructions: This check list should be utilized to assist applicants with filing all required documents for licensure. All documents must be properly signed and correspond with the name of the applicant exactly. All documents must be typed or legibly printed. Upon final State approval the license will be mailed to the local licensing authority. Application fees are nonrefundable.

ITEMS SUBMITTED, PLEASE CHECK ALL APPROPRIATE BOXES COMPLETED OR DOCUMENTS SUBMITTED

I. APPLICANT INFORMATION

- A. Applicant/Licensee identified.
- B. State sales tax license number listed or applied for at time of application.
- C. License type or other transaction identified.
- D. Return originals to local authority.
- E. Additional information may be required by the local licensing authority.

II. DIAGRAM OF THE PREMISES

- A. No larger than 8 1/2" X 11".
- B. Dimensions included (doesn't have to be to scale). Exterior areas should show control (fences, walls, etc.).
- C. Separate diagram for each floor (if multiple levels).
- D. Kitchen - identified if Hotel and Restaurant.

III. PROOF OF PROPERTY POSSESSION

- A. Deed in name of the Applicant ONLY (or)
- B. Lease in the name of the Applicant ONLY.
- C. Lease Assignment in the name of the Applicant (ONLY) with proper consent from the Landlord and acceptance by the Applicant.
- D. Other Agreement if not deed or lease.

IV. BACKGROUND INFORMATION AND FINANCIAL DOCUMENTS

- A. Individual History Record(s) (Form DR 8404-I).
- B. Fingerprints taken and submitted to local authority. (State authority for master file applicants.)
- C. Purchase agreement, stock transfer agreement, and or authorization to transfer license.
- D. List of all notes and loans.

V. CORPORATE APPLICANT INFORMATION (If Applicable)

- A. Certificate of Incorporation (and/or)
- B. Certificate of Good Standing if incorporated more than 2 years ago.
- C. Certificate of Authorization if foreign corporation.
- D. List of officers, directors and stockholders of parent corporation (designate 1 person as "principal officer").

VI. PARTNERSHIP APPLICANT INFORMATION (If Applicable)

- A. Partnership Agreement (general or limited). Not needed if husband and wife.

VII. LIMITED LIABILITY COMPANY APPLICANT INFORMATION (If Applicable)

- A. Copy of articles of organization (date stamped by Colorado Secretary of State's Office).
- B. Copy of operating agreement.
- C. Certificate of Authority (if foreign company).

VIII. MANAGER REGISTRATION FOR HOTEL AND RESTAURANT, TAVERN LICENSES WHEN INCLUDED WITH THIS APPLICATION

- A. \$75.00 fee.
- B. Individual History Record (DR 8404-I).

7. Is the applicant (including any of the partners, if a partnership; members or manager if a limited liability company; or officers, stockholders or directors if a corporation) or manager under the age of twenty-one years? Yes No

8. Has the applicant (including any of the partners, if a partnership; members or manager if a limited liability company; or officers, stockholders or directors if a corporation) or manager ever (in Colorado or any other state):
 (a) Been denied an alcohol beverage license?
 (b) Had an alcohol beverage license suspended or revoked?
 (c) Had interest in another entity that had an alcohol beverage license suspended or revoked?
 If you answered yes to 8a, b or c, explain in detail on a separate sheet.

9. Has a liquor license application (same license class), that was located within 500 feet of the proposed premises, been denied within the preceding two years? If "yes", explain in detail.

10. Are the premises to be licensed within 500 feet of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary?
 or
 Waiver by local ordinance?
 Other: _____

11. Has a liquor or beer license ever been issued to the applicant (including any of the partners, if a partnership; members or manager if a Limited Liability Company; or officers, stockholders or directors if a corporation)? If yes, identify the name of the business and list any current financial interest in said business including any loans to or from a licensee.
 Lake Dillon Theatre Company

12. Does the Applicant, as listed on line 2 of this application, have legal possession of the premises by virtue of ownership, lease or other arrangement?
 Ownership Lease Other (Explain in Detail) _____
 a. If leased, list name of landlord and tenant, and date of expiration, exactly as they appear on the lease:

| | | |
|--------------------|-----------------------------|-----------|
| Landlord | Tenant | Expires |
| Craig Realty Group | Lake Dillon Theatre Company | 3/31/2017 |

b. Is a percentage of alcohol sales included as compensation to the landlord? If yes complete question 13.
 c. Attach a diagram and outline or designate the area to be licensed (including dimensions) which shows the bars, brewery, walls, partitions, entrances, exits and what each room shall be utilized for in this business. This diagram should be no larger than 8 1/2" X 11".

13. Who, besides the owners listed in this application (including persons, firms, partnerships, corporations, limited liability companies), will loan or give money, inventory, furniture or equipment to or for use in this business; or who will receive money from this business. Attach a separate sheet if necessary.

| Last Name | First Name | Date of Birth | FEIN or SSN | Interest/Percentage |
|-----------|------------|---------------|-------------|---------------------|
| NONE | | | | |
| NONE | | | | |

Attach copies of all notes and security instruments, and any written agreement, or details of any oral agreement, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation. NA

14. Optional Premises or Hotel and Restaurant Licenses with Optional Premises:
 Has a local ordinance or resolution authorizing optional premises been adopted?
 NA Number of additional Optional Premise areas requested. (See license fee chart) _____

15. Liquor Licensed Drug Store applicants, answer the following:
 (a) Does the applicant for a Liquor Licensed Drug Store have a license issued by the Colorado Board of Pharmacy?
 If "yes" a copy of license must be attached. NA

16. Club Liquor License applicants answer the following: Attach a copy of applicable documentation
 (a) Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain?
 (b) Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain?
 (c) How long has the club been incorporated? _____
 (d) Has applicant occupied an establishment for three years (three years required) that was operated solely for the reasons stated above? NA

17. Brew-Pub License or Vintner Restaurant Applicants answer the following:
 (a) Has the applicant received or applied for a Federal Permit? (Copy of permit or application must be attached) NA

18a. For all on-premises applicants.
 (If this is an application for a Hotel, Restaurant or Tavern License, the manager must also submit an individual History Record - DR 8404-I)

| | | |
|----------------------|-----------------------|---------------|
| Last Name of Manager | First Name of Manager | Date of Birth |
| BLONKARD | JUSTINA | 2 |

18b. Does this manager act as the manager of, or have a financial interest in, any other liquor licensed establishment in the State of Colorado? If yes, provide name, type of license and account number.

| | |
|-----------------|----------------|
| Type of License | Account Number |
| _____ | _____ |

19. Tax Distraint Information. Does the applicant or any other person listed on this application and including its partners, officers, directors, stockholders, members (LLC) or managing members (LLC) and any other persons with a 10% or greater financial interest in the applicant currently have an outstanding tax distraint issued to them by the Colorado Department of Revenue?
 If yes, provide an explanation and include copies of any payment agreements.

20. **If applicant is a corporation, partnership, association or limited liability company, applicant must list all officers, directors, general partners, and managing members. In addition, applicant must list any stockholders, partners, or members with ownership of 10% of more in the applicant. All persons listed below must also attach form DR8404-I (Individual History Record), and submit fingerprint cards to their local licensing authority.

| Name | Home Address, City & State | DOB | Position | % Owned |
|------------------|---|---------|--------------------|---------|
| JOSHUA BLANCHARD | 16972 RYAN GULCH SILVERTHORNE CO 80493 | 11-4-78 | Executive Director | 0 |
| CARRY KELLY | 4511 W. COVINGTON DR. SILVERTHORNE CO 80498 | 11-1-78 | BOARD President | 0 |
| Name | Home Address, City & State | DOB | Position | % Owned |
| Name | Home Address, City & State | DOB | Position | % Owned |
| Name | Home Address, City & State | DOB | Position | % Owned |

** Limited Liability Companies and Partnerships - 100% of ownership must be accounted for on question #20
 ** Corporations - The President, Vice-President, Secretary and Treasurer must be accounted for on question #20 (Include ownership percentage if applicable)

Oath Of Applicant

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Colorado Liquor or Beer Code which affect my license.

| | | |
|---|--|-----------------|
| Authorized Signature <i>Joshua Blanchard</i> | Printed Name and Title JOSHUA BLANCHARD, EXECUTIVE DIRECTOR | Date 11/5/15 |
|---|--|-----------------|

Report and Approval of Local Licensing Authority (City/County)

| | |
|--|--|
| Date application filed with local authority 11-5-15 | Date of local authority hearing (for new license applicants; cannot be less than 30 days from date of application 12-47-311 (1) C.R.S.) 12-9-15 |
|--|--|

The Local Licensing Authority Hereby Affirms that each person required to file DR 8404-I (Individual History Record) has:

- Been fingerprinted
- Been subject to background investigation, including NCIC/CCIC check for outstanding warrants

That the local authority has conducted, or intends to conduct, an inspection of the proposed premises to ensure that the applicant is in compliance with, and aware of, liquor code provisions affecting their class of license

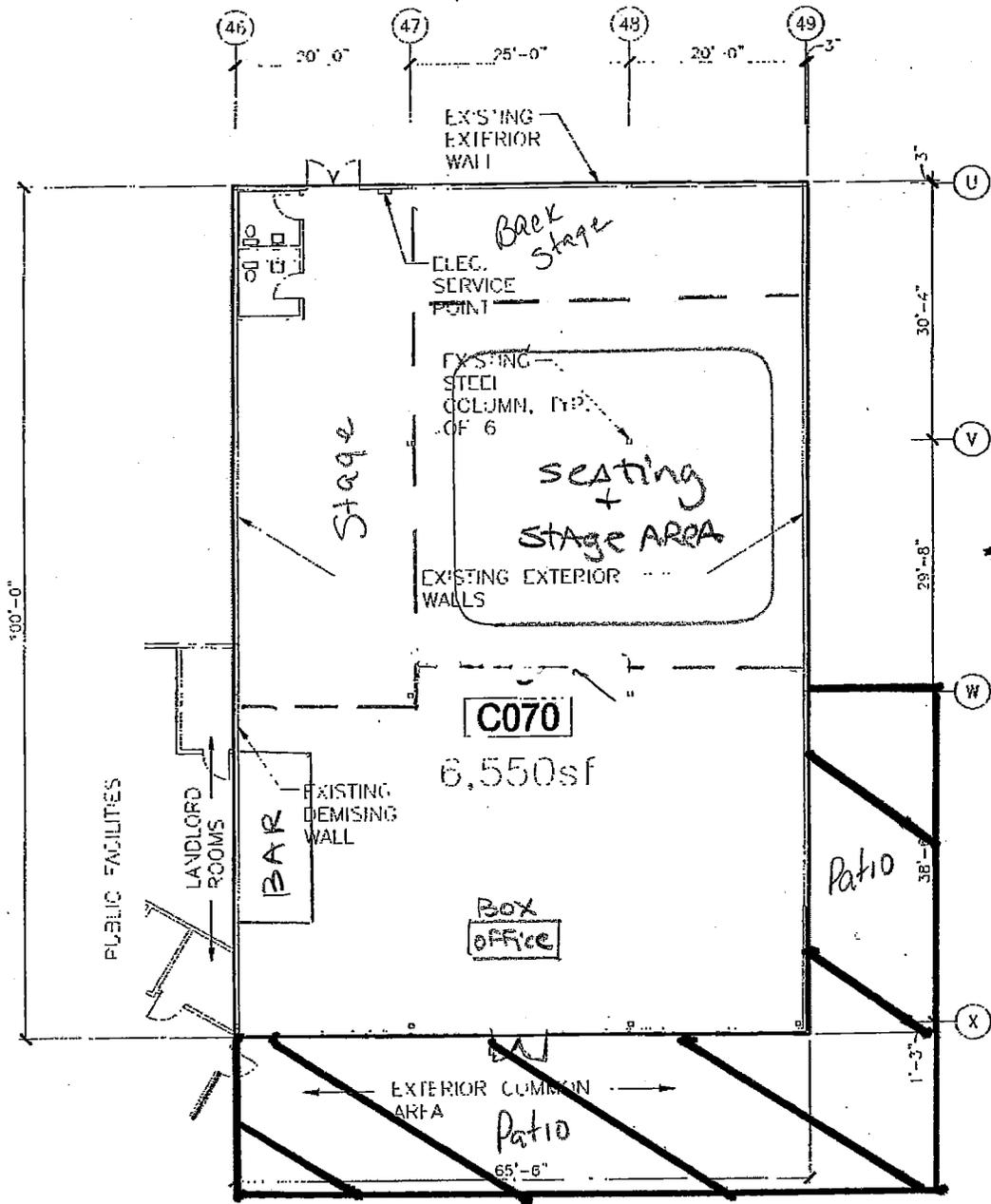
(Check One)

- Date of inspection or anticipated date _____
- Will conduct inspection upon approval of state licensing authority

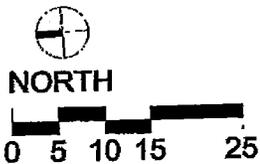
The foregoing application has been examined; and the premises, business to be conducted, and character of the applicant are satisfactory. We do report that such license, if granted, will meet the reasonable requirements of the neighborhood and the desires of the adult inhabitants, and will comply with the provisions of Title 12, Article 46 or 47, C.R.S.

Therefore, this application is approved.

| | | | |
|-------------------------------|------------------|--|------|
| Local Licensing Authority for | Telephone Number | <input type="checkbox"/> Town, City <input type="checkbox"/> County | |
| Signature | Print | Title | Date |
| Signature (attest) | Print | Title | Date |



--- curtains



A PROJECT OF
CRAIG REALTY GROUP

1500 QUAIL ST. SUITE 100
 SILVERTHORNE, CO 80443



Existing Suites C070
**OUTLETS AT
 SILVERTHORNE**
 SILVERTHORNE, CO

NOTE: THIS PLAN IS DIAGRAMATIC AND INTENDED ONLY FOR THE PURPOSE OF
 DEPICTING THE LEASED PREMISES. THE TITANT IS TO VERIFY ALL DIMENSIONS AND

12C. We are asking that premises include the interior lobby of the address and also the small terrace adjacent to the front door of the premises. (Please see the attached map.) We would designate this location with signage and a physical barrier, including rope and station or possibly a small fence.

We have discussed this with the General Manager of the Outlets of Silverthorne. She is familiar with this type of liquor requirement and has conducted events with alcohol service on these premises.

She is in favor of the liquor license premise to include this small outdoor area as long as there are designated borders with designated entrance and exits, which she is happy to provide.

The outside premises if granted would be in use during summer months.

Individual History Record

To be completed by the following persons, as applicable: sole proprietors; general partners regardless of percentage ownership, and limited partners owning 10% or more of the partnership; all principal officers of a corporation, all directors of a corporation, and any stockholder of a corporation owning 10% or more of the outstanding stock; managing members or officers of a limited liability company, and members owning 10% or more of the company; and any intended registered manager of Hotel and Restaurant or Tavern class of retail license

Notice: This individual history record requires information that is necessary for the licensing investigation or inquiry. All questions must be answered in their entirety or the license application may be delayed or denied. If a question is not applicable, please indicate so by "N/A". Any deliberate misrepresentation or material omission may jeopardize the license application. (Please attach a separate sheet if necessary to enable you to answer questions completely)

| | | | |
|--|--|--|---------------------------------|
| 1. Name of Business Lake Dillon Theatre Company | | Home Phone Number 970 | Cellular Number 970 3 |
| 2. Your Full Name (last, first, middle) Blanchard, Joshua David | | 3. List any other names you have used NA | |
| 4. Mailing address (if different from residence) PO Box 1800 Dillon, CO 80435 | | Email Address fish@lake-dillon- | |
| 5. List current residence address. Include any previous addresses within the last five years. (Attach separate sheet if necessary) | | | |
| Street and Number | | City, State, Zip | |
| Current 2 RYan Gulch rd | | Silverthorne, CO 80498 | |
| Previous NA | | From | To |
| | | 10-02 | present |

| | | | | |
|--|--|------------------------|--------------|----------------|
| 6. List all employment within the last five years. Include any self-employment. (Attach separate sheet if necessary) | | | | |
| Name of Employer or Business | Address (Street, Number, City, State, Zip) | Position Held | From | To |
| Lake Dillon Theatre Co. | 135 main st 21, Dillon, CO 80435 | Ex. Dir. | 10-10 | present |
| Colorado Mtn College | 107 Denison Placer Rd, Breckenridge, CO 80424 | Adjunct Faculty | 8-06 | present |
| Summit School District | 16201 CO-9, Breckenridge, CO 80424 | Theatre Coach | 01-03 | present |

| | | | |
|--|---------------------|---------------|------------------|
| 7. List the name(s) of relatives working in or holding a financial interest in the Colorado alcohol beverage industry. | | | |
| Name of Relative | Relationship to You | Position Held | Name of Licensee |
| NA | | | |

8. Have you ever applied for, held, or had an interest in a Colorado Liquor or Beer License, or loaned money, furniture, fixtures, equipment or inventory to any licensee? (If yes, answer in detail.) Yes No

9. Have you ever received a violation notice, suspension, or revocation for a liquor law violation, or have you applied for or been denied a liquor or beer license anywhere in the United States? (If yes, explain in detail.) Yes No

10. Have you ever been convicted of a crime or received a suspended sentence, deferred sentence, or forfeited bail for any offense in criminal or military court or do you have any charges pending? (If yes, explain in detail.) Yes No

11. Are you currently under probation (supervised or unsupervised), parole, or completing the requirements of a deferred sentence? (If yes, explain in detail.) Yes No

12. Have you ever had any professional license suspended, revoked, or denied? (If yes, explain in detail.) Yes No

Personal and Financial Information

Unless otherwise provided by law, the personal information required in question #13 will be treated as confidential. The personal information required in question #13 is solely for identification purposes.

| | | | |
|--------------------------------------|---------------------------|---|---|
| 13a. Date of Birth | b. Social Security Number | c. Place of Birth | d. U.S. Citizen |
| | 5 | Dallas TX | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| e. If Naturalized, state where | f. When | g. Name of District Court | |
| NA | NA | NA | |
| h. Naturalization Certificate Number | i. Date of Certification | j. If an Alien, Give Alien's Registration Card Number | k. Permanent Residence Card Number |
| NA | NA | NA | NA |
| l. Height | m. Weight | n. Hair Color | o. Eye Color |
| 511 | 155 | Brown | Green |
| p. Gender | q. Race | r. Do you have a current Driver's License/ID? If so, give number and state. | |
| M | White | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No # <u>CO</u> | |

14. Financial Information.

a. Total purchase price or investment being made by the applying entity, corporation, partnership, limited liability company, other.
\$ ~~2,700,000~~ 2,700,000

b. List the total amount of the personal investment, made by the person listed on question #2, in this business including any notes, loans, cash, services or equipment, operating capital, stock purchases or fees paid. \$ NONE / \$0

* If corporate investment only please skip to and complete section (d)
** Section b should reflect the total of sections c and e

c. Provide details of the personal investment described in 14b. You must account for all of the sources of this investment. (Attach a separate sheet if needed)

| Type: Cash, Services or Equipment | Account Type | Bank Name | Amount |
|-----------------------------------|--------------|-----------|--------|
| NA | | | |

d. Provide details of the corporate investment described in 14 b. You must account for all of the sources of this investment. (Attach a separate sheet if needed)

| Type: Cash, Services or Equipment | Loans | Account Type | Bank Name | Amount |
|-----------------------------------|-------|--------------|-----------|-------------|
| CASH (through donations) | | | | \$2,700,000 |
| | | | | |

e. Loan Information (Attach copies of all notes or loans)

| Name of Lender | Address | Term | Security | Amount |
|----------------|---------|------|----------|--------|
| NA | | | | |

Oath of Applicant

declare under penalty of perjury that this application and all attachments are true, correct, and complete to the best of my knowledge.

| | | | |
|-------------------------|------------------|--------------------|----------|
| Authorized Signature | Print Signature | Title | Date |
| <i>Joshua Blanchard</i> | JOSHUA BLANCHARD | Executive Director | 11/23/15 |

Individual History Record

To be completed by the following persons, as applicable: sole proprietors; general partners regardless of percentage ownership, and limited partners owning 10% or more of the partnership; all principal officers of a corporation, all directors of a corporation, and any stockholder of a corporation owning 10% or more of the outstanding stock; managing members or officers of a limited liability company, and members owning 10% or more of the company; and any intended registered manager of Hotel and Restaurant or Tavern class of retail license

Notice: This individual history record requires information that is necessary for the licensing investigation or inquiry. All questions must be answered in their entirety or the license application may be delayed or denied. If a question is not applicable, please indicate so by "N/A". Any deliberate misrepresentation or material omission may jeopardize the license application. (Please attach a separate sheet if necessary to enable you to answer questions completely)

| | | |
|--|---|-----------------------------------|
| 1. Name of Business LAKE DILLON FOUNDATION | Home Phone Number 970- | Cellular Number 291-108 |
| 2. Your Full Name (last, first, middle) KELLY LAWRENCE, JOHN | 3. List any other names you have used LARRY | |
| 4. Mailing address (if different from residence) | Email Address | |

5. List current residence address. Include any previous addresses within the last five years. (Attach separate sheet if necessary)

| Street and Number | City, State, Zip | From | To |
|-------------------------------------|-------------------------------|-------------|----------------|
| Current 451 W. COYOTE DR. | SILVERTHORNE, CO 80498 | 2005 | PRESENT |
| Previous | | | |

6. List all employment within the last five years. Include any self-employment. (Attach separate sheet if necessary)

| Name of Employer or Business | Address (Street, Number, City, State, Zip) | Position Held | From | To |
|------------------------------|--|----------------|--------------|---------------|
| BMC SOFTWARE | 3701 CITYWEST BLVD. HOUSTON, TX 77042 | VARIOUS | 12/96 | 4/2013 |
| | | | | |

7. List the name(s) of relatives working in or holding a financial interest in the Colorado alcohol beverage industry.

| Name of Relative | Relationship to You | Position Held | Name of Licensee |
|------------------|---------------------|---------------|------------------|
| | | | |
| | | | |
| | | | |

8. Have you ever applied for, held, or had an interest in a Colorado Liquor or Beer License, or loaned money, furniture, fixtures, equipment or inventory to any licensee? (If yes, answer in detail.) Yes No

9. Have you ever received a violation notice, suspension, or revocation for a liquor law violation, or have you applied for or been denied a liquor or beer license anywhere in the United States? (If yes, explain in detail.) Yes No

10. Have you ever been convicted of a crime or received a suspended sentence, deferred sentence, or forfeited bail for any offense in criminal or military court or do you have any charges pending? (If yes, explain in detail.) Yes No
11. Are you currently under probation (supervised or unsupervised), parole, or completing the requirements of a deferred sentence? (If yes, explain in detail.) Yes No
12. Have you ever had any professional license suspended, revoked, or denied? (If yes, explain in detail.) Yes No

Personal and Financial Information

Unless otherwise provided by law, the personal information required in question #13 will be treated as confidential. The personal information required in question #13 is solely for identification purposes.

| | | | | | | | |
|--------------------------------------|------------------|---------------------------|---------------------|---|--------------|--|--|
| 13a. Date of Birth 7/01-3 | | b. Social Security Number | | c. Place of Birth | | d. U.S. Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| e. If Naturalized, state where | | | | f. When | | g. Name of District Court | |
| h. Naturalization Certificate Number | | i. Date of Certification | | j. If an Alien, Give Alien's Registration Card Number | | k. Permanent Residence Card Number | |
| l. Height 5'6" | m. Weight 175 | n. Hair Color GREY | o. Eye Color HLL | p. Gender M | q. Race W | r. Do you have a current Driver's License/ID? If so, give number and state. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No # _____ state <u>CO</u> | |

14. Financial Information.

a. Total purchase price or investment being made by the applying entity, corporation, partnership, limited liability company, other.
\$ 2,700,000

b. List the total amount of the personal investment, made by the person listed on question #2, in this business including any notes, loans, cash, services or equipment, operating capital, stock purchases or fees paid. \$ 0

* If corporate investment only please skip to and complete section (d)
** Section b should reflect the total of sections c and e

c. Provide details of the personal investment described in 14b. You must account for all of the sources of this investment. (Attach a separate sheet if needed)

| Type: Cash, Services or Equipment | Account Type | Bank Name | Amount |
|-----------------------------------|--------------|-----------|--------|
| None | | | |
| | | | |
| | | | |
| | | | |

d. Provide details of the corporate investment described in 14 b. You must account for all of the sources of this investment. (Attach a separate sheet if needed)

| Type: Cash, Services or Equipment | Loans | Account Type | Bank Name | Amount |
|-----------------------------------|-------|--------------|-----------|-----------|
| Cash (through donations) | | | | 2,700,000 |
| | | | | |
| | | | | |

e. Loan Information (Attach copies of all notes or loans)

| Name of Lender | Address | Term | Security | Amount |
|----------------|---------|------|----------|--------|
| N/A | | | | |
| | | | | |
| | | | | |

Oath of Applicant

I declare under penalty of perjury that this application and all attachments are true, correct, and complete to the best of my knowledge.

| | | | |
|---|-----------------------------|---|-----------------|
| Authorized Signature <i>LJ Kelly</i> | Print Signature LJ KELLY | Title PRESIDENT, LAKE DILLON FOUNDATION BOARD | Date 12/3/15 |
|---|-----------------------------|---|-----------------|

**TOWN OF SILVERTHORNE, COLORADO
NEW ALCOHOL BEVERAGE LICENSE**

**SURVEY OF NEEDS & DESIRES OF ADULT
RESIDENTS OF THE NEIGHBORHOOD**

An application has been filed with the Town of Silverthorne, Colorado for:

- A New Arts Liquor License

For premises located at 246-X Rainbow Drive, Silverthorne, Colorado.

The applicant for the license is:

Lake Dillon Foundation dba Lake Dillon Theatre Company

The purpose of this survey is to determine whether the needs and desires of the adult residents of the neighborhood (in this case, within the corporate boundaries of the Town of Silverthorne) support the issuance of the new license.

Do you favor or oppose the issuance, by the Silverthorne Town Council sitting as the Silverthorne Liquor Authority, a

New Arts Liquor License at 246-X Rainbow Drive, Silverthorne, Colorado?

| | Name & Date | Address (street & town) | Favor | Oppose |
|------------|-----------------|-------------------------|-------|--------|
| Print Name | Carolyn Sachs | 581 Preston Way | X | |
| Signature | Carolyn Sachs | BRECKENRIDGE CO | | |
| Date | 11/7/15 | | | |
| Print Name | ALAN DAMPUNCELO | 581 Preston Way | | |
| Signature | Alan Dampuncelo | BRECKENRIDGE CO | X | |
| Date | 11/7/15 | | | |

| | Name & Date | Address (street & town) | Favor | Oppose |
|------------|--------------|-------------------------|-------|--------|
| Print Name | CHARLES DAHL | 810 PALMERS DR. | ✓ | |
| Signature | Charles Dahl | SILVERTHORNE | | |
| Date | 11/06/2015 | | | |
| Print Name | BOB BODE | 361 N. 7th Ave | ✓ | |
| Signature | Robert Bode | FRISCO CO | | |
| Date | 11/07/15 | 80443 | | |
| Print Name | | | | |
| Signature | | | | |
| Date | | | | |

Do you favor or oppose the issuance, by the Silverthorne Town Council sitting as the Silverthorne Liquor Authority, of a new 3.2% beer and/or liquor license at _____?

| | Name & Date | Address (street & town) | Favor | Oppose |
|------------|--------------------|---------------------------------|-------|--------|
| Print Name | Dave Cove | 419 Bald Eagle Rd. | ✓ | |
| Signature | <i>[Signature]</i> | Silverthorne, CO | | |
| Date | 11/6/2015 | 80498 | | |
| Print Name | JANET SCERVINO | 111 THREE RIVERS | ✓ | |
| Signature | <i>[Signature]</i> | DILLON CO 80435 | | |
| Date | 11-6-2015 | | | |
| Print Name | Cynthia Wilson | 401 Adams Ave | ✓ | |
| Signature | <i>[Signature]</i> | Silverthorne, CO 80498 | | |
| Date | 11/6/2015 | | | |
| Print Name | Rebecca Richmond | 1106 Rosard Dr | ✓ | |
| Signature | <i>[Signature]</i> | Keystone, CO 80435 | | |
| Date | 11.6.15 | | | |
| Print Name | S. Drozdzal | 135 Woodchicket | ✓ | |
| Signature | <i>[Signature]</i> | Silverthorne, CO | | |
| Date | 11/6/15 | | | |
| Print Name | Michelle Hardy | 1355 Golden Eagle, Silverthorne | ✓ | |
| Signature | <i>[Signature]</i> | | | |
| Date | 11/6/15 | | | |
| Print Name | MARIAN GIORDANO | 175 Game Trail Rd | ✓ | |
| Signature | <i>[Signature]</i> | Silverthorne CO 80498 | | |
| Date | 11/6/15 | | | |
| Print Name | Michael C. Mueller | 107 Mountain Vista Ln. | ✓ | |
| Signature | <i>[Signature]</i> | Silverthorne, CO 80498 | | |
| Date | 11/6/15 | | | |
| Print Name | Donna Ozark | 2930 Osprey Lane | ✓ | |
| Signature | <i>[Signature]</i> | Silverthorne, CO 80498 | | |
| Date | 11/06/15 | | | |
| Print Name | Tanya Kanning | 69 Spaglass | ✓ | |
| Signature | <i>[Signature]</i> | Silverthorne CO | | |
| Date | 11/6/15 | | | |

Do you favor or oppose the issuance, by the Silverthorne Town Council sitting as the Silverthorne Liquor Authority, of a new 3.2% beer and/or liquor license at _____?

| | Name & Date | Address (street & town) | Favor | Oppose |
|------------|--------------------------|-------------------------|-------|--------|
| Print Name | Jennifer Pedersen | 323 Willow | ✓ | |
| Signature | <i>Jennifer Pedersen</i> | Lake Ct., Silverthorne | | |
| Date | 11-6-15 | CO 80498 | | |
| Print Name | Tom Marmus | 1450 Golden Eagle Rd | ✓ | |
| Signature | <i>T Marmus</i> | Silverthorne CO 80498 | | |
| Date | 11/6/15 | | | |
| Print Name | Darceia Marmus | 1450 Golden Eagle Rd | ✓ | |
| Signature | <i>Darceia Marmus</i> | Silverthorne CO 80498 | | |
| Date | 11/6/2015 | | | |
| Print Name | Linda Kelly | 451 W. Coyote | ✓ | |
| Signature | <i>Linda Kelly</i> | Silverthorne CO | | |
| Date | 11/6/15 | | | |
| Print Name | Jeanette Hansen | 220 Rabbit Ct | ✓ | |
| Signature | <i>Jeanette Hansen</i> | Silverthorne CO 80499 | | |
| Date | 11/6/15 | | | |
| Print Name | Amy Clark | 593 Nail Circle | ✓ | |
| Signature | <i>Amy Clark</i> | Dillon, CO | | |
| Date | 11/6/2015 | 80130 | | |
| Print Name | Ely Hughes | 160 Baldwin Circle | ✓ | |
| Signature | <i>Ely Hughes</i> | Keystone | | |
| Date | 11/6/15 | | | |
| Print Name | Mary G Wiethake | 723 Willowbrook Road | ✓ | |
| Signature | <i>Mary G Wiethake</i> | Silverthorne CO | | |
| Date | 11-06-15 | | | |
| Print Name | ERIC J WIETHAKE | 723 Willowbrook Road | ✓ | |
| Signature | <i>Eric Wiethake</i> | Silverthorne CO | | |
| Date | 11-06-15 | | | |
| Print Name | Janica Barringer | 419 Bald Eagle Rd | ✓ | |
| Signature | <i>Janica Barringer</i> | ST, CO | | |
| Date | 11/6/2015 | 80498 | | |

Do you favor or oppose the issuance, by the Silverthorne Town Council sitting as the Silverthorne Liquor Authority, of a new 3.2% beer and/or liquor license at _____?

| | Name & Date | Address (street & town) | Favor | Oppose |
|------------|---------------------------------|-------------------------|-------|--------|
| Print Name | Bill Sanders | 0298 Elk Crossing Ln | ✓ | |
| Signature | Bill Sanders | Keystone, CO 80435 | | |
| Date | 11/6/15 | | | |
| Print Name | Michael Savage | 92 Stonebridge | ✓ | |
| Signature | Michael Savage | FRISCO CO 80443 | | |
| Date | 11/6/2015 | | | |
| Print Name | Greg Hardy | 1355 Golden Eagle | ✓ | |
| Signature | Greg Hardy | Silverthorne | | |
| Date | 11/6/15 | | | |
| Print Name | Robert Bjordano | BOX 1924 | ✓ | |
| Signature | Robert Bjordano | 175 Game Trail Rd | | |
| Date | 11/6/2015 | Silverthorne CO 80498 | | |
| Print Name | HOWARD CARVER | 727 WILLOWBROOK RD | ✓ | |
| Signature | Howard Carver | SILVERTHORNE CO | | |
| Date | 11/6/15 | 80498 | | |
| Print Name | VICKI MUELLER | 127 Mountain Vista Lane | ✓ | |
| Signature | Vicki D Mueller | Silverthorne, Co 80498 | | |
| Date | 11-6-15 | | | |
| Print Name | SUE CARVER | 727 Willowbrook Road | ✓ | |
| Signature | Sue Carver | Silverthorne, Co 80498 | | |
| Date | 11/6/2015 | | | |
| Print Name | EDWARD OWARIK OZARIK | 2930 WPAKY | ✓ | |
| Signature | Edward Ozarik | SILVERTHORNE | | |
| Date | 11/6/2015 | | | |
| Print Name | JANIE MUELLER | 729 Willowbrook Rd | ✓ | |
| Signature | Jan Mueller | Silverthorne Co | | |
| Date | 11-6-15 | | | |
| Print Name | Karl Barth | 437 Cascade Circle | ✓ | |
| Signature | Karl Barth | Silverthorne, CO | | |
| Date | 11-6-15 | | | |

Do you favor or oppose the issuance, by the Silverthorne Town Council sitting as the Silverthorne Liquor Authority, of a new 3.2% beer and/or liquor license at _____?

| | Name & Date | Address (street & town) | Favor | Oppose |
|------------|--------------------------|-------------------------|-------|--------|
| Print Name | DON HANSEN | 220 E RABBIT | X | |
| Signature | <i>Don Hansen</i> | SILVERTHORNE CO | | |
| Date | 10-6-15 | | | |
| Print Name | Nicholas Nonas | 160 Goldenrod Circle | X | |
| Signature | <i>Nicholas Nonas</i> | Keystone CO 80435 | | |
| Date | 11/6/15 | | | |
| Print Name | ERIK VON HORTENAU | 364 Willow Lake Ct. | X | |
| Signature | <i>Erik von Hortenau</i> | Silverthorne CO 80498 | | |
| Date | 11/6/15 | | | |
| Print Name | Janet Humphrey | 114 Robin Drive | X | |
| Signature | <i>Janet Humphrey</i> | SILVERTHORNE CO 80497 | | |
| Date | 11/6/15 | | | |
| Print Name | BELTUCH | PO Box 23081 | X | |
| Signature | <i>Bel Duch</i> | 329 BALDWIN RD. | | |
| Date | 6 NOV 15 | SILVERTHORNE CO | | |
| Print Name | CHIP BARRITT | 133 CREEK LANE | X | |
| Signature | <i>Chip Barritt</i> | SILVERTHORNE CO | | |
| Date | 11-6-15 | 80498 | | |
| Print Name | Marcia Woodluff | 125 BLUE GROUSE LN | X | |
| Signature | <i>Marcia Woodluff</i> | PO BOX 2440 | | |
| Date | 10 Nov 15 | | | |
| Print Name | Jean Tilden | 91099 Ryan Gulch Rd 1A3 | X | |
| Signature | <i>Jean Tilden</i> | Silverthorne, CO 80498 | | |
| Date | 11/06/15 | | | |
| Print Name | Scott Wilson | 401 Adams Ave | X | |
| Signature | <i>Scott Wilson</i> | Silverthorne 80498 | | |
| Date | 11/6/15 | | | |
| Print Name | Daryl Roepke | 124 Robyn Dr | X | |
| Signature | <i>Daryl Roepke</i> | Silverthorne | | |
| Date | 11/6 | | | |

Do you favor or oppose the issuance, by the Silverthorne Town Council sitting as the Silverthorne Liquor Authority, of a new 3.2% beer and/or liquor license at _____?

| | Name & Date | Address (street & town) | Favor | Oppose |
|------------|--------------------------|-------------------------|-------|--------|
| Print Name | TONY McARTHUR | 240 ANNIE RD | | |
| Signature | <i>Tony McArthur</i> | SILVERTHORNE 80498 | ✓ | |
| Date | 11/6/15 | | | |
| Print Name | Peter McLeary | 407 KATIE LANE | | |
| Signature | <i>Peter McLeary</i> | SILVERTHORNE 80498 | ✓ | |
| Date | | | | |
| Print Name | Allen S Gordon | 2810 HUNTERS KNOB RD | | |
| Signature | <i>Allen S Gordon</i> | SILVERTHORNE 80498 | ✓ | |
| Date | 11/6/2015 | | | |
| Print Name | Anthony Benz | 2100 LODGEPOLE CIR | | |
| Signature | <i>Anthony Benz</i> | A307 | | |
| Date | 11-6-15 | SILVERTHORNE, CO 80498 | ✓ | |
| Print Name | Debra A. Nelson | 460 W. COYOTE DR. | | |
| Signature | <i>Debra A. Nelson</i> | SILVERTHORNE, CO 80498 | ✓ | |
| Date | 11-6-15 | | | |
| Print Name | SCOTT SHERIDAN | 6107 STRAIGHT CREEK | | |
| Signature | <i>Scott Sheridan</i> | DILLON, CO 80435 | ✓ | |
| Date | 11/6/15 | | | |
| Print Name | ROBERT GRAHAM | 132 TALON CIR | | |
| Signature | <i>Robert Graham</i> | SILVERTHORNE 80497 | ✓ | |
| Date | 11/6-2015 | | | |
| Print Name | Stephen P. SIMCO | 21080 N. STURGEON #2046 | | |
| Signature | <i>Stephen P. Simco</i> | KEystone, CO | X | |
| Date | 11/6/2015 | | | |
| Print Name | Beckell D. Tippin | 456 SAGE CREEK CANYON | | |
| Signature | <i>Beckell D. Tippin</i> | SILVERTHORNE CO. 80495 | ✓ | |
| Date | 11/6/15 | | | |
| Print Name | Jean W. Tippin | 456 SAGE CREEK CANYON | | |
| Signature | <i>Jean W. Tippin</i> | SILVERTHORNE CO. 80495 | ✓ | |
| Date | 11-6-15 | | | |

Do you favor or oppose the issuance, by the Silverthorne Town Council sitting as the Silverthorne Liquor Authority, of a new 3.2% beer and/or liquor license at _____?

| | Name & Date | Address (street & town) | Favor | Oppose |
|------------|-------------------------|-------------------------|-------|--------|
| Print Name | SUNNY WOODS | PO Box 23929 | X | |
| Signature | <i>Sunny Woods</i> | SILVERTHORNE | | |
| Date | Nov 16, 2015 | CO 80498 | | |
| | | 1364 WILLOW LAKE CT. | | |
| Print Name | Linda Ginsberg | 112 Talon Circle | X | |
| Signature | <i>Linda Ginsberg</i> | Silverthorne | | |
| Date | 11-6-15 | 80498 | | |
| Print Name | Jerry Kelly | 112 Talon Circle | X | |
| Signature | <i>Jerry Kelly</i> | Silverthorne | | |
| Date | 11-6-15 | 80498 | | |
| Print Name | David Woodland | 125 Blue Grouse Lane | ✓ | |
| Signature | <i>David Woodland</i> | Silverthorne | | |
| Date | 6 Nov 2015 | CO 80498 | | |
| Print Name | PAT HAMILTON | 178 MIDDLE PARK CT. | ✓ | |
| Signature | <i>Pat Hamilton</i> | SILVERTHORNE, CO | | |
| Date | 11-6-15 | 80497 | | |
| Print Name | Darlene Dietzler | 0298 Elk Crossing Lane | X | |
| Signature | <i>Darlene Dietzler</i> | Keystone, CO | | |
| Date | 12-6-15 | 80435 | | |
| Print Name | Wes Zick | 397 Cove Blvd Unit A | X | |
| Signature | <i>Wes Zick</i> | DILLON, CO | | |
| Date | 11/6/15 | 80435 | | |
| Print Name | Julia A Schmidt | 332 Tanglewood Ln. | X | |
| Signature | <i>Julia A Schmidt</i> | Silverthorne CO | | |
| Date | 11-6-15 | 80498 | | |
| Print Name | ALAN G. SCHMIDT | 332 Tanglewood Ln | X | |
| Signature | <i>Alan G Schmidt</i> | Silverthorne CO | | |
| Date | 11-6-15 | 80498 | | |
| Print Name | Judy Morgan | 308 Tenderfoot | X | |
| Signature | <i>Judy Morgan</i> | Box 2869 Dillon Co | | |
| Date | 11-6-15 | 80435 | | |

Do you favor or oppose the issuance, by the Silverthorne Town Council sitting as the Silverthorne Liquor Authority, of a new 3.2% beer and/or liquor license at _____?

| | Name & Date | Address (street & town) | Favor | Oppose |
|------------|------------------------|--|-------|--------|
| Print Name | Barbara Boboyd | 0222 Vail Circle, Dillon | ✓ | |
| Signature | <i>Barbara Boboyd</i> | | | |
| Date | 11/6/15 | | | |
| Print Name | Keith Bowd | 0222 Vail Cir. Dillon | ✓ | |
| Signature | <i>Keith Bowd</i> | | | |
| Date | 11/6/15 | | | |
| Print Name | W.R. Meckstroth | 66 Fox hollow lane Silverthorne | ✓ | |
| Signature | <i>W.R. Meckstroth</i> | | | |
| Date | 11/6/2015 | | | |
| Print Name | Joan Davids | 230 Two Cabins Dr. Silverthorne CO | ✓ | |
| Signature | <i>Joan Davids</i> | | | |
| Date | 11/6/2015 | | | |
| Print Name | Bonnie Guthrie | 1775 Falcon Dr Silverthorne CO 80498 | ✓ | |
| Signature | <i>Bonnie Guthrie</i> | | | |
| Date | 11-6-15 | | | |
| Print Name | STEVE LADIN | 1689 FALCON CL SILVERTHORNE, CO | ✓ | |
| Signature | <i>Steve Ladin</i> | | | |
| Date | 11/6/15 | | | |
| Print Name | Sandra F. Ladin | 1689 Falcon Circle Silverthorne CO | ✓ | |
| Signature | <i>Sandra F. Ladin</i> | | | |
| Date | 11/6/15 | | | |
| Print Name | Don Daigle | 115 Jane's way Silverthorne, CO 80498 | ✓ | |
| Signature | <i>Don Daigle</i> | | | |
| Date | 11/6/2015 | | | |
| Print Name | BRIAN MORIARTY | 230 TWO CABINS DR. SILVERTHORNE CO 80498 | ✓ | |
| Signature | <i>Brian Moriarty</i> | | | |
| Date | 11/6/2015 | | | |
| Print Name | PANIELA CHEESU | 229 TWO CABINS DR SILVERTHORNE, CO 80498 | ✓ | |
| Signature | <i>Pamela C. Chees</i> | | | |
| Date | 11-06-2015 | | | |

Do you favor or oppose the issuance, by the Silverthorne Town Council sitting as the Silverthorne Liquor Authority, of a new 3.2% beer and/or liquor license at _____?

| | Name & Date | Address (street & town) | Favor | Oppose |
|------------|-----------------|---------------------------|-------|--------|
| Print Name | JENNIFER WALKER | 51 Redtail | ✓ | |
| Signature | Jennifer Walker | Dillon, CO 80435 | | |
| Date | 11-6-15 | | | |
| Print Name | STEVEN WALKER | 51 REDTAIL | ✓ | |
| Signature | Steven Walker | DILLON, CO 80435 | | |
| Date | 11-6-15 | | | |
| Print Name | Fvy W. Parish | 183 Elk Thistle Dr | ✓ | |
| Signature | Fvy W Parish | Silverthorne Co 80498 | | |
| Date | 11-6-2015 | | | |
| Print Name | DAVID J GARNER | 502 CENTER CIR #A503 | | |
| Signature | David J. Garner | POB 24092 | | |
| Date | 0 NOV 2015 | SILVERTHORNE, CO 80499 | X | |
| Print Name | RITA ADAMS | 1834 Peregrine | ✓ | |
| Signature | Rita Adams | PO BOX 2343 | | |
| Date | 11-6-15 | SILVERTHORNE, CO 80498 | | |
| Print Name | Amy Hawk | 490 Straight Creek Dr | ✓ | |
| Signature | Amy Hawk | Dillon CO 80435 | | |
| Date | 11-6-2015 | | | |
| Print Name | Paul Kuyik | 994 Straight Creek | ✓ | |
| Signature | Paul Kuyik | Dillon, CO 80435 | | |
| Date | 11-6-15 | | | |
| Print Name | Jayet Jacks | 105 Salt Lick | ✓ | |
| Signature | Jayet Jacks | Circle | | |
| Date | 11/6/15 | Silverthorne | | |
| Print Name | SUZANNE WITZLER | 180 TENNIS CLUB RD #1626 | ✓ | |
| Signature | Suzanne Witzler | KEYSTONE, CO 80435 | | |
| Date | 11-6-15 | | | |
| Print Name | Erin Wiehahn | 480 Meadow Wood Circle | ✓ | |
| Signature | Erin Wiehahn | Dillon, Colorado | | |
| Date | 11/6/15 | | | |

Do you favor or oppose the issuance, by the Silverthorne Town Council sitting as the Silverthorne Liquor Authority, of a new 3.2% beer and/or liquor license at _____?

