



City Council Regular Meeting

448 E 1st Street, Room 190 Salida, Colorado 81201
November 18, 2025 at 6:00 PM

Agenda

Please register, **BY 4:30 pm the day of the meeting** for Regular City Council Meeting

https://zoom.us/webinar/register/WN_IJlzcmlQTggcTEDomhRz5A

After registering, you will receive a confirmation email containing information about joining the webinar. To watch live meetings:

<http://www.youtube.com/@cityofsalidacolorado>

Civility Invocation

Call to Order

Pledge of Allegiance

1. Swear in Elected Officials

Roll Call

Amendment(s) to Agenda

Consent Agenda

2. Approve Agenda
3. Approve November 04, 2025 Minutes

Citizen Comment–Three (3) Minute Time Limit

Unfinished Business / Action Items

New Business / Action Items

4. **Ordinance 2025-24** An Ordinance of the City Council of the City of Salida, Colorado, repealing Section 2(a) of Ordinance 18, Series 2025 and establishing an emergency.
Public Hearing
5. City Council Agenda and Packet Board Portal Overview
6. City Council Orientation

Councilors, Mayor and City Treasurer Reports

Council Reports

Pappenfort - Finance Committee and CHA

Martin

Stephens - Airport Board and PROST

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 448 E. 1st Street, Ste. 112, Salida, CO 81201, Ph.719-530-2626 at least 48 hours in advance.

Fontana - Finance Committee and Greater Salida Recreation Corporation Board
Rovinsky
Schreiner

Mayor Report

Attorney Report

Treasurer Report

Department Updates

Adjourn



City Clerk | Deputy City Clerk

Mayor

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City Council Regular Meeting

448 E 1st Street, Room 190 Salida, Colorado 81201
November 4, 2025 at 6:00 PM

Minutes

Please register for Regular City Council Meeting

https://zoom.us/webinar/register/WN_IJlzcmlQTggcTEDomhRz5A

After registering, you will receive a confirmation email containing information about joining the webinar. To watch live meetings:

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Civility Invocation

Call to Order

Pledge of Allegiance

Roll Call

PRESENT

Council Member Justin Critelli
Council Member Wayles Martin
Council Member Suzanne Fontana
Council Member Alisa Pappenfort
Council Member Aaron Stephens
Council Member Dominique Naccarato
Mayor Dan Shore
Treasurer Ben Gilling

Amendment(s) to Agenda

Consent Agenda

Council Member Pappenfort moved to combine and approve items on the consent agenda, seconded by Council Member Martin.

Voting Yea: Council Member Naccarato, Council Member Critelli, Council Member Pappenfort, Council Member Fontana, Council Member Stephens, Council Member Martin

Approve Agenda

Approve October 21, 2025 Minutes

Approve Elk's Lodge Special Event Liquor License for the Charity Ball on November 15, 2025

Approve an amendment to City Administrator Christy Doon's Employment Agreement

Approve an Amendment to City Clerk Kristi Keller's Employment Agreement

MOTION PASSED

Citizen Comment–Three (3) Minute Time Limit

Laura Pomerence, Rikki Boucher and Madeline Felsch spoke during citizen comment.

Proclamations

National Native American Heritage Month

New Business / Action Items

Resolution 2025-49 A Resolution of the City Council of the City of Salida, Colorado, Approving the Arts, Parks, Recreation, and Culture Subsidy, Cost-Recovery, and Pricing Policy

Council Member Martin moved to approve Resolution 2025-49, seconded by Council Member Naccarato.

Voting Yea: Council Member Pappenfort, Council Member Fontana, Council Member Stephens, Council Member Martin, Council Member Naccarato, Council Member Critelli

MOTION PASSED

Resolution 2025-52 An amendment to resolution 2024-64 establishing budget and appropriations by fund for the City of Salida operations for calendar year 2025. **Public Hearing**

Mayor Shore opened the Public Hearing. Hearing no comments, the mayor closed the public hearing.

Council Member Martin moved to approve Resolution 2025-52, seconded by Council Member Fontana.

Voting Yea: Council Member Pappenfort, Council Member Fontana, Council Member Stephens, Council Member Martin, Council Member Naccarato, Council Member Critelli

MOTION PASSED

Executive Session

For the purpose of conferencing with the City Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S Section 24-6-402(4)(b), and the following additional details are provided for identification purposes: **Legal advice regarding constitutionality and other legal parameters surrounding Chaffee County residency restrictions within City's Short-Term Rental regulations.**

Council Member Martin moved to go into Executive Session, Seconded by Council Member Pappenfort.

Voting Yea: Council Member Fontana, Council Member Naccarato, Council Member Critelli, Council Member Stephens, Council Member Pappenfort, Council Member Martin

MOTION PASSED

Council entered into Executive Session at 6:46pm and returned to the Regular Meeting at 7:40pm

Unfinished Business / Action Items

Ordinance 2025-23 An Ordinance of the City Council of the City of Salida, Colorado Removing Subsection 6-6-20(g) of the Salida Municipal Code, regarding the Chaffee County Residency Requirement for Short-Term Rental Business Licenses. **Second Reading and Public Hearing**

Mayor Shore opened the Public Hearing. Joey Rovinsky, Lisa Runkel, and Brandon Wolff spoke during the public hearing. Hearing no further comments, the mayor closed the public hearing.

Council Member Naccarto moved to approve Ordinance 2025-23 with an amendment that the residency requirement shall not apply to "Area 1" C-2 Central Business District, seconded by Council Member Martin.

Voting Yea: Council Member Pappenfort, Council Member Fontana, Council Member Stephens, Council Member Martin, Council Member Naccarato, Council Member Critelli

MOTION PASSED

Councilors, Mayor and City Treasurer Reports

Council Reports

Fontana - Finance Committee and Greater Salida Recreation Corporation Board

Stephens - Airport Board and PROST

Martin

Critelli

Naccarato - CHA and Sustainability Board

Pappenfort - Finance Committee

Reports were given.

Mayor Report

Report was given.

Attorney Report

Report was given.

Treasurer Report

Department Updates

Report was given.

Adjourn Meeting adjourned at 8:49 pm



City Clerk | Deputy City Clerk

Mayor



City Council Action Form

Department	Presented By	Date
Community Development	Bill Almquist - Community Development Director	November 18, 2025

Agenda Item

Ordinance 2025-24: An Ordinance of the City Council of the City of Salida, Colorado, repealing Section 2(a) of Ordinance 18, Series 2025 and establishing an emergency. **Public Hearing**

Background and Request

During the November 4, 2025 City Council meeting, Council directed staff to bring forth an amendment to the recently approved Ordinance 2025-18, which approved a comprehensive rezone of the City's official zoning map and specifically included a designation of "MD Mixed-Use Downtown" zone district for the property at 207 N. D Street. This Council direction arose out of neighbor objections to the MD zoning of 207 N. D Street which was received both in writing and during the meeting's public comment. The neighbor(s) contend that the initial amendment to the ordinance that applied the MD zoning did not take into account surrounding property zoning (current and future), that it constituted unnecessary "spot zoning," and would be out of character with the surrounding uses.

The original proposed zoning for the property, as recommended by Planning Commission at the August 25, 2025 public hearing, was "MN (Mixed-Use Neighborhood)" which most closely aligns with the previous "C-1 Commercial" zoning that is shared by other neighboring private properties to the east, south, and west (see map below). The owner of the 207 N. D Street property, Mr. Michael Kimmett, and members of his family requested that the property be amended to MD to allow for more intensive commercial development of the property than would be allowed under MN, including development along the river's edge. Ultimately, City Council approved an amendment of the ordinance changing the zoning from MN to MD on October 7, 2025.



Figure 1: Previous Zoning Map (C-1 Commercial zoning is shown in red while C-2 Central Business zoning is shown in pink)

In the previous/current zoning map above, C-1 Commercial is represented in red while the more intensive commercial zoning, C-2 Central Business District, is represented in pink. To better align with conventional planning practice and styles, the color palette of the newly approved zoning map reverses these colors so that the less intensive commercial use (MN) is represented by a lighter color than the more intensive commercial use MD. See a snip of the amended and approved zoning map below:

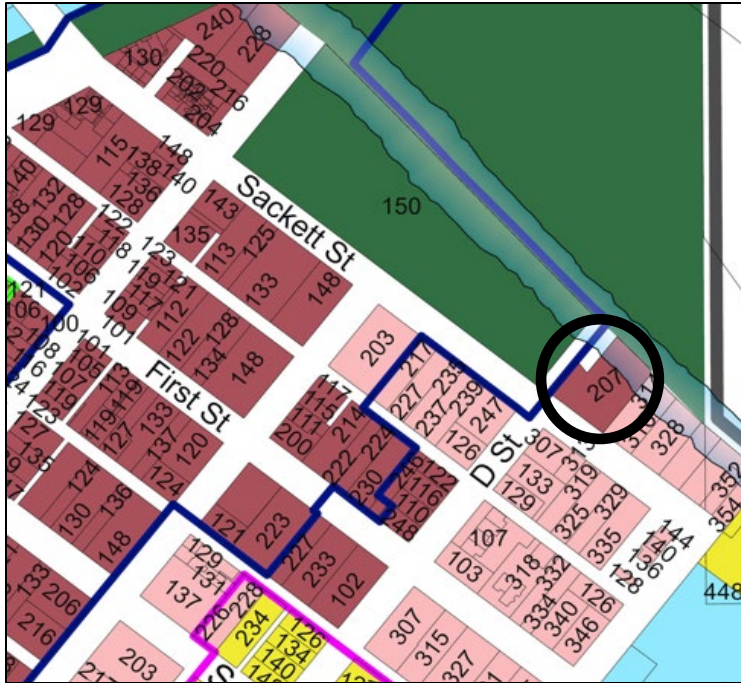


Figure 3: Future Zoning Map (MD Mixed-Use Downtown zoning is shown in dark red while MN Mixed-Use Neighborhood zoning is shown in pink)



Figure 2: Subject Property at 207 N. D Street



Figure 4: Montage of immediately surrounding properties

Since the disagreement (and perhaps confusion) seems to revolve around what can or cannot be done with the property under various zoning, a summary of allowed uses and dimensional standards for the relevant zone districts is provided below:

Comparison of Permitted Uses by Zone District

	C-1 Commercial (current zoning)	MN Mixed-Use Neighborhood (on future zoning map)	MD Mixed-Use Downtown (on future zoning map)
Residential Uses	Single-family; multi-family (up to 19 units with PC review, >20 units with PC & CC review)	Single-family (permitted outright); multi-family (up to 19 units with staff review, >20 units with PC review)	Single-family (permitted with staff review); multi-family (up to 19 units with staff review, >20 units with PC review)

Commercial Uses	Commercial lodging, restaurants/bars, small-scale retail sales, etc. allowed outright or per staff review	Commercial lodging, restaurants/bars, small-scale retail sales, etc. allowed outright	Commercial lodging, restaurants/bars, small-scale retail sales, etc. all allowed outright
Industrial Uses	Some light industrial uses allowed per staff review; heavier industrial uses require PC & CC review	Some light industrial uses allowed per staff review; heavier industrial uses require PC review	Some light industrial uses allowed per staff review; heavier industrial uses require PC review

Comparison of Relevant Dimensional Standards by Zone District

	C-1 Commercial (current zoning)	MN Mixed-Use Neighborhood (on future zoning map)	MD Mixed-Use Downtown (on future zoning map)
Min. Lot Size*	5,625 sq ft	5,625 sq ft	N/A
Max. Residential Density*	1 unit per 2,800 sq ft	1 unit per 2,750 sq ft	N/A
Min. Residential Density	N/A	1 unit per 11,250 sq ft	1 unit per 3,000 sq ft
Max. Lot Coverage (Structures)*	60%	70%	100%
Max. Lot Coverage (Parking)	60%	30%	90%
Minimum Landscape Area	10%	20%	N/A
Side Setback	5 ft	5 ft	N/A
Rear Setback	5 ft	5 ft	N/A
Front Setback	10 ft	10 ft	N/A
Maximum Building Height*	35 ft	35 ft	35 ft

* Does not include Inclusionary Housing incentives

What is likely apparent from the tables above is that the permitted uses for each of the three zone districts (the property's current C-1 zoning, the originally proposed MN zoning, and the approved MD zoning) are nearly the same for residential, commercial, and industrial-type uses, with MN and MD being slightly more permissive than the existing C-1 zoning.

The greater differences, however, are apparent within the allowed dimensional standards. C-1 and MN are primarily the same while MD stands out as considerably more permissive because of its lack of minimum lot size requirements, no maximum residential density, complete lot coverage allowance, and lack of setbacks (it should also be noted that MD properties are also exempt in the future land use code from the new riparian setbacks along the river's edge).

City Council will have the option to confirm or rescind their earlier decision to zone the property MD Mixed-Use Downtown as part of this public hearing. The proposed amendment is being brought forward as part of an emergency ordinance for two primary reasons: 1. To ensure the ultimate decision is aligned with the effective date of the new land use code and zoning map (December 22, 2025); and 2. To allow Council the opportunity to consider the issue prior to the neighbor(s)' deadline for submitting a referendum petition, their stated intent, and thereby potentially avoid such a referendum in a more timely fashion if so desired.

Recommendation

Staff's initial proposal was for the subject property to be zoned MN Mixed-Use Neighborhood similar to other private properties immediately surrounding it. This was also the recommendation of Planning Commission who also heard the same request of the property owner. Given that MN represents virtually the same zoning allowances as the current C-1 zoning, there are no other MD properties in the immediate vicinity, and MD zoning would exempt the property from the new river setback standards, staff recommends amending the initial amendment and rezoning the property to MN Mixed-Use Neighborhood.

Fiscal Impact

There is no direct fiscal impact, and the ability of the property to garner sales tax via future commercial use remains.

Motion

A City Councilmember should state "I move to _____ Ordinance 2025-24: An Ordinance of the City Council of the City of Salida, Colorado, repealing Section 2(a) of Ordinance 18, Series 2025 and establishing an emergency", followed by a second and a roll call vote.

**City Of Salida, Colorado
Ordinance No. 24
(Series of 2025)**

**An Ordinance of the City Council of the City of Salida, Colorado, repealing
Section 2(a) of Ordinance 18, Series 2025 and establishing an emergency**

WHEREAS, a referendum petition is circulating seeking repeal of Section 2(a) of Ordinance No. 18, Series of 2025; and

WHEREAS, the Salida City Council would like to address this issue directly and immediately, in order to obviate the need for a referendum:

Now, therefore, be it ordained by the City Council of the City of Salida, Colorado, that:

Section 1. The foregoing recitals are incorporated herein as conclusions, facts, determinations, and findings by Council.

Section 2. Ordinance No.18, Series of 2025 is amended by the deletion of Section 2(a).

Section 3. *Emergency Ordinance.* Because this ordinance must take effect immediately in order to accomplish its purpose, in the context of the referendum election calendar, it is necessary for the immediate protection of public health or safety and is accordingly adopted as an emergency ordinance.

Section 4. Severability: The provisions of this Ordinance are severable and the invalidity of any section, phrase, clause, or portion of this Ordinance as determined by a Court of competent jurisdiction shall not affect the validity or effectiveness of the remainder of the Ordinance.

INTRODUCED AND ADOPTED AS AN EMERGENCY ORDINANCE by the City Council on the 18th day of November 2025 and ORDERED PUBLISHED IN FULL in a newspaper of general circulation in the City of Salida, Colorado upon the affirmative vote of not less than three-fourths (3/4) of the members of the City Council.

City Of Salida, Colorado

Mayor

[SEAL]

ATTEST:

City Clerk/Deputy Clerk

Published in Full in the Mountain Mail after First Reading on the ____ day of _____,
20__, and by Title only, after final adoption on the ____ day of _____, 20__.

City Clerk/Deputy City Clerk

**City of Salida, Colorado
Ordinance No. 18
Series of 2025**

An Ordinance of the City Council of the City of Salida, Colorado, Approving a Comprehensive Rezone of the Official Zoning Map of the City of Salida and Adopting an Updated Zoning Map

WHEREAS, the City of Salida (the “City”) is a statutory city organized under the laws of the State of Colorado, and the City Council of Salida (the “City Council”) possesses the authority to adopt ordinances that protect the public health, safety, and welfare; and

WHEREAS, the City Council has determined that the Official Zoning Map of the City must be updated comprehensively in order to conform to the restated Chapter 16, Land Use and Development Code, adopted concurrently with this Ordinance; and

WHEREAS, the comprehensive update to the Official Zoning Map, attached hereto as Exhibit A, is intended to ensure internal consistency with the rewritten Land Use and Development Code, to align zoning classifications with existing and planned land uses, and to promote the City’s long-term vision as expressed in the Comprehensive Plan and other adopted policy documents; and

WHEREAS, the Planning Commission held duly noticed public hearings on August 12, 2025, and August 25, 2025, to review the proposed comprehensive zoning map update, took public comment, and forwarded its recommendation to the City Council; and

WHEREAS, the City Council will hold a duly noticed public hearing on October 7, 2025, to consider the adoption of the comprehensive zoning map update; and

WHEREAS, Staff has provided public notice of hearings in front of Planning Commission and City Council, as well as ample advertising of public input opportunities such as public meetings, online and in-person surveys, etc. and reported the feedback from that engagement on the City website, in additional public meetings, and in various work sessions with Planning Commission and City Council; and

WHEREAS, the comprehensive rezoning of the Official Zoning Map aims to implement the Comprehensive Plan and a number of the City’s other adopted plans and policies, which discuss goals related to housing, transportation, neighborhood and economic vitality, and resource stewardship; and

WHEREAS, the City Council finds that adoption of the comprehensive zoning map update is in the best interests of the City and its residents and will promote the orderly

development of land, the efficient provision of public services, and the protection of community values.

