



BOARD OF TRUSTEES

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MONDAY, July 24th, at 7:00 PM

I. Call To Order

7:03pm a. McCloskey

II. Roll Call

Marty Gitlin, Frank Young, Chris Frey, Kathy Grubbs, Sarah Walen, Sam McCloskey (mayor), no one on zoom. Sally Rush Guest. Sasha Register available by phone

III. Motion to Approve Agenda

Marty motions to approve the agenda, Chris seconds. Discussion: Sarah asks if all agenda items can be discussed without Chelsea and Sasha. C. Frey says Item B can be discussed; he was in the phone call. Item F. he does not know. Item E, Chris will get with Chelsea to discuss later in the week. Leave B, remove F and E. Sam asks if everyone has reviewed the draft IGA with CDOT, it seems the board has not. Kathy asked if the fee waiver has been voted on yet for item E? It has been decided to leave E on for further discussion. Item f will be removed. Vote passes all in favor

IV. Bills for Approval

C. Frey moves to approve bills as presented. S. Walen seconds. All in favor

V. Approval of Minutes: 7/10/2023

Chris Frey moves to approve minutes from 7/10 as presented. Kathy seconds. All in favor

VI. Public Comment - 5 minutes per person the public is invited to present comments to the Town Board on any matter not otherwise listed on this agenda – non action comments.

Kathy states there is a little bit of public comment, the dumpsters stink. It is advised that it be put as an agenda item at the following meeting.

VII. Administrative Items:

a. Mayor Report

update for Multi-jurisdictional Housing Authority. They are asking \$15,000 from SP to fund the MJHA. Also needs someone to sit on their board of directors. The people that are heading this project want to meet with the SP town board during the first BOT meeting in September. Mayor asks Sally for input, and she says she isn't part of that group, but she wonders what SP would get out of the program, what is the benefit? Also, if it isn't in our budget to pay that amount, negotiations will be needed. There isn't a whole lot of property in town to utilize, but if we wanted to at some point utilize it, the town would have the backing of the authority, which may be a benefit. Sam states he thinks they are doing good work, and the \$15,000 would be a good investment, but the MJHA will be better to present this. M. Gitlin brings up the fact that the next meeting is September 11th and should be a national holiday. Maybe this next meeting needs to be rescheduled. Should be a national holiday, but possibly needs to be rescheduled. Will address with MJHA. Sally states once the MJHA gets fully developed, renovation program and mortgage down payments also could be benefits. Sam says affordable housing is something he is passionate about. Sarah says she is encouraged by this and is requesting documentation the board can review prior to the meeting with MJHA, and Sam states

he will request this documentation. M. Gitlin asks what the time frame is for the MJHA, and Sally responds that they are moving quickly, as they want to be able to address the selling of all the mobile home parks within the authority.

Mayor brings up the CIRSA audit that Chelsea and Sam walked through with the auditor. In Sams opinion, although the report wasn't yet received, we failed miserably. Chelsea was only able to find three documents out of like ten received, and that isn't a reflection on her work, she just couldn't find what they were asking for. That was the paperwork part. Training, inspections, documentation, we just didn't have. The auditor was very helpful and offered a lot of advice and guidance. Sam clarifies that the following is not his opinion, but the recommendations given. The auditor based these recommendations as someone who sees them all the time, not as an official CIRSA representative. He recommended this to get out from under the liability. It is recommended that we contract out the public works position. A discussion has occurred between TOSP and Georgetown, and TOSP and Bankey/jr. Sam states this discussion should be had at the road and bridge committee meeting and then presented later to the board. Sam asks if Chris agrees, and Chris does. The second suggestion that the auditor made, and again, this is not Sams opinion, is to release all historical buildings from the town's ownership (methodist church, museum, large town hall) to preservation groups or PFSP, would be transferring liability from the town to another entity. This suggestion did not come officially from CIRSA, but from someone who works with towns across the state. R&BC meeting scheduled for Thursday August 3rd at 6pm. Now for the walkaround portion of the Audit. ADA is the biggest thing we were not compliant with in certain places. The biggest one is the large town hall. Chelsea pointed out that there is a back entrance, but the gate that accesses this is not owned by the town. Chris states that this should be an agenda item for an upcoming meeting. Sam states the bathrooms in large town hall are not ADA accessible. The museum not having bathrooms is also not ADA compliant. There are park bathrooms across the street, but it did not seem to satisfy CIRSA's requirements, although the museum has a ramp which is helpful. ADA accessibility to buildings, small town hall only has a few ADA accessible doors. This may need to be addressed. Have not gotten his official report, these are just things that were verbally discussed. Auditor voiced concerns with playground. Chips used as base were from the chipper during town clean up and are not the right size. CIRSA requires engineered wood chips, as the chipper leaves sharp edges. This needs to be replaced. Didn't have any concerns with the condition of the play equipment. That's all Sam remembers, wished Chelsea was here to add into the conversation. Sarah asks why the ADA requirements are a big deal now? Sam states lots of communities are experiencing lawsuits, and now it is a big deal for CIRSA. Another thing is the installation of fire extinguishers in all buildings. Marty asked about ADA accessibility in the methodist church, and Sam could not remember. Need to ask Chelsea or review the report once received.