| | Name & Date | Address (street & town) | Favor | Oppose |
|------------|------------------------|-------------------------|-------|--------|
| Print Name | EDUARDO SEGA | 367 G RD | X | |
| Signature | <i>E. Segal</i> | SILVERTHORNE CO | | |
| Date | 11/6/15 | | | |
| Print Name | Chris Bodhan | 185 Easy Bend Tr | X | |
| Signature | <i>Chris Bodhan</i> | Silverthorne, CO | | |
| Date | 11-6-15 | | | |
| Print Name | Vincent Laganza | 300 Middle Park Ct | X | |
| Signature | <i>Vincent Laganza</i> | Silverthorne, CO | | |
| Date | 11-6-15 | | | |
| Print Name | RICHARD BOCHAN | 185 EAST BEND TR | X | |
| Signature | <i>Richard Roche</i> | SILVERTHORNE, CO | | |
| Date | 11-6-15 | | | |
| Print Name | LAWRENCE KELLY | 451 W. COYOTE DR | X | |
| Signature | <i>Malik</i> | SILVERTHORNE 80498 | | |
| Date | 11/6/15 | | | |
| Print Name | JAM ES COFFEY | 289 TOW CABINS | ✓ | |
| Signature | <i>Jamon Coffey</i> | SILVERTHORNE, CO | | |
| Date | 11/06/2015 | | | |
| Print Name | Jan Vliet | 829 Palmers Dr | ✓ | |
| Signature | <i>J. Vliet</i> | Silverthorne Co | | |
| Date | 11/06/2015 | | | |
| Print Name | David Buttner | 829 Palmers Dr | ✓ | |
| Signature | <i>David Buttner</i> | Silverthorne CO | | |
| Date | 11/6/15 | | | |
| Print Name | AUDREY MORRIS | 515 Bighorn Circle | ✓ | |
| Signature | <i>Audrey Morris</i> | Silverthorne, CO | | |
| Date | 11/06/15 | | | |
| Print Name | Nakama Pisoni | 21680 US Hwy 6 #2016 | X | |
| Signature | <i>Nakama Pisoni</i> | Keystone, CO | | |
| Date | 11/6/15 | | | |

Do you favor or oppose the issuance, by the Silverthorne Town Council sitting as the Silverthorne Liquor Authority, of a new 3.2% beer and/or liquor license at _____?

| | Name & Date | Address (street & town) | Favor | Oppose |
|------------|--------------------|-------------------------|-------|--------|
| Print Name | JON KIRKPATRICK | 100 Blue Grouse | ✓ | |
| Signature | <i>[Signature]</i> | Silverthorne | | |
| Date | 11/6/15 | | | |
| Print Name | JOHN YATES | 210 GAME TRAIL RD | ✓ | |
| Signature | <i>[Signature]</i> | Silverthorne | | |
| Date | 11/6/15 | | | |
| Print Name | SUSAN YATES | 210 Game Trail Rd | ✓ | |
| Signature | <i>[Signature]</i> | Silverthorne | | |
| Date | 11/6/15 | | | |
| Print Name | HOLLY ADAM | 167 GARNET RD | ✓ | |
| Signature | <i>[Signature]</i> | SILVERTHORNE, CO | | |
| Date | 11/6/15 | | | |
| Print Name | Jayne Esser | 738 Deerpath Rd | ✓ | |
| Signature | Jayne Esser | Dillon, CO 80435 | | |
| Date | 11/6/15 | | | |
| Print Name | J.W. ADAMS | 1834 Peregrine Ln | ✓ | |
| Signature | <i>[Signature]</i> | Silverthorne, 8048 | | |
| Date | 11/6/15 | | | |
| Print Name | AGNES WATERMAN | 235 Easy Bend Trail | ✓ | |
| Signature | <i>[Signature]</i> | Silverthorne, CO 80498 | | |
| Date | 11/6/15 | | | |
| Print Name | Beth Seeley | 1659 Falcon Circle | ✓ | |
| Signature | Beth J. Seeley | Silverthorne 80498 | | |
| Date | 11-6-15 | | | |
| Print Name | Charles V Gray | 28 Sky Pilot Ln | ✓ | |
| Signature | <i>[Signature]</i> | Silverthorne Co 80498 | | |
| Date | 11/6/15 | | | |
| Print Name | LOWELL GRAVES | 28 Blue Moon Trail | ✓ | |
| Signature | <i>[Signature]</i> | Silverthorne, CO 80498 | | |
| Date | 11/4/2015 | | | |

Do you favor or oppose the issuance, by the Silverthorne Town Council sitting as the Silverthorne Liquor Authority, of a new 3.2% beer and/or liquor license at _____?

| | Name & Date | Address (street & town) | Favor | Oppose |
|------------|---------------------|---------------------------------|-------|--------|
| Print Name | Drew Green | 4100 E Ryan Gulch, Silverthorne | X | |
| Signature | <i>[Signature]</i> | Silverthorne CO 80498 | | |
| Date | 11/6/15 | | | |
| Print Name | Ricky Nelson | 460 W. Coyote Dr. | X | |
| Signature | <i>[Signature]</i> | Silverthorne, CO 80498 | | |
| Date | 11/6/15 | | | |
| Print Name | Donna Nolz | 510 Meadow Wood Cir | X | |
| Signature | <i>[Signature]</i> | Dillon CO 80435 | | |
| Date | 11-6-15 | | | |
| Print Name | Jane Hankison | 132 Talon Circle | | |
| Signature | <i>[Signature]</i> | Silverthorne, CO 80498 | X | |
| Date | 11-6-15 | | | |
| Print Name | John Mosco | 313 Tenderfoot | | |
| Signature | <i>[Signature]</i> | Dillon CO 80443 | X | |
| Date | 11/6/15 | | | |
| Print Name | STEVE SWANSON | 551 TANGLEWOOD CT | X | |
| Signature | <i>[Signature]</i> | SILVERTHORNE, CO 80498 | | |
| Date | 11/6/15 | | | |
| Print Name | Lynnda Knight-Daule | 115 Jane's Way | | |
| Signature | <i>[Signature]</i> | Silverthorne, CO 80498 | X | |
| Date | 11/6/15 | | | |
| Print Name | Liz Duxbury | 500 Bighorn | X | |
| Signature | <i>[Signature]</i> | SILVERTHORNE 80498 | | |
| Date | 11/6/15 | | | |
| Print Name | SUZANNE LANCASTER | 200 MADLER CT | X | |
| Signature | <i>[Signature]</i> | SILVERTHORNE, 80497 | | |
| Date | 11-6-2015 | | | |
| Print Name | TANYA MULLER | 502 CENTER CIR A503 | X | |
| Signature | <i>[Signature]</i> | SILVERTHORNE, CO 80497 | | |
| Date | 11/6/15 | | | |

Do you favor or oppose the issuance, by the Silverthorne Town Council sitting as the Silverthorne Liquor Authority, of a new 3.2% beer and/or liquor license at _____?

| | Name & Date | Address (street & town) | Favor | Oppose |
|------------|-----------------------|--------------------------|-------|--------|
| Print Name | ANN BREWSTER | 245 Golden Eagle | ✓ | |
| Signature | <i>Ann Brewster</i> | Silverthorne | | |
| Date | 11/6/2015 | | | |
| Print Name | Jenni Riberdy | 2815 Hunters Knob Rd. | ✓ | |
| Signature | <i>J Riberdy</i> | | | |
| Date | 11/6/2015 | | | |
| Print Name | GARY PARISH | 185 Elk Thistle Dr | ✓ | |
| Signature | <i>G Parish</i> | Silverthorne, CO | | |
| Date | 11/6/15 | | | |
| Print Name | Michael Molloy | 363 N. Chapman Ctr | ✓ | |
| Signature | <i>M Molloy</i> | Silverthorne CO | | |
| Date | 11/6/2015 | | | |
| Print Name | Richard Waterman | 235 Easy Bend Trail | ✓ | |
| Signature | <i>R Waterman</i> | Silverthorne, CO | | |
| Date | 11/6/2015 | | | |
| Print Name | Jay T. Engeln | 2030 Currant Way | ✓ | |
| Signature | <i>Jay T. Engeln</i> | Silverthorne, 80498 | | |
| Date | 11-6-15 | | | |
| Print Name | J. L. Witzel | 180 TENNIS CLUB RD #1676 | ✓ | |
| Signature | <i>J L Witzel</i> | KEystone, CO 80435 | | |
| Date | NOV 6, 2015 | | | |
| Print Name | TONI GRAVES | 38 Blue Moon Trail | ✓ | |
| Signature | <i>Toni Graves</i> | Silverthorne CO 80498 | | |
| Date | 11-6-15 | | | |
| Print Name | Venny McIntyre | 403 Kestrel Lane | ✓ | |
| Signature | <i>V McIntyre</i> | Silverthorne, CO 80498 | | |
| Date | 11-6-15 | | | |
| Print Name | Cynthia Gordon | 2810 Hunters Knob Rd. | ✓ | |
| Signature | <i>Cynthia Gordon</i> | Silverthorne, CO 80498 | | |
| Date | 11-6-2015 | | | |

Do you favor or oppose the issuance, by the Silverthorne Town Council sitting as the Silverthorne Liquor Authority, of a new 3.2% beer and/or liquor license at _____?

| | Name & Date | Address (street & town) | Favor | Oppose |
|------------|--------------------------|-------------------------|-------|--------|
| Print Name | Elynn Arance | 330 Riverside Dr | X | |
| Signature | <i>Elynn Arance</i> | Silverthorne CO | | |
| Date | 11/6/15 | 80498 | | |
| Print Name | Glenn Mueller | 229 Willowbrook | X | |
| Signature | <i>Glenn Mueller</i> | Silverthorne | | |
| Date | 11/6/2015 | | | |
| Print Name | Carol Iben | 615 Staright Creek | ✓ | |
| Signature | <i>Carol Iben</i> | Dillon | | |
| Date | 11/6/15 | | | |
| Print Name | William D. Hays | 126 VAIL CIR | ✓ | |
| Signature | <i>William D. Hays</i> | Dillon | | |
| Date | 11/6/15 | | | |
| Print Name | JAMES L (LES) CARKE | POB 4876 | | |
| Signature | <i>James L Carke</i> | 218 LUPINE CANY | ✓ | |
| Date | 11/6/15 | FRISCO, CO 80643 | | |
| Print Name | BERYL EDWES | POB 2832, 125 Two Cabys | | |
| Signature | <i>Beryl Edwes</i> | Silverthorne, CO 80498 | ✓ | |
| Date | 11/6/15 | | | |
| Print Name | ERIK VERMUDA | POB 6623 | ✓ | |
| Signature | <i>Erik Vermuda</i> | Dillon CO 80435 | | |
| Date | 6 Nov 2015 | 129 SCR-76 | | |
| Print Name | Ken GORLSMANN | 1630 GOLDEN EAGLE | | |
| Signature | <i>Ken GORLSMANN</i> | RS 80498 | ✓ | |
| Date | 11/6/15 | SILVERTHORNE CO | | |
| Print Name | Scott DAZEY | 850 Blue River Parkway | ✓ | |
| Signature | <i>Scott Dazez</i> | Silverthorne, CO 80498 | | |
| Date | 11/6/15 | | | |
| Print Name | Pat Dably | | ✓ | |
| Signature | <i>Patricia M. Dably</i> | 810 Palmers Dr. | | |
| Date | 11/6/15 | Silverthorne, CO 80498 | | |

Do you favor or oppose the issuance, by the Silverthorne Town Council sitting as the Silverthorne Liquor Authority, of a new 3.2% beer and/or liquor license at _____?

| | Name & Date | Address (street & town) | Favor. | Oppose |
|------------|--------------------------|--------------------------|--------|--------|
| Print Name | Sally Philbrook | P O Box 7455 | ✓ | |
| Signature | <i>Sally Philbrook</i> | FRISCO CO | | |
| Date | 11/6/2015 | 80443 | | |
| Print Name | Richard Mason | P.O Box 4405 | ✓ | |
| Signature | <i>Richard Mason</i> | FRISCO CO | | |
| Date | 11/6/15 | 80443 | | |
| Print Name | JANE GANSMAN | 1630 Golden Eagle Rd | ✓ | |
| Signature | <i>Jane Gansman</i> | Silverthorne | | |
| Date | 11/6/15 | | | |
| Print Name | BERNARD RIBERDY | 2815 HUNTERS TRAIL | ✓ | |
| Signature | <i>Bernard Riberty</i> | SILVERTHORNE | | |
| Date | 11/6/15 | | | |
| Print Name | Anne Marie O'Neil | 1603 Willowbrook Rd | ✓ | |
| Signature | <i>Anne Marie O'Neil</i> | Silverthorne, CO | | |
| Date | 11/6/15 | | | |
| Print Name | Richard Hale | 386 Hummingbird | ✓ | |
| Signature | <i>Richard Hale</i> | Circle, Silverthorne, CO | | |
| Date | 11/6/15 | | | |
| Print Name | Patricia Hale | 386 Hummingbird Dr | ✓ | |
| Signature | <i>Patricia Hale</i> | Silverthorne, CO | | |
| Date | 11-6-15 | | | |
| Print Name | Sandra Bryns | 320 N. 6 Avenue | ✓ | |
| Signature | <i>Sandra Bryns</i> | FRISCO, CO 80443 | | |
| Date | 11-6-15 | | | |
| Print Name | SHERRY STRONG | 2023 KEYSTONE RANCH RD | ✓ | |
| Signature | <i>Sherry Strong</i> | KEYSTONE, CO 80435 | | |
| Date | 11/6/2015 | | | |
| Print Name | Linda Savage | 92 Stonebridge | ✓ | |
| Signature | <i>Linda Savage</i> | FRISCO, CO 80443 | | |
| Date | 11/6/2015 | | | |

*This page intentionally
left blank*

Town of Silverthorne
Council Agenda Memorandum

TO: Mayor and Town Council
THRU: Ryan Hyland, Town Manager 
FROM: Michele Miller, MMC, Town Clerk
DATE: December 1, 2015 for meeting of December 11, 2105
SUBJECT: Renewal of Medical and Retail Marijuana Licenses

SUMMARY: The Marijuana Board is asked to renew the retail and medical marijuana licenses for High Country Healing.

BACKGROUND:

- A. TZ Financial, LLC dba High Country Healing – Renewal of Retail Marijuana Store License
- B. TZ Financial, LLC dba High Country Healing – Renewal of Medical Marijuana Store License

The applicant has submitted renewal applications for High Country Healing, Retail and Medical Marijuana Store Licenses, two separate applications/licenses.

Attached are the two renewal applications. Note the only difference in the applications is the Medical Marijuana License number. The one with the R. within number is the retail marijuana license renewal application. The State of Colorado's renewal checklist has been satisfied. The Police Department met with the owner and conducted a walkthrough of both licensed premises and is comfortable with granting the renewals. This location has been a licensed medical marijuana premise since 2009. The owner's fingerprints are on file with the Colorado Bureau of Investigation.

The State of Colorado requires that owners appear annually at the Marijuana Enforcement Division office, to be fingerprinted, as part of the renewal process every year.

DISCUSSION:

Financial Implications: The applicant is required to submit both local licensing fees and state licensing fees as set forth by the Colorado Department of Revenue, Marijuana Enforcement Division (MED). These fees are submitted with the application materials. Additional application information can be viewed at the Clerk's office.

STAFF RECOMMENDATION: Staff recommends approval of the Retail and Medical Marijuana License renewal applications. Please contact the Town Clerk's office with any questions or if you want to view more detail from the Retail or Medical Marijuana applications.

PROPOSED MOTION:

I MOVE TO RENEW TZ FINANCIAL, LLC DBA HIGH COUNTRY HEALING –APPLICATION FOR RETAIL AND MEDICAL MARIJUANA STORE LICENSES.

ATTACHMENTS: Retail & Medical Marijuana license applications and Police Department memo.

MANAGERS COMMENTS:

Colorado Marijuana Licensing Authority
Business License Renewal Application

License Type (Check only one box per application unless medical. See website for fees and additional license type information)

| | | |
|--|---|--|
| <input type="checkbox"/> Medical Marijuana Center (Select Type) <input type="checkbox"/> Type 1 (Up to 300 patients) <input type="checkbox"/> Type 2 (301 to 500 patients) <input type="checkbox"/> Type 3 (501 or more patients) <input type="checkbox"/> Medical Optional Premises Cultivation <input type="checkbox"/> Medical Marijuana-Infused Products Manufacturer | <input type="checkbox"/> Affiliated Business <input type="checkbox"/> Other: _____ | <input checked="" type="checkbox"/> Retail Marijuana Store <input checked="" type="checkbox"/> Retail Marijuana Cultivation (Select Tier) <input checked="" type="checkbox"/> Tier 1 (Up to 3600 plants) <input type="checkbox"/> Tier 2 (3601 to 6000 plants) <input type="checkbox"/> Tier 3 (6001 or 10200 plants) <input type="checkbox"/> Retail Marijuana-Infused Products Manufacturer <input type="checkbox"/> Retail Marijuana Testing Facility |
|--|---|--|

| | |
|---|--|
| Applicant's Legal Business Name (Please Print) TZ Financial LLC | Marijuana License Number 403R-00123 / 402R-00095 |
|---|--|

| | |
|---|-----------------|
| Trade Name (DBA) (Provide Trade Name Registration) High Country Healing | Website Address |
|---|-----------------|

Physical Address

| | |
|--|--|
| Street Address of Marijuana Business 191 Blue River Pkwy. Suites 200, 201, 203, 204, 205 | Business Phone Number 910-468-7858 |
|--|--|

| | | | | |
|-----------------------------|-------------------------|--------------------|---------------------|---|
| City Silverthorne | County Summit | State CO | ZIP 80448 | Email Address nick.brown.co@gmail.com |
|-----------------------------|-------------------------|--------------------|---------------------|---|

Mailing Address (if different from Physical Address)

| | | | |
|--------------------------|-----------------------------|--------------------|---------------------|
| Address PO Box | City Breckenridge | State CO | ZIP 80424 |
|--------------------------|-----------------------------|--------------------|---------------------|

| | | |
|--|---------------------------|---|
| Primary Contact Person for Business Nick Brown | Title President | Primary Contact Phone Number -222-7 |
|--|---------------------------|---|

| | |
|--|---|
| Primary Contact Address (city, state ZIP) PO Box Breckenridge CO 80424 | Primary Contact Email NICK.BROWN.CO@gmail.com |
|--|---|

| | | |
|---------------------------------|--|---|
| Federal Taxpayer ID 9 | Colorado Sales Tax License # 1 | Entity ID Number shown on Secretary of State Registration --- |
|---------------------------------|--|---|

| | | | |
|--|--|--|---|
| Type of Business Structure | | | |
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Partnership | <input type="checkbox"/> Limited Partnership | <input checked="" type="checkbox"/> Limited Liability Company (LLC S corp Election) |
| <input type="checkbox"/> C Corporation | <input type="checkbox"/> S Corporation | <input type="checkbox"/> Publicly Traded Corporation | <input type="checkbox"/> Trust <input type="checkbox"/> Other |

| | |
|--|---|
| 1. Is the licensee (including any of the partners, if a partnership; members or manager if a limited liability company; or officers, stockholders or directors if a corporation) or manager under the age of twenty-one years? | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
|--|---|

| | |
|---|---|
| 2. Has the licensee (including any of the partners, if a partnership; members or manager if a limited liability company; or officers, stockholders or directors if a corporation) or manager within the last year (in Colorado or any other state): | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| (a) been denied a privileged license (ie: Liquor, Gaming, Racing or Marijuana)? | <input type="checkbox"/> <input checked="" type="checkbox"/> |
| (b) had a privileged license (ie: Liquor, Gaming, Racing or Marijuana) suspended or revoked? | <input type="checkbox"/> <input checked="" type="checkbox"/> |
| (c) had interest in another entity that had a privileged (ie: Liquor, Gaming, Racing or Marijuana) license denied, suspended or revoked? | <input type="checkbox"/> <input checked="" type="checkbox"/> |

If you answered yes to 2a, b or c, explain in detail on a separate sheet.

| | |
|--|---|
| 3. Within the past year, have there been any changes to the legal possession of the premises by virtue of ownership, lease or other arrangement? If you answered yes, explain in detail on another piece of paper and attach all NEW or UPDATED documentation (if not already provided this year) showing legal possession; deed, title, sale or lease agreements, lease amendments, lease extensions etc. | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| <input type="checkbox"/> Ownership <input checked="" type="checkbox"/> Lease <input type="checkbox"/> Other (Explain in Detail) | |
| (a) If leased, list name of landlord and tenant, and date of expiration, EXACTLY as they appear on the lease: | |

| | | |
|---|------------------------------------|-----------------------------|
| Landlord Peaks Investments, LLC | Tenant TZ Financial, LLC | Expires 4/30/2019 |
|---|------------------------------------|-----------------------------|

| | |
|--|---|
| 4. Is the licensed Medical Marijuana premises within 1000 feet of a school (as defined in 12-43.3 104 (15) C.R.S.), alcohol or drug treatment facility, principal campus of a college, university, or seminary, or a residential childcare facility? If "yes", then include a copy of a waiver or ordinance from the local jurisdiction where the business is located. | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
|--|---|

| | | | |
|---|-----------|--|-------------------------------------|
| 5. Has a Medical Marijuana Center license application (same license class), that was located within 1000 feet of the premises, been denied within the preceding year? If "yes" explain in detail. | | Yes | No |
| | | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 6. Within the last year, has there been a change in ownership or ownership allocation, a transfer of stock, a change in the corporate structure or in the corporate by-laws, or any other change affecting ownership or organizational structure of the licensee or its subsidiaries/affiliates? If yes, explain in detail on a separate sheet and attach copies of all available documentation concerning the changes. | | Yes | No |
| | | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 7. In the past year, has the licensee (including all parent, subsidiary or affiliate companies, if any) filed for bankruptcy, been sued, had a civil judgment or tax lien filed against it, or become delinquent in the payment or filing of any taxes, interest, penalties or judgments owed to the State of Colorado, the United States government or the government of any other state. If yes, explain in detail on a separate sheet and attach copies of all available documentation. | | Yes | No |
| | | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 8. List the full name and ownership percentage of every owner or entity, including lending agencies, who have a right to share in the revenues of marijuana, whether as an owner, assignee, landlord, or otherwise to whom any interest or share in the profits of marijuana has been pledged or hypothecated as security for a debt or deposited as a security for the performance of an act or to secure the performance of a contract of sale. | | | |
| Name | Title | Own. % Business Associated with | Effective Own. % in Applicant |
| Nicholas Brown | President | 100 | 100 |
| Name | Title | Own. % Business Associated with | Effective Own. % in Applicant |
| Name | Title | Own. % Business Associated with | Effective Own. % in Applicant |
| Name | Title | Own. % Business Associated with | Effective Own. % in Applicant |
| Name | Title | Own. % Business Associated with | Effective Own. % in Applicant |
| 9. Since the last renewal submission, have there been any new financing, promissory notes, or new lines of credit obtained or applied for? If yes, explain in detail on a separate sheet and attach all documentation. | | Yes | No |
| | | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 10. Has any debt been retired or eliminated since the last renewal submission? If yes, explain in detail and attach all documentation. | | Yes | No |
| | | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 11. Have there been any material changes in financial position since the last renewal submission? If yes, explain in detail on a separate sheet and attach all documentation. | | Yes | No |
| | | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 12. Within the past year, has the licensee entered into any material financial arrangements, notes, security agreements, consulting agreements, any written or oral agreements, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation? If yes, explain in detail on a separate sheet and attach all documentation. | | Yes | No |
| | | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 13. Within the past year, have there been any changes in ownership percentage of any owner or entity, including lending agencies, who have a right to share in the revenues of marijuana, whether as an owner, assignee, landlord, or otherwise to whom any interest or share in the profits of marijuana has been pledged or hypothecated as security for a debt or deposited as a security for the performance of an act or to secure the performance of a contract of sale? If yes, explain in detail on a separate sheet and attach all documentation. | | Yes | No |
| | | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 14. In the past year, has the licensee (including all parent, subsidiary or affiliate companies, if any) been indicted, served with a criminal summons, charged with, or convicted of ANY crime or offense in any manner? Include ALL offenses regardless of class of crime or outcome, even if the charges were dismissed or you were found not guilty. If Yes, explain in detail on a separate sheet and include with your application. Provide official documentation from the court showing the final disposition for any felony charge or those related to a controlled substance. | | Yes | No |
| | | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 15. Are any owners renewing their Associated Key Licenses with this application? If yes, then each must submit the Owner/Associated Key Renewal Application (see website). | | Yes | No |
| | | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Local Licensing Authority (To be filled out by licensee) | | | |
| Local Licensing Authority | | Address | |
| Town of Silverthorne | | 601 Center Cir, Silverthorne, CO 80498 | |
| Local Licensing Authority contact name | | Contact Phone | Contact Email |
| MICHELE MILLER | | 970-262-7304 | TownClerk@silverthorne.org |
| Current License Status With Local Authority | | Date of Approval | Date of Expiration |
| CURRENT/ACTIVE | | 1/1/2015 | 1/1/2016 |
| 16. Optional Premises Cultivation License | | Yes | No |
| Does the licensee have an approved Optional Premises License(s)? | | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| What City or County? Silverthorne, CO PC License # 4032-00123 Date of Expiration 1/1/16 | | | |
| 17. Does the Center Applicant have evidence of a good and sufficient bond in the amount of \$5,000.00 in accordance with 12-43.3-304 C.R.S.? (include updated evidence with renewal application) | | Yes | No |
| | | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Colorado Marijuana Licensing Authority Business License Renewal Application

License Type (Check only one box per application unless medical. See website for fees and additional license type information)

| | | |
|---|---|---|
| <input checked="" type="checkbox"/> Medical Marijuana Center (Select Type) <input checked="" type="checkbox"/> Type 1 (Up to 300 patients) <input type="checkbox"/> Type 2 (301 to 500 patients) <input type="checkbox"/> Type 3 (501 or more patients) <input checked="" type="checkbox"/> Medical Optional Premises Cultivation <input type="checkbox"/> Medical Marijuana-Infused Products Manufacturer | <input type="checkbox"/> Affiliated Business <input type="checkbox"/> Other: _____ | <input checked="" type="checkbox"/> Retail Marijuana Store <input checked="" type="checkbox"/> Retail Marijuana Cultivation (Select Tier) <input type="checkbox"/> Tier 1 (Up to 3600 plants) <input type="checkbox"/> Tier 2 (3601 to 6000 plants) <input type="checkbox"/> Tier 3 (6001 or 10200 plants) <input type="checkbox"/> Retail Marijuana-Infused Products Manufacturer <input type="checkbox"/> Retail Marijuana Testing Facility |
|---|---|---|

| | |
|---|--|
| Applicant's Legal Business Name (Please Print) T2 Financial LLC | Marijuana License Number 402-00228 / 403-00334 |
|---|--|

| | |
|---|-----------------|
| Trade Name (DBA) (Provide Trade Name Registration) High Country Healing | Website Address |
|---|-----------------|

Physical Address

| | |
|---|--|
| Street Address of Marijuana Business 191 Blue River Pkwy. Suite 200A 200, 201, 203, 204, 205, 206 | Business Phone Number 970-468-7858 |
|---|--|

| | | | | |
|-----------------------------|-------------------------|--------------------|---------------------|---|
| City Silverthorne | County Summit | State CO | ZIP 80498 | Email Address nick.brown.co@gmail.com |
|-----------------------------|-------------------------|--------------------|---------------------|---|

Mailing Address (if different from Physical Address)

| | | | |
|--------------------------|-----------------------------|--------------------|---------------------|
| Address PO Box | City Breckenridge | State CO | ZIP 80424 |
|--------------------------|-----------------------------|--------------------|---------------------|

| | | |
|--|---------------------------|------------------------------|
| Primary Contact Person for Business Nick Brown | Title President | Primary Contact Phone Number |
|--|---------------------------|------------------------------|

| | |
|--|---|
| Primary Contact Address (city, state ZIP) PO Box - Breckenridge CO 80424 | Primary Contact Email Nick.Brown.CO@gmail.com |
|--|---|

| | | |
|----------------------------------|------------------------------|---|
| Federal Taxpayer ID ni | Colorado Sales Tax License # | Entity ID Number shown on Secretary of State Registration |
|----------------------------------|------------------------------|---|

| | | | |
|--|--|--|---|
| Type of Business Structure | | | |
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Partnership | <input type="checkbox"/> Limited Partnership | <input checked="" type="checkbox"/> Limited Liability Company (LLC/Corp Election) |
| <input type="checkbox"/> C Corporation | <input type="checkbox"/> S Corporation | <input type="checkbox"/> Publicly Traded Corporation | <input type="checkbox"/> Trust <input type="checkbox"/> Other |

| | | |
|--|--------------------------|-------------------------------------|
| 1. Is the licensee (including any of the partners, if a partnership; members or manager if a limited liability company; or officers, stockholders or directors if a corporation) or manager under the age of twenty-one years? | Yes | No |
| | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

| | | |
|---|--------------------------|-------------------------------------|
| 2. Has the licensee (including any of the partners, if a partnership; members or manager if a limited liability company; or officers, stockholders or directors if a corporation) or manager within the last year (in Colorado or any other state); | Yes | No |
| (a) been denied a privileged license (ie: Liquor, Gaming, Racing or Marijuana)? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| (b) had a privileged license (ie: Liquor, Gaming, Racing or Marijuana) suspended or revoked? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| (c) had interest in another entity that had a privileged (ie: Liquor, Gaming, Racing or Marijuana) license denied, suspended or revoked? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

If you answered yes to 2a, b or c, explain in detail on a separate sheet.

| | | |
|--|-------------------------------------|-------------------------------------|
| 3. Within the past year, have there been any changes to the legal possession of the premises by virtue of ownership, lease or other arrangement? If you answered yes, explain in detail on another piece of paper and attach all NEW or UPDATED documentation (if not already provided this year) showing legal possession; deed, title, sale or lease agreements, lease amendments, lease extensions etc. | Yes | No |
| | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| <input type="checkbox"/> Ownership <input checked="" type="checkbox"/> Lease <input type="checkbox"/> Other (Explain in Detail) | | |
| (a) If leased, list name of landlord and tenant, and date of expiration, EXACTLY as they appear on the lease: | | |

| | | |
|---|------------------------------------|-----------------------------|
| Landlord Peaks Investments, LLC | Tenant T2 Financial, LLC | Expires 4/30/2019 |
|---|------------------------------------|-----------------------------|

| | | |
|--|--------------------------|-------------------------------------|
| 4. Is the licensed Medical Marijuana premises within 1000 feet of a school (as defined in 12-43.3 104 (15) C.R.S.), alcohol or drug treatment facility, principal campus of a college, university, or seminary, or a residential childcare facility? If "yes", then include a copy of a waiver or ordinance from the local jurisdiction where the business is located. | Yes | No |
| | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

5. Has a Medical Marijuana Center license application (same license class), that was located within 1000 feet of the premises, been denied within the preceding year? If "yes" explain in detail. Yes No
6. Within the last year, has there been a change in ownership or ownership allocation, a transfer of stock, a change in the corporate structure or in the corporate by-laws, or any other change affecting ownership or organizational structure of the licensee or its subsidiaries/affiliates? If yes, explain in detail on a separate sheet and attach copies of all available documentation concerning the changes. Yes No
7. In the past year, has the licensee (including all parent, subsidiary or affiliate companies, if any) filed for bankruptcy, been sued, had a civil judgment or tax lien filed against it, or become delinquent in the payment or filing of any taxes, interest, penalties or judgments owed to the State of Colorado, the United States government or the government of any other state. If yes, explain in detail on a separate sheet and attach copies of all available documentation. Yes No
8. List the full name and ownership percentage of every owner or entity, including lending agencies, who have a right to share in the revenues of marijuana, whether as an owner, assignee, landlord, or otherwise to whom any interest or share in the profits of marijuana has been pledged or hypothecated as security for a debt or deposited as a security for the performance of an act or to secure the performance of a contract of sale.

| Name | Title | Own. % Business Associated with | Effective Own. % in Applicant |
|----------------|-----------|---------------------------------|-------------------------------|
| Nicholas Brown | President | 100 | 100 |
| Name | Title | Own. % Business Associated with | Effective Own. % in Applicant |
| Name | Title | Own. % Business Associated with | Effective Own. % in Applicant |
| Name | Title | Own. % Business Associated with | Effective Own. % in Applicant |
| Name | Title | Own. % Business Associated with | Effective Own. % in Applicant |

9. Since the last renewal submission, have there been any new financing, promissory notes, or new lines of credit obtained or applied for? If yes, explain in detail on a separate sheet and attach all documentation. Yes No
10. Has any debt been retired or eliminated since the last renewal submission? If yes, explain in detail and attach all documentation. Yes No
11. Have there been any material changes in financial position since the last renewal submission? If yes, explain in detail on a separate sheet and attach all documentation. Yes No
12. Within the past year, has the licensee entered into any material financial arrangements, notes, security agreements, consulting agreements, any written or oral agreements, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation? If yes, explain in detail on a separate sheet and attach all documentation. Yes No
13. Within the past year, have there been any changes in ownership percentage of any owner or entity, including lending agencies, who have a right to share in the revenues of marijuana, whether as an owner, assignee, landlord, or otherwise to whom any interest or share in the profits of marijuana has been pledged or hypothecated as security for a debt or deposited as a security for the performance of an act or to secure the performance of a contract of sale? If yes, explain in detail on a separate sheet and attach all documentation. Yes No
14. In the past year, has the licensee (including all parent, subsidiary or affiliate companies, if any) been indicted, served with a criminal summons, charged with, or convicted of ANY crime or offense in any manner? Include ALL offenses regardless of class of crime or outcome, even if the charges were dismissed or you were found not guilty. If Yes, explain in detail on a separate sheet and include with your application. Provide official documentation from the court showing the final disposition for any felony charge or those related to a controlled substance. Yes No
15. Are any owners renewing their Associated Key Licenses with this application? If yes, then each must submit the Owner/Associated Key Renewal Application (see website). Yes No

Local Licensing Authority (To be filled out by licensee)

| | | | |
|---|--|---|---|
| Local Licensing Authority Town of Silverthorne | | Address 601 Center Cir, Silverthorne, CO 80498 | |
| Local Licensing Authority contact name MICHELE MILLER | | Contact Phone 970-262-7304 | Contact Email TownClerk@silverthorne.org |
| Current License Status With Local Authority CURRENT / ACTIVE | | Date of Approval 1/1/2015 | Date of Expiration 1/1/2016 |

16. Optional Premises Cultivation License Yes No
Does the licensee have an approved Optional Premises License(s)?
What City or County? Silverthorne, CO OPC License # 4032-00123 Date of Expiration 1/1/16
17. Does the Center Applicant have evidence of a good and sufficient bond in the amount of \$5,000.00 in accordance with 12-43-3-304 C.R.S.? (Include updated evidence with renewal application) Yes No

*This page intentionally
left blank*

Town of Silverthorne
Council Agenda Memorandum

To: Mayor and Town Council
From: Donna Braun, Finance Director
Thru: Ryan Hyland, Town Manager
Date: December 2, 2015 for meeting of December 9, 2015
Re: Ordinance No. 2015-15 - An Ordinance Approving the 2016 Budget – 2nd Reading

SUMMARY:

The 2016 Budget Ordinance recognizes revenues, appropriates expenditures, approves transfers and adopts the Town's budget for the calendar year 2016. The proposed budget includes the following revenue items as required by state law:

- Lottery Funds - \$41,624
- Highway User Funds - \$210,161

Preliminary copies of the budget are available at Town Hall.

PREVIOUS COUNCIL ACTION:

The Council has reviewed Department policies and service levels as part of the 2015 – 2016 budget process which was conducted in June of 2014. Additionally, the General, Capital Improvement, Lodging Tax, Development Excise Tax, 5A Housing, Conservation Trust, Water/Sewer, Joint Sewer Authority, Internal Service and South Maryland Creek Ranch General Improvement District Funds budgets have been presented in detail to Council and the public at work sessions.

This is the second year of the two year budget cycle. The 2016 Budget was adopted by resolution in November of 2014.

This Ordinance was approved on first reading at the November 11th Council meeting.

BACKGROUND:

The Budget Ordinance contains the Town's projected revenues and expenditures for each of the eleven funds: General, Capital Improvement Projects, Lodging Tax, Development Excise Tax, 5A Housing, Conservation Trust, Water, Sewer, Insurance Claims, Joint Sewer Authority and South Maryland Creek Ranch GID Funds. Revenues are projected conservatively and approved service levels and workload indicators determine expenditures. The beginning and projected ending fund balances are also represented in the ordinance.

The Town uses a biennial (2-year) budget document and process. The majority of the 2016 budget was conducted in 2014 and presented as the 2015/2016 budget. Although the Town legally appropriates its budget on an annual basis, a two-year budget process with five or ten year financial projections is developed and presented to Council. Any changes done to the 2016 budget from what was presented in the 2015-2016 process is due to material dollar increases/decreases, capital projects changes, policy changes or reorganization.

Town of Silverthorne
Council Agenda Memorandum

CURRENT ISSUES:

COMPREHENSIVE PLAN:

The 2015 – 2016 biennial budget documents highlights sections of the Comprehensive Plan regarding policy pertaining to each department.

FINANCIAL IMPLICATIONS:

The Town’s financial challenge is to balance the services provided to our citizens with the financial resources available. The Town is heavily dependent on sales tax revenue with sales tax revenues accounting for 66% of total revenues (not including debt proceeds) for the General and Sales Tax CIP Funds. Sales tax revenues for 2016 are projected to increase by 2.99% (\$297K) as compared to projected 2015. The following is the sales tax revenue results and projections for 2009 - 2016.

Sales Tax Revenues

| 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 Proj | 2016 Bud |
|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------|
| \$7,452,055 | \$7,502,589 | \$7,751,173 | \$8,160,996 | \$8,983,606 | \$9,804,810 | \$9,947,275 | \$10,244,594 |
| -12% | 1% | 3% | 5% | 10% | 5% | 6% | 3% |

The national, state and local recession affected Silverthorne starting in 2008 and continued into 2012. Most of the decrease in tax revenues took place in 2009. It took until 2013 to see sales tax revenues exceed 2007 levels.

Lowes Home Improvement Store opened in August of 2012. The Summit County area welcomed a large home improvement center as market studies showed that 75% of home improvement/construction materials sales were leaving the Summit County area prior to Lowes opening. The Building Retail sales tax category has grown by 270% since 2011; \$887,481 for 2011 and estimating \$2,014,268 in building sales tax revenues in 2016. Building construction has return to prerecession levels and it’s expected to continue into 2016.

The Outlets at Silverthorne were first opened in the mid- 1980’s and at one time made up 40% of the Town’s total sales tax revenues. Today, the Outlets make up 26% of the Town’s total sales tax revenues. The decrease is due to the increase in the diversity of our sales tax base. The Outlets are seeing vacant spaces. Approximately 20% of their spaces are currently empty. The Outlets are considering redevelopment of the northeast sections of buildings. The Lake Dillon Theater will be moving into one of the vacant space in March of 2016. This will be their temporary home until a performing arts center is completed in 2017.

Overall we budgeted for a 2.99% (\$297K) increase in sales tax revenues for 2016. The 2016 budget includes a 1.5% increase to existing sales tax generating businesses. Outside of the general 1.5% growth, are three new sales tax producing businesses. They include: Dunkin Donuts, Starbucks and Hampton Inn. We expect to see growth over the next several years and believe we have been conservative in our projections.

The Town realizes that sales tax revenues are very volatile and is conservative when making projections. The Town does not include new businesses unless near completion of construction. The conservative revenue methodology the Town uses allows the Town

Town of Silverthorne
Council Agenda Memorandum

to live within its means. Adjustments due to unforeseen increases or decreases to revenues can be made in 2016 when dependable information is made available.

All operation fund budgets are presenting balanced budgets (see ordinance & attachment B). At the end of 2016 the General Fund has a decrease of fund balance in the amount of \$1,334,026. Operationally the General Fund has a \$165,974 surplus for 2016. The General Fund ratio of operation expenditures to revenues is 98.5%. Including all Town funds (excluding the JSA & SMCR GID Funds), the ordinance reflects a decrease of fund balance from beginning balance to ending balance in the amount of \$1,234,005 or a 8.4% decrease.

Reserve targets continue to be six months of operation expenditures for all funds except the Sales Tax Capital, Lodging Tax, Development Excise Tax, 5A Housing, Internal Service and Water & Sewer Fund capital programs. However, for 2016 the Council has elected to reduce that reserve policy for the General Fund to four months due to the General Fund advancing the Sales Tax CIP Fund \$1.5M for constructing the performing arts center. The temporary reduction to the reserves for the General Fund should only be for four years or less depending on future year's surpluses.

In 2016, the Town will be constructing a \$8.6M performing art center (Center) in the Town Center area. The construction will begin in 2016 and conclude in the spring of 2017. The Center will house the Lake Dillon Theater Company (LDTTC). The LDTTC will be contributing \$2.7M to the project. The Town is expecting to issue debt in order to construct this facility. The Town is also anticipating completing the construction of Segment 6 of the Town trail system. The trail construction will cost approximately \$2M and will also require some issuance of debt. The Town expects that they'll need to issue approximately \$6M in debt in 2016. With the issuance of debt, the Sales Tax CIP Fund will now need to reserve all debt payments (\$478,224) for the next year as well as the restricted amounts of \$68,455 that were given to the Town by past developers for specific capital projects.

The enterprise funds (water & sewer) have comfortable fund balances of \$1.6M and \$3.7M. However, these funds are subject to State/ Federal mandates and infrastructure replacements that can be costly.

The positive financial standing of the Town has allowed us to include several capital projects beyond the two (Theater and Trail) mentioned above. They include: rehabilitation of the Nike bridge, drainage improvements on Warren Avenue, design for the new Cottonwood public works facility and continued emphasis on our capital asset management program. Specific park projects include reconstruction of the Artic Placer playground area and design/construction of the entrance of the Rainbow Park.

In conclusion, the Town is currently in good financial condition for 2016 and beyond. The growing economy, performing arts center and Council's emphasis on economic development will likely see new and redevelopment in future years which in turn will see an increase in revenues and a new vision for the Town core area. Even with these exciting changes we still need to make sure we provide the high level of service to our citizens, businesses and visitors and take care of the valuable assets we have, whether

Town of Silverthorne
Council Agenda Memorandum

physical or of nature. All things are cyclical and we have confidence that the economy will continue to grow but will be ready for down turns if necessary.

The following are highlights of the 2016 Budget. Many of the comments relate to changes from the original 2016 Budget:

General Fund

Revenues (\$11,445,214):

- ◆ .8% (\$96K) increase in total revenues compared to projected 2015. As compared to the original 2016 budget, the revenues have increased by \$660K or 6.1%.
- ◆ General Fund sales tax revenues increased by \$210K (3%) from projected 2015 sales tax revenues. Sales tax revenues increased by \$411K from the original 2016 budget. Sales tax related comments are addressed above.
- ◆ Increase building related permits by \$42,000 due to expected increases in building activity.
- ◆ The US Forest Service building lease was renegotiated and will be adding \$57K in rental income.
- ◆ The real estate transfer assessment from the Angler Mountain residential area is expected to be \$52K higher than originally budgeted and bring in \$130K in income.
- ◆ The Pavilion concession revenues were not included in the original 2016 plus the Pavilion lawn area will be under construction for the performing arts center and will likely result in decreases in original 2016 budget rental revenues. The net changes to Pavilion revenues by \$131K.
- ◆ Interest revenue is estimated to be \$15K less than the original 2015 budget due to rates continuing to be at all-time low levels.
- ◆ Utility administrative transfers are projected to be \$4K less since the original 2016 budget had included a higher increases to rates which the prior budget didn't include.

Expenditures (\$12,779,240)

Operational Expenditures increased \$764K or 7.3% from projected 2015 expenditures and increased \$529K or 4.9% from the original 2016 budget.

Personnel (\$7,904,546):

- ◆ \$562K (7.7%) increase from projected 2015 and \$121K (1.6%) increase from the original 2016 budget. Keep in mind budgeted wages & benefits are estimated as if each position is employed for a full year. In 2015, departments had employees leave employment, not fill positions for periods of time and employees taking medical leave. Therefore, **a direct comparison of 2015 projected with the 2016 budget should be done carefully. With this knowledge, the reviewer should expect a gap between the 2015 projected amounts and the 2016 budget.**
- ◆ The 2016 revised budget includes a 4% merit pool at a decrease cost of \$10K from the original 16' budget. The original budget included a 3.5% wage increase and was based on 3.5% of a full year salary and accounted for approximately a \$190K increase. The 4% merit increase is based on employee's anniversary dates which are spread throughout the calendar year. The increase totals \$180K based on current employees and current salaries.
- ◆ Health insurance premiums were scheduled to have a 5% increase in the original 2016 budget. Due to 2015 claims being lower than expected, the Town will not increase health insurance premiums in 2016. This will reflect a \$38.4K savings from

Town of Silverthorne
Council Agenda Memorandum

the original budget. The Town and the employees share health premium costs on a percent basis (80%/20%). Currently, the Town has approximately a five months surplus in the health insurance liability account.

- ◆ Expecting an increase in workers compensation insurance due to prior year's claims and increase in staffing -\$17K.
- ◆ The 2016 budget includes the following changes to staffing:
 - New facility manager - \$90K
 - New parks superintendent (starting 4/2016)- \$60K
 - New seasonal mechanic - \$23K
 - Pavilion concession staff – 1 FT events/sales plus PT bar staff - \$119K
 - Restructuring within the community development department – (\$100K)

Other Expenditures (\$4,874,694)

- ◆ Supplies & Services expenditures increased by 6.3% (\$201K) from 2015 projected levels and increased by \$408K from the original 2016 budget. This is due to:
 - ❖ Increase in 2016 election and employee event - \$5K
 - ❖ Contribution to the Lake Dillon Theater Company - \$100K
 - ❖ Increase and additional ESTIPS – Lowes, Bakers Brewery, Starbucks & Hampton Inn - \$113K
 - ❖ Adding marketing consultant - \$72K
 - ❖ A decrease to the operations portion of the public safety communication center due to new mill levy – <\$50K>
 - ❖ Public Safety strategic plan - \$22K
 - ❖ Public Works – software, fuel, park banners & signal contract - \$39.3K
 - ❖ Increase in building inspection costs - \$50K
 - ❖ Recreation Center – decrease in electric/gas and increase in building supplies - <\$4.8K>
 - ❖ Added Pavilion concession supplies and services - \$62K
- ◆ Add \$1.5M transfer to the Sales Tax CIP Fund to assist with the construction of the performing arts center.

Sales Tax Capital Improvement Fund

Revenues (\$12,077,734)

- ◆ As compared to the original 2016 budget revenues have increased by \$7.1M or 143%.
- ◆ Sales tax revenues increased by \$87K (3%) from projected 2015 sales tax revenues. Sales tax revenues increased by \$114K from the original 2016 budget. Sales tax related issues are mentioned above.
- ◆ The sale of several pieces of heavy equipment has been postponed from 2015 into 2016. Additionally, the Town will extend the use of several pieces of heavy equipment. Thus the sale of capital assets is increased by \$10K.
- ◆ Added the construction of the performing arts center (Theater). This Theater will house the Lake Dillon Theater Company (LDTTC) as well offer classroom and public spaces for the Town. The Theater will help stimulate economic development within the Town core area. LDTTC will contribute \$2.7M to the \$8.6M project. \$980K of the \$2.7M will be paid in 2016. The General Fund will contribute \$1.5M. Financing in the amount of \$4.5M will be required to pay for the construction.