Now, therefore, be it ordained by the City Council of the City of Salida, Colorado, that:

Section 1. Purpose and Intent. The City Council hereby adopts and incorporates the foregoing recitals as findings of fact and legislative intent. In adopting the comprehensive zoning map update, attached hereto as Exhibit A, the Council affirms its intent to bring the zoning map into conformity with the restated Chapter 16, to provide clear and consistent zoning classifications throughout the City, and to ensure that zoning regulations reflect community goals for housing, economic vitality, and sustainable growth.

Section 2. Adoption of Comprehensive Zoning Map. The Official Zoning Map of the City of Salida is hereby repealed and replaced with an updated Zoning Map as set forth in Exhibit A, which is attached hereto and incorporated herein by reference. The restated Zoning Map shall supersede and replace all prior zoning maps in full as of the effective date established in Section 6 of this Ordinance.

Section 3. Incorporation into the Municipal Code. The City Clerk, in consultation with the City Attorney and Code publisher, is directed to incorporate the restated Zoning Map into the Salida Municipal Code, to ensure consistency in formatting and cross-references, and to make any non-substantive corrections necessary to effectuate the intent of this Ordinance.

Section 4. Severability. If any provision of this Ordinance or of the updated Zoning Map is held invalid by a court of competent jurisdiction, such invalidity shall not affect the remaining provisions, which shall continue in full force and effect. The City Council declares that it would have adopted this Ordinance and the updated Zoning Map independently of the portion declared invalid.

Section 5. Publication. The City Clerk shall cause this Ordinance to be published by title only, with the effective date provided in Section 6, and with a statement that the updated Zoning Map is available at the Community Development Department office and on the City's official website, as provided by law.

Section 6. Effective Date. This Ordinance shall take effect on December 22, 2025.

INTRODUCED, READ, AND PASSED ON FIRST READING on September 16, 2025, and ordered published in summary form and set for a public hearing on October 7, 2025.

READ, PASSED, AND ADOPTED ON SECOND READING, following a public hearing held on October 7, 2025, and ordered published by title only by the City Council.



[SEAL]

ATTEST:

Kristi Keller
City Clerk/Deputy Clerk

CITY OF SALIDA, COLORADO
[Signature]
Mayor

PUBLISHED IN FULL in the Mountain Mail after First Reading on the 16th day of September, 2025, and BY TITLE ONLY, after final adoption on the 7th day of October, 2025.

Kristi Keller
City Clerk/Deputy City Clerk

EXHIBIT A



Proposed Zoning Districts

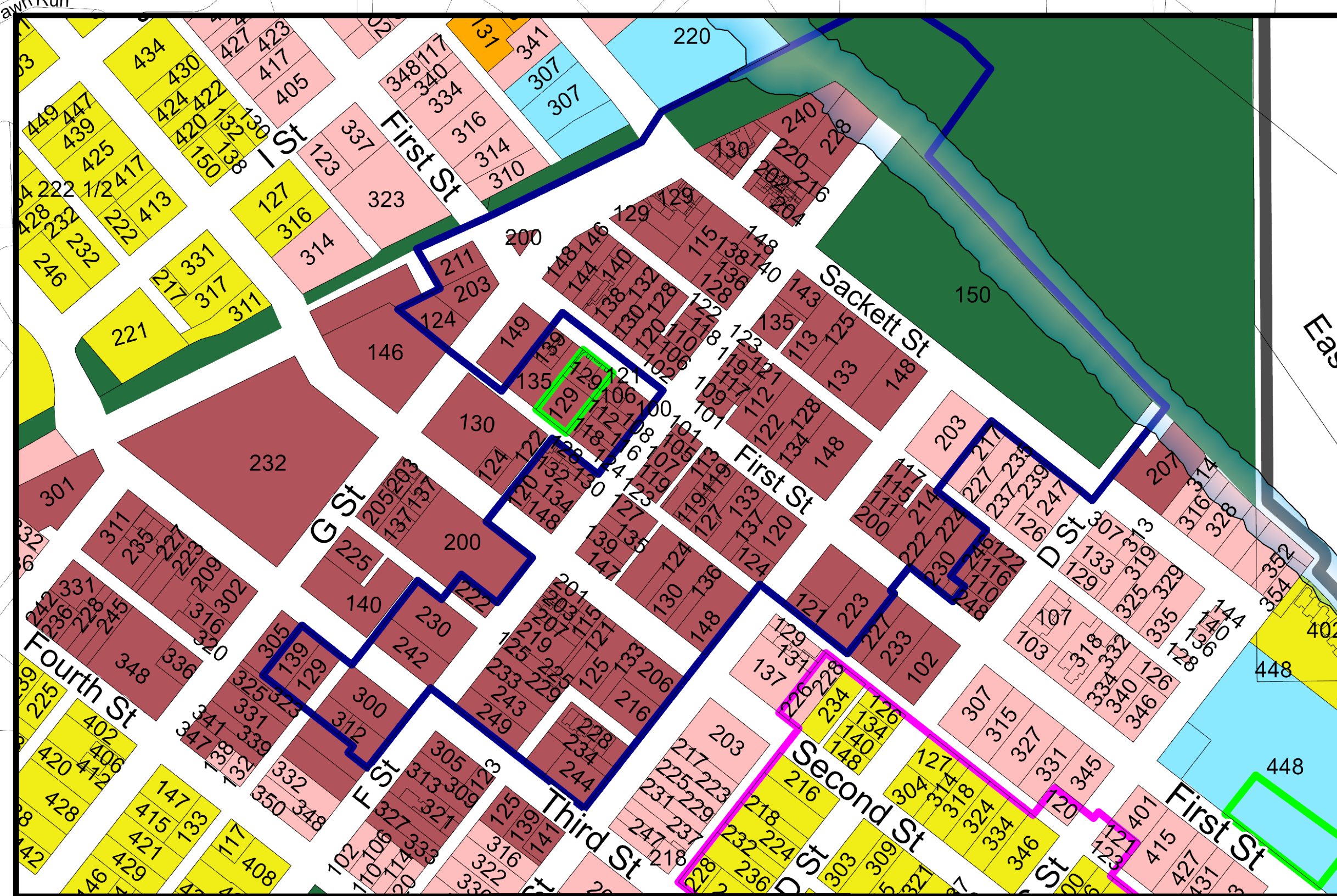
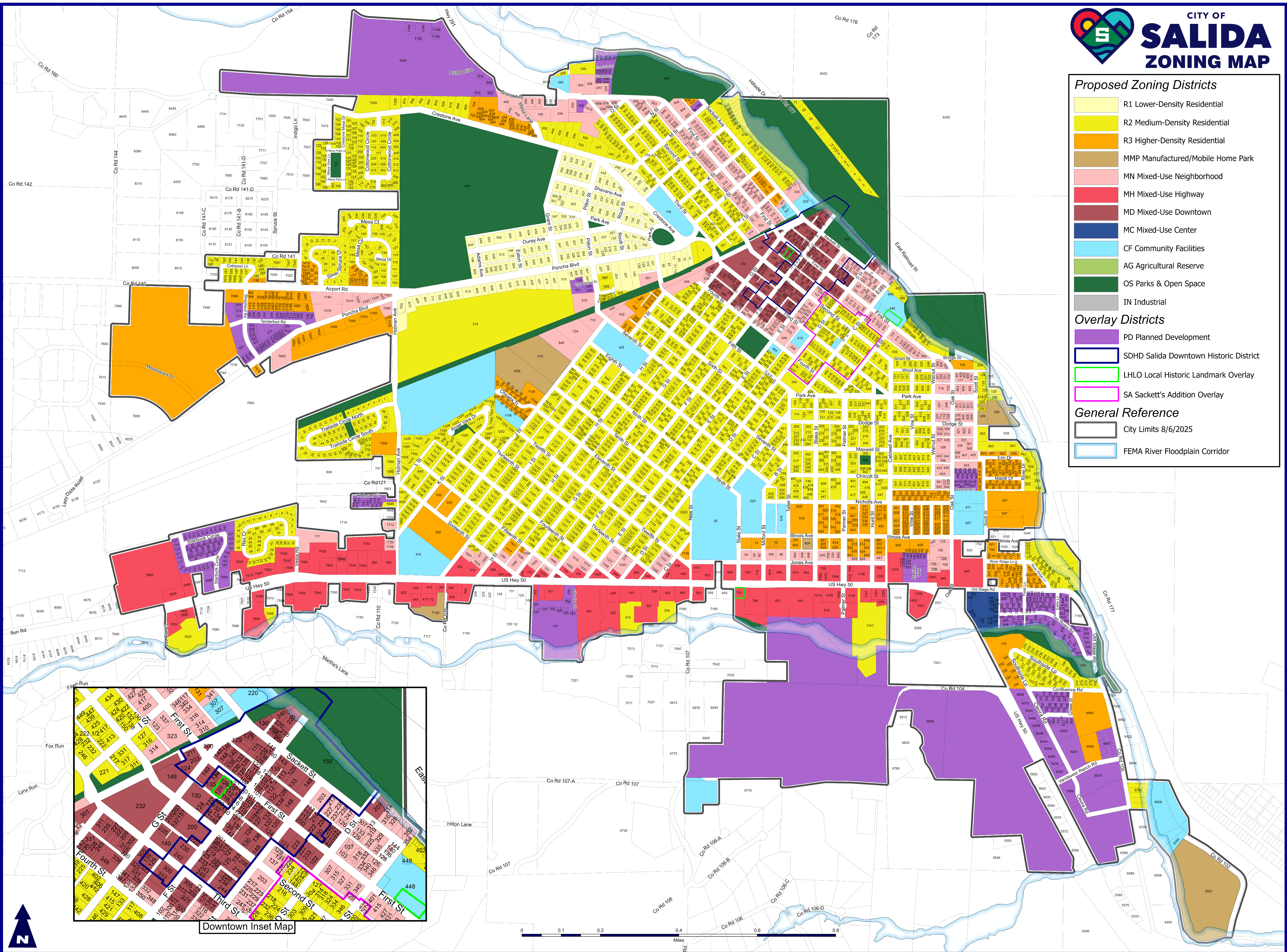
- R1 Lower-Density Residential
- R2 Medium-Density Residential
- R3 Higher-Density Residential
- MMP Manufactured/Mobile Home Park
- MN Mixed-Use Neighborhood
- MH Mixed-Use Highway
- MD Mixed-Use Downtown
- MC Mixed-Use Center
- CF Community Facilities
- AG Agricultural Reserve
- OS Parks & Open Space
- IN Industrial

Overlay Districts

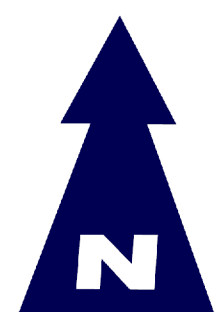
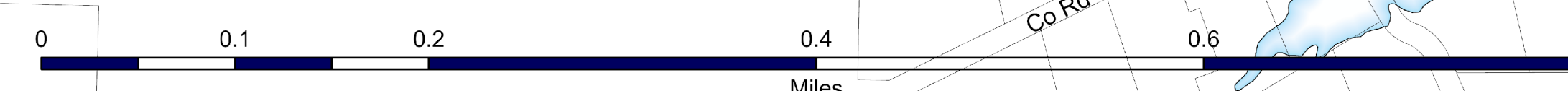
- PD Planned Development
- SDHD Salida Downtown Historic District
- LHLO Local Historic Landmark Overlay
- SA Sackett's Addition Overlay

General Reference

- City Limits 8/6/2025
- FEMA River Floodplain Corridor



Downtown Inset Map





City Council Memo

Department Administration	Presented By Kristi Keller- City Clerk	Date November 18, 2025
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Agenda Item

Agenda and Packet Board Portal Overview - The Board Portal is a platform for the Mayor and Councilmembers to access the meeting and work session agendas and packets. The portal provides a useful tool to view meeting agendas and packets and to add notes directly to those materials for reference during meetings. Please note that any notes added to the packets are saved to your portal only and does not amend or change the agendas or packets, it is for your reference only.

Below are instructions for signing in and using the portal. The Mayor and Councilmembers should have received an email from CivicPlus with instructions to activate their portal account. If you did not receive it, please let me know, and I will reset your access so you can sign in and use the portal.

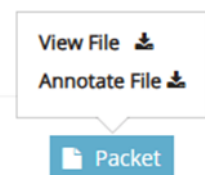
Sign into the Board Portal [Agendas - Board Portal](#)

City Council Regular Meeting 11.04.2025

 Agenda

 Packet

Click on the packet icon (you can either download the packet or annotate it in your portal).



[Instructions to annotate documents in the Board Portal](#)

[Board Portal User Guide](#)

You can also watch the CivicPlus training session conducted by our consultants on March 31st, on the City's YouTube page. [City Council Work Session - 03/31/2025](#)



CITY COUNCIL MEMO

DEPARTMENT	PRESENTED BY	DATE
Administration	Christy Doon - City Administrator	November 18, 2025

AGENDA ITEM

Councilmember Orientation

BACKGROUND

Staff wanted to take the opportunity to orient/reorient Councilmembers to the functions of the City of Salida and provide an overview of Salida City Government. This will be the first in a series of training opportunities for the Council.



Councilmember Orientation

November 2025



Part One: Your Role as City Councilmember

Mayor and Council Overview

Council/Elected Officials Duties

The Mayor and City Council, as representatives of the City, can provide better service if they understand their duties, are aware of their responsibilities, and are informed about the best methods for carrying out their responsibilities. Among their public duties, the Mayor and City Council provide leadership for constituents and make sound decisions by studying problems and reviewing alternatives to determine the best course of action. The Mayor and City Council are responsible for establishing policy, adopting the City's budget, and providing direction to the City Administrator. The Mayor and City Council may also represent the City on local, regional, and state boards, commissions, and committees.

Policy Making

Policy making is the process of deciding what is to be done for the City. This can easily be confused with how a program is to be administered, which is the responsibility of the City Administrator. Simply stated, policy making is the "what to do" and administration is "how to do it." In municipalities, policy can take the form of ordinances, resolutions, and motions.

Policy is established by a majority vote of the City Council. While individual members may disagree with a decision of the majority, a decision of the majority does bind the City Council to a course of action. It is the City Administrator's responsibility to ensure the policy of the majority is implemented.

Representing the City

Representing the City at the State and Federal levels in matters of municipal interest is an important role for the Mayor and City Councilmembers. Issues that affect the City's ability to govern and operate successfully are monitored by the City Administrator's

Office, and City Council, as an elected body, should communicate on such issues with the State and Federal Legislatures.

Contact with Constituents

The Mayor and City Councilmembers are often requested to attend a variety of community meetings, neighborhood meetings, or Homeowner Association meetings. These are opportunities to understand the needs of the residents and can assist in policymaking.

Every City Councilmember can expect to receive an occasional complaint, concern, or request for information from residents. The most effective way to ensure a timely and accurate response is for the City Councilmember to contact the City Administrator's Office with the concern. The City Councilmember has the option of personally contacting the residents with the response or having the City Administrator's Office or the appropriate department provide the response to the resident.

Ceremonial Duties

The Mayor and City Councilmembers may be asked to attend groundbreakings, ribbon cuttings, and openings for parks, capital improvement projects, businesses, and other special projects.

Conferences and Trainings

The Mayor and City Councilmembers can, and should, attend state conferences for public officials and municipal organizations. These conferences provide the City Council with opportunities to establish relationships with other elected officials and discover what other cities are accomplishing.

Expenditure Guidelines

The annual City budget includes expenditure allowances for City Councilmembers to undertake official City business. It is very important that any public expense is directly related to City affairs. Public property and funds may not be used for any private or personal purpose. Courts have ruled that this prohibition includes personal political purposes.

The City will pay for ordinary and necessary expenses incurred by City Councilmembers that are directly related to City business. Actual or per diem travel expenses should be itemized on a Travel Expense Form, available in the Finance Office, and submitted along with necessary documentation. This includes mileage when you need to travel using your personal vehicle.

The City Administrator's office can assist you in registering for classes, conferences and booking travel arrangements.

All reimbursement amounts will be added to your monthly pay.

Councilmembers on Boards Committees

Councilmembers may choose to serve on various external task forces, boards and committees. Initial appointments are made soon after the Council's organizational meeting following elections. Councilmembers who serve on external boards and committees are expected to report to the full Council regarding the activities of the board or committee on which they serve. Councilmembers may also be appointed to a committee for special projects or to review and make recommendations regarding specific items of City-wide interest.

The only City committee requiring Council representation is the Finance Committee. However, there are other committees where Council representation is encouraged. These include the Sustainability Committee, PROST and Public Art Commission. Councilmembers also represent City interests on the Salida Airport Board, Greater Salida Area Recreation Board and Chaffee Housing Authority.

Member Organizations and Regional Relationships

The City maintains relationships with numerous regional member organizations to represent the City's interests in many affairs. Staff have primarily taken the lead in representing the City's interests in the efforts.

Colorado Municipal League (CML)

Policy Committee Representative: Christy Doon, City Administrator

Website: cml.org

CML is a nonprofit, nonpartisan organization that represents and serves Colorado's cities and towns. Currently, 264 of Colorado's 270 communities are members of CML and benefit from its informational and advocacy services. CML's mission is to represent cities and towns collectively in matters before the state and federal governments and to provide a wide range of information services to assist municipal officials in managing their governments effectively.

Chaffee County Economic Development Corporation

Representative: Christy Doon

Website: <https://chaffeecountyedc.com/>

The Chaffee County Economic Development Corporation's mission statement is to assure that Chaffee County is open for business and promote the retention, expansion, and creation of jobs.