b. Town Clerk Update n/a

VIII. New Business / Action Items

a. Discussion of Proposition 123/Local Government Affordable Housing Commitment. Special Guest Sally Rush, Clear Creek County Housing Coordinator (C. Nihiser)

Sam introduced Sally Rush to present. Sally states that even though we are a small town, we still need to do all the things that the large towns do. Unfortunately, we will still need to play all the games. Sally went to a seminar 4-5 months ago, and the department of housing was there, and the campaign is that everyone needs to get on board with prop 123. Sally thought about it, and is doing this for the county, and the statistics breakdown by community. As she is doing all the numbers for community anyways, and asked the state if each of the communities fill out the application and then get together for technical assistance program to get loose ends and answers together deadline for application is November first. Wednesday Housing Colorado is having a presentation, and again, the campaign is getting on board with prop 123, so Sally prepared silver plumes package, so she can ask questions based on silver plumes information. To see how much information, she can get from Housing Colorado on silver plumes application. Sam asks what happens with the application if silver plume doesn't want to participate? Sally says it doesn't matter; she's using it as an example. In a nutshell prop 123 is a new housing funding club. It's supposed to get multimillions of dollars, more than they have in a state program. If someone is going to access funding from the department of housing now, there is a whole menu of grant funding they can go to. Prop 123 would be a whole other menu of funding sources. If say, habitat for humanity wanted to build housing in silver plume and wanted to use prop 123 funds, they can only access those funds if silver plume went through the application process. Application is good for three years. Doesn't cost the town anything. If you don't meet quota, you won't be penalized. So, there is no financial reason not to participate. They are leaning over backwards to try and get everyone to participate as much as possible. The big picture is once the menu of funding is in place, they will have a clearer picture of funding, and those other programs will fade away. Sam asks if only habitat would be able to access these funds, and Sally states anyone providing affordable housing would be able to access them. has sent the documentation to Chelsea, so she will be able to work through the steps in preparation. Sally passed out the package. First page is the website to access. If Chelsea is the one to access this, Sally will come and sit with her and assist with the technical issues to avoid wasted time. So, the first page has a website, only cities and counties in the club can access, and all vendors looking to provide affordable housing can access this website. Second page is process. It is setting affordable housing baseline. Takes snapshot of silver plume and does income calculations and how many houses are in silver plume. Baseline analysis, you feed in numbers and the formula states how many affordable units (can be for renovation) silver plume is going to commit to for three years. Say you commit to quota for three years, and you don't do anything in 2024 or 2025, but you meet the quota in 2026, you will be good. Sam asks what affordable housing

is. Sally says it's like filling out income tax. You can make it work in several different ways. If you look at the formula, you may say that they don't match your perspective of affordable housing. Sam states the MJHA thinks that \$2000 is affordable housing, and no one points out that it is not. Sam states there are people making \$19/hr., and they can't provide for their families and pay rent. Sally says this is only going to get worse. Sam apologizes, and states he is very passionate about this. Marty states the county is a very economically diverse county. Sally states that she will cover both points later in the presentation, as they are both valid. Kathy brings up the difference between low-income housing and affordable housing. When you get into the details, even low-end numbers can be skewed. We are in the Denver low-income area. Sally states median income for CCC is \$125,700. People can move those numbers, even the low-income numbers. Frank asks how this is going to be enforceable. Sally states she doesn't know how you hold their feet to the fire. Even in Denver, developments fall apart and then the agreements go with it. The board appreciates Sally's honesty. Sally states, the deal is, if someone wants access to these funds, they will have to play ball. They will have to meet a proforma and will be committed to the agreement. This is how you have enforcement. Sam states there is really no way to enforce it, the town would be reliant on the funders for enforcement. Moving back to the Baseline, Sally did a tax assessor survey and found 121 homes in silver plume and asks for verification. Sam thought it was closer to 185 water taps. Sarah thought it was 136. Chris agreed to that. Sally pulled information from the census for population, getting a total population of 183 people. Census states clear creek county has 2.1 people per household. Sally will work on the narrative. Section 2.b, Sally went down a rabbit hole trying to find another source of income instead of using the Denver area median. She explored multiple avenues, and they didn't make much difference, so she went with Denver AMI. Sam states this will negatively affect Silver Plume. Sally states it didn't really make much difference in the end. Once we get through the baseline piece, it is a matter of how to meet the quota. You could do renovation campaigns, but SP will need to have a proposal on how they are going to meet the quota. So, looking at the second page of the packet, you will see the baseline. The mortgage rate was 7.5 when the baseline was created. property tax came in based on assessor's numbers, no one in silver plume pays more than \$2,000 in property tax as a homeowner. When people apply for mortgage, most people pay PMI as they don't come in with a big down payment, so their \$1000 figure was used. The down payment is a percentage, coming in at 5%. With all those numbers used in the baseline calculations, Silver Plumes Median Average Income is \$93,800, which means there is a base line of 29 households that meet the criteria that this funding would apply to. At this rate you would have to commit to annual commitment of one idea or project per year, or three projects