Town of Silverthorne
Council Agenda Memorandum

Expenditures (\$12,166,351)

Capital projects have the following adjustments in the revised 2016 budget:

- ◆ Public Safety -
 - ❖ Decrease in the capital portion of the public safety communication center - \$43K
- ◆ Public Works -
 - ❖ Carry forward the drainage improvements on Warren Avenue from 2015 - \$250K
 - ❖ Decrease trails contribution to Lodging Tax Fund due to delay in the Cottonwood Trail section to 2017 - <\$150K>
- ◆ Recreation & Culture –
 - ❖ Adding Town covering the water/sewer taps for the Theater - \$130K
 - ❖ Adding remaining design and construction of the Theater - \$6.98M
- ◆ Asset management plan projects totaling \$1.507 million. Revised 2016 budget increased by \$232K as compared to the original 2016 budget. The changes include:
 - Increase technology by \$40K due to postponing the replacing copy machines, adding fiber conduit at rec. ctr. and implementing operating system upgrade.
 - Add replace rec. ctr. interior signs and men's locker room partitions - \$35K
 - Increase to pool system upgrades - \$200K
 - Delay pavilion tenant signage replacement - <\$40K>
 - Increase cost to replace banquet chairs and upgrade bar - \$24K
 - Delay replacing cabinet heater - <\$9K>
 - Postpone town hall roof replacement – <\$100K>
 - Add design for Rainbow Park entrance and begin upgrades - \$50K
 - Add parks master plan recommendation for Artic Placer – \$125K
 - Add replacing North Pond Park fireplace – \$15K
 - Fleet – Postpone the replacement of sweeper, add retro expenses for several pieces of equipment in order to delay replacements, removing debt related items. Net decrease to Fleet AMP - <\$99K>
- ◆ Add the Fleet related debt payments as a debt line item instead of a fleet cost item - \$40K

Special Revenue Funds

Lodging Tax CIP Fund (Revenues - \$229,738 Expenditures - \$89,000)

- ◆ Increase lodging tax revenues due to Hampton Inn opening - \$72K
- ◆ Postponed the construction of Cottonwood trail segment to 2017 which in turn reduced the transfer (\$300K) from the Sales Tax CIP and Development Excise Tax Funds.
- ◆ Postponed the Cottonwood trail segment construction costs to 2017 – <\$392K>
- ◆ Add \$24K for marketing consultant.

Development Excise Tax Fund (Revenues - \$174,331 Expenditures - \$518,750)

- ◆ Increase excise tax revenue due to anticipated increase in building activity - \$10K
- ◆ Postpone the South Maryland Creek contribution to the Cottonwood Shop - <\$125K>
- ◆ Postpone the construction of the Cottonwood shop to 2017 - <\$731K>

Town of Silverthorne
Council Agenda Memorandum

- ◆ Net increase transfer to Lodging Tax/Sales Tax CIP Fund due to delay in Cottonwood trail construction and the \$500K transfer to the Sale Tax CIP Fund was not included in the original 2016 budget as it should have been - \$350K

5A Housing Fund (Revenues - \$414,142 Expenditures - \$89,393)

- ◆ Increase impact fee revenue due to anticipated increase in building activity - \$23K
- ◆ Increase 5A sales tax due to the reasons noted in the background section - \$10K

Conservation Trust Fund (Revenues - \$41,649 Expenditures - \$81,935)

- ◆ Did not spend available funds in 2015. Anticipating using all available funds to assist with the Rainbow or Artic Placer park projects - \$40K

Enterprise Funds – Utility Funds

Revenues (Water – \$1,217,912 Sewer -\$1,502,866)

- ◆ Water and sewer operations revenues are increasing by 3% (\$34K) and 2% (\$26K) respectively from 2015 projected and decreasing by 2% (\$24K) and by 1% (\$18K) respectively from the 2016 original budget. Water and sewer capital revenues decreased from original 2016 budget by 78% (\$678K) and 64% (\$331K) respectively.
- ◆ The flat portion of the water rates is requiring a 3% increase in order to keep the fund in balance. The sewer rates will require a 2% rate increase. Water and sewer taps rates will increase by \$200/tap to \$7,400/tap for water and \$6,000/tap for sewer.
- ◆ Originally had budgeted for higher user rate increases in the utility funds and have lowered the rate increases. Resulting in less user fees comparing 2016 original budget to revised budget.
- ◆ Estimating tap sales to be 3 taps higher than originally budgeted which reflects in \$44K in higher tap revenues.
- ◆ Interest revenue is estimated to be \$17K less than the original 2016 budget due to rates continuing to be at all-time low levels.
- ◆ Postpone the South Maryland Creek contribution to the Cottonwood Shop - <\$525K>

Expenses (Water - \$1,218,900 Sewer - \$1,366,098)

Water Fund:

- ◆ .5% (\$6K) decrease in water expenses from projected 2015 and a \$709K decrease from the original 2016 budget..
- ◆ Wage & benefit changes are the same as those noted above in the General Fund.
- ◆ Added a water rights study - \$25K
- ◆ Postpone the construction of the Cottonwood shop to 2017 - <\$731K>

Sewer Fund:

- ◆ 9% (\$138K) decrease in sewer expenses from projected 2015 and a \$1.48M decrease from the original 2016 budget.
- ◆ 1% (\$15K) decrease in JSA charges due to additional EQRS being added to the JSA system and thus a lower rate increase than originally budgeted.
- ◆ Postpone the construction of the Cottonwood shop to 2017 - <\$1.463M>

Town of Silverthorne
Council Agenda Memorandum

Internal Service Funds –Insurance Claims

Revenues (Insurance Claims - \$734,200)

- ◆ Decreased the claim premiums by \$44K to \$733K which is due to not increasing premiums in 2016. Had originally budgeted for a 5% premium increase.

Expenses (Insurance Claims - \$762,124)

- ◆ No Changes.

Joint Sewer Authority (JSA) Fund

Revenues (\$2,463,152)

- ◆ Operating revenues increase by \$5K from projected 2015 revenues. A \$40K decrease from the original 2016 budget.
- ◆ No increase in operations rates charged to agencies and a 4.4% increase in the monthly charge for the asset management plan fee. The original budget 2016 had a 3% operating rate increase.

Expenses (\$2,558,390)

- ◆ Operating expenses increasing by \$145K (10%) in 2016 as compared to 2015 and an \$60K (3.4%) decrease from the original 2016 budget.
- ◆ Wages & Benefits increase by \$22K from projected 2015. The revised 2016 budget reflects a \$56K decrease from the 2016 original budget due to staff turnover plus other changes as noted above in the General Fund.
- ◆ Asset management projects - \$895K.

South Maryland Creek Ranch General Improvement District Fund

The District was formed in late 2005 through the annexation agreement. The District is meant to recover the cost of town services required for this newly annexed area. The development is not expected to have infrastructure completed until at a later date. The cost for services in the District in 2016 is estimated to be \$7,372 and will be reimbursed to the Town directly from the developer.

The Town encourages citizens, other agencies and employees to review the proposed budget.

RECOMMENDATION:

The recommendation is for Town Council approval of Ordinance No. 2015-15.

ALTERNATIVES:

The Town Council could choose to adjust items on the presented budget.

The Home Rule Charter does require that the fiscal budget be adopted no later than December 15, 2015.

PROPOSED MOTION:

"I move to approve Ordinance No. 2015-15 on Second and final reading; an ordinance recognizing revenues, appropriating expenditures, approving transfers and adopting the Town of Silverthorne, Joint Sewer Authority and the South Maryland Creek Ranch

Town of Silverthorne
Council Agenda Memorandum

General Improvement District budgets for the year beginning on the first day of January, 2016 and ending on the last day of December, 2016”.

ATTACHMENTS:

1. Ordinance #2015-15
2. Exhibit B – Long Range Plans for all funds

**TOWN OF SILVERTHORNE, COLORADO
ORDINANCE NO. 2015-15**

AN ORDINANCE RECOGNIZING REVENUES, APPROPRIATING EXPENDITURES, APPROVING TRANSFERS AND ADOPTING THE TOWN OF SILVERTHORNE, JOINT SEWER AUTHORITY AND THE SOUTH MARYLAND CREEK RANCH GENERAL IMPROVEMENT DISTRICT BUDGETS FOR THE YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2016 AND ENDING ON THE LAST DAY OF DECEMBER, 2016.

WHEREAS, the Town Manager, designated by the Home Rule Charter (Section 6.1.b.4) to prepare the budget, has prepared and submitted to the Mayor and Town Council a proposed annual budget for the Town of Silverthorne, Colorado, for the fiscal year beginning January 1, 2016 and ending December 31, 2016 and

WHEREAS, the annual Budget is prepared in accordance with the Home Rule Charter, Article VIII (Town Finances) and Section II (Budget Policies) of the Town of Silverthorne Financial Policies previously approved by the Council; and

WHEREAS, in accordance with the Home Rule Charter (Sections 4.5 - Procedure for passage of Ordinances and 14.13 - Publication of ordinances, notices and other documents) and the Town's Financial Policies (Section II.B.5 - Citizen participation), notice of the proposed budget was published in a newspaper of general circulation in Summit County prior to the public hearing scheduled in December, and;

WHEREAS, in accordance with the Home Rule Charter (Section 4.5.c - Public hearing requirements) and the Town's Financial Policies (Section II.B.6 Public Hearing) a public hearing will be held at the regularly scheduled Town Council meeting on December 9, 2015, and;

WHEREAS, the adopted budget is be available for review in the office of the Finance Director located in Town Hall, and;

WHEREAS, Town Council work sessions were held to discuss the proposed budget and citizens were invited and encouraged to attend and participate in these discussions regarding the proposed budget, and;

WHEREAS, in accordance with the Home Rule Charter (Section 8.2), the budget was submitted to the Town Council at least forty-five days prior to the date provided by law for approval by the member of the Town Council, and;

WHEREAS, in accordance with the Home Rule Charter (Section 8.4), the Town Council shall adopt on final reading an ordinance adopting the budget and appropriating moneys for the purposes therein, and;

WHEREAS, the adopted budget as submitted and summarized below recognizes revenues, appropriates expenditures (expenses in the water, sewer, and joint sewer authority enterprise funds) and approves transfers for the calendar year 2016:

NOW, THEREFORE, THE COUNCIL OF THE TOWN OF SILVERTHORNE, COLORADO ORDAINS:

Section 1:

The budget for the Town of Silverthorne, Colorado for the fiscal year 2016 as submitted, amended and summarized by fund as described below is hereby adopted, which adoption shall constitute appropriations of the amounts specified therein as expenditures from the Funds indicated or expenses from Enterprise Funds; and that the estimated Beginning Balances, Revenues and Other Sources is hereby declared to be a reasonable projection of the amount of Revenue available for appropriation and to provide an adequate Fund Balance at the close of the fiscal year beginning January 1, 2016 and ending December 31, 2016 more particularly described as follows:

| Fund / Department | Beginning Balance | Revenue | Transfers In | Expenditures | Transfers Out | Ending Balance |
|---|--------------------------|-------------------|---------------------|---------------------|----------------------|-----------------------|
| GENERAL FUND | | | | | | |
| Administrative Serv. | - | 8,198,684 | 478,896 | 2,519,973 | - | - |
| Public Safety | - | 169,372 | - | 1,973,428 | - | - |
| Public Works | - | 303,874 | - | 2,766,223 | - | - |
| Community Dev. | - | 294,832 | - | 824,642 | - | - |
| Rec & Culture | - | 1,999,556 | - | 3,194,974 | 1,500,000 | - |
| Reserve Funds | 5,257,724 | - | - | - | - | 5,639,620 |
| Available Funds | 1,054,144 | - | - | - | - | (661,778) |
| Total General Fund | 6,311,868 | 10,966,318 | 478,896 | 11,279,240 | 1,500,000 | 4,977,842 |
| SALES TAX CAPITAL IMPROVEMENT FUND | | | | | | |
| Administrative Service | - | 3,008,734 | - | 10,000 | - | - |
| Public Safety | - | - | - | 10,835 | - | - |
| Public Works | - | 89,000 | - | 3,489,000 | - | - |
| Rec. & Culture | - | 980,000 | 2,000,000 | 7,110,000 | - | - |
| Asset Management | - | - | - | 1,506,961 | - | - |
| Reserve Funds | 605,482 | - | - | - | - | 78,196 |
| Debt Service | 39,555 | 6,000,000 | - | 39,555 | - | 478,224 |
| Total CIP Fund | 645,037 | 10,077,734 | 2,000,000 | 12,166,351 | - | 556,420 |
| LODGING TAX FUND | | | | | | |
| Lodging Tax | - | 223,000 | - | - | - | - |
| Grants/Donations | - | - | - | - | - | - |
| Other | - | 6,738 | - | - | - | - |
| Reserves – P,T & OS | 6,391 | - | - | 40,000 | - | 156,073 |
| Reserves – Blue River | 268,781 | - | - | - | - | 274,325 |
| Reserves - Marketing | 51,521 | - | - | 49,000 | - | 37,033 |
| Total Lodging Fund | 326,693 | 229,738 | - | 89,000 | - | 467,431 |

| Fund / Department | Beginning Balance | Revenue | Transfers In | Expenditures | Transfers Out | Ending Balance |
|--------------------------------------|------------------------------|------------------|-------------------------|---------------------|--------------------------|---------------------------|
| DEVELOPMENT EXCISE TAX FUND | | | | | | |
| Excise Tax | - | 150,000 | - | - | - | - |
| Other | - | 24,331 | - | - | - | - |
| Reserves Funds | 1,447,722 | - | - | 18,750 | 500,000 | 1,103,303 |
| Total Dev. Excise Fund | 1,447,722 | 174,331 | - | 18,750 | 500,000 | 1,103,303 |
| HOUSING 5A FUND | | | | | | |
| Housing Sales Tax | - | 298,000 | - | - | - | - |
| Impact Fees | - | 90,000 | - | - | - | - |
| Other | - | 3,642 | - | - | - | - |
| Reserves | 443,519 | - | - | 89,393 | - | 768,268 |
| Total Housing 5A Fund | 443,519 | 414,142 | - | 89,393 | - | 768,268 |
| CONSERVATION TRUST FUND | | | | | | |
| Conservation Trust | - | 41,624 | - | 81,935 | - | - |
| Other | - | 25 | - | - | - | - |
| Reserves Funds | 40,286 | - | - | - | - | - |
| Total Conservation Trust Fund | 40,286 | 41,649 | - | 81,935 | - | - |
| WATER FUND | | | | | | |
| Operations | 1,340,925 | 1,029,898 | - | 867,463 | 154,485 | 1,348,875 |
| Capital Improvement | 233,010 | 188,014 | - | 168,750 | 28,202 | 224,072 |
| Total Water Fund | 1,573,935 | 1,217,912 | - | 1,036,213 | 182,687 | 1,572,947 |
| SEWER FUND | | | | | | |
| Operations | 1,012,535 | 1,314,993 | - | 1,178,312 | 131,499 | 1,017,717 |
| Capital Improvement | 2,524,839 | 187,873 | - | 37,500 | 18,787 | 2,656,425 |
| Total Sewer Fund | 3,537,374 | 1,502,866 | - | 1,215,812 | 150,286 | 3,674,142 |
| INTERNAL SERVICE FUNDS | | | | | | |
| Insurance Claims | 317,799 | 734,200 | - | 762,124 | - | 289,875 |
| Total Internal Service Funds | 317,799 | 734,200 | - | 762,124 | - | 289,875 |
| JOINT SEWER AUTHORITY FUND | | | | | | |
| Entities - Operations | 2,041,479 | 1,680,771 | - | 1,517,467 | 145,923 | 2,058,860 |
| Entities - AMP | 2,996,455 | 782,305 | - | 895,000 | - | 2,883,760 |
| Entities - Capital | 3,738 | 76 | - | - | - | 3,814 |
| Total JSA Fund | 5,041,672 | 2,463,152 | - | 2,412,467 | 145,923 | 4,946,434 |

| Fund / Department | Beginning Balance | Revenue | Transfers In | Expenditures | Transfers Out | Ending Balance |
|---------------------------------------|-------------------|-------------------|------------------|-------------------|------------------|-------------------|
| SOUTH MARYLAND CREEK RANCH GID | | | | | | |
| Operations | - | 7,372 | - | 7,372 | - | - |
| Total SMCR General Imp. Dist. | - | 7,372 | - | 7,372 | - | - |
| TOTAL ALL FUNDS | 19,685,905 | 27,829,414 | 2,478,896 | 29,158,657 | 2,478,896 | 18,356,662 |

Section 2:

The Town Council hereby authorizes and directs the Town Manager to enter into such contracts and execute such documents on behalf of the Town as may be necessary and customary to expend the funds hereby appropriated for all operations and capital projects within the budget as hereby adopted all in accordance with the requirements of the Home Rule Charter and the Town's Financial Policies.

Section 3:

The budget hereby approved and adopted shall be signed by the Mayor and Town Clerk and made a part of the public records of the Town of Silverthorne, Colorado.

INTRODUCED, READ, APPROVED ON FIRST READING THE 11TH DAY OF NOVEMBER, 2015.

READ AND ADOPTED ON SECOND AND FINAL READING AFTER CONDUCTING A PUBLIC HEARING ON THE 9TH DAY OF DECEMBER, 2015.

**TOWN OF SILVERTHORNE, COLORADO
TOWN COUNCIL
BY:**

Bruce Butler, Mayor

ATTEST:

By: _____
Michele Miller, Town Clerk

Approved on first reading _____, 2015
 Published by title only on first reading _____, 2015
 Approved on second reading _____, 2015
 Published by title only on second reading _____, 2015

| REVENUES | 2012 Act | 2013 Act | 2014 Act | 2015 Bud | 2015 Proj | 2016 Bud | 2016 Adj | 2017 | 2018 | 2019 |
|---------------------------------|------------------|--------------------|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|-------------------|-------------------|
| Taxes | 6,288,146 | 6,924,802 | 7,461,463 | 7,757,950 | 7,798,289 | 7,666,815 | 8,064,969 | 8,183,437 | 8,303,715 | 8,425,832 |
| Licenses & Permits | 232,596 | 488,217 | 442,276 | 422,533 | 440,950 | 269,533 | 311,533 | 311,533 | 311,533 | 311,533 |
| Charges for Services | 1,974,088 | 2,073,093 | 2,183,215 | 2,433,509 | 2,386,360 | 2,079,794 | 2,319,438 | 2,378,315 | 2,422,829 | 2,467,990 |
| Fines | 83,922 | 124,730 | 102,943 | 125,000 | 110,299 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| Interest | 28,503 | 15,170 | 11,759 | 12,266 | 12,146 | 108,537 | 93,378 | 149,335 | 153,151 | 154,093 |
| Miscellaneous | 115,829 | 156,303 | 178,659 | 70,000 | 87,518 | 52,000 | 52,000 | 52,000 | 52,000 | 52,000 |
| REVENUES | 8,723,085 | 9,782,315 | 10,380,316 | 10,821,258 | 10,835,562 | 10,301,679 | 10,966,318 | 11,199,621 | 11,368,228 | 11,536,448 |
| OTHER SOURCES | | | | | | | | | | |
| BRWF Admin Fees | 140,319 | 141,524 | 143,916 | 145,405 | 145,457 | 149,935 | 145,923 | 146,215 | 151,870 | 157,682 |
| Water/Sewer Tsfrs | 303,240 | 409,375 | 376,288 | 368,638 | 368,560 | 333,201 | 332,973 | 354,618 | 359,013 | 370,725 |
| Proceeds from Sale of Land | - | - | 1,115,000 | - | - | - | - | - | - | - |
| Housing Reimbursement | - | - | 269,522 | - | - | - | - | - | - | - |
| TOTAL REVENUES | 9,166,643 | 10,333,214 | 12,285,042 | 11,335,302 | 11,349,578 | 10,784,815 | 11,445,214 | 11,700,454 | 11,879,112 | 12,064,855 |
| EXPENDITURES | | | | | | | | | | |
| Administrative Services | 1,507,232 | 2,010,796 | 1,921,932 | 2,319,075 | 2,272,619 | 2,219,799 | 2,519,973 | 2,574,610 | 2,599,374 | 2,434,693 |
| Public Safety | 1,726,112 | 1,777,197 | 1,827,666 | 1,906,655 | 1,873,280 | 1,997,607 | 1,973,428 | 2,018,204 | 2,076,768 | 2,143,752 |
| Public Works | 2,126,862 | 2,120,050 | 2,274,908 | 2,615,830 | 2,513,882 | 2,623,639 | 2,766,223 | 2,856,561 | 2,939,637 | 3,025,107 |
| Community Develop. | 676,672 | 750,395 | 844,267 | 790,248 | 736,681 | 874,851 | 824,642 | 845,414 | 864,904 | 885,126 |
| Recreation & Culture | 2,577,156 | 2,666,719 | 2,781,363 | 3,123,254 | 3,118,985 | 3,034,165 | 3,194,974 | 3,278,487 | 3,367,025 | 3,463,479 |
| EXPENDITURES | 8,614,034 | 9,325,157 | 9,650,196 | 10,755,062 | 10,515,447 | 10,750,061 | 11,279,240 | 11,573,276 | 11,847,709 | 11,952,157 |
| OTHER USES | | | | | | | | | | |
| | 252,888 | 3,450,983 | 801,790 | 460,000 | 360,000 | - | 1,500,000 | - | - | - |
| TOTAL EXPENDITURES | 8,866,922 | 12,776,140 | 10,451,986 | 11,215,062 | 10,875,447 | 10,750,061 | 12,779,240 | 11,573,276 | 11,847,709 | 11,952,157 |
| INC (DEC) FUND BAL. | 299,721 | (2,442,927) | 1,833,055 | 120,240 | 474,131 | 34,754 | (1,334,026) | 127,178 | 31,403 | 112,698 |
| PRIOR FUND BALANCE | 6,147,886 | 6,447,607 | 4,004,681 | 5,837,736 | 5,837,736 | 5,957,977 | 6,311,868 | 4,977,842 | 5,105,019 | 5,136,422 |
| CURRENT FUND (less cfwd) | 6,447,607 | 4,004,681 | 5,837,736 | 5,957,977 | 6,311,868 | 5,992,731 | 4,977,842 | 5,105,019 | 5,136,422 | 5,249,120 |
| RESERVE TARGET | 4,307,017 | 4,662,579 | 4,825,098 | 5,377,531 | 5,257,724 | 5,375,031 | 5,639,620 | 5,786,638 | 5,923,854 | 5,976,078 |
| | (6 mo.) | (6 mo.) | (6 mo.) | (6 mo.) | (6 mo.) | (6 mo.) | (6 mo.) | (6 mo.) | (6 mo.) | (6 mo.) |
| AVAILABLE FUND BAL. | 2,140,590 | (657,898) | 1,012,638 | 580,446 | 1,054,144 | 617,700 | (661,778) | (681,619) | (787,432) | (726,958) |

TOWN OF SILVERTHORNE, COLORADO
SALES TAX CIP FUND

BUDGET A

| | 2012 Act | 2013 Act | 2014 Act | 2015 Bud | 2015 Proj | 2016 Bud | 2016 Rev | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|--|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Revenues | | | | | | | | | | | | | | | |
| Sales Tax | 2,443,476 | 2,664,399 | 2,779,772 | 2,826,395 | 2,909,578 | 2,882,922 | 2,996,544 | 3,041,492 | 3,087,114 | 3,133,421 | 3,180,422 | 3,228,129 | 3,276,551 | 3,325,699 | 3,375,584 |
| Interest | 7,901 | 5,165 | 2,981 | 14,028 | 3,067 | 12,190 | 12,190 | 16,693 | (6,840) | (10,514) | (39,818) | (44,168) | (80,724) | (113,884) | (142,517) |
| Sale of Vehicles/Equipment | 200,282 | 99,705 | 105,301 | 147,000 | 94,988 | 79,000 | 89,000 | 131,000 | 50,000 | 145,000 | 180,000 | 104,000 | 42,000 | 142,000 | 164,000 |
| Miscellaneous | 38,201 | 39,461 | 29,650 | - | - | - | - | - | - | - | - | - | - | - | - |
| Payment in Lieu of Land/Wetlands/Grant | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Repayment of Neighborhood Imp | 17,656 | 16,068 | 23,256 | - | - | - | - | - | - | - | - | - | - | - | - |
| <i>Other Sources</i> | | | | | | | | | | | | | | | |
| Financing Proceeds - Trail | - | - | 180,000 | - | - | 1,500,000 | 1,500,000 | - | - | - | - | - | - | - | - |
| Financing Proceeds - Cultural Center | - | - | - | - | - | 4,500,000 | 4,500,000 | - | - | - | - | - | - | - | - |
| Proceeds from Lake Dillon Theater | - | - | - | - | - | 980,000 | 980,000 | 1,720,000 | - | - | - | - | - | - | - |
| Transfer in from Dev Excise Tax Fund | - | - | - | - | - | 500,000 | 500,000 | - | - | - | - | - | - | - | - |
| Transfer in from General Fund | - | - | - | 460,000 | 360,000 | - | 1,500,000 | - | - | - | - | - | - | - | - |
| Total Revenues | 2,834,185 | 2,824,799 | 3,120,960 | 3,447,423 | 3,367,633 | 4,974,112 | 12,077,734 | 4,909,184 | 3,130,275 | 3,267,907 | 3,320,604 | 3,287,961 | 3,237,827 | 3,353,815 | 3,397,068 |
| Expenditures | | | | | | | | | | | | | | | |
| General Government: | | | | | | | | | | | | | | | |
| Economic Dev./Land | - | 95,095 | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Computer Technology | - | 82,986 | 86,469 | 47,500 | 52,800 | - | - | - | 35,000 | - | - | 40,000 | - | - | 45,000 |
| Sales Tax Audit Fees | 8,324 | 12,371 | 15,001 | 10,000 | 6,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Public Safety: | | | | | | | | | | | | | | | |
| Communication Center Capital | 34,694 | 34,932 | 44,134 | - | - | 54,175 | 10,835 | 11,377 | 11,946 | 12,543 | 13,170 | 13,829 | 14,520 | 15,246 | 16,008 |
| Public Works: | | | | | | | | | | | | | | | |
| Street Improvements | 770,022 | 784,469 | 415,408 | 765,000 | 815,000 | 730,000 | 730,000 | 1,330,000 | 950,000 | 1,750,000 | 1,750,000 | 2,275,000 | 2,250,000 | 1,650,000 | 1,500,000 |
| Nike Bridge Rehab. | - | - | - | - | - | 300,000 | 300,000 | - | - | - | - | - | - | - | - |
| Sidewalk Improvements | - | 248,548 | 139,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 |
| Undergrounding | - | - | 60,000 | - | - | - | - | - | - | - | - | - | - | - | - |
| Drainage Improvements | - | - | - | 250,000 | 20,000 | - | 250,000 | - | - | - | - | - | - | - | - |
| Bridge/Pathways/Trails contribution | - | 762,500 | 195,000 | - | - | 2,209,000 | 2,059,000 | 30,000 | - | 100,000 | - | - | - | - | - |
| River Edge Park/Kayak Park | 184,741 | 15,250 | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Security Cameras - Parks | 5,126 | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Rainbow Playground/Bathroom/Parking | 121,770 | 331,397 | 133,793 | - | - | - | - | - | - | - | - | - | - | - | - |
| Emergency Generator - Town Hall/Serve | - | 26,967 | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Community Development: | | | | | | | | | | | | | | | |
| Plans (Comp.) | - | 24,364 | 85,196 | - | - | - | - | - | - | - | - | - | - | - | - |
| Recreation & Culture: | | | | | | | | | | | | | | | |
| Security Cameras - Rec Ctr & Pav. Lots | 22,698 | 3,908 | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Emergency Generator - PAV | 19,308 | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| ADA Aquatics Lifts | - | 43,623 | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Buildings - Recreation Center/Pavilion | 40,839 | 16,641 | 888,908 | - | - | - | - | - | - | - | - | - | - | - | - |
| Theater: | - | - | - | 110,000 | 110,000 | 130,000 | 130,000 | - | - | - | - | - | - | - | - |
| Town Expenses on ow | - | - | - | 300,000 | 373,000 | 100,000 | 100,000 | 1,720,000 | - | - | - | - | - | - | - |
| Design & Engineering | - | - | - | - | - | - | 6,880,000 | - | - | - | - | - | - | - | - |
| Construction | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Asset Management Plan | | | | | | | | | | | | | | | |
| Energy Audit (projects) | 78,190 | 11,599 | 10,458 | - | 8,245 | - | - | - | - | - | 81,000 | 101,000 | 56,500 | 97,500 | 89,000 |
| Technology AMP | 46,590 | 55,089 | 69,615 | 105,400 | 78,362 | 92,000 | 132,000 | 111,000 | 51,500 | 245,500 | 81,000 | 101,000 | 56,500 | 97,500 | 89,000 |
| Buildings: | | | | | | | | | | | | | | | |
| Town Hall & USFS | 102,062 | 17,975 | 33,452 | 93,500 | 64,770 | 140,000 | 40,000 | 171,300 | 181,000 | 10,000 | 54,500 | 15,000 | 257,400 | 125,000 | 59,000 |
| Public Works | 39,521 | 57,708 | 6,355 | 23,000 | 23,500 | 15,000 | 15,000 | 72,000 | 38,000 | 32,500 | 9,000 | 12,000 | 15,000 | 70,000 | 60,250 |
| Recreation Center | 194,988 | 221,166 | 178,418 | 1,199,560 | 1,175,379 | 264,950 | 499,950 | 154,600 | 320,291 | 523,500 | 179,400 | 19,000 | 330,800 | 772,100 | 758,600 |
| Pavilion | 44,174 | 62,162 | 14,995 | 68,850 | 63,062 | 258,650 | 232,900 | 195,750 | 130,000 | 84,825 | 46,000 | 538,150 | 124,650 | 18,000 | 116,000 |
| Parks | 147,816 | 30,385 | 10,098 | 451,250 | 428,909 | 23,250 | 213,250 | 483,500 | 325,000 | 81,300 | 56,300 | 35,800 | 31,500 | 142,500 | 171,100 |
| Fleet | 40,839 | 579,303 | 281,661 | 503,700 | 532,791 | 402,700 | 304,000 | 658,200 | 460,200 | 690,600 | 582,625 | 778,250 | 548,750 | 719,250 | 665,000 |
| Equipment: | 24,293 | 37,752 | 54,463 | 52,744 | 52,744 | 78,861 | 69,861 | 117,639 | 111,601 | 75,717 | 75,154 | 79,788 | 115,381 | 99,968 | 82,591 |
| Total Asset Management Plan | 718,473 | 1,073,138 | 659,514 | 2,498,004 | 2,427,761 | 1,275,411 | 1,506,961 | 1,963,989 | 1,617,592 | 1,743,942 | 1,083,979 | 1,378,988 | 1,479,981 | 2,044,318 | 2,001,541 |
| Debt: | | | | | | | | | | | | | | | |
| Cultural Center Debt Annual Payment | - | - | - | - | - | - | - | 329,002 | 329,002 | 329,002 | 329,002 | 329,002 | 329,002 | 329,002 | 329,002 |
| Trail Debt Annual Payment | - | - | - | - | - | - | - | 109,667 | 109,667 | 109,667 | 109,667 | 109,667 | 109,667 | 109,667 | 109,667 |

| | 2012 Act | 2013 Act | 2014 Act | 2015 Bud | 2015 Proj | 2016 Bud | 2016 Rev | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | BUDGET A |
|--|-----------|-----------|-----------|-----------|-----------|-----------|------------|-----------|-----------|-------------|-------------|-------------|-------------|-------------|-------------|----------|
| TOTAL CAPITAL EXP. | 1,885,154 | 3,556,189 | 2,722,423 | 4,130,504 | 3,974,339 | 4,728,586 | 12,166,351 | 5,693,590 | 3,252,762 | 4,244,709 | 3,465,596 | 4,506,486 | 4,343,170 | 4,308,233 | 4,161,218 | |
| INC /DED CASH | 949,031 | (731,390) | 398,536 | (683,081) | (606,706) | 245,526 | (88,617) | (784,405) | (122,487) | (976,802) | (144,992) | (1,218,525) | (1,105,343) | (954,418) | (764,151) | |
| INC /DED FUND BALANCE | 949,031 | (731,390) | 398,536 | (683,081) | (606,706) | 245,526 | (88,617) | (784,405) | (122,487) | (976,802) | (144,992) | (1,218,525) | (1,105,343) | (954,418) | (764,151) | |
| LESS CARRYFORWARDS & AMP | 635,566 | 1,584,596 | 853,207 | 1,251,743 | 1,251,743 | 568,662 | 645,037 | 556,419 | (227,986) | (350,473) | (1,327,275) | (1,472,267) | (2,690,792) | (3,796,135) | (4,750,553) | |
| PRIOR FUND BALANCE | 1,584,596 | 853,207 | 1,251,743 | 568,662 | 645,037 | 814,188 | 556,419 | (227,986) | (350,473) | (1,327,275) | (1,472,267) | (2,690,792) | (3,796,135) | (4,750,553) | (5,514,703) | |
| CURRENT FUND BALANCE | 1,584,596 | 853,207 | 1,251,743 | 568,662 | 645,037 | 814,188 | 556,419 | (227,986) | (350,473) | (1,327,275) | (1,472,267) | (2,690,792) | (3,796,135) | (4,750,553) | (5,514,703) | |
| * Budget Columns "Current Cash" also deducts the prior years carry forwards) | | | | | | | | | | | | | | | | |
| RESERVE TARGET | | | | | | | | | | | | | | | | |
| DEBT PAYMENT RESTRICTED | | | | | 39,555 | | 478,224 | 478,224 | 478,224 | 458,447 | 438,669 | 438,669 | 438,669 | 438,669 | 438,669 | |
| CAPITAL REPLACEMENT | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 0 | | | | | | | | | |
| RESTRICTED FOR WETLANDS/S' | 126,669 | 68,455 | 68,455 | 68,455 | 68,455 | 68,455 | 68,455 | 68,455 | 68,455 | 68,455 | 68,455 | 68,455 | 68,455 | 68,455 | 68,455 | |
| AVAILABLE FUND BALANCE | 957,927 | 284,752 | 683,288 | 207 | 37,027 | 245,733 | 9,740 | (774,665) | (897,152) | (1,854,177) | (1,979,391) | (3,197,916) | (4,303,259) | (5,257,677) | (6,021,927) | |

TOWN OF SILVERTHORNE, COLORADO
LODGING TAX CIP
LONG RANGE PLANS

Exhibit B

| | 2012 Act | 2013 Act | 2014 Act | 2015 Bud | 2015 Proj | 2016 Bud | 2016 Rev | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|---|----------|-----------|-----------|----------|-----------|----------|----------|-----------|---------|-----------|---------|---------|---------|-----------|-----------|
| Revenues: | | | | | | | | | | | | | | | |
| Lodging Tax | 126,856 | 141,420 | 160,594 | 147,900 | 183,000 | 150,858 | 223,000 | 227,460 | 232,009 | 236,649 | 241,382 | 246,210 | 251,134 | 256,157 | 261,280 |
| Lottery Funds | 39,067 | 0 | 0 | - | - | - | - | - | - | - | - | - | - | - | - |
| Grants : GOCC | - | - | 200,000 | - | - | - | - | - | - | - | - | - | - | - | - |
| Denver Water Board | - | - | 399,997 | - | - | - | - | - | - | - | - | - | - | - | - |
| BR Experience Partners | 68,314 | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Fund Raising | 869 | 26 | 454 | 4,904 | 511 | 6,738 | 6,738 | 14,023 | 9,951 | 13,196 | 10,192 | 16,239 | 22,612 | 29,325 | 36,389 |
| Interest | - | 1,525,000 | 450,000 | 10,000 | 10,000 | 300,000 | - | 60,000 | - | 200,000 | - | - | - | - | - |
| Transfer in from CIP/Excise Funds | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Revenue Total | 235,106 | 2,066,443 | 811,048 | 162,804 | 193,511 | 457,596 | 229,738 | 301,483 | 241,960 | 449,846 | 251,574 | 262,449 | 273,747 | 285,482 | 297,669 |
| Expenditures: | | | | | | | | | | | | | | | |
| Parks, Trails & Open Space | | | | | | | | | | | | | | | |
| Trails : | | | | | | | | | | | | | | | |
| Design & Engineering | 31,783 | 29,885 | 16,374 | 77,814 | 77,814 | - | - | - | 45,000 | - | - | - | - | - | - |
| Professional Fees | 121,884 | 179,135 | 343,778 | 80,000 | 65,000 | - | - | - | - | - | - | - | - | - | - |
| Blue River Trail Construction | 5,026 | 1,044,927 | - | - | - | 392,212 | - | 392,212 | - | 500,000 | - | - | - | - | - |
| Easements | 62,000 | 359,039 | 530,072 | - | - | - | - | - | - | - | - | - | - | - | - |
| Trail Signage/amenities | - | 22,729 | 21,674 | 30,000 | 30,000 | 30,000 | 30,000 | - | 38,782 | - | - | - | - | - | - |
| Master Plan Update | 280 | - | 73,280 | - | - | - | - | - | - | - | - | - | - | - | - |
| Rivers Edge Plaza | - | - | 20,000 | - | - | - | - | - | - | - | - | - | - | - | - |
| Misc - SPORT Committee | 374 | 4,059 | 5,856 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Nordic Track/Pond | 2,739 | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Transfer out to CTF Fund | - | 39,103 | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Total Parks, Trails & Open Space | 224,086 | 1,678,877 | 1,011,034 | 197,814 | 182,814 | 452,212 | 40,000 | 402,212 | 93,782 | 510,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Marketing | 15,500 | 22,556 | 18,121 | 25,000 | 25,000 | 25,000 | 25,000 | 49,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| Expenditure Total | 239,586 | 1,701,432 | 1,029,154 | 222,814 | 207,814 | 457,212 | 89,000 | 437,212 | 133,782 | 550,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| INC / DED FUND BALANCE | (4,480) | 365,010 | (218,107) | (60,010) | (14,303) | 384 | 140,738 | (135,729) | 108,178 | (100,154) | 201,574 | 212,449 | 223,747 | 235,482 | 247,669 |
| PRIOR FUND BALANCE | 198,572 | 194,092 | 559,103 | 340,996 | 340,996 | 280,986 | 326,693 | 467,431 | 331,702 | 439,880 | 339,726 | 541,300 | 753,749 | 977,496 | 1,212,978 |
| CURRENT FUND BALANCE | 194,092 | 559,103 | 340,996 | 280,986 | 326,693 | 281,370 | 467,431 | 331,702 | 439,880 | 339,726 | 541,300 | 753,749 | 977,496 | 1,212,978 | 1,460,647 |
| RESERVES | | | | | | | | | | | | | | | |
| Parks, Trails, & Open Space | 81,448 | 61,325 | 23,620 | (38,139) | 6,391 | (43,037) | 156,073 | 11,884 | 115,667 | 10,289 | 205,772 | 411,224 | 627,025 | 853,569 | 1,091,264 |
| Funds Held for Easements | 0 | 386,461 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Blue River Fund Raising | 68,314 | 68,323 | 208,379 | 272,239 | 268,781 | 278,767 | 274,325 | 282,554 | 291,031 | 299,762 | 308,755 | 318,017 | 327,558 | 337,385 | 347,506 |
| Marketing | 44,331 | 42,994 | 48,997 | 46,887 | 51,521 | 45,640 | 37,033 | 37,263 | 33,183 | 29,676 | 26,773 | 24,508 | 22,913 | 22,024 | 21,877 |
| TOTAL RESERVED | 194,092 | 559,103 | 340,996 | 280,986 | 326,693 | 281,370 | 467,431 | 331,702 | 439,881 | 339,726 | 541,300 | 753,749 | 977,496 | 1,212,978 | 1,460,647 |

TOWN OF SILVERTHORNE, COLORADO
DEVELOPMENT EXCISE TAX
LONG RANGE PLANS

| | 2012 Act | 2013 Act | 2014 Act | 2015 Bud | 2015 Proj | 2016 Bud | 2016 Rev | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|-------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|----------------|----------------|------------------|------------------|------------------|------------------|------------------|
| Revenues: | | | | | | | | | | | | | | | |
| Development Excise Tax | 129,080 | 409,336 | 231,332 | 250,000 | 300,000 | 140,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 |
| South Maryland Creek | - | - | - | - | - | 125,000 | - | 125,000 | - | - | - | - | - | - | - |
| Interest | 4,827 | 3,471 | 2,927 | 15,655 | 2,495 | 24,331 | 24,331 | 33,099 | 18,942 | 24,010 | 26,231 | 31,518 | 36,963 | 42,572 | 48,349 |
| 5A Loan Repayment | 134,000 | 162,500 | 205,000 | 24,000 | 24,000 | - | - | - | - | - | - | - | - | - | - |
| Prior Year Carryfwd | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Revenue Total | 267,907 | 575,307 | 439,259 | 326,655 | 323,495 | 289,331 | 174,332 | 308,099 | 168,942 | 174,010 | 176,231 | 181,518 | 186,963 | 192,572 | 198,349 |
| Expenditures: | | | | | | | | | | | | | | | |
| Public Works | | | | | | | | | | | | | | | |
| Storage Building/New Shop | 9,928 | 863 | 1,760 | 18,750 | - | 750,000 | 18,750 | 750,000 | - | - | - | - | - | - | - |
| Traffic Master Plan | - | - | - | 40,000 | 40,000 | - | - | - | - | - | - | - | - | - | - |
| Additional Trackless | 48,926 | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Other | | | | | | | | | | | | | | | |
| Trails | - | 762,500 | 255,000 | 100,000 | 100,000 | 150,000 | 500,000 | 30,000 | - | 100,000 | - | - | - | - | - |
| Loan to 5A Land | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Expenditure Total | 58,854 | 763,363 | 256,760 | 68,750 | 50,000 | 900,000 | 518,750 | 780,000 | - | 100,000 | - | - | - | - | - |
| INC / DED FUND BALANCE | 209,053 | (188,056) | 182,499 | 257,905 | 273,495 | (610,669) | (344,418) | (471,901) | 168,942 | 74,010 | 176,231 | 181,518 | 186,963 | 192,572 | 198,349 |
| PRIOR FUND BALANCE | 970,731 | 1,179,784 | 991,728 | 1,174,227 | 1,174,227 | 1,432,132 | 1,447,722 | 1,103,304 | 631,403 | 800,345 | 874,356 | 1,050,586 | 1,232,104 | 1,419,067 | 1,611,639 |
| CURRENT FUND BALANCE | 1,179,784 | 991,728 | 1,174,227 | 1,432,132 | 1,447,722 | 821,463 | 1,103,304 | 631,403 | 800,345 | 874,356 | 1,050,586 | 1,232,104 | 1,419,067 | 1,611,639 | 1,809,988 |

TOWN OF SILVERTHORNE, COLORADO
HOUSING SA SPECIAL REVENUE FUND
LONG RANGE PLANS

BUDGET A

| | 2007 Act | 2008 Act | 2009 Act | 2010 Act | 2011 Act | 2012 Act | 2013 Act | 2014 Act | 2015 Proj | 2016 Proj | 2017 | 2018 | 2019 | Total |
|------------------------------------|----------------|------------------|------------------|-----------------|----------------|----------------|----------------|----------------|----------------|----------------|------------------|------------------|------------------|------------------|
| Revenues: | | | | | | | | | | | | | | |
| Impact Fees | 242,106 | 209,408 | 40,696 | 56,334 | 280,893 | 58,860 | 130,757 | 216,459 | 150,000 | 90,000 | 112,500 | 112,500 | 112,500 | 1,610,512 |
| Sales Tax | 253,051 | 273,858 | 234,339 | 230,643 | 227,863 | 243,209 | 257,693 | 272,148 | 297,000 | 237,671 | 303,960 | 310,039 | 316,240 | 2,886,764 |
| Interest | 9,476 | 15,734 | 2,862 | 1,001 | 770 | 373 | 208 | 172 | 117 | 3,642 | 23,048 | 33,480 | 44,331 | 135,743 |
| Excise & Sewer Fund Advancement | | 2,000,000 | | | | | 0 | 0 | | | | | | 2,000,000 |
| Revenue Total | 504,633 | 2,499,001 | 277,897 | 287,978 | 509,525 | 302,442 | 388,658 | 488,778 | 442,147 | 331,513 | 439,508 | 456,019 | 473,071 | 6,632,219 |
| Expenditures: | | | | | | | | | | | | | | |
| General: | | | | | | | | | | | | | | |
| SEA Administrative Fee | 29,270 | 37,764 | 41,553 | 45,991 | 41,746 | 37,374 | 43,764 | 43,446 | 31,570 | 47,893 | 50,287 | 52,802 | 55,442 | 558,902 |
| Housing Assessment/Consulting | 5,000 | 25,598 | - | 1,267 | 1,075 | 70 | 17,725 | 635 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | 58,869 |
| Housing Loan Program | | 40,000 | - | 40,000 | - | - | - | - | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 240,000 |
| Housing Permits/Fees-Solorado | | | 39,372 | | | | | | | | | | | 39,372 |
| Projects: | | | | | | | | | | | | | | |
| Smith Ranch Land Purchase | | 2,700,000 | 22,866 | 4,511 | - | - | - | - | 42,000 | - | - | - | - | 2,727,377 |
| Advancements - Excise & Sewer Fund | | | 275,000 | 220,000 | 460,000 | 268,000 | 325,000 | 410,000 | - | - | - | - | - | 2,000,000 |
| Misc. | 5,443 | | | | | | | | | | | | | 5,443 |
| Expenditure Total | 39,713 | 2,803,561 | 378,791 | 311,769 | 502,821 | 305,444 | 386,489 | 454,081 | 75,070 | 89,593 | 91,787 | 94,302 | 96,942 | 5,629,963 |
| INC / DED FUND BALANCE | 464,920 | (304,561) | (100,894) | (23,791) | 6,704 | (3,002) | 2,169 | 34,697 | 307,077 | 291,920 | 347,721 | 361,717 | 376,129 | |
| PRIOR FUND BALANCE | - | 464,920 | 160,559 | 59,665 | 35,874 | 42,578 | 39,575 | 41,744 | 76,441 | 575,086 | 768,268 | 1,115,988 | 1,477,706 | |
| CURRENT FUND BALANCE | 464,920 | 160,559 | 59,665 | 35,874 | 42,578 | 39,575 | 41,744 | 76,441 | 443,519 | 655,006 | 1,115,988 | 1,477,706 | 1,853,835 | 1,002,556 |