Colorado Association of Ski Towns

Representative: Christy Doon*

Website: <https://coskitowns.com/>

The Colorado Association of Ski Towns (CAST) is a membership organization founded on the premise that mountain resort communities face challenges and issues that are different in scope than those in the towns and cities along Colorado's Front Range and Eastern Plains. Members are from Colorado, Utah, Wyoming, Idaho, Montana, California, and British Columbia. CAST meets five times a year to network, share information, and listen to speakers and presentations on relevant issues such as affordable housing, transportation, sustainable tourism, and climate action.

Colorado Department of Transportation, Transportation Planning Region

Representative: David Lady*

Website: <https://www.codot.gov/programs/planning/planning-partners/tpr-mpo>

The Colorado Department of Transportation (CDOT) divides the state into 15 Transportation Planning Regions (TPRs) to develop regional transportation plans, which include 5 Metropolitan Planning Organizations (MPOs) and 10 rural TPRs. These regions coordinate transportation planning, identify regional priorities, and develop multimodal transportation plans to guide investment and address the unique needs of their areas.

Colorado Communities for Climate Action (CC4CA)

Representative: Sara Law*

Website: <https://www.cc4ca.org/>

Colorado Communities for Climate Action is a coalition of 46 local governments across the state advocating for stronger state and federal climate policy.

City Attorney's Office and Legal Briefing

Nina Williams and Geoff Wilson, Wilson Williams Fellman Dittman

The City Attorney is the legal advisor for the Council, Administrator and Department Heads. The general legal responsibilities of the City Attorney include:

- Provide legal assistance necessary for the formulation and implementation of legislative policies.
- Represent the City's interests as determined by the City Council, in litigation, administrative hearings, negotiations and similar proceedings.
- Prepare ordinances, contracts and other legal documents.
- Keep the City Council and staff apprised of court rulings and legislation affecting the legal interests of the City.
- Attend City Council meetings and, where necessary, other board and commission meetings.

CIRSA (Colorado Intergovernmental Risk Sharing Agency) Best Practices

Public Officials' Ethics, Liability and Best Practices Video

<https://youtu.be/bfhxvn1c1IA?si=XdH6NdlwHHYOOu4i>

Council Meeting Format/Overview of Typical Meeting

Kristi Keller, City Clerk – Kristi.keller@cityofsalida.com

Council Meeting Process

All Regular and Special City Council meetings and Work Sessions are audio recorded and livestreamed on the City's Youtube channel, along with any visual information being displayed on the overhead screens. Council Chambers has microphones at each seat on the dais.

Keep in mind microphones should always be considered "live"; never say anything near the microphone that you do not want to be heard or recorded. Broadcasting of the microphones may begin before the official meeting starts.

To ensure clarity for the record, speak directly into the microphone approximately 6 to 10 inches away.

Civility

It is the intention of the Salida City Council to promote civil communications. The adopted Civility Invocation is located in the Council Chambers.

Bob's Rules of Order

Regular City Council Meetings are conducted by the Mayor or Mayor Pro-Tem, according to "Bob's Rules of Order", the abbreviated Roberts' Rules of Order (Salida Municipal Code 2-2-80)

Motions

City Council actions occur by motion. A motion is a formal proposal for Council action, such as approving meeting minutes, approving routine deeds, easements, or contracts,

adopting resolutions or ordinances and land use decisions. In order to move a motion forward, a second is required. The Mayor or Mayor Pro-Tem will then ask the Clerk to take a roll call vote. A majority of Council must vote in the affirmative to adopt the motion. The Mayor will only vote to break a tie.

Agenda

The City Council agenda is the official order of business at City Council meetings. The agenda reflects the City Council's duties and responsibilities; agenda items include consideration and/or approval of programs, expenditures, payments, contracts, agreements, land use and zoning changes, ordinances, resolutions, and approving or amending the operating and capital improvement project budgets.

The City Clerk reviews the tentative agendas for upcoming meetings with the department directors at a weekly staff meeting, and adjustments and revisions are made. Each agenda item typically includes a cover sheet called a Council Action Form (CAF) with a background and summary, staff recommendation, and other pertinent information necessary for Council to make a decision.

The direction of either the Mayor or a minimum of two (2) Council members is required in order to place a topic or item on a work session or regular meeting agenda. This request is generally made during a regular meeting, during Council and Mayor reports. An item previously added to either a work session or regular meeting agenda may be removed from the agenda by a two-thirds (2/3) vote of the City Council.

Council Packet

The City Clerk's Office is responsible for compiling the agenda and supporting documents for City Council meetings for the Mayor, City Council, and staff. All City Council meeting-related documents are distributed in an electronic format only. Citizens and other interested parties may access City Council packets via the City's [website](#) or by contacting the City Clerk's Office.

The City Council meeting agenda packets and any other information are provided to the Mayor and City Council by the end of the day on Wednesday prior to the Tuesday

meeting. Any confidential items (such as Executive Session material or background information for Liquor License applicants) will be provided under separate cover (typically by email) by the City Clerk or City Attorney.

If the Mayor or a City Councilmember feels something is missing from the packet or they have a question that is not covered in the background material, it is suggested they contact the City Administrator prior to the meeting. This will enable staff to deliver material to the City Councilmember during the day or have it available by the evening meeting.

Postings

Agendas for all City Council meetings are posted on the City's website, as required by the Open Meetings law and the Municipal Code. Official gatherings of three or more members of Council shall be posted on the City's website. No amendments shall be made to the packet within 24 hours of a meeting or work session.

Agenda Order of Business

1. Call to Order - The Mayor calls the meeting to order.
2. Pledge of Allegiance - The Mayor leads the Pledge of Allegiance.
3. Roll Call - The City Clerk calls each City Councilmember's name. A quorum of four members of the City Council is required at any regular or special City Council meeting.
4. Amendments to the Agenda
5. Consent Agenda – The consent agenda allows the Council to approve several items of routine business with one vote. Consent agenda items include, but are not limited to approval of the agenda, approval of minutes, approval of contracts or awards previously approved in the annual budget, approval of MOUs and first readings and setting second reading and public hearing for ordinances.
6. Public Comment - (Limited to three minutes per person) At this time, any person

in attendance may address the City Council on an item not on the agenda.

7. Proclamations – Previous Councils designated set proclamations for each month that can be found on the [City website](#).
8. Unfinished Business/Action Items – Items which have been discussed previously and require action. This can include second readings of Ordinances, and public hearings.
9. New Business - New items for consideration, items to be scheduled for a future City Council meeting, or items of interest to the City Council are included here. This includes resolutions. Resolutions are usually routine actions requiring City Council approval but occasionally require public hearing, such as the City's budget.
10. City Council Reports - Any City Councilmember may report on the activities they have been involved in, whether it was a meeting they attended, contact with a citizen, or general information. At this time, Councilmembers should also report out on any actions taken by any boards or commissions for which they represent the City.
11. Mayor's Report - The Mayor may share or update information with the City Council and staff.
12. Attorney Report – The City Attorney may share legislative updates with City Council.
13. Treasurer Report – The Treasurer will provide the Sales Tax Report.
14. Department Updates - The City Administrator may inform the City Council of an item of City business or any other information of interest to the City Council not included in the packet. This is also an opportunity to provide brief announcements to the City Council.
15. Executive Session, if applicable
16. Adjournment – Per the City Council Handbook, all meetings should be adjourned by 9:00 p.m. unless the Council votes to extend the meeting.

Public Hearings

Public Hearings are held before the City Council to hear testimony from the public regarding specific matters. Public hearings are held on all ordinances and on items such as the approval of certain quasi-judicial liquor licenses, marijuana licenses and land use decisions. During public hearings certain procedural rules must be followed.

Ordinances and Resolutions

City of Salida Municipal Code

The Salida Municipal Code constitutes a complete codification of the general and permanent ordinance of the City of Salida.

Ordinances

Ordinances are the laws of the City. When an ordinance is initially presented to the City Council, it is called the "First Reading of the Ordinance", and it placed on the Consent Agenda. When the City Council passes the ordinance at a regular Council meeting, it is published in full (including all exhibits) in a newspaper of general circulation and on the City's website. Before its final passage, the ordinance is presented and voted upon at a second regular Council meeting, which is the "Second Reading and Public Hearing of the Ordinance."

Second reading may be held no earlier than ten days after the initial approval of the ordinance. After the second reading (if there are no amendments), the ordinance is published by reference. Any amendments to the ordinance are published in full.

Ordinances take effect thirty days after publication following the final passage.

Exceptions to this are Emergency Ordinances or as specified in the ordinance. Council can adopt Emergency Ordinances by a majority vote when necessary for the immediate preservation of public property, health, peace or safety.

Resolutions

Resolutions set policies for the City. Resolutions come before the City Council one time and are effective upon adoption. A simple majority vote is needed to pass a resolution.

Remote Participation

The preference, and expectation, is that Councilmembers will attend regular and special Council meetings in-person, in City Hall, whenever possible. This in recognition of the efficiency and effectiveness of in-person participation when conducting the public business of the City of Salida. However, there may be occasional times when in-person attendance is not possible. Council adopted a policy, Resolution 2024-33, allowing remote participation for Council, Board, and Commission members under certain circumstances. Council members may participate remotely no more than four (4) times in a twelve (12) month period for Regular City Council meetings. This provision does not apply to Work Sessions.

Before each meeting, the City Clerk will send a calendar invite with a virtual Zoom meeting link. Please notify the Clerk in advance if you plan to join remotely.

Zoom can be accessed via an internet browser or the app. Training is available through the City Clerk's Office.

Communications

Sara Law- Public Information Officer/Sustainability Coordinator-
sara.law@cityofsalida.com

Outreach Channels

The City utilizes many channels to reach out to our citizens and provide news and information, including:

- **Newsletters:**
 - Monthly Salida Standard Newsletter
 - Biweekly Council Wrap Up Newsletter
 - Monthly Parks and Rec Newsletter
 - Monthly Arts and Culture Newsletter

- **Social Media**

The City maintains multiple official social media channels. Our Facebook page is

@CityofSalidaCO. We also have Facebook and Instagram channels for our Parks and Rec department, Arts and Culture department, Fire and Police Departments.

- **Website**

Visit cityofsalida.com to check out our calendar for meeting notices, Boards and Commissions agendas, News Flashes, Events, and Calendar updates. For Press Releases and Public Notices, check out our [City News](#).

Communicating with the Media/Social Media

The PIO, Sara Law, is available to help with media relations and will coordinate with the Mayor and Council and the Administrator regarding media communications. She can be reached at sara.law@cityofsalida.com or 719 207 5843.

Social Media Guidelines

[Social Media Guidelines for Elected Officials and Board and Commission Members](#)

The City aims to communicate with and engage residents and the public, and to promote Salida programs and services through designated social media sites exclusively established by the City Administrator's Office. Please reach out to the PIO for a list of those channels and how we utilize them.

[Use of Personal Accounts](#)

The City Council, Board, and Commission members may maintain and use their own personal social media accounts but should be aware of additional risks related to their general participation on social media. Therefore, you should consider the following when using personal social media accounts:

- Remove elected titles from profiles used to identify a personal social media account and clearly state how constituents should communicate regarding City of Salida matters.
- Include an introductory statement in the profile or about section of your account that defines the purpose of your page:

“This is the personal account of [Full Name] and not a government account for discussion of government issues. Please see City of Salida page [or] Official Councilmember page [link] for information on government issues.”

- Redirect information to official government sources and avoid making posts related to your official duties or governmental bodies.
- Avoid commenting on any local issues where other Councilmembers are also participating in the discussion.
- Redirect requests for discussion to alternative means of communication (e.g. email, phone, meeting, etc.).

Use of Official Accounts

Elected officials are permitted to create and operate their own official social media accounts to engage with constituents; however, it is strongly recommended to keep these official accounts distinct and separate from other personal social media accounts. Elected officials' accounts are not managed or controlled by City staff.

- Make it official. Your account profile, description and photo should clearly indicate your position as a City Councilmember and your intent to use the account as a way of communicating with citizens.
- Your official account is now a public forum. Your engagement with the public on social media as an elected or appointed official establishes your platform as a limited public forum, which affords users the right to comment on content you publish.

Colorado Open Records Act (CORA)

City records are governed by the Open Records Policy adopted by Council to ensure transparent and accessible government. This policy helps protect the integrity of the City's records and accounts for the costs associated with fulfilling requests. It is important to note that members of the public may request records from any city department, including those of Elected Officials. Such records may include emails, text messages, and written documents.

The City Clerk's office manages the open records requests through our online portal. Once processed, the documents related to each request are made publicly available on the City's website.

First Amendment Rules for Engagement & Recent Supreme Court Decisions

All content (posts, messages, photos, video, etc.) on City accounts and any City Council, Board or Commission official accounts are considered a public forum and provide the opportunity for free speech. Staff regularly monitor all City social media accounts, but if you have any questions about content or comments, notify the City Administrator's Office.

The Supreme Court in 2024 ruled public officials who post about topics relating to their government work on their personal social media accounts are acting on behalf of the government, and therefore can be held liable for violating the First Amendment when they block their critics, only when they have the power to speak on behalf of the state and are actually exercising that power.

“A public official who fails to keep personal posts in a clearly designated personal account therefore exposes himself to greater potential liability,” - Justice Amy Coney-Barrett, *Linke vs. Freed*

Source: *Scotus Blog*, <https://www.scotusblog.com/2024/03/public-officials-can-be-held-liable-for-blocking-critics-on-social-media/>

Part Two: Overview of Salida Government

Christy Doon, City Administrator – Christy.doon@cityofsalida.com

The City has adopted several documents which guide Council and staff decisions. Some of these documents are updated annually while others have a longer “shelf-life.”

City of Salida Comprehensive Plan (2013)

Parks and Recreation Open Space and Trails Master Plan

Climate Action Plan**2026 Proposed Budget****Regional Transportation Plan****City of Salida Park Development Manual****2025 - 2026 Strategic Planning Tool**

City Council has also adopted four (4) Core Values and five (5) Strategic Priorities, which guide all City operations. They guide how we do our work. Each of these is interconnected and supported by a shared vision to strengthen Salida's long-term resilience through partnerships, equity, fiscal sustainability and community well-being.

City Values

Transparent dialogue and information sharing.

Proactive and defensible decision making

Sustainability of investments

Ability to maintain investments.

City Priorities

Priority #1 – Explore Transitioning Fire Department to a Regional District

Priority #2 – Fiscal Fitness via Revenue Diversification and Reducing Expenses

Priority #3 – Finish South Ark and Foster Affordable Housing

Priority #4 – Benefit Salida Businesses Through Planning and Placemaking

Priority #5 – Continuously Improve Providing Core Government Services

Alignment of Operations

Goals

Goals are identified at the organization level by department and are included in the budget document each year.

Objectives

Each department is specific in what they intend to do to achieve the goals they set.

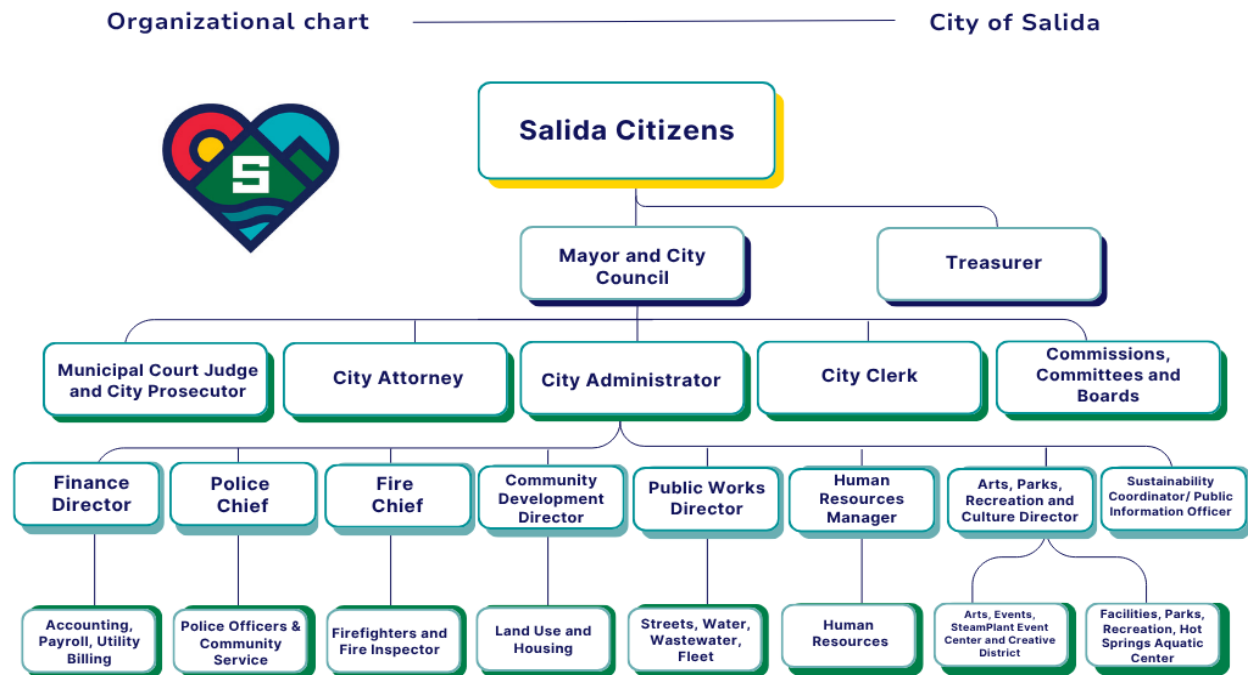
Initiatives

Initiatives are specific actions taken by employees and are included in employee reviews.