total in three years. If the quota isn't met, no penalties apply. According to this baseline, \$310,000 is an affordable house in SP. The Affordable rent is \$1400. These are documented numbers. On page two, all those incomes haven't been verified completely yet. Sally has been nailing down the first page and will ask questions on how to make the numbers on page two connect. According to the chart on page two, there are 13 houses valued from \$500,000-\$750,000. From \$300,00-\$400,000, there are 60 houses. Property taxes went up from last year. The assessor sent out appraisers to verify these numbers, so these are fairly accurate and fresh. Another portion states there are 20 units in SP where the rent is up to \$800/month. However, Sally hasn't looked too far into rental in SP yet. But as we get further into the application process we will get more in depth into the actual values. Sally will ask the Department of Housing how to make these numbers connect and make sense for the benefit of SP. In 2021 the AMI was less, and as far as Sally can tell she can use that value. If we use that value without increasing inflation. This changes the quota to two instead of three. Sarah clarifies, when Sally says ideas, what counts as in idea? A project, or just a proposal. Sally says it is a project. Silver plume may use renovation funds. This is a benefit for the MJHA, is when someone goes for these funds, the big umbrella pays for the fees. If SP uses 2021 numbers, you only commit to two ideas. House value changes \$275,000 to Rent is \$1258. Not sure how this baseline will affect numbers moving forward, but this is where Sally is currently. On the last page of packet, there are top assessor values, sorted by value. There are 9 homes in SP assessed under \$250,000, 12 assessed under \$300,000. Sally will send this information to Chelsea. Marty asks if there is a comparison between average mortgage payments and average rent. Are people paying more for a rental unit or a mortgage payment, is this part of this conversation? Marty states he is overwhelmed by the effort Sally put into researching this, and just wanted to know if that conversation is a part of this one. Sarah says that she would think that everyone does that calculation on the back end, renter wouldn't know what the mortgage is. Marty states he didn't mean to get into the details of logistics of renter vs. mortgage payment. Just wanted to know how those statistics play into this conversation. Sam asks who sets median wage, and how does someone dispute that range? Sally states that is something Summit county is fighting right now. They have submitted documents to the state, and have tried other paths, but is so far unsuccessful. Ultimately, it would be the Department of Housing. Sam states this is a fight he would be willing to take on. Sam strongly disagrees with what SP AMI is. Sally states she agrees it isn't correct, but it is the card we are dealt. However, as the gap between the truth and the AMI is so large, it affords the opportunity to find funding. If the gap was small, it would limit funding. Sam states there are so many things connected to AMI. including housing, etc. Sally says next steps, she will help whoever is filling

out the application. Will sit down and work with whoever, and Sam asks if that is a task that falls to the Town Clerk. Sarah says yes unless a Board Member steps up. Kathy brings up the fact that these “ideas” are projects to be done on privately owned homes? How do you offer affordable housing projects for privately owned homes. If a SP homeowner wants to use funds to renovate their home, they can apply for the funds, what is the connection between the homeowner and the affordable housing connection piece? If a homeowner needs to do necessary renovations, for example, a heating system, that they can’t afford otherwise, they can apply for the funds, this will qualify as a commitment, and then there is no follow up. They would qualify based on financial status, and they would apply based on this. Sam asked if there were any restrictions on someone qualifying for renovations while running an Air BNB. Sally states there are some protections built in place. Sarah steps in, and states it is 823 with a full agenda still to cover. Sarah asks if Sally will carry through on some of these observations. Could we feed into these systems some provisions? Kathy brought up needing water meters in a lot of houses, could we use these funds to replace those? Sally says yes, citizens could apply for funds to cover those types of things. Sally will follow up with Chelsea. Would like to get together with her prior to the 31st of August. Sally out of Town week of the 7th. Chelsea and Sally will get in touch. Sam expressed interest in taking on the application, he will collaborate with Chelsea in addressing application issues.

b. Mainstreet Sidewalk Project Update From GMS. Special Guest Mark Leasure, Engineer, GMS (C. Nihiser)