TOWN OF SILVERTHORNE, COLORADO
CONSERVATION TRUST FUND
LONG RANGE PLANS

| | 2013 Act | 2014 Act | 2015 Bud | 2015 Proj | 2016 Bud | 2016 Rev | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|---------------------------------------|---------------|---------------|---------------|---------------|-----------------|-----------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Exhibit B | | | | | | | | | | | | | | |
| Revenues: | | | | | | | | | | | | | | |
| Lottery Funds | 42,166 | 38,016 | 41,237 | 40,286 | 41,624 | 41,624 | 42,040 | 42,461 | 42,885 | 43,314 | 43,747 | 44,185 | 44,627 | 45,073 |
| Interest | 84 | 2 | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 25 |
| Transfer in from Lodging Tax Fund | 39,103 | 0 | - | - | - | - | - | - | - | - | - | - | - | - |
| Revenue Total | 81,353 | 38,018 | 41,237 | 40,286 | 41,649 | 41,649 | 42,065 | 42,486 | 42,910 | 43,339 | 43,772 | 44,210 | 44,652 | 45,098 |
| Expenditures: | | | | | | | | | | | | | | |
| Parks, Trails & Open Space | | | | | | | | | | | | | | |
| Projects: | | | | | | | | | | | | | | |
| Rainbow Park Tot Lot Restrooms | 81,353 | 38,018 | - | - | - | - | - | - | - | - | - | - | - | - |
| Rainbow Park - Sod & Irrigation | - | - | - | - | 41,649 | 81,595 | 42,065 | 42,486 | 42,910 | 43,339 | 43,772 | 44,210 | 44,652 | 45,098 |
| POST Projects | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Expenditure Total | 81,353 | 38,018 | - | - | 41,649 | 81,595 | 42,065 | 42,486 | 42,910 | 43,339 | 43,772 | 44,210 | 44,652 | 45,098 |
| INC /DED FUND BALANCE | - | - | 41,237 | 40,286 | (40,286) | (40,286) | - |
| PRIOR FUND BALANCE | - | - | - | - | 41,237 | 40,286 | - |
| CURRENT FUND BALANCE | - | - | 41,237 | 40,286 | 41,237 | - | - | - | - | - | - | - | - | - |

**TOWN OF SILVERTHORNE, COLORADO
HEALTH, DENTAL & SHORT-TERM DISABILITY INTERNAL SERVICE FUND
LONG RANGE PLANS**

| | 2012 Act | 2013 Act | 2014 Act | 2015 Bud | 2015 Proj | 2016 Bud | 2016 Rev | 2017 | 2018 | 2019 |
|-------------------------------|------------------|-----------------|----------------|----------------|----------------|----------------|-----------------|----------------|----------------|----------------|
| Revenues: | | | | | | | | | | |
| Medical | 951,134 | 677,074 | 685,303 | 682,002 | 680,000 | 758,102 | 714,000 | 749,700 | 790,934 | 830,480 |
| Dental | 57,702 | 60,308 | - | - | - | - | - | - | - | - |
| Short-Term Disability | 20,836 | 18,613 | 17,937 | 18,447 | 20,735 | 19,000 | 19,000 | 19,950 | 20,948 | 21,995 |
| Premiums - Claims Portion | 1,029,672 | 755,995 | 703,240 | 700,449 | 700,735 | 777,102 | 733,000 | 769,650 | 811,881 | 852,475 |
| Misc | 5,278 | 1,106 | 752 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| Interest | 273 | 865 | 661 | 200 | 600 | 200 | 200 | 8,696 | 8,563 | 8,576 |
| Revenue Total | 1,035,224 | 757,967 | 704,653 | 701,649 | 702,335 | 778,302 | 734,200 | 779,346 | 821,444 | 862,051 |
| Expenditures: | | | | | | | | | | |
| Medical Claims | 1,026,634 | 715,829 | 611,821 | 525,000 | 525,000 | 551,250 | 708,750 | 744,188 | 781,397 | 820,467 |
| Dental Claims | 67,142 | 59,327 | 1,129 | - | - | - | - | - | - | - |
| Short-term Disability Claims | 15,631 | 16,759 | 15,770 | 15,000 | 20,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Wellness Program | 23,586 | 22,654 | 19,915 | 23,500 | 20,000 | 23,500 | 23,500 | 23,500 | 23,500 | 23,500 |
| AHCA Fees | - | - | 12,379 | 14,652 | 14,652 | 14,874 | 14,874 | 1,110 | 1,110 | 1,110 |
| Expenditure Total | 1,132,994 | 814,570 | 661,014 | 578,152 | 579,652 | 604,624 | 762,124 | 783,798 | 821,007 | 860,077 |
| INC / DED FUND BALANCE | (97,770) | (56,603) | 43,639 | 123,497 | 122,683 | 173,678 | (27,924) | (4,451) | 437 | 1,974 |
| PRIOR FUND BALANCE | 305,850 | 208,080 | 151,478 | 195,116 | 195,116 | 318,613 | 317,799 | 289,875 | 285,424 | 285,861 |
| CURRENT FUND BALANCE | 208,080 | 151,478 | 195,116 | 318,613 | 317,799 | 492,291 | 289,875 | 285,424 | 285,861 | 287,835 |

WATER FUND OPERATIONS
LONG RANGE PLANS

| REVENUES | 2012 Act | 2013 Act | 2014 Act | 2015 Bud. | 2015 Proj. | 2016 Bud. | 2016 Rev. | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|-------------------------------|------------------|------------------|------------------|------------------|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Water User Charges | 942,961 | 905,571 | 945,552 | 982,341 | 989,061 | 1,025,748 | 1,012,933 | 1,045,074 | 1,076,271 | 1,108,448 | 1,141,638 | 1,162,530 | 1,198,285 | 1,235,413 | 1,273,978 |
| Charge for Service | 4,241 | 4,306 | 5,092 | 4,600 | 5,000 | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 |
| Interest | 4,849 | 3,000 | 3,827 | 17,691 | 2,000 | 23,875 | 12,365 | 40,466 | 24,976 | 22,744 | 20,641 | 18,688 | 19,552 | 20,406 | 20,815 |
| Miscellaneous Income | 15,042 | 9,109 | | | | | | 5,000 | | | | | | 5,000 | 8,000 |
| TOTAL REVENUES | 952,051 | 927,918 | 963,579 | 1,004,632 | 996,061 | 1,054,223 | 1,029,898 | 1,095,140 | 1,105,847 | 1,135,793 | 1,166,880 | 1,185,818 | 1,222,437 | 1,265,419 | 1,307,393 |
| EXPENDITURES | 2012 Act | 2013 Act | 2014 Act | 2015 Bud. | 2015 Proj. | 2016 Bud. | 2016 Rev. | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Administrative (15% of revs) | 142,808 | 139,188 | 144,537 | 150,695 | 149,409 | 158,133 | 154,485 | 164,271 | 165,877 | 170,369 | 175,032 | 177,873 | 183,366 | 189,813 | 196,109 |
| Personnel Services | 302,788 | 312,868 | 325,183 | 303,037 | 363,469 | 401,813 | 399,250 | 411,052 | 423,251 | 435,860 | 448,936 | 462,404 | 476,276 | 490,565 | 505,282 |
| Professional Services | 36,594 | 44,251 | 36,321 | 49,500 | 38,051 | 50,500 | 50,500 | 51,500 | 52,750 | 53,750 | 54,750 | 56,000 | 56,000 | 56,000 | 56,000 |
| Purchased Services | 159,965 | 174,015 | 161,624 | 184,068 | 173,707 | 189,714 | 189,714 | 198,644 | 205,371 | 212,911 | 220,279 | 227,745 | 235,321 | 244,404 | 252,801 |
| Supplies | 69,531 | 93,956 | 136,795 | 128,000 | 127,433 | 128,000 | 128,000 | 128,000 | 128,000 | 128,000 | 128,000 | 128,000 | 128,000 | 128,000 | 128,000 |
| Asset Management Plan | 219,369 | 124,789 | 53,628 | 115,000 | 112,000 | 100,000 | 100,000 | 133,000 | 205,000 | 205,000 | 205,000 | 105,000 | 115,000 | 143,000 | 153,000 |
| OPERATING EXPENDITURES | 931,055 | 889,068 | 858,087 | 990,300 | 964,069 | 1,028,160 | 1,021,948 | 1,086,467 | 1,180,249 | 1,205,890 | 1,231,997 | 1,157,022 | 1,193,962 | 1,251,782 | 1,291,191 |
| OTHER USES/TRANSFER | - | - | - | - | - | 525,000 | - | 525,000 | - | - | - | - | - | - | - |
| TOTAL EXPENDITURES | 931,055 | 889,068 | 858,087 | 990,300 | 964,069 | 1,553,160 | 1,021,948 | 1,611,467 | 1,180,249 | 1,205,890 | 1,231,997 | 1,157,022 | 1,193,962 | 1,251,782 | 1,291,191 |
| OPER. INC / (DEC) CASH | 20,997 | 38,851 | 105,492 | 14,332 | 314,992 | (498,937) | 7,949 | (516,327) | (74,402) | (70,097) | (65,118) | 28,796 | 28,474 | 13,637 | 16,201 |
| PRIOR CASH BALANCE | 1,143,594 | 1,164,591 | 1,203,441 | 1,508,933 | 1,508,933 | 1,323,266 | 1,540,925 | 1,348,875 | 832,548 | 758,145 | 688,048 | 622,930 | 651,726 | 680,200 | 693,838 |
| CURRENT CASH | 1,164,591 | 1,203,441 | 1,308,933 | 1,523,266 | 1,540,925 | 824,528 | 1,548,875 | 832,548 | 758,145 | 688,048 | 622,930 | 651,726 | 680,200 | 693,838 | 710,039 |
| OPERATING RES. TARGET | 465,527 | 444,534 | 429,044 | (6 mos.) | (6 mos.) | 514,080 | 510,974 | 543,234 | 590,125 | 602,945 | 615,999 | 578,511 | 596,981 | 623,891 | 645,596 |
| | | | | | | | | | | | | | | | |
| AVAILABLE CASH | 699,063 | 758,908 | 879,890 | 828,116 | 858,891 | 310,248 | 837,900 | 289,314 | 168,021 | 85,103 | 6,931 | 73,215 | 83,219 | 67,947 | 64,444 |

Water Fund
Capital Projects Fund
11/5/2015

Exhibit B

| REVENUES | 2012 Act | 2013 Act | 2014 Act | 2015 Bud | 2015 Proj | 2016 Bud | 2016 Rev | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|------------------------------------|------------------|------------------|------------------|-----------------|------------------|-----------------|-----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Water Tap Fees | 158,962 | 654,341 | 480,928 | 355,000 | 388,000 | 162,800 | 155,000 | 190,000 | 195,000 | 200,000 | 205,000 | 210,000 | 215,000 | 220,000 | 225,000 |
| Interest | 4,299 | 3,133 | 1,000 | 3,859 | 753 | 3,014 | 3,014 | 6,722 | 6,489 | 7,877 | 9,427 | 11,145 | 13,034 | 15,099 | 17,344 |
| Misc Income | 19,060 | - | - | 5,000 | - | - | - | - | - | - | - | - | - | - | - |
| Advancement from Sewer Cap Fund | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Transfer in From Operations/Grants | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| TOTAL CAPITAL REVENUES | 182,321 | 657,474 | 481,928 | 393,859 | 388,753 | 865,814 | 188,014 | 896,722 | 201,489 | 207,877 | 214,427 | 221,145 | 228,034 | 235,099 | 242,344 |
| EXPENDITURES | 2012 Act | 2013 Act | 2014 Act | 2015 Bud | 2015 Proj | 2016 Bud | 2016 Rev | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Administrative (15% of revs) | 24,489 | 98,621 | 72,289 | 59,079 | 58,313 | 24,872 | 28,202 | 29,508 | 30,223 | 31,181 | 32,164 | 33,172 | 34,205 | 35,265 | 36,352 |
| Wells | 248,476 | 2,110 | 173,847 | 100,000 | 96,092 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 |
| Water Line extension & replacement | 13,990 | - | - | 50,000 | 44,190 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Valve Trailer | - | - | - | 55,000 | 57,946 | - | - | - | - | - | - | - | - | - | - |
| Utility Shop - Cottonwood | 19,856 | 863 | 1,760 | 18,750 | 2,000 | 750,000 | 18,750 | 750,000 | - | - | - | - | - | - | - |
| Solar Garden | - | 185,000 | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Water Rights - Smith Ranch | - | - | 1,170,942 | - | - | - | - | - | - | - | - | - | - | - | - |
| Water Rights/Old Dillon Resv. | 157,003 | 60,481 | 1,028 | - | 1,089 | - | 25,000 | - | - | - | - | - | - | - | - |
| TOTAL CAPITAL EXPENDITURES | 463,815 | 347,075 | 1,419,866 | 282,829 | 259,630 | 899,872 | 196,952 | 904,508 | 155,223 | 156,181 | 157,164 | 158,172 | 159,205 | 160,265 | 161,352 |
| CAPITAL INCREASE (DEC) CASH | (81,494) | 310,399 | (937,938) | 111,030 | 129,123 | (34,058) | (8,938) | (7,786) | 46,265 | 51,695 | 57,263 | 62,973 | 68,829 | 74,834 | 80,993 |
| PRIOR CASH BALANCE | 1,012,920 | 731,426 | 1,041,825 | 103,887 | 103,887 | 214,918 | 233,010 | 224,072 | 216,286 | 262,551 | 314,247 | 371,510 | 434,483 | 503,313 | 578,147 |
| CURRENT CASH | 731,426 | 1,041,825 | 103,887 | 214,918 | 233,010 | 180,859 | 224,072 | 216,286 | 262,551 | 314,247 | 371,510 | 434,483 | 503,313 | 578,147 | 659,140 |
| AVAILABLE CASH | 731,426 | 1,041,825 | 103,887 | 214,918 | 233,011 | 180,859 | 224,071 | 216,286 | 262,551 | 314,247 | 371,510 | 434,483 | 503,313 | 578,147 | 659,140 |

Sewer Fund
Capital Projects Fund
11/5/2015

| REVENUES | 2012 Act | 2013 Act | 2014 Act | 2015 Bud | 2015 Proj | 2016 Bid | 2016 Rev | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|--------------------------------------|------------------|------------------|------------------|------------------|------------------|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Sewer Tap Fees | 130,307 | 539,984 | 362,286 | 287,600 | 315,000 | 134,000 | 150,000 | 155,000 | 160,000 | 165,000 | 170,000 | 175,000 | 180,000 | 185,000 | 190,000 |
| Opportunity Fees/Misc/Grants | - | - | - | - | 350,000 | - | - | 350,000 | - | - | - | - | - | - | - |
| Interest | 8,300 | 4,177 | 2,000 | 27,350 | 4,580 | 37,005 | 32,873 | 79,693 | 51,529 | 57,241 | 63,241 | 69,539 | 76,141 | 83,057 | 90,295 |
| Transfer in from O & M | - | 700,000 | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Advancement Payment from Water | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| TOTAL CAPITAL REVENUES | 138,607 | 1,244,161 | 364,286 | 314,950 | 319,580 | 519,005 | 187,873 | 584,693 | 211,529 | 222,241 | 233,241 | 244,539 | 256,141 | 268,057 | 280,295 |
| EXPENDITURES | 2012 Act | 2013 Act | 2014 Act | 2015 Bud | 2015 Proj | 2016 Bid | 2016 Rev | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Administrative (10% of revs) | 13,861 | 54,416 | 36,429 | 31,495 | 31,958 | 416,901 | 18,787 | 23,469 | 21,153 | 22,224 | 23,324 | 24,454 | 25,614 | 26,806 | 28,029 |
| Sewer Plant/Paper Expansion | - | 1,064,190 | - | 37,500 | 4,000 | 1,500,000 | 37,500 | 1,500,000 | - | - | - | - | - | - | - |
| Utility Shop - Cottonwood | 9,928 | 1,725 | 3,521 | 100,000 | 100,000 | - | - | - | - | - | - | - | - | - | - |
| Sewer Lines/Interceptors | - | - | 8,553 | - | - | - | - | - | - | - | - | - | - | - | - |
| Advancement to Water Capital Fund | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| TOTAL CAPITAL EXPENDITURES | 23,789 | 1,120,331 | 48,502 | 168,995 | 135,958 | 31,516,901 | 56,287 | 1,523,469 | 21,153 | 22,224 | 23,324 | 24,454 | 25,614 | 26,806 | 28,029 |
| OPERATING INCREASE (DEC) CASH | 114,818 | 123,829 | 315,783 | 145,955 | 183,622 | (997,896) | (131,585) | (938,777) | 190,376 | 200,017 | 209,917 | 220,085 | 230,527 | 241,251 | 252,265 |
| PRIOR CASH BALANCE | 1,786,786 | 1,901,604 | 2,025,433 | 2,341,217 | 2,341,217 | 2,487,172 | 2,524,839 | 2,656,424 | 1,717,647 | 1,908,024 | 2,108,040 | 2,317,958 | 2,538,042 | 2,768,570 | 3,009,821 |
| CURRENT CASH | 1,901,604 | 2,025,433 | 2,341,217 | 2,487,172 | 2,524,839 | 1,489,276 | 2,656,424 | 1,717,647 | 1,908,024 | 2,108,040 | 2,317,958 | 2,538,042 | 2,768,570 | 3,009,821 | 3,262,086 |

Blue River Waste Water Treatment Plant Fund
Operations Long Range Plans
11/5/2015

| REVENUES | 2012 Act | 2013 Act | 2014 Act | 2015 Bud | 2105 Proj | 2016 Bud | 2016 Rev | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|--------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Entities - Operations | | | | | | | | | | | | | | | |
| Silverthorne | 534,166 | 542,564 | 552,890 | 568,138 | 571,603 | 589,084 | 575,862 | 577,506 | 605,353 | 631,093 | 653,126 | 674,248 | 696,019 | 718,457 | 739,773 |
| Dillon | 291,444 | 291,933 | 292,300 | 296,245 | 296,340 | 305,659 | 296,628 | 297,225 | 306,884 | 317,807 | 326,734 | 335,094 | 343,668 | 352,461 | 360,598 |
| Buffalo Mountain | 365,624 | 366,356 | 368,155 | 372,652 | 371,988 | 383,090 | 372,074 | 372,359 | 384,650 | 398,295 | 409,435 | 419,862 | 430,556 | 441,521 | 451,661 |
| Dillon Valley | 172,635 | 174,793 | 185,979 | 176,667 | 174,653 | 179,657 | 174,653 | 174,525 | 180,329 | 186,641 | 191,774 | 196,568 | 201,482 | 206,519 | 211,166 |
| Mesa Cortina | 39,318 | 39,595 | 39,839 | 40,350 | 39,980 | 41,863 | 40,010 | 40,538 | 41,486 | 42,984 | 44,306 | 45,462 | 46,746 | 47,965 | 49,198 |
| Interest | 9,684 | 4,629 | 4,713 | 26,556 | 9,471 | 36,754 | 30,622 | 61,766 | 62,081 | 62,314 | 62,419 | 62,643 | 62,866 | 63,081 | 63,252 |
| Misc Income | 51,434 | 61,925 | 56,478 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 |
| Administrative (10% of OP) | 140,319 | 141,524 | 143,916 | 145,405 | 145,457 | 149,935 | 145,923 | 146,215 | 151,870 | 157,682 | 162,537 | 167,123 | 171,847 | 176,692 | 181,240 |
| TOTAL REVENUES | 1,604,622 | 1,623,319 | 1,644,270 | 1,671,013 | 1,654,493 | 1,731,043 | 1,680,771 | 1,715,134 | 1,777,654 | 1,841,815 | 1,895,331 | 1,946,001 | 1,998,183 | 2,051,696 | 2,101,887 |
| EXPENDITURES | | | | | | | | | | | | | | | |
| Administrative (10% of OP) | 140,319 | 141,524 | 143,916 | 145,405 | 145,457 | 149,935 | 145,923 | 146,215 | 151,870 | 157,682 | 162,537 | 167,123 | 171,847 | 176,692 | 181,240 |
| Personnel Services | 504,365 | 502,260 | 517,819 | 601,473 | 600,983 | 678,293 | 622,587 | 643,525 | 662,843 | 682,808 | 703,293 | 724,391 | 746,123 | 768,507 | 791,562 |
| Professional Services | 35,223 | 38,339 | 29,140 | 64,000 | 50,995 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 |
| Purchased Services | 484,374 | 490,361 | 454,157 | 572,300 | 518,418 | 610,380 | 610,380 | 626,392 | 662,589 | 700,980 | 720,829 | 741,399 | 762,714 | 785,735 | 808,677 |
| Supplies | 128,493 | 149,467 | 179,504 | 220,500 | 202,459 | 220,500 | 220,500 | 224,490 | 228,600 | 232,833 | 237,193 | 241,683 | 246,309 | 251,073 | 255,980 |
| Capital/Transfer to Asset Fund | 999,999 | | | | | | | | | | | | | | |
| TOTAL EXPENDITURES | 2,292,772 | 1,321,951 | 1,324,536 | 1,603,678 | 1,518,312 | 1,723,108 | 1,663,390 | 1,704,622 | 1,769,903 | 1,838,303 | 1,887,852 | 1,938,597 | 1,990,993 | 2,046,007 | 2,101,459 |
| INCREASE (DEC) CASH | (688,150) | 301,368 | 319,733 | 67,335 | 136,182 | 7,935 | 17,381 | 10,511 | 7,752 | 3,512 | 7,479 | 7,405 | 7,190 | 5,689 | 428 |
| PRIOR CASH BALANCE | 1,972,346 | 1,284,196 | 1,585,564 | 1,905,298 | 1,905,298 | 1,972,632 | 2,041,479 | 2,058,861 | 2,069,372 | 2,077,124 | 2,080,636 | 2,088,115 | 2,095,520 | 2,102,710 | 2,108,399 |
| CURRENT CASH | 1,284,196 | 1,585,564 | 1,905,298 | 1,972,632 | 2,041,479 | 1,980,568 | 2,058,861 | 2,069,372 | 2,077,124 | 2,080,636 | 2,088,115 | 2,095,520 | 2,102,710 | 2,108,399 | 2,108,827 |
| OPERATING RES TARGET | 646,387 | 660,976 | 662,268 | 801,839 | 759,156 | 861,554 | 831,695 | 852,311 | 884,931 | 919,152 | 943,926 | 969,298 | 995,496 | 1,023,004 | 1,050,730 |
| | (6 mo.) |
| AVAILABLE CASH | 637,810 | 924,589 | 1,243,030 | 1,170,793 | 1,282,324 | 1,119,014 | 1,227,166 | 1,217,061 | 1,192,173 | 1,161,484 | 1,144,189 | 1,126,221 | 1,107,213 | 1,085,395 | 1,058,098 |

Blue River Waste Water Treatment Plant Fund

Exhibit B

| REVENUES | 2012 Act | 2013 Act | 2014 Act | 2015 | | | 2016 | | | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|-----------------------------------|------------------|----------------|------------------|------------------|------------------|----------------|----------------|----------------|------------------|------------------|----------------|------------------|----------------|----------------|----------------|------|------|
| | | | | Bud | Proj | Rev | Bud | Rev | Rev | | | | | | | | |
| Asset Management Long Range Plans | | | | | | | | | | | | | | | | | |
| Entities - AMP | | | | | | | | | | | | | | | | | |
| Silverthorne | 215,965 | 250,396 | 263,010 | 276,367 | 276,255 | 290,186 | 290,068 | 304,572 | 319,800 | 335,790 | 352,580 | 370,209 | 388,719 | 408,155 | 428,563 | | |
| Dillon | 109,279 | 114,479 | 120,246 | 126,353 | 126,302 | 132,671 | 132,617 | 139,248 | 146,210 | 153,520 | 161,197 | 169,256 | 177,719 | 186,605 | 195,935 | | |
| Buffalo Mountain | 118,454 | 108,857 | 114,341 | 120,148 | 120,100 | 126,156 | 126,105 | 132,410 | 139,030 | 145,982 | 153,281 | 160,945 | 168,992 | 177,442 | 186,314 | | |
| Dillon Valley | 61,327 | 56,358 | 59,197 | 62,204 | 62,178 | 65,314 | 65,287 | 68,552 | 71,979 | 75,578 | 79,357 | 83,325 | 87,491 | 91,866 | 96,459 | | |
| Mesa Cortina | 13,375 | 13,006 | 13,661 | 14,355 | 14,349 | 15,072 | 15,066 | 15,820 | 16,611 | 17,441 | 18,313 | 19,229 | 20,190 | 21,200 | 22,260 | | |
| Interest | 10,115 | 6,915 | 7,130 | 29,722 | 13,309 | 43,913 | 43,913 | 72,930 | 75,556 | 24,952 | 16,710 | 28,003 | 17,682 | 25,505 | 48,179 | | |
| Grants/Contributions | - | 2,128 | 434,702 | 898,632 | 898,632 | - | - | - | - | - | - | - | - | - | - | - | |
| Sales of Capital Assets/Misc | 47,730 | 5,773 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| Transfer In From Other Fund | 750,000 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| TOTAL REVENUES | 1,326,245 | 557,911 | 1,012,288 | 1,527,780 | 1,511,125 | 673,311 | 673,056 | 733,531 | 769,186 | 753,264 | 781,437 | 830,967 | 860,794 | 910,773 | 977,710 | | |
| EXPENDITURES | | | | | | | | | | | | | | | | | |
| Major Maintenance / AMP | 774,562 | 766,005 | 718,801 | 1,985,000 | 1,570,276 | 705,000 | 845,000 | 646,000 | 2,456,000 | 1,028,000 | 405,000 | 1,175,000 | 600,000 | 155,000 | 235,000 | | |
| Transfer Out to Other Capital | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| TOTAL EXPENDITURES | 774,562 | 766,005 | 718,801 | 1,985,000 | 1,570,276 | 705,000 | 845,000 | 646,000 | 2,456,000 | 1,028,000 | 405,000 | 1,175,000 | 600,000 | 155,000 | 235,000 | | |
| INCREASE (DEC) CASH | | | | | | | | | | | | | | | | | |
| | 551,683 | (208,093) | 293,487 | (457,220) | (59,151) | (31,689) | (171,944) | 87,531 | (1,686,814) | (274,736) | 376,437 | (344,033) | 260,794 | 755,773 | 742,710 | | |
| PRIOR CASH BALANCE | | | | | | | | | | | | | | | | | |
| | 2,025,023 | 2,576,706 | 2,368,613 | 2,662,100 | 2,662,100 | 2,204,880 | 2,602,949 | 2,431,005 | 2,518,536 | 831,722 | 556,986 | 933,423 | 589,389 | 850,183 | 1,605,956 | | |
| CURRENT CASH | | | | | | | | | | | | | | | | | |
| | 2,576,706 | 2,368,613 | 2,662,100 | 2,204,880 | 2,602,949 | 2,173,192 | 2,431,005 | 2,518,536 | 831,722 | 556,986 | 933,423 | 589,389 | 850,183 | 1,605,956 | 2,348,666 | | |

Blue River Wastewater Treatment Plant Fund
 Interceptor Asset Management Plan
 11/5/2015

| REVENUES | 2012 Act | 2013 Act | 2014 Act | 2015 Bud | 2015 Proj | 2016 Bud | 2016 Rev | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|-----------------------------------|----------------|----------------|---------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Entities - Interceptor AMP | | | | | | | | | | | | | | | |
| Silverthorne | 46,482 | 49,196 | 37,964 | 43,580 | 43,580 | 43,580 | 43,580 | 43,580 | 43,580 | 43,580 | 43,580 | 43,580 | 43,580 | 43,580 | 43,580 |
| Dillon | 19,731 | 22,492 | 22,492 | 22,492 | 22,492 | 22,492 | 22,492 | 22,492 | 22,492 | 22,492 | 22,492 | 22,492 | 22,492 | 22,492 | 22,492 |
| Buffalo Mountain | 21,388 | 21,388 | 21,388 | 21,388 | 21,388 | 21,388 | 21,388 | 21,388 | 21,388 | 21,388 | 21,388 | 21,388 | 21,388 | 21,388 | 21,388 |
| Dillon Valley | 11,073 | 11,073 | 11,073 | 11,073 | 11,073 | 11,073 | 11,073 | 11,073 | 11,073 | 11,073 | 11,073 | 11,073 | 11,073 | 11,073 | 11,073 |
| Mesa Cortina | 2,415 | 2,555 | 2,555 | 2,555 | 2,555 | 2,555 | 2,555 | 2,555 | 2,555 | 2,555 | 2,555 | 2,555 | 2,555 | 2,555 | 2,555 |
| Interest | 1,722 | 1,567 | 1,616 | 8,748 | 2,815 | 8,161 | 8,161 | 13,583 | 14,023 | 14,476 | 14,943 | 15,424 | 15,919 | 16,430 | 16,955 |
| Transfer In From Other Fund | | | | | | | | | | | | | | | |
| TOTAL REVENUES | 102,810 | 108,271 | 97,088 | 109,836 | 103,903 | 109,249 | 109,249 | 114,671 | 115,111 | 115,564 | 116,031 | 116,512 | 117,007 | 117,518 | 118,043 |
| EXPENDITURES | | | | | | | | | | | | | | | |
| Major Maintenance / AMP | 5,601 | 3,003 | 35,507 | 50,000 | 50,000 | 50,000 | 50,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| East Bank Interceptors | - | - | 23,881 | 235,000 | 235,000 | - | - | - | - | - | - | - | - | - | - |
| TOTAL EXPENDITURES | 5,601 | 3,003 | 59,388 | 285,000 | 285,000 | 50,000 | 50,000 | 100,000 |
| INCREASE (DEC) CASH | | | | | | | | | | | | | | | |
| | 97,209 | 105,268 | 37,700 | (175,164) | (181,097) | 59,249 | 59,249 | 14,671 | 15,111 | 15,564 | 16,031 | 16,512 | 17,007 | 17,518 | 18,043 |
| PRIOR CASH BALANCE | | | | | | | | | | | | | | | |
| | 334,426 | 431,635 | 536,903 | 574,603 | 574,603 | 399,439 | 393,506 | 452,755 | 467,426 | 482,536 | 498,101 | 514,132 | 530,643 | 547,651 | 565,168 |
| CURRENT CASH | | | | | | | | | | | | | | | |
| | 431,635 | 536,903 | 574,603 | 399,439 | 393,506 | 458,688 | 452,755 | 467,426 | 482,536 | 498,101 | 514,132 | 530,643 | 547,651 | 565,168 | 583,211 |
| DETAIL | | | | | | | | | | | | | | | |
| Interceptor Replacement/Repair | 5,601 | 3,003 | 35,507 | 50,000 | 50,000 | 50,000 | 50,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| TOTAL | 5,601 | 3,003 | 35,507 | 50,000 | 50,000 | 50,000 | 50,000 | 100,000 |

**Blue River Wastewater Treatment Plant Fund
Capital Expansion Long Range Plans
11/5/2015**

| REVENUES | 2012 Act | 2013 Act | 2014 Act | 2015 Bud | 2015 Proj | 2016 Bud | 2016 Rev | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|------------------------------|----------|-----------|----------|----------|-----------|----------|----------|------|------|------|------|------|------|------|------|
| Entities - Capital | | | | | | | | | | | | | | | |
| Silverthorne | | 1,064,190 | | | | | | | | | | | | | |
| Dillon | | (252) | | | | | | | | | | | | | |
| Buffalo Mountain | | (671,786) | | | | | | | | | | | | | |
| Dillon Valley | | (347,800) | | | | | | | | | | | | | |
| Mesa Cortina | | (44,352) | | | | | | | | | | | | | |
| Interest | 20 | 11 | 6 | 56 | 18 | 76 | 76 | 116 | 118 | 121 | 125 | 129 | 133 | 137 | 141 |
| Transfer In from AMP Program | | | | | | | | | | | | | | | |

TOTAL REVENUES 20 11 6 56 18 76 76 116 118 121 125 129 133 137 141

| EXPENDITURES | 2012 Act | 2013 Act | 2014 Act | 2015 Bud | 2015 Proj | 2016 Bud | 2016 Rev | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|-----------------------|----------|----------|----------|----------|-----------|----------|----------|------|------|------|------|------|------|------|------|
| Expansion Capital | | | | | | | | | | | | | | | |
| Personnel Services | | | | | | | | | | | | | | | |
| Professional Services | | | | | | | | | | | | | | | |
| Purchased Services | | | | | | | | | | | | | | | |
| Supplies | | | | | | | | | | | | | | | |
| Capital | | | | | | | | | | | | | | | |

TOTAL EXPENDITURES - - - - - - - - - - - - - -

| | 2012 Act | 2013 Act | 2014 Act | 2015 Bud | 2015 Proj | 2016 Bud | 2016 Rev | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|----------------------------|----------|----------|----------|----------|-----------|----------|----------|-------|-------|-------|-------|-------|-------|-------|-------|
| INCREASE (DEC) CASH | 20 | 11 | 6 | 56 | 18 | 76 | 76 | 116 | 118 | 121 | 125 | 129 | 133 | 137 | 141 |
| PRIOR CASH BALANCE | 3,683 | 3,703 | 3,714 | 3,720 | 3,720 | 3,776 | 3,738 | 3,814 | 3,930 | 4,048 | 4,169 | 4,294 | 4,423 | 4,556 | 4,693 |
| CURRENT CASH | 3,703 | 3,714 | 3,720 | 3,776 | 3,738 | 3,852 | 3,814 | 3,930 | 4,048 | 4,169 | 4,294 | 4,423 | 4,556 | 4,693 | 4,833 |

*This page intentionally
left blank*

Town of Silverthorne, Colorado
Council Agenda Memorandum

To: Mayor & Town Council
From: Donna Braun, Finance Director
Thru: Ryan Hyland, Town Manager
Date: December 2, 2015, for meeting of December 9, 2015
Re: Town of Silverthorne Ordinance No. 2015-16 – Rate/Fee Ordinance –2nd Reading

SUMMARY:

The Town Council is asked to consider Ordinance No. 2015-16 – An ordinance amending and establishing fee rates and charges. If approved, this ordinance will amend the Silverthorne Town Code in “Appendix A”. The Ordinance reflects rate increases, decreases or changes established for Public Works (Water and Sewer Funds), Community Development and Recreation & Culture. Any changes in these proposed rates will affect the 2016 financial plan and will be effective as of January 1, 2016.

PREVIOUS COUNCIL ACTION:

The Town Council approved a rate ordinance last year, which is Appendix A of the Town Code. This ordinance is the annual review of those rates.

This Ordinance was approved on first reading at the November 11th meeting.

BACKGROUND:

This ordinance addresses Town fees, rates and charges for services which receive an increase. When reviewing Appendix A, staff took into consideration the following Revenue Policies:

Rate Structure – The long range plans must disclose revenue assumptions including rate structures and consumption. The long range plans will include annual rate increases based on inflation unless the Council overrides the direction.

Identify funding for new services levels – Proposals to add new services or increase existing services will be presented with revenue alternatives to fund or subsidize the new service levels.

Specific Use of Services – Charges for services that benefit specific users should recover full costs, including all direct costs, indirect costs, and depreciation on capital plant and equipment and General Fund overhead. Departments that impose fees or service charges should prepare and periodically update cost-of service studies for each such service.

Enterprise Funds recover costs – The Town will set fees, user charges and other revenues for each enterprise fund (Water and Sewer) at a level that supports the total direct and indirect cost of the activity. Cost related to growth will be paid for by the growth.

CURRENT ISSUES:

A. Public Works (relating to the Water & Sewer Funds) Water & Sewer System Fees:

1. Unless Council takes formal action not to raise the fees, an increase in the system (tap) fees of \$200 per EQR, is effective immediately January 1st every year. Current tap fee rates are \$7,200 for a water tap and \$5,800 for a sewer tap. This ordinance recommends the increase for the water and sewer tap by \$200.
2. The 2016 Budget includes the need for an increase of 3% to the flat portion of the water user fees. The current flat quarterly rate of \$40.86 per EQR will increase to \$42.09 per EQR.
3. The 2016 Budget includes the need for an increase of 2% to the sewer user fees. The current flat quarterly rate of \$93.96 per EQR will increase to \$95.83 per EQR.
4. In 2014, the utility department had requested adding a fee, rate, and charge description for – “EQR lease on a case by case basis” and “Emergency wholesale bulk water to another town or district”. The charges for these items are currently written to have been set by the Town Manager. Truly it’s the Public Works Director who reviews and approves and staff would like to change the code to reflect the Public Works Director.

B. Community Development

1. Update the sewer opportunity fee to be \$2,300 per EQR from \$2,250. This is setup for an automatic increase of \$50 every year. The sewer opportunity fee is assessed as part of the annexation process.
2. The Town contracts with Summit County Building Inspection department for inspections and plan reviews. The County charges \$65 for re-inspection fees. The Town has been charging \$50. We need to bring our fees in line with the County’s.

C. Recreation and Culture

1. 20/25 –Punch Pass Rates – The Recreation Center 25 visit punch pass has slipped in terms of sales and is also underpriced. Staff has found that most customers have a difficult time using all 25 visits within one year, the allotted time limit. Most other comparable entities offer a 20 visit punch pass with a one-year expiration. The Ordinance reflects the removal of the 25 visit pass and adding a 20 visit pass.
2. Staff recommends removing towel rentals, shower and kid korner fees from the fee section of the Code. These are additional services that will need to have their rates adjusted based on actual costs. The Recreation and Culture Director will be reviewing and setting the appropriate rates when adjustments are needed.

COMPREHENSIVE PLAN:

One goal outlined in the Comp Plan is that the Town is “to provide a balanced system of community facilities, services and utilities to meet the future needs of the community and all of its citizens”. This is a prime example of how the Financial Plan must communicate with the Comp Plan or the vision will not become a reality. If fees, rates and services for charges are not reviewed periodically (as required by the Financial Policies both in the Revenue policy section and the Budgeting Policy section), the Town will not be able to provide the facilities and services required to maintain a quality community.

FINANCIAL IMPLICATIONS:

The fees, rates and charges proposed in this ordinance are reflected in the 2016 Financial Plan.

RECOMMENDATION:

The recommendation is for Town Council approval of Ordinance No. 2015-16 an ordinance establishing fees, rates and charges.

ALTERNATIVES:

The Town Council could choose to add or delete other rates including those in this Ordinance.

PROPOSED MOTION:

“I move to adopt Ordinance No. 2015-16 on second and final reading reading; an Ordinance establishing fees, rates and charges.”

ATTACHMENTS:

- Ordinance # 2015-16

**TOWN OF SILVERTHORNE, CO
ORDINANCE NO 2015-16**

AN ORDINANCE ESTABLISHING FEES, RATES AND CHARGES

THE COUNCIL OF THE TOWN OF SILVERTHORNE ORDAINS:

Section 1 Fees, Rates and Charges Revised.

Appendix A to the Code of the Town of Silverthorne, Colorado, is hereby amended as follows:

**Appendix A
Fees, Rates and Charges Imposed Pursuant to the Silverthorne Town Code**

Note: In the event of a conflict between the fees, rates, and charges listed in this Appendix A and the text of any individual section of the Town Code, the provisions of this Appendix shall control.

| Code Section | Description | AMENDED Amount |
|---|--|---|
| PUBLIC WORKS | | |
| 3-2-1 | Sewer service charge inside corporate limits of Town | \$31.94 per month per EQR |
| 3-3-12 (B)(2) | Sewer system development fee | \$6,000 increased by \$200/year annually on and after 1/1/17 |
| 3-4-16(1) | Water system development fee | \$7,400 increased by \$200/year annually on and after 1/1/17 |
| 3-4-17 (a) | Metered water service for a normal rate building | \$14.03 per month per EQR Plus prorated consumption: \$1.35/1,000 gal/EQR 0 - 5,000 gallon \$2.70/1,000 gal/EQR 5,001 – 10,000 gallon \$4.00/1,000 gal/EQR 10,001 -16,666 gallon \$5.70/1,000 gal/EQR 16,667 & higher gallon |
| 3-4-17(a)(2) | EQR Lease on a case by case basis | As set by the Public Works Director |
| 3-4-17(a)(3) | Emergency wholesale bulk water to another town or district | As set by the Public Works Director |
| COMMUNITY DEVELOPMENT | | |
| 4-4-92(d) | Sewer opportunity fee per EQR | \$2,300 increased by \$50/year annually and after 1/1/17 |
| SECTION 107 OTHER INSPECTIONS AND FEES | | |
| Table 107 | 2. Reinspection fees assessed | \$65.00 |
| RECREATION AND CULTURE | | |
| 5-1-1 | Fees, rates and charges for use of the Silverthorne Recreation Center: | |
| Amended Description: 20-Visit Punch Pass | Amended Amounts Summit Within & Outside Summit County | Amended Amounts Silverthorne Resides in the Town Of Silverthorne |
| Child | \$65.00 | \$55.00 |
| Youth | \$78.00 | \$68.00 |
| Adult | \$140.00 | \$120.00 |
| Adult/Youth Shared Pass | \$90.00 | \$90.00 |

| REMOVE FROM EXSISTING CODE RECREATION AND CULTURE | | |
|--|---------------|-----------------|
| Kids Korner | Passholder | \$4.00/hr/child |
| | Nonpassholder | \$5.00/hr/child |
| Kids Korner Punch Pass (10 Hours) | Passholder | \$31.50 |
| | Nonpassholder | \$40.50 |
| Shower | | \$5.00 |
| Towel Rental | | \$1.50 |

Section 2. Code Entries Amended

It is the purpose and intent of this Ordinance to establish fees, rates and charges imposed by the Town in Appendix A. When establishing the fees, rates and charges, the Town refers to the following sections of its Financial Policies: Rate Structure, Identifying Funding for new service levels, Specific use of services, and Enterprise Funds recover costs. These specific sections can be found under Long Range Planning and Budgeting Policies.

INTRODUCED, READ, APPROVED ON FIRST READING THE 11TH DAY OF NOVEMBER, 2015.

READ AND ADOPTED ON SECOND AND FINAL READING AFTER CONDUCTING A PUBLIC HEARING ON THE 9TH DAY OF DECEMBER, 2015.

**TOWN OF SILVERTHORNE, COLORADO
TOWN COUNCIL**

BY: _____
Bruce Butler, Mayor

ATTEST:

BY: _____
Michele Miller, Town Clerk

Approved on first reading: _____, 2015
 Published by title only on first reading: _____, 2015
 Approved on second reading: _____, 2015
 Published by title only on second reading: _____, 2015

*This page intentionally
left blank*

Town of Silverthorne
Council Agenda Memorandum

TO: Mayor and Town Council
THRU : Ryan Hyland, Town Manager *RH*
FROM: Michele Miller, MMC, Town Clerk *mm*
DATE: December 3, 2015 for meeting of December 9, 2015
SUBJECT: Ordinance 2015-17 – Repealing and Reenacting sections of the Town Code related to Deadlines and Write-in candidates

SUMMARY:

During this past legislative session House Bill 1130 was passed, resulting in some significant timeline changes to the Municipal Election Code. The focus of the bill was to change dates regarding regular and special municipal elections, the initiative/referendum statute; the other types of municipal elections to allow for ballots to be sent out to overseas eligible electors in the same timeframe as the ballots for the federal elections (45 days before the election)

A cleanup Ordinance is necessary to revise the Silverthorne Town Code to coincide with the Municipal Election Code timelines. The new Municipal Election dates are:

1-8-2. **Write-in Candidates** have to turn in their affidavit of intent not later and sixty-four (64th) days before the election.

1-8-3. **Cancellation of elections** can only occur if the matter before the voters is the election of person to office and at the close of business on the sixty-third (63rd) day before the election there are not more candidates than office to be filled at that election.

BACKGROUND:

Ordinance 2014-04 was adopted so in connection with any Town election, if the only matter before the voters is the election of persons to office and if, at the close of business on the twenty-ninth (29th) day before the election, there are not more candidate than offices to be filled at the upcoming election, including candidates filling affidavits of intent, the Town Clerk shall cancel the election and declare the candidates elected. . The deadline for Write-in Candidate affidavits was set at for thirty days prior to a municipal election.

PREVIOUS COUNCIL ACTION:

Adoption of 2014-04

STAFF RECOMMENDATION:

Staff recommends adoption of Ordinance 2015-17 to change our timelines to coincide with the new Municipal Election Code laws.

PROPOSED MOTION:

I MOVED TO ADOPT ORDINANCE 2015-17. AN EMERGENCY ORDINANCE REPEALING AND REENACTING SECTIONS 1-8-2 AND 1-8-3 OF THE SILVERTHORNE TOWN CODE.

ATTACHMENTS:

Ordinance 2015-17

MANAGERS COMMENTS:

**TOWN OF SILVERTHORNE, COLORADO
ORDINANCE NO. 2015-17**

**AN EMERGENCY ORDINANCE REPEALING AND REENACTING
SECTIONS 1-8-2 AND 1-8-3 OF THE SILVERTHORNE TOWN CODE,
RELATED TO THE DEADLINES FOR WRITE-IN CANDIDATES AND
CANCELLATION OF ELECTIONS**

WHEREAS, § 1-8-2 of the Silverthorne Town Code currently requires that any write-in candidate must file with the Town Clerk an affidavit of intent prior to 30 days before the election;

WHEREAS, the Colorado Municipal Election Code, specifically C.R.S. § 31-10-912, now requires that write-in candidate affidavits be filed no later than 64 days before the election date, which conflicts with Silverthorne Town Code § 1-8-2;

WHEREAS, the Town Council desires to amend Silverthorne Town Code § 1-8-2 to resolve this conflict;

WHEREAS, § 1-8-3 of the Silverthorne Town Code currently allows for the cancellation of an election if, on the 29th day prior to the election, there are not more candidates than offices to be filled at the election; and

WHEREAS, to conform the cancellation deadline in § 1-8-3 of the Silverthorne Town Code to the new deadline for write-in candidates, the Town Council desires to amend § 1-8-3.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SILVERTHORNE, COLORADO:

Section 1. Section 1-8-2 of the Silverthorne Municipal Code is hereby repealed in its entirety and reenacted as follows:

Sec. 1-8-2. Write-in candidates.

No write-in vote for any municipal office shall be counted unless an affidavit of intent has been filed with the Town Clerk by the person whose name is to be written in not later than sixty-four (64) days before the day of the election. The affidavit of intent shall indicate that such person desires the office and is qualified to assume the duties of that office if elected.

Section 2. Section 1-8-3 of the Silverthorne Municipal Code is hereby repealed in its entirety and reenacted as follows:

Sec. 1-8-3. Cancellation of elections.

In connection with any Town election, if the only matter before the voters is the election of persons to office and if, at the close of business on the

sixty-third (63rd) day before the election, there are not more candidates than offices to be filled at such election, including candidates filing affidavits of intent pursuant to Section 1-8-2, the Town Clerk shall cancel the election and declare the candidates elected. Upon such declaration by the Town Clerk, the candidates shall be deemed elected effective upon the date of the cancelled election. Notice of such cancellation shall be published, if possible, in order to inform the Town electors, and notice of such cancellation shall be posted at each public place (if a polling place election), and in not less than one other public place.

Section 3. Severability. If any provision of this ordinance or portion thereof is held by a court of competent jurisdiction to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect any other provision which can be given effect without the invalid portion.

Section 4. Safety Clause. The adoption of this ordinance will promote the health, safety, and general welfare of the Silverthorne community.