Role of City Administrator

The City Administrator is appointed by the City Council. She is the Chief Administrative Office of the City and is responsible for carrying out the Council's directives and administering the day-to-day operations of the City. The City Administrator is the personnel director of the City. As such, she shall have the responsibility and authority to appoint, supervise and discharge all non-elected or appointed employees. All this is done in alignment with the policies set by the City Council.

Structure and Overview



Policies for communication with staff

In general, City Council inquiries or requests for information should be directed to the City Administrator's Office. Many times, residents will present the Mayor or City Councilmembers with an issue or concern that requires additional information or research. These issues or concerns are best directed to the City Administrator, who, in turn asks Department Directors for resolution. The City Councilmember will be informed of the progress and results.

Budget Overview

The City Administrator, Finance Director and Department Directors prepare the budget and review the budget recommendations with the Treasurer and Finance Committee. The Finance Director submits the budget to the City Council. The City Administrator and Department Directors review the budget recommendations with the Mayor and City

Council at a Budget Workshop. The City Council reviews the budget, revises it as necessary, and then adopts the budget.

City Administrator Communications

The City Administrator prepares a monthly update from all departments with an overview of the important news, updates and happenings that occurred in the previous month. It typically includes a budget status overview, crime and safety information, upcoming and past events, and departmental updates to help keep Councilmembers informed on important matters. This update is included in the second regular Council Meeting.

The City Administrator will also send emails with updates from City Hall once or twice a month. These may include requests for rsyps or other items that require some Council response, but which are not official actions.

Good communication is key to establishing a good relationship. The City Administrator meets with each City Council member monthly and with the Mayor bi-monthly prior to regular Council meetings.

Department Overviews

City Administrator's Office

Christy Doon, City Administrator – christy.doon@cityofsalida.com

ADMINISTRATOR'S OFFICE CORE SERVICES PROVIDED

The City Administrator's office is responsible for directing and coordinating activities of all departments, department heads and employees of the City. The City Administrator's office provides the following core services:

- Plans, organizes, and defines the organization of City administration to ensure the coordinated and efficient effort across all departments to meet goals and objectives established by City Council,
- Implements and enforces ordinances, policies, rules and regulations adopted by City Council,
- Manages, directs and develops systems for long-range planning, prioritization, and completion of projects and programs,
- Serves as the personnel director of the City, and
- Appoints and supervises all non-elected department heads and employees in consultation with the Mayor, except for City Clerk, City Attorney, City Prosecutor and City Judge.
- Ensures that communications and messaging are consistent and timely to staff, Council and the press
- Develops, updates, implements and administers the City's Climate Action Plan, Energy Action Plan and programs to meet specific City Council goals, ensuring coordination with all departments, the community and region.

City Clerk's Office

Kristi Keller – kristi.keller@cityofsalida.com

CITY CLERK CORE SERVICES PROVIDED

The City Clerk's Office is responsible for administering certain licenses, supporting City Council, and managing Municipal Court. Specifically, the City Clerk's Office performs the following services:

- Post public notices, publishing ordinances and safeguarding all official records of the City,
- Gather Special Event applications and permit requests for packets for Council approval,
- Support City Council by preparing agendas, packets, and minutes for work sessions and regular meetings,
- Post agendas, packets, resolutions and minutes on the City website,
- Manage coordinated Elections,
- Process new Liquor, Marijuana, Short Term Rental, Arborist, and Tobacco licenses and renewals,
- Process Colorado Open Records Act (CORA) requests in a timely fashion,
- Manage Municipal Court for the judge and prosecutor.

Finance Department

Aimee Tihonovich, Finance Director – aimee.tihonovich@cityofsalida.com

FINANCE DEPARTMENT CORE SERVICES PROVIDED



The Finance Department is responsible for financial analysis and reporting, development of financial policies, evaluation of internal controls, and management of the financial affairs of the City. Core services provided include:

- Coordinate the annual budget,
- Manage the annual audit and prepare the resulting comprehensive annual financial report, and
- General accounting including: receivables, payables, payroll, grant accounting, cash and debt management, investing, utility billing and collections.

Community Development

Bill Almquist, Director – bill.almquist@cityofsalida.com

CORE SERVICES PROVIDED

The Community Development department provides the following core services:

- Processing and reviewing land use applications for consistency with the Comprehensive Plan and Land Use Code;
- Working with Chaffee County Development Services to review and issue building permits and inspect new construction in conformance with City development standards and building safety codes,
- Facilitating long-range planning efforts, including creating and updating various plans such as the Comprehensive Plan, Highway Corridor Improvement Plans, Regional Transportation Plans, and Area Master Plans,
- Reviewing and issuing sign permits, temporary vending permits, and other permit types,
- Providing analysis and recommendations to Commissions and City Council in regards to new developments and subdivisions,
- Grant-writing for support of planning and project efforts,
- Public education regarding a variety of planning-related matters,
- Coordinating with other local government partners on applicable land-use and housing issues,
- Promoting and pursuing affordable and attainable workforce housing opportunities.

Police

Russ Johnson, Chief – rjohnson@salidapolice.com

CORE SERVICES PROVIDED

The Police Department is responsible for the protection and service of the City of Salida community. To carry out this mission, the Police Department provides the following services:

- Uniformed Patrol, including:
Response to calls, traffic enforcement, bike patrol, foot patrol, medical assists, community relations, case follow-up, and enforcing Municipal Ordinances and State laws,
- Administrative & Support Functions, including:
Investigations, SWAT Team, Drug Task Force, School Resource Officer, Walk-in citizen assistance, parking enforcement, community service, code enforcement, animal control, liquor and marijuana licensing inspections, property room management, records management, and administration of clerical and command functions,
- Community Programs / Partners Activities, including:
Bank personnel training, business safety planning assistance, Solvista Mental Health Co-Responder program, "Communities That Care" Program, For Youth Initiative, Drug Court Team, 4th Grade helmet program, positive ticketing, Halloween safety, FOP school scholarships, and the "Shop with a Cop" program.

Fire Department

Aaron Jonke, Chief – aaron.jonke@cityofsalida.com

CORE SERVICES PROVIDED

The Salida Fire Department is a crucial component of community public safety, committed to safeguarding it through the following core services:

1. Fire Suppression:

- Responding to structural, vehicular, and wildland fires.

- Conducting firefighting operations to control and extinguish fires.

- Ensuring safety protocols and strategies during fire suppression efforts.

2. Medical Care:

- Providing basic and enhanced life support in medical emergencies.

- Performing CPR, using defibrillators, and administering emergency medications.

- Coordinating with Chaffe County EMS and medical facilities for patient handoff and care continuation.

3. Hazardous Material Response:

- Identifying, containing, and mitigating hazardous materials incidents.

- Implementing decontamination procedures to protect the public and responders.

- Collaborating with local, state, and federal agencies for hazardous material management.

Arts, Parks, Recreation and Culture

Diesel Post, Director – diesel.post@cityofsalida.com

CORE SERVICES PROVIDED

The Arts & Culture Department is responsible for the state-certified Salida Creative District and providing facilities and services for various events within the community. Core services provided include:

- Provide facilities and services for meetings, conferences, workshops, weddings, special events, theater, art and concert productions, and community gatherings to local, regional, state, and national groups
- Serve as the anchor to the state-certified Salida Creative District and perform the following:
 - Present annually a variety of fun, educational and inspiring experiences, events and programming for community members and work in conjunction with other arts, non-profits and civic organizations
 - Support local creatives by providing training, services and opportunities
- Assist the Public Art Commission, and
- Manage the City of Salida Channel 191, City of Salida YouTube channel and City of Salida social media pages.

CORE SERVICES PROVIDED

The Parks and Recreation Department provides the following core services:

Parks, Trails and Open Space

- Maintenance through providing trash removal, repairing and installing irrigation, cleaning and repairing restrooms, mitigating graffiti, maintaining turf, removing snow, and supporting special events,
- Oversee planning and capital improvement projects on city-owned parklands including the Salida Skatepark, Sonia's Garden, Community Center re-build, Marvin Park improvements, Splashpad, mechanical equipment inspections and installs, pump track, whitewater park improvements, tree planting, sand volleyball courts, new park builds, and more

Aquatics

- Advocate for and promote the Hot Springs Aquatic Center,
- Greet aquatic center visitors, execute transactions, answer questions, supervise swimmers, instruct classes and clean the facility,
- Develop water-based programs that address fitness, range of motion, flexibility, arthritis, chronic pain and mental health.

Public Works

David Lady Director – david.lady@cityofsalida.com

CORE SERVICES PROVIDED

Within the Public Works organization, the Streets Division is responsible for maintaining city streets by providing the following core services:

- Street reconstruction capital projects,
- Storm sewer improvements and maintenance,
- Street sweeping,
- Snow removal,
- Asphalt patching,
- Pavement, concrete, storm sewer, curb and crosswalk painting,
- Street tree removal, as needed,
- Sidewalk and other necessary street repairs and maintenance.

CORE SERVICES PROVIDED

The Water Treatment Plant treats and delivers potable water to the City's municipal water system. All water plant personnel are state certified and responsible for plant operations, plant infrastructure, resource management, and water analysis. Water Treatment Plant personnel also provide the following core services:

- Maintenance of Water Plant buildings, pump stations, grounds, storage tanks, the Harrington Ditch, and the Tennessee Turnback structure,
- Supervision of treatment and production of the City's three water sources,
- Management of water rights, usage, augmentation plan, excess water storage and water releases,
- Marketing of excess water for lease to other users.

CORE SERVICES PROVIDED

The Wastewater Treatment Plant is responsible for providing the following core services for the City of Salida, Town of Poncha Springs and the surrounding areas:

- Safe and effective disposal of household, commercial, septage and other approved wastes
- Monitor wastewater to ensure the system is not contributing to the degradation of the ground water or the Arkansas River.

Part Three: Council Compensation

City Council Compensation

In accordance with Section 2-2-50 of the Salida Municipal Code, the Mayor receives \$1,000 per month during their term of office and each City Councilmember receives \$750 per month. Compensation is issued once each month, by direct deposit.

Benefits

In addition to monthly compensation, the Mayor and City Councilmembers are eligible to participate in employee benefits, including medical, dental, vision insurance, family swim benefits at the Salida Hot Springs Aquatic Center, 457B Retirement Plan and AirMedCare.

Benefit plans are managed by the Human Resources Department. Please contact Heather Wright (heather.wright@cityofsalida.com) for additional information.

Attachments

Social Media Policy

Utility Capital Improvement Plan and Rate Study

CITY OF SALIDA

Social Media Policy

1. INTRODUCTION AND PURPOSE

Social media is a public forum subject to First Amendment protections and can be subject to both the Colorado Open Meetings Law, C.R.S. § 24-6- 401, et seq. (the "OML"), and the Colorado Open Records Act, C.R.S. § 24-6-200.1, et seq. (the "CORA") when it is being used by a public official in their official capacity. To address the fast-changing landscape of the Internet and the way citizens communicate and obtain information online, employees and all individuals sitting on City boards, commissions, and committees may consider using social media tools to reach a broader audience. The City encourages the use of social media to further the goals of the City and these boards, commissions, and committees where appropriate, but adopts this Policy to establish guidelines for the use of social media.

2. SCOPE

This policy applies to all employees of the City, and all individuals, whether elected or appointed, on City boards, commissions and committees.

3. DEFINITIONS

- a. "Board" means a City board, commission, or committee, including without limitation the City Council, the Planning Commission, the Board of Adjustment and the Historic Preservation Committee.
- b. "Comments" means any digital content, information, link, image, video, or any other form of communicative content posted in reply or response on a social media account operated by the City.
- c. "Member" means an individual that sits on City Council.
- d. "Official Member Account" means a City-provided email address Social Media Account that a Member uses for communicating with the public about City-related activities, duties, or goals, and is operated by the Member under the name of the individual Member.
- e. "Official City Account" means a City-provided email address or Social Media Account that is used by the City for communicating with the public in relation to City-related activities, duties, or goals, and is operated professionally by a City staff or consultant under the name of the City, a City department, a City event, or a City Board.

- f. "Personal Account" means a Social Media Account that is used solely for communication by a Member of a private and personal nature.
- g. "Post" means the action by the City to provide content, including text, pictures, videos, or any other type of media, on a social media account.
- h. "Social Media Account" means a website or service that focuses on creating and fostering online social communities and connecting users from varying locations and interest areas, including without limitation social networks (Facebook, LinkedIn and Nextdoor), instant messaging (SMS), blogs, wikis and online collaboration (SoundCloud), microblogging (Twitter), status updates, online forums and discussion boards, chats, or groups (Google Groups, Reddit, Yahoo and Whirlpool), website link sharing, video conferencing, virtual worlds, location-based services, VOD and podcasting, geo-spatial tagging (Foursquare and Facebook CheckIn), and photo and video sharing (Flickr, Instagram, Snapchat and YouTube).

4. OFFICIAL CITY ACCOUNTS

- a. Only the City Administrator or the PIO can create and manage Official City Accounts. Current login information to all Official City Accounts shall be maintained by the PIO. Any department or employee wishing to create, modify, or remove a Social Media Account must submit a request to the PIO via email and the PIO will make a recommendation to the City Administrator for the final decision.
- b. After the establishment of an Official City Account, the City Administrator may designate the City Clerk, a department head, the PIO or a City consultant to operate the Official City Account.
- c. Official City Accounts shall be consistently branded to communicate a clear association with the City. Branding should include without limitation the inclusion of the City logo. Where possible, all Official City Accounts should provide a link to the City's official website.
- d. Official City Accounts may not be used by employees to express personal views or concerns. Official City Accounts should be used responsibly to engage citizens, learn about citizen needs and concerns, contribute to relevant conversations, and promote City programs, events, and services. Employees posting to or interacting with Official City Accounts from an Official City Account must remain neutral and may not engage in argumentative or controversial behavior.
- e. Once a new employee is designated to operate an Official City Account, they will need to attend at least 1 hour of training on City rules and regulations for Social Media from the PIO. When an employee is offboarded from that role or job, they must be removed from the pertinent Official City Accounts. Department heads should notify the PIO and update the offboarding document prior to the employee's departure (within 72 hours).

5. ACCOUNT INFORMATION

The City of Salida currently maintains the following social media accounts:

- City Facebook (<https://www.facebook.com/CityofSalida/>)
- City Twitter (X) (@CityofSalida)
- City of Salida Parks and Rec Facebook (<https://www.facebook.com/SalidaParksAndRec>)
- City of Salida Parks and Rec Instagram (@salidaparksandrec)
- City of Salida Parks and Rec Twitter (X) (@salidapoolandrec)
- City of Salida Police Department Facebook (<https://www.facebook.com/SalidaPoliceDepartment>)
- City of Salida Police Instagram (@salidapolice)
- City of Salida Police Instagram K9 (@salida_K9_sarge)
- City of Salida Police Facebook K9 (<https://www.facebook.com/CanineSarge>)
- City of Salida Police Twitter (X) (@salidapd)
- City of Salida Fire Department (<https://www.facebook.com/SalidaFire>)
- City of Salida Arts and Culture Twitter (X) (@TheSteamPlant)
- City of Salida Arts & Culture Facebook (<https://www.facebook.com/salidasteamplant>)
- City of Salida Creative District Facebook (<https://www.facebook.com/salidacreatives>)
- City of Salida Arts and Culture Instagram (@salidasteamplant)
- City of Salida Creative District Instagram (@salidacreativedistrict)
- City of Salida Youtube (@cityofsalidacolorado)

The City of Salida currently maintains the following newsletters:

- Salida Standard
- Salida Parks and Rec – Constant Contact
- Salida Steamplant – MailChimp
- Salida Creative Arts District- MailChimp

The City of Salida currently maintains the following websites:

- www.cityofsalida.com

- www.solidasteamplant.com
- www.solidacreates.com
- www.steamplantwedding.com

6. OFFICIAL MEMBER ACCOUNTS

- a. Members may establish Official Member Accounts using the Member's City-provided email address. Official Member Accounts should include language that indicates the title of the Member, such as "Council Member" and should include a link to the City's website.
- b. Members shall provide account login information for their Official Member Accounts to the PIO. Official Member Accounts shall be always accessible by the PIO.
- c. A Member should not represent themselves on an Official Member Account as a spokesperson for the City or for their respective Board unless the Member has been designated by their respective Board to serve as a spokesperson.
- d. In creating content for or on an Official Member Account, Members are encouraged to be judicious and respectful.
- e. Members should use necessary care to maintain the security and integrity of Official Member Accounts to prevent the unauthorized access or posting of content. Account passwords should be changed regularly and immediately after the password has been, or is suspected of being, compromised. Passwords should not be shared with anyone other than the PIO.
- f. Failure to comply with this Policy may expose both the Member and the City to risks associated with First Amendment violations, Fair Campaign Practices Act violations, and Open Meetings Law violations.

7. PERSONAL ACCOUNTS

- a. Personal Accounts should be distinct and maintained separately from Official Member Accounts and Official City Accounts and should not be used in an official capacity or to discuss City business. A Personal Account that violates this Section is at risk of being deemed an Official City Account or Official Member Account, subject to CORA requirements, regardless of when such Personal Account was established and for what purpose.
- b. Members and employees retain their rights as private citizens to comment in their personal capacity from Personal Accounts. However, if a Member or employee discusses City business on a Personal Account, that Personal Account may be deemed an Official Account. Posts on Personal Accounts that include discriminatory remarks, harassment, threats of violence or similar inappropriate or unlawful conduct, and are intended to bully, disparage, or harm the reputation of the City may subject the Member or employee to disciplinary action under this Policy.

c. The name, title, tag, or link of a Personal Account should not include language that would indicate that the employee or Member is acting in any official capacity when posting on that account. Personal Accounts shall not be created using a City- provided email address.

d. Exceptions to the above may be made when posting on LinkedIn or other professional social media accounts when talking about City projects, City hiring campaigns etc.