C. Frey states Mark won’t be here, will try to set up a meeting with him in coming weeks to introduce him. The Clerk and Chris had phone call last week, GMS has done a lot of work on the backend. GMS was worried about funds, not as concerned now that we shared the total funding between CDOT and WQIF. Sent new estimate that includes sidewalks, material for \$693,000. Need exact number for design. This is a decision the town needs to make quickly. The design is quoted at \$56,700; C. Frey wants to know exactly what constitutes design if other line items would be included in design, such as construction observation and other engineering and construction cost coming in at \$140,000 and \$70,000. Need to know what the design is considered. Mayor asks if that will pay for both projects and just one? Chris says it is one project now, both sides of the sidewalk from Woodward to Silver. Chris wants to know what we are going to be responsible for if we self-pay design. If it is just the \$56,000, Chris would recommend self-paying as CDOT’s RFP process for the design phase is openly a nightmare. Mayor wants to confirm what that figure would be, and then schedule a budget meeting to go over. Chris agrees that this is the best course of action. Project won’t start until

2024, but there is finally forward movement.

- c. Review of Draft IGA Between CDOT and TOSP for Mainstreet Sidewalk Project. (S. McCloskey)

Chris states we need more information here. Will review with Chelsea. S. Walen states the Board needs to look over Article F, which is the local government agency's responsibility checklist, which includes public outreach, etc. that is not everyone's bucket of fish. It is going to require help. Everyone needs to know what this entails. Sarah says it is a relief that construction won't start until next year, giving us time to get everything together. Chris was impressed that GMS had done so much work on the back end. Mayor expressed frustration that he was not included in the conversation with GMS and will bring up with Chelsea.

- d. Relocation of Public Dumpster (M. Gitlin)

More and more people are coming through. Was a good idea to try West Mountain but understand the issues with bears and railroad in that location. Might be a good idea to get another dumpster set up in a different location to accommodate the larger volume. Consider what locations would be workable both right now, and in the winter. C. Frey states he will inquire into more frequent dumps. Bump up to three times a week and see what it does. If we move from two to three dumps it may solve the issue. Current dumpsters are located at the park and outside of the town shop. The issue with mountain street wasn't totally bears. It was also due to train traffic dumping their car trash and not closing the dumpster. C. Frey will get in touch with them, have been in contact already due to dumpsters for town clean up. Will go over contracts with the Town Clerk, as she found them. If citizens are having issues with trash pickup, they need to reach out to Timberline directly to complain. Mayor asks if we needed to renew contracts as the ownership changes hands, Chris will verify but thinks everything was updated when the transitions happened. F. Young states that there is not trash pickup on Paul St or Mountain Street, so there are still issues with community dumpsters. C. Frey thought the trash was being picked up on that side of town, will review contracts and confirm what is contractually obligated. Propane trucks are not allowed to go down Paul Street, so trash trucks may not be able to either. Alternate locations for dumpsters are suggested to have the dumpster relocated back on West Mountain Street, or near the train station, during winter months when the train isn't running. The lights tend to deter the bears, so may be a preferable location.

- e. Review PFSP Special Event Sponsorship Request. Discuss Logistics of Insurance Coverage and Special Event Liquor License (C. Nihiser)

PFSP is asking for their annual party to be sponsored as has been in years past. The

Clerk had questions for logistics. Will need to be the next board meeting to go over special event license/liquor license. If needed, a special meeting may need to be called. Chris will investigate the dates, and what documents are needed.

- f. Decision Regarding Allocation of Opioid Funds (C. Nihiser)

Removed from agenda.

IX. Updates:

- a. Road and Bridge Committee

August 3rd, 6pm

- b. Budget Committee

Later in August, maybe sooner if get information on grant/IGA. Chris won't be available in September.

- c. Personnel Management Committee

Only one application for Town Clerk. Sasha and Sarah will interview candidate and then introduce to BOT. Will also revisit Personnel Policy and hopefully have in place prior to new staff. M Gitlin asked if they are still looking for a public Works position, or if they had made any decisions on that position, and the board states that is the topic of discussion for the upcoming meeting August 3rd. Mayor states Clerk may have some requests during the interview, and he supports those requests.

- d. Cemetery Committee

August 6th is Cemetery clean up. M. Gitlin is worried he won't be able to run a chain saw for cemetery cleanup; C. Frey reminds him the Fire Authority will be there and he won't need to run a chain saw. The chipper will be available for cemetery cleanup. Railroad requests a certain person to operate chipper.

- e. Mountain Park Committee

- f. Marty brought up the need for STR discussion. Would like to be able to move forward with this item. Chad and Janet, new inspectors, are interested in enforcement and administration. Will need to schedule work session soon.

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X. Adjournment. Marty motioned to adjourn, Chris seconded, All in favor.

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