Section 5. Emergency Clause. Pursuant to § 4.6 of the Silverthorne Home Rule Charter, the Town Council finds and determines that this ordinance is necessary for the immediate preservation of the public health, welfare, peace, safety or property, because the changes proposed in this ordinance must take effect before January of 2016 to ensure that all election deadlines are met for the April 5, 2016 regular Town election.

Section 6. Effective Date. Pursuant to § 4.6 of the Silverthorne Home Rule Charter, this ordinance shall be effective upon passage.

READ, PASSED AND ADOPTED ON FIRST AND FINAL READING THIS 9TH DAY OF DECEMBER, 2015.

TOWN OF SILVERTHORNE, COLORADO

Bruce Butler, Mayor

ATTEST:

Michele Miller, Town Clerk

*This page intentionally
left blank*

Town of Silverthorne
Town Council Agenda Memorandum

TO: Mayor and Town Council
THRU: Ryan Hyland, Town Manager 
Mark Leidal, AICP, Assistant Town Manager
FROM: Lina Maria Lesmes, AICP, Senior Planner 
DATE: December 3, 2015, for meeting of December 9, 2015
SUBJECT: Preliminary Site Plan for the Silverthorne Performing Arts Center
(PT 2015-27)

SUMMARY: The applicant is requesting approval of a Preliminary Site Plan to construct a 16,000 square-foot Silverthorne Performing Arts Center at the Silverthorne Town Center. The site contains the Silverthorne Pavilion, the event lawn, 101 parking spaces, and dispersed landscaping. The site also contains portions of the Blue River and the East 4th Street ROW.

BACKGROUND: The two-level building is proposed to house a black box theater, secondary performance spaces, dressing rooms, offices, and a pre-function gathering area. On the exterior, the building is designed to provide space for mural artwork and art displays, and the site is proposed to have space for public art and sculptures. Construction of the building, parking area, and some hardscape is proposed as Phase I (2016). The remaining site improvements, landscaping, and outdoor amenities are proposed as part of Phase II (2017 and beyond).

PREVIOUS COUNCIL ACTION: On February 12, 1997, Town Council approved the Preliminary PUD, Site Plan, and Subdivision of the 'River Center' development. Town Council entered into a Disposition and Development Agreement (DDA) with Summit Realty Interests (SRI) on March 11, 1998, to construct the 'Town Center' project. The Agreement set specific deadlines for the submittal of Final PUD and Final Site Plan documents. Town Council approved several extensions of the DDA in the year that followed. On September 8, 1999, Town Council denied the final request to extend the DDA with SRI.

On March 30, 2000, Town Council approved the Town Center Phase I, Final PUD, which included the Pavilion and a footprint for a future building. Construction of the Pavilion and the Town Center Park was completed in June of 2001. The Town Center Comprehensive Sign Plan was approved by Town Council in 2001.

On May 25, 2005, Town Council approved a Major Amendment to the Town Center PUD, a Commercial Subdivision, and a Site Plan for Phase II of the Town Center. The approval formalized the PUD Guide, and outlined the specific uses permitted on the site, setbacks, building heights, and other development standards. The Commercial Subdivision created Tracts A and B of the Silverthorne Town Center Subdivision. As part of the subdivision, the Town entered into an Access, Parking, Utility, and Snow Stack Agreement to allow for the shared use of vehicular and pedestrian access, parking areas, utilities, and snow storage on the two tracts of the Town Center.

Since the 2005 approvals, Town Council approved a series of modifications to the original PUD, Site Plan, and Comprehensive Sign Plan. On June 14, 2005, Town Council

approved a revised Comprehensive Sign Plan for the Town Center. On August 10, 2005, Town Council approved a Site Plan Modification and Wetland and Waterbody Disturbance Permit for the Town Center plaza space and river path. Finally, on September 12, 2007, Town Council approved a Major PUD Amendment to the Town Center PUD to modify the PUD Guide and allow an additional 3 permitted uses, and an additional 2 conditional uses.

DISCUSSION: Staff finds that the Silverthorne Performing Arts Center Site Plan meets several of the goals and polices set forth in the Comprehensive Plan. In addition, Staff finds that the proposal meets the applicable lot frontage, lot coverage, and setback requirements specified in Silverthorne Town Center PUD. A Major PUD Amendment will be required, with the submittal of the Final Site Plan, to amend the list of permitted uses and the height maximum. A Minor Subdivision Plat will also be required with the Final Site Plan to vacate a portion of an existing utility easement, and create a new easement for the location of the water line. Staff finds that the application also meets the Code requirements for parking, landscaping, snow storage, outdoor lighting, and dumpster enclosure, with conditions. Lastly, Staff finds that all the standards of the Town Core Design District Standards and Guidelines are met with the application.

PLANNING COMMISSION RECOMMENDATION: On December 1, 2015, by a vote of 7-0, Planning Commission voted to recommend approval of the Preliminary Site Plan for the Silverthorne Performing Arts Center, with the following conditions:

1. That the applicant process a Major PUD Amendment of the Town Center PUD with the submittal of a Final Site Plan.
2. That a Minor Subdivision plat be submitted with the Final Site Plan to relocate the existing Utility and Drainage Easement that runs beneath the proposed building, and create a water line easement that coincides with the new location of the water line.
3. That an additional van-accessible handicap parking space be provided on Tract A, Silverthorne Town Center Subdivision, as part of the parking proposed for the Silverthorne Performing Arts Center with the submittal of the Final Site Plan.
4. That the Landscape Plan be revised to provide a balance of 50% deciduous trees, and 50% coniferous trees with the submittal of the Final Site Plan.
5. That the Landscape Plan be revised to ensure that trees are not proposed within utility easements, as required by Standard 3.5.4 of the Town Core District Design Standards and Guidelines.

Suggested Motion: *“I move to approve the Preliminary Site Plan for the Silverthorne Performing Arts Center, with the Planning Commission recommended conditions.”*

ATTACHMENTS: Staff Report and Exhibits

MANAGER’S COMMENTS:

Town of Silverthorne, Colorado
Town Council Staff Report

From: Lina Maria Lesmes, AICP, Senior Planner *LM*

Through: Mark Leidal, AICP, Assistant Town Manager

Date: December 3, 2015, for meeting of December 9, 2015

Subject: Preliminary Site Plan for the Silverthorne Performing Arts Center - PT 2015-27

Owner: Town of Silverthorne

Agent: OZ Architecture – Rob Rydel and Rebecca Greek

Proposal: A Preliminary Site Plan to construct a 16,000 square-foot Silverthorne Performing Arts Center at the Silverthorne Town Center.

Address: 460 Blue River Parkway

Legal Description: Tract A, Silverthorne Town Center Subdivision

Site Area: 11.69 acres or 509,417 square feet

Zone District: Silverthorne Town Center PUD

Design District: Town Core Design District

Site Conditions: The site contains the Silverthorne Pavilion, the event lawn, 101 parking spaces, and dispersed landscaping. The site also contains portions of the Blue River and the East 4th Street ROW.

Adjacent Uses: North: Blue River, 6th Street, Century Link Corporation
South: Town Pavilion and Phase II of the Town Center
East: Blue River, Robinson Dairy
West: HWY 9, Hudson Auto Dealership

Height: Allowed: 45 feet
Proposed: 36 feet

Lot Coverage: Allowed: 60% of lot area or 305,650 square feet
Proposed: 4.8% of lot area or 24,500 square feet

Parking: Required: 108 standard spaces, and 5 handicap spaces
Proposed: 117 standard spaces, and 4 handicap spaces

Snow Storage: Required: 2,881 square feet or 25% of new paved surface

Proposed: 3,700 square feet or 32% of new paved surface

Landscaping: Required: 128 trees and 190 shrubs
Proposed: 170 trees and 220 shrubs

Setbacks:

| | <u>Required:</u> | <u>Proposed:</u> |
|--------|--------------------|---------------------|
| Front: | 0-5 feet | 0-5 feet |
| Rear: | 25 feet from River | 100 feet from River |
| Side: | 10 feet | 100+ feet |

BACKGROUND: The applicant is requesting approval of a Preliminary Site Plan to construct a new 16,000 square-foot Performing Arts Center. The two-level building is proposed to house a 2,116 square foot black box theater, as well as secondary performance spaces, dressing rooms, offices, and a pre-function gathering area and lobby. On the exterior, the building is designed to provide space for mural artwork and art displays, and the site is proposed to have space for public art and sculptures. It is the intent of the Town to negotiate a Development Agreement and an Operating Agreement with the Lake Dillon Theater Company, the Town's partner in the joint venture.

The development project is proposed in two phases. Construction of the building, parking area, and some hardscape is proposed as Phase I (2016). The remaining site improvements, landscaping, and outdoor amenities are proposed as part of Phase II (2017 and beyond). Please see Exhibit A for specifics.

PREVIOUS COUNCIL ACTION: The 1993 Silverthorne Comprehensive Plan recommended that a "Town Center" be located on what was formerly Lots 1-14 Buffalo Subdivision. To that effect, the Town began acquiring parcels in the Buffalo Subdivision during the mid-1990's. On February 12, 1997, Town Council approved the Preliminary PUD, Site Plan, and Subdivision of the 'River Center' development. At the subsequent November 4, 1997 election, the voters authorized the Town to finance the Pavilion and related public improvements.

Town Council entered into a Disposition and Development Agreement (DDA) with Summit Realty Interests (SRI) on March 11, 1998, for the purpose of developing a mixed use riverfront 'Town Center' project. The Agreement set specific deadlines for the submittal of Final PUD and Final Site Plan documents. Town Council approved several extensions of the DDA in the year that followed. On September 8, 1999, Town Council denied the final request to extend the Disposition and Development Agreement with SRI.

During the first half of 2000, the Town held meetings and public hearings on the site and building design of Phase I of the Town Center. On March 30, 2000, Town Council approved the Town Center Phase I, Final PUD, which included the Pavilion and a footprint for a future building just north of the 4th Street entrance. Construction of the Pavilion and the Town Center Park was completed in June of 2001. The Town Center Comprehensive Sign Plan was reviewed and approved by Town Council in 2001.

On May 25, 2005, Town Council approved a Major Amendment to the Town Center PUD, a Commercial Subdivision, and a Site Plan for Phase II of the Town Center. The approval

formalized the PUD Guide, and outlined the specific uses permitted on the site, setbacks, building heights, and other development standards. The Commercial Subdivision created Tracts A and B of the Silverthorne Town Center Subdivision. As part of the subdivision, the Town entered into an Access, Parking, Utility, and Snow Stack Agreement to allow for the shared use of vehicular and pedestrian access, parking areas, utilities, and snow storage on the two tracts of the Town Center.

Since the 2005 approvals, Town Council approved a series of modifications to the original PUD, Site Plan, and Comprehensive Sign Plan. On June 14, 2005, Town Council approved a revised Comprehensive Sign Plan for the Town Center. On August 10, 2005, Town Council approved a Site Plan Modification and Wetland and Waterbody Disturbance Permit for the Town Center plaza space and river path. Finally, on September 12, 2007, Town Council approved a Major PUD Amendment to the Town Center PUD to modify the PUD Guide and allow an additional 3 permitted uses, and an additional 2 conditional uses.

STAFF COMMENTS – PRELIMINARY SITE PLAN: The Site Plan review process is reviewed by Planning Commission and Town Council at the Preliminary and Final levels to determine if the plan complies with the Comprehensive Plan, Code requirements, and Design District Standards.

Comprehensive Plan: The Silverthorne Comprehensive Plan reflects the goals and objectives of the community. The first criterion for review of a Preliminary Site Plan is consistency with the goals and policies of the Comprehensive Plan. Staff finds there are a number of Comprehensive Plan goals relevant to this proposed development.

Policy LU 1.8 – Utilize incentives to encourage infill and redevelopment within Town limits that particularly demonstrates its ability to create economic vibrancy, reinforce Silverthorne’s identity, and promote sustainability.

Policy LU 2 TC.1 - In the Town Core District, prioritize development that promotes pedestrian activity and provides a critical mass of diversified land uses, including a variety of retail shops, offices, hotels, entertainment, restaurants and outdoor cafes, transportation hubs, and other compatible uses that are harmonious with a walkable, urban-style, downtown experience.

Policy LU 2 TC.2 - Support building heights, form, and character conducive to a downtown environment. These architectural characteristics would generally include 2-4 story building heights, minimal or no building setbacks, enduring materials and attractive building facades.

Policy LU 2 TC.4 - Promote outdoor places for people to gather, including green spaces, outdoor plazas, pedestrian streets, children’s play areas, and outdoor seating to infuse energy and activity throughout the Town Core.

Policy LU 2 TC.6 - Encourage parking solutions that support commercial development in a downtown environment, such as consolidated parking reservoirs and on-street parking throughout. The development of alleys for service needs and access should be considered. Town parking codes and fees should be carefully reviewed to facilitate redevelopment in the Core.

Policy LU 2 TC.10 – Emphasize overall pedestrian connectivity and experience throughout the Town Core, through the integration of sidewalks, connections, and design elements such as seating, landscaping, and lighting.

Policy LU 4.3 – Celebrate the Blue River as a community asset through enhanced recreational access, integration of river views, and context sensitive design.

Policy LU 5.11 – Ensure that development adjacent to the Blue River is accomplished in a manner that enhances the river corridor, protects water quality, and maintains pedestrian access and use.

Policy CD 1.2 – Utilize lighting, public art, distinctive landscaping, signage and architectural elements to delineate Silverthorne’s gateways, reinforce the Town’s identity and brand, and promote events and the Town Core.

Policy CD 2.2 - Promote gathering and entertainment areas within Silverthorne’s downtown, through landscape design, signage, ample outdoor seating and pedestrian linkages.

Policy CD 2.3 – Feature the Blue River as a design element in Silverthorne’s downtown, by allowing certain developments to look outward onto the river, and integrating recreational access and seating areas along the river, where appropriate.

Policy CD 3.2 – Encourage the use of natural and long-lasting materials and colors that are enduring and complementary to Silverthorne’s natural setting and existing development.

Policy CD 3.3 - Building mass, form, length, and proportions shall be designed to provide variety of visual interest, maintaining a human scale that is appropriate to surroundings.

Policy CD 3.7 – Encourage the consolidation of site elements such as parking, snow stacking, trash enclosures, and detention ponds when feasible, and consider a cooperative approach to the location of these elements on adjoining properties.

Policy T 4.2 – Allow for efficient solutions for parking as commercial development occurs, including shared parking and other parking management strategies, to reduce land area needed to meet parking standards, create a more dense urban form, and to promote alternative forms of transportation.

Policy E 1.3 - Promote development along the Blue River that protects key features, provides pedestrian elements, and encourages investment in the Town Core District.

Staff finds that the proposed development is consistent with several policies of the Silverthorne Comprehensive Plan. The project provides a regional entertainment draw, contributes to the critical mass of people needed in the Town Core District, and utilizes public art to promote the Town Core. The Comprehensive Plan also recommends the creation of gathering spaces, pedestrian connectivity, and the celebration of the Blue River in the Town Core District, all of which have been incorporated into the proposed project. The building architecture provides a variety of visual interest and distinct architectural elements on all facades, and maintains elements appropriately scaled to the pedestrian. Lastly, the project proposes the consolidation and sharing of site elements, such as parking and landscaping, to promote a more dense urban form, encourage alternative forms of transportation, and reduce the amount of land utilized by surface parking.

Chapter 4 of the Town Code: The second criterion for review of a Preliminary Site Plan is consistency with Chapter 4 of the Town Code, particularly Article IV, Zoning Regulations; and Article VI, Site Plan.

Town Center PUD Standards – The site is governed by the Town Center PUD, which provides standards for uses, setbacks, height, and architecture, among others. Please see Exhibit D for details. Per that document a ‘*Performing Arts Center*’ is not listed as a permitted or conditional use in the Town Center. In addition, the PUD requires that the height vary according the following: “*The maximum building height is 25 feet within the first 20 feet of the property measured from the front property line*”. That PUD standard conflicts with the permitted height in the Town Core District. In order to address the standards of the Town Center PUD, the applicant will be required to process a Major PUD Amendment with the submittal of a Final Site Plan for the Silverthorne Performing Arts Center. This is noted as a condition of approval.

Subdivision – The Plat of Tracts A and B, Silverthorne Town Center Subdivision was approved in July of 2005. Tract A is encumbered by a Utility and Drainage Easement that varies in length and width. Because the Performing Arts Center is proposed on top of the existing Utility and Drainage Easement, a Minor Subdivision Plat will be required with the submittal of the Final Site Plan showing a relocated utility easement that is not in conflict with building improvements. The revised easement will also coincide with the location of the water line that was rerouted in the Fall of 2015.

Height – The maximum building height in the Town Core District is 45 feet for pitched roofs. Staff has determined that the average existing grade is USGS 8,742, permitting a highest ridge elevation of USGS 8,787. Building elevations with height limits are shown on pages 5 and 6, and show a highest ridge elevation of USGS 8,778 (36 feet), meeting the height requirement.

Vehicular Access and Circulation – Primary access to the Silverthorne Performing Arts Center will take place via the signaled intersection at 4th Street, which provides adequate access to the site for both north-bound and south-bound traffic on HWY 9. Two other access points will be available for right-in/right-out traffic traveling north on HWY 9. All proposed access points provide sufficient room for 2-way circulation at 24-feet in width.

The new access to the 18-space parking area will be limited to north-bound traffic on HWY 9 to encourage Center patrons to utilize the parking that is shared with the Pavilion. CDOT is requiring that an Access Permit and a Traffic Assessment be submitted as part of the project for further evaluation of the new access. The Town’s transportation consultant, Kurt Kolleth with HDR, is submitting the application materials to CDOT on behalf of the Town. The review of the access location and its proximity to 5th Street may result in a recommendation for a barrier to restrict movement to right-in/right-out only. The optimal location and configuration of the new access will be provided with the Final Site Plan.

As part of Phase II of the project, a new round-about drop off area is proposed adjacent to the main entrance to the Performing Arts Center. The round-about will improve vehicular circulation on the property, and facilitate two-way traffic to and from the access drive.

Pedestrian Access and Circulation - For pedestrian access, the applicant is proposing pedestrian connections in two phases. As part of Phase I, a large hardscape area is proposed in front of the main entrance that connects to the parking area shared with the Pavilion and to the riverfront pathway. A 5-foot concrete sidewalk is also proposed on the east side of the building, providing a connection to the classroom entrances and rear parking area. Four-foot sidewalks are also proposed from the rear parking area to the loading area and service entrance on the north side of the building.

During Phase II of the project, a 6-foot concrete sidewalk is proposed along the new round-about drop off area that will connect to a new 8-foot sidewalk along HWY 9 and the west side of the building. Additional hardscape is also proposed on the west side, and along the east to the new outdoor covered performance stage. Lastly, the connection to the riverfront path is proposed to be enhanced to facilitate pedestrian movement in both directions along the path. Staff finds that the pedestrian connections proposed provide adequate space for pedestrians to access the site, safely circulate around the building to all entrances, and connect to both parking areas and the riverfront path.

The SPORT committee reviewed the proposed pedestrian connections, and recommended that, as part of Phase I, the sidewalk along HWY 9 be extended north an additional 160 feet from the new access to the intersection with the riverfront path. Although such a connection is ideal and will be explored with the Final Site Plan, it may only be appropriate based on project funding and as part of the Phase II improvements.

Parking – Tract A, Town Center Subdivision, which is shared with Pavilion, currently has 65 parking spaces, 5 spaces restricted to Cutthroat Anglers, 6 spaces restricted to 1-hour parking, and 2 handicap spaces. In addition, there are 25 parking spaces located on a portion of the E. 4th ROW, which is also part of Tract A. In total, there are 101 standard spaces and 2 handicap spaces on Tract A.

The proposed Performing Arts Center is comprised of theater space for 130 seats and 930 square feet of office space, requiring 42 parking spaces and 2 handicap spaces. The following table summarizes the parking requirements for the proposed users of Tract A:

| Use | Parking Required |
|--------------------------|-------------------|
| Pavilion | 71 + 3HC |
| Retail | 7 |
| Performing Arts Building | 42 + 2HC |
| TOTAL PARKING | 120 + 5 HC |

As part of Phase I, the applicant is proposing to construct an 18-space parking area north of the new building, and to convert 2 existing spaces to handicap parking. The Phase II improvements include an additional 6 parking spaces, which will accommodate for the net loss of 6 parking spaces for the vehicular round-about. Once the project is completed, there will be a total of 117 standard spaces and 4 handicap parking spaces on Tract A.

Due to its location within the Town Core District, the project qualifies for the following voluntary reductions in parking permitted by Section 4-6-10.f.:

- *The minimum number of parking spaces may be reduced by up to 25% for commercial, business, and entertainment uses in the Town Core District. With the reduction, the Silverthorne Performing Arts Center is required to provide 32 standard spaces (-10 spaces), and 2 HC spaces.*
- *Bicycle parking may be substitute up to 5% of the required parking in the ratio of 7 bicycle spaces per substituted parking space. Bicycle parking may be proposed to substitute for 2 parking spaces. With the reduction, the Silverthorne Performing Arts Center is required to provide 30 standard spaces, and 2 handicap spaces.*

With the reductions, the minimum parking required for the users of Tract A is 108 parking spaces and 5 handicap spaces, and 117 standard spaces and 4 handicap parking spaces are proposed. As a condition of approval, an additional van-accessible handicap parking space will be required with the submittal of the Final Site Plan.

4th Street Parking – Currently, there are 25 parking spaces in the E. 4th Street portion of Tract A, Silverthorne Town Center Subdivision. The Town is working with Craig Realty Group, the owner of the Outlets at Silverthorne, to acquire an easement and reconfigure that parking such that there are 33 parking spaces, and a net gain of 8 parking spaces.

Snow Storage – A minimum of 25% of the new paved area must be provided for snow storage. Pages 8 and 9 provide the paved area calculations and the amount of snow storage proposed for Phases I and II. Based on those calculations, the applicant is proposing an additional 11,525 square feet of paving, requiring 2,881 square feet of snow storage. Snow storage proposed equals 3,700 square feet, meeting the Code standard.

Landscaping – Required landscaping (quantities of trees and shrubs) is based on the lot size and the zone district. Tract A is 509,417 square feet, of which a large area is covered by the Blue River and will therefore be undisturbed during development. Section 4-6-11.g.22 states, “for the purpose of calculating required landscape area, the lot area may be reduced by the area covered by existing natural vegetation that will remain undisturbed during development”. The applicant has estimated that the area that is disturbed by development on Tract A is 190,865 square feet, or approximately the area covered by the Pavilion, the proposed Performing Arts Center, and the related site improvements.

For a site with an area of 190,865 square feet in a mixed-use zone district 128 trees (64 coniferous and 64 deciduous) and 190 shrubs are required on the developed portions of Tract A. Existing healthy vegetation, which consists of 22 coniferous trees, 111 deciduous trees, and 70 shrubs, can count towards required landscaping on Tract A. The site appears to be deficient in coniferous trees and shrubs.

| Tract A: 509,417 ft ² – 318,552 ft ² undisturbed = 190,865 ft ² disturbed during development | | | | |
|---|-----|---------------------|-----|------------|
| Required Landscaping | | Existing Vegetation | | Difference |
| Deciduous Trees | 64 | Deciduous Trees | 111 | + 47 |
| Coniferous Trees | 64 | Coniferous Trees | 22 | - 42 |
| Shrubs | 190 | Shrubs | 70 | - 120 |

Section 4-6-11.g.23 permits up to 10% of the required number of trees (13 in this case) to

be substituted for alternative forms of landscaping and decorative elements, including benches, picnic tables, gazebos, art forms, sculptures, larger boulders and planter boxes. The applicant is proposing to substitute 2,500 of hardscape, including the covered performance stage, for 13 coniferous trees. In addition, Page 10, Landscape Plan, proposes 26 deciduous trees, 11 coniferous trees, and 150 shrubs as part of Phase II.

Because the landscape plan does not provide the required balance of 50% deciduous and 50% coniferous trees, Staff is noting that, as a condition of approval, the landscape plan be revised to provide a balance of 50% deciduous trees, and 50% coniferous trees as part of Phase II of the development. The landscaping requirements for deciduous trees and shrubs are being exceeded, and may be reduced at the applicant's discretion. All landscaping proposed within the CDOT right-of-way will require that agency's approval.

Dumpster Enclosure – Trash and recycling facilities are located within a dumpster enclosure on the north side of the building. The trash enclosure is four-sided, covered, and gated. There is adequate space for a garbage truck to enter and exit the site in a forward-flow motion.

Utilities – The water main that existed within the Utilities and Drainage Easement was relocated in October of 2015 such that it runs around the footprint of the proposed building and underneath the 18-space parking area. A Minor Subdivision Plat will be required with the Final Site Plan to create a new water-line easement that coincides with the new location of the water line.

Page 2 indicates that a service line will provide the sanitary sewer connection to an existing sewer main that runs within the HWY 9 right-of-way. Shallow utilities run approximately along the western property line, and are proposed to remain in place.

Drainage – Page 2 provides a Preliminary Grading and Drainage Plan for Phase II, which proposes to direct storm-water drainage into an inlet on the north side of the 18-space parking area, diverted to a detention pond, and released into the Blue River. Please see the comments of the Town Engineer (Exhibit E) and the applicant responses (Exhibit F) for additional analysis of the proposed storm-water drainage system.

Community Meeting – Per the requirements of Section 4.1.22, the applicant held a public community meeting on November 17, 2015 for review of the plans and building design by property owners within 200 feet. Two members of the public attended.

Town Core District Design Standards and Guidelines: The third criterion for Preliminary Site Plans is consistency with the district design standards. In the Town Core District, design should contribute to the creation of a compact and walkable environment.

Building Orientation and Location on Site

Standard 3.1.2 states, "For properties adjacent to HWY 9, 4th Street, and Adams Avenue, at least 60% of the frontage length of the property must consist of a building located within 5 feet of the property line adjacent to the street." The frontage length of Tract A along HWY 9 is approximately 935 feet. However, a large portion of that frontage is already

developed with the Pavilion, and another large portion is occupied by portions of the Blue River and the riverfront path. The proposed Performing Arts Center is approximately 90 feet wide, of which 60 feet are located within 5 feet of the property line adjacent to the street, meeting this standard.

Standard 3.1.3 states, *"Buildings shall have a clearly defined pedestrian entrance along the street-facing façade. Main entrances shall be located at the street level. 'Split level' entrances are prohibited."* The building has a clearly defined pedestrian entrance at the street level. However, the entrance is not located along the street-facing façade (HWY 9).

The applicant has explained that the optimal design for the entrance was along the south facing façade, and that the perpendicular placement to HWY 9 provides a strong presence and high visibility, particularly for north-bound traffic. In addition, the entrance glazing has been wrapped around to the façade facing HWY 9, and a secondary entrance has been provided along the HWY 9 side. Furthermore, because the Pavilion and parking are already developed, the entrance along the south provides a connection to the Pavilion and facilitates shared use of the parking and access points. Lastly, the entrance location addresses the following Guideline:

Guideline 3.1.8 states, *"Silverthorne's high alpine climate should be taken into consideration in all building designs to prevent ice and snow buildup. In particular, north-facing main entries are discouraged. Passive solar design, such as locating pedestrian areas to take advantage of solar access is encouraged"*.

Pedestrian Access and Circulation

Standard 3.2.1 states, *"The Blue River Trail and Blue River Parkway Trail are important elements of the Town Core District. Developments shall provide pedestrian linkages to these trails."* A pedestrian connection is proposed to the existing riverfront path on the property, which then connects to the pedestrian bridge that crosses the Blue River, and connects to the Blue River Trail. Staff finds that this standard is met.

Standard 3.2.2 states, *"Where a public sidewalk is deemed necessary by the Town, it shall be installed in the public right-of-way as part of the proposed development."* The applicant is proposing to install a separated 8-foot sidewalk adjacent to HWY 9, as part of Phase II of the project. Staff finds that that sidewalk will be an important pedestrian amenity that will contribute to the vibrancy of the Town Core, meeting this standard.

Standard 3.2.3 states, *"Continuous internal pedestrian walkways within a development site, not less than 6 feet in width, shall be provided from the principal building entrance to adjacent sidewalks, trails, and public right-of-ways"*. This standard is met with Phase II.

Vehicular and Service Area Access and Circulation

Standard 3.3.1 states, *"Vehicle circulation onsite shall be clearly organized to facilitate movement into, and throughout, parking areas. Parking drive lanes and intersections shall align wherever practical."* Vehicular circulation is functional and organized, and parking areas are designed with adequate space to maneuver, meeting this standard.

Standard 3.3.2 states, “Service and delivery areas shall be located to the side or rear of buildings, or in other inconspicuous locations, where they are generally not noticeable from public rights-of-ways, including the Blue River Trail. Where possible, adjacent parcels or buildings should share service and delivery areas, and/or access to such areas.” The trash and loading area is located in the rear of the building, properly screened, and generally not noticeable from the public right-of-way. Staff finds that this standard is met.

Parking

Standard 3.4.1 states, “Parking areas within the Town Core District shall provide safe, convenient, and efficient access, and shall be located so as to minimize negative visual and noise impacts to adjacent properties and the public rights-of-way.” The majority of the parking for the Silverthorne Performing Arts Center is already existing and shared with the Pavilion. The main access to the site will be from a signalized intersection at 4th Street. The applicant is working with CDOT to further analyze the northernmost access to ensure that the final design is optimized for efficiency and safety. By proposing to share existing parking, the negative impacts of parking are minimized, meeting this standard.

Standard 3.4.2 states, “For properties with frontage along HWY 9, Adams Avenue, and 4th Street, on-site parking shall be located at the rear of the property or behind a building.” The applicant is proposing minimal new parking on the property. The 18-space parking area is located at the rear of the property, in a location where it is partly screened by the building, meeting this standard.

Standard 3.4.3 states, “On-site surface parking for nonresidential uses shall be minimized by participating in the Town Core Parking District, incorporating or constructing on-street parking, and/or utilizing shared parking and parking reductions.” The applicant is proposing shared parking and utilizing available parking reductions, meeting this standard.

Landscape

Standard 3.5.2 states, “Development within the commercial areas located East of HWY 9 must provide landscaping that addresses and complements the recreational aspect of the Blue River. To that effect, the natural vegetation surrounding the river should be preserved, and alternative forms of landscaping must be considered.” The applicant is proposing sufficient landscaping to meet the Town Code, and is not disturbing any of the natural vegetation around the river. An outdoor performance stage and hardscape gathering spaces qualify as alternative forms of landscaping in this District.

Standard 3.5.3 states, “Landscaping shall complement buildings, accent building entries, and serve as a decorative element. Landscaping shall not impede the visibility of store fronts, or interfere with the line of sight of vehicle drivers entering or leaving the site.” Landscaping is proposed around main entry, between the sidewalk and HWY 9, and as an element to frame the scenic lawn. Project landscaping serves as a decorative element that complements the building, and functions as screening. This standard is met.

Standard 3.5.4 states, “Significant landscape materials, such as trees, shall be located outside utility easements. Planting of trees over utility lines is prohibited.” It is unclear whether landscaping is proposed within the future water line utility easement. As a

condition of approval, trees must be located outside of all site utility easement with the Final Site Plan.

Standard 3.5.5 states, "All trees shall have an adequately sized planting area. The size of the planting area shall be based on the amount of room needed for tree roots, and the estimated size of the fully mature tree. Root barriers shall be used when trees are planted near pedestrian walkways and sidewalks." Details regarding root barriers for trees planted near walkways will be required with the Final Site Plan.

Screening

Standard 3.7.1.a states, "All utility, telecommunications, ground mounted, and roof top mechanical equipment shall be shown on the final site plan for the proposed development project". This will be required with the submittal of a Final Site Plan.

Standard 3.7.2. Refuse, Recycling, Storage and Service Areas states,

- a. "Refuse, recycling, and service areas shall be located to the rear or side of buildings, or in other inconspicuous locations, where they are generally not noticeable from public rights-of-way, pedestrian walkways, or open spaces.
- b. All outdoor refuse, recycling containers, and dumpsters shall be screened from view from adjacent properties and public rights-of-way by enclosure in a permanent, four-sided, solid, and opaque structure with a roof.
- c. Refuse, recycling, storage, and service structures shall be designed in the same architectural style and be constructed of materials and colors complementary to the primary building on site.
- d. All outdoor storage of materials, vehicles, and/or ancillary equipment is prohibited within the Town Core District."

Trash and recycling containers are proposed in a four-sided enclosure with a roof, located in the rear of the building. The structure is constructed of the same materials and colors as the Performing Arts Center. In response to a comment by the SPORT committee, the applicant has indicated that the large set construction room has been incorporated into the building layout to eliminate any outdoor storage or outdoor set construction. Staff finds that this standard is met.

Building Form, Mass and Height

Standard 4.1.3 states, "Reduce the bulk of a building to be on a pedestrian scale. The design shall emphasize a "base", "middle", and "top".

- a. A distinctive "base" at the ground level shall use articulation and materials such as: Timber, wood, stone, masonry, decorative concrete, or other similar materials. In addition, "base" elements may include windows, architectural details, canopies, bays, or overhangs.
- b. The "middle" of the building shall be made distinct by change in material or color, windows, balconies, step-backs, and signage.
- c. The "top" of the building shall emphasize a distinct profile or outline with elements such as: A projecting parapet, cornice, upper level step-back, or creative roofline.

The building is proposed with a distinctive base, middle, and top. Large sections of stone are proposed for the base, attractively anchoring the building. The base is also emphasized with roof elements scaled to the pedestrian, windows, and art work. The middle of the building is made distinct by a change in material to cedar 'rain-screen' and charred wood siding. The top of the building has a creative roof line at varied elevations and prominent sections of charred wood siding. Staff finds that this standard is met.

Standard 4.1.4 states, "*The mass of the pedestrian portion of a commercial or mixed use building shall be broken down to a human scale with a strongly marked primary entry at the "base", and distinct architectural features at the street level.*" The building has a strongly marked primary entrance capped with a projecting canopy, as well as a stone base, timber columns, and glazing. The west façade is accented with murals and art displays, projecting wall planes, and other distinct architectural features at the street level. Staff finds that this standard is met.

Building Façades and Architectural Elements

Standard 4.2.1 states, "*Buildings shall be designed to provide interest and variety, and with elements scaled to the pedestrian. The following techniques shall be used to meet this objective, with consideration to preventing the shedding of snow onto pedestrian areas:*

- a. *Break up large building components with significant articulation of wall planes and roof lines;*
- b. *Create patterns, using window size and/or shape, that relate to interior functions; and*
- c. *Emphasize building entries through projecting or recessed forms.*

Staff finds that the building design incorporates all of the elements required by this standard. There is significant articulation in the wall planes and roof lines, window patterns, a variety of building materials, art displays, and well defined entrances.

Standard 4.2.2 states, "*Provide human scale through change in plane, contrast, and intricacy in form. Avoid large areas of undifferentiated or blank building facades.*" The building is designed with a variety of building materials, sloped rooflines, glulam timber columns, art displays and murals, second level balconies, and large windows. None of the facades are undifferentiated or blank. Staff finds that this standard is met.

Standard 4.2.3 states, "*Buildings shall be designed with consistent and/or compatible details on all sides visible from public right-of-ways and pedestrian walkways.*" The building is designed with consistent details on all sides, as required by this standard. The most visible facades (facing south, west, and east) have distinct architectural elements, including large windows, art displays and murals, and a movie screen wall; all of which are tied together by the performing arts function of the building.

Standard 4.2.5 states, "*Building facades shall not exceed 50 feet in length along the same geometric plane, at which time there shall be wall plane projections or recesses having a depth of at least 2.5 feet for a distance of not less than 6 feet.*" The longest building façade along the same geometric plane is 50 feet on the west elevation, at which point there is a building projection with a depth of 2.5 feet for 6 feet, meeting this standard.

Standard 4.2.8 states, “Buildings along HWY 9, Adams Avenue, and 4th Street shall have a minimum of two stories to provide critical mass and firmly confine the outdoor space. Ground floors in these areas shall have a minimum ceiling height of 10 feet.” The building has two functioning stories and a large second level balcony. The first floor has a ceiling height of 12 feet, meeting this standard.

Building Materials and Finishes

Standard 4.3.2 states, “To break up large building forms and wall surfaces, buildings shall incorporate a variation or combination of materials, surface relief, and texture.” Each building façade has a minimum of 3 types of building materials. The rock veneer and concrete masonry units (CMU) are proposed to have texture and surface relief. The two types of wood siding add contrast and variety. Staff finds that this standard is met.

Standard 4.3.3 states, “Predominant exterior building materials shall be high-quality durable materials that retain their appearance over time, and that can be economically maintained. Buildings shall be predominantly clad in Class I materials. Class II materials may be used as accents and trim not to exceed 25% of the total building façade. Class III materials are prohibited in the Town Core District.

- *Class I materials include timber, log and wood siding, clay fired brick, natural stone, masonry, cement stucco, and glass.*
- *Class II materials include architectural metal, fiber cement siding, concrete brick, manufactured stone, and integrally colored split face block.*
- *Class III materials include EIFS, smooth-face concrete block, tilt-up concrete panel systems, metal panel systems, and vinyl and aluminum siding.*

The proposed building materials include timber columns, two types of wood siding, stone, and glass (Class I materials). The applicant is also proposing quantities of smooth face concrete block (CMU – Concrete Masonry Unit) on the facades facing west, east, and north. Although the proposed CMU is smooth-face concrete block (Class III material), it is a combination material with a higher quality than the traditional smooth-face concrete block in that it is proposed with surface relief, and with exposed aggregate for color and texture.

Along the east elevation, the CMU block is only utilized beneath the proposed movie screen wall. Along the west, facing HWY 9, the CMU material is utilized primarily as a display background for murals and artwork. Additional CMU is proposed on the north, which is the least visible façade of the building, providing service entries, the loading area, and the dumpster enclosure. The applicant has noted that the CMU covers approximately 20% of the total building façade, and serves to keep construction costs within budget. Staff finds that the intent of this standard is met with the proposed building materials and their application on the building.

Standard 4.3.6 states, “Applicants are required to submit a sample board of materials, finishes, and colors of all proposed exterior materials”. The applicant has submitted a color and material board, which will be available on the nights of the Planning Commission and Town Council meetings.

Building Colors

Standard 4.4.2 states, "The Munsell color notation system is broken into three characteristics: hue (color), chroma (brightness), and value (shade). In the Town of Silverthorne, chroma is the only Munsell color characteristic that is regulated.

- a. The primary body colors of the building shall not exceed a chroma of 4 on the Munsell Color Chart.
- b. The trim accent colors of the building shall not exceed a chroma of six on the Munsell Color Chart. The term trim in this standard is interpreted to mean those elements of a building which frame, surround or join different building materials. The trim accent colors are limited to an area of no greater than 10% of the building façade.
- c. The roof color of the building shall not exceed a chroma of four on the Munsell Color Chart. Roof color shall be compatible and complementary to the surrounding buildings in the Town Core District.
- d. The use of black, white and neutral gray colors proposed for any portion of the exterior building features shall be reviewed on a case by case basis based on the appropriateness to the proposed building design.

The building materials are proposed in subdued colors, including browns, grays, natural and charred wood siding. All proposed building colors are within the limits of this standard.

Building Roofs

Standard 4.5.1 states, "The character of buildings shall be enhanced with creative roof elements, and with consideration of the impact of the pitch, materials, size, and orientation of the roof form." The tallest portion of the roof is a moderately pitched roof, which slopes west, and which is composed of a membrane roofing system. There are additional flat roof elements, some of which serve as canopies that provide shelter from the elements. The modern style of the building is enhanced by the clean lines created by the roof form. Staff finds that this standard is met.

Standard 4.5.3 states, "Where flat roofs are utilized, they shall be screened with parapets and cornices, or with peaked or sloped façade elements." All flat roof elements in the building design are screened with parapets, meeting this standard.

Standard 4.5.5 states, "Roofs shall be designed in a manner in which they do not deposit snow onto required parking areas, sidewalks, refuse storage areas, stairways, decks, balconies, or entryways. Where snow guards are needed, they shall be architecturally integrated into the roof design. It does not appear that significant snow shedding will occur onto required parking areas and sidewalks. Flat roof projections and canopies prevent the shedding of snow on entryways. Staff finds that this standard is met.

Standard 4.5.6 states, "Visible roof surfaces shall be made of durable materials such as: concrete tile, metal, other pre-finished architectural metals or architectural grade asphalt shingles. Membrane systems are prohibited on any portion of the roof visible from the public right-of-way. Membrane systems may be permitted on portions of roof-tops that are not visible from the public right-of-way and shall be a subdued color compatible with the exterior building color". The only visible portion of the roof, which slopes west over a large

portion of glazing in the front, is a standing seam metal roof. The membrane roofing over the flat portions of roof are screened by parapets, and are not visible from the public right-of-ways. Details of the color of the membrane system will be required with the Final Site Plan. Staff finds that this standard is met.

PLANNING COMMISSION RECOMMENDATION: On December 1, 2015, by a vote of 7-0, Planning Commission voted to recommend approval of the Preliminary Site Plan for the Silverthorne Performing Arts Center, with the following conditions:

1. That the applicant process a Major PUD Amendment of the Town Center PUD with the submittal of a Final Site Plan.
2. That a Minor Subdivision plat be submitted with the Final Site Plan to relocate the existing Utility and Drainage Easement that runs beneath the proposed building, and create a water line easement that coincides with the new location of the water line.
3. That an additional van-accessible handicap parking space be provided on Tract A, Silverthorne Town Center Subdivision, as part of the parking proposed for the Silverthorne Performing Arts Center with the submittal of the Final Site Plan.
4. That the Landscape Plan be revised to provide a balance of 50% deciduous trees, and 50% coniferous trees with the submittal of the Final Site Plan.
5. That the Landscape Plan be revised to ensure that trees are not proposed within utility easements, as required by Standard 3.5.4 of the Town Core District Design Standards and Guidelines.

Suggested Motion: *"I move to approve the Preliminary Site Plan for the Silverthorne Performing Arts Center, with the Planning Commission recommended conditions."*

ALTERNATIVE MOTION: Should Town Council find that the application does not meet the Town Core District Design Standards and Guidelines, Staff recommends the following:

Findings:

1. The Preliminary Site Plan does not meet Standard 3.1.3 of the Town Core District Design Standards and Guidelines, regarding the location of the main entrance.
2. The Preliminary Site Plan does not meet Standard 4.3.3 of the Town Core District Design Standards and Guidelines, regarding exterior building materials.

Motion: *"I move to deny the Preliminary Site Plan for the Silverthorne Performing Arts Center based on a finding that the application does not meet the requirements of Standards 3.1.3 and 4.3.3 of the Town Core District Design Standards and Guidelines"*.

EXHIBITS:

- Exhibit A - Project Narrative, October 22, 2015
- Exhibit B - Preliminary Site Plan packet
- Exhibit C - Silverthorne Town Center Subdivision Plat
- Exhibit D - Town Center PUD – Development Guide, September 12, 2007
- Exhibit E - Referral Agency Comments
- Exhibit F - Applicant response to referral agency comments, November 19, 2015



ARCHITECTURE
URBAN DESIGN
INTERIOR DESIGN

October 22, 2015

Lina M. Lesmes
Senior Planner
Town of Silverthorne
601 Center Circle
Silverthorne, Colorado 80498

RE: Silverthorne Performing Arts Center – Preliminary Planning Submittal

Dear Ms. Lesmes:

We are pleased to submit our preliminary planning submittal for the new Silverthorne Performing Arts Center to be located adjacent to the Silverthorne Pavilion at 400 Blue River Parkway. The proposed site is zoned as PUD. The center will house the Lake Dillon Theatre Company (LDTC), a professional theatre company that provides cultural programming and community enrichment through educational services and high quality, professional productions. The Town and LDTC have formed a partnership based on shared goals for enhancing the cultural arts in the community.

The new Silverthorne Performing Arts Center is important to the Town of Silverthorne's comprehensive master plan and the town's vision to create a vibrant downtown core. This project is envisioned as a catalyst in creating a hub of activity in the new downtown core. Patrons of the theatre will come to the Performing Arts Center for events, and it is anticipated they will spend time in the downtown core shopping and dining as a part of their theatre experience.

The new 17,000 square foot performing arts center will provide a unique regional destination for performance space in a large intimate black box theatre environment. The building will also house a smaller second smaller performance space and theatre support spaces such as dressing rooms, set construction, performance support and rehearsal spaces. Additionally, the project includes educational classrooms for theatre, dance and music education. The main entrance into the theatre brings you into a large open lobby that will serve as a pre-function space for patrons coming to the theatre as well as a gathering space for community events. The building includes a small second story housing administrative offices to support the LDTC.

The Silverthorne Performing Arts Center will provide multiple uses for both the LDTC and the town community through their partnership and shared goals. It will provide a complete theatre experience with something for everyone. The project goals include providing a welcoming space to serve a broad spectrum of uses for both the theatre group and the community. In addition to providing space indoors for shared community use the site will provide multiple opportunities for shared outdoor performance and community gathering space.

An important element in the design of the building and the landscaping is providing opportunities for public art. The west building elevation along Highway 9 is planned to have a large wall for mural artwork as well as shadowbox windows to display art. The Town of Silverthorne is working closely with the design team to ensure there are multiple opportunities on the site for public art sculptures. We are also planning to provide locations inside the public lobby space for other art to be displayed. In addition to the building provide cultural enhancement with performing arts, it will also enrich the community by providing the opportunity to bring art and sculpture into the space.



The project will be completed over two phases of construction. In the first phase of construction, the entire building is schedule to be completed with a small parking lot to support the theatre staff, a loading area for large deliveries, trash and recycle enclosure space, as well as some hardscaping to provide access to the main entrance and required egress.

The second phase of construction includes the majority of the site improvements. These improvements include creating outdoor plaza spaces that will serve multiple functions such as community gathering and event space. An outdoor performance stage with both lawn and hardscaped seating areas for both smaller and larger outdoor performances will be included. A large wall has been integrated into the exterior design of the building that will face the east lawn to serve as an opportunity for projecting films for outdoor community movie nights. Other site amenities in the second phase will include plantings and landscaping to meet the towns landscaping code requirements. Landscaping will help to define exterior site spaces and their functions while enhancing these outdoor spaces. This project site sits adjacent to the Blue River and the site development offers a connection to the river by providing park access and a chance to create a recreational waterfront park similar to other Summit County towns like Breckenridge.

Important to the second phase site development will be improvements to the existing walkways adjacent to the river and connecting to the other town amenities such as the pavilion and shopping hubs on the east side of the river. A new pedestrian bridge is proposed and new sidewalks along Highway 9 to start to create a core of pedestrian activity in the downtown area.

The strategy for parking for this project is patrons to the theatre and community members will share parking with the pavilion as well as other public parking opportunities both south and east of the site, and hopefully in the future to the west as the downtown core becomes developed. The expectation is to have patrons to the theatre walk from dinner or shopping within the downtown area to increase viability and revenue for business and the town. .