8. CONFIDENTIALITY

No Member or employee may disclose on any Social Media Account confidential or proprietary information acquired by way of their official position or employment position with the City, or otherwise reveal any privileged information about the City, its constituents, its employees, or its contractors. This restriction applies whether the information is disclosed on an Official City Account, an Official Member Account or a Personal Account.

9. PHOTOGRAPHS USED ON SOCIAL MEDIA ACCOUNTS

Obtain permission from the child and their parents/guardian for all photographs posted on City social media accounts. If parents/guardians have not given permission, do not post pictures or videos of their children online. Photographs of children's hands, back of heads or other non-identifying photos do not need parents/guardian permission but it is always best practice to ask.

10. MONITORING SPEECH AND ACCESS TO OFFICIAL ACCOUNTS

a. Access to all Official Member Accounts and Official City Accounts must be set to "public." Because Official City Accounts and Official Member Accounts are public for First Amendment purposes, no member of the public may be banned from accessing any Official Account.

b. Comments for a post may be turned on or off. If comments are turned on, no member of the public may be prohibited from submitting a comment. However, comments may be removed based on the following criteria if carried out in a viewpoint-neutral manner:

- i. Comments that are obscene, sexual in nature, or pornographic;
 - ii. Comments that are defamatory or constitute harassment;
 - iii. Comments that promote illegal activity; or
 - iv. Comments that violate the intellectual property rights of the City or others.
- c. Removed comments must be retained as City records according to the standards for preservation of records under the CORA and the City's adopted retention schedule.

d. If comments for a post are turned off (to use the Social Media Account as a one-way communication tool), comments may only be turned off for the entire public and may not be turned off for specific individuals, including individuals whose comments are repeatedly subject to removal.

11. PROHIBITION ON CAMPAIGNING

a. Colorado's Fair Campaign Practices Act prohibits City resources from being used for certain political purposes. As such, neither Members nor City employees may use Official City Accounts or Official Member Accounts as a tool for reelection or for any other election or campaign purpose.

b. Members or employees who wish to use Social Media Accounts for campaigning must establish separate Personal Accounts for that purpose and may not access those Personal Accounts through City technology, including City computers and City-issued tablets, or using a City-provided email address.

c. This Section does not prohibit the City from using Official City Accounts for the distribution of lawful and neutral election information, including without limitation ballot information and polling place information.

12. UNLAWFUL MEETINGS

Of particular concern for the use of Social Media Accounts is the risk of violating the Open Meetings Law (OML). Under the OML, all public business must be conducted in public, and a meeting of more than two Members must be noticed and open to the public, even if such meeting is electronic. The dynamic nature of Social Media Accounts and the sheer volume of posts may make it difficult to track who is involved in the discussion and detect when the line has been crossed. As such, Members should not communicate in their official capacity with other Members on any Social Media Accounts, including commenting or messaging, whether such communication is public or private. While informal communication with constituents is generally acceptable, lengthy discussion of public business in such a manner is risky, especially if it involves other Members.

13. PRESERVATION OF PUBLIC RECORDS

a. Content published on Social Media Accounts that relates to the conduct of government actions must be retained and managed by the City in compliance with the CORA. Members and employees must treat each comment, post, photo, and list of individuals connected to an Official Member Account or Official City Account as a public record.

b. Content on an Official City Account or Official Member Account may only be deleted by the City Clerk, and content shall not be deleted from an Official Account until a screen capture has been taken of the offensive content and preserved by the City

Clerk according to the records retention schedule. Content on Personal Accounts that relates to City business must be treated in the same manner.

14. LEGAL RISKS

Most Social Media Accounts require users to agree to terms of service that include such provisions as indemnity and defense clauses and applicable law and venue clauses. When a public agency creates a Social Media Account, it typically must agree not to sue the site or allow the site to be included in suits against the agency and requires the account owner to pay the site's legal costs arising from such suits. Most terms of service also assert that a certain state law applies to all legal actions (usually California). Because of these provisions, any employee or Member violating the terms of service while using an Official City Account or Official Member Account exposes the City to significant legal risks. The provisions of this Policy are intended to protect the City and Members from such risks as much as possible.

15. ENFORCEMENT

- a. Failure to follow this policy exposes the City to significant legal risks. Therefore, a Member's failure to follow this Policy may result in disciplinary action, including public censure or removal from the Board, as appropriate and permitted by law.
- b. Failure by an employee to follow this Policy may subject an employee to disciplinary action, up to and including termination.

16. DISTRIBUTION

This Policy shall be distributed to all current Members and employees and any future Members and employees upon accepting such position.

17. RESPONSIBILITIES

This policy is approved by City Administrator and exceptions to the policy can be granted by the City Administrator.

Existing policies already in place prior to the adoption of this policy should be reviewed and modified according to the guidelines in this policy if it would enhance efficiency of the existing policy.

Any formal future policy written for the City shall follow the guidelines outlined in this policy.

18. MONITORING AND REVIEW

This policy shall take effect upon approval and shall be communicated to all Department Heads for immediate compliance. For any inquiries or clarifications regarding this policy, contact the City Administrator.

Approved and adopted by:

_____	_____
City Administrator	Date Approved

This policy shall be subject to review on _____ or more frequently if necessary, by _____.



City of Salida, CO

Utility Rate Study

November 4, 2024

Overview

- Background on enterprise funds
- Purpose and approach of the study
- System Development Fee (SDF) Study
- Water and Sewer Rate Study
- Next Steps

Utility Enterprise Funds



Enterprise Funds

Intended to operate as a business



Water

Cost for providing clean water for drinking, indoor, recreational, and commercial use



Sewer

Costs related to treatment of waste discharged into the sewer system

What exactly do they do?

Water Utility



Extraction: Raw water is collected from surface water, like lakes and rivers, or from underground aquifers using **wells** and **well pumps**.



Treatment: **Water treatment facilities** treat raw water, remove minerals and harmful pollutants, and make it safe for human consumption.



Storage: **Water towers** and **reservoirs** store treated water and manage water pressure and flow to ensure the municipality can meet customer demands and fire flow requirements.



Distribution: **Water mains**, which are miles of buried pipes, **valves**, and **booster stations**, which are used to manage flow, and deliver the treated water to homes and businesses.

Sewer Utility



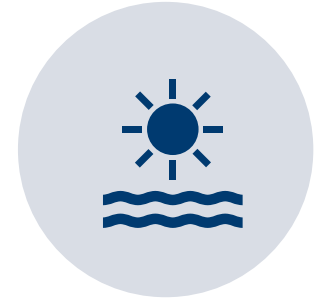
Collection:

Wastewater flows away from homes and businesses utilizing miles of **sewer main pipe infrastructure** and **lift stations** to reach its treatment destination



Treatment:

Once received by the municipality, the wastewater is then treated at a **treatment facility** where solids, grease, oil, chemicals, and other pollutants are removed



Distribution:

Once the wastewater has been treated and deemed to be safe, it is returned to the environment

Purpose of the Studies

Maintain Financial Health

- Ensure utilities are self-sufficient
- Maintain healthy reserves

Inform Capital Planning

- Determine how Capital Improvement costs (CIP) will be funded

Establish Development Fees

- Determine equitable system for having growth pay for growth

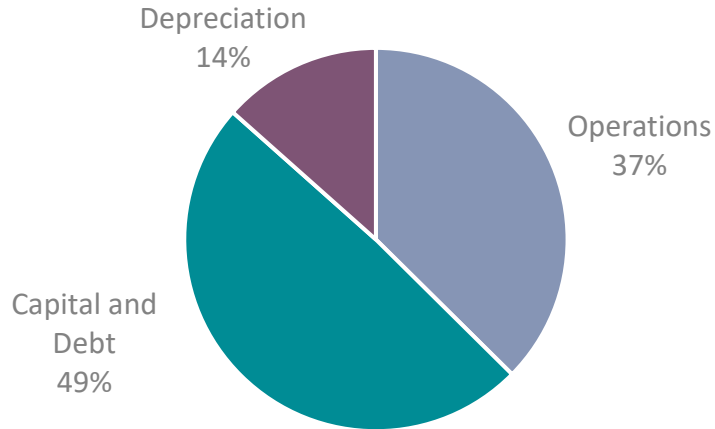
Estimate Bill Impacts

- Look at user impacts and overall affordability

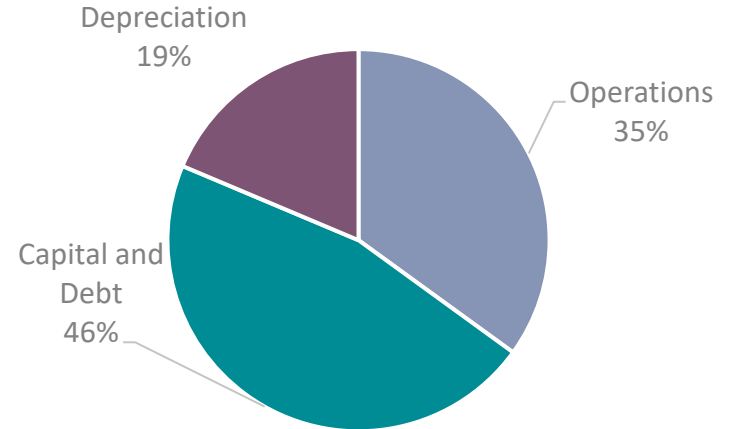
What is driving the need for rate increases?

Utilities are capital intensive

2028 Water Expenditures



2028 Sewer Expenditures



Major Capital Projects – Water Fund

Improvement	Year	Cost (Today's Dollars)
Mesa Water Storage Tank	2025-2026	\$3,500,000
Water Pipeline for Base Zone Interconnect	2026-2027	\$2,900,000
Water Pipeline for High Zone Interconnect	2027-2028	\$3,500,000
Harrington Ditch Pipeline	2028-2029	\$4,670,000
Airport Water Storage Tank	2028	\$3,500,000
Water Treatment Plant Replacement	2031-2034	\$45,000,000

Major Capital Projects – Sewer Fund

Improvement	Year	Cost (Today's Dollars)
Phosphorous Removal WWTF Improvements	2026-2027	\$550,000
Highway 50 Interceptor	2026-2027	\$14,600,000
Wastewater Biosolids Treatment Improvements	2032-2033	\$3,580,000

System Development Fees

Council Review of System Development Fees (SDFs) to Date

February 2024

- Council provided direction to set fees based on Equivalent Residential Units

May 2024

- Council reviewed preliminary wastewater SDF's

Summer 2024

- Agreement with Poncha Springs on Sewer SDF's

SDF Framework



All fees based on
Equivalent
Residential Units

- ERU's based on a combination of flow data and policy

Previous Sewer ERU Calculations

- One Equivalent Residential Unit (ERU) = 180 gallons per day
 - ✓ Based on City of Salida engineering data
- Multifamily properties and Accessory Dwelling Units (ADUs) discharge 90% of single-family effluent
 - ✓ One multifamily unit = 0.9 ERU
- Affordable Housing unit = 0.4 ERU
- Commercial property assumed to have 2.5 ERUs per connection

Proposed ERU Modification: Goals

Address concern
about affordability
for multifamily
rental properties

Ease
administration

Solution: Conform Water and Sewer ERU Calculation

- Multifamily/ADU water use is approximately 50% of single-family water use on a per unit basis
 - ✓ Based on billing data
- Establish Multifamily/ADU units at 0.5 ERU's for both water and sewer
- Maintain affordable housing units at 0.4 ERU's

Impact: Future Sewer SDF rate increases (after 5 years) will be 4.5% per year instead of 3.5% per year

Proposed 2025 Sewer SDFs – Salida Only

Housing Type	2024 Fee per Unit	2025 Proposed Fee per Unit	Proposed Change
Single Family	\$ 5,206	\$ 6,485	\$ 1,279
Affordable Single Family	\$ 2,082	\$ 2,594	\$ 512
Condo	\$ 3,905	\$ 3,242	\$ (663)
Affordable Condo	\$ 2,082	\$ 2,594	\$ 512
Market Rate Rental Apartment	Varies	\$ 3,242	Varies
Affordable Apartment	Varies	\$ 2,594	Varies

Note: Current fee for apartments varies based on meter size and number of units

Future Salida Sewer System Development Fees

	2025	2026	2027	2028	2029
Fee per ERU	\$6,485	\$7,764	\$9,042	\$10,321	\$11,600

Sewer SDF fee will need to **increase 4.5% annually in 2030 and beyond**

Capital Costs to Recover with Water SDFs

Mesa Water Storage Tank: \$3.5M

50% of Harrington Ditch Pipeline: \$2.3M

30% of Airport Storage Tank: \$1.2M

25% of Water Treatment Plant: \$11.25M

Estimated Future Growth

Estimated Development (Average of Last 6 Years)

Salida

Single Family Units	51
Multifamily/ADU Units	26
Commercial/Industrial Connections	7

Assumed Growth Future Years	75%
ERU's Assumed for Study	57

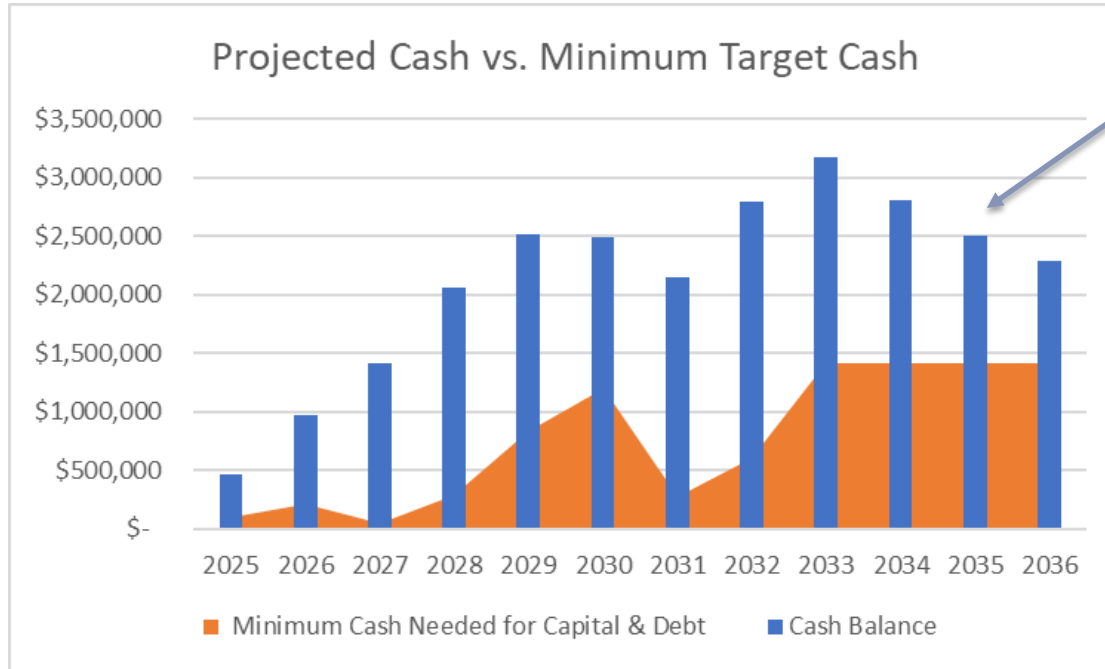
Proposed 2025 Water SDFs – Salida Only

Housing Type	Current Fee per Unit	2025 Proposed Fee per Unit	2025 Proposed Increase
Single Family	\$ 8,512	9,363	\$ 851
Affordable Single Family	\$ 3,405	3,745	\$ 340
Condo	\$ 6,384	4,682	\$ (1,702)
Affordable Condo	\$ 3,405	3,745	\$ 340
Market Rate Rental Apartment	Varies	4,682	Varies
Affordable Apartment	Varies	3,745	Varies

Note: Current fee for apartments varies based on meter size and number of units

Water SDF fee will need to increase 7% annually in 2026 and beyond to fund a portion of the water treatment plant replacement

