

**SILVERTHORNE TOWN COUNCIL MEETING  
AGENDA FOR SEPTEMBER 28, 2016- 6:00 PM**



**I. CALL TO ORDER/ROLL CALL/APPROVAL OF AGENDA**

**II. PLEDGE OF ALLEGIANCE**

**III. STAFF COMMENTS..... 1**

**IV. COUNCIL COMMENTS**

**V. CITIZENS' COMMENTS\***

**VI. CONSENT CALENDAR**  
A. Town Council Meeting Minutes, September 14, 2016 ..... 9

**VII. LIQUOR BOARD**  
A. Local Liquors – Renewal of Liquor Store License ..... 17

**VIII. ACTION ITEMS**  
A. Site Plan Modification for Rainbow Park West Entrance..... 21

**IX. DISCUSSION ITEMS**

**X. EXECUTIVE SESSION**  
Executive Session pursuant to Charter Section 4.13(C) and C.R.S. Section 24-6-402(4)(b)(e) to receive legal advice on specific legal questions and to develop a strategy and instruct negotiators regarding a Town Core Catalyst Site and South Maryland Creek Ranch SIA.

**XI. INFORMATIONAL**  
A. Planning Commission Meeting Minutes, September 20, 2016 ..... 29  
B. EDAC Meeting Minutes, September 6, 2016 ..... 31  
C. July 2016 Sales Tax Review ..... 33

**XII. 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:  
TOPIC:**

**SEPTEMBER 27, 2016 – 5:30 P.M.  
EMPLOYEE HOUSING, 2017/2018 BUDGET**

**SILVERTHORNE TOWN COUNCIL WORK SESSION  
PUBLIC ISSUES SCHEDULE  
2016**

*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.*

OCTOBER 11                      2017/2018 BUDGET, SAFETY TRAINING

OCTOBER 25                      CAMPING AND PANHANDLING  
ORDINANCE DISCUSSION

**FUTURE WORK SESSION DISCUSSION ITEMS:**

WORKFORCE HOUSING  
HISTORIC SOCIETY

# September 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3 Rec Center Re-Opens
4	5	6 Farmer's Market EDAC Planning Commission	7	8	9 Payroll	10
	Rec Center Hours: 10:00 am—6:00 pm TOS Holiday					
11	12	13 Farmer's Market	14	15	16	17
		Work Session	Council Meeting	SPORT Meeting	Payroll	
18	19	20 Farmer's Market Planning Commission	21 Court	22	23	24 Bear Bolt 5K
25	26 Pool Re-Opens	27 Farmer's Market Work Session	28	29	30	
			Council Meeting		Payroll	

# October 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
		Planning Commission				
9 Pumpkin Fest	10	11	12	13	14	15
		Work Session	Council Meeting		Payroll	
16	17	18	19	20	21	22
			Court			
		Planning Commission		SPORT Meeting		
23	24	25	26	27	28	29
		Work Session	Council Meeting		Payroll	
30	31					

# November 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	1 EDAC Meeting	2	3	4	5
6	7	8 Planning Commission	9	10	11	12
13	14	15 Work Session	16 Council Meeting	17	18 Payroll	19
20	21	22	23 Court	24 SPORT Meeting	25 Rec Center Closed	26
27	28	29	30 No School	TOS Holiday—Thanksgiving		

# December 2016

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

Town of Silverthorne  
Council Agenda Memorandum

**TO:** Mayor and Town Council  
**THRU:** Ryan Hyland, Town Manager  
**FROM:** Susan Schulman, Executive Assistant to the Town Manager   
**DATE:** September 23, 2016 for Meeting of September 28, 2016  
**SUBJECT:** Staff Comments

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Attached please find the Staff Comments and Updates for the September 28, 2016 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 – September 22, 2016**

**Administration** – The Council Non-Profit Grant Committee of Russ Camp, Derrick Fowler and Tanya Shattuck will meet on September 27 to review the 2017 requests, which get all-Council approval during the budgeting season in October. Town Council typically has \$40,000 allocated to this program annually.

The Town hosted the Colorado Municipal League District meeting on September 12 at the Silverthorne Pavilion. Mayor Bruce Butler is the District Chairman. The presentation was well received and the event was a success; dinner was catered by Sauce on the Blue and the cocktail hour was sponsored by Xcel Energy.

Unused EDAC Business Grant Funds of \$10,000 were offered to the community and 5 applications were received. The EDAC Executive Committee reviewed applications on Tuesday, September 20 and will present their recommendations to Council at the September 27 Work Session. Should Council approve, recipients will be announced by Friday, September 30.

The Bear Strong Bolt 5k, in partnership with Silverthorne Elementary School, and in conjunction with Colorado Cities and Towns Week will be held at 10:00 a.m. on September 24<sup>th</sup> at Rainbow Park. Many local businesses have stepped up to support this fundraiser for the school, including Xcel Energy, Summit County Chamber of Commerce – Silverthorne Chapter, Red Buffalo Coffee and Tea, and Studio B Dance Center.

**Finance** – Budget process update: the budget highlights for the following funds are on the Work Session Agenda: Water Fund, Sewer Fund, Joint Sewer Authority, 5A Housing Fund, South Maryland Creek Ranch G.I.D., Urban Renewal Authority, Conservation Trust Fund, and Internal Service Fund for Health and S-T Disab. Insurance. Changes from the previous budget discussion are being incorporated into the budget document which is scheduled for first reading on October 26 and 2<sup>nd</sup> reading on November 9<sup>th</sup>.

Other Items: The Water and Sewer Rates study is under way, and preliminary findings show the Town's rates as reasonable (middle to lower range of other local municipalities). A policy update for the use of Town Hall meeting rooms is being drafted as well as an overall policy for all Town property and facilities. A Leave-Sharing program for medical emergencies is in the works whereby employees could donate unused, accrued Personal Time to other employees according to the rules of the plan (per IRS guidelines). Council reports on monthly and year to date revenues and expenditures are being developed and will be rolled out with the 2017 fiscal year. We are also working to set up department managers on the Financial Dashboard (MiViewPoint) system to allow them to assess and monitor their budgets. A training program is also being developed to assist with understanding and using the system.

**Human Resources** – The PD Sgt. Promotion process is complete with David Siderfin being promoted to Sergeant. Swearing in took place on September 13<sup>th</sup> at 8am. There continue to be three open officer positions in PS.

Interviews for the Town Mechanic position took place and site visits for the applicants are scheduled. We are hopeful to be making a hiring decision in the near future.

Recruitment for the open JSA operator position continues.

HR Manager position posted. Application cutoff date was September 19<sup>th</sup> and interviews are scheduled to take place on October 10<sup>th</sup>.

Issues encountered with the roll out of the use of Time Clocks for the Administration department are being addressed. As we become more savvy in the set up and use of the system, we will set up and incorporate more users. After the Admin Department is working smoothly, the Community Development Department will be the next user group to be initiated.

Political Activity Guidelines distributed to employees to raise awareness of the Fair Campaign Practices Act "do's" and "don'ts."

Flu Shots Clinic scheduling is in the works. Dates TBD.

Part Time Employee Merit Reviews are due to HR by October 20<sup>th</sup>.

## **Public Safety – September 22, 2016**

### **A "Higher" Calling, Cannibalism-Alfred Packer Style, and Basic Thievery –**

On 09-14-16 an Officer was dispatched to the report of a motorist assist where a female dropped a male off at one of the local convenience stores. The female said the male told her he was not from this world. The Officer located the male dancing through the parking lot and when asked for his ID he produced a credit card. He further advised the Officer that he was just in an accident on I-70. When asked what caused him to crash he said "the radio waves just went through me and I know what I needed to know". When asked what it was he needed to know he responded "I needed to be there." He advised the Officer he was in Silverthorne to see his grandmother. When asked where his grandmother lived he stated "she's buried underneath." He said multiple times that he "keeps seeing her bones". When he was interacting with the Officers the subject kept sticking out his tongue and rubbing different parts of his body. Medical personnel were called to evaluate the male and it was decided he should be taken to the hospital for a psychiatric evaluation. It was further determined that the subject may also be under the influence of the drug ecstasy.

The following interesting interaction involves some of our homeless population. To protect the innocent, we will refer to them by their street names. On 09-16-16 Officers contacted a gentleman who told them he saw "Gandolf" and "The Professor" hanging out in the treed area by Stephens Way and Fashion Lane. He told the Officer that he thought they were cannibalizing and that he found some human flesh in the area (no....you can't make this stuff up). Officer's responded to the area and found nothing out of the ordinary and no suspicious activity. However, there was a homeless camp left there from past transients so the

Officers broke down the camp and cleaned up the area.

On 09-18-16 there were numerous vehicle break-ins and a burglary in multiple jurisdictions in Summit County. In one of the aforementioned cases, the culprit stole a cell phone that the owner was able to track on the internet, this information was relayed to responding Officer's and a high stakes game of cat and mouse began. Another witness was able to obtain a license plate for the vehicle that the suspect was driving and gave that information to Officers as well. Silverthorne Officers were able to locate the vehicle driving out of town north on Highway 9. The Officer contacted the vehicle and took the driver into custody. There were numerous items in the car that matched the stolen items reported by the victims, and the vehicle was impounded pending a search warrant. Hopefully soon, all of the stolen property will be returned to the rightful owners.

**Staffing** – Officer Jambor is on his own, and Officer Dunaway continues in her accelerated training program. We have also been advertising for positions; unfortunately we have not had much interest.

**Other Item** – As you know a Request for Proposal (RFP) was released on July 8<sup>th</sup> requesting a bid for conducting a Law Enforcement Organizational Assessment and Long Range Staffing Needs Analysis. KRW Consulting was selected, and we have signed a Letter of Agreement with this company to start working on our analysis. On Wednesday September 28<sup>th</sup> and Thursday the 29<sup>th</sup> KRW will be conducting numerous onsite interviews.

#### **Public Works Department – September 22, 2016**

**Streets** – We have a few streets projects wrapping up over the next several weeks including various ADA improvements along certain intersections with Highway 9, a new sidewalk on Adams near Angry James Brewery, a new sidewalk on East 4<sup>th</sup> Street near the community garden, and some drainage improvements on Warren Avenue. We are also wrapping up various drainage maintenance projects all over Town. We have snow plows and sanding ready to go in case it snows. We are currently searching for a full time mechanic as 26 year employee Jim Melvin recently departed to move to Grand Junction.

**Parks** – We are wrapping up cleaning out our flower bed areas for the winter. Our seasonal staff will all be gone later this month.

**Utilities** – Utility staff is busy with various maintenance work to all of our systems. Work continues at Summit Sky Ranch so we are busy watching over that as we will be for the remainder of this season. Lots of single family homes underway too which we coordinate on for service lines. The new lift station and force main appear to be ahead of schedule so far.

**Engineering** – Dan is busy with reviews of Summit Sky Ranch, Blue River Flats, and other smaller projects. He is overseeing our remaining streets projects that will be wrapped up in the next month.

**Buildings** – Rob and his staff are busy with this year’s facility shutdown at the Recreation Center. We are down one staff member due to an off the job injury.

**Theater** – Work continues full speed. Block work continues and steel erection has commenced inside some of the walls. Steel erection on the roof will be starting soon. The back parking lot is complete. I am onsite daily and we have weekly coordination meetings to try to anticipate issues and resolve them quickly. Chris Alleman from Lake Dillon Theater also attends the weekly meetings.

**Cottonwood Shop Design** – Design work is underway for the new shop at Cottonwood. Council will be seeing the plans both as owner and also for review purposes in the next couple of months. We anticipate being ready to go out for bids in early 2017. The new shop will house all utility staff, fleet maintenance staff, and will include a new wash bay and indoor storage for additional large public works equipment.

### **Community Development Department – September 22, 2016**

**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. Staff is working on several options for acquiring the necessary easements.

**Summit Sky Ranch (aka South Maryland Creek Ranch)** – Installation of horizontal infrastructure continues. Single family homes are also under construction. Groundbreaking for the Aspen House and the sewer lift station has occurred. Staff has been discussing timing of the completion of the Filing 1 public improvements.

**Lake Dillon Theatre Company (LDTC)** – The Silverthorne Performing Arts Center (SPAC) is currently under construction.

**Transportation Plan Update** – Staff is working on the update to the Town Transportation Plan. Staff will be interviewing consultants that have an excellent working relationship with CDOT Region 3. The traffic consultant and Staff will be discussing the impacts to Highway 9 in the Town Core with representatives from CDOT.

**Lake Dillon Fire District (LDFD)** – We currently have a signed MOU with the Fire District to explore the possibility.

**Rainbow Park Entry Redesign** – Public Meetings have been held as the SPORT Committee works on the plans for the design for the Rainbow Park Entrance.

**Sign Code Update** – Lina Lesmes has been hosting a Sign Code Update Committee to explore the various aspects of this important update. EDAC discussed this on September 6 and the Planning Commission has discussed this on September 20. A Public Meeting has been scheduled for October 13 to solicit resident and business community input.

**Summit School District Master Facilities Planning** – Mark Leidal was appointed to the North End Advisory Committee for the School District Facilities Master Planning that will be ongoing over the next nine months.

**Downtown Colorado Inc. (DCI)** – Mark Leidal attended the DCI Annual Conference where the University of Colorado students received an award from the Congress for New Urbanism (CNU) for their work in Silverthorne.

**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):

- Silver Trout – Final Site Plan
- South Maryland Creek Ranch Filing 2 – Final Plat
- South Maryland Creek Ranch Tract S – Final Site Plan
- Blue River Flats – Final Site Plan and Minor Subdivision
- Michaud Variance – Lot Coverage variance - Willowbrook

### **Recreation and Culture Department – September 22, 2016**

Pool shutdown update: The pump room is progressing and we are still looking at an on time open date of Sunday September 25. You can see most of the new plumbing and many many new valves being installed. The new filters are in place and the pumps are being installed. The new systems that are being installed will give the pool a jump to the 21<sup>st</sup> century with new chemical controllers, efficient pumps, UV sanitation, and better heating to the pools. The hot tub will remain closed for an additional week as the contractors will be running new plumbing underneath it.

We have spent the last couple weeks doing quite a bit of cleaning and repairs in the pool and locker rooms. Locker rooms have new ADA complaint benches as well as new ceiling tiles in the men's, women's, and family. The men's got partition upgrades for the stalls as well as the showers.

You will notice and addition of a new mural on one of the walls. The new mural includes a sunken ship next to the submarine that was placed last year. We hope to have the entire wall incorporated into the mural next year. Moriah Svenson has been completing these murals each year during our pool closures.

Farmer's Market have started to wind down and as is typical in September, Miller Farms is the only vendor still participating this late in the season. Markets saw about the same participation as last year with approximately the same number of vendors and shoppers as previous years. Staff will review the costs of the Markets with the benefits of providing this kind of service to our community to see if these are viable events for the future.

Café Concerts continue at the Pavilion, featuring local band, Zuma Road, this Thursday, September 22. This local five-piece band features danceable covers with a blend of funky, upbeat originals. With strong female vocals, piano, bass, drums and guitar, Zuma Road is sure to bring groovy soul rock that everyone will love! Doors open at 5:00pm and the show runs from 5:30pm to 7:30pm. Grab

some friends and come out to this month's Café Concert. This event is free and open to the public. Cash bar available.

Mark your calendars for Sunday, October 9<sup>th</sup> as the Silverthorne Pavilion produces the Kaiser Permanente Pumpkin Fest! The event will move to a new location this year, Rainbow Park, from 11:00am to 2:00pm. Pumpkin Fest will feature the same great activities that families have come to expect over the years; a free pumpkin patch for kids to pick the perfect pumpkin, bounce houses, a barrel train, hay rides, petting zoo, Pumpkin themed games and activities, the Cave of Confusion, face painter and much more! We look forward to seeing you at the Pumpkin patch on Sunday, October 9<sup>th</sup>.

Fall is the time for several conferences that are pertinent to our department. Recreation and Culture Director, Joanne Cook, is attending the Downtown Colorado, Inc. conference in Pueblo from September 20-23 to attend trainings and tours related to infusing downtowns with arts and culture. Pavilion and Marketing Coordinator, Blair McGary, attended the Colorado Tourism Office's annual conference in Breckenridge last week along with the Town's marketing team, Betty Ashley Public Relations. And, this week, several Recreation Center staff will be attending the Colorado Parks and Recreation Association conference in Grand Junction. These professional development opportunities offer continuing education and networking opportunities that help keep Silverthorne's facilities and services on the forefront of national trends and standards.

- **Upcoming Pavilion Events**
- Sep 22 Yoga
- Café Concert
- Sep 23 Wedding
- Sep 26 Mindfulness Matters
- Sep 27 Yoga
- Farmers Market
- Sep 28 Rural Philanthropy Days
- Sep 30 Girl Scouts
- Oct 1 Wedding
- Oct 2 Wedding
- Oct 3 Mindfulness Matters
- Oct 4 Yoga
- Oct 6 Wedding
- Oct 7 Wedding
- Oct 8 Wedding
- Oct 9 Wedding
- Oct 10 Mindfulness Matters
- Oct 13 TOS Internal Use
- Oct 14 Wedding
- Oct 15 Wedding
- Oct 16 Wedding

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Town of Silverthorne  
Council Agenda Memorandum

**TO:** Town Council  
**THRU:** Ryan Hyland, Town Manager *mm*  
**FROM:** Michele Miller, MMC, Town Clerk  
**DATE:** September 16, 2016  
**SUBJECT:** Town Council Meeting Minutes from September 28, 2016

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**SUMMARY:** Staff asks the Town Council to approve the Town Council Meeting minutes from September 14, 2016.

**STAFF RECOMMENDATION:** Staff recommends approval of the Minutes from the meetings.

**PROPOSED MOTION:** Included in the Consent Calendar motion.

**ATTACHMENTS:**  
Meeting Minutes.

**MANAGERS COMMENTS:**

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**SILVERTHORNE TOWN COUNCIL**  
**Meeting Minutes**  
**Wednesday, September 14, 2016**

**CALL TO ORDER/ROLL CALL/APPROVAL OF AGENDA:**

Those members present and answering Roll Call were Mayor Bruce Butler, Council Members, Peggy Long, Russ Camp, Bob Kieber, JoAnne Nadalin and Tanya Shattuck. Derrick Fowler absent. Staff members present were, Town Manager Ryan Hyland, Chief of Police John Minor, Recreation Director Joanne Cook, Public Works Director Bill Linfield, Finance Director Laura Kennedy, Assistant Town Manager Mark Leidal, Senior Planner Lina Lesmes, Greg Roy Planner I, Town Attorney Matt Mire and Town Clerk Michele Miller.

The Pledge of Allegiance was recited by those present.

**STAFF COMMENTS:**

Cook updated Council on the Recreation Center Annual Shutdown. The Silverthorne Pavilion will host a Café Concert next Thursday night.

**COUNCIL COMMENTS:**

None.

**CITIZEN COMMENTS:**

Terry Matthew, 233 Hummingbird Circle, read a prepared statement regarding his opposition to issuing business licenses to short term rentals in residential neighborhoods. He reviewed the negative impact short term rentals have on him and his neighbors.

**CONSENT CALENDAR:**

**SHATTUCK MOVED TO APPROVE THE MINUTES FROM AUGUST 24, 2016. MOTION SECONDED. MOTION PASSED UNANIMOUSLY BY COUNCIL PRESENT (FOWLER ABSENT).**

**NADALIN MOVED TO APPROVE THE CONSENT CALENDAR INCLUDING RESOLUTION 2016-26 - A RESOLUTION AWARDDING THE CONTRACT FOR THE EAST 4<sup>TH</sup> STREET SIDEWALK EXTENSION PROJECT TO OROZCO CONCRETE INC. OF DENVER CO., RESOLUTION 2016-27 - A RESOLUTION AWARDDING THE CONTRACT FOR THE WARREN AVENUE DRAINAGE IMPROVEMENTS PROJECT TO MOUNTAIN DIGGERS CORPORATION OF SILVERTHORNE, CO., RESOLUTION 2016-25 - A RESOLUTION AWARDDING THE CONTRACT FOR THE ADAMS AVENUE SIDEWALK CONSTRUCTION PROJECT TO OROZCO CONCRETE INC. OF DENVER CO. MOTION SECONDED. MOTION PASSED UNANIMOUSLY BY COUNCIL PRESENT (FOWLER ABSENT).**

**PUBLIC PRESENTATIONS:**

**Summit School District**

Kerry Buhler, Superintendent, introduced members of her team, Bonnie Ward, Cindy Bargell, Sue Wilcox and Kara Drake. Buhler reviewed the new Comprehensive Facilities Master Plan project, the Supplemental Capital Construction, technology and Maintenance Mill Levy and Bond Issue – Pursuing critical repairs and renovations to school buildings. The ballot questions 3A & B will be on the upcoming November ballot. She requested support. She stated that the

School District was requesting municipalities consider a adopting resolution stating their support of the mill levy and both bond questions.

**LIQUOR BOARD:**

- A. **Pizza Hut of SW Kansas, Inc. dba Pizza Hut – Renewal of 3.2% Beer On Premise Liquor License**
- B. **Suncor Energy Sales, Inc. dba Shell – Renewal of 3.2% Beer Off Premise Liquor License**

**NADALIN MOVED TO APPROVE**

- **PIZZA HUT OF SW KANSAS, INC. DBA PIZZA HUT – RENEWAL OF 3.2% BEER ON PREMISE LIQUOR LICENSE**
- **SUNCOR ENERGY SALES, INC. DBA SHELL – RENEWAL OF 3.2% BEER OFF PREMISE LIQUOR LICENSE.**

**MOTION SECONDED. MOTION PASSED UNANIMOUSLY BY COUNCIL PRESENT. (FOWLER ABSENT)**

**PUBLIC HEARINGS:**

- A. **Minor Subdivision – Verizon Cell Tower, 2700 Golden Eagle Road, Eagles Nest Golf Course, Filing No. 6 First Amendment**  
Public hearing opened.

Matt Mire, Town Attorney noted Home Rule Charter, 3.9, Conflict of Interest, states only the Council as a whole can vote on whether a Council member has a conflict under Charter 3.9. The Council determines if there is a substantial personal or financial interest or not. The affected Council member does not vote on the question of whether a conflict exists. He asked if any Councilmember had anything to declare.

JoAnne Nadalin Councilmember declared her participation in the Osprey Reserve HOA and noted she has had a lot of a communication regarding the Verizon Cell Phone Tower in this capacity. She feels that she has prejudged the application.

Long declared that she is the bookkeeper for the Eagles Nest HOA and in that capacity is responsible for sending out e-mails to the Eagles Nest HOA membership encouraging participation in everything from volunteer weed clean up days, to attending at the Verizon cell phone public meeting.

Mire asked if she has prejudged the Verizon Cell Phone application.

Long stated no; she does not know anything about the project, but she is looking forward to hearing about it.

Camp stated his wife is a member of the Eagles Nest HOA and some of the HOA board conversations have been repeated at home.

Mire asked Camp if he feels that he has prejudged this application.

Camp stated he has not prejudged this application.

**LONG MOVED TO FIND THAT COUNCILMEMBER NADALIN HAS A CONFLICT OF INTEREST IN THE VERIZON CELL TOWER MATTER AND THEREFORE SHOULD BE EXCUSED FROM VOTING ON AGENDA ITEM, PUBLIC HEARINGS, A. AND ACTION ITEM**

**A. AS OUTLINED IN 3.9 OF THE HOME RULE CHARTER. MOTION SECONDED. MOTION PASSED UNANIMOUSLY BY COUNCIL PRESENT. (FOWLER ABSENT) (NADALIN ABSTAINING)**

**NADALIN MOVED TO FIND THAT COUNCILMEMBER LONG DOES NOT HAVE A CONFLICT OF INTEREST IN THE VERIZON CELL TOWER MATTER. MOTION SECONDED. MOTION PASSED UNANIMOUSLY BY COUNCIL PRESENT. (FOWLER ABSENT)**

**LONG MOVED TO FIND THAT COUNCILMEMBER CAMP DOES NOT HAVE A CONFLICT OF INTEREST IN THE VERIZON CELL TOWER MATTER. MOTION SECONDED. MOTION PASSED UNANIMOUSLY BY COUNCIL PRESENT. (FOWLER ABSENT)**

Nadalin left the Council Chambers.

Greg Roy, Planner, I, presented the Applicant's request for a Minor Subdivision approval to create an easement for their proposed telecommunications facility and the Site Plan Modification allowing a new telecommunications facility to be located on Eagles Nest Property Homeowners Association property. He reviewed the staff report for both the Public Hearing Item A. and the Action Item A. and recommended approval for both.

Brad Johnson - Black and Veatch, representing the applicant, explained the site and service area. He reviewed their application. They have worked closely with the Eagles Nest HOA to be consistent with the design, colors, etc. He cited cell phone use statistics.

Council questions.

Council asked about the increase in cell phone coverage with the proposed tower.

Johnson reviewed cell phone coverage map with Council.

Butler asked about the trees being planted on the site, he asked if a taller tower would be more helpful.

Johnson stated an increase in height would probably help, but he wants to see how this tower works as presented. They might be back to ask for additional height later.

Kieber asked if cell phone panels might work better than a new tower. He asked if there were any sites looked at in Angler Mtn. Ranch.

Johnson reviewed the site selection. They were looking for a centrally located tower.

Kieber asked about the proposed building, servicing, parking and diesel stored on site.

Johnson stated the diesel on site is for the generator in case of emergency. He reviewed the radio frequency transmission from the site.

Camp asked about cell phone radio frequencies (RF) from cell phones and cell phone towers.

Bryan Eicens, Verizon Wireless RF Engineer reviewed (RF) from cell phones and cell phone towers. There is more exposure to RF with your personal cell phone, than a cell phone tower.

Johnson reviewed the RF of cell phones; this site is monitored 24/7 by the company.

George Resseguie - 1770 Red Hawk Circle, Eagles Nest HOA President, explained how the project was reviewed and met the requirements from the HOA and the Town Code. The Design Review Committee oversees the maintenance and appearance of the project. The HOA has had several meetings on the issue; very few people didn't want it. He feels this is a good project or he wouldn't bring it to the Town for approval.

Citizen comments.

Gary Beisler, 2912 Osprey Lane, expressed his concerns about the proposal. He doesn't like diesel fuel being stored on the site. He doesn't think this tower should be located in a residential area. He would like to see an alternative to the diesel generator. He would like to

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see cell phone coverage extended further north of town and if this tower doesn't do that it seems half baked.

Long asked how much diesel is stored on site.

Johnson stated around 200 gallons. There are other cell towers located in residential areas in Colorado.

Public hearing closed.

Council Comments.

Long stated times are changing and everyone has at least one cell phone. This is the new utility in modern times. She supports this and hopes it increases cell phone coverage further north. She feels like this is a good attempt to fix an issue. Diesel is less combustible than other gases. She is glad the HOA has given its stamp of approval. She supports the project.

Camp stated in years past he has heated his home with diesel and never had an issue. He likes the idea of improved cell service. He supports the project.

Shattuck likes the project and hopes that the tower increases coverage further north.

Kieber stated he is concerned about the use of diesel on site and the road up to the tower in winter driving conditions. He would prefer to see natural gas as the backup and he has concerns about parking. He will not support the project.

Butler stated he grew up in a home where home heating oil was the heating source. If the HOA is granting permission, he would be reluctant to contradict them in their decision making process. This project makes sense for the community.

**CAMP MOVED TO APPROVE THE PROSED MINOR SUBDIVISION. MOTION SECONDED. MOTION PASSED BY COUNCIL. (KIEBER NAY) (FOWLER ABSENT) (NADALIN ABSENT AND EXCUSED FROM VOTING)**

**ACTION ITEMS:**

**A. Site Plan Modification – Verizon Cell Tower, 2700 Golden Eagle Road, Eagles Nest Golf Course, Filing No. 6 First Amendment**

**CAMP MOVED TO APPROVE THE SITE PLAN MODIFICATION FOR THE NEW CAMOUFLAGED WIRELESS TELECOMMUNICATIONS FACILITY. MOTION SECONDED. MOTION PASSED BY COUNCIL. (KIEBER NAY) (FOWLER ABSENT) (NADALIN ABSENT AND EXCUSED FROM VOTING)**

Nadalín returned to the Council Chambers.

**B. Preliminary Site Plan – McDonald's, 220 Summit Place**

Lina Lesmes, Senior Planner, presented the applicant's request for approval of a Preliminary Site Plan to construct a new 5,265 square foot McDonald's restaurant in the C-1 Zone District and the Gateway Design District. She reviewed the staff report and requested approval with the Planning Commission's ten conditions of approval.

Council Questions.

Nadalín asked about split cedar, there are a lot of Fire Departments that don't allow it to be used.

Lesmes stated the Fire Department has reviewed the plans. She reviewed the snow storage.

Long asked if the footprint is expanding or just going up.

Lesmes stated the footprint is bigger.

Butler stated when the Design Standards were reviewed; they looked a lot of different things for this area, landscaping included. He thinks there is too much landscaping. He requested the

Applicant not plant plants that grow up and block views when driving. He requested that Staff and the Applicant seriously consider a reduction in landscaping requirements.

Lesmes stated the Applicant was given landscaping credit for their xeriscaping, fence and planter boxes.

Council discussed landscaping.

Kieber asked about the signage calculations.

Lesmes reviewed the sign calculations. The Applicant will be relocating the current free standing sign. Their sign variance was personal to the Applicant and it has no expiration date.

Robert Palmer, Strategic Land Solutions, representing the Applicant, complimented Lina on the good job she does for the Town and Applicants. The building size increase has to do with the play area. He addressed Council's landscaping concerns. He reviewed the snow storage; he feels it may be miscalculated. He talked about how the building will be bigger and still work on the site. He explained the drive isle configuration. He addressed the drainage reconfiguration. The Applicant listened to Council's comments at the previous submittal. They held their community meeting and have met all the Town Code requirements. He requested approval.

Nadalín asked about the flow of the traffic on the site.

Kieber asked about the trash enclosure and the size of the dumpster. He asked when the project would be started.

Butler asked the applicant if they can meet the conditions of approval.

Palmer stated yes.

Butler disagrees with landscaping requirements and supports striking condition number four. He thanked the Applicant for including the play area in the design.

**KIEBER MOVED TO APPROVE THE MCDONALD'S PRELIMINARY SITE PLAN WITH THE FOLLOWING PLANNING COMMISSION RECOMMENDED CONDITIONS:**

- 1. THAT A MINOR SUBDIVISION PLAT BE SUBMITTED WITH THE FINAL SITE PLAN SHOWING THE LOCATION OF THE WATER LINE EASEMENT AND ANY ACCESS EASEMENT.**
- 2. THAT A CROSS-ACCESS EASEMENT AGREEMENT BE SUBMITTED WITH THE FINAL SITE PLAN FOR THE STAIRWAY SHARED WITH LOT 1, SKELLY REDEVELOPMENT SUBDIVISION.**
- 3. THAT SNOW STORAGE AREAS EQUAL 25% OF THE PAVED PARKING AREAS, AND BE LOCATED WHERE THEY FACILITATE THE SNOW STACKING PROCESS.**
- 4. THAT THE LANDSCAPE PLAN BE REVISED TO MEET THE MINIMUM STANDARDS OF SECTION 4-6-11.**
- 5. THAT ALL PROPOSED LANDSCAPE ISLANDS MEET THE REQUIREMENTS OF SECTION 4-6-11.G.20.**
- 6. THAT THE LIGHTING PLAN BE REVISED SUCH THAT ALL EXTERIOR LIGHT FIXTURES ARE FULLY SHIELDED FIXTURES, WITH DOWNLIGHT LIGHTING ONLY.**
- 7. THAT ALL UTILITY, TELECOMMUNICATIONS, GROUND MOUNTED, AND ROOF-TOP MECHANICAL EQUIPMENT BE SHOWN ON THE FINAL SITE PLAN.**
- 8. THAT THE EXTERIOR MATERIAL OF THE RETAINING WALL BE SUBMITTED, MEETING STANDARD 3.5.5 OF THE GATEWAY DISTRICT DESIGN STANDARDS.**
- 9. THAT THE 'TRADITIONAL RED' COLOR PROPOSED FOR THE 'HARDI-BOARD' SIDING BE REVISED SUCH THAT IT DOES NOT EXCEED A CHROMA OF 4.**
- 10. THAT ALL THE REQUIREMENTS OF THE UTILITIES MANAGER BE ADDRESSED WITH THE SUBMITTAL OF THE FINAL SITE PLAN.**

**MOTION SECONDED. MOTION PASSED BY COUNCIL PRESENT. (FOWLER ABSENT)  
(LONG NAY)**

**C. Site Plan Modification – J&H Auto Service, 205 & 207 Warren Avenue, Lot 2-A, Block 2, Enterprise Park Subdivision.**

Greg Roy, Planner I, presented the Applicant's request for a Site Plan Modification to construct a building addition for storage. He reviewed his staff report and requested approval.

Kamil Petrick - J & H Mountain Services, requested approval. He thanked Council for the new "No Parking" sign in front of his business.

Long thanked Petrick for the proposed changes and feels it should help with the issues he has been having.

**CAMP MOVED TO APPROVE OF THE SITE PLAN MODIFICATION, 205 AND 207 WARREN AVENUE, LOT 2-A, BLOCK 2, ENTERPRISE PARK SUBDIVISION.**

**MOTION SECONDED. MOTION PASSED UNANIMOUSLY BY COUNCIL PRESENT (FOWLER ABSENT).**

**DISCUSSION ITEMS:**

Long thanked Greg Roy for the list of code enforcement accomplishments over the last year, she thanked him for all of his hard work.

**INFORMATIONAL:**

- A. Planning Commission Meeting Minutes, September 6, 2016
- B. SPORT Committee Meeting Minutes, August 18, 2016

**LONG MOVED TO ADJOURN. MOTION SECONDED. MEETING ADJOURNED AT 8:19 P.M.**

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**BRUCE BUTLER, MAYOR**

**ATTEST**

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**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.

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Town of Silverthorne  
Council Agenda Memorandum

**TO:** Mayor and Town Council  
**THRU:** Ryan Hyland, Town Manager  
**FROM:** Michele Miller, MMC, Town Clerk *mm*  
**DATE:** September 16, 2016 for meeting of September 28, 2016  
**SUBJECT:** Liquor license renewal for Local Authority Consideration

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**SUMMARY:**

The Liquor Board is asked to approve the liquor license renewal Local Liquors.

**BACKGROUND:**

**A. Local Liquors LLC dba Locals Liquors – Renewal of Liquor Store Liquor License**

The applicant has submitted a renewal application for Locals Liquors. The background investigation completed by the Police Department is attached. The Police Department has verified that the employees who sell liquor have successfully completed a TIPS alcohol training program. 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 applications. 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 LOCAL LIQUORS LLC DBA LOCALS LIQUORS – RENEWAL OF LIQUOR STORE LICENSE.**

**ATTACHMENTS:**

Liquor license renewal application and Police Department memo.

**MANAGERS COMMENTS:**

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**RETAIL LIQUOR OR 3.2 BEER  
 LICENSE RENEWAL APPLICATION**

Fees Due	
Renewal Fee	\$227.50
Storage Permit \$100 x _____	_____
Optional Premise \$100 x _____	_____
Related Resort \$75 x _____	_____
Amount Due/Paid	

LOCALS LIQUORS  
 PO BOX 24902  
 SILVERTHORNE CO 80498-4902

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 LOCALS LIQUORS LLC		DBA LOCALS LIQUORS		
Liquor License # 42180440000	License Type Liquor Store (city)	Sales Tax License # 42180440000	Expiration Date 10/26/2016	Due Date 09/11/2016
Operating Manager Nina Carran	Date of Birth 2-4-1964	Home Address 140 E. Hanson Road		
Manager Phone Number 970-485-4169	Email Address Chris@Peakprovisions.com			
Street Address 354 BLUE RIVER PARKWAY UNIT H SILVERTHORNE CO 80498				Phone Number 3034374649
Mailing Address PO-BOX 24902 SILVERTHORNE CO 80498-4902				

- 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 Oct 2019
- Since the date of filing of the last 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 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 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

**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 Nina C Carran	Title owner
Signature 	Date 7/19/16

**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 18	Title Attest



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

**DATE:** September 16, 2016  
**TO:** Michele Miller, MMC, Town Clerk  
**FROM:** Officer Anne Baldwin  
**SUBJECT:** Locals Liquors – Renewal of Liquor License

Since their last application, Locals Liquors has not had any alcohol related incidents on or around their property.

As a TIPS certified instructor I have verified all staff have passed an alcohol education class or are signed up for one.

Based on the background information provided to the Silverthorne Police Department, we have no objections to renewing the liquor license.

Reviewed by

\_\_\_\_\_ Date: \_\_\_\_\_  
John Minor, Chief

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Town of Silverthorne  
Town Council Agenda Memorandum

**TO:** Mayor and Town Council  
**THRU:** Ryan Hyland, Town Manager  
Mark Leidal, Assistant Town Manager  
**FROM:** Susan M. Lee, Planner II *me*  
**DATE:** September 22, 2016, for meeting of September 28, 2016  
**SUBJECT:** Site Plan Modification for Rainbow Park West Entrance

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**SUMMARY:** Staff is requesting approval of a Site Plan Modification, for the redevelopment of Rainbow Park's western entrance. The proposed Site Plan includes an upgraded restroom facility, relocated picnic pavilions, improvements to the skate park wall, a redesigned parking lot, and various hardscape improvements. *(Please see the attached exhibit for further information.)*

**PREVIOUS COUNCIL ACTION:** In April of 2010, Town Council approved an updated Master Plan for Rainbow Park. The update included a comprehensive public process and outlined the various uses and circulation patterns that dictates future development at the park.

**BACKGROUND:** After completion of the 2010 Master Plan update, the Town began implementation of several upgrades to Rainbow Park beginning with the replacement of the existing playground equipment. The new volleyball courts, Tot Lot play area and restrooms were completed in 2014. In 2015, the tennis and basketball courts were replaced.

During the 2015-16 budget process, a number of maintenance items were earmarked for completion at Rainbow Park:

- The existing restroom facility, which requires costly repairs on an annual basis due to maintenance issues.
- The wooden retaining walls around the flag pole at the park's entry area, which are deteriorating and due for replacement.
- The skate park retaining walls. The aging boulder walls cause rocks and debris to fall into the skate park, creating an on-going maintenance issue and safety hazard.

In light of these three main items it was decided to embark on a site planning process for the entire west entry area in order to thoughtfully plan for these improvements and allow the public an opportunity to give input.

**DISCUSSION:** In April of 2016, the Town solicited for design proposals to complete the Rainbow Park Site Plan and Construction Documents. Mark Wilcox, DHM Design, was selected to head up the design team. The scope of work included a public outreach process consisting of three public meetings, stakeholder interviews, and opportunities for the public to communicate via the website, [www.silverthorneparks.com](http://www.silverthorneparks.com).

DHM developed a set of project goals that were reflective of the feedback from the meetings, the interviews with skate park stakeholders, and Town Staff. These goals drove the conceptual design plans and the resulting final plan. The final plan includes the replacement

of the bathroom building, the relocation and refurbishment of the two existing hexagonal picnic pavilions, removal of the existing flagpole planter bed, reconfiguration of the existing parking lot to increase capacity and improve circulation, re-enforcement of the existing skate park retaining wall, and the creation of an entry feature along Rainbow Drive.

**PLANNING COMMISSION RECOMMENDATION:** On September 20, 2016, by a vote of 5-0, Planning Commission voted to recommend approval of the Site Plan Modification for Rainbow Park West Entrance, located at 590 Rainbow Drive.

**PROPOSED MOTION:** *"I move to approve the Site Plan Modification for Rainbow Park West Entrance, located at 590 Rainbow Drive."*

**ATTACHMENTS:** Staff Report and Exhibits

**MANAGER'S COMMENTS:**

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**Town of Silverthorne, Colorado**  
**Town Council Staff Report**

**From:** Susan M. Lee, Planner II *fml*

**Through:** Mark Leidal, Assistant Town Manager

**Date:** September 22, 2016, for meeting of September 28, 2016

**Subject:** Site Plan Modification for Rainbow Park West Entrance

**Owner:** Town of Silverthorne

**Applicant/Agent:** Town of Silverthorne

**Proposal:** The Town is seeking approval of a Site Plan Modification, for the redevelopment of Rainbow Park's western entrance. The proposed Site Plan includes an upgraded restroom facility, relocated picnic pavilions, improvements to the skate park wall, a redesigned parking lot, and various hardscape improvements. *(Please see the attached exhibits for further information.)*

**Address:** 590 Rainbow Drive

**Legal Description:** Block A, Tanglewood Village Subdivision, and two unsubdivided parcels (TR 5-78, Section 12, Quarter 1)

**Site Area:** 12 acres

**Zone District:** Government and Open Space

**Design District:** None

**Site Conditions:** Rainbow Park is a developed park with two restroom facilities, parking lots, skate park, walking path, two playgrounds, basketball, tennis, and volleyball courts, and a multi-use playing field. The area being proposed for redevelopment is the northwest portion of the park. It contains the seasonal restroom facility, parking lot, and skate park retaining wall. *(Please see the attached exhibits.)*

**Adjacent Uses:**

North:	Single Family, R-6
South:	Silverthorne Recreation Center
East:	Single Family, Zoned R-2, Summit County R-1
West:	Multi-Family, Zoned R-15

**PREVIOUS COUNCIL ACTION:** In April of 2010, Town Council approved an updated Master Plan for Rainbow Park. The update included a comprehensive public process and

outlined the various uses and circulation patterns that dictates future development at the park.

**BACKGROUND:** After completion of the 2010 Master Plan update, the Town began implementation of several upgrades to Rainbow Park beginning with the replacement of the existing playground equipment. The new volleyball courts, Tot Lot play area and restroom facility, located in the eastern portion of the park, were completed in 2014. The most recent of the Master Plan improvements was the replacement of the tennis and basketball courts, completed in 2015.

During the 2015-16 budget process, a number of maintenance items were earmarked for completion at Rainbow Park:

- The existing restroom facility, which requires costly repairs on an annual basis due to maintenance issues.
- The wooden retaining walls around the flag pole at the park's entry area, which are deteriorating and due for replacement.
- The skate park retaining walls. The aging boulder walls cause rocks and debris to fall into the skate park, creating an on-going maintenance issue and safety hazard.

In light of these three main items it was decided to embark on a site planning process for the entire west entry area in order to thoughtfully plan for these improvements and allow the public an opportunity to give input.

**DISCUSSION:** In April of 2016, the Town solicited for design proposals to complete the Rainbow Park Site Plan and Construction Documents. Mark Wilcox, DHM Design, was selected to head up the design team. The scope of work included a public outreach process consisting of three public meetings, stakeholder interviews, and opportunities for the public to communicate via the website, [www.silverthorneparks.com](http://www.silverthorneparks.com).

The first public meeting was held on June 23, 2016, in conjunction with Summer Evening of Family Fun. DHM presented a board with existing conditions, and images of park design concepts. The SPORT Committee solicited comments from the public. Most of the comments received were complementary of the park, especially the playground equipment, skate park facility, and colorful planting bed at the entrance. One frequently heard suggestion for improvement was the parking lot. Park users were concerned with the lack of spaces, poor circulation or desire for a drop-off zone, and safety. Skate park users had a lot of comments about the existing retaining wall. They enjoyed the shade and seating it provided but didn't like the rocks and gravel that it sheds on the skating surface. Many park users also commented on the restrooms, either having to wait in line on a busy day, or not having them available after the summer season ended.

DHM developed a set of project goals that were reflective of the feedback from the meeting, the interviews with skate park stakeholders and Town Staff. These goals included:

- increasing parking
- improving circulation through the parking lot
- creating a new, inviting entrance off of Rainbow Drive
- creating a comfortable and safe area for people to view the skate park

- improving the existing skate park wall
- upgrading the restroom facility

Two design concepts were developed based on these goals. These concepts were presented at a second open house held on July 12, 2016. Again, members of the SPORT Committee assisted in gathering feedback from the public. Both concepts proposed increasing the number of parking spaces, and developing a new restroom facility similar to the Tot Lot. Concept One contained 27 spaces and had less impacts on the existing landscape (trees and berms) while improving parking, transitions to the skate park, and updating the restroom. Concept Two maximized parking by proposing 40 spaces and focused on improving security and visibility onto the park and skate park by reducing the height of the existing landscape berms. After the open house the concepts were reviewed in detail with Staff and the SPORT Committee.

The final design was a hybrid of the two concepts based on the feedback received from community members, the SPORT Committee, skate park representatives, and Staff. There are 35 proposed parking spaces compared to the 15 existing today. There is a drop off area with room for cars to pass near the proposed restroom facility. The new restrooms match the ones at the Tot Lot, with a shaded area for picnic tables and bbq grills. Impacts to the berms on both the northern park boundary and along the skate park were minimized while still allowing for additional parking and plaza space. The skate park will have a picnic pavilion where spectators can watch and skaters can rest in the shade.

On July 28, 2016, the third public meeting was held at Rainbow Park. A number of SPORT Committee members and neighborhood residents were in attendance. Feedback on the final design was positive.

**PROPOSAL:** The final proposed site plan includes improvements to several key elements to the West Entrance of Rainbow Park; the replacement of the bathroom building, the relocation and refurbishment of the two existing hexagonal picnic pavilions, removal of the existing flagpole planter bed, reconfiguration of the existing parking lot to increase capacity and improve circulation, re-enforcement of the existing skate park retaining wall, and the creation of an entry feature along Rainbow Drive.

**STAFF COMMENTS:** The primary purpose of the Site Plan Modification review is to ensure that all technical requirements and Code standards are met and the proposed modifications comply with the Town Comprehensive Plan. The Site Plan Modification review follows the Final Site Plan review process, as outlined in Section 4-6-4, and requires action by Planning Commission and Town Council.

**Comprehensive Plan:** The first criterion for review of a Final Site Plan is consistency with the goals and policies of the Comprehensive Plan. Staff finds there are a number of Comprehensive Plan goals and policies relevant to creating and maintaining an attractive park system including:

*Policy LU 1.5 – Integrate and establish public lands, including parks, open space, and trails, throughout Silverthorne to provide access to the outdoors for all residents, as well as to provide buffers and greenspace for environmental protection and hazard mitigation.*

*Goal LU 4 – Recognize that recreation, parks, open space, and trails are the underpinning for Silverthorne’s quality of life by encouraging the provision of such resources in all future development.*

**Compliance with Chapter 4, Articles IV and VI:** The second criterion for Site Plan Modifications is consistency with Chapter 4 of the Code, Article IV, Zoning Districts and Standards, and Article VI, Site Plan.

**Zoning/ Land Use:** This property is currently zoned Government. Parks are not specifically listed in the Town Code Use Schedule, however, a number of recreational uses are allowed by right. Staff feels that the proposed Site Plan meets the intent of the Government zoning designation.

**Site Elements:** The existing restroom facility will be removed and replaced with a new building that meets Town Code and Town Core Periphery Design Standards. The hexagonal picnic pavilion will be salvaged and relocated across the sidewalk to the south. In this new location, this pavilion will serve as a picnic area and shade shelter with views of the multi-purpose field, the playground, and the skate park. The smaller picnic pavilion will be relocated to the west, closer to Rainbow Drive. It will sit adjacent to a new ramp and stairway entrance to the skate park. This shelter will serve as both an entry focal point for the park as well as a picnic area and shade shelter for skate park users. A new restroom facility, to match the Tot Lot restrooms, will be built in roughly the same location as the existing restroom building. The skate park wall will be reinforced with concrete to create a stable surface for walking and sitting.

**Vehicular Access:** The vehicular access from Rainbow Drive to the parking area will shift slightly to the south. There will be a one-way drive aisle through the parking lot. The Site Plan shows a total of 35 spaces. There are currently 15 spaces in the existing parking lot.

**Signage:** The existing Rainbow Park signage will be relocated in conjunction with the parking lot reconfiguration. There will be a raised planting bed surrounding the sign.

**SPORT RECOMMENDATION:** The SPORT Committee recommends approval of the Site Plan Modification for the Rainbow Park West Entrance, located at 590 Rainbow Drive.

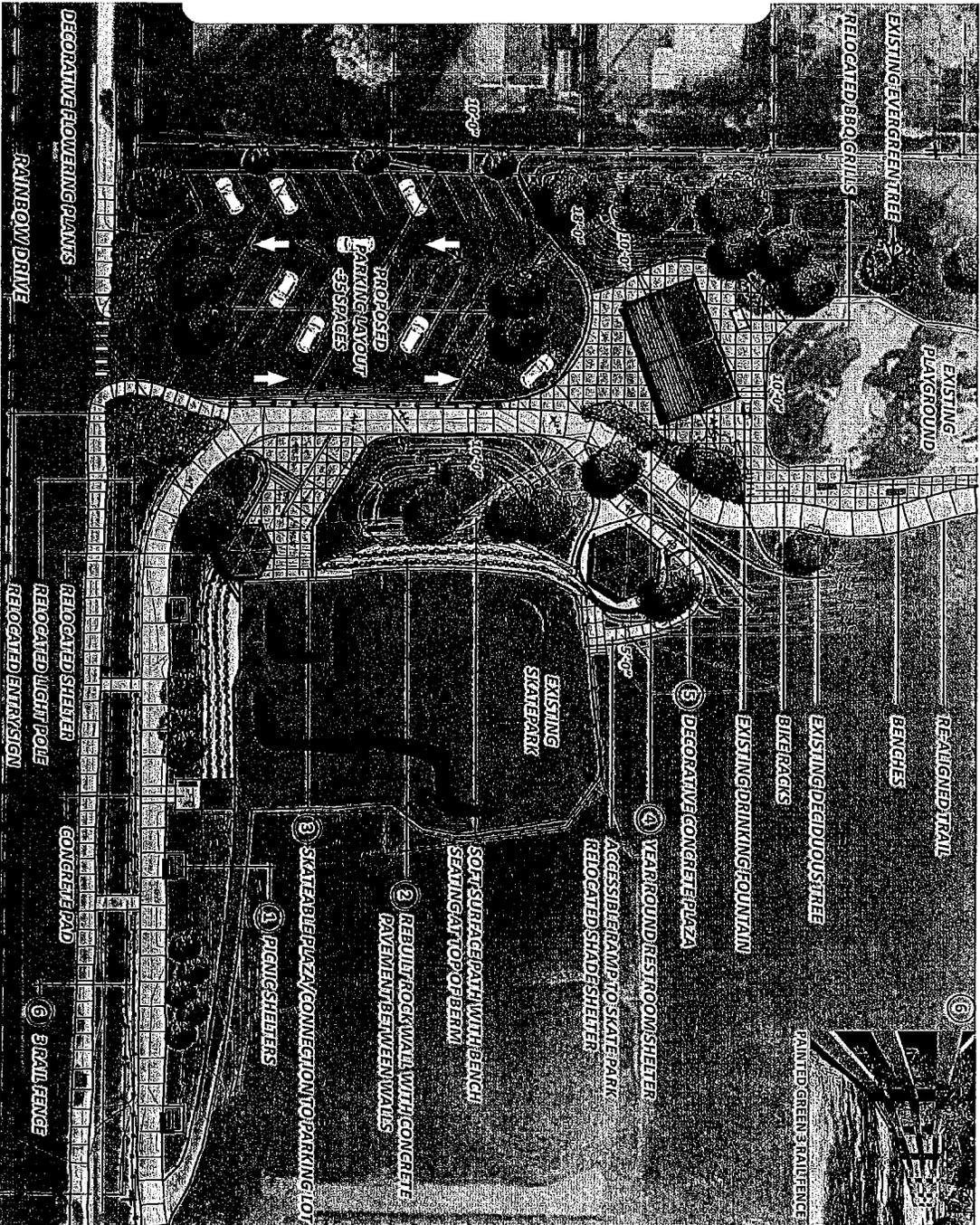
**PLANNING COMMISSION RECOMMENDATION:** On September 20, 2016, by a vote of 5-0, Planning Commission voted to recommend approval of the Site Plan Modification for Rainbow Park West Entrance, located at 590 Rainbow Drive.

**Suggested Motion:** *“I move to recommend approval of the Site Plan for the Rainbow Park West Entrance, located 590 Rainbow Drive.”*

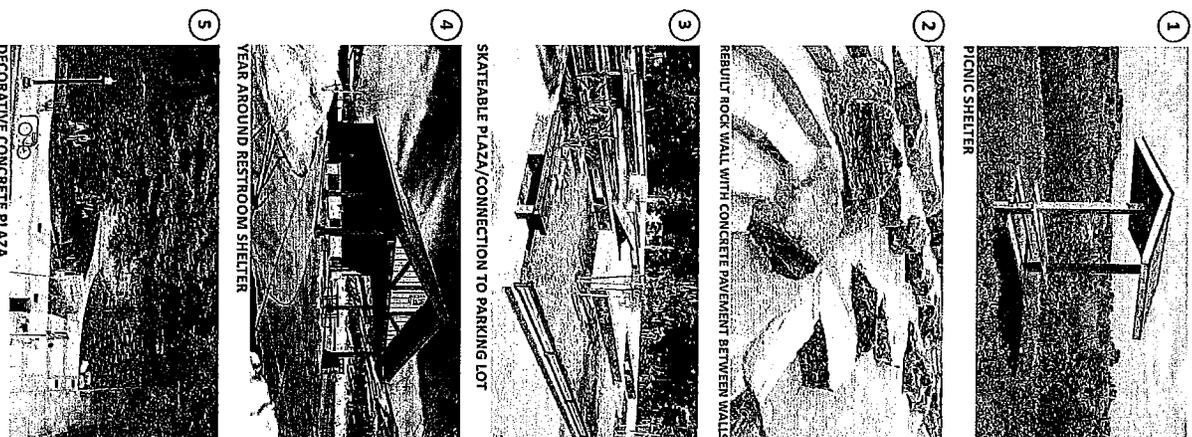
**EXHIBITS:**

Exhibit A – Final Site Plan for Rainbow Park West Entrance

Exhibit A



DHM DESIGN



July 28, 2016

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DRAFT

**TOWN OF SILVERTHORNE  
PLANNING COMMISSION MEETING MINUTES  
SEPTEMBER 20, 2016 – 6:00 P.M.**

**1. CALL TO ORDER** – The meeting was called to order at 6:00 p.m., September 20, 2016, in the Council Chambers of the Silverthorne Town Hall, 601 Center Circle, Silverthorne, Colorado.

**2. ROLL CALL** – Commissioners present and answering Roll Call were: Susan Byers, Donna Pacetti, Tim Nolan, and Jess Nelsen. Brian Wray, Jenny Gloudemans, Mike Bohlender, and Jen Stachelski were absent. Staff attending tonight's meeting included: Matt Gennett, Planning Manager, Lina Lesmes, Senior Planner, Greg Roy, Planner I, and Melody Hillis, Planning Commission Secretary.

**3. CONSENT CALENDAR** – Tim Nolan made a motion to approve the September 6, 2016, Planning Commission minutes. Jess Nelsen seconded. The motion was approved by a vote of four zero (4-0). Mike Bohlender, Jenny Gloudemans, Jen Stachelski, and Brian Wray were absent.

**4. CITIZEN COMMENTS:**

None.

**5. ACTION ITEM:**

**A. Site Plan Modification, Rainbow Park West Entrance, 590 Rainbow Drive, Block A, Tanglewood Village, and two Unsubdivided parcels (TR5,78; Section 12; Quarter 1).**

Susan Miller Lee, Planner II, presented the project. The Applicant, the Town of Silverthorne, is requesting approval of a Site Plan Modification for the redevelopment of Rainbow Park's west entrance.

**APPLICANT COMMENTS:**

Mark Wilcox - DHM Design, representing the Town of Silverthorne. Gave a presentation about the west entrance to Rainbow Park, history, public input and proposed improvements. Requested approval.

**COMMISSIONER COMMENTS:**

Jess Nelsen - Asked about the trees in the sight line, concerned about strollers, pedestrians, etc., being visible as they walk.

Mark Wilcox - Have tried to take all of that into consideration.

Jess Nelsen - Will there be quick drop off points/parking spots?

Susan Miller Lee - Yes.

Mark Wilcox - Showed the drop off spots on the renderings.

Susan Byers - Asked where they were exactly.

Mark Wilcox - Pointed out exactly on the renderings where the drop off points were located.

Tim Nolan - Will the existing trees on the berms have to be removed?

Mark Wilcox - May have to remove one or two, most will be saved.

Donna Pacetti - Bicycle lockup areas, where are those located?

Mark Wilcox - Showed on bicycle racks on the renderings.

Donna Pacetti - Still on street parking on Rainbow Drive?

Susan Miller Lee - Yes.

MIKE BOJLENDER ARRIVES AND IS SEATED AT 6:21 PM.

**PUBLIC COMMENT:**

- Jennie Gladen - Resident of the Town/4<sup>th</sup> Street. Asked if in addition to the men's and women's restroom, if there was going to be a family restroom provided.
- Mark Wilcox - Matching the design of the Tot Lot, doesn't believe there will be a family restroom provided.
- Jennie Gladen - Would like to see the Town take the under consideration.

**PUBLIC COMMENT CLOSED**

**COMMISSIONER COMMENTS:**

None.

**SUSAN BYERS MADE A MOTION TO APPROVE THE SITE PLAN FOR THE RAINBOW PARK WEST ENTRANCE, LOCATED AT 590 RAINBOW DRIVE, AS RECOMMENDED BY THE SPORT COMMITTEE.**

**TIM NOLAN SECONDED.**

**MOTION PASSES BY A VOTE OF FOUR TO ZERO (4-0). JENNY GLOUDESMAN, JEN STACHLESKI AND BRIAN WRAY WERE ABSENT. MIKE BOHLENDER ABSTAINED DUE TO NOT BEING PRESENT DURING PRESENTATION.**

**6. INFORMATIONAL ITEMS:**

Matt Gennett – Blue Shores, LLC (Silvertrout) is back in for review. Blue River Flats is in process for final site plan.

**7. ADJOURNMENT:**

**TIM NOLAN MADE A MOTION TO ADJOURN.**

**SUSAN BYERS SECONDED. MOTION PASSES BY A VOTE OF FIVE TO ZERO (5-0). JENNY GLOUDEMANS, JEN STACHELSKI AND BRIAN WRAY WERE ABSENT.**

**8. WORKSESSION ITEM:**

**Discussion on the 2016 Sign Code Updates.**

Submitted for approval by:

4<sup>TH</sup> day of October, 2016.

\_\_\_\_\_  
Melody Hillis, Planning Commission Secretary

\_\_\_\_\_  
Brian Wray, Planning Commission 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.



## Economic Development Advisory Committee MINUTES

Tuesday, September 6, 2016  
Town Hall – 601 Center Circle

DRAFT

- 1. Call to Order – 12:00 noon**  
EDAC - Mike Shambarger, Les Boeckel, Linda Hrycaj, Larry Lunceford, Ken Gansmann, Jayne Esser, Don Hansen, John St. John, Larry Lunceford, Marc Hogan, Scott Wilson  
Council - Russ Camp, Bruce Butler  
Staff - Ryan Hyland, Mark Leidal, Lina Lesmes, Laura Kennedy, Susan Schulman  
Guest - Kelly Flenniken – Xcel Energy
- 2. Approval of Minutes –** Ken Gansmann made a motion to approve, Les Boeckel second. Minutes from July 5, 2016 pass unanimously.
- 3. Guest Presentation-** Kelly Flenniken, Xcel Energy Area Manager for Community and Local Government Affairs. Kelly started with Xcel Energy 18 months ago, and was previously Executive Director and Business Development Manager for the Grand Junction Economic Partnership. Kelly currently serves as the Chair for the Economic Development Council of Colorado. Kelly discussed Xcel's current 5 year business plan which includes a focus on innovative clean technology such as natural gas, wind and solar energy; and how these technologies will benefit customers in the future. In Silverthorne, Xcel has 35 full-time employees; Xcel wants to be a good business partner and become more efficient for local developers. Xcel has built high speed internet into Silverthorne's Summit Sky Ranch and attends quarterly meetings of the Summit County Utility Coalition along with CDOT, Municipalities and other Stakeholders. Xcel is a sponsor of the upcoming Colorado Municipal League District 12 Annual Meeting hosted by the Town of Silverthorne at the Pavilion, and the Silverthorne Elementary School Bear Strong Bolt 5K fun run.

Mayor Bruce Butler followed up on the service aspect suggesting face to face office hours with customers to be held at Town Hall.

Les Boeckel suggested a public seminar with Summit County Builders Association to improve efficiency for local developers. Kelly responded that Xcel is considering public service announcements on SCTV for developers as well as current Xcel customers.

4. **Town Core Catalyst Site-** Ryan Hyland updated EDAC on the Town's intent for revitalization and redevelopment of the Town Core Catalyst Site – Old Dillon Inn, Mint, and Mountain Lyon Café block. A draft RFP has been sent to local developers for feedback before it goes out to the public. The Town would like to make the RFP public sooner rather than later in order to dispel rumors. The 3 property owners of this site are of like mind.
5. **Sign Code Revision** – Lina Lesmes presented a power point presentation and reminded EDAC that the Sign Code sub-committee began this project in March 2016 and 5 meetings of the sub-committee have been held. Two community meetings are coming up in October 2016 to gather public input which will include attorney input based on a recent municipal lawsuit. The intent is to have a new Sign Code Ordinance approved by Council in the spring of 2017.
6. **EDAC Business Grant Updates** – Susan Schulman discussed the fact that \$10,000 of the Business Grants funds has gone unused in 2016. The EDAC Executive Committee, at the approval of Council, will re-open the Business Grant Program in order to allocate these funds in 2016. The program has been announced in the Summit Daily and on the Town's Website and Social Media. Applications are due Monday, September 12 and the Committee will review applications the week of September 19, with recommendations being presented to Council at the September 27 Work Session.

#### **7. Staff Updates**

Laura Kennedy reported on sales tax through June 2016; numbers are up over the year. It is notable that tax collected reached over \$1 million in June 2016 and is on track for the same in July 2016. In the past, the \$1 million mark has only been reached during the winter holiday period.

Ryan Hyland reported on the grand opening at Sauce on the Blue, and the upcoming opening at Studio B Dance Center.

Ryan also reported on the November Housing ballot item which is intended to fund workforce housing through a sales tax. An Open House on September 7 for the Lake Hill Neighborhood Master Plan for local workforce housing will be held at the Community Center in Frisco. Lina Lesmes is attending this meeting on behalf of the Town. Marc Hogan feels an I-70 overpass is necessary for this community and should be addressed in the Master Plan.

8. **Adjourn** – 1:40 p.m.
9. **Next Meeting** – November 1, 2016 at 11:45 a.m. in the Schmidt Room

Town of Silverthorne  
Council Agenda Memorandum

**TO:** Mayor and Town Council  
**THRU:** Laura Kennedy, Finance and Administrative Services Director  
**FROM:** Kathy Marshall, Revenue Administrator *KMM*  
**DATE:** September 22<sup>nd</sup> for meeting of September 28<sup>th</sup>, 2016  
**SUBJECT:** July 2016 Sales Tax Review

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**SUMMARY:**

The following reports summarize July sales taxes collected in August. The State remitted the Town's 2% county taxes from July sales on September 9<sup>th</sup>, 2016.

**MANAGER'S COMMENTS:**

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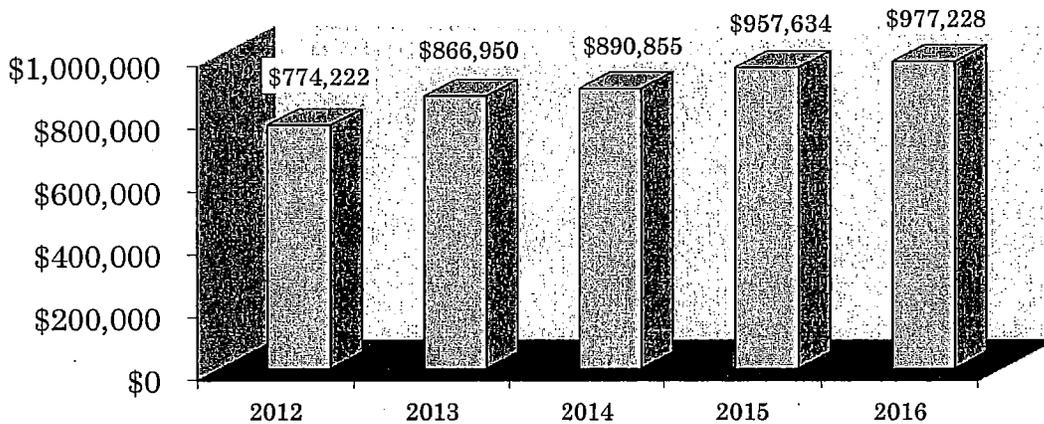
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**SILVERTHORNE SALES TAX BY MONTH  
FOR JULY 2016 SALES**

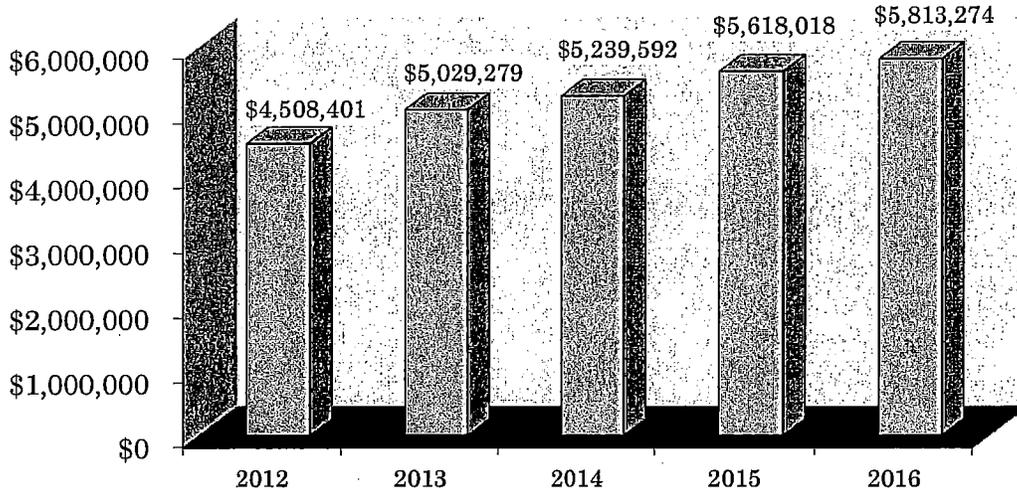
<b>CHART A:</b>	2012	11-12	2013	12-13	2014	13-14	2015	14-15	2016	15-16
MONTH	% CHANGE		% CHANGE		% CHANGE		% CHANGE		% CHANGE	
JAN	613,612	6.96%	705,712	15.01%	691,694	-1.99%	765,758	10.71%	766,848	0.14%
FEB	595,268	-0.19%	639,591	7.45%	682,500	6.71%	713,637	4.56%	763,151	6.94%
MARCH	718,051	-5.10%	830,399	15.65%	879,003	5.85%	960,756	9.30%	984,257	2.45%
APRIL	631,867	32.14%	591,855	-6.33%	606,570	2.49%	654,752	7.94%	646,245	-1.30%
MAY	479,708	4.30%	572,548	19.35%	619,820	8.26%	630,889	1.79%	666,067	5.58%
JUNE	695,673	-1.23%	822,224	18.19%	869,150	5.71%	934,593	7.53%	1,009,478	8.01%
JULY	774,222	4.04%	866,950	11.98%	890,855	2.76%	957,634	7.50%	977,228	2.05%
AUG	773,019	8.98%	827,646	7.07%	893,121	7.91%	932,217	4.38%		
SEPT	782,144	13.66%	796,857	1.88%	886,747	5.01%	935,275	11.78%		
OCT	595,102	14.49%	644,447	8.29%	680,653	5.62%	725,760	6.63%		
NOV	635,360	0.06%	701,380	10.39%	713,747	1.76%	760,614	6.57%		
DEC	866,971	-2.10%	933,997	13.50%	1,065,155	8.25%	1,201,862	12.83%		
<b>YTD TTL:</b>	<b>8,160,996</b>		<b>8,983,606</b>		<b>9,429,015</b>		<b>10,173,746</b>		<b>5,813,274</b>	
<b>%CHANGE FROM YEAR TO YEAR:</b>		<b>5.29%</b>		<b>10.08%</b>		<b>4.96%</b>		<b>7.90%</b>		<b>3.48%</b>

**EXHIBIT 1A: SALES TAXES COLLECTED JULY**



%CHANGE FROM PRIOR MONTH	2012	2013	2014	2015	2016
	4.04%	11.98%	2.76%	7.50%	2.05%

**EXHIBIT 1B: YTD SALES TAX COLLECTIONS AS OF JULY 2012-2016**



%CHANGE FROM PRIOR YEAR	2012	2013	2014	2015	2016
	4.52%	11.55%	4.18%	7.22%	3.48%

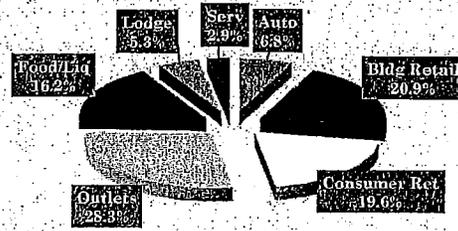
Exhibit IA & Exhibit IB show the Town of Silverthorne's collections by month and year-to-date (YTD) for the years 2012-2016, with the following results:  
 July 2016 sales tax collections increased by \$19,594 or 2.05% over 2015.  
 2016 YTD collections increased \$195,256 or 3.48% over 2015 collections.

SALES TAX BY CATEGORY

EXHIBIT IIA: JULY SALES TAX BY CATEGORY

Category	2015	2016	\$Inc/(Dec)	% Inc/(Dec)
Auto	\$77,834	\$66,894	(\$10,940)	-14.06%
Bldg Retail	\$197,897	\$203,941	\$6,044	3.05%
Consumer Ret	\$191,350	\$191,245	(\$105)	-0.06%
Outlets	\$281,647	\$276,575	(\$5,072)	-1.80%
Food/Liq	\$145,992	\$158,077	\$12,085	8.28%
Lodge	\$35,139	\$52,276	\$17,137	48.77%
Serv	\$27,775	\$28,221	\$446	1.60%
TOTAL	\$957,634	\$977,228	\$19,594	2.05%

JULY 2016 MTD SALES TAX BY CATEGORY



The Outlets category decreased \$5,072 or minus 1.80% when compared with July 2015. YTD is down \$119,505 or minus 8.25%. The results by Phase are as follows:

- ▶ Phase I is down \$10,266 or minus 10.97%. YTD is down \$19,446 or minus 4.07%.
- ▶ Phase II is up \$4,680 or 3.25%. YTD is down \$54,304 or minus 7.5%.
- ▶ Phase III is up \$514 or 1.16%. YTD is down \$45,755 or minus 18.55%.

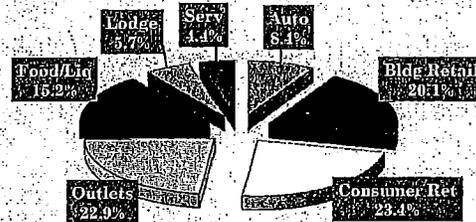
The "Sales Tax by Category" Exhibits IIA & IIB compare the July sales taxes collected by Outlets, Building Retail, Consumer Retail, Food/Liquor, Lodging, Automotive, and Services with the following results:

- ▶ The Outlets category contributes the highest July collections, or 28.3% and the 2nd highest YTD collections, 22.9%.
- ▶ The Building Retail category, July's 2nd largest sales tax category, contributed 20.9%; YTD 20.1%.

EXHIBIT IIB: JULY YTD SALES TAX

Category	2015	2016	\$Inc/(Dec)	% Inc/(Dec)
Auto	\$458,818	\$489,536	\$30,718	6.70%
Bldg Retail	\$1,090,135	\$1,165,744	\$75,609	6.94%
Consumer Ret	\$1,315,621	\$1,360,942	\$45,322	3.44%
Outlets	\$1,447,935	\$1,328,433	(\$119,505)	-8.25%
Food/Liq	\$823,053	\$882,523	\$59,469	7.23%
Lodge	\$230,731	\$330,672	\$99,942	43.32%
Serv	\$251,722	\$255,423	\$3,700	1.47%
TOTAL	\$5,618,018	\$5,813,274	\$195,256	3.48%

JULY 2016 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 Lodging category had the highest July dollar increase, \$17,137 or 48.77%; YTD up \$99,942 or 43.32%.
- ▶ The Food/Liquor category had the 2nd highest July dollar increase, \$12,085 or 8.28%; YTD up \$59,469 or 7.23%.
- ▶ The Auto category was down \$10,940 or minus 14.06%; YTD up \$30,718 or 6.70%.

Outlets at Silverthorne (OS):

▶ Phase I aka Red Village:

Fanzz Athletic Sports Apparel is now open next to Eddie Bauer. The majority of the stores experienced big sales increases in August.

▶ Phase II aka Blue Village:

X Factor Star and recording artist John Lindahl's free concert on August 21st brought between 100-175 attendees. Gift cards and swag were distributed and/or tossed to the crowd during the show to amp up the energy. John also hosted a mid-concert dance contest so participants could win gift cards.

Teacher's appreciation event: OS presented the entire Summit School District staff (350+) with goody bags, giveaways, coupons, and gift card vouchers on August 18th during a staff event. OS noticed a 7% redemption in gift card vouchers as well as noting several stores seeing a return on the coupon distribution. Local Silverthorne businesses/services outside of OS were contacted for interest in participation.

Two new sales flyers were launched in August. Hotel Specific flyers featured a \$5 gift card for the customer. OS tracked an 8% redemption from the hotel flyer, with an average dollar amount of \$52 spent per \$5 gift card received. OS awarded the top 3 hotels in distribution with gift cards. Spanish flyers were distributed to local restaurants, tiendas, neighborhoods, and workplaces in an effort to encourage the Spanish speaking residents to shop at OS.

OS approached and was involved with several groups/conferences in August. This included Summit Foundation, Frisco Run the Rockies Race, Burn Foundation Benefit, and local golf tournaments.

**SALES TAX COLLECTIONS: ACTUAL VS. BUDGET 2016 YTD**

**EXHIBIT III-ACTUAL VS. BUDGET TABLE**

SALES MONTH	2016 BUDGET BY MONTH	2016 ACTUAL BY MONTH	2016 BUDGET YTD	2016 ACTUAL YTD	ACTUAL AS % OF BUDGET YTD
JAN	\$769,059	\$766,848	\$769,059	\$766,848	99.71%
FEB	\$768,028	\$763,151	\$1,537,087	\$1,529,999	99.54%
MAR	\$996,304	\$984,257	\$2,533,391	\$2,514,256	99.24%
APR	\$684,450	\$646,245	\$3,217,841	\$3,160,502	98.22%
MAY	\$631,328	\$666,067	\$3,849,169	\$3,826,569	99.41%
JUNE	\$893,504	\$1,009,478	\$4,742,673	\$4,836,047	101.97%
JULY	\$978,121	\$977,228	\$5,720,794	\$5,813,274	101.62%
AUG	\$937,212		\$6,658,006		0.00%
SEPT	\$926,204		\$7,584,210		0.00%
OCT	\$729,165		\$8,313,374		0.00%
NOV	\$790,155		\$9,103,529		0.00%
DEC	\$1,141,065		\$10,244,594		0.00%

► The budget numbers are based on a 0.7% increase from 2015 sales tax revenues of \$10,173,746

**LODGING TAX COLLECTIONS: 2013-2016 COMPARISONS**

**EXHIBIT IV-LODGING TAX TABLE**

LODGING TAXES	2013 Amount Collected	2012/2013 % Change	2014 Amount Collected	2013/2014 % Change	2015 Amount Collected	2014/2015 % Change	2016 Amount Collected	2015/2016 \$ Change	2015/2016 % Change
Jan	14,022	14.2%	17,109	22.0%	20,089	17.4%	28,351	8,261	41.1%
Feb	14,652	7.2%	17,751	21.2%	20,859	17.5%	30,836	9,977	47.8%
Mar	23,772	8.3%	28,315	19.1%	31,748	12.1%	41,922	10,174	32.0%
Apr	6,758	32.0%	7,504	11.0%	8,628	15.0%	12,404	3,776	43.8%
May	4,915	-5.8%	5,737	16.7%	5,790	0.9%	9,728	3,938	68.0%
June	9,524	3.6%	9,792	2.8%	12,041	23.0%	17,220	5,179	43.0%
July	12,655	8.0%	14,841	17.3%	18,070	21.8%	26,466	8,395	46.5%
Aug	12,251	11.6%	13,611	11.1%	14,213	4.4%			0.0%
Sept	10,613	9.7%	11,651	9.8%	12,943	11.1%			0.0%
Oct	6,134	4.8%	6,928	13.0%	7,630	10.1%			0.0%
Nov	6,841	15.0%	6,918	1.1%	6,400	-7.5%			0.0%
Dec	19,283	26.4%	20,436	6.0%	29,310	43.4%			0.0%
<b>TOTAL</b>	<b>141,419</b>	<b>11.5%</b>	<b>160,594</b>	<b>13.6%</b>	<b>187,720</b>	<b>16.9%</b>	<b>166,927</b>	<b>49,702</b>	<b>42.4%</b>

Please note: Lodging taxes are split as follows:  
 ► 85% Trails, Parks & Open Space  
 ► 15% Marketing

**EXCISE TAX COLLECTIONS 2013-2016 COMPARISONS**

**EXHIBIT V-EXCISE TAX TABLE**

EXCISE TAXES	2013 Amount Collected	2012/2013 % Change	2014 Amount Collected	2013/2014 % Change	2015 Amount Collected	2014/2015 % Change	2016 Amount Collected	2015/2016 \$ Change	2015/2016 % Change	2016 Total Sq. Footage	2015 New Res Permits	2016 New Res Permits
Jan	0	-100.0%	15,944		6,920	-56.6%	17,008	10,088	145.8%	8,504	1	5
Feb	10,824	-19.8%	6,514	-39.8%	11,372	74.6%	32,962	21,590	189.9%	16,481	2	4
Mar	209,452		0	-100.0%	26,374		67,572	41,198	156.2%	33,786	4	9
Apr	20,856	16.9%	0	-100.0%	34,116		184,482	150,366	440.7%	92,241	6	25
May	42,286	-2.0%	38,256	-9.5%	21,232	-44.5%	56,990	35,758	168.4%	28,495	2	8
June	18,840	428.3%	8,880	-52.9%	28,290	218.6%	77,074	48,784	172.4%	38,537	3	10
July	32,024	322.5%	39,868	24.5%	61,442	54.1%	26,156	(35,286)	-57.4%	13,078	7	4
Aug	16,056	-13.8%	17,974	11.9%	54,962	205.8%	88,574	33,612	61.2%	44,287	6	16
Sept	22,836		37,890	65.9%	33,968	-10.4%			0.0%	0	4	
Oct	12,412	80.1%	30,636	146.8%	26,912	-12.2%			0.0%	0	3	
Nov	10,896		6,668	-38.8%	37,426	461.3%			0.0%	0	5	
Dec	12,854	25.1%	28,702	123.3%	7,424	-74.1%			0.0%	0	1	
<b>TOTAL</b>	<b>409,336</b>	<b>217.1%</b>	<b>231,332</b>	<b>-43.5%</b>	<b>350,438</b>	<b>51.5%</b>	<b>550,818</b>	<b>306,110</b>	<b>125.1%</b>	<b>275,409</b>	<b>44</b>	<b>81</b>