This Silverthorne Performing Arts Center is designed to integrate into the community and create a destination to enhance the culture and arts in the Town of Silverthorne. We look forward to working with the planning department through this review process to ensure we are meeting all the goals and guidelines for the Town of Silverthorne.

Sincerely,

OZ Architecture, Inc.

Rebecca Greek
Project Manager

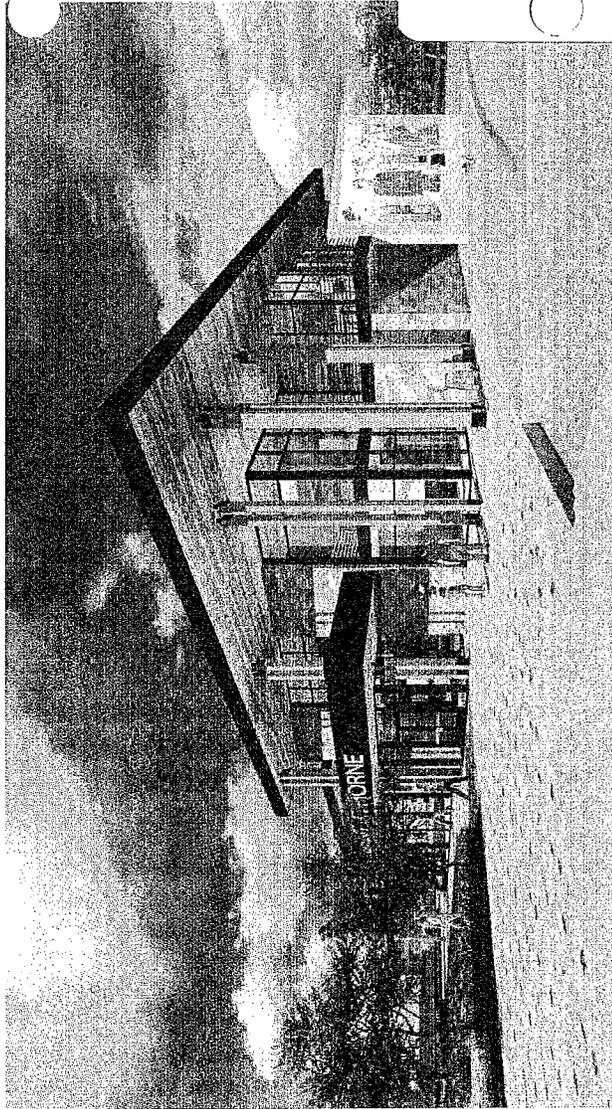


EXHIBIT B

Silverthorne Performing Arts Cen
400 Blue River Parkway, Silverthorne, Color

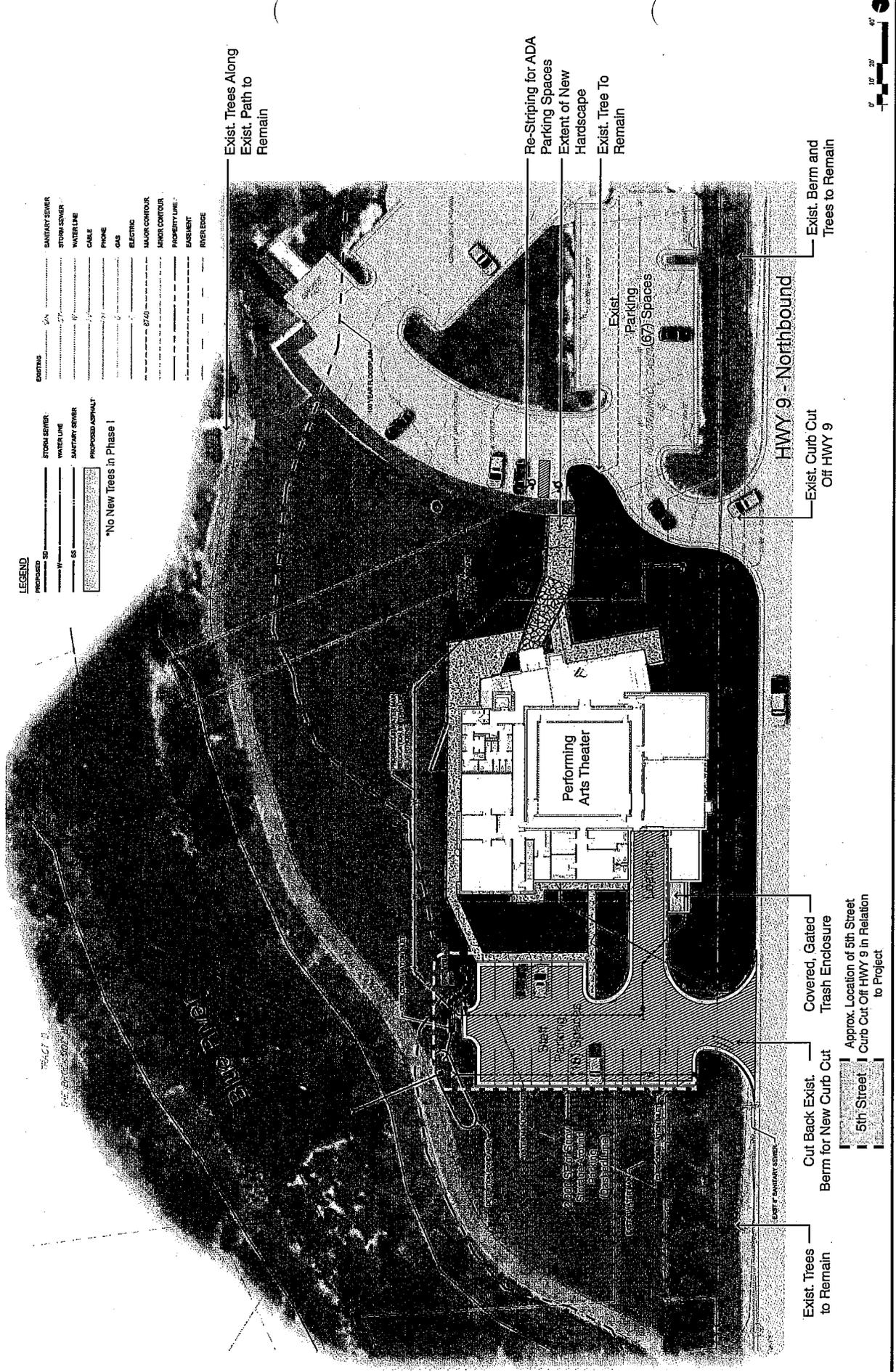
Preliminary Planning Review Respons
OZ Architec
November 19, 2



LEGEND

| | | | |
|--|------------------|--|----------------|
| | PROPOSED | | EXISTING |
| | STORM SEWER | | SANITARY SEWER |
| | WATER LINE | | STORM SEWER |
| | SANITARY SEWER | | WATER LINE |
| | PROPOSED ASPHALT | | CABLE |
| | | | PHONE |
| | | | GAS |
| | | | ELECTRIC |
| | | | MAJOR CONTOUR |
| | | | MINOR CONTOUR |
| | | | PROPERTY LINE |
| | | | EASEMENT |
| | | | REFERENCE |

*No New Trees in Phase I



Scale: 1" = 10' 0"

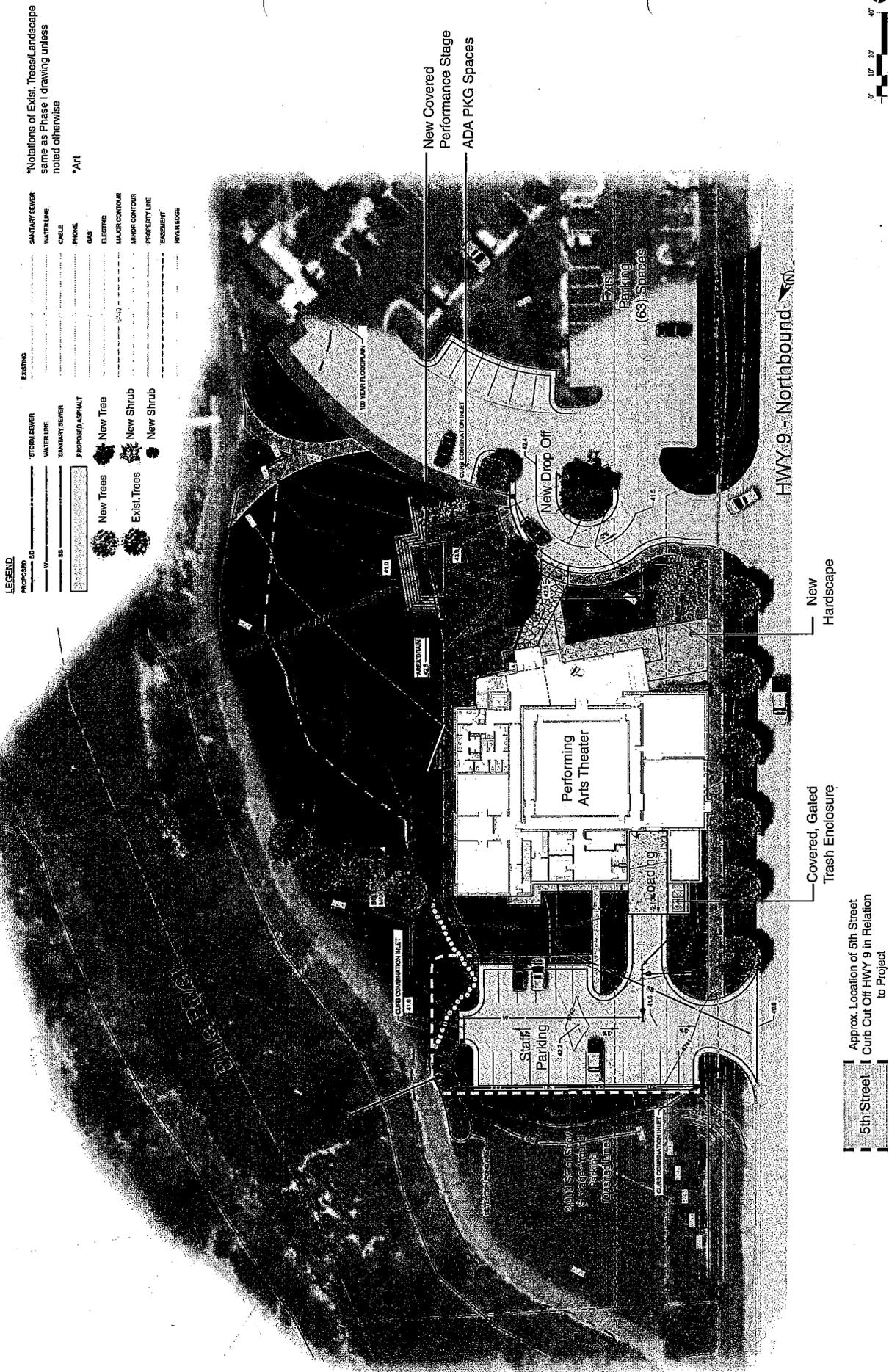
North Arrow

ARCHITECTURE
URBAN DESIGN
INTERIOR DESIGN

Fig. 1

Site Plan | Phase I

Silverthorne Performing Arts Center | Silverthorne, Colorado
400 Blue River Parkway
Preliminary Planning Review Responses | 11.19.2015



LEGEND

| PROPOSED | | EXISTING | |
|------------------|----------|------------------|----------|
| STORM SEWER | SD | STORM SEWER | SD |
| WATER LINE | W | WATER LINE | W |
| SANITARY SEWER | SS | SANITARY SEWER | SS |
| PROPOSED ASPHALT | (Symbol) | EXISTING ASPHALT | (Symbol) |
| New Trees | (Symbol) | Exist. Trees | (Symbol) |
| New Tree | (Symbol) | New Shrub | (Symbol) |
| New Shrub | (Symbol) | New Shrub | (Symbol) |

| | |
|----------------|----------|
| SANITARY SEWER | (Symbol) |
| WATER LINE | (Symbol) |
| CABLE | (Symbol) |
| PHONE | (Symbol) |
| UG | (Symbol) |
| ELECTRIC | (Symbol) |
| MAJOR CONTOUR | (Symbol) |
| MINOR CONTOUR | (Symbol) |
| PROPERTY LINE | (Symbol) |
| ENCASEMENT | (Symbol) |
| REVERSE | (Symbol) |

*Notations of Exist. Trees/Landscape same as Phase I drawing unless noted otherwise

*AT

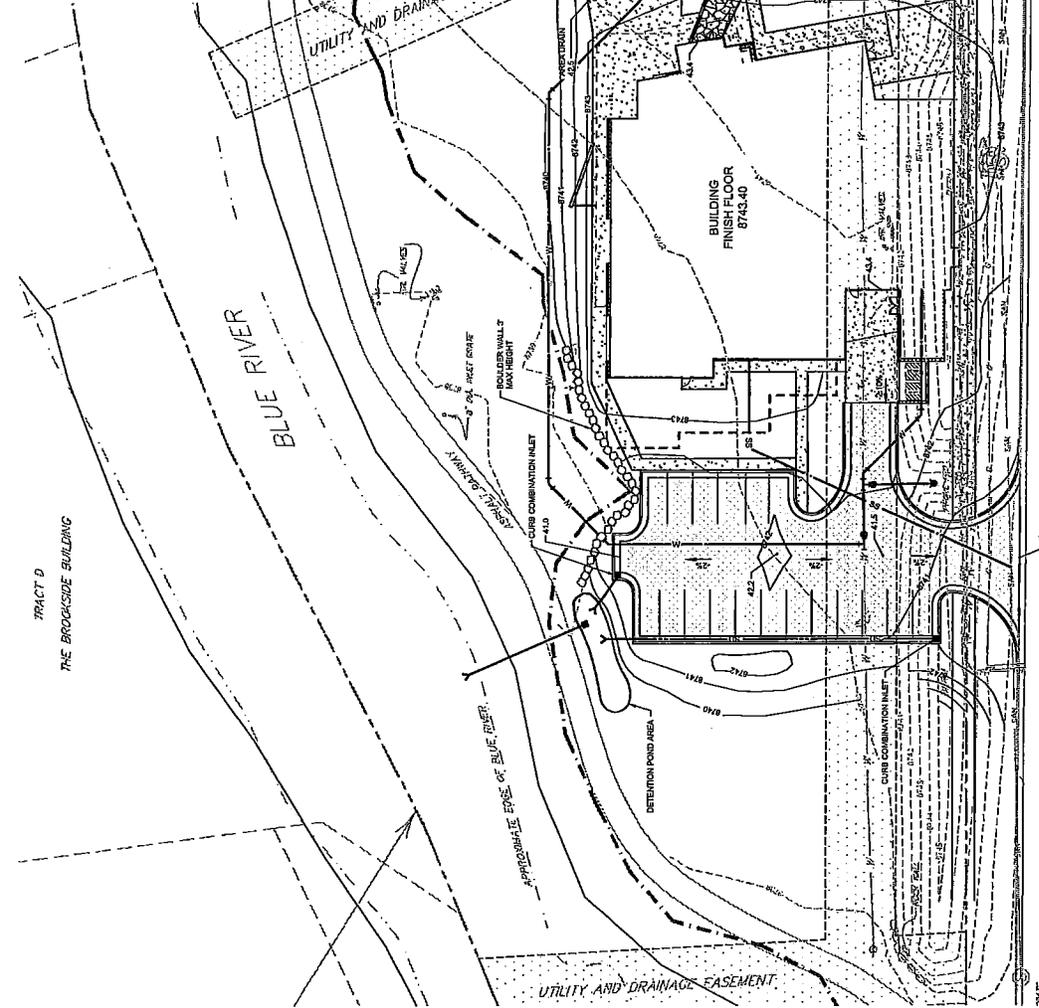


Approx. Location of 5th Street
Curb Cut Off HWY 9 in Relation to Project



LEGEND

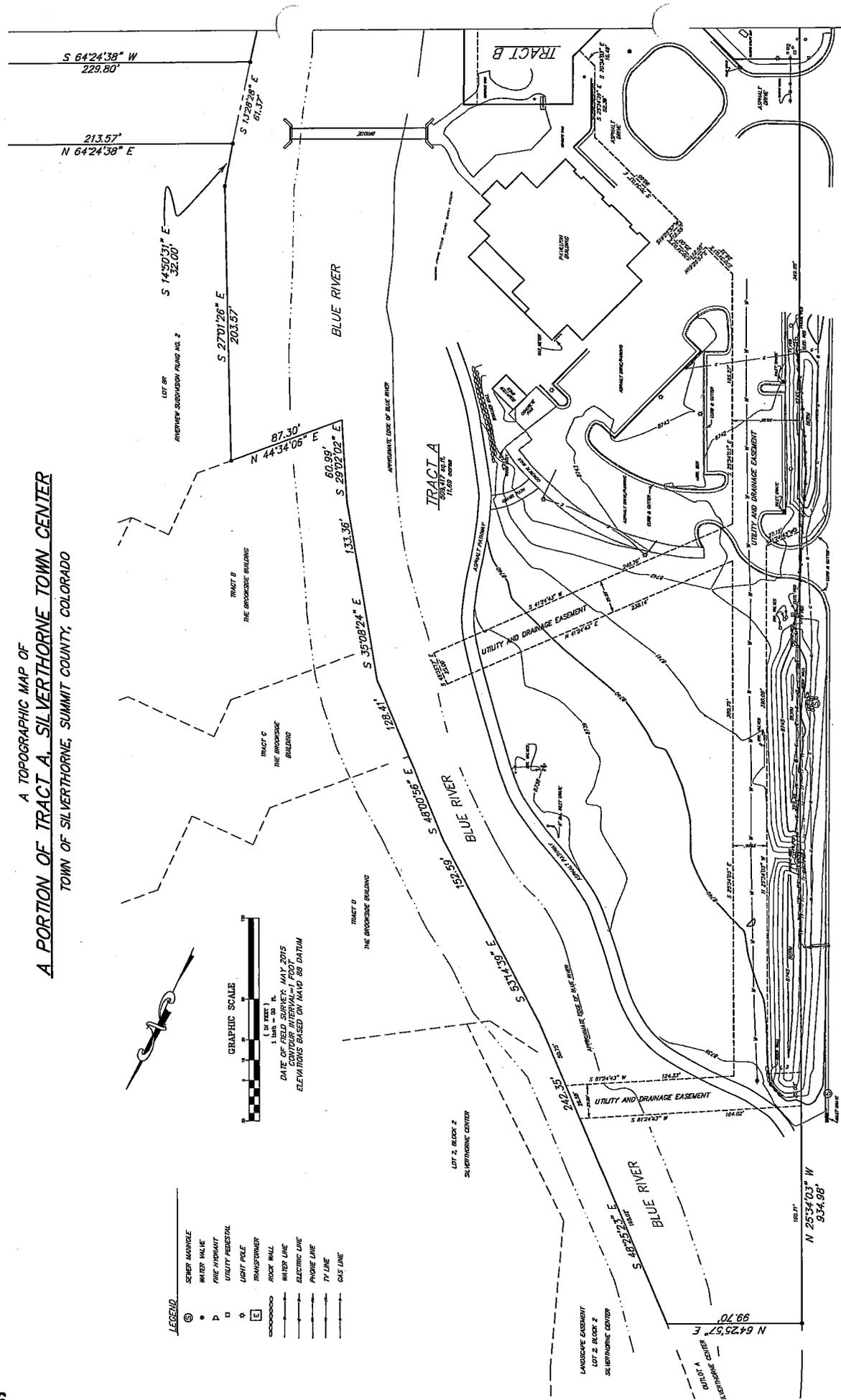
| | | |
|-------------|------------------|----------------|
| PROPOSED SD | STORM SEWER | SANITARY SEWER |
| W | WATER LINE | WATER LINE |
| SH | SANITARY SEWER | CABLE |
| PH | PROPOSED ASPHALT | PHONE |
| G | | GAS |
| E | | ELECTRIC |
| BTAD | | MAJOR CONTOUR |
| | | MINOR CONTOUR |
| | | PROPERTY LINE |
| | | EASEMENT |
| | | RIVERBANK |



TRACT D
THE BROOKSIDE BUILDING

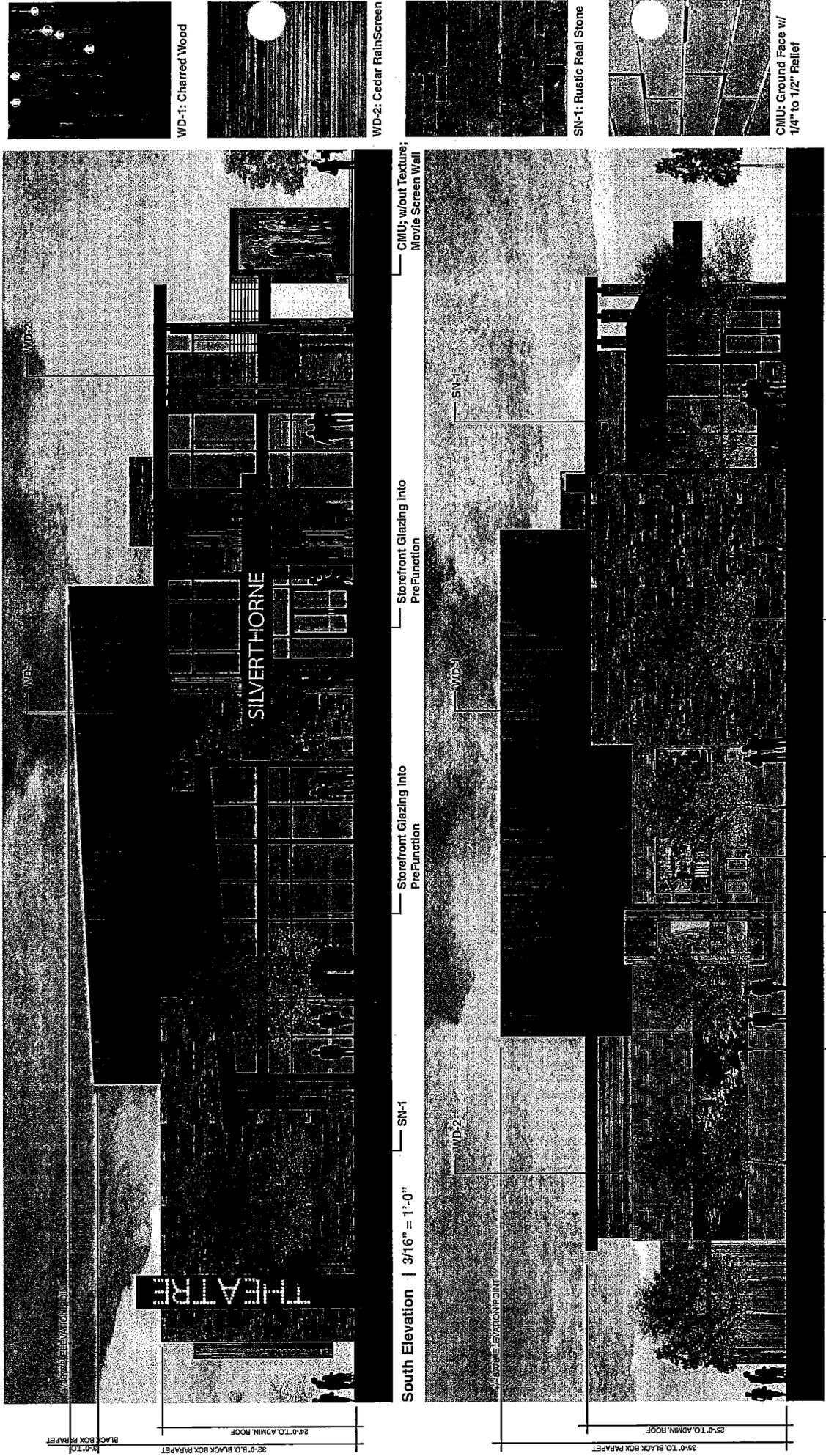
Approx. Location of 5th Street
Curb Cut Off HWY 9 in Relation
to Project

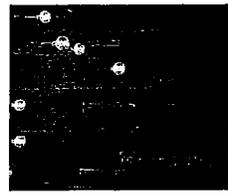
**A TOPOGRAPHIC MAP OF
A PORTION OF TRACT A, SILVERTHORNE TOWN CENTER
TOWN OF SILVERTHORNE, SUMMIT COUNTY, COLORADO**



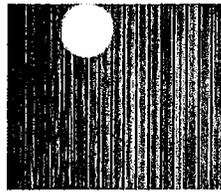
- LEGEND**
- ⊙ SEWER MAINLINE
 - WATER MAIN
 - FIRE HYDRANT
 - UTILITY PENETRAL
 - LIGHT POLE
 - ⊕ TRANSFORMER
 - ROCK WALL
 - WATER LINE
 - ELECTRIC LINE
 - PHONE LINE
 - TV LINE
 - GAS LINE



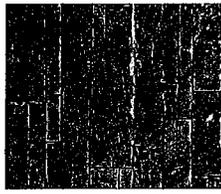




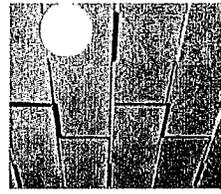
WD-1: Charred Wood



WD-2: Cedar RainScreen



SN-1: Rustic Real Stone



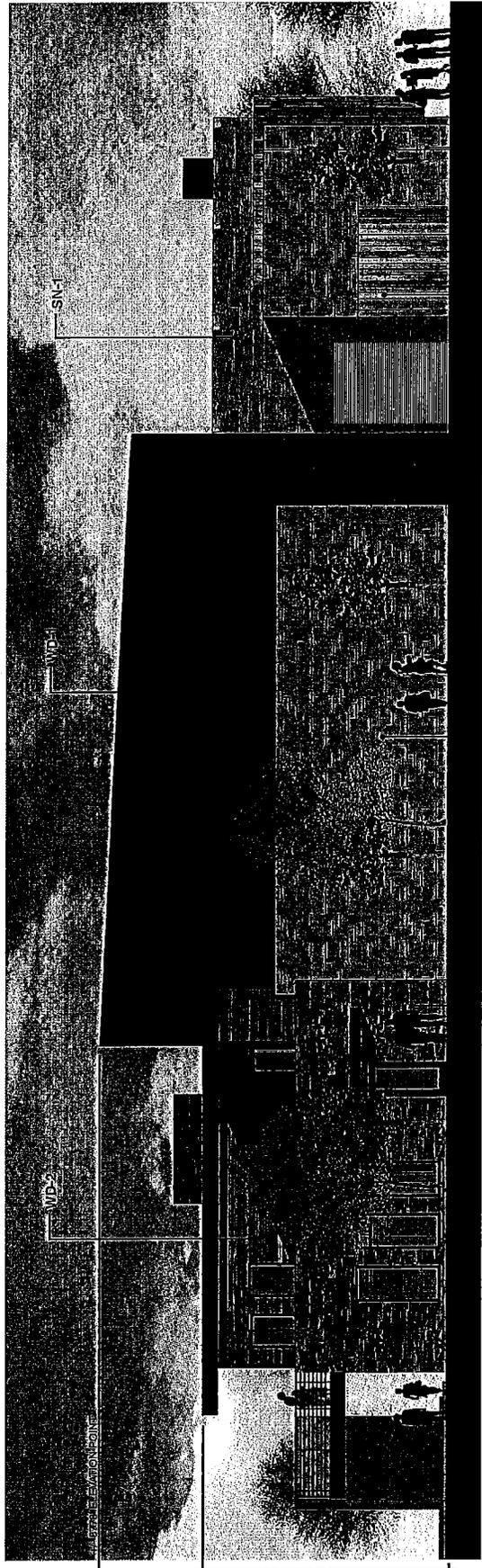
CMU: Ground Face w/
1/4" to 1/2" Relief



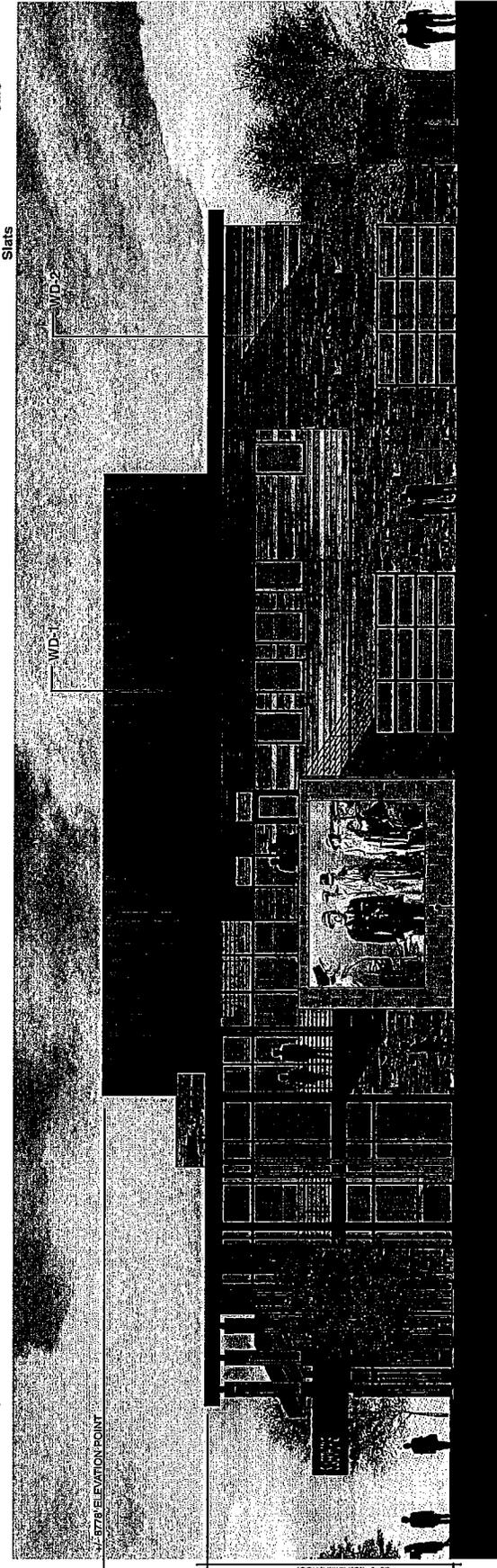
ARCHITECTURE
URBAN DESIGN
INTERIOR DESIGN



Fig. 7



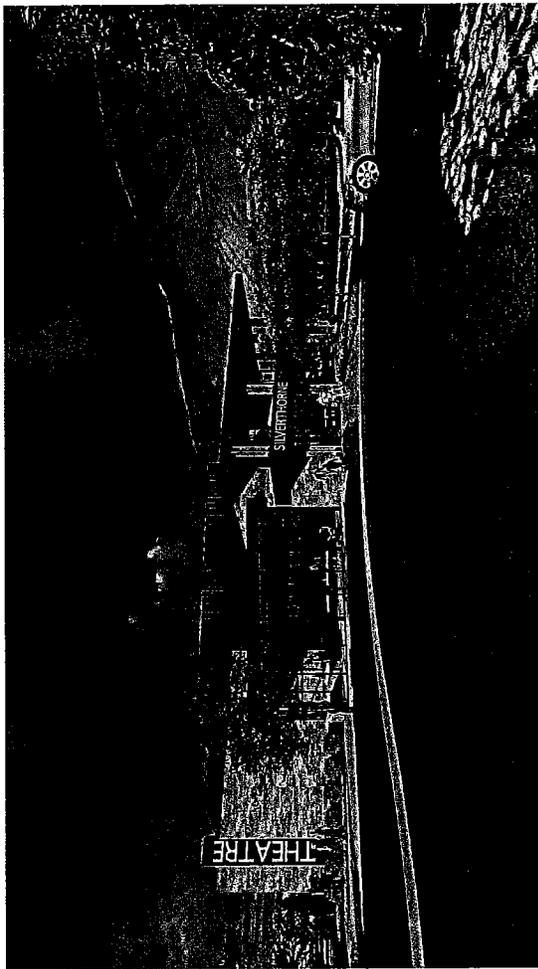
North Elevation | 3/16" = 1'-0"



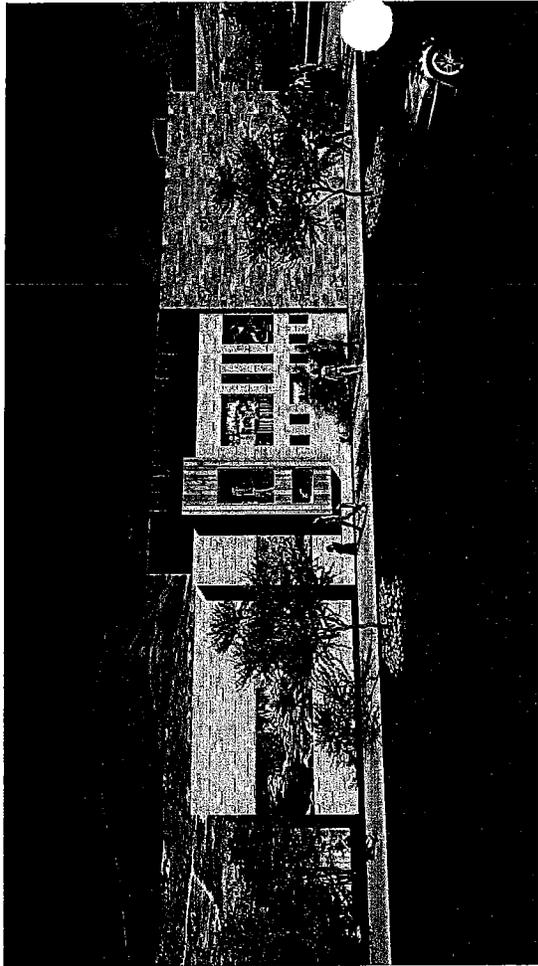
East Elevation | 3/16" = 1'-0"

Elevations | North and East

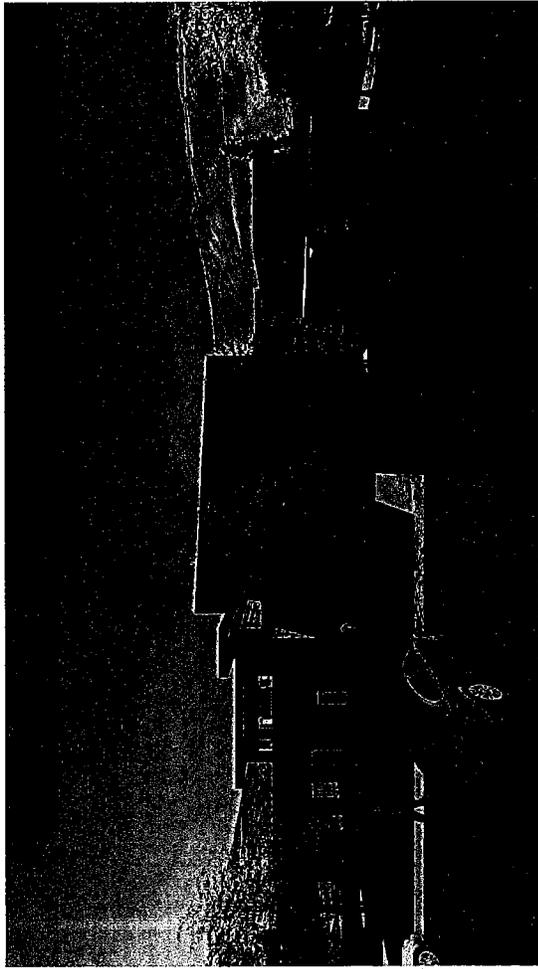
Silverthorne Performing Arts Center | Silverthorne, Colorado
400 Blue River Parkway
Preliminary Planning Review Responses | 11.19.2015



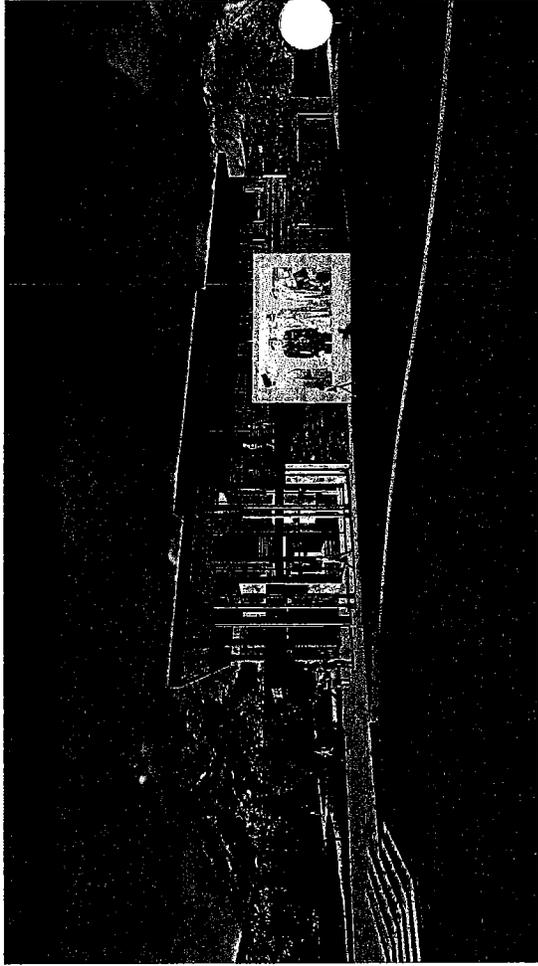
South Perspective



West Perspective



North Perspective



East Perspective



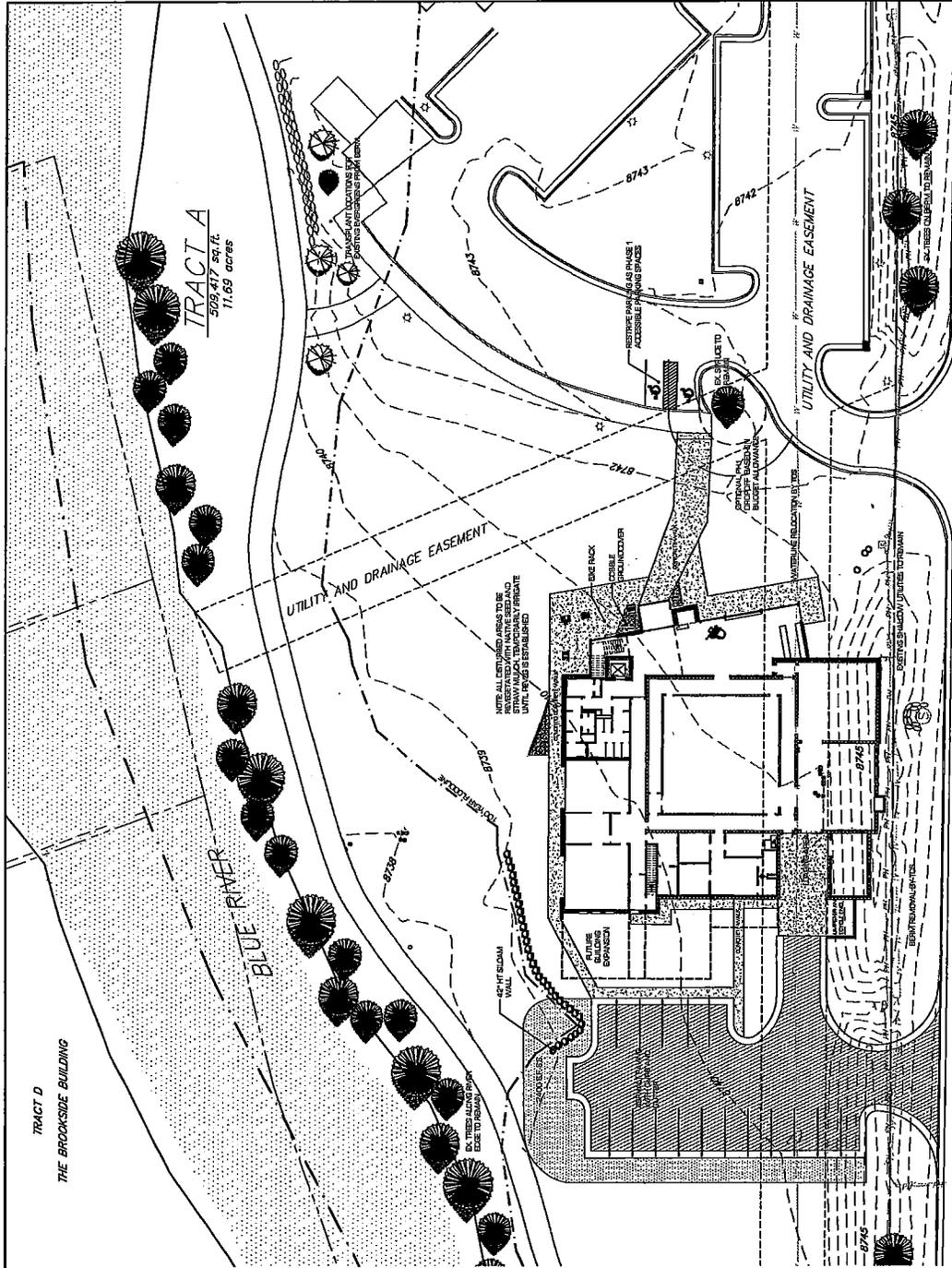
ARCHITECTURE
URBAN DESIGN
INTERIOR DESIGN



Perspective | North and East

Silverthorne Performing Arts Center | Silverthorne, Colorado
400 Blue River Parkway
Preliminary Planning Review Responses | 11.19.2015

TRACT D
THE BROOKSIDE BUILDING



TOWN OF SILVERTHORNE PERFORMING ARTS CENTER
Legal Description: Tract A, Silverthorne Town Center Sub.

Lot Size: 509,417 s.f., 11.69 acres

Zoning: PUD, Town Core Design District

Use Summary Information:

1 building / 1 commercial theatre

Parking Required:

For Theatre = .3 sp/seat, 130 seats proposed

Total Required: 39

2 space reduction for 14 bike parking spaces provided

25% reduction for Commercial Core = 9.75 spaces

15% reduction for 350' from bus station = 5.65 spaces

Total allowed requirement reduction = 17.8 spaces

Final requirement = 21.4 rounded to 22 spaces

Proposed: Phase 1 = 18, Phase 2 = 6, Total = 24

Snow Storage Calculation:

Phase 1 Paved Area 8375 s.f. Proposed Black Area 2400 s.f. = 29 %

LEGEND

| | |
|--|--------------------------------------|
| | ACCESSORY MATERIAL |
| | SEE PLANT LIST |
| | PROPOSED LIGHT |
| | SEE LIGHTING PLAN |
| | P.A. |
| | TISM TRANSFORMER, STORMWATER MANHOLE |
| | PLANTING AREA |
| | IRRIGATION |
| | OPTIC CABLE |
| | MANHOLE |
| | STRIPING STONES |
| | BOULDER OR BOULDER WALL |
| | STEEL BED EDGE, SEE DETAILS |
| | NATIVE PLANTATION |
| | MANUFACTURED IRRIGATION TURF |
| | PERSONAL BED |
| | ROCK, COBBLE, MULCH, SEE DETAILS |
| | PLAY SURFACE, SEE DETAILS |



ARCHITECTURE
URBAN DESIGN
INTERIOR DESIGN

Landscape | Phase I

Silverthorne Performing Arts Center | Silverthorne, Colorado
400 Blue River Parkway
Preliminary Planning Review Responses | 11.19.2015

TOWN OF SILVERTHORNE PERFORMING ARTS CENTER
Legal Description: Tract A, Silverthorne Town Center Sub.
Lot Size: 509,417 sq. ft., 11.69 acres

Zoning: PUD, Town Core Design District
Use Summary Information:
 1 building / 1 commercial theatre

Parking Required:
 For Theatre = 3 sp/seat, 130 seats proposed
 Total Required: 39
 2 space reduction for 14 bike parking spaces provided
 25% reduction for Commercial Core = 9,75 spaces
 15% reduction for 350' from bus station = 5.85 spaces
 Total allowed requirement reduction = 17.6 spaces
 Final requirement = 21.4 rounded to 22 spaces
 Proposed: Phase 1 = 18, Phase 2 = 6, Total = 24 spaces

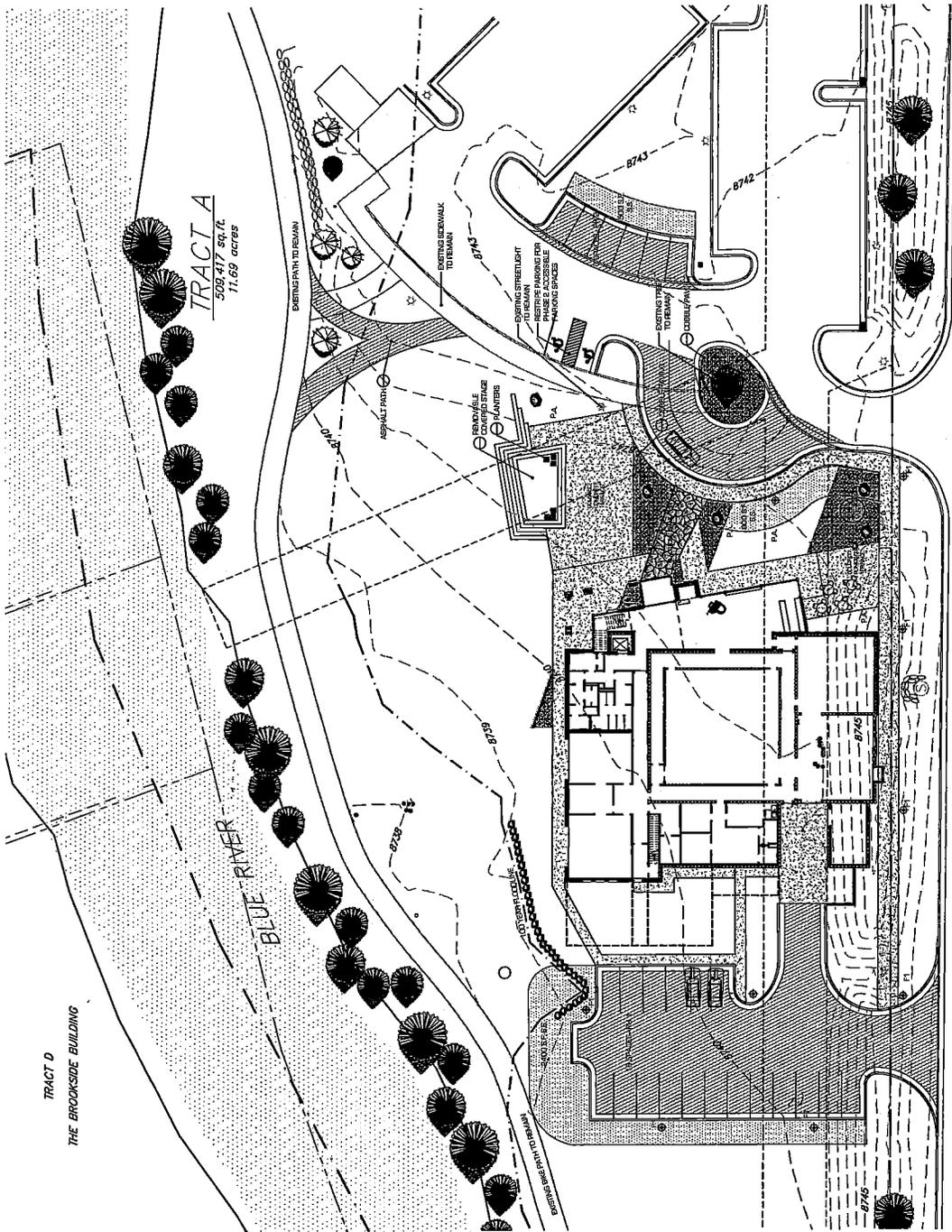
| PHASE | DESCRIPTION | MANUFACT | ESTIMATE | FINISH | SCALE | NUMBER | REV. |
|-------|-----------------------------------|----------|----------|--------|-------|--------|------|
| 1 | LANDSCAPE MATERIAL | | | | | | |
| 1 | SEE DETAIL | | | | | | |
| 1 | SEE LIGHTING PLAN | | | | | | |
| 1 | TRANSFORMER, INDIVIDUAL MAINFIELD | | | | | | |
| 1 | PLANTING AREA | | | | | | |
| 1 | HORIZONTAL | | | | | | |
| 1 | CEILING CALLOUT | | | | | | |
| 1 | MATCHLINE | | | | | | |
| 1 | STEPS/STAIRS | | | | | | |
| 1 | SOULDER OR BOLLARD WALL | | | | | | |
| 1 | STEEL EDGE, SEE DETAILS | | | | | | |
| 1 | NATIVE REVEGETATION | | | | | | |
| 1 | MANICURED REVEGETATED TURF | | | | | | |
| 1 | PERENNIAL BED | | | | | | |
| 1 | ROCK, CORREL MATCH, SEE DETAILS | | | | | | |
| 1 | PLAY SURFACE, SEE DETAILS | | | | | | |

Snow Storage Calculation:

| | | | |
|---------|------------|-----------------|---------------------|
| Phase 1 | Paved Area | Req at 25% | Proposed Stack Area |
| Phase 2 | 8375 s.f. | 2084 s.f. = 25% | 2400 s.f. = 29% |
| | 3180 s.f. | 786 s.f. = 25% | 1300 s.f. = 41% |

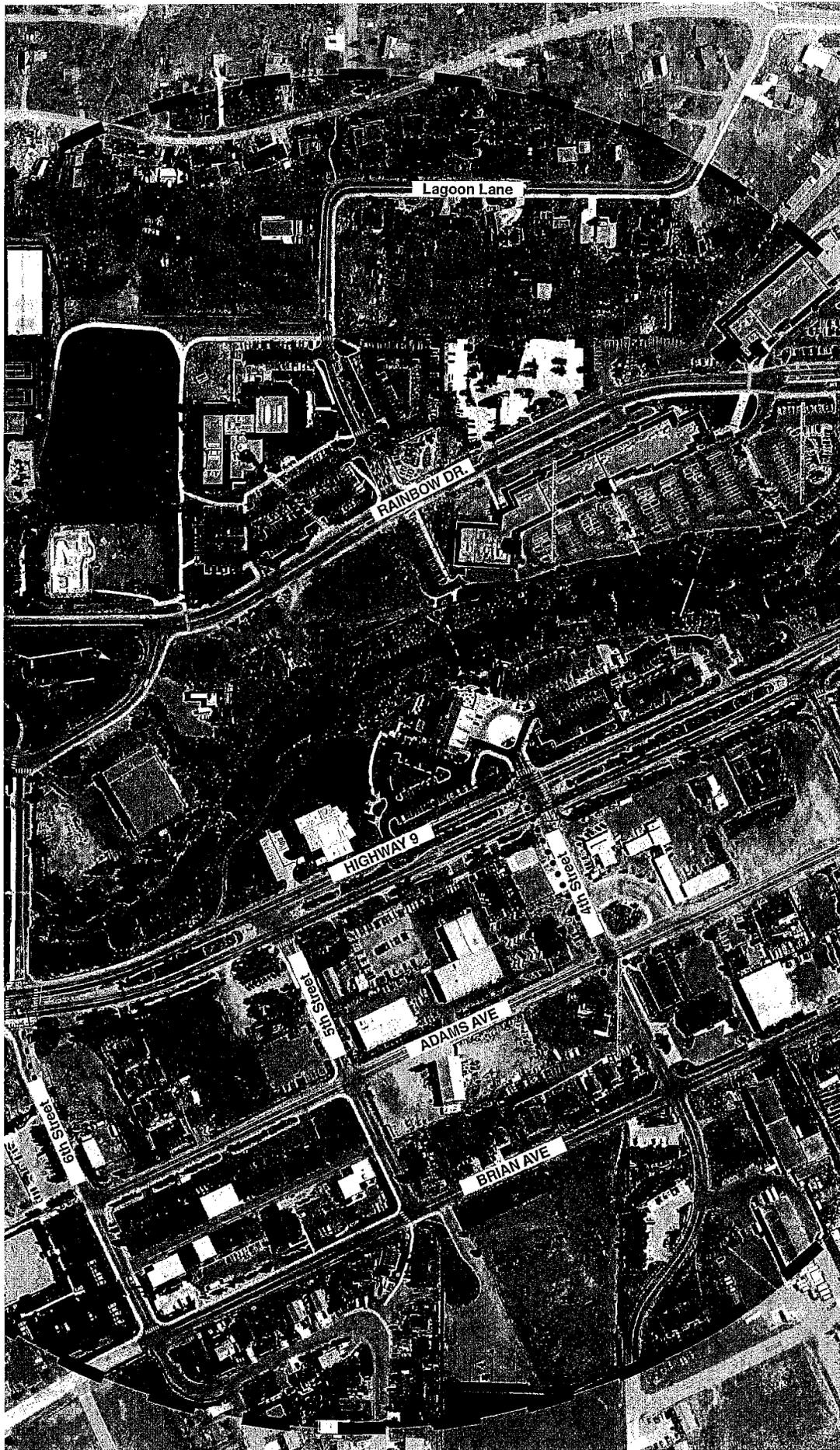
LEGEND

- LANDSCAPE MATERIAL
- SEE DETAIL
- SEE LIGHTING PLAN
- TRANSFORMER, INDIVIDUAL MAINFIELD
- PLANTING AREA
- HORIZONTAL
- CEILING CALLOUT
- MATCHLINE
- STEPS/STAIRS
- SOULDER OR BOLLARD WALL
- STEEL EDGE, SEE DETAILS
- NATIVE REVEGETATION
- MANICURED REVEGETATED TURF
- PERENNIAL BED
- ROCK, CORREL MATCH, SEE DETAILS
- PLAY SURFACE, SEE DETAILS



COLORADO HIGHWAY NO. 9
 BLUE RIVER PARKWAY



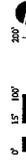


LEGEND

Designated Parking Areas for Performing Arts Center

Walkable 1/4 Mile Radius

Pedestrian Routes



TOWN OF SILVERTHORNE
PUD Development Guide
Town Center Planning Area I and Planning Area II
(Major PUD Amendment Approved by Town Council: September 12, 2007)

PUD Zoning

The Intent of the Planned Development Zoning on the Town Center Planning Areas I and II is to allow for retail sales and service facilities, residential and office uses and establishments wherein all activities are conducted inside and in a controlled manner outside as controlled by the Town of Silverthorne. Outside activities include outside dining and active or passive activities in areas designed as public gathering spaces such as a fire pit or plaza. Other outdoor activities may be allowed, such as sidewalk displays or outdoor retail sales, subject to review and approval of the Town of Silverthorne.

The PUD contains Phase I, with Town Pavilion and park site, and Phase II, which is currently vacant consisting of 2.43 acres more or less and will be developed with multiple freestanding commercial/retail structures. Ancillary uses for the site include associated parking, loading dock and service areas, paved pedestrian walkways, storm ponds, snow storage and landscaping.

A Concept of PUD Zoning

- 1 The Blue River is the center and principal attraction of the Town. This site is intended to promote the Blue River as the central image of the Town. All site development shall use and promote the intrinsic characteristics of the river and the riverfront property.
- 2 The site should be attractive from both the river and public right-of-ways. The Town encourages pedestrian friendly settings on site. Access should be obvious to a pedestrian from either the street or the river. Both new residential and business uses should provide outdoor open space on the riverside. Site design and landscape should be attractively and carefully planned.
- 3 The intent of the of the site is to create a lively and vital pedestrian and village-like setting which enhances the community identity and sense of place and provides an economic anchor in the core area. Development shall provide a pedestrian pathway paralleling the Blue River and connecting with adjacent pedestrian paths.
- 4 The Town encourages high quality development that provides a variety of architectural elements that avoids featureless design and uninterrupted repetition of building materials. Building massing, form, length and proportions shall be designed to provide variety of visual interest while maintaining a human scale that is appropriate. Parking shall be located to provide safe, convenient and efficient access while also minimizing visual impacts and hidden from public view where possible. Screening of utilities, loading docks and truck parking is required.

TOWN OF SILVERTHORNE
PUD Development Guide
Town Center Planning Area I and Planning Area II
(Major PUD Amendment Approved by Town Council: September 12, 2007)

B Permitted uses:

B.1 Uses by Right

- 1 Apartments
- 2 Art Gallery
- 3 Bakery/ Coffee Shop
- 4 Bank
- 5 Bar/ Lounge
- 6 Beauty Shop (Hair Salon, Nails)
- 7 Books
- 8 Clothing
- 9 Coffee Shop
- 10 Day Spa (Beauty and, Massage, Tanning)
- 11 Delicatessen
- 12 Department Store
- 13 Drug Store, Pharmacy
- 14 Financial Services
- 15 Florist
- 16 Furniture Store
- 17 Garden supplies
- 18 General Retail
- 19 Grocery Store
- 20 Hair Salon
- 21 Home Decorating
- 22 Hotel, Motel, non-transient lodging
- 23 Jewelry
- 24 Music, radio and television sales and renting
- 25 Office: Professional or Governmental
- 26 Outdoor Activity Areas (as approved by the Town)
- 27 **Printing, Quick Photocopying, Blueprinting**
- 28 Professional Services
- 29 Pavilion
- 30 Restaurant (outdoor patio seating permitted; no drive thru)
- 31 **Shoe Repair**
- 32 Sporting goods
- 33 Sporting equipment rental
- 34 Seasonal vegetable/ fruit stand

B.2 Conditional Uses, Accessory uses

- 1 Appliance sales and/or service
- 2 Hardware (retail)
- 3 **Health Spa**
- 4 Laundry
- 5 **Liquor Store**

TOWN OF SILVERTHORNE
PUD Development Guide
Town Center Planning Area I and Planning Area II
(Major PUD Amendment Approved by Town Council: September 12, 2007)

- 6 Pet shop
- 7 Residential Condominiums
- 8 Veterinary hospital, services

B.3 Any use not expressly permitted either by right, or as a conditional or accessory use shall be determined by the Town Code.

C Lot Frontage

Minimum: One hundred (100) feet.

D Lot Coverage for Buildings

Maximum: Sixty percent (60%) of total lot area.

E Front Building Setback

For fifty percent (50%) of the lot frontage, a zero (0) setback is permitted, for the remaining fifty percent (50%) of the lot frontage, a minimum five (5) foot setback is required.

F Side Building Setback:

At least ten (10) feet from all property lines not abutting the river or street.

G River Building Setback

Ten (10) feet measured from the proposed tract/lot line along the Blue River, which is twenty five (25) feet from the Top of Bank. See Exhibit A: Proposed Tract Definition, attached.

G.1 Parking Setbacks

Parking shall be setback a minimum of ten (10) feet from the front property line and twenty five (25) feet from the upper bank of the river. There shall be no setback required from side property lines or where common access drives traverse different lots/tracts within the Town Center.

H Building Height

Building height varies according to the following:

- 1 The maximum building height is twenty-five (25) feet within the first twenty (20) feet of the property measured from the front property line;
- 2 All other areas, the maximum building height is thirty-five (35) feet.

I Parking

Site development must comply with the off-street parking requirements of the Town. For purposes of calculating the number of required parking spaces, the following components are not included in the required calculations: outdoor areas and all building common circulation areas (all non-occupied areas).

J Access Pathway

There must be a convenient and safe pedestrian path, finished with a surface suitable for

TOWN OF SILVERTHORNE
PUD Development Guide
Town Center Planning Area I and Planning Area II
(Major PUD Amendment Approved by Town Council: September 12, 2007)

walking, at least six (6) feet in width from the side of the site development facing away from the river, through or around buildings, to the riverfront pathway. The extent of the pathway shall be as determined by the Town of Silverthorne.

K Dwelling Unit Density

The maximum number of residential dwelling units permitted per acre of land is twenty-five (25).

L Path Connections

All site development adjacent to the Blue River shall be required to provide a pedestrian path easement. Building setback to provide a total of twenty five (25) feet of open space from the top of the bank of the Blue River. The developer shall construct the pedestrian path according to the Town Parks, Trails, and Open Space Master Plan and in conformance with Section 4-5-16. The Developer shall provide any path connections that are necessary to existing sidewalks along the Blue River Parkway (Highway 9) as determined by the Town of Silverthorne. The Developer and the Town of Silverthorne shall determine through an on-site field visit the exact location of the pathway along the Blue River to determine its best location considering existing trees, building placement, pedestrian amenities and interface and other similar influences.

M Architectural Quality

All structures shall have "four-sided" architecture; all sides must have similar architectural details.

N Street Frontage Architecture

Commercial buildings shall have an at grade entrance and display windows facing the street. Commercial building entrances may face parking areas.

TOWN OF SILVERTHORNE
PUD Development Guide
Town Center Planning Area I and Planning Area II
(Major PUD Amendment Approved by Town Council: September 12, 2007)

O Building Mass and Scale

Building massing shall be suitable and relative to both lot size and setbacks. Building facades greater than thirty (30) feet in length shall incorporate projections or recesses having a minimum variation of at least three (3) feet and extending at least twenty percent (20%) of the length of the facade. No uninterrupted length of a facade shall exceed thirty (30) feet.

P Entrances

Buildings located adjacent to the Blue River shall, to the extent practical or reasonable, provide "double-sided" entrances, or orientation both to the river and the street.

Q Screening

Roof top mechanical equipment and service areas shall be adequately screened from public view. Screening shall effectively mitigate negative visual and acoustic impacts of commercial uses and shall be integrated into each project's overall site design. Items to be screened include but are not limited to: loading docks, truck parking, utility meters, HVAC equipment on both the roof and on the ground and trash collection facilities.

R Concept of Architecture

In keeping with the Town of Silverthorne's rural mountain character and the Blue River Overlay Zone District the architectural character of the site will be modeled after the lodge style. Materials incorporated in the design will be those similar to the materials used in the Town Pavilion such as heavy timbers, stone, metal roofing and asphalt shingle roofing. Building massing will be defined by gabled roofs, towers, covered walks and dormers. Mechanical facilities, loading docks, trash receptacles and outdoor storage will be screened with walls and parapets integrated into the building.

S Snow Storage Requirements

Snow storage requirements shall be met with a shared snow storage agreement between Tract A and Tract B, Town Center Subdivision (see attached agreement).

TO: Lina Lesmes – Senior Planner, Community Development Department
FROM: Dan Gietzen - Town Engineer, Public Works Department
DATE: November 10, 2015
RE: Preliminary Plan review comments – Silverthorne Performing Arts Center

Comments:

- 1. Water main and Water Main easement relocation.** A new easement will be needed for the water line which was relocated and rerouted around the future building footprint earlier this fall. The portion of the existing easement for the old waterline should be abandoned.
- 2. CDOT Access permit required for new proposed access.**
- 3. Proposed covered performance stage over drainage pipe / drainage easement.** We cannot have a stage directly over a functioning drainage culvert. Either the stage or the existing drainage culvert will need to be relocated in order to address this conflict.
- 4. Grading shown within the FEMA 100-year floodplain.** Although this area is small – and no insurable structures are proposed within the FEMA floodplain, it would be preferable to not raise the grade if at all possible.
- 5. Detention pond.** Instead of building a detention pond in the northeast corner of the development, as proposed, it would be preferable to design the system so that collected water percolates into the ground via perforated pipe. The pipe can discharge to the river, as shown, if the site experiences a large event which exceeds the soils natural percolation rate. This perforated pipe system was used throughout the existing, older portions of the Town Center site. Analysis and sizing should be studied and documented via a drainage report prepared by a licensed Professional Engineer (PE). The drainage report can be submitted at Final.
- 6. Sidewalk encroachment into CDOT right-of-way.** The sidewalk shown on the Phase II grading plan will need to be approved by CDOT since it encroaches into CDOT ROW.

Public Works Department recommendation.

The above comments are generally minor and are items and details which can be addressed as the project design evolves. Public Works Department recommends approval of the Preliminary plan subject to the resolution of these 6 conditions – to be addressed and shown on revised plans to be submitted at the time of the Final plan review process.



October 29, 2015

Lina Lesmes
Community Development Department
Town of Silverthorne
P.O. Box 1309
Silverthorne, CO 80498



**Lake Dillon Fire
Protection
District**

401 Blue River
Parkway,
Silverthorne, CO
80498

P.O. Box 4428
Dillon, CO 80435

Telephone:
970.262.5100
Fax:970.262.5150

**Community
Services Bureau**
Telephone:
970.262.5201
Fax:970.262.5250

Inspection Line:
970.262.5215

Re: Silverthorne Performing Arts Center Preliminary Site Plan Review.

Dear Ms. Lesmes,

Thank you the opportunity to review and comment on the proposed Performing Arts Center site plan. At this time the fire department has the following comments and concerns regarding the proposed project plans:

1. Per the 2012 International Fire Code (IFC) as amended the proposed Performing Arts Center will require an approved fire sprinkler system. Please advise the owner/developer to size the waterline into the building to accommodate both sprinkler and domestic water use demand.
2. Per the 2012 International Fire Code (IFC) as amended the proposed Performing Arts Center will require an approved fire alarm system.
3. Additional fire protection systems may be required once more definitive building plans become available for review.
4. Based on the preliminary fire flow calculations for the proposed building, two fire hydrants are required.
5. The fire hydrant shown on the East side of the Staff Parking lot would provide more efficient fire ground operations if located at the Southwest corner of the Staff Parking lot. See fire department for details.

If you or the owner/developer have any questions or would like to meet, I would be happy to discuss any proposed changes. My office number is 970-262-5202. Thank you again.

Sincerely,

Steven Skulski
Assistant Chief/Fire Marshal
Lake Dillon Fire District

Lina M. Lesmes

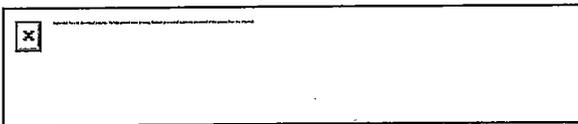
From: Roussin - CDOT, Daniel <daniel.roussin@state.co.us>
Sent: Thursday, November 05, 2015 5:09 PM
To: Lina M. Lesmes
Subject: Re: Silverthorne Performing Arts Center - Preliminary Site Plan Submittal

Lina - Thank you for the opportunity to review the Preliminary Site Plan for the Silverthorne Performing Arts Center on State Highway 9. This will need a new access permit for the new curb cut on SH 9. This will need a Level 2 Traffic Assessment to document the use. Conceptually, this plan appears to meet the Access Code. However, the new curb cut could be restricted to a right in/right out access in the long-term. I would recommend the employee parking/loading area to have internal access to the other access.

If you have any questions, please let me know.

thanks

Dan Roussin
Permit Unit Manager
Traffic and Safety



P 970.683.6284 | F 970.683.6290
222 South 6th Street, Room 100, Grand Junction, CO 81501
daniel.roussin@state.co.us | www.codot.gov/ | www.cotrip.org



On Fri, Oct 23, 2015 at 8:56 AM, Lina M. Lesmes <LLesmes@silverthorne.org> wrote:

HI REFERRAL AGENCIES:

The Town of Silverthorne will be processing a Preliminary Site Plan application for the Silverthorne Performing Arts Center at 400 Blue River Parkway (HWY 9). This will be a new building on a currently vacant site located immediately north of the Silverthorne Pavilion. I am attaching an electronic copy (color) of the application, and I will also get you paper versions. Please submit your comments by November 13.

THANK YOU!

TO: Lina M. Lesmes, Senior Planner
Community Development Department, Town of Silverthorne

FROM: SPORT Committee
Susan Lee

DATE: November 12, 2015

SUBJECT: Silverthorne Performing Arts Center Preliminary Site Plan

Thank you for the opportunity to comment on the Silverthorne Performing Arts Center Preliminary Site Plan. On behalf of the SPORT Committee, I am writing this referral letter as it relates to the goals and objectives of the Town of Silverthorne's Parks, Open Space, and Trails (POST) Master Plan. SPORT Committee discussed the Silverthorne Performing Arts Center Preliminary Site Plan at a special meeting of the SPORT Committee on November 11, 2015.

The SPORT Committee would like to submit the following comments:

1. The committee would like more information on the "*New Covered Performance Stage*", such as how many people will it serve, what types of events are planned for the space, and how was the location determined.
2. The committee is concerned with outdoor storage and construction along the SH9 frontage. They want to ensure the Theatre presents an appropriate image along that façade.
3. The committee appreciates the 8' sidewalk shown along SH9 as well as the separation between the highway and the sidewalk. They would like to see the pedestrian connection along SH9 extended from the Theatre all the way to the existing highway sidewalk to the north. They strongly encourage its installation as a part of phase 1 to allow for greater pedestrian mobility from opening day forward.
4. SPORT would like to see an area dedicated for bike parking to encourage this important mode of transportation.
5. In light of the fact that many users will be parking off site and walking to the Theatre, SPORT would like to make sure safer pedestrian highway crossings are planned for, and coordinated with CDOT, for any future highway improvements.

Thank you for the opportunity to make comments on the Silverthorne Performing Arts Center Preliminary Site Plan. If desired, the SPORT Committee is available to meet and discuss these recommendations with Applicant.

TO: Lina M. Lesmes, Senior Planner
Community Development Department, Town of Silverthorne

FROM: Joanne Cook, Recreation & Culture Director

DATE: November 13, 2015

SUBJECT: Silverthorne Performing Arts Center Preliminary Site Plan – PT2015-27

Thank you for the opportunity to comment on the Silverthorne Performing Arts Center Preliminary Site Plan. I am submitting this referral letter as it relates to the Town of Silverthorne's Arts and Culture Strategic Plan (anticipated adoption December 2015).

1. The artful outdoor spaces such as the murals, shadowboxes and projection wall are important architectural features that support the signaling of "art lives here" to both patrons and passersby. The Arts and Culture Strategic Plan strongly encourages incorporation of such features in future new developments and re-developments. Therefore, inclusion of these items in the Town's catalyst arts and entertainment building are important.
2. The Performing Arts Center indoor spaces, as presented in this Preliminary Plan, support the recommendations in the Art and Culture Strategic Plan. The plan calls for creation of public spaces that are welcoming and accessible that can be used to celebrate and encourage all types of art through programming and drop-in use.

Thank you for the opportunity to make comments on the Silverthorne Performing Arts Center Preliminary Site Plan. If I can provide any further information or clarification, please let me know.



November 19th, 2015

Lina M. Lesmes
Senior Planner
Town of Silverthorne
601 Center Circle
Silverthorne, Colorado 80498

RE: Silverthorne Performing Arts Center – Preliminary Planning Submittal - Review Comment Responses

Dear Ms. Lesmes:

Please find below the responses to all the comments we received for our preliminary planning review for the Silverthorne Performing Arts Center. We have update our submittal drawings as well. We have added three landscaping drawings to help better communicate the phasing of the site improvements. Additionally we have added a public parking vicinity diagram to demonstrate parking options adjacent to the site.

COMMUNITY DEVELOPMENT DEPARTMENT COMMENTS:

1. Town Center PUD Standards – The property is governed by the Town Center PUD Standards. Please review the attached document. Please submit a statement as to how the PUD is being met, or whether it is the applicant's intent to amend the Town Center PUD to include Performing Arts Center in the list of permitted uses, and amend other standards as required. (A Major PUD Amendment can be processed in concurrence with the Final Site Plan).

Response: With our final site plan submittal, we will submit a concurrent request to amend the permitted uses under the Town Center PUD to include a performing arts center.

2. Phasing – Please provide a clear description of the phasing of the project, including building and site improvements, and a draft timeframe for construction of Phase I and Phase II of the project.
Response: The entire building as shown in the submitted documents will be constructed in Phase I. Due to budget constraints, many of the site amenities and landscaping will be completed in Phase II. Additional plans are submitted with this response to help graphically demonstrate the phasing of the site work.

Phase I site work will include a new curb cut off HWY 9 allowing access to an 18-space parking lot, a loading area, and the trash enclosure, all located on the north side of the site. Also included in the Phase I site work will be the concrete flatwork sidewalks to connect entrances and exits to the parking and the public access right-of-way, as well as connection to existing walks along the existing parking. Phase I construction will begin in May of 2016 and complete in March 2017.

Phase II of the site work will include multiple site improvements. A vehicular drop-off for theatre goes on the south side of the site, adjacent to the existing access and parking shared with the Pavilion, is included. Six additional parking spaces are proposed in the existing triangle landscape area in the shared Pavilion parking lot. Additional hardscaped outdoor plaza areas will be included on the south side. One plaza will be adjacent to the street and one near the building entrance. The plaza near the entrance will also include a covered outdoor performance stage that that will serve small events on the hardscaped plaza or large events on the lawn. The lawn will serve outdoor community events, weddings, and outdoor performances. Improvements and connections to the existing bike path along



the river will be included in Phase II as well. Phase II construction is not currently scheduled, as it is dependent on funding. We hope to complete this work as soon as funds are available, as these site amenities are highly desired by the town and the community.

3. Pedestrian Access – Please provide the latest configuration of the pedestrian access plan, showing a sidewalk on the north, east, and south sides of the building.
Response: Refer to updated and added plans for revisions to the pedestrian access in both phases.
4. Parking - Section 4-6-10 requires 1 parking space for 330 square feet of office space, 1 parking space for 700 square feet of storage space, 0.3 parking space per seat in a theater, and 0.4 parking space per seat of a convention center facility.

Based on an estimated 150 seats (please confirm number of seats), 60 parking spaces are required. In addition, the office and warehouse space may require additional parking. Please provide a detailed description or the justification for the 18 parking spaces proposed, and how parking will adequately serve the users of the Silverthorne Performing Arts Center.

Please also indicate if the applicant is taking advantage of any of the following allowable reductions to the required parking:

Bicycle Parking - Bicycle parking may substitute for up to five percent (5%) of the required parking in the ratio of seven (7) bicycle parking spaces for each one (1) required parking space. Each bicycle parking space must be at least 2 by 6 feet.

Parking reductions for the Town Core. In those instances when the applicant for a development permit within the Town Core District desires not to provide all parking spaces required, the applicant may apply for a reduction in the order set forth below. The reductions set forth below apply exclusively to commercial, business, and entertainment uses, including restaurants, bars, retail establishments, offices, auditoriums and theaters that are listed as permitted uses in the underlying zone district.

- a. The minimum number of parking spaces set in Paragraph 4-6-10(d)(2) above may be reduced by up to twenty-five percent (25%).
- b. The minimum number of parking spaces set in Paragraph 4-6-10(d)(2) above may be provided, on a 1:1 ratio, by the construction of on-street parking in locations approved by the Town within the Town Core.
- c. In the event that the minimum number of off-street parking spaces for a development project cannot be met by Subsections (a) and (b) above, the applicant may choose to enter into an agreement with the Town to provide deficient parking spaces at a later date through participation in a Town Core Parking District.

Response: The 18 parking spaces provided are intended to serve the building staff. The intent is to share parking with the adjacent Pavilion and to share parking throughout the Town Core. The purpose of relying on the off-site parking is to encourage patrons to experience the "future" Town Core and the surrounding environment (such as the Blue River) as they walk toward the new Silverthorne Performing Arts Center. The typical walkable distance is ¼ mile. Our additional drawings include an aerial view of the site that indicates where public parking would be for the Performing Arts Center within a ¼ mile radius from the entry. Patrons parking in the Town Core will create energy in the area, with the Theatre experience as a focal point. The hope is the Theatre can serve as magnet to draw people to the Town Core, where visitors will shop, dine, and spark an economic vitality in the area.

Additionally, the Town hopes to provide on-street parking along HWY 9 in the future to create a more pedestrian-friendly environment along the highway, as well as to provide additional parking.



Refer to added landscaping plans that include parking calculation requirements. The initial plan estimates the need for 39 parking spaces using the ration of .3 spaces per seat, and its estimated to have 130 seats for the larger events. We will take advantage of the following reductions:

- 2 space reduction for 14 bike parking spaces provided
- 25% reduction for commercial Core = 9.75 spaces
- 15% reduction for site location within 350' from bus station = 5.85 spaces

With those reductions we would then need a total of 21.4, rounded to 22 spaces. We are providing 18 new spaces in Phase I and 6 in Phase II. There are approximately 77 spaces in the Pavilion parking lot.

Parking has been discussed in detail with the Town Representatives that are a part of our client team, (Mark Leidel, Joanne Cook, Ryan Hyland, and Bill Linfield) and with the Lake Dillion Theatre Company leadership. The team has discussed scenarios where the Theatre and the Pavilion have simultaneous events. It has been determined that parking attendants will be needed for those events to help direct traffic to the appropriate public parking options.

5. Parking – Please show all the new striping for the parking shared for the pavilion. Page 1 indicates that there will be some re-striping for ADA parking spaces. Also, the parking for the Pavilion, shown in parentheses, should indicate that there are 65 standard spaces and 2 handicap spaces at the Pavilion.
Response: Refer to added landscape plans that show the intended striping for new ADA parking spaces near the entrance to the Performing Arts Center. We have also indicated the quantity of parking.
6. Snow Storage – Snow storage space must be provided in the amount of 25% of new paved area. Please provide the square footage of the new paved area, including access drive and 18-space parking area on the north side of the building.
Response: Refer to added landscape plans, which provide the calculations for snow storage.
7. Landscaping – There are currently no existing trees on the west side of the path along the curve. Please remove these trees from page 1, unless the trees are proposed as part of Phase I. Please clarify. See photo below of existing conditions (prior to berm removal).
Response: Refer to added landscape plans and updated site plan, which show the phasing of that landscaping more accurately.
8. Landscaping – Required landscaping (quantities of trees and shrubs) is based on the lot size and the zone district. Tract A is 509,417 square feet, of which approximately 311,251 square feet are portions of the Blue River, and will therefore be undisturbed with development. Only 198,166 square feet are required to count towards landscaping, resulting in a required 132 trees (50% deciduous and 50% evergreen) and 198 shrubs on Tract A. Existing landscaping adjacent to the Pavilion and its parking area can count towards the amount of required landscaping. Hardscape patios and public art can substitute up to 10% of the number of trees, or 13 trees.

Based on a Staff rough estimate, there are 22 evergreen trees, 111 deciduous trees, and 70 shrubs on Tract A (west of the bike path). Please confirm these numbers of trees and shrubs. Please also submit a Phase I and Phase II Landscaping Plan, including quantities of new and existing trees (including deciduous vs. evergreen) and shrubs, hardscape square footages, public art and community spaces, etc.

Response: Refer to added landscaping plans, which identify estimated existing quantities and clearly show quantities of new.

9. Entrance – Standard 3.1.3 of the Town Core District Design Standards and Guidelines states, "Buildings shall have a clearly defined pedestrian entrance along the street-facing façade. Main entrances shall be located at the street level. 'Split-level' entrances are prohibited".



The primary entrance is not located along the street-facing façade (HWY 9). Please explain how this standard is being addressed.

Response: *The south-facing entrance in its current location allows for sunlight throughout the day, and provides optimal natural snowmelt for the entry. The intent is to wrap the glazing around to the west side, which will give a presence of activity and illumination towards HWY 9. There is a door to access a small terrace for patron gatherings during the summer along the street facade. The current entrance location allows for guest drop-off (proposed in Phase II) away from HWY 9's existing curb cut, which will decrease chances of a bottleneck or traffic pile-up as guests turn right into the parking lot. The entrance set further away from HWY 9 creates a safer interaction for guests arriving and guests gathering at the entrances since there currently is no means of slowing traffic on HWY 9.*

10. Pedestrian Connections – Standard 3.2.3 of the Town Core District Design Standards and Guidelines states, "Continuous internal pedestrian walkways within a development site, not less than 6 feet in width, shall be provided from the principal building entrance to adjacent sidewalks, trails, and public rights-of-way, including the Blue River Trail".

Please explain the phasing of the project, and how pedestrian connections will be incorporated to meet this standard.

Response: *Refer to updated and added plans for revisions to the pedestrian access in both phases. The response in Question 2 also describes the scope of site work in each phase.*

11. Dumpster Enclosure - Standard 3.7.2. of the Town Core Design District Standards and Guidelines states:
 - "Refuse, recycling, and service areas shall be located to the rear or side of buildings, or in other inconspicuous locations, where they are generally not noticeable from public rights-of-way, pedestrian walkways, or open spaces.
 - All outdoor refuse, recycling containers, and dumpsters shall be screened from view from adjacent properties and public rights-of-way by enclosure in a permanent, four-sided, solid, and opaque structure with a roof.
 - Refuse, recycling, storage, and service structures shall be designed in the same architectural style and be constructed of materials and colors complementary to the primary building on site.
 - All outdoor storage of materials, vehicles, and/or ancillary equipment is prohibited within the Town Core District."

Please revise the dumpster enclosure such that it has a roof, and meets the requirements of this standard.

Response: *The dumpster enclosure is located to be inconspicuous and unnoticeable from the public rights-of-way and open spaces. From HWY 9, it is intended to appear as a part of the building. The enclosure is permanent and four-sided, with a solid painted gate to remove the dumpsters, and is intended to have a sloped roof. The materials and style of the enclosure match the materials of the building construction.*

12. 3-D Model – Standard 4.2.9 of the Town Core District Design Standards and Guidelines states, "Applicants are required to submit a three dimensional representation of a proposed development project within the Town Core District. Such representation may be an accurate three-dimensional model or a three dimensional computer simulation depicting the proposed development."

Please include a 3-D representation of the project in its context as part of the resubmittal packet.



Response: 3D renderings were included in the package. The design team will work to provide more imagery of the site context in the final submittal and show the surrounding existing buildings, such as the Pavilion.

13. Materials – Standard 4.3.3 of the Town Core District Design Standards and Guidelines states, “Predominant exterior building materials shall be high-quality durable materials that retain their appearance over time, and that can be economically maintained. Buildings shall be predominantly clad in Class I materials. Class II materials may be used as accents and trim not to exceed 25% of the total building façade. Class III materials are prohibited in the Town Core District.
- Class I materials include timber, log and wood siding, clay fired brick, natural stone, masonry, cement stucco, and glass.
 - Class II materials include architectural metal, fiber cement siding, concrete brick, manufactured stone, and integrally colored split face block.
 - Class III materials include EIFS, smooth-face concrete block, tilt-up concrete panel systems, metal panel systems, and vinyl and aluminum siding.”

Please provide the percentages of Class I and Class II materials for each façade of the building.
Response: The Class I Material for the project includes Wood Siding, Real Stone Veneer, and Storefront Glazing at 80% of the material. Class II Material includes CMU Block at 20% of the material. The majority of the CMU Block is along HWY 9 but will be painted with murals once the building is constructed and an artist is chosen. The CMU Block helps keep construction costs to a minimum and allows for the building to interact with the Art Culture concept the Town has been developing. There would not be a cost benefit to paint over Wood or Stone Veneer.

14. Standard 4.3.4 of the Town Core District Design Standards and Guidelines states, “For commercial and mixed-use buildings, at least 50 percent of the first floor of the primary façade facing a street shall be transparent glass to differentiate the pedestrian area from the remainder of the building, and to create an inviting pedestrian environment. Upper floor window elements may be less prominent.”

Please describe how this standard is being addressed with the west elevation, facing HWY 9.
Response: Per the programing, the uses along HWY 9 include a second Performance Space, Set Construction, and Building Services. There is no need for windows in any of these rooms, but per the design guidelines we are to include glazing along HWY 9. We felt there could be some interaction with passersby and the Set Construction room. We included windows along this wall so people walking by have an opportunity to look in and witness behind the scenes of a Performing Arts Center. Windows will allow people to watch sets get put together and feel a sense of interaction from the outside, as well as provide natural light for the staff. Some of the glazing shown on the elevations also act as an art gallery display along HWY 9 with the idea of bringing the arts to the exterior of the building. The Building Services and 2nd Performance Space should not have windows and would be an unnecessary cost.

LAKE DILLION FIRE PROTECTION DISTRICT COMMENTS:

1. Per the 2012 International Fire Code (IFC) as amended the proposed Performing Arts Center will require an approved fire sprinkler system. Please advise the owner/developer to size the waterline into the building to accommodate both sprinkler and domestic water use demand.
Response: The building will be fully sprinklered per NFPA 13 and the water service will be sized appropriately. The design of this system is yet to be developed and more information can be shared with the final planning submittal, if required.
2. Per the 2012 International Fire Code (IFC) as amended the proposed Performing Arts Center will require an approved fire alarm system.



Response: An approved fire alarm system will be included. The design of this system is yet to be developed and more information can be shared with the final planning submittal, if required.

3. Additional fire protection systems may be required once more definitive building plans become available for review.

Response: The design of the fire protection systems are yet to be developed and more information can be shared with the final planning submittal, if required.

4. Based on the preliminary fire flow calculations for the proposed building, two fire hydrants are required.
Response: The project is planning for two hydrant locations which were shown on the submitted plans. The first is near the access to the Pavilion parking by the main entrance to the new building and the second is shown east of the new north parking lot. The design team has been working closely with the Town to coordinate these locations, as the infrastructure has been roughed in during the water easement revisions that were done in October of this year. The final planning submittal will include updates to those services that have been completed.

5. The fire hydrant shown on the East side of the Staff Parking lot would provide more efficient fire ground operations if located at the Southwest corner of the Staff Parking lot. See fire department for details.
Response: Noted, similar to the response above, this submittal was turned in during the coordination of the October water line improvements to the site. The final submittal will show the updated location as requested.

PUBLIC WORKS DEPARTMENT COMMENTS:

1. Water main and Water Main easement relocation. A new easement will be needed for the water line which was relocated and rerouted around the future building footprint earlier this fall. The portion of the existing easement for the old waterline should be abandoned.

Response: The final submittal will show the updated easement and new service. We will work with the Town to get the updated locations and easements as built.

2. CDOT Access permit required for new proposed access.

Response: The town is currently working on the access permit. This item is in progress and is hoped to be completed before the final submittal.

3. Proposed covered performance stage over drainage pipe / drainage easement. We cannot have a stage directly over a functioning drainage culvert. Either the stage or the existing drainage culvert will need to be relocated in order to address this conflict.

Response: The design team is working with our client group on options to move the outdoor stage, move the culvert and easement, or design an easily removable stage. The team is recommending rather than spending money to relocate the existing culvert or compromise the functionality of the outdoor spaces by moving the stage, that the stage be designed such that in the event the storm sewer needs to be repaired, the stage can be disassembled and reassembled in place. Resolution on this concern will be included in the final submittal.

4. Grading shown within the FEMA 100-year floodplain. Although this area is small – and no insurable structures are proposed within the FEMA floodplain, it would be preferable to not raise the grade if at all possible.

Response: The parking lot has been adjusted to allow room for a small boulder wall and revised grading plan to keep the proposed grading outside of the 100-year floodplain.

5. Detention pond. Instead of building a detention pond in the northeast corner of the development, as proposed, it would be preferable to design the system so that collected water percolates into the ground



via perforated pipe. The pipe can discharge to the river, as shown, if the site experiences a large event which exceeds the soils natural percolation rate. This perforated pipe system was used throughout the existing, older portions of the Town Center site. Analysis and sizing should be studied and documented via a drainage report prepared by a licensed Professional Engineer (PE). The drainage report can be submitted at Final.

Response: Further review will be required to determine the feasibility of an infiltration system including the geotechnical report and groundwater depth information available for the site. The disadvantage with an infiltration system is that during periods of high groundwater there is no water quality treatment for runoff events. We will work with the Town to develop the water quality features for the site and include with the Final Site Plan submittal.

6. Sidewalk encroachment into CDOT right-of-way. The sidewalk shown on the Phase II grading plan will need to be approved by CDOT since it encroaches into CDOT ROW.

Response: The town is currently working on the access permit. This item is in progress and the hope is to have this completed by the time of the final submittal.

PUBLIC WORKS DEPARTMENT RECOMMENDATION:

The above comments are generally minor and are items and details which can be addressed as the project design evolves. Public Works Department recommends approval of the Preliminary plan subject to the resolution of these 6 conditions – to be addressed and shown on revised plans to be submitted at the time of the Final plan review process

Response: Noted

CDOT TRAFFIC SAFETY COMMENTS:

1. This will need a new access permit for the new curb cut on SH 9.
Response: The town is currently working on the access permit. This item is in progress and is hoped to be completed before the final submittal.
2. This will need a Level 2 Traffic Assessment to document the use.
Response: The town is currently working on the traffic assessment. This item is in progress and is hoped to be completed before the final submittal..
3. Conceptually, this plan appears to meet the Access Code. However, the new curb cut could be restricted to a right in/right out access in the long-term.
Response: The town is currently working on the access permit. This item is in progress and is hoped to be completed before the final submittal. The intent is for this new curb access to be right in/right out.
4. I would recommend the employee parking/loading area to have internal access to the other access.
Response: This recommendation was reviewed and considered and will not be pursued as it is disruptive to the outdoor functions that are intended on the eastern side of the site. The lawn is a primary location for outdoor wedding and events that are important for Town revenue, as well as community outdoor public spaces. Additionally, this lawn will serve as seating for outdoor performances and other events such as community outdoor movie nights in the summer. Providing drive access around the east side of the building will be prohibitive to the site program and have major impacts to the FEMA flood plain, both of which will be costly to this project and therefore not be pursued.

SPORT COMMENTS:

The SPORT Committee would like to submit the following comments:



1. The committee would like more information on the "New Covered Performance Stage", such as how many people will it serve, what types of events are planned for the space, and how was the location determined.
Response: The outdoor performance stage is intended to serve a variety of events. It is envisioned that theatrical or musical performances can be viewed from the large lawn area, or smaller more intimate events could be set up from the hardscaped plaza just west of the stage. It is estimated for a large event on the lawn (east side of the stage), hundreds of people could gather on the 10,000 square foot lawn area. The stage is intended to serve the community in multiple ways: weddings, bands, concerts, theatrical performances, orations, etc. The location was selected to center the stage between the open lawn to the east and the hardscaped plaza to the west so that it can be dual sided for varying event types and sizes.

2. The committee is concerned with outdoor storage and construction along the SH9 frontage. They want to ensure the Theatre presents an appropriate image along that façade.
Response: The large set construction room is included in the design of the building to help eliminate outdoor storage and activity on the site. The building is designed with lots of storage options for the theatre as they are really limited in their existing space. The intention is to have very minimal, if any outdoor construction on the exterior of the building. If the theatre is assembling any sets outside, it would be within the loading area that is screened from view of the highway and open space as much as possible by the building.

3. The committee appreciates the 8' sidewalk shown along SH9 as well as the separation between the highway and the sidewalk. They would like to see the pedestrian connection along SH9 extended from the Theatre all the way to the existing highway sidewalk to the north. They strongly encourage its installation as a part of phase 1 to allow for greater pedestrian mobility from opening day forward.
Response: This will be taken into consideration and is contingent on the project budget. The design team will investigate incorporating the walk into Phase I, as well as incorporating a full connection to the north edge. We will provide an update on the feasibility of incorporating this into Phase I in our final submittal.

4. SPORT would like to see an area dedicated for bike parking to encourage this important mode of transportation.
Response: Bike parking is intended, and is shown in the updated and added documents.

5. In light of the fact that many users will be parking off site and walking to the Theatre, SPORT would like to make sure safer pedestrian highway crossings are planned for, and coordinated with CDOT, for any future highway improvements.
Response: A major goal of this project is to encourage pedestrian activity in the area. The Town has goals and other projects outside of this project scope to make other improvements along HWY 9 to provide a safer pedestrian environment and these will be coordinated with CDOT.

RECREATION & CULTURE COMMENTS:

1. The artful outdoor spaces such as the murals, shadowboxes and projection wall are important architectural features that support the signaling of "art lives here" to both patrons and passersby. The Arts and Culture Strategic Plan strongly encourages incorporation of such features in future new developments and re-developments. Therefore, inclusion of these items in the Town's catalyst arts and entertainment building are important.
Response: Noted, we will work to maintain these elements in our final submittal.

2. The Performing Arts Center indoor spaces, as presented in this Preliminary Plan, support the recommendations in the Art and Culture Strategic Plan. The plan calls for creation of public spaces that



are welcoming and accessible that can be used to celebrate and encourage all types of art through programming and drop-in use.

Response: Noted, we will work to maintain these elements in our final submittal.

end of comment responses

We look forward to the next steps of working with the planning department and city council to ensure this project meets the expectations and guidelines of the Town of Silverthorne.

Sincerely,

OZ Architecture, Inc.

A handwritten signature in black ink, appearing to read 'R. Greek', with a long horizontal flourish extending to the right.

Rebecca Greek
Project Manager



**TOWN OF SILVERTHORNE
PLANNING COMMISSION MEETING MINUTES
DECEMBER 1, 2015 – 6:00 P.M.**

1. CALL TO ORDER – The meeting was called to order at 6:00 p.m., on December 1, 2015, in the Council Chambers of the Silverthorne Town Hall, 601 Center Circle, Silverthorne, Colorado.

2. ROLL CALL – Commissioners present and answering Roll Call were: Stan Katz, Jenny Gloude-mans, Susan Byers, Robert Kieber, Donna Pacetti, Tanya Shattuck and Brian Wray. Staff attending tonight’s meeting included: Ryan Hyland Town Manager, Mark Leidal, Assistant Town Manager, Matt Gennett, Planning Manager, Lina Lesmes, Senior Planner, Greg Roy, Planner I and Bill Linfield, Public Works Director.

3. CONSENT CALENDAR – Stan Katz made a motion to approve the October 6, and October 20, 2015, Planning Commission minutes. Tanya Shattuck seconded. The motion was approved by a vote of seven to zero (7-0).

4. CITIZEN’S COMMENTS:

None.

5. PUBLIC HEARING:

A. Conditional Use Permit – Horgmo Single Apartment - CANCELLED

6. ACTION ITEM:

A. Preliminary Site Plan – Silverthorne Performing Arts Center, 460 Blue River Parkway, Tract A, Silverthorne Town Center Subdivision.