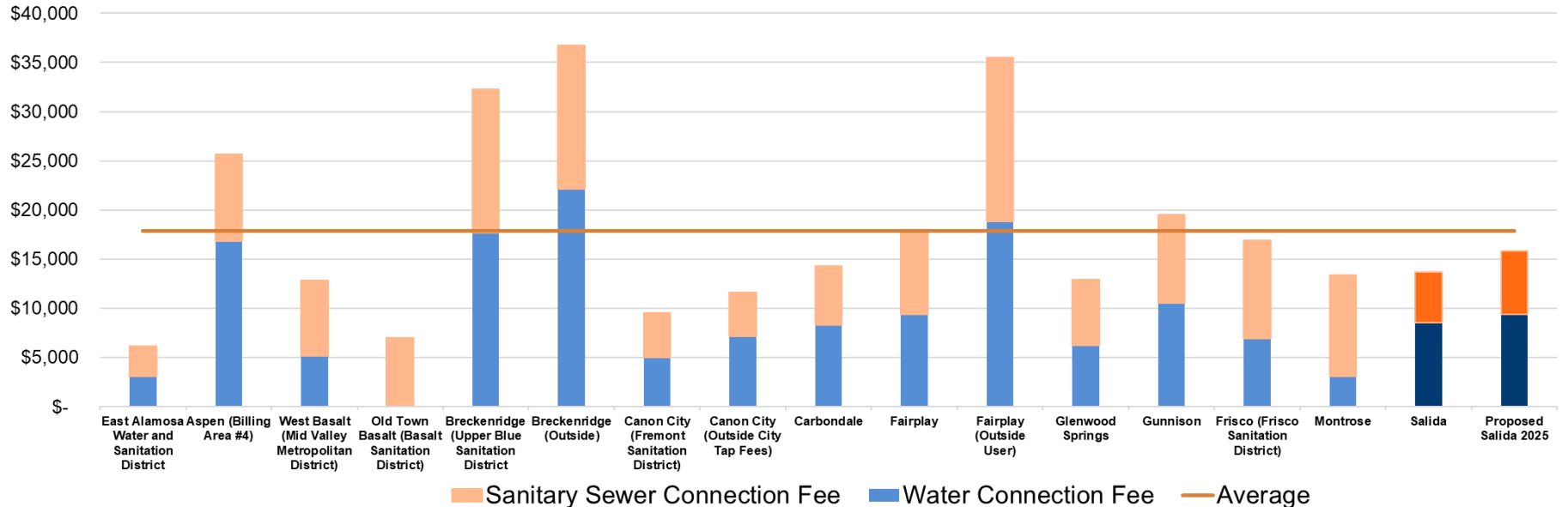
Projected Cash Needs for Water SDF's



Water Treatment Plant
debt service
will draw down cash

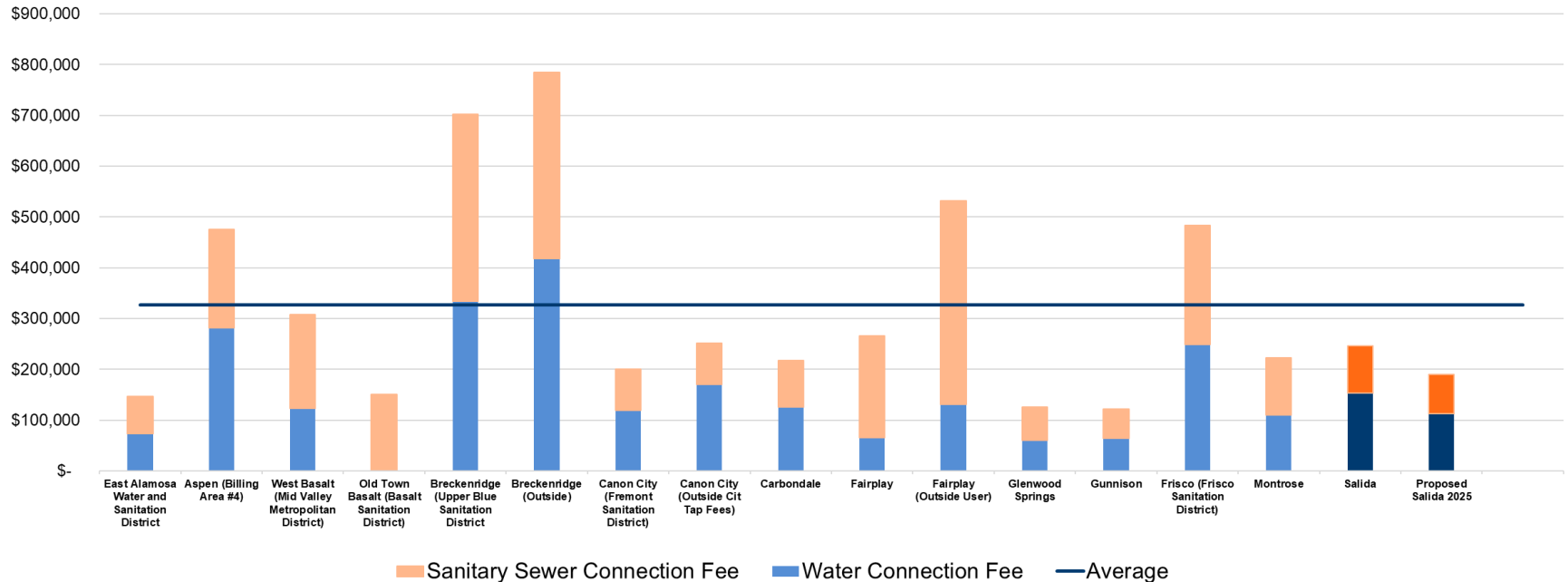
Fee Comparison – Single-Family Home

2024 Sewer System Development Fees for a Single Family Home



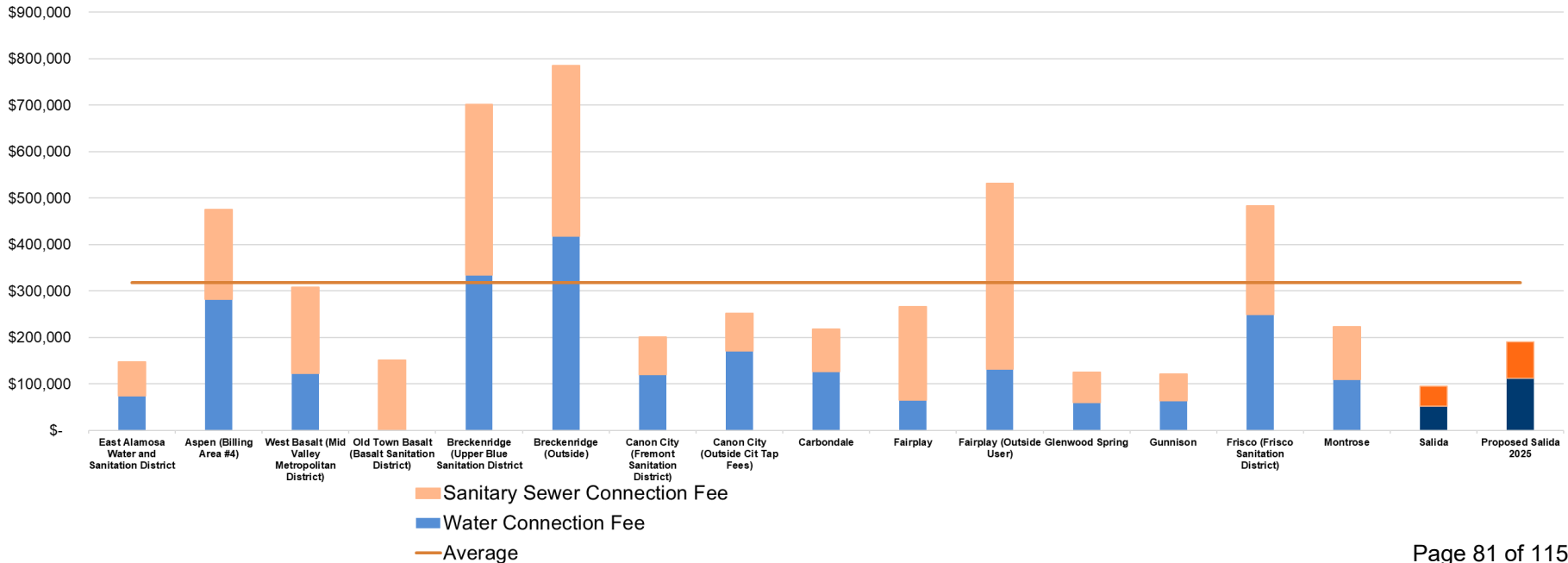
Fee Comparison – Market Rate Condos

2024 Sewer System Development Fees for a 24-unit Market Rate Condo Building



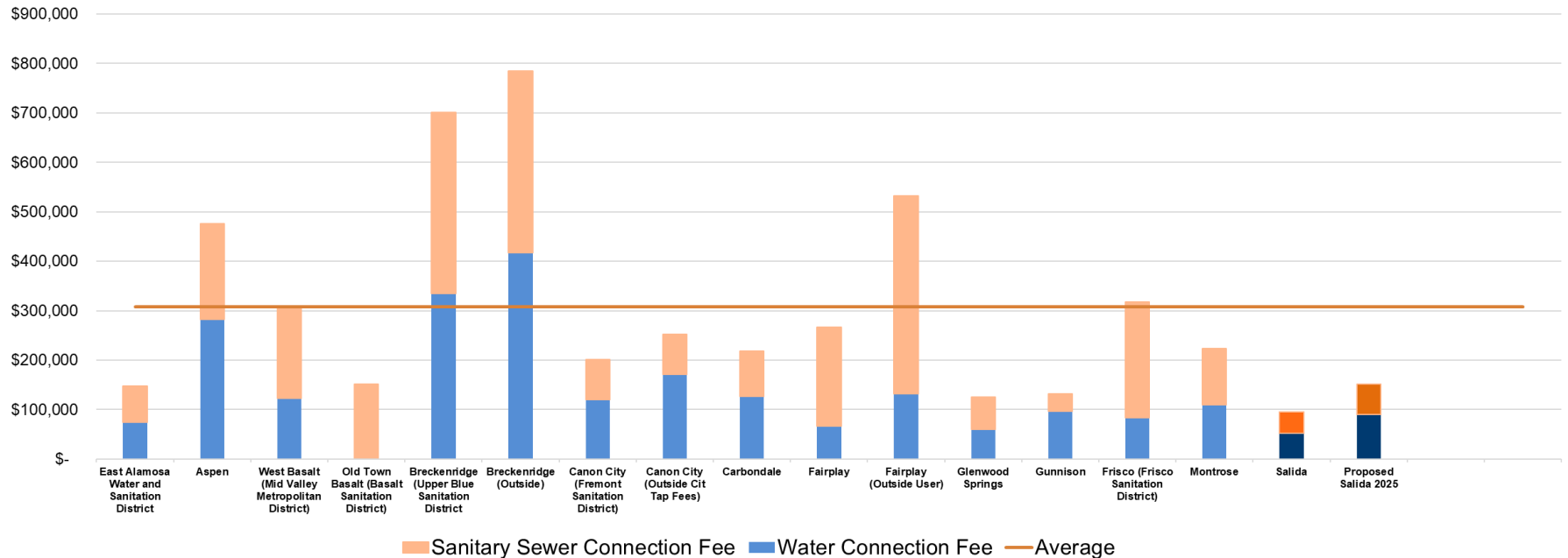
Fee Comparison - Market Rate Apartments

2024 Sewer System Development Fees for a 24-unit Market Rate Apartment Building



Fee Comparison – Affordable Apartments

2024 Sewer System Development Fees for a 24-unit Affordable Apartment Building





Water and Sewer Rate Study

Assumptions & Other Factors

- Fund & Cash balance requirements
 - ✓ Minimum Working Capital: **Six** Months of Operations (excluding depreciation) + **One-Year** of Debt Service
- Funds all capital projects per the Capital Improvement Plan (CIP)
- Growth follows SDF Study
- Assumes all expenses occur in their budgeted year

Assumption or Variable	Annual Amount
Other Revenue Growth	2.0%
Investment Earnings	1.0% - 2.0%
Expenses, Operations	2.0% - 3.0%
Expenses, Capital Projects	4.4%

Goals for the Utility Rate Study

- Fund Large Capital Projects
 - ✓ Cash vs. Bonding
 - ✓ Connection Fees vs. User Rates
- Restructure Rates
 - ✓ Fixed and Variable Rates
 - ✓ Conservation Rates for Water
- Maintain Fund Stability

Capital Projects – Next 10 Years

Project	Water	Sewer
Capital Equipment	\$2,850,000	\$3,465,000
Infrastructure Upgrades & Replacements	5,800,000	4,800,000
Meter, Hydrant & Valve Replacements	1,660,000	
News Water Pipelines – Base & High Zones	6,400,000	
New Storage Tanks – Mesa & Airport	7,000,000	
Harrington Ditch Pipeline Project	4,670,000	
Surface Water Treatment Plant Replacement	45,000,000	
Highway 50 Sewer Replacement Project		14,600,000
Wastewater Biosolids Treatment Improvements		3,580,000
Other Projects	300,000	550,000
Total (Uninflated)	\$73,680,000	\$26,995,000

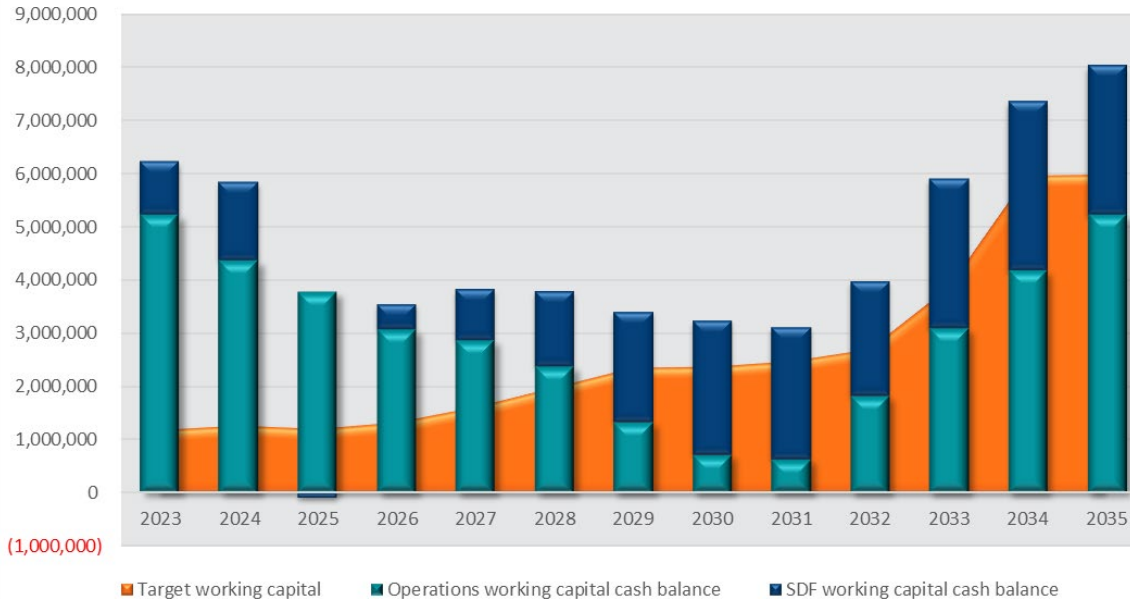
Capital Projects – Next 10 Years

Proposed Bonding by Fund			
Year	Water Fund	Sewer Fund	Total
2026	1,600,000	7,600,000	9,200,000
2027	4,000,000	9,000,000	13,000,000
2028	8,000,000	-	8,000,000
2029	5,500,000	-	5,500,000
2031	1,500,000	-	1,500,000
2032	3,500,000	-	3,500,000
2033	22,500,000	2,200,000	24,700,000
2034	40,500,000	-	40,500,000
Total	87,100,000	18,800,000	105,900,000

- Highway 50 Sewer Replacement Project
 - ✓ \$16.6M over 2026 & 2027
 - ✓ Split between City and Poncha Springs
 - ✓ Paid with SDF's
- Surface WTP Replacement
 - ✓ \$63M over 2033 & 2034
 - ✓ Paid with combination of SDF's and User Rates

Water Fund Projected Balance

Water Fund Capital Cash Reserves



Considerations

- ✓ **7%** annual rate increases through 2032
- ✓ **30%** increases for 2033 & 2034
 - Pay for Surface Water Treatment Plant
- ✓ Includes both system development fees & user charges

Current Water Rate Structure

- Fixed Charges
 - ✓ Existing structure includes 2,000 gallon minimum
 - ✓ Meter and base charges pay for 95% of budgeted fixed costs
- Consumption Rates
 - ✓ 2 tier structure over 2,000 gallon minimum
 - ✓ Same for all customer types

Conservation Rates

Recommended Because...

- ✓ Delays capacity needs & allows for more growth without additional infrastructure
- ✓ Keeps more water in the river



- ✓ Resiliency during drought
- ✓ Minimum stream flows
- ✓ Availability of future water rights
- ✓ Environmental best practice

Proposed Fixed Monthly Charges

OPTION #1 (Recommended): Conservation Rates & Fixed Rates Cover 100% of Fixed Costs

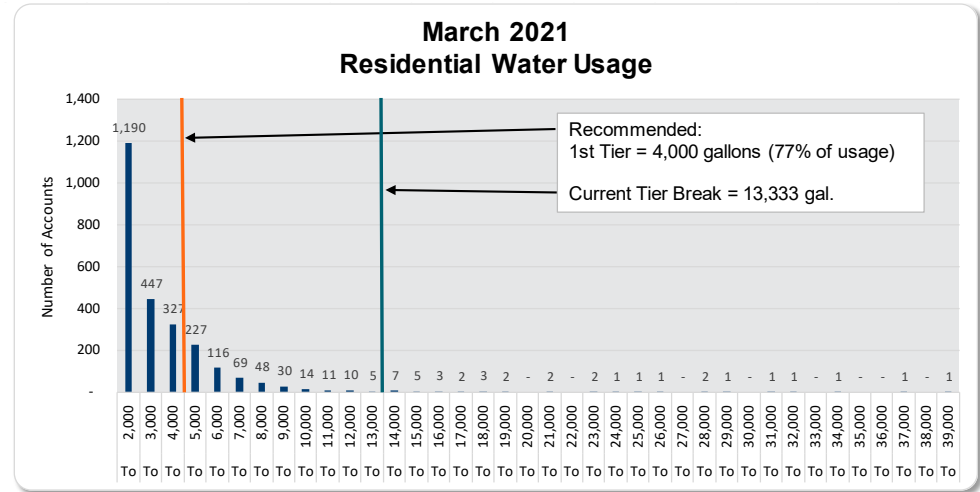
RATE STRUCTURE OPTIONS		Number of Meters	Max Flow (gpm)	Equivalent Ratio	Monthly Charge	Annual Revenues
1	Fixed Rate					
2	5/8 inch & 3/4 inch	2,880	20	1.0	\$ 26.00	\$ 898,560
3	ADU Only	18	10	0.5	13.00	2,808
4	1.0 Inch	103	50	2.5	65.00	80,340
5	1.5 Inch	24	100	5.0	130.00	37,440
6	2.0 Inch	23	160	8.0	208.00	57,408
7	2.0 Inch - Compound	14	160	8.0	208.00	34,944
8	3.0 Inch	4	320	16.0	416.00	19,968
9	3.0 Inch - Compound	3	350	17.5	455.00	16,380
10	4.0 Inch	5	500	25.0	650.00	39,000
11	6.0 Inch	1	1,600	80.0	2,080.00	24,960
12	TOTALS	3,075				\$ 1,211,808
13	100% TOTAL FIXED AND METER COSTS - WATER FUND					\$ 1,186,218

Simplified Structure

- Excludes 2,000 gal. minimum
- Eliminates need for Maintenance & Demand Fees
- Covers 100% of Fixed Costs

Usage Rate Design – Residential Customers

- Winter Water Usage
 - ✓ Considered “essential” water usage
 - ✓ Around 80% in 1st tier
 - 4,000 gallons
 - ✓ Most affordable

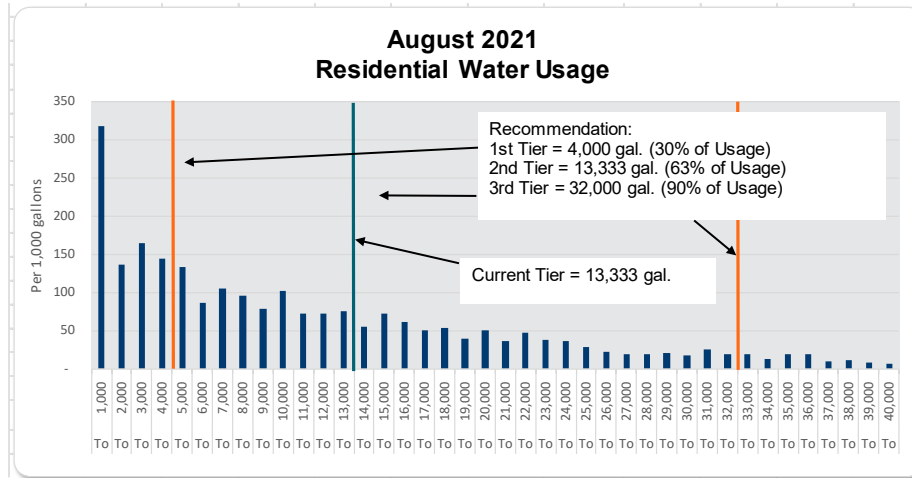


0	TO	4,000	=	1,964	Accounts	OR	77.3%
4,000	TO	9,000	=	490	Accounts	OR	96.5%
9,000	TO	14,000	=	47	Accounts	OR	98.4%
14,000	TO	19,000	=	15	Accounts	OR	99.0%
19,000	TO	24,000	=	5	Accounts	OR	99.2%
24,000	TO	29,000	=	5	Accounts	OR	99.4%
29,000	TO	34,000	=	3	Accounts	OR	99.5%
34,000	TO	39,000	=	2	Accounts	OR	99.6%
OVER		39,000	=	11	Accounts	OR	99.6%

Median Usage is 5,750 Gallons / Month

Average Usage is 3,543 gallons / Month

Usage Rate Design – Residential Customers



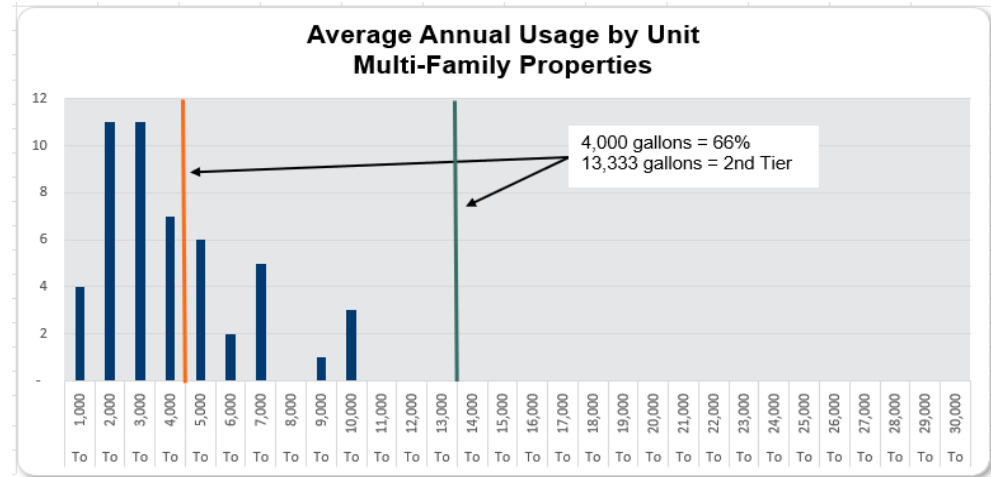
0	TO	4,000	=	763 Accounts	OR	30.0%
4,000	TO	9,000	=	501 Accounts	OR	49.7%
9,000	TO	14,000	=	380 Accounts	OR	64.7%
14,000	TO	19,000	=	279 Accounts	OR	75.6%
19,000	TO	24,000	=	209 Accounts	OR	83.9%
24,000	TO	29,000	=	111 Accounts	OR	88.2%
29,000	TO	34,000	=	94 Accounts	OR	91.9%
34,000	TO	39,000	=	69 Accounts	OR	94.6%
OVER	TO	39,000	=	129 Accounts	OR	94.9%

Average Usage is 13,717 Gallons / Month

- Summer Water Usage
 - ✓ Includes irrigation and other outdoor use
 - ✓ Current tier of 13,333 = 63%
 - OK for 2nd tier
 - ✓ Highest tier at 90% of summer usage
 - 3rd tier at 32,000 gallons

Usage Rate Design – Multi-Family Customers

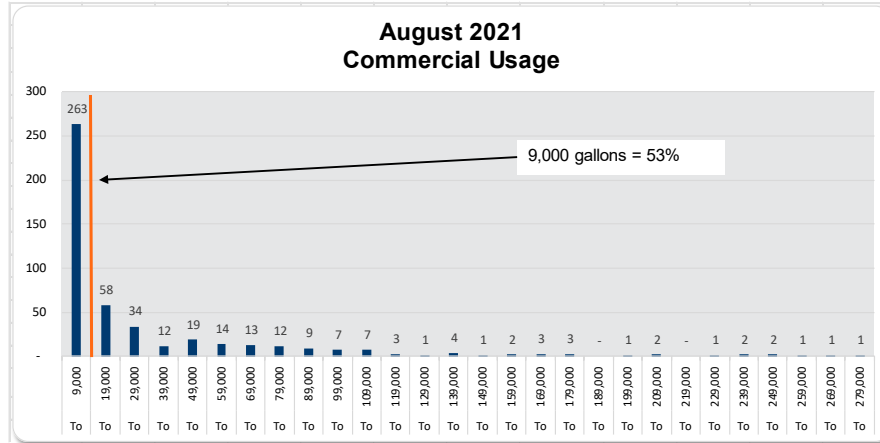
- Average Annual Usage
 - ✓ Tiers on a per-unit basis
 - ✓ Same tiering as Residential



0	TO	1,000	=	4	Accounts	OR	8.0%
1,000	TO	2,000	=	11	Accounts	OR	30.0%
2,000	TO	3,000	=	11	Accounts	OR	52.0%
3,000	TO	4,000	=	7	Accounts	OR	66.0%
4,000	TO	5,000	=	6	Accounts	OR	78.0%
5,000	TO	6,000	=	2	Accounts	OR	82.0%
6,000	TO	7,000	=	5	Accounts	OR	92.0%
7,000	TO	8,000	=	-	Accounts	OR	92.0%
8,000	TO	9,000	=	1	Accounts	OR	94.0%
9,000	TO	10,000	=	3	Accounts	OR	100.0%
OVER		10,000	=	-	Accounts	OR	100.0%

Median Usage is 2,811 Gallons / Month

Usage Rate Design – Commercial Customers



- Annual Usage
 - ✓ Usage more stable year-round
 - ✓ Only two tiers recommended
 - ✓ 1st tier at 9,000 gallons or 50%
 - Protects small businesses

0	TO	9,000	=	263	Accounts	OR	53.5%
9,000	TO	39,000	=	104	Accounts	OR	74.6%
39,000	TO	69,000	=	46	Accounts	OR	84.0%
69,000	TO	99,000	=	28	Accounts	OR	89.6%
99,000	TO	129,000	=	11	Accounts	OR	88.2%
129,000	TO	159,000	=	7	Accounts	OR	93.3%
159,000	TO	189,000	=	6	Accounts	OR	94.5%
189,000	TO	219,000	=	3	Accounts	OR	95.1%
219,000	TO	249,000	=	5	Accounts	OR	96.1%
249,000	TO	279,000	=	3	Accounts	OR	96.7%
OVER		279,000	=	16	Accounts	OR	100.0%

Median Usage is 5,958 Gallons / Month

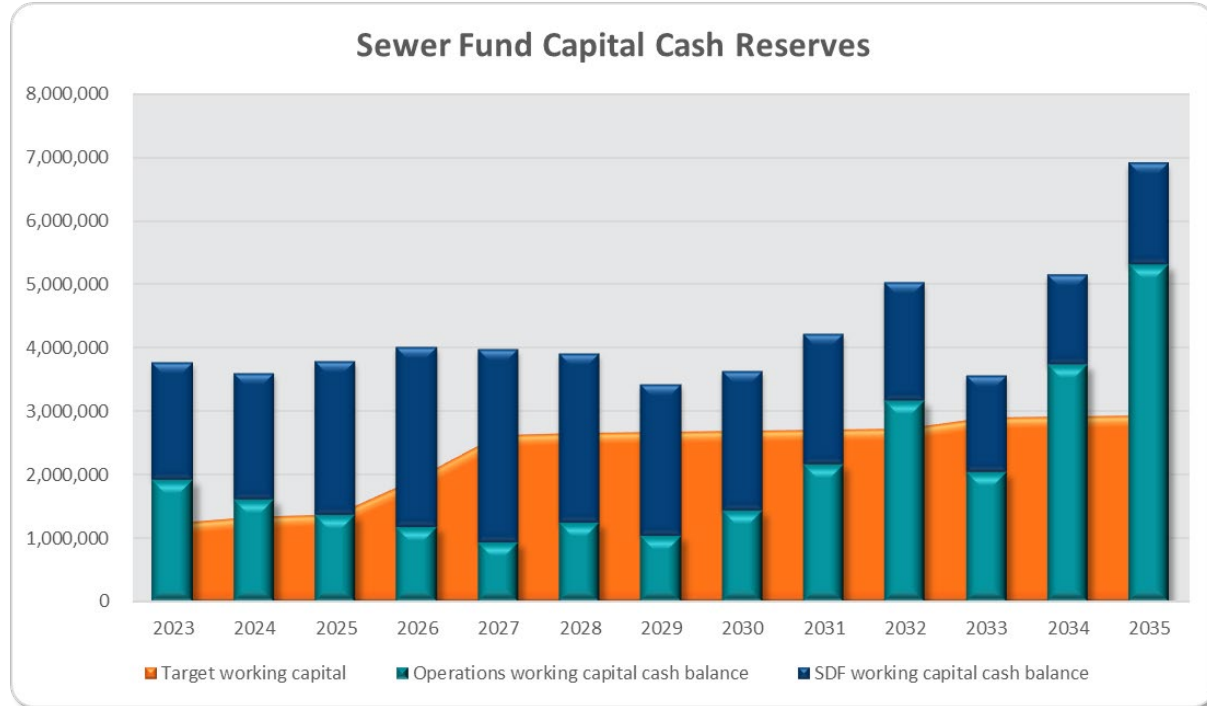
Average Usage is 45,150 Gallons / Month

Proposed 2025 Water Usage Rates

- Promotes Conservation
 - ✓ 1st 2 tiers lower than current
 - ✓ Shifts burden to higher water users
 - ✓ Keeps essential water usage affordable
- Meets revenue requirements for fund stability

OPTION #1 (Recommended): Conservation Rates & Fixed Rates Cover 100% of Fixed Costs							Annual Revenues
Consumption Charge		Proposed Tiers (1,000 Gallons)		Proposed Rates			
1	Residential	Tier 1	- to 4,000	\$	1.73	\$	148,787
2		Tier 2	4,000 to 13,333		2.16		159,073
3		Tier 3	13,333 to 32,000		2.70		119,936
4		Tier 4	Over 32,000		3.38		60,130
5	Total Residential Revenues						\$ 487,927
6	Multi-Family	Tier 1	- to 4,000	\$	1.73	\$	9,309
7	(Per Unit Basis)	Tier 2	4,000 to 13,333		2.16		4,465
8		Tier 3	13,333 to 32,000		2.70		1,283
9		Tier 4	Over 32,000		3.38		-
10							
11	Total Multi-Family Revenues						\$ 15,056
12	Commercial	Tier 1	- to 9,000	\$	1.73	\$	46,850
13		Tier 2	Over 9,000		2.16		283,716
14	Total Commercial Revenues						\$ 330,566

Sewer Fund Projected Balance



Considerations

- ✓ **7%** annual rate increases
- ✓ **Highway 50** project debt paid with City and Poncha Springs SDF Fees

Current Sewer Rate Structure

- Fixed Charges
 - ✓ Existing structure includes 2,000 gallon minimum for Residential
 - ✓ Commercial fixed cost based on meter size
 - ✓ Meter and base charges pay for +100% of budgeted fixed costs
- Consumption Rates
 - ✓ Different rates by customer type
 - Residential customers not charged for first 2,000 gallons (included in fixed charge)

Proposed Sewer Rates

PROPOSED: 2024 Sewer Rate Structure Options		Annual Revenues
Base Charge - Excludes Minimum Consumption		
	Proposed Rate	
1 All Users charged per meter	\$ 27.85	\$ 1,301,375
2 ADU's	13.93	501
3 Sewer Only	38.35	95,708
Consumption Charge		
4 All Users	3.50	934,551
5 TOTAL PROJECTED ANNUAL REVENUES		\$ 2,331,634

Simplified Rate Structure

- Base Charge excludes 2,000 gallons minimum usage
- All users charged the same base charge regardless of meter size or number of units
- Consumption charge the same for all customer types

User Impacts - Residential

Type	RESIDENTIAL ACCOUNTS				
	Market Rate Apartment	Low	Median	High	Poncha Springs
Account Number		25% Quartile	50% Quartile	75% Quartile	50% Quartile
Account Name	Per Unit 3-Unit Bldg				
Sample 2021 Usage (Incl. 1st 2,000 Gal.)	3,000	6,000	25,000	40,000	-
Winter Average (Incl. 1st 2,000 Gal.)	1,000	2,000	2,250	3,750	2,100
Meter Size	5/8"	5/8"	5/8"	5/8"	5/8"
Existing 2024 Rates and Structure					
Total Water	\$ 29.73	\$ 35.40	\$ 78.66	\$ 116.46	\$ -
Total Sewer	27.85	27.85	28.31	31.07	28.03
Total Water & Sewer	\$ 57.58	\$ 63.25	\$ 106.97	\$ 147.53	\$ 28.03
2025 OPTION #1 (Recommended): Conservation Rates & Fixed Rates Cover 100% of Fixed Costs					
Total Water	\$ 13.86	\$ 37.24	\$ 84.58	\$ 130.52	
Total Sewer	12.78	34.85	35.73	40.98	35.20
Total Water & Sewer	\$ 26.64	\$ 72.09	\$ 120.31	\$ 171.50	\$ 35.20
\$ Increase/(Decrease)	\$ (30.94)	\$ 8.84	\$ 13.34	\$ 23.97	\$ 7.17

User Impacts - Commercial

Type	OTHER ACCOUNTS					
	Low Income Apartment	Low Commercial	Median Commercial	High Commercial	Very High Commercial	Poncha Springs
Account Number		25% Quartile	50% Quartile	75% Quartile	100% Quartile	50% Quartile
Account Name	Per Unit 8-Unit Bldg	Downtown Retail	Salida Steam Plant	Big Box Store	Chaffee County Court House	
Sample 2021 Usage (Incl. 1st 2,000 Gal.)	5,500	4,000	22,000	173,000	793,000	-
Winter Average (Incl. 1st 2,000 Gal.)	5,500	4,000	22,000	173,000	793,000	2,600
Meter Size	1.0"	3/4"	1.5"	3.0"	4.0"	3/4"
Existing 2024 Rates and Structure						
Total Water	\$ 12.68	\$ 31.43	\$ 91.56	\$ 527.19	\$ 2,165.98	\$ -
Total Sewer	23.79	42.49	135.12	704.10	2,845.35	37.72
Total Water & Sewer	\$ 36.47	\$ 73.92	\$ 226.68	\$ 1,231.29	\$ 5,011.33	\$ 37.72
2025 OPTION #1 (Recommended): Conservation Rates & Fixed Rates Cover 100% of Fixed Costs						
Total Water	\$ 18.29	\$ 32.92	\$ 173.65	\$ 785.81	\$ 2,359.01	\$ -
Total Sewer	22.73	41.85	104.85	633.35	2,803.35	36.95
Total Water & Sewer	\$ 41.02	\$ 74.77	\$ 278.50	\$ 1,419.16	\$ 5,162.36	\$ 36.95
\$ Increase/(Decrease)	\$ 4.55	\$ 0.85	\$ 51.82	\$ 187.87	\$ 151.03	\$ (0.77)

Water and Sewer Summary

- **Water**

- ✓ Water rate restructure in 2025
- ✓ **7%** annual rate increases 2026 through 2032
- ✓ Preliminary **30%** increases for 2033 & 2034
 - Pay for Surface Water Treatment Plant
 - Recommend rate study update once capital costs known

- **Sewer**

- ✓ Sewer rate restructure and simplification in 2025
- ✓ **7%** annual rate increases 2026 through 2032



Next Steps

- Discuss and feedback on rate scenarios
- Adopt new 2025 user rates at Council meeting

Important Disclosures

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DEPARTMENT UPDATES

DEPARTMENT	PRESENTED BY	DATE
Administration	Christy Doon - City Administrator	Nov 12, 2025

Administration and Human Resources

- Please take the Salida Residential Trash, Recycling and Composting Survey: The City of Salida is engaging with its residents to understand their opinions and experience with household trash, recycling, and compost management. [The survey should take a total of 10 minutes or less to complete.](#) Limit responses to one per household. Your responses will be kept confidential and reported only in summary form.
- Help Chaffee County name the future waste/recycling facility at the landfill! We're kicking off this project and need your input on what to call it. The facility is still in the planning phase and may include a transfer station, a MRF (Materials Recovery Facility - basically a recycling sorting facility), a reuse center, a hazardous waste collection area and more. This will be located adjacent to the existing landfill. We'll be tallying the votes throughout November and announcing the winner next month. [Please share with your friends and neighbors, anyone can vote!](#)

Arts and Culture

- Steamplant
 - Event data is unavailable for September
- Events and Engagement
 - Manhattan Short Film Festival Screening. Arts & Culture held a screening of 10 short independent films at the SteamPlant, and the 125+ attendees participated in worldwide voting for Best Film and Best Actor. The audience was appreciative of independent film and the opportunity to vote. Salida votes were mostly consistent with other viewers worldwide, with one surprise: Salida viewers preferred the film *Em & Selma Go Griffin Hunting*.
 - ArtWalk – A&C coordinated the 4 day 32nd annual Salida ArtWalk October 9-12 with over 30 galleries, businesses, and artists participating. Arts & Culture coordinated the registration, marketing and free programming for the community. Locals and visitors participated in gallery strolls, hands on activities, the Parade for the Arts, enjoyed a free live music concert in Riverside Park, and a free closing party with Focus Group. Staff debrief and participant survey will be held in the next couple of weeks.
 - Programs. We are planning for November and December events: a print making show in the Paquette; a night of piano music; an immersive holiday exhibit in the Paquette for community members to take photos with Santa for December; Movie nights for kids and adults; the December artist market; and the New Year's Heart Drop is around the corner. Staff is also working on programs for the 2026 season keeping budget cuts and sponsors in mind.
- Public Art- presented to Council; PAC made a schedule for 2026, adding work sessions to address and revise policy, inventory and deaccession plan, calls for Art and metric, as well as incorporate feedback from the community.