Lina Lesmes, Senior Planner, presented the project. The applicant was represented by Rob Rydel Oz Architecture, Ryan Hyland Town Manager and Bill Linfield Public Works Director. The Town of Silverthorne is requesting Preliminary Site Plan approval to construct a 16,000 square-foot Performance Arts Center on the subject property.

Lina explained the blueprints of the building and where the black box theater would be, the different rooms and the lobby space proposed. The next slide showed the tract of where the theater will be located. It includes the river, the parking across the river, the event lawn, and the Town Pavilion. Town Center PUD is the zoning for this parcel. The zoning is very similar to the Riverfront Zoning in the town. It mimics a lot of the language including river setbacks and uses. The proposal will require a major PUD Major Amendment to accommodate the proposed height and the use of the theater on site. The PUD Major Amendment will be done through an ordinance and requires a first and second reading.

A Minor Subdivision Plat is also proposed to move an easement and create a new easement for the water line required for the theater. This will be a two phase project with the first one being the building and the parking. Phase two will include the remaining hardscape, sidewalk connections, roundabout and additional parking, enhanced riverfront path, new landscaping, and outdoor performance area.

The parking and landscaping numbers were discussed. The onsite parking will be minimized to preserve the existing greenspace and utilizes the existing parking lot at the Pavilion, on-street parking on 4th Street and Rainbow Drive, and the Rec Center parking lots. The large amount of landscaping that exists on the site reduces the required amount of new landscaping necessary to meet code requirements.

The architecture is based off of the Town Core Design District Standards. The orientation of the building is southern which allows for connection with the Pavilion and maximizes sun exposure.

The proposed material palette was called into question in the staff report. The proposed concrete material (CMU Block) is a high quality material given its complex textured finish and staff finds it appropriate in the context of the building's architecture.

Donna Pacetti – Page 16 of our handout it talks about the parking and it said that there was 5 slots or 6 spaces, no five spaces restricted to cutthroat and I thought we had discussed this almost a year ago that Bob had brought up that they put the little signs up there and they had those spaces set aside and you guys said “no” that they didn't have any spaces. That they weren't supposed to be doing that.

Lina Lesmes –The signs are there now. You know, in terms of the parking counts, where you park for Cutthroat Anglers, it really can be anywhere on site, I was just adding that as part of the discussion. I mean they are required to be adding 7 parking spaces somewhere on the site the fact that they are restricting it like that. Technically, you know, anyone can be using those parking spaces.

Bob Kieber – Are they legal signs?

Mark Leidal – They are informational signs and it comes down to enforcement. Can anyone park there? Sure.

Donna Pacetti – I was wondering about the 4th street parking. And that was on page 17 of our handout, just so that I put it in perspective. Is that the same area that the Rivers Edge group is having problems getting in touch with?

Lina Lesmes – Right, so there are 25 parking spaces that are existing parking spots. That's what we counted today. As part of the Rivers Edge development they were working with Steve Craig, or we're working with Steve Craig to get an easement to make that parking double sided parking so that instead of 25 there would be 33 parking spaces. So the additional parking I didn't really talk about because the 25 that are existing are what counts towards this project, but yea same parking area.

Stan Katz – I'd like to talk about the parking part. Um, one of the keys and it strikes me that that we may not be allocating enough parking and here are some of the reasons why and I can get some comments from you. First of all on page 29 the picture shows the 18 spaces behind here shows staff parking so that won't be available at all to the public. If you make that unavailable to the public and you have events in both the pavilion and the arts center at the same time the shared space is going to be, is not going to be sufficient. And one of the things that bothered, I was reading through this and I could not tell from the application what the size of the black box theater was going to be. Now you just said that it is 130. Is that officially part of the record because it is not in here anywhere?

Lina Lesmes – I believe the 130 came in the applicant's response to the referral agencies comments so it should be in your packet.

Stan Katz – Ok then a question that I would like to have you address is the parking requirements shown on page 16 is based on square footage, not necessarily the capacity of the building. With a 130 capacity for the black box theater, is 42 still sufficient when 16 or 18 is going to be taken away for staff? That just doesn't seem like an addition of enough parking if something is happening at the Pavilion at the same time.

Lina Lesmes – Ok so the 18 parking space you are talking about as staff parking. So the idea here is to encourage most of the patrons of the arts center to use the parking that is shared with the Pavilion. When there are events at both, you're right; it is possible that all parking on that site will be utilized. What they tell me now is that they have attendants directing traffic onto rainbow or the Rec Center where parking is available within easy walking distance.

Stan Katz – Is that what we want? We want people walking long distances in the winter time? We're starting with a blank slate and when you're starting with a blank slate it would be nice if we could add more parking in somewhere.

Lina Lesmes – I think the opposite is what we are going for. Because we want to create a need for parking on street. Because eventually we are going to have parking along all these streets, on Adams, 4th and 5th street and there will be parking within very short walking distance to the arts center. In addition this diagram shows that there is lots of parking along Rainbow, 4th street, Rec Renter and Rec Center overflow which is in a short walking distance of this site.

Stan Katz – So we are deliberately creating a smaller parking area than we know we are really going to need?

Lina Lesmes – We really don't want to cover this site with pavement. We want to ensure adequate parking but have that event lawn preserved because that is where a lot of the weddings and special events happen. If we were to put a bunch of parking that's exactly what you would be covering with pavement.

Susan Byers – To me it resembles like the Keystone Conference Center where there is that drop off feeling and then you go park elsewhere, so I don't struggle with what you are proposing because I think that is already in use. You drop off people who don't want to walk or can't walk and go park.

Jenny Gloudemans – My only question was how was it determined that you only wanted a seating capacity of 130? It seems like the whole thing was trying to make Silverthorne a place that you could advertise to Vail or wherever for people to come to for events. And you've only got 130, I mean were there statistics to show that that was about the maximum or are we going to be turning people away from a great venue?

Lina Lesmes – One thing that I understand from this is that the idea of a black box theater is to keep it small and intimate. So the 130 seats are what they proposed to us for what they wanted or needed for this building.

Mark Leidal – Lake Dillon's theater programming is that is what they would like to do to keep it small and intimate. So 130 is the maximum number.

Stan Katz – I did a little research on the internet, I didn't know what size this was going to be so I tried to find some places. The ones that gave their capacities on the internet ran from a low of 50 to a high of 200 and the numbers, I'll just give you the 7 numbers so you can see how 130 fits right in there: 50 74 90 120 125 150 and 200. So this is dead in the middle.

Bob Kieber – I will say looking at it, I like the design, I think it is cool. It's the nicest design. The only thing unfortunate about it is that it will make the back of the pavilion look shabby. It may be,

down the road that we can look at doing something with that. Explain the stages of the stage 1 and stage 2. Stage 2 I really like, and I would like to see if when they did this up, is it purely because of funding that they splitting it into one and two?

Lina Lesmes – Yes.

Bob Kieber – Because the sidewalks and things I think are important, maybe not the outdoor theater area, but the sidewalks and all of that I think if possible should be on stage one.

Lina Lesmes – Yea and I think the sport committee made the same comment.

Bob Kieber – But the design I think is really cool and driving down the highway I think it will stand out phenomenally well. And then the other thing, just a thought, most of the time across the street is the fire department office is if you work out an agreement you can use that as some type of overload parking as well. I say I would definitely give this the blessing from the architecture and all of that you did a great job.

Ryan Hyland – Good evening commissioners. I think the last time I was before the commission was in 2008 when we were adding an economic bill element to the comp plan. It's a rare opportunity that I get to be before you. I'm wearing the hat of the property owner, it is very rare that I stand here at the podium. I think that it is a good exercise its good to be sitting on the opposite side of the table from Lina and go through the same process that all of our developers go through and it's a good reminder to what that process looks like and it feels a little different if you are sitting in those seats.

It's been a good process though. I know we're here to talk about the site plan and architecture. But I wanted to do a little bit of background on how we came to propose this project to you this evening. You're familiar with a lot of these documents obviously, the comprehensive plan, we got some economic development elements in that plan, our urban renewal plan, design standards, all of those plans that we've been working on in recent years are, a lot of those are aimed at activating and energizing our downtown. So we look for catalyst projects to do that. This is one of those types of projects.

We had an opportunity was about two years ago to start a conversation with the Lake Dillon Theater Company. And have an opportunity to pursue a partnership with them, so the last couple years we have established that partnership. Kelly is here tonight representing that side of the partnership. It has been fantastic. We've worked for many hours with their board and their staff to bring what's before you this evening. And what's before you this evening is really a multiuse facility but I would say the main driving tenant of that would be the Lake Dillon Theater Company. And what they will be bringing is some of their fantastic professional programs and their shows. A lot of other things that go on, not just in the evenings, with youth workshops in the summer or youth programming during the school year. They facilitate a lot of community discussions. A lot of things that are beyond their programming. So we see that activating that space during the evenings, during the day. Their offices are on site so they have a presence there every day, which is one of the things that we're missing at the pavilion. If you have been to the pavilion when something is not going on, which you probably haven't. If you're in that building a lot of people come up to that door wanting to go in and see what that's about and that door is not open. We don't have staff there, it really wasn't designed that way.

One of the things that is key to this design is that there will be staff there and there will be someone in that lobby so that lobby will be open and allow the public to own that space and interact with art displays or other things that may be there. That's what Lake Dillon brings and then when looking at some of the other spaces there are some additional classrooms where we will be doing programming and we will be inviting other nonprofits to do programming there as well. I'll leave some of the exciting architecture stuff to Rob, but there are some neat opportunities in that building. Don't forget we are talking about construction in 2016 and opening in 2017, but the partnership we have with the theater begins right now and we're excited to have them moving into the outlets at Silverthorne. Coming up at the first of the year up in the old Adidas space which is

next door to the Colorado Welcome Center. So that will be their new home. We are happy to be welcoming them here. If you've seen our pastimes brochure which advertises our recreation programming we have a big spread in there for our new partners to kind of introduce the community to the concept that the Lake Dillon Theater lives in Silverthorne now. We are excited about that. The building itself, but having Lake Dillon Theater here is great but it represents a bigger effort that council and staff and EDAC and everyone involved with the town is involved with and that's making arts and culture a much bigger part of Silverthorne's identity.

We see this as not just dipping our toe in the water but jumping in with both feet. This is a great foundation but we want to do more. We really want to see how we can use this as a jumping off point for the creating of a lot more arts and culture in Silverthorne. So you may have seen we are going through the process, we have a group of stake holders that we have been working with on an arts and culture strategic plan. That will be going to Council on December 8th for their review and again that plan is aimed at this is a fantastic project and how do we building upon? So we're excited about that. I think one of the things that Rob will talk about in architecture, but one of the things is we all wanted to create a building that is a landmark with an iconic design so when you are navigating or helping people navigate their way through Silverthorne in the future that's the landmark you say "yea that's a block past the theater" or "yea its across from the theater" and that becomes established as a landmark. I think hopefully we've gone a long way towards making that a reality with the architecture we have.

Another thing that Town Council was adamant about was that we had just created new design standards and that we live by those and so I think that was a big part of not just the architecture but the site plan too. There was a lot of thought that went into where we placed the building on the site. And as you know the design standards in the comp plan bring things out to the street so we get more of that traditional downtown feel. I'll let Rob get into the details but I appreciate the opportunity to give a little bit of the bigger picture. I could go on for a long time but I know that is not what we are here for tonight. I have been in enough presentations where I know that any smart developer or land owner will always mention what a pleasure staff has been to work with so I'll do that. Lina has been great to work with and all of our staff are great so it's been, like I said, fun to go through this project on the other side of the table. The other thing I will tell you is that we are certainly going to meet all the conditions Lina has set forth and we are happy to do that.

Bob Kieber – It's much shorter than Larry Feldman.

Ryan Hyland – I don't have the style that he has.

Tanya Shattuck – One thing that popped up for me was I'm assuming you've probably worked with maybe the county on a summit stage stop because I know now the closest is over at the transfer center. And I definitely think that it would definitely help this location to have a bust stop here.

Ryan Hyland – And I think even a bigger picture you're all very familiar with the comp plan and design standards and a big piece of the success of the project and relating to parking is how effectively we can get everyone to this site. We've been talking with our traffic consultant, before we approach CDOT to talk about how to slow traffic, potentially adding traffic signals adding crosswalks and a whole lot of things that will create a better pedestrian environment and transit is certainly part of it.

Tanya Shattuck – I'm worried about that intersection, so many times especially at night. It just doesn't seem like we have enough time for people to get across. And that's a high traffic area for people going to the bus stop. I'm assuming their cutting across the bridge and things like that, but I'm really surprised we haven't had an accident there yet.

Ryan Hyland – One of the first things we'll have to address is that intersection. Some things are longer term but that intersection is key to making sure that people feel comfortable and safe.

Tanya Shattuck – I don't feel comfortable as the driver watching some of the people walk by. It's bad out there.

Ryan Hyland – We've done as part of the arts and culture strategic plan we've had a variety of meetings and have taken large groups walking through the downtown area. When we take a group of citizens about 30 or 40 across that intersection it makes you nervous, so it is one of the things we need to work on. I'll turn it over to Rob.

Rob Rydel – Good evening. My name is Rob Rydel, I am a partner at Oz. Some of you may or may not be familiar with us. I was invited to participate tonight. To the council members, you guys are as the Town, as the theater company our clients and I wanted to extend a congratulations on your vision, because that is where it starts. Where it starts is with a group of folks who are looking at what can happen in a community like this and we're ushering the domino pieces to make sure they fall the right way so that at the end of the journey we have something to be proud of.

A lot of exhibits you have already been seen so I won't bore you with that. But I have 3 or 4 slides that I wanted to kind of describe the service part of our design process. In this slide we always go through some of the visit with the optometrist if you will. We look at different materials for every project and what will fit and what won't. Together with the client and this dual client of the Theater and the Town and our resort background and the community background looking at what materials would be appropriate for this structure. It's no different in this case with a civic component and an artistic component. Some of these are homes so you kind of have to look at without sharp lens, if you will. But it taught us a few things, first off, it taught us to putting in quality materials that you categorize in your design standards. But we think of them as long standing, permanent materials that evoke quality and can be put in a structure of this magnitude, if you will. Not in size, but in importance. Therefore you see some stone and elements you would see up in the mountains. We're seeing wood and we're going to treat it right so it will sustain its value over time. We're looking at some accent elements that are kind of special for us like charred wood. Creating a black box is one of the componentry in terms of usage. We're excited to present that. And what you would expect up in the mountains is a stone façade and CMU that we are going to transform using a three dimensional pattern that is shown in the corner. Maybe using split face and combining with smooth face. So there is a way to look at the array of materials and having a contractor accurately cost it and present it to meet the budget within the assigned square footage.

The second slide which speaks to the whole concept of creating a project or a facility that has a multiuse and Ryan alluded to it, but it's true we're covering the theater and arts component; we are covering the educational wing which we are proud of that function being in the building. There is a community event center component both inside and outside. There is obviously an office piece to kind of make it all work. From the internal square feet to the external portion of the site with a wonderful lawn, I don't think we could have asked for a better site. I think it is so exciting to work with a group of people who are the client, investor, and developer that has the vision to capture it all. All projects go through value engineering but the fact that we have the center of the community dressed properly in the mountain skin but have a civic responsibility in terms of quality as something that will survive the stamp of time. We couldn't have asked for a better challenge. So some of these slides speak to what will happen inside and we truly believe we will deliver that.

The third slide is my favorite because it speaks to the excitement that a visit to a theater brings. If you go to the theater you always arrive on time or have time to journey to park in different locations. We've been through that discussion many a times and what ripple effect that can create. We even took liberties to show what kind of boon to the community it will be in retail, commercial, food and beverage functions or even private development. Opportunities to take advantage of what has been created on this particular site. And the fact that you go in and you expect something but it is unveiled throughout the course of the evening. Whether it is an artistic performance in the black box, or classroom with a wonderful program for the kids in the community. Or a wedding, as simple as that. That may happen to someone who lives here. I think that combining all of them and sharing the time and the scheduling there is something special about that and we happen to be a part of that.

Lastly, we've taken the liberty at what may happen in the future. What you had seen as a final location of the building and we looked at it in a number of different location. Some of them responded more to the existing pavilion, the drop off that is there and putting it a little closer. Looking at the design guidelines we decided to put it right on the edge. Make it iconic enough that it will be noticeable. A vestibule and lobby that will from afar as an entry. Deliberately placing it on the south side for solar exposure. And the plaza that will double as expansion for potential events. Also on this slide what it may create in the future. When you just add some three dimensional blocks, anything west of the highway with potential links through 4th street and 5th street in the future would be a great opportunity for anything that could happen within a radius of a quarter mile, which is what is sustainable for walking. We fully expect this to grow beyond what is happening on the south side with the pedestrian activity around the outlet mall. I think this is truly an artistic district. What will happen here as a result of this project is truly spectacular on the other side of the highway.

We also planned for future expansion. In discussions with the theater group, what if there is success and what if it grows. And the black box theater does have the capacity. There might be an expansion of classrooms and/or dance rooms that would be happening to the north so we allowed for that. These were some of the initial sketches. There is also room on the second floor to expand should there be a desire to do so. All of these preplanned decisions have been incorporated into the final design. And as you know we are in the business of not quite instant gratification deliveries. We plan for something two years ahead so all the pieces fall just right. If we can deliver it at the end of the day I think there is going to be generations of folks to share this vision. I commend you all for being a part of that. If you have any questions I have a ton of material to back up all of our stats. We look forward to looking with the town.

Brian Wray – I had one, on the future expansion part. Would that be like a balcony in the black box. You have a walkway that goes all the way around that, would that be like a drop ceiling and maybe a balcony over that area that would add more seating or what was your vision of that? Of the second floor you said the second level.

Rob Kieber – So to answer that, this is the first level this is the second level. The expansion would actually happen on the north side. So what we would propose expanding to would be an additional one or two classrooms on the north side of the building line right here. Our proposed parking lot of 18 spaces is up here so not quite to the event zones. Those are fixed.

Brian Wray – The black box would be fixed?

Rob Rydel – The black box would be fixed. The second floor would expand the offices or potentially a classroom up above the classroom down below. It more of an educational expansion and an office expansion rather than a theater expansion.

Brian Wray – I see.

Mark Leidal – There is a balcony though.

Rob Rydel – There is a balcony.

Brian Wray – There is a balcony?

Rob Rydel – Yea there is a balcony right here

Brian Wray – But not over the black box.

Mark Leidal – Not over the black box. It's over the park area.

Brian Wray – I see. Ok I missed that.

Rob Rydel – So yea, the building actually has a mezzanine, second level mezzanine kind of tech support. Also there is a third level not shown in the drawings that allows for all the lights and sounds to be hung.

Ryan Hyland – There is an internal balcony over the lobby space so that you can kind of be looking down on whatever is going on down there.

Rob Rydel – So this is the first of the lobby and up above you can take up the grand stair or the elevator and you can observe an event from the second level looking down. But that is kind of fixed and we have good capacity in here and opportunity in here.

Brian Wray – It looks wonderful, you did an awesome job. I love everything about it.

Rob Rydel – Thank you.

Susan Byers – Rob I had a couple questions. Can you talk a little bit more about the illumination and the lighting? What in your design charrettes do you envision to add the energy?

Rob Rydel – Are you talking about inside or outside?

Susan Byers – Both.

Rob Rydel – So we're happy to still have a wonderful looking lobby. Normally the lobby becomes a third of what we are looking at, but the fact that we have the volume and a two story volume and you have a storefront that will allow to act as a beacon to the neighborhood. So you can imagine a performance, this whole thing will glow afar. It presents an opportunity for three dimensional art. Because we were talking about what we could do in this area. There could be some clouds up above to acoustically help with the noise level. Maybe putting a piano or putting a bar at the end as every function could benefit from. But there is ample opportunities for sound or light to be played in here. I'm even more excited about what could happen on the outside. The entry marquee is one thing that could scroll. We have a fixed sign that we have on this face that is shown on one of the renderings that is visible from the highway. And we have more of a display of what is happening the night of, if you will, on the marquee. Those are the two signs. There's another plug in exhibit that is a movie screen that will be played towards the lawn on the east side. And what's really exciting is the two sided stage that is planned to be part of the hardscape and will act as a buffer. You can have a concert directed towards the east side as well as an event directed from the hardscape and have a dance outside. We are so happy to have the dual client and to answer all these questions. We preserve all sorts of opportunities and we'll plug in power and lights to all these venues so it'll truly be a multi-functional space. I'm not sure if that answers your questions.

Susan Byers – Well it did because I saw in one of your slides that you had eluded to that kind of glow where you have that depth coming from either the sidewalks or the drop off to kind of, like you said, start that excitement where it's not like that marquee in Times Square but more of a mountainy glow of what's behind.

Rob Rydel – what we are excited about on that is that the actual black box up above and down below. Through the storefront and the lights there everyone will notice the black box that has volume on it. It won't be mistaken, we may even stencil the black box in the lobby with a donor or a name that we come up with. It hasn't been excited yet. It is a wonderful drape, if you will, for signage.

Bob Kieber – More questions for rob? Thank you sir.

Linda Kelly – I can say that the theater and everyone associated with the theater is so excited about this partnership with Silverthorne. We just couldn't be happier, so thank you.

COMMISSIONER COMMENTS:

Bob Kieber – Well we'll go to commissioner's comments. Do you got any thoughts? Stan I know you got some.

Stan Katz – It's a wonderful project. It's going to be great for the community, I just, as usual, have the doubts on the parking situation. It's interesting to me that this is a deliberately under parked area and I don't know how it'll work nicely in the summer when people are happy walking. It's not going to work well in the rain or work well in the winter. But I think it's going to be very important at some point if we have a parking problem that the operators of the pavilion work closely with the operators of the theater to try and have events at different times if at all possible. Because shared space truly means shared space. It really doesn't work that well when both events are happening at the same time. But other than that this is wonderful.

Susan Byers – I think it's great. It's a beautiful building.

Jenny Gloudemans– I can't wait to see a play there. Great Job.

Susan Byers –I think it is fabulous as well. Having worked with Oz before with a prior employer, we definitely have the right partner.

Donna Pacetti – And I think it's a wonderful building. I love the shapes and the angles and the type of material that's going to be used in it. I think it's great for the community.

Tanya Shattuck – I completely agree, I love the building I think it's great. I guess I twist off a bit from Stan in that I think it's great that we're not having a ton of parking. I think it is about time that we, if I come through here to hit the dentist it is a bit sad to see so many spots, so I'm glad to see that there will be a little competition there. I'd rather know that I'm parking a little further out to come and see an activity. I think that'll be great. I think it's a step in the right direction to get us that walking corridor that we have been working so hard to get. So I definitely think it is in the right direction.

Brian Wray – Yea, I agree. I think the philosophy behind the parking is that maybe they want people to park in the future businesses and restaurants that will follow this and patronize those places. So you're already parked over there maybe you go to that restaurant after the theater. So I think that is probably the philosophy behind that. So yea, I'm all in. This is great.

Bob Kieber – I hope we have a parking problem. That's really what we want. And the exterior, the design I like. I just want to see the exterior lighting, which is even on the night where there is no activity to have it lit up. And with the advent all LED lights and everything else you can, that anybody driving down the highway, north, south or even on 70 will see it. So, I think it's a great design. I haven't been this excited about a design on anything that has been built in Silverthorne in a long time and especially because of this building. And the additional artwork and outside artwork and all of that I don't think we could ask for much more except for somebody else to pay for it.

STAN KATZ MADE A MOTION TO RECOMMEND APPROVAL OF THE PRELIMINARY SITE PLAN FOR THE SILVERTHORNE PERFORMING ARTS CENTER, WITH THE STAFF RECOMMENDED CONDITIONS.

DONNA PACETTI SECONDED THE MOTION.

MOTION PASSES BY A VOTE OF 7-0.

CLOSED PUBLIC COMMENT.

6. OTHER ITEMS: Matt Gennett, Planning Manager, gave an update of upcoming planning projects, including: a Site Plan Modification for Rainbow Run; a Preliminary Site Plan for South Maryland Creek Ranch, Tract X; and, a Site Plan Modification for Breckenridge Commercial Laundry. Matt then answered miscellaneous questions from the Planning Commission.

7. ADJOURNMENT:

STAN KATZ MADE A MOTION TO ADJOURN AT 7:12 P.M.

DONNA PACETTI SECONDED.

MOTION PASSES BY A VOTE OF 7-0.

Submitted for approval by:

Approved this of 5th day of January, 2016.

Melody Hillis,
Planning Commission Secretary

Robert Kieber, Chairman

These minutes are only a summary of the proceedings of the meeting. They are not intended to be comprehensive or to include each statement, person speaking or to portray with complete accuracy. The most accurate maintained in the office of the Planning Commission Secretary.

Town of Silverthorne
Council Agenda Memorandum

TO: Mayor and Town Council
THRU: Donna Braun, Administrative Services Director *DB*
FROM: Kathy Marshall, Revenue Administrator *KM*
DATE: December 3, 2015 for meeting of December 9, 2015
SUBJECT: September 2015 Sales Tax Review

SUMMARY:

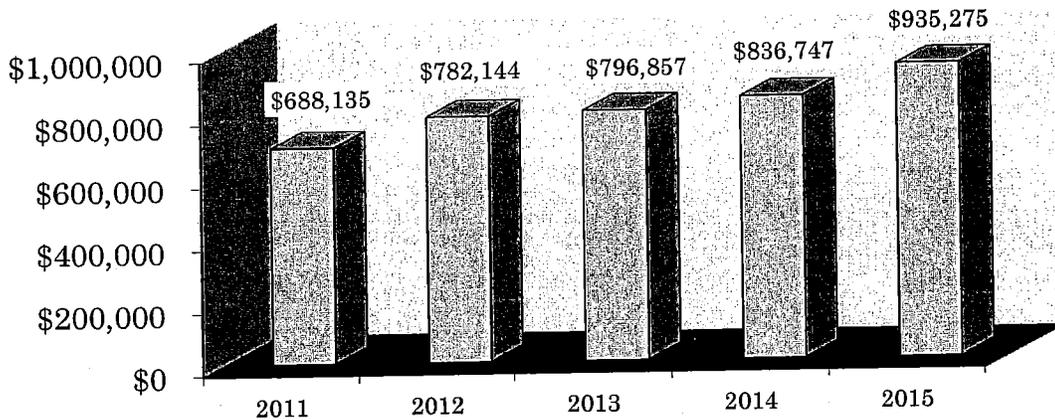
The following reports summarize September sales taxes collected in October. The State remitted the Town's 2% county taxes from September sales on November 9th, 2015.

MANAGER'S COMMENTS:

**SILVERTHORNE SALES TAX BY MONTH
FOR SEPTEMBER 2015 SALES**

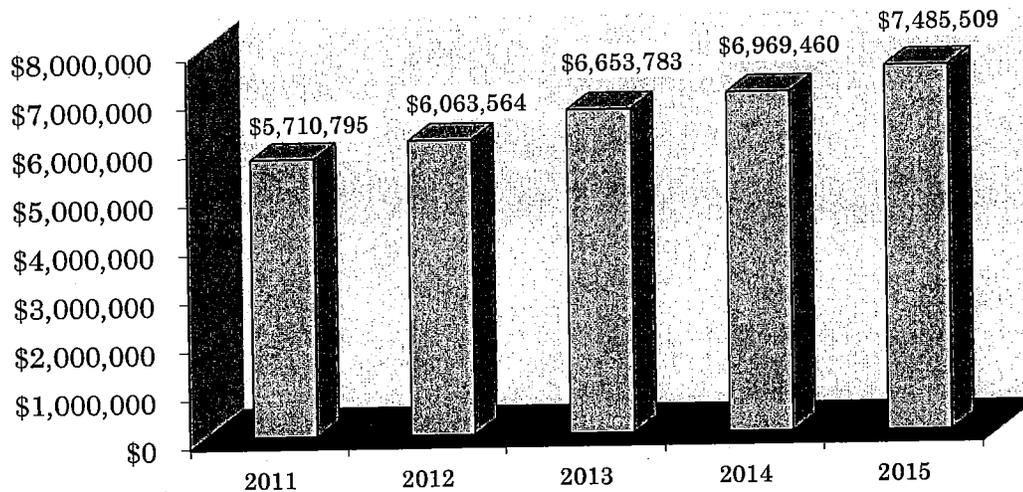
| CHART A: | 2011 | 10-11 | 2012 | 11-12 | 2013 | 12-13 | 2014 | 13-14 | 2015 | 14-15 |
|----------------------------|-----------|--------|-----------|--------|-----------|--------|-----------|--------|-----------|--------|
| MONTH | % CHANGE | |
| JAN | 573,681 | -0.27% | 613,612 | 6.96% | 705,712 | 15.01% | 691,694 | -1.99% | 765,758 | 10.71% |
| FEB | 596,415 | 0.61% | 595,268 | -0.19% | 639,591 | 7.45% | 682,500 | 6.71% | 713,637 | 4.56% |
| MARCH | 756,618 | -0.13% | 718,051 | -5.10% | 830,399 | 15.65% | 879,003 | 5.85% | 960,756 | 9.30% |
| APRIL | 478,163 | -4.42% | 631,867 | 32.14% | 591,855 | -6.33% | 606,570 | 2.49% | 654,752 | 7.94% |
| MAY | 459,924 | 5.72% | 479,708 | 4.30% | 572,548 | 19.35% | 619,820 | 8.26% | 630,889 | 1.79% |
| JUNE | 704,357 | 11.09% | 695,673 | -1.23% | 822,224 | 18.19% | 869,150 | 5.71% | 934,593 | 7.53% |
| JULY | 744,166 | 3.10% | 774,222 | 4.04% | 866,950 | 11.98% | 890,855 | 2.76% | 957,634 | 7.50% |
| AUG | 709,335 | 5.55% | 773,019 | 8.98% | 827,646 | 7.07% | 893,121 | 7.91% | 932,217 | 4.38% |
| SEPT | 688,135 | 7.78% | 782,144 | 13.66% | 796,857 | 1.88% | 836,747 | 5.01% | 935,275 | 11.78% |
| OCT | 519,798 | 1.76% | 595,102 | 14.49% | 644,447 | 8.29% | 680,653 | 5.62% | | |
| NOV | 634,971 | 7.48% | 635,360 | 0.06% | 701,380 | 10.39% | 713,747 | 1.76% | | |
| DEC | 885,610 | 1.35% | 866,971 | -2.10% | 983,997 | 13.50% | 1,065,155 | 8.25% | | |
| YTD TTL: | 7,751,173 | | 8,160,996 | | 8,983,606 | | 9,429,015 | | 7,485,509 | |
| %CHANGE FROM YEAR TO YEAR: | | 3.31% | | 5.29% | | 10.08% | | 4.96% | | 7.40% |

EXHIBIT 1A: SALES TAXES COLLECTED SEPTEMBER



| %CHANGE FROM PRIOR MONTH | 2011 | 2012 | 2013 | 2014 | 2015 |
|--------------------------|-------|--------|-------|-------|--------|
| | 7.78% | 13.66% | 1.88% | 5.01% | 11.78% |

EXHIBIT 1B: YTD SALES TAX COLLECTIONS AS OF SEPTEMBER 2011-2015



| %CHANGE FROM PRIOR YEAR | 2011 | 2012 | 2013 | 2014 | 2015 |
|-------------------------|-------|-------|-------|-------|-------|
| | 3.32% | 6.18% | 9.73% | 4.74% | 7.40% |

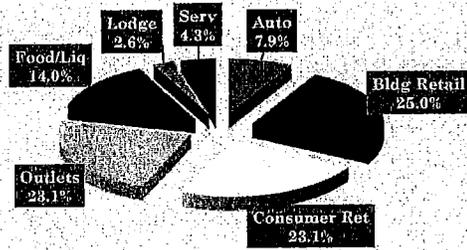
Exhibit IA & Exhibit IB show the Town of Silverthorne's collections by month and year-to-date (YTD) for the years 2011-2015, with the following results:
 September 2015's sales tax collections increased by \$98,528 or 11.78% over 2014.
 2015 YTD collections increased \$516,049 or 7.40% over 2014 collections.

SALES TAX BY CATEGORY

EXHIBIT IIA: SEPTEMBER SALES TAX BY CATEGORY

| Category | 2014 | 2015 | \$Inc/(Dec) | % Inc/(Dec) |
|--------------|-----------|-----------|-------------|-------------|
| Auto | \$68,238 | \$73,829 | \$5,591 | 8.19% |
| Bldg Retail | \$201,538 | \$234,205 | \$32,667 | 16.21% |
| Consumer Ret | \$190,347 | \$216,157 | \$25,810 | 13.56% |
| Outlets | \$212,782 | \$215,599 | \$2,817 | 1.32% |
| Food/Liq | \$103,384 | \$130,756 | \$27,372 | 26.48% |
| Lodge | \$21,336 | \$24,677 | \$3,341 | 15.66% |
| Serv | \$39,121 | \$40,052 | \$931 | 2.38% |
| TOTAL | \$836,747 | \$935,275 | \$98,528 | 11.78% |

SEPTEMBER 2015 MTD SALES TAX BY CATEGORY



The Outlets category increased \$2,817 or 1.32% when compared with September 2014; YTD is down \$48,146 or minus 2.45%. The results by Phase are as follows:

- Phase I is down \$2,331 or minus 2.94%; YTD is down \$40,139 or minus 6.78%.
- Phase II is up \$13,612 or 15.01%; YTD is up \$12,130 or 1.42%.
- Phase III is down \$8,464 or minus 19.57%; YTD is down \$20,137 or minus 6.51%.

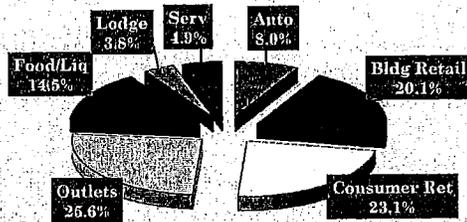
The "Sales Tax by Category" Exhibits IIA & IIB compare the September sales taxes collected by Outlets, Building Retail, Consumer Retail, Food/Liquor, Lodging, Automotive, and Services with the following results:

- The Consumer Retail category contributes the highest September collections, or 23.1% and the 2nd highest YTD collections, 23.1%.
- The Outlets category, September's 2nd largest sales tax category, contributed 23.1%; YTD 25.6%.

EXHIBIT IIB: SEPTEMBER YTD SALES TAX

| Category | 2014 | 2015 | \$Inc/(Dec) | % Inc/(Dec) |
|--------------|-------------|-------------|-------------|-------------|
| Auto | \$571,445 | \$596,026 | \$24,581 | 4.30% |
| Bldg Retail | \$1,265,881 | \$1,506,007 | \$240,126 | 18.97% |
| Consumer Ret | \$1,574,514 | \$1,727,269 | \$152,755 | 9.70% |
| Outlets | \$1,965,410 | \$1,917,264 | (\$48,146) | -2.45% |
| Food/Liq | \$1,006,447 | \$1,085,968 | \$79,520 | 7.90% |
| Lodge | \$249,437 | \$284,088 | \$34,651 | 13.89% |
| Serv | \$336,325 | \$368,888 | \$32,562 | 9.68% |
| TOTAL | \$6,969,460 | \$7,485,509 | \$516,049 | 7.40% |

SEPTEMBER 2015 YTD SALES TAX BY CATEGORY



The tables to the left of the "Sales Tax by Category" exhibits show the industry comparisons by month and YTD.

- The Building Retail category had the highest September dollar increase, \$32,667 or 16.21%; YTD up \$240,126 or 18.97%.
- The Food/Liquor category had the 2nd highest September dollar increase, \$27,372 or 26.48%; YTD up \$79,520 or 7.90%.
- The Service category was up \$931 or 2.38%; YTD up \$32,562 or 9.68%.

Outlets at Silverthorne (OS)

- Phase I aka Red Village: Zamiez moved to their new store and is doing well in their new location.
- Phase II aka Blue Village: The Beef Jerky Outlet has signed a new lease and is planning to open in the former Izod unit in January 2016.
- Phase III aka Green Village: Starbucks was the 2nd highest in the district on Black Friday.

Shopping Extravaganza was held on November 14th. Over \$30,000 was raised for local charities. Moonlight Madness and Thanksgiving Weekend was down in traffic and sales, but the week was up due to great sales earlier in the week. Holiday promotions and sales will continue through Christmas with extended hours planned the week before Christmas and the week after. Many giveaways are going on including 4 trips to Vegas. OS Leasing Team is attending the national convention in New York next week and has several appointments with prospective new tenants.

SALES TAX COLLECTIONS: ACTUAL VS. BUDGET 2015 YTD

EXHIBIT III-ACTUAL VS. BUDGET TABLE

| MONTHS | 2015 | 2015 | 2015 | 2015 | ACTUAL AS % OF 2015 BUDGET YTD |
|--------|-----------------|-----------------|-------------|-------------|--------------------------------|
| | BUDGET BY MONTH | ACTUAL BY MONTH | BUDGET YTD | ACTUAL YTD | |
| JAN | \$715,396 | \$765,758 | \$715,396 | \$765,758 | 107.04% |
| FEB | \$714,364 | \$713,637 | \$1,429,760 | \$1,479,394 | 103.47% |
| MAR | \$926,909 | \$960,756 | \$2,356,669 | \$2,440,150 | 103.54% |
| APR | \$636,585 | \$654,752 | \$2,993,254 | \$3,094,902 | 103.40% |
| MAY | \$587,191 | \$630,889 | \$3,580,445 | \$3,725,791 | 104.06% |
| JUNE | \$831,357 | \$934,593 | \$4,411,802 | \$4,660,385 | 105.63% |
| JULY | \$909,708 | \$957,634 | \$5,321,510 | \$5,618,018 | 105.57% |
| AUG | \$871,719 | \$932,217 | \$6,193,229 | \$6,550,235 | 105.76% |
| SEPT | \$861,679 | \$935,275 | \$7,054,908 | \$7,485,509 | 106.10% |
| OCT | \$678,246 | | \$7,733,154 | | 0.00% |
| NOV | \$735,026 | | \$8,468,180 | | 0.00% |
| DEC | \$1,061,630 | | \$9,529,810 | | 0.00% |

► The budget numbers are based on a 1.07% increase from 2014 sales tax revenues.

LODGING TAX COLLECTIONS: 2012-2015 COMPARISONS

EXHIBIT IV-LODGING TAX TABLE

| LODGING TAXES | 2012 | 2011/2012 | 2013 | 2012/2013 | 2014 | 2013/2014 | 2015 | 2014/2015 | 2014/2015 |
|---------------|------------------|--------------|------------------|--------------|------------------|--------------|------------------|---------------|--------------|
| | Amount Collected | % Change | Amount Collected | % Change | Amount Collected | % Change | Amount Collected | \$ Change | % Change |
| Jan | 12,279 | -15.1% | 14,022 | 14.2% | 17,109 | 22.0% | 20,089 | 2,980 | 17.4% |
| Feb | 13,674 | -1.2% | 14,652 | 7.2% | 17,751 | 21.2% | 20,859 | 3,107 | 17.5% |
| Mar | 21,942 | 11.7% | 23,772 | 8.3% | 28,315 | 19.1% | 31,748 | 3,433 | 12.1% |
| Apr | 5,119 | -24.4% | 6,758 | 32.0% | 7,504 | 11.0% | 8,628 | 1,125 | 15.0% |
| May | 5,217 | 12.2% | 4,915 | -5.8% | 5,737 | 16.7% | 5,790 | 53 | 0.9% |
| June | 9,190 | 6.5% | 9,524 | 3.6% | 9,792 | 2.8% | 12,041 | 2,248 | 23.0% |
| July | 11,717 | -1.9% | 12,655 | 8.0% | 14,841 | 17.3% | 18,070 | 3,229 | 21.8% |
| Aug | 10,979 | -6.8% | 12,251 | 11.6% | 13,611 | 11.1% | 14,213 | 601 | 4.4% |
| Sept | 9,674 | 1.9% | 10,613 | 9.7% | 11,651 | 9.8% | 12,943 | 1,292 | 11.1% |
| Oct | 5,855 | 0.8% | 6,134 | 4.8% | 6,928 | 13.0% | | | 0.0% |
| Nov | 5,950 | -7.1% | 6,841 | 15.0% | 6,918 | 1.1% | | | 0.0% |
| Dec | 15,260 | -0.8% | 19,283 | 26.4% | 20,436 | 6.0% | | | 0.0% |
| TOTAL | 126,856 | -1.5% | 141,419 | 11.5% | 160,594 | 13.6% | 144,380 | 18,069 | 14.3% |

Please note: Lodging taxes are split as follows:
 ► 85% Trails, Parks & Open Space
 ► 15% Marketing

EXCISE TAX COLLECTIONS: 2012-2015 COMPARISONS

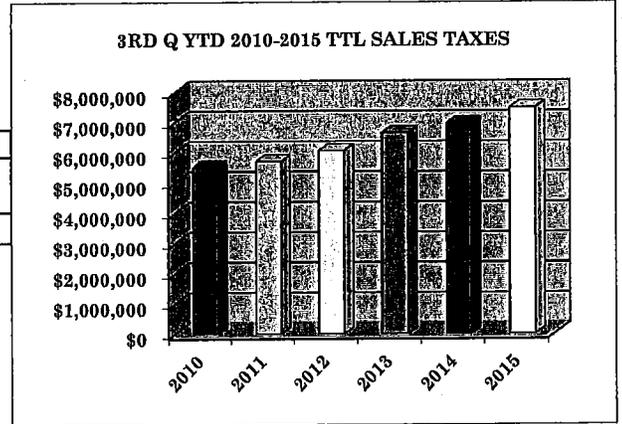
EXHIBIT V-EXCISE TAX TABLE

| EXCISE TAXES | 2012 | 2011/2012 | 2013 | 2012/2013 | 2014 | 2013/2014 | 2015 | 2014/2015 | 2014/2015 | 2015 | 2014 | 2015 |
|--------------|------------------|--------------|------------------|---------------|------------------|---------------|------------------|----------------|--------------|------------------|-----------------|-----------------|
| | Amount Collected | % Change | Amount Collected | % Change | Amount Collected | % Change | Amount Collected | \$ Change | % Change | Total Sq Footage | Nav Res Permits | Nav Res Permits |
| Jan | 7,652 | | 0 | -100.0% | 15,944 | | 6,920 | (9,024) | -56.6% | 3,460 | 3 | 1 |
| Feb | 13,498 | | 10,824 | -19.8% | 6,514 | -39.8% | 11,372 | 4,858 | 74.6% | 5,686 | 1 | 2 |
| Mar | 0 | | 209,452 | | 0 | -100.0% | 26,374 | 26,374 | | 13,187 | 0 | 4 |
| Apr | 17,846 | 18.3% | 20,856 | 16.9% | 0 | -100.0% | 34,116 | 34,116 | | 17,068 | 0 | 6 |
| May | 43,148 | 109.1% | 42,286 | -2.0% | 38,256 | -9.5% | 21,232 | (17,024) | -44.5% | 10,616 | 5 | 2 |
| June | 3,566 | -90.1% | 18,840 | 428.3% | 8,880 | -52.9% | 28,290 | 19,410 | 218.6% | 14,145 | 1 | 3 |
| July | 7,580 | -4.2% | 32,024 | 322.5% | 39,868 | 24.5% | 61,442 | 21,574 | 54.1% | 30,721 | 6 | 7 |
| Aug | 18,628 | | 16,056 | -13.8% | 17,974 | 11.9% | 54,962 | 36,988 | 205.8% | 27,481 | 2 | 6 |
| Sept | 0 | | 22,836 | | 37,890 | 65.9% | 33,968 | (3,922) | -10.4% | 16,984 | 4 | 4 |
| Oct | 6,890 | -47.5% | 12,412 | 80.1% | 30,636 | 146.8% | 26,912 | (3,724) | -12.2% | 13,456 | 5 | 3 |
| Nov | 0 | -100.0% | 10,896 | | 6,668 | -38.8% | 37,426 | 30,758 | 461.3% | 18,713 | 1 | 5 |
| Dec | 10,272 | 54.1% | 12,854 | 25.1% | 28,702 | 123.3% | | | | 0 | 5 | |
| TOTAL | 129,080 | 21.8% | 409,336 | 217.1% | 231,332 | -43.5% | 343,014 | 140,384 | 69.3% | 171,507 | 33 | 43 |

**3RD QUARTER YTD TOTAL SALES TAXES AND
SALES TAXES BY CATEGORY**

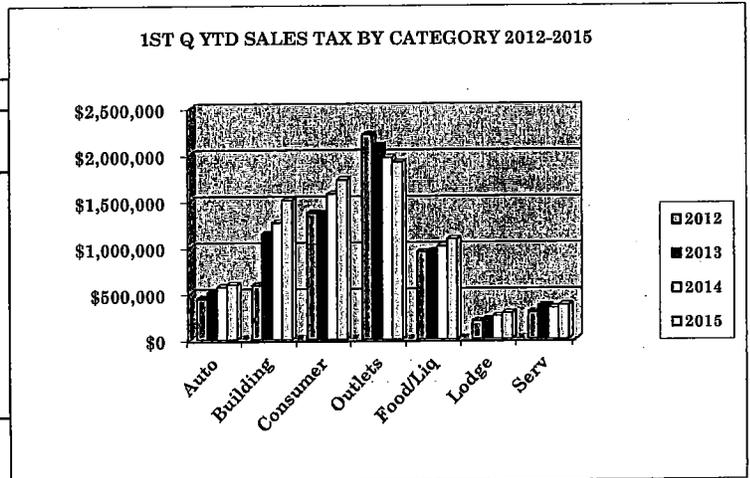
3RD Q YTD 2010-2015 TOTAL SALES TAXES

| 2010 | 2011 | 2012 | 2013 | 2014 | 2015 |
|-------------|-------------|-------------|-------------|-------------|-------------|
| \$5,527,204 | \$5,710,795 | \$6,063,564 | \$6,653,783 | \$6,969,460 | \$7,485,509 |



3RD Q YTD SALES TAX BY CATEGORY 2012-2015

| Category | 2012 | 2013 | 2014 | 2015 |
|--------------|--------------------|--------------------|--------------------|--------------------|
| Auto | \$449,479 | \$514,810 | \$571,445 | \$596,026 |
| Building | \$588,823 | \$1,146,470 | \$1,265,881 | \$1,506,007 |
| Consumer | \$1,372,400 | \$1,366,002 | \$1,574,514 | \$1,727,269 |
| Outlets | \$2,214,110 | \$2,095,652 | \$1,965,410 | \$1,917,264 |
| Food/Liq | \$946,922 | \$955,122 | \$1,006,447 | \$1,085,968 |
| Lodge | \$198,625 | \$212,628 | \$249,437 | \$284,088 |
| Serv | \$293,205 | \$363,098 | \$336,325 | \$368,888 |
| TOTAL | \$6,063,564 | \$6,653,783 | \$6,969,460 | \$7,485,509 |



*This page intentionally
left blank*