City Clerk

- I am finishing up the required reporting to complete the 2024 election. We are required to submit the official results to the Department of Local Affairs (DOLA) and Colorado Municipal League (CML).
- Since the last department update, we have received an additional 13 CORA requests, bringing the total to 120 requests year-to-date.
- Municipal Court has 29 cases for the October docket.
- We are currently processing one (1) marijuana renewal, two (2) new liquor license applications, one (1) liquor license transfer of location and processing several liquor license renewals.

Community Development

- Building Permits: We have received 127 building permits through November 12th, including 71 new primary units and 17 new accessory dwelling units. In 2024, we had received 132 building permits by this date, including 123 primary units (75 for Salida Crossings), and 16 ADUs.
- Senior LIHTC Apartment Project- Work on the design and funding stack for the project on the east side of town continues to move forward, with the ultimate goal of Northpointe Development applying for a LIHTC award in February 2026. There will be a second public open house and input session on Monday, December 8th at the new fire station, which is near the site.
- New Land Use Code/Zoning Map—these go into effect on December 22 and staff continues to work on preparing auxiliary documents (admin manual, fee schedule, applications, etc.) to be ready when the time comes.
- South Ark Neighborhood—the kickoff celebration for Phase I infrastructure will be at 3PM on Thursday, Nov. 13th. Construction of the backbone infrastructure is anticipated to last through summer of 2026. An owner's rep is being chosen to assist with strategic planning for the financial side of the development plans and to help identify developer(s) to build out Phase I residential.
- APA Conference—Recently, Bill and Kristen attended the state Planning Conference in Grand Junction along with three members of the Planning Commission to hear about how numerous other (esp. west slope) communities are dealing with many of the same issues we deal with here in Salida. One of the biggest takeaways was all the legislation that was passed in 2024/2025 that will affect land use and development around the state beginning in 2026.
- Speaking of Planning Commission, we will have some changes to the board soon—two spots are open currently and are being advertised. Council will confirm candidates in December.

Finance

- **2026 Budget Implementation:**
Following the City Council's adoption of the 2026 Budget, Finance staff are preparing the comprehensive Budget Document. This document will provide a detailed and transparent explanation of the City's financial plan, highlighting major initiatives, funding priorities, and departmental allocations to help residents and stakeholders better understand how resources are being invested in the community.
- **Successful Sewer Revenue Bond Sale:**
The City received a strong A- rating from Standard & Poor's, reflecting sound financial management and creditworthiness. Building on that positive rating, the Finance team successfully sold the Sewer

Revenue Bonds at a significant premium, securing advantageous funding for the Highway 50 Sewer Line Replacement Project—a critical infrastructure investment that will improve service reliability and support long-term community growth.

- **Financial System Modernization:**

A major upgrade to the City's financial software was completed recently, introducing increased automation to the bill payment process. This enhancement has streamlined operations, reduced manual workload, and improved the accuracy of vendor payments—resulting in measurable efficiency gains across departments.

- **Operational Performance:**

Key operating metrics are provided below, offering a snapshot of the Finance Office's daily activities:

Finance Office - Key Operating Metrics								
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Number of front desk customers served	234	238	224	225	213	188	203	149
Number of invoices paid	359	513	522	452	546	561	689	540
Number of utility bills processed	4,368	4,373	4,408	4,421	4,429	4,435	4,452	4,446
Number of online utility payments received	2,907	2,914	3,059	2,955	3,084	3,077	3,011	3,152
Number of delinquent utility accounts processed	370	411	404	327	294	351	426	333
Number of journal entries prepared	23	62	33	30	68	40	65	39
Number of payroll checks processed	324	324	318	382	397	359	321	330
Number of utility service orders processed	124	94	187	131	90	138	91	56
Number of new construction utility accounts set up	1	10	-	3	5	9	5	7
Number of Accounts Receivable billings	32	48	38	39	43	43	27	43
Percent of Utilities customers paying via digital payment methods	66.6%	66.6%	69.4%	66.8%	69.6%	69.4%	67.6%	70.9%

Fire

- **Community Smoke Alarm Installation – November 22nd**

The Salida Fire Department is once again partnering with the American Red Cross for a Smoke Alarm Installation Day to help our neighbors stay safe as we head into the holiday season. With colder weather and more gatherings around the house, fire safety is especially important — and working smoke alarms save lives.

On Friday, November 22nd, firefighters and Red Cross volunteers will be walking door-to-door on the East Side of Salida, focusing on Walnut Street, Vine Street, and Nichols Avenue, to install smoke alarms free of charge for residents in that neighborhood. Teams will also be sharing fire prevention tips, checking existing alarms, and talking with homeowners about creating and practicing escape plans.

If any City of Salida employees would like to join in, this is a great opportunity to use volunteer hours while giving back to the community. No experience is required — just bring your enthusiasm to help! American Red Cross will provide training, tools, and refreshments.

Coffee and hot chocolate will be available to keep everyone warm and fueled up throughout the morning. Together, we can make our homes safer and help ensure that every family enjoys a safe, fire-free holiday season.

- **Pumpkin Drop Success!**

Halloween was full of fun and excitement this year as Salida Fire Department's B-Shift hosted the department's first-ever Pumpkin Drop at Alpine Park on Friday, October 31st!

Residents were invited to donate their leftover pumpkins, which our firefighters then dropped from the top of the aerial platform — creating quite a spectacular (and messy!) show for the crowd gathered below. Families, kids, and community members came out to watch the splashes and take photos.

This event was designed not only as a fun way to celebrate Halloween but also as a creative way to safely dispose of pumpkins in an environmentally friendly manner. The remains were later collected for composting and animal feed.

The event exceeded our expectations for community turnout and engagement. Everyone — from firefighters to spectators — had a blast, and we're already brainstorming ways to make next year's Pumpkin Drop even bigger and better. Huge thanks to all who donated pumpkins and came out to support the event!



- **National Civilian Community Corps (NCCC) Joins the Halloween Fun!**

A big thank-you goes out to our friends at the NCCC (National Civilian Community Corps) who joined in the Halloween festivities by handing out candy at the old 124 E Street fire station. Kids and families loved stopping by to meet the team and grab some sweets.

The NCCC crew has been a tremendous help in recent weeks, working alongside Salida Fire, the South Arkansas Fire Protection District, and Colorado Fire Camp on a range of community-wide mitigation and fire prevention projects. Their work has included vegetation clearing, defensible space creation, and other efforts aimed at reducing wildfire risk across the region.

The NCCC is a national service program under AmeriCorps, bringing together young adults from across the country to complete team-based projects that strengthen communities and build leadership skills. We're grateful for their partnership and dedication to keeping Salida safe.

They are currently being housed at the old 124 E Street fire station, so if you see them around town, please take a moment to say hello and thank them for their ongoing service!

- **Tom Marcello Memorial Scholarship Fundraiser**

On October 25th, the community came together at Amicas to honor the memory of Tom Marcello and support the Tom Marcello Memorial Scholarship Fundraiser. The evening featured great food, camaraderie, and a silent auction filled with generous donations from local businesses and supporters.

Tom was a proud and beloved member of the Salida community who worked hard to become a Reserve Firefighter with the Salida Fire Department. He was known for his positivity, determination, and deep desire to help others — qualities that left a lasting impression on everyone who knew him.

The scholarship fund established in Tom's name helps carry his legacy forward by supporting individuals pursuing a career in firefighting or emergency services. It serves as a reminder of Tom's resilience and his passion for service, while also investing in the next generation of first responders who will protect and serve Salida in the years to come.

The fundraiser saw a strong turnout, and the sense of community support was overwhelming. We'd like to thank everyone who attended, donated, or helped organize the event — your contributions ensure Tom's spirit continues to make a difference in our department and our community.



Parks and Recreation

- Parks
 - Irrigation, drinking fountains, Centennial bathroom and Splashpad winterization (blowout).
 - Cleora Park buildout is nearing completion. Start thinking about ribbon cutting!!
 - Chili pepper trail work wrapping up this week
 - Bathrooms will be closed at the end of day starting at the end of the month
 - Scheduled tree removal at Aquatic Center for Thursday
 - Working with Trailside Estates on a preventative maintenance plan for their easement
- Aquatics
 - Lobby and office floors were refinished during shut down.
 - Saturday kayaking roll sessions will begin on October 25 from 8am-10am.
 - Learn to swim night lessons begin on Tuesday and Thursday's starting back after our Bi-Annual maintenance closure on Oct. 21st
 - Opened an addition pre-school learn to swim due to high demand
 - 2nd annual Soakember-Our November month-long celebration at the Salida Hot Springs Aquatic Center will feature a variety of special programs for all ages.
 - November 2024 Aquatics Revenue realized +\$39,500 over November 2023 as a result of this program
 - Free with registration. Registration opens Monday, October 27, 6:00pm.
 - **Healing Sound Bath** | Nov 2 | 10:30-11:30am
 - **Parent/Tot Swim Time with Special Story Time** | Nov 4 & 6 | 9:00–10:30 am
 - **Aqua Body Strong Class** | Nov 4 | 7:00-7:45pm
 - **Morning Adult Hot Soak** | Nov 9 | 7:00-9:00am

- **Veterans Day Free Access** | Nov 11 | 6:00 am–8:00 pm (*no registration necessary*)
 - **Aqua Spin Class**| Nov 11 | 7:00-7:45pm
 - **Water Yoga Class**| Nov 12 | 7:00–7:45 pm
 - **Breath, Sound, and Movement Class** | Nov 13 | 7:00–7:45 pm
 - **Dive and Jive (Ages 10-14)** | Nov 14 | 7:00–9:00 pm
 - **Aqua Dance Party**| Nov 18 | 7:00–7:45 pm
 - **Deep Water Fitness Class** | Nov 19 | 7:00-7:45pm
 - **Family Fun Night** | Nov 20 | 5:00–8:00 pm
 - **Adult Hot Soak** | Nov 21 | 7:30–9:30 pm
 - Membership and Access Pass Flash Sale: 20% off 11/20-11/22
 - Free raffle with each entry 11/1-11/23: each visit qualifies for an entry into our raffle. Win prizes like memberships, swim lessons, and private hot bath sessions.
- Professional photos will be taken of the facility to update our website and to use for promotional purposes on October 21st
- Recreation
 - **Touch-A-Truck** was a success, drawing approximately 150–200 participants.
 - **Youth Football** wrapped up on Friday, October 10 with 73 participants, reflecting a 16% increase from last year's 63 participants.
 - **Field Trip Friday** is fully booked through mid-November.
 - The **Sponsorship Packet** has been approved, and we have already secured nearly \$5,000 in sponsorship revenue to support recreation programs and events.
 - **Heart of the Rockies Halloween** takes place Friday, October 31, from 2:30–8:00 p.m. in Alpine Park.
 - Activities include carnival games, food trucks, kids and adult costume contests, the Thriller Zombie Dance, a visit from Whiskers the Donkey, and more spooky surprises.
 - **New this year:** 🚗 **Trunk or Treat** at Alpine Park — a fun way for community members to hand out candy downtown. Registration is open now, and participation is free.
 - The **10K-A-Day Walking Challenge** returns in November. This event also counts toward the employee wellness incentive for city staff enrolled in the health plan.
 - **Youth Basketball Registration** opens soon. The registration fee will be \$110 this year, in alignment with recommendations from the consulting firm 110% to improve cost recovery. This change will help increase cost recovery from approximately 30% in 2025 to 35% in 2026.
 - **Youth Wrestling** will be returning this season, with registration opening at the end of October.
 - **New Year's Day 5K** registration is now open and ready to go — join us to kick off 2026 with a fun community run!
 - **The Ski Bus program** has been discontinued for 2026 due to low cost recovery.
- Facilities
 - Pool closure is happening now; 10/6-10/19. Things are getting cleaned and fixed the lobby floor has been refinished to add much more texture.
 - New facilities employee, Julia starts on 10/15/25. She will be helping maintain the Aquatic center and Steamplant primarily.
 - Steamplant exterior has been rekeyed. A new Key sign out protocol is being implemented.
 - Holiday mountain has been getting re-plugged in (~5000 bulbs to get working). Testing of lights and timers will begin soon
 - Onboarding new employee Julia Schneider
 - Discovered failing pool liner
- Events

- **Farmer's Market**
 - **Date:** every Saturday through October
 - **Time:** 8AM – Noon
 - **Location:** Alpine Park
- **Heart of the Rockies Halloween**
 - **Date:** October 31st
 - **Time:** 2:30 – 8:00PM
 - **Location:** Alpine Park & F Street
- **Veterans Day Parade**
 - **Date:** November 11th
 - **Time:** 9:00AM – Noon
 - **Location:** Riverside Park & F Street
- **Holiday Park**
 - **Date:** set-up begins November 1st
 - **Time:** all day every day!
 - **Location:** Riverside Park

Police

- I received the following letter from Chaffee County EMS. *On October 4th, 2025, around 1619 hours Officer Leo Flores responded to a medical call of an unresponsive male outside of the Elks Lodge in the City of Salida. Officer Flores was first to arrive on scene and quickly recognized the male party was unresponsive, not breathing and did not have a pulse. Officer Flores began performing cardiopulmonary resuscitation (CPR). He continued CPR until Chaffee County EMS and Salida Fire arrived to take over patient care. Chaffee County EMS was able to get a heartbeat back, on this 54-year-old male patient and subsequently transported him to Heart of the Rockies Regional Medical Center. During transport Sergeant Corey Orth drove the ambulance to the hospital to allow our paramedics to continue prehospital medicine in the back of the ambulance. The patient was later flown to a front range hospital for further care. I received follow-up that the patient's breathing tube had been pulled as he is walking around the hospital and being further evaluated for medical issues. Due to Officer Flores response, training, and lifesaving treatments on that day this patient is alive. On behalf of Chaffee County EMS we would like to thank Officer Flores, Sergeant Orth and your agency for the services they provide our community.*
- We are in the final process for selecting a builder for the new Police Station. We were lucky to have a lot of interest and hope to have it finalized very soon.

Public Works

- Planning and Construction
 - Streets
 - Oak Street – Paving completed and road re-opened; punchlist items remain
 - Downtown Streetscape – Bollard installation complete; punch list items remain
 - SRTS CDOT Local Agency Project - Final FOR plans submitted to CDOT
 - 50-291 Intersection (CDOT Project) – CDOT design underway
 - West 291 Entry (Mesa Ln to M St) – Project advertised for bidding
 - Utilities
 - Poncha Sewer Line: Contractor working on CDOT permits; Bond sales completed
 - SCADA system being designed and coordinated with contractor
 - Mesa Tank – Design underway
 - Gallery Tank Rehabilitation – Contractor working on valve replacements

- Other CIP Items
 - South Ark Neighborhood – Preconstruction meetings with contractor: Groundbreaking on 11/13
 - Plan to start on Phase 1 earthwork and sewer construction up CR104 this winter
 - Platting documents finalized
- Streets
 - Grading of public alleys underway
 - Storm sewer cleaning and maintenance
 - Asphalt patching
 - Sign maintenance
 - Support for special events including Halloween
- Utilities
 - Support on sewer development work in Poncha Springs. Phase 1 of Poncha Meadows and Tailwinds sewer work nearing completion
 - Smart meter swap out; nearing completion (less than 50 of 3500 remain)
 - Sanitary sewer line cleaning and inspection underway
 - Other CIP Items:

