

## Town of Bayfield

Town Board Meeting – Tuesday March 21, 2023

6:30pm Regular Meeting

1199 Bayfield Parkway; Bayfield, CO Town Hall Boardroom

Ordinance 485 (Sec. 2-1(a)(1)g. Conditions to withdraw a remote option or restrict remote meeting participation: When conditions for a meeting can reasonably be mitigated to avoid and protect against harms identified in Section 2-1 (a) (1) a. declared emergencies, the Town Manager has the discretion to prepare the agenda and withdraw the remote option. In the event a remote option is available, participation will be restricted to Board of Trustee members, presenting applicants, consultants or members of the public that have indicated, a minimum of thirty-six (36) hours in advance of the meeting start date and time, the agenda item and their desire to participate via a remote link. Participation restrictions in place for remote meetings shall not restrict any person to observe via remote attendance if available.



### Speak into the microphone

#### Regular Meeting Agenda:

- |  |               |
|--|---------------|
| <b>1. Opening Ceremonies</b>   | (6:30 – 6:35) |
| a. Call Meeting to Order   |               |
| b. Roll Call   |               |
| c. Pledge of Allegiance  |               |
| d. <b>Conflict of Interest – Announcement</b>  |               |
| e. <b>General Public Input</b> Limited to Ten (10) Minutes (Three (3) Minutes per Speaker)         |               |
| f. <b>General Public Input on Agenda Items – The Mayor will announce and request public input.</b> | Page 1        |
| g. Approve Agenda (Move, remove or add discussion. Action items must be posted 24-hours prior.)    |               |
| <b>2. CPW – Wildlife in Town</b>   | (6:35 – 6:50) |
| a. Steph Taylor and Ty Smith   |               |
| b. San Juan Basin Mule Deer Herd Management Plan September 2020                                    | Pages 3-26    |
| <b>3. Approval of Minutes and Department Reports</b>   | (6:50 – 7:10) |
| a. Ferris Bueller’s Day Off  | Pages 27-32   |
| b. Approval of Minutes – March 7, 2023   | Pages 33-37   |
| c. Public Works Director Report  | Pages 38-47   |
| d. CIRSA Property and Workers Comp Audit Report  | Pages 48-49   |
| e. Community Development Director Report   | Pages 50-59   |
| f. Congressional Funding Update  | Pages 60-65   |
| g. Interim Town Marshal Report   | Pages 66-67   |
| h. Town Marshal Candidate Bio Interviews and Schedule  |               |
| <b>4. Financial Agenda</b>   | (7:10 – 7:20) |
| a. February 2023 Financial Statements  | Pages 68-102  |
| b. Sales Tax Report  | Pages 103-104 |
| c. 2013 Vactor 2100 2100 Plus PD/Kenworth Truck \$200,000  | Pages 105-107 |
| <b>5. Stormwater Discussion</b>  | (7:20 – 7:45) |
| a. Stormwater Ordinance DRAFT  | Pages 108-112 |
| b. Public Input Regarding DRAFT Stormwater Ordinance   |               |
| <b>6. Action Agenda</b>  | (7:45 – 7:55) |
| a. Resolution 559 Appointment of a Deputy Town Clerk   | Page 113      |
| b. Resolution 560 Appointment of a Mayor Pro-tem   | Page 114      |
| c. Resolution 561 Appointment of Bank Signers  | Page 115      |
| <b>7. Upcoming Dates of Interest</b>   | (7:55 – 8:00) |
| a. March 27, 6:30pm Planning Commission Regular Meeting (Rescheduled from March 14)                |               |
| b. March 28, 6:00pm Comp Plan Working Group  |               |
| c. March 29, 7:30am Employee Appreciation Breakfast  |               |
| d. March 29-31 Town Marshal Interviews (See Schedule 3.h.)   |               |
| e. April 4, 6:30pm Board of Trustees Regular Meeting   |               |
| <b>8. Adjourn</b>  | (8:00)        |

## Public Meeting Decorum Policy Resolution 493

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In support of and respect for open, fair and informed decision-making process, the Board of Trustees recognize that:

- Civil, respectful and courteous discourse and behavior are conducive to the democratic and harmonious airing of concerns and decision making; and
- Uncivil discourse and/or discourteous and inappropriate behavior have a negative impact on the character and productivity of the decision-making process.
- In an effort to preserve the intent of open government and maintain a positive environment for citizen input and Town Board decision-making.

Compliance with the meeting protocol is expected and appreciated. A printable version of the Meeting Protocol is available. We encourage citizens familiarize themselves with these protocols prior to offering public comment.

1. Public comment is encouraged and will continue to be listed as an agenda item at every regular Board of Trustees meeting. The public comment period will be held near the beginning of the meeting.
2. The Mayor will open public comment by announcing the allotted time provided for the comment period and for individual speakers. Each individual wishing to be heard during the public comment period, will be given up to 3 minutes to make a comment.
3. Please give your name, address and identify your topic.
4. The public comment period will not be used to air personal grievances, make political endorsements or for political campaign purposes, nor discuss matters which are the subject of public hearings. Speakers shall address all comments to the Trustees as a whole and not to individual Trustees. Discussions between speakers and members of the audience shall not be allowed.
5. This time is for receipt of public comment not debate. The Mayor or Trustees will not enter into a dialogue with citizens. Questions from the Trustees will be for clarification purposes only. Public comment will not be used as a time for problem solving or reacting to comments made but, rather, for hearing the citizens for informational purposes only.
6. The Board of Trustees may assign staff to provide information requested by a speaker during the public comment period.
7. The Board of Trustees defer public comment on specific issues that appear on the regular agenda until that specific item or specific section comes up on the agenda.
8. Anger, rudeness, ridicule, obscene or profane language, impatience and lack of respect for others and personal attacks are not acceptable behavior. Demonstrations in support or opposition to a speaker or idea are not permitted in the Boardroom or Meeting room. The Mayor is responsible for maintaining order. Failure to abide by this requirement may result in the forfeiture of the speaker's right to speak.

# San Juan Basin Mule Deer Herd Management Plan

## Data Analysis Unit D-30

### Game Management Units 75, 77, 78, 751 and 771



Prepared by:  
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Wildlife Biologist  
Colorado Parks and Wildlife  
Durango, CO

Adopted by the Colorado Parks and Wildlife Commission  
September 2020

# San Juan Basin Mule Deer Herd Management Plan (D-30)

## Executive Summary

**GMUs:** 75, 77, 78, 751 and 771

**Land Ownership:** 55% USFS, 30% private land, 12% Southern Ute Tribal Lands, and 2% BLM

**Posthunt Population:**

2018 Modeled Estimate: 23,500

Previous Objective: 27,000

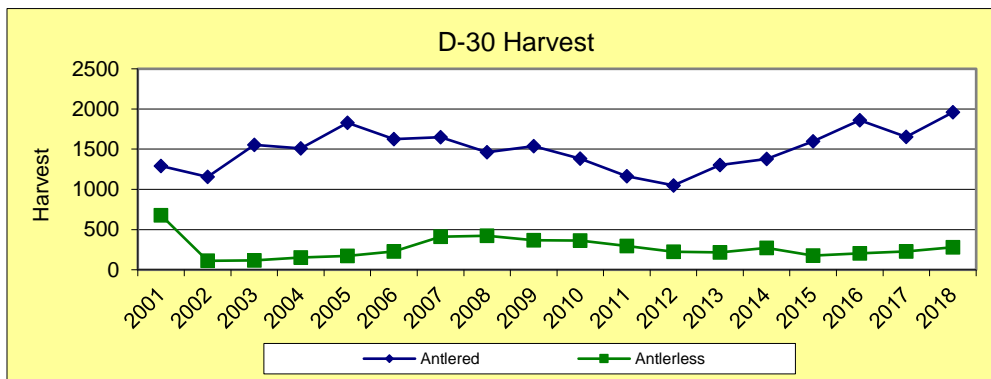
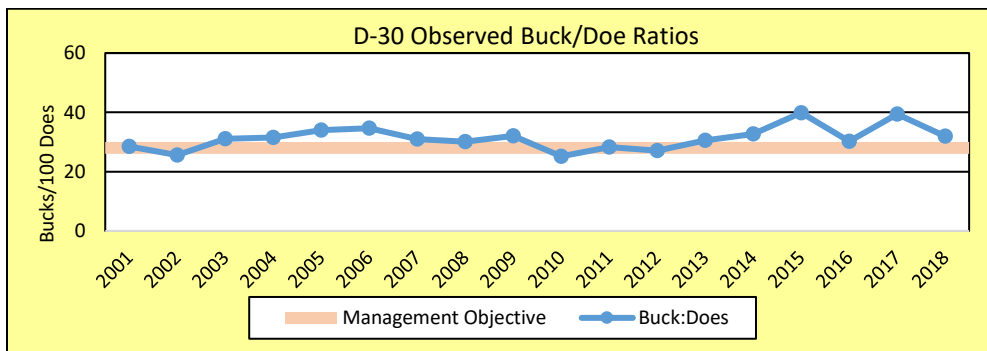
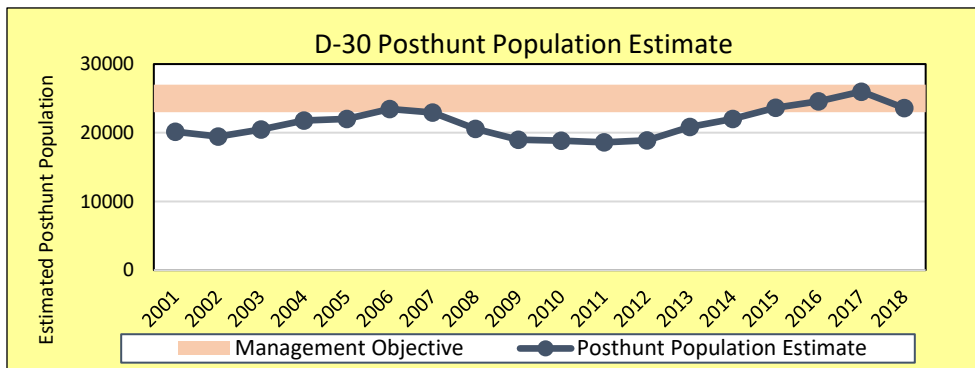
Current Objective (2020): 23,000 – 27,000

**Posthunt Sex Ratio:**

2018 Observed: 32 bucks:100 does

Previous Objective: 26-30 bucks:100 does

Current Objective (2020): 26-30 bucks:100 does



## **Background**

The San Juan Mule Deer Herd is located in Southwest Colorado and includes GMUs 75, 77, 78, 751, and 771. The DAU is within portions of Archuleta, Hinsdale, La Plata, Mineral, and San Juan counties. The deer population has been gradually increasing over the past six years due to good fawn numbers and reached the population objective of 27,000 in 2017. Severe drought decreased numbers slightly in 2018. The buck ratio has been running above objective, but aggressive hunter harvest over the past two years has brought it down and is projected to continue to decrease it.

## **Significant issues**

Loss of habitat, including critical winter range and the effectiveness of migration corridors, due to human population growth is a concern in the DAU. Exurban development is occurring in Archuleta and La Plata counties and homes are replacing open lands currently supporting wintering deer. Natural gas well development has also increased in deer habitat on private and public lands. Lastly, outdoor recreation continues to grow, placing more people into areas used by deer throughout the year. Increased recreational trails and recreation use has decreased the amount of effective habitat. Wildlife biologists and the public are concerned over cumulative and prolonged impacts disrupting migration between seasonal ranges and decreasing quality and quantity of deer habitat. Actions to enhance and protect important mule deer habitat will be necessary to meet the population objectives of this HMP.

Chronic wasting disease (CWD) has not been detected in the DAU, but is found in adjacent areas to the north and west. It is expected that CWD is in the population and has not been detected, or it will be in the population by the time this HMP expires. CWD will influence the number and age structure of bucks within the population, the overall population dynamics, hunting opportunities, and management. Management practices are identified in this plan to decrease the spread of and impacts of CWD.

## **Management Objectives**

There have not been significant concerns about the current management of the D-30 herd. Based on this, it is proposed to continue with the same objectives, course of management actions, and strategies for this DAU. Objectives would remain the same as the previous plan. The Parks and Wildlife Commission adopted the following management objectives, September 2020:

Posthunt Population: 23,000-27,000

Posthunt Sex Ratio: 26-30:100

*Approved by the Colorado Parks and Wildlife Commission September 2020*

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## Introduction and Purpose

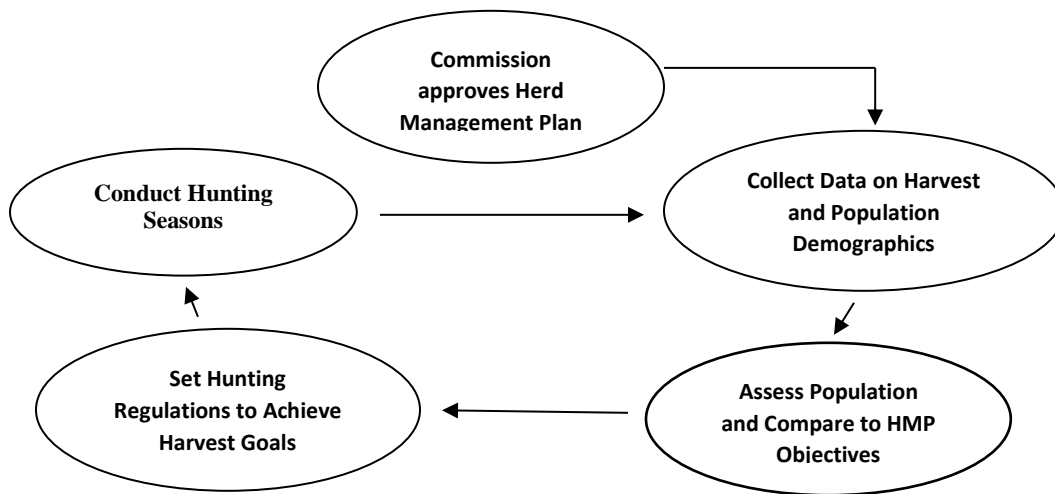
Colorado Parks and Wildlife (CPW) manages wildlife for the use, benefit and enjoyment of the people of the state in accordance with the CPW's Strategic Plan and mandates from the Parks and Wildlife Commission and the Colorado Legislature. Colorado's wildlife resources require careful and increasingly intensive management to accommodate the many and varied public demands and growing impacts from people. To manage the state's big game populations, CPW uses a "management by objective" approach (Figure 1). Big game populations are managed to achieve population objective ranges and sex ratio ranges established for data analysis units (DAUs).

The purpose of a Herd Management Plan (HMP) is to provide a system or process which will integrate the plans and intentions of Colorado Parks and Wildlife with the concerns and ideas of land management agencies and interested publics in determining how a big game herd in a specific geographic area, DAU, should be managed. In preparing a HMP, agency personnel attempt to balance the biological capabilities of the herd and its habitat with the public's demand for wildlife recreational opportunities. Our various publics and constituents, including the U.S Forest Service, the Bureau of Land Management, sports persons, guides and outfitters, private landowners, local chambers of commerce and the general public, are involved in the determination of DAU population and herd composition objectives and related issues. Public input is solicited and collected by way of questionnaires, public meetings and comments to the Parks and Wildlife Commission.

A Data Analysis Unit or DAU is the geographic area that represents the year-around range of a big game herd and delineates the seasonal ranges of a specific herd while keeping interchange with adjacent herds to a minimum. A DAU includes the area where the majority of the animals in a herd are born and raised as well as where they die either as a result of hunter harvest or natural causes. Each DAU usually is composed of several game management units (GMUs), but in some cases only one GMU makes up a DAU.

The primary decisions needed for an individual HMP are how many animals should exist in the DAU and what is the desired sex ratio for the population of big game animals e.g., the number of males per 100 females. These numbers are referred to as the DAU population and herd composition objectives, respectively. Secondly, the strategies and techniques needed to reach the population size and herd composition objectives also need to be selected. The selection of population and sex ratio objectives drive important decisions in the big game license setting process, namely, how many animals need to be harvested to maintain or move toward the objectives, and what types of hunting seasons are required to achieve the harvest objective.

**COLORADO'S BIG GAME MANAGEMENT  
BY OBJECTIVE PROCESS**



*Figure 1. Management by objectives process used by the CPW to manage big game populations on a DAU basis.*

**Description of DAU**

The San Juan Basin Mule Deer Herd (DAU D-30) is located in the southwest part of Colorado and contains GMUs 75, 751, 77, 771, and 78 (Figure 2). The DAU is 2,800 square miles and includes portions of Archuleta, Hinsdale, La Plata, Mineral, and San Juan counties. D-30 is bounded on the north and east by the Continental Divide, on the south by the New Mexico state line, and on the west by the Animas River and contains the towns of Durango, Bayfield, Ignacio, Arboles, and Pagosa Springs.

The climate is a highland or mountain climate, characterized by cool springs and falls, warm summers and moderately cold winters. Average precipitation and snowfall for Durango are 18 and 63 inches per year respectively. Snowfall increases dramatically moving to the east and toward the Continental Divide, approaching 250-300 inches per year. Vegetative types include: alpine over 12,000 feet elevation, spruce/fir stands down to 10,000 feet, oakbrush, serviceberry, and ponderosa pine above 7,000 feet, and pinyon/juniper/sagebrush and agricultural fields below 7,000 feet.

**Habitat Resource and Capabilities**

Land ownership is composed of 55% U.S. Forest Service (which includes portions of two Wilderness Areas, the Weminuche and South San Juan), 2% Bureau of Land Management, 30% private land, and 12% Southern Ute Tribal (SUIT) lands (Figure 2).



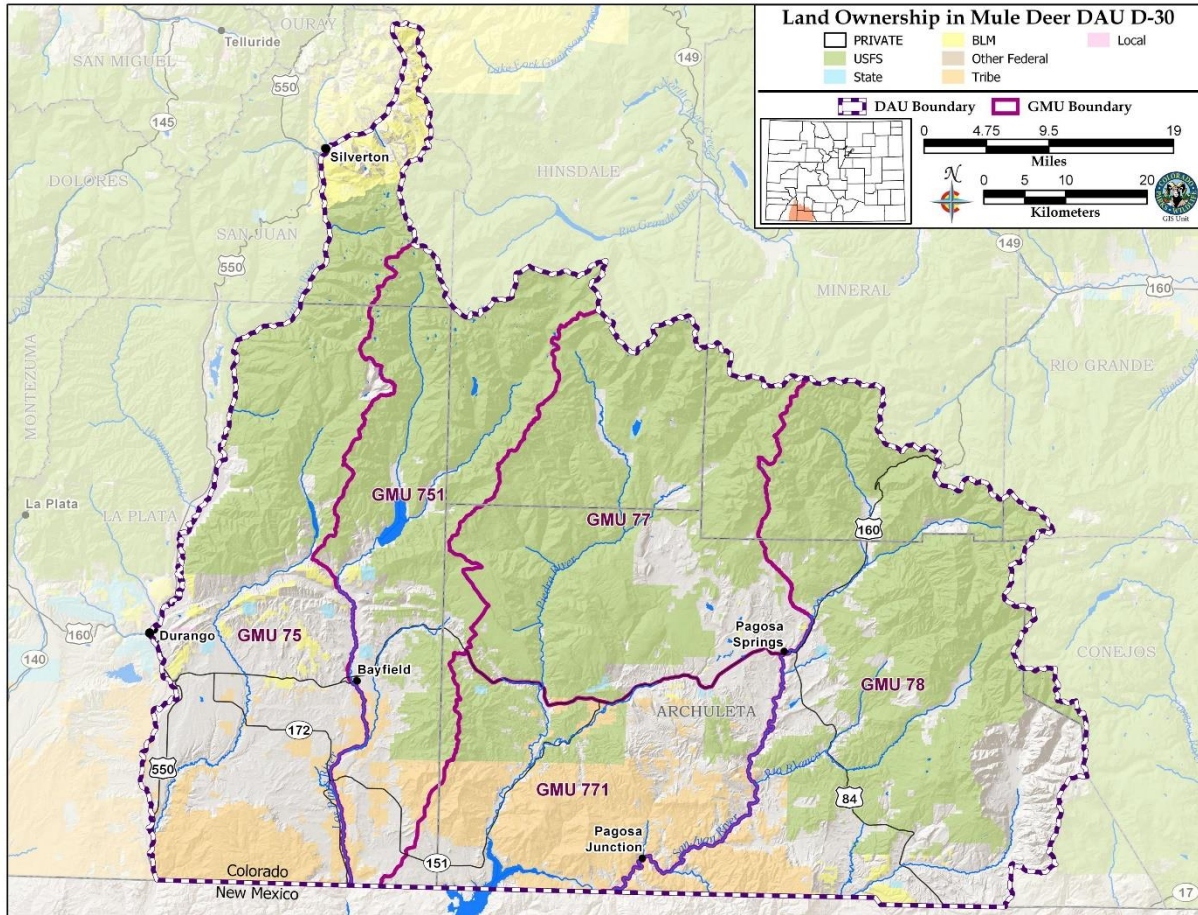


Figure 2. DAU D-30 boundaries, GMUs, and Land Ownership in the San Juan Deer Herd.

Deer generally summer at higher elevations found at the northern and eastern part of the DAU and winter in lower elevations in the southern portion. The timing of deer migration is consistent annually. In the spring it peaks around the second week of May. Fall migration peaks around the third week of October for does. Bucks generally migrate one to two weeks later in the fall.

While the entire DAU is considered summer range, winter range is more limited and comprises approximately 37% of the DAU (1,030 miles<sup>2</sup>). The areas along US Highway 160 and south of the highway, as well as the Animas River Valley are classified as winter range (Figure 3). Severe winter range, the area where most of the deer are found in severe winters, covers 390 miles<sup>2</sup> (14% of the DAU) and are located along and south of Hwy 160 between Durango and Bayfield, lower Stollsteimer Creek, and Valle Seco/Trujillo. Winter concentration areas are those areas where deer normally concentrate in a range of winter severities. These areas make up approximately 13% (365 miles<sup>2</sup>) of the DAU and occur along the Hwy 160 corridor between Bayfield and Durango, Florida Mesa, Piedra River/Stollsteimer Creek south of Hwy 160, and Valle Seco/Trujillo areas. Winter range of the deer herd extends onto SUIT Lands and into New Mexico.

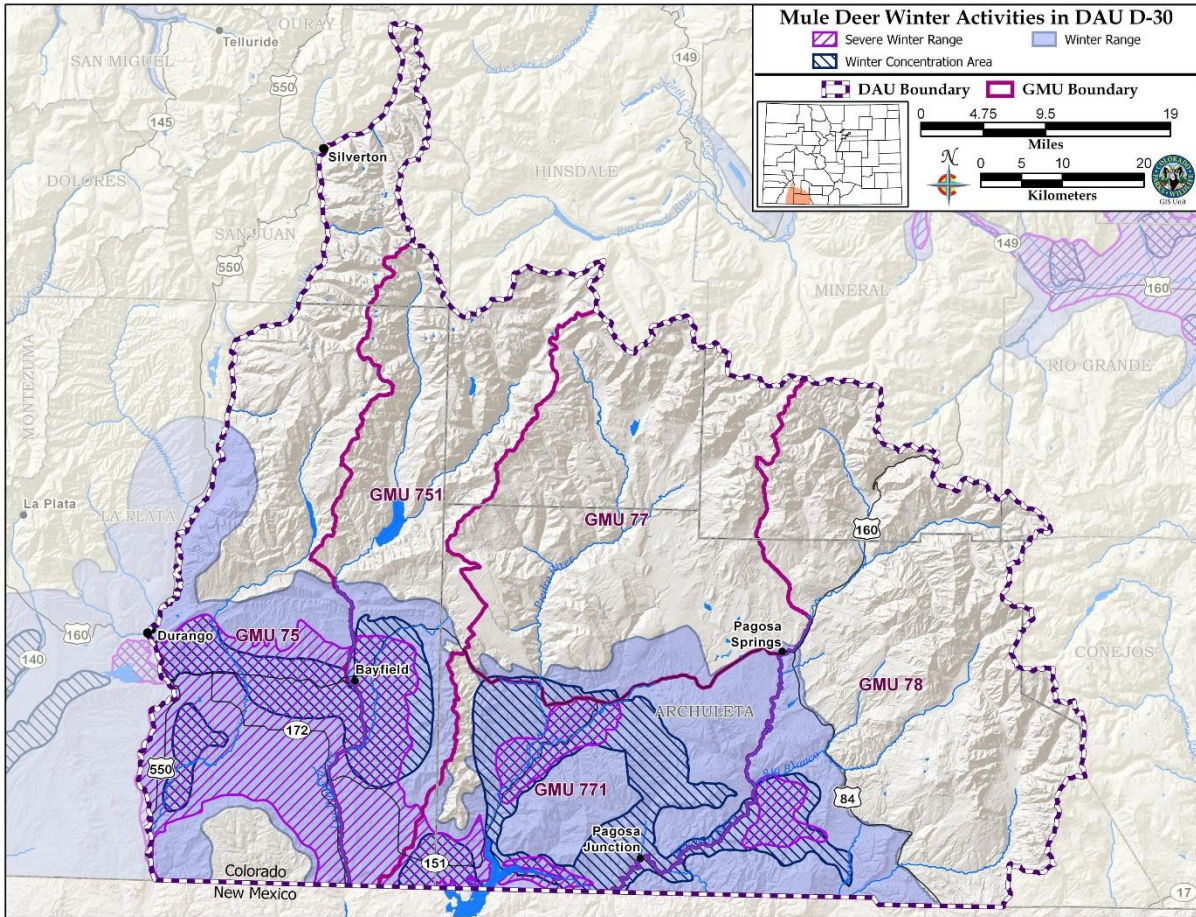


Figure 3. Mule Deer winter activity in D-30.

### Winter Habitat Resources

The amount and quality of winter range is a limiting factor for this deer herd. Winter range is primarily privately owned (51%), with the remainder located on the SUIT (28%) and public lands (21%). Ten percent of severe winter range occur on public lands, 21% on SUIT, and 69% on private lands. These lands are becoming more limited with human encroachment. Drought over the past two decades has decreased the quality of the habitat.

### Habitat Loss

A combination of urban, exurban, energy and recreational development is occurring on a significant portion of important habitat in D-30. Development of all types can also pose a threat to blocking or cutting off migration routes and reducing their effectiveness. Managers and the public are increasingly concerned over cumulative and prolonged impacts disrupting migration and decreasing quality and quantity of habitat. Development influences both carrying capacity and harvest management. Development is a DAU wide issue but it is a considerably larger problem near Durango, Bayfield, and Pagosa Springs. Direct and indirect loss of habitat is one of the top causes for species declines that lead to extinction.



## Conflicts with Agriculture

Growing crops in the area consist primarily of irrigated grass hay and grass hay/alfalfa mix. There are cattle and domestic sheep operations on private lands as well as on Forest Service and BLM lands.

Wildlife conflict areas are mostly south of US Hwy 160. Specific conflict areas are the Florida Mesa, Allison/Arboles, the Pine River Valley, and the southern San Juan River. Conflicts are addressed in part with Private Land Only (PLO) hunting licenses and Distribution Management hunting licenses. Wildlife Managers and the San Juan Habitat Partnership Program (HPP) also work with local agriculture producers to minimize conflicts.

Although there is overlap between areas of livestock grazing and mule deer, which will always result in some conflict, the FS and San Jan HPP committee have reported that these conflicts are minimal at current deer population levels.

## Herd Management History

### Posthunt Population Size

The primary goal of this HMP amendment is to re-evaluate the population objective. The current post-hunt deer population objective of 27,000 was established in 2001. The estimated posthunt deer population since 2001 has been below objective, but has been increasing over the past six years due to good recruitment, minimal doe harvest, and mild winters. The current (2018) posthunt population is estimated to be 23,500 (Figure 4).

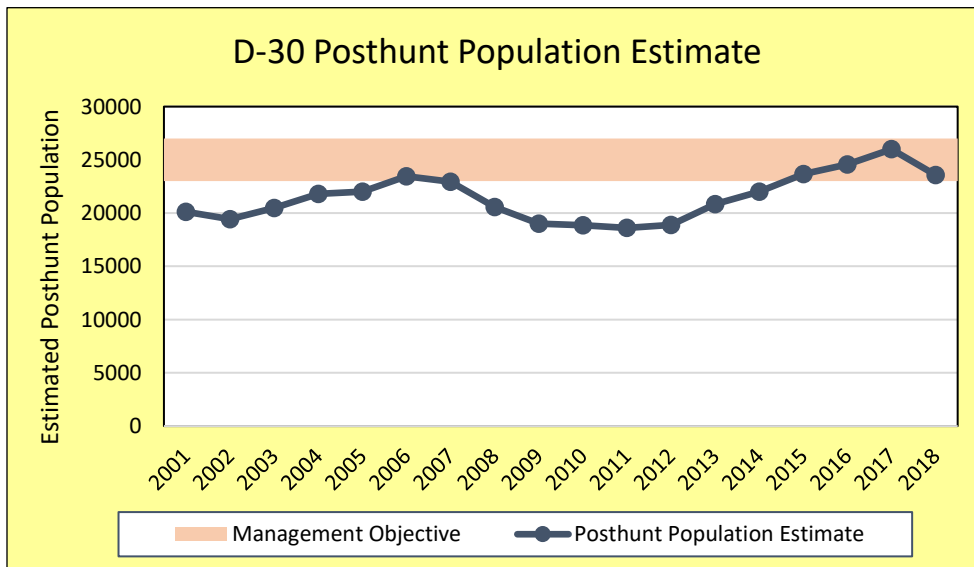


Figure 4. D-30 Posthunt population estimate from 2001 to 2018 with proposed population management objective.

## Posthunt Herd Composition

Posthunt fawn ratio estimates, observed from aerial inventory, averaged 53 fawns per 100 does from 2001 (the year the previous management plan was developed) to 2018 (range of 43 to 65) (Figure 5). A mean of 54 fawns per 100 does was observed over the last six years and contributed to the population growth over the same time. Fawn numbers dropped in 2018 due to an extremely dry winter the previous year with poor forage. Drought can be more influential on fawn survival than harsh winters.

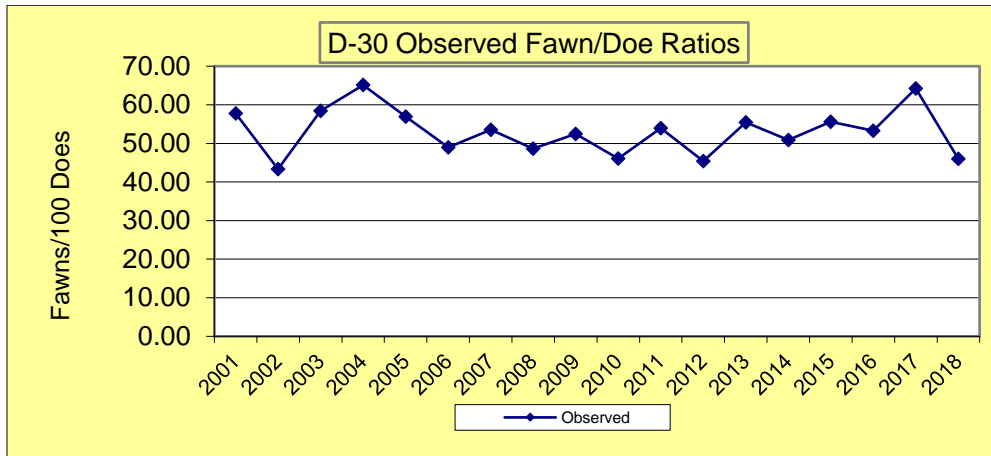


Figure 5. D-30 fawn to doe ratio estimates from posthunt helicopter inventory 2001- 2018.

Buck licenses were limited in the DAU in 1999 when CPW went from over-the-counter buck licenses to limited. Post-hunt buck to doe ratio estimates have fluctuated since limitation and currently are high (Figure 6). This is because of the limited licenses, but more so attributed with the increase in recruitment over the past several years. From 2001 to 2018 buck to doe ratios averaged 31 bucks per 100 does (range = 25 in 2010 to 40 in 2015). The 5 and 10 year buck to doe ratio means are 35 and 32 respectively. A fourth season buck hunt is offered in the DAU with limited opportunity.

All antlerless licenses are limited and set annually to meet population objectives. Private Land Only (PLO) doe licenses are available to address deer conflicts on private land.

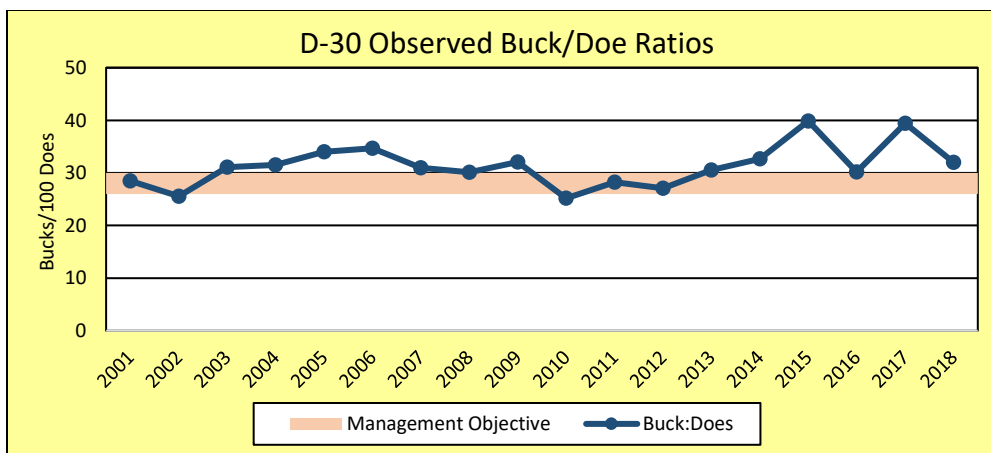


Figure 6. Posthunt buck to doe ratios from helicopter inventory from 2001 to 2018 with buck ratio management objective.

## Harvest

Harvest statistics are determined through a survey of a random selected sample of hunters in D-30. Doe harvest has been low in an effort to increase the population and achieve the population objective (Figure 7). Doe harvest has ranged from 111 in 2002 to 678 in 2001 (average 273 from 2001 to 2018). Buck harvest has ranged from 1,050 in 2012 to 1,959 in 2018 (average 1,498 from 2001 to 2018). Success rates for bucks are high, generally running above 55% during the rifle seasons. Interestingly, buck harvest in 2018, under limited licenses, was 1,959. This was equivalent to the buck harvest in 1998, the last year of unlimited buck licenses, when 1,980 bucks were harvested. Today there are more bucks in the population, more mature bucks, and hunter demand approximately equals the number of available licenses in most of the seasons.

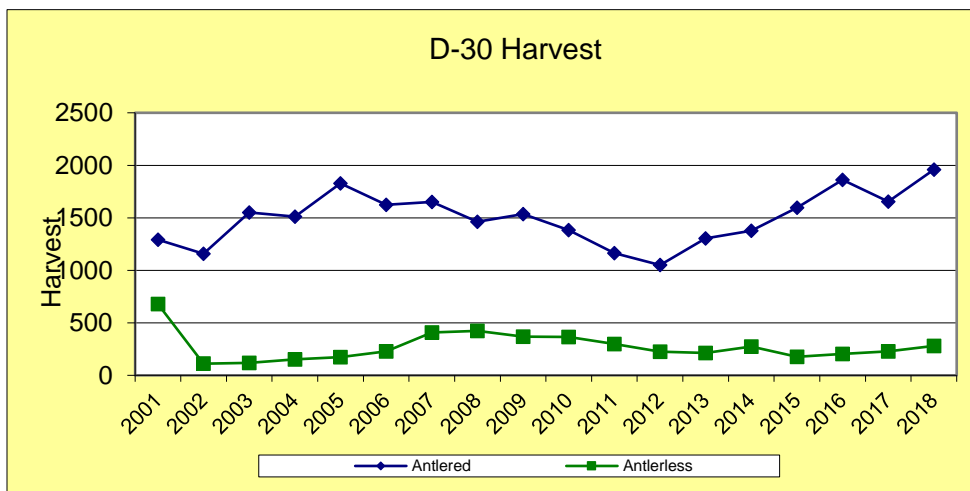


Figure 7. Buck and Doe harvest estimated from D-30 from 2001 to 2018.

## Herd Management Issues

### Human Encroachment into Critical Habitat

Winter range, a critical component for deer, is already limited and the habitat that is most at risk by development. Deer have access to reduced nutritional forage and lose weight during the winter. During this time, they limit physical activity to conserve energy. Any type of disturbance will cause a deer to use more energy and lead to a higher chance of that animal dying. It can also influence reproduction success and survival of fawns and increase predation rates.

Migration corridors are needed for deer to access important summer and winter ranges. The largest and most productive deer populations in the west are migratory. Development and barriers that disrupt migration can have a direct bearing on deer health, survival and reproductive success.

A variety of partners including CPW, SUIT, San Juan HPP Committee, BLM, New Mexico Game and Fish, British Petroleum (BP), and FS are working to map where critical migration corridors and other

important habitats are within the DAU. This will lead to better understanding of significant habitats, how they are used, and focus management efforts.

### Population Growth and Development

Colorado’s population has grown by 1.2 million, or approximately 27% over the past 17 years. La Plata County, which experienced a 27% growth for the same period, currently has an estimated 55,600 people (United States Census Bureau at census.gov). This is expected to increase to 94,000, a 70% increase, by 2050 (Colorado Department of Local Affairs) (Figure 8). Archuleta County, the other main population center in the San Juan Basin, had an estimated population of 13,300 in 2017 and grew 35% over the past 17 years. New housing development is necessary to accommodate this growth. Annually there are over 300 building permits issued in La Plata County. With the increased estimated population growth, the number of building permits needed annually is expected to be 790, an increase of 130% (Iverson 2015).

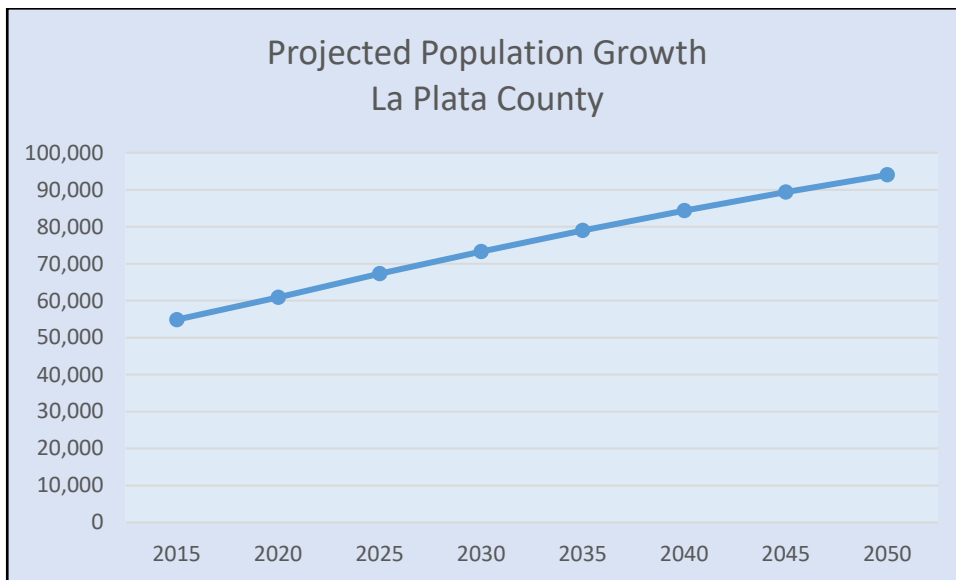


Figure 8. Projected Population Growth for La Plata County, Colorado (Colorado Department of Local Affairs).

Johnson et al. (2016) analyzed a 40-year relational/correlative study, looking at land use changes from 1970 to 2010 and the impacts on deer populations. From this analysis, for the entire D-30 DAU, the proportion of “undeveloped” private land (0 houses) has decreased from 22% to 9%. The majority of this growth occurs in areas that overlap mule deer winter range. Winter range, which is already limited, is continually being lost due to residential development and will be lost at a greater rate with the expected human population growth. Already, from 1970 to 2010, the amount of winter range on private lands that has been undeveloped has decreased by 67%. With a shrinkage of winter habitat, we can expect to see declining recruitment rates and a reduction in the deer population (Johnson et al 2016).

Not only do housing developments increase with the expanding population, but vehicle traffic also increases. US Highway 160, the major east/west transportation route in the area, US Highway 84 south of Pagosa Springs, and US Highway 550 bisect mule deer winter range. Highway 160 five miles east of Durango has an Average Annual Daily Traffic (AADT) count of 13,000 (Colorado Department of Transportation). This is expected to increase to over 18,000 AADT in the next 20 years, a 38% increase.

The number of vehicle/wildlife collisions is difficult to track because not all are reported. It is common to drive Hwy 160 east of Durango when mule deer are on winter range and see several fresh deer carcasses along the road each day. Increased vehicle density logically will intensify deer mortality. La Plata County has the second highest wildlife vehicle collisions (WVCs) in Colorado, averaging about 250 reported WVCs per year (Colorado Department of Transportation 2020). It is a concern for both herd welfare and human safety. In addition, highways can be a barrier to wildlife movement, short-stopping animals from reaching critical habitats. Where highways and deer overlap there are two goals; 1) keep deer off the roadway and from getting hit by vehicles, and 2) allow deer to access both sides of the highway in their daily and seasonal movements.

Housing development and roads further reduce available habitat through fragmentation. Animals remaining in developed areas have to navigate across roads, around houses, humans, dogs, fences and other physical and psychological barriers. This requires additional energy and increases stress for each animal, leading to poorer health, lower chance of survival, and decreased reproductive success (Gill et al 1996 and Frid and Dill 2002).

#### Energy Development

La Plata County has one of the largest coalbed methane reserves in Colorado. These reserves underlie mule deer winter range. The gas is presently extracted through wells and according to the Colorado Oil and Gas Conservation Commission website ([cogcc.state.co.us](http://cogcc.state.co.us)) there were over 3,400 active wells in La Plata County in 2018 (Figure 9). The average well pad is 3.5 acres in size.

Energy development can have an adverse impact to mule deer recruitment rates and population size (Johnson et al 2016). Habitat is lost directly from well pads, roads, gas lines and facilities. Associated activity and disturbance from well development and maintenance can lead to animal avoidance and decrease the overall quantity of effective habitat (Barber et al 2010, Sawyer et al 2006, 2009). Effective habitat is reduced further by fragmentation of habitat (Noss and Cooperrider 1994). Lastly, physiological stress often occurs in animals, which can negate health, survival, and reproductive success (Gill et al 1996 and Frid and Dill 2002).

#### Recreational Development

Outdoor recreation is highly sought after in the southwest Colorado with hundreds of miles of recreation trails around Durango and Pagosa Springs. These trails are popular with hikers, runners, skiers, snowshoers, equestrians, and mountain bikers. There is a continued and seemingly endless demand for the development of more trails. A high percentage of existing and proposed trails are in mule deer habitat and important winter range (Figure 10).

Outdoor recreation associated with trails influence a variety of wildlife species in multiple ways. Impacts to wildlife from trail use are often negative and are associated with increased direct disturbance and displacement from optimal habitats due to avoidance of human activities. Mule deer movement rates during the day, especially in the morning, have been demonstrated to be higher in the presence of mountain biking and hiking (Wisdom et al 2004). Trail recreation disturbance to deer reduces foraging opportunity. Reduced forage and nutrition decreases the individual health, survival, and reproductive potential, which can have a cumulative effect of reducing the overall population (Bergman et al 2015, Bishop et al 2009). Response by deer to hiking and biking is generally similar except there is a greater flight distance (movement to avoid people) caused by people on foot (Taylor and Knight 2003). Biking



generally has a larger area of disturbance because of the greater distance travelled per trip. The presence of a dog with a recreationist (dogs are popular in the area and often accompany recreationist) results in a greater area of negative influence from trail use, including amplified avoidance distances moved by mule deer (Miller et al 2001). Mule deer generally do not habituate to hiking or mountain biking (Taylor and Knight 2003).

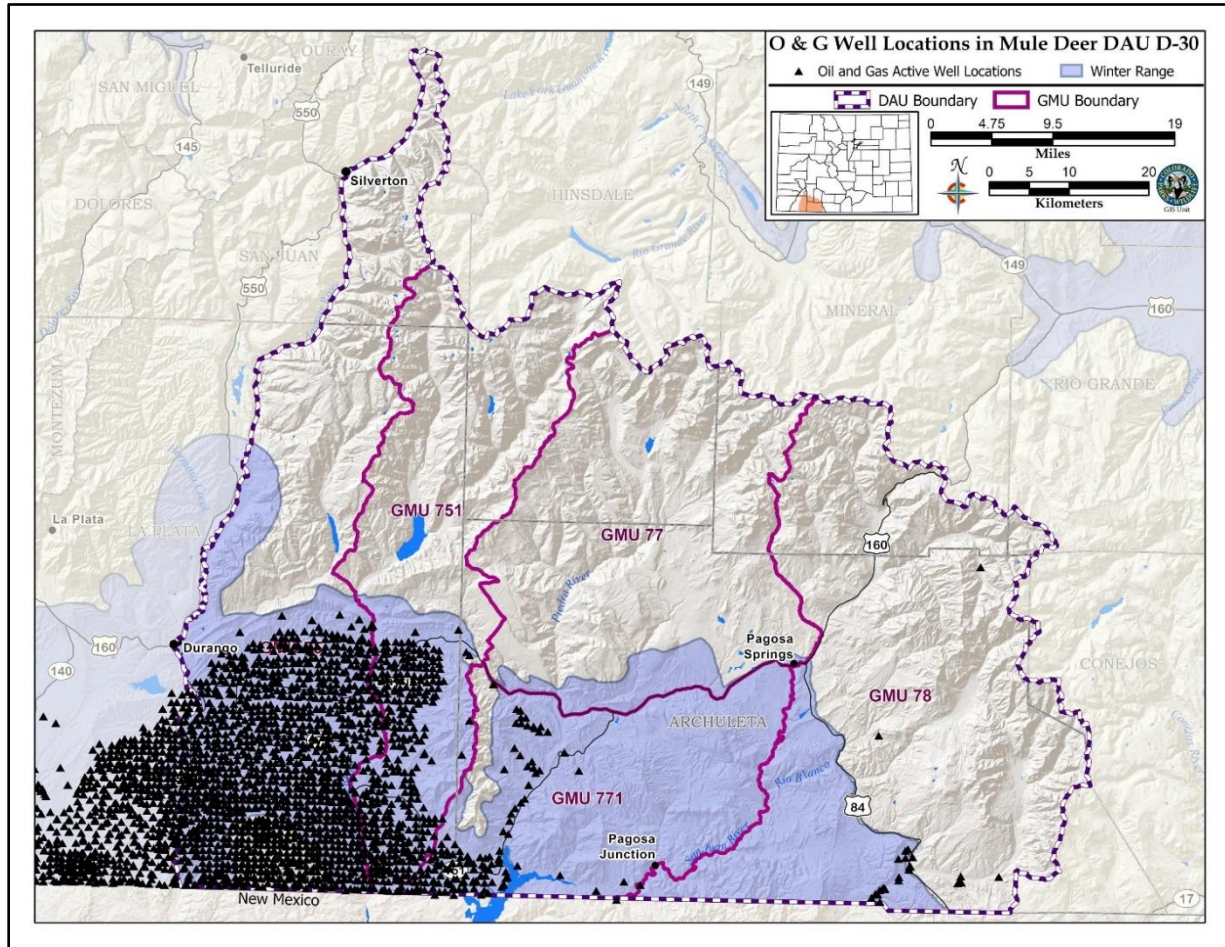


Figure 9. Colorado Oil and Gas Conservation Commission’s permitted well locations mapped on mule deer winter range in DAU D-30.

### Cumulative Impacts from Various Forms of Development

As can be seen, the San Juan Basin Mule Deer Herd faces many challenges due to various types of development. Although another stretch of recreation trail or one more well pad might not be detrimental by itself, the effects are cumulative and do have a major impact to available habitat and the mule deer population. Loss of habitat is the primary cause for species declines in the west and around the world.



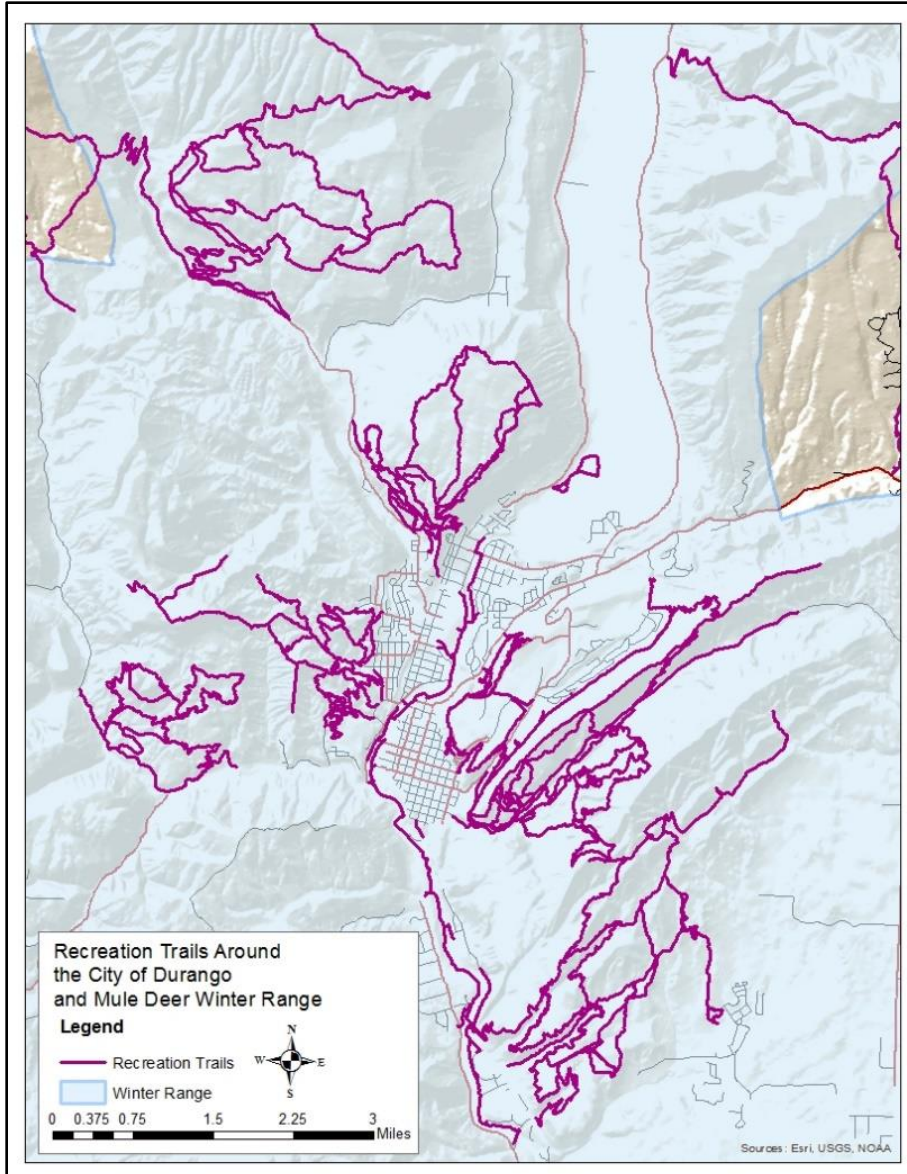


Figure 10. Recreation trails located on mule deer winter range by Durango, CO, one area in the DAU that has high pressure for recreation use development. Several trails, particularly on BLM, have a winter closure for wildlife. Illegal, or “social”, trails are not shown on the map.

## Disease

### Hemorrhagic Disease

Two different but related viruses, bluetongue virus and epizootic hemorrhagic disease virus cause hemorrhagic Disease. It is a fatal viral disease in white-tailed deer, and a sometimes fatal, less severe disease in other species including mule deer. The disease is transmitted by biting midges. It is more prevalent in exceptionally dry weather that causes water levels to recede, creating mud puddles where the vector breeds. Hemorrhagic disease occurs in D-30 and adjacent units. Within the DAU, the disease can cause die-offs of mule deer in the driest years. More common though are infection and sometimes

death of individual animals with minimal impacts to the overall population. Clinical signs are variable, and many infected animals show no or only mild signs. Infected animals can die quickly after infection. Some signs include depression, respiratory distress, mouth and tongue ulcers, and loss of appetite or activity. A small portion of animals can be sick for weeks or months and affected by lameness or emaciation. Survivors may have retained velvet, abnormal antler growth and “fever rings” causing abnormal hoof growth. These bucks are often sterile.

The virus that causes hemorrhagic disease does not infect humans. Therefore, humans are not at risk when handling infected deer, eating venison from infected deer, or being bit by infected midges.

### Chronic Wasting Disease

Chronic wasting disease (CWD) is a fatal neurological disease found in deer, elk and moose. It belongs to a family of diseases caused by prions (misfolded proteins). This particular prion disease attacks the brains of infected deer, elk and moose, causing the animals to display abnormal behavior, become uncoordinated and emaciated, and eventually die. No immunity, recovery, or absolute resistance to CWD has been documented in any of the susceptible species. Infection can be detected in carcasses as well as in live animals. Diagnostic tests are becoming increasingly reliable in individual animals as the disease progresses. Chronic wasting disease is infectious. Infected individuals shed prions from several routes during most of the disease course, exposing others either directly or through contamination of shared resources or environments. Shed prions can persist for years in the environment, and their binding to soil elements (e.g., clay) enhances persistence and infectivity.

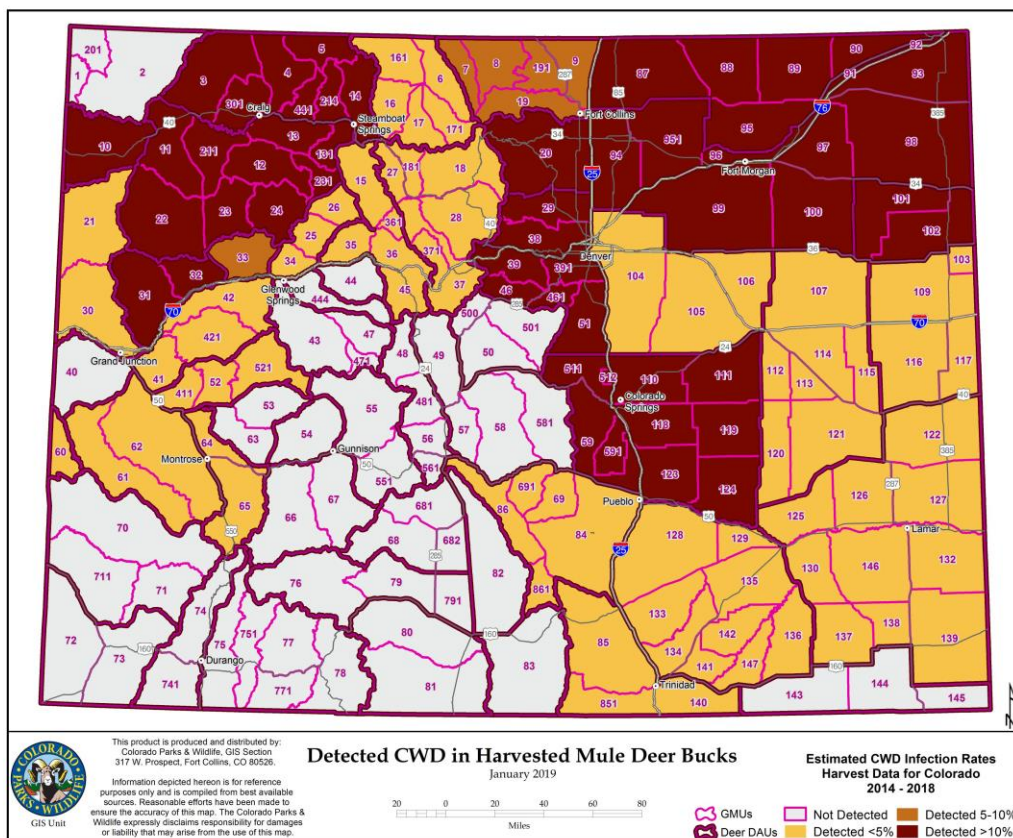


Figure 11. Map of CWD detection in Colorado.

As of July 2018, at least 31 of Colorado's 54 deer herds (57%) are known to be infected with CWD; at least 16 of 43 elk herds (37%) and 2 of 9 moose herds (22%) also are infected. In general, deer herds tend to be more heavily infected than elk herds living in the same geographic area and CWD is relatively rare in moose. In infected mule deer populations, bucks have a higher prevalence rate than does.

CWD has not been detected in the San Juan Basin herds, but has been found in adjacent populations (Figure 11). Because there is overlap with animals from the San Juan Basin Herd and animals from infected populations to the northwest, it is expected that CWD will appear in the near future or is already in the population and has yet to be detected. Testing for CWD in the San Juan Herd has been minimal, coming from voluntary hunter harvest, suspect animals (sick appearing animals euthanized by CPW), and the occasional road kill. Detection of CWD is best done through random tests of harvested animals, animals killed along the roadways by vehicles, and sampling animals that are suspect for the disease. Mandatory sampling of hunter harvested animals are more conducive to determining the prevalence of the CWD after it has been detected in a population.

Research has shown that CWD prevalence rates can be reduced through management actions. This includes reduction of the overall population, a decrease in the buck to doe ratio, a decrease in older (4-6 year old) bucks, decrease the congregation of animals, and minimizing prion point source (primarily from transporting infected carcasses).

## Management Strategies

### **Development in Critical Mule Deer Habitats**

There are several ways CPW can be involved to minimize and mitigate impacts from development. Although action can be taken to lessen the effects of development, these measures won't stop the continued loss of habitat. Higher quality habitat will be required to maintain the current deer population. Following are actions necessary to achieve the goals of this HMP:

- Large-scale habitat treatments on FS, BLM, and SUIT lands in mule deer critical habitat, which includes transitional range and winter range.
- The treatment and removal of non-desirable, invasive vegetation on public and private lands to maintain quality deer habitat.
- Identification and protection of migration corridors to maintain connection between seasonal habitats.
- Closure of roads and trails on public lands in critical habitat and setting aside areas of critical habitat from recreation use.
- Identification of and support for development of recreation areas outside of winter and other critical habitat for deer that will meet the demand for trail development while minimizing the impacts to deer.
- Mitigation for proposed residential, energy and recreation development. This can come in various forms such as;
  - Timing restrictions and closures to minimize disturbance during critical time periods such as migration or mule deer use on winter range,
  - Habitat improvement projects on nearby or adjacent areas. Treatment areas will need to be larger than the impacted area, with a minimum of 7:1 ratio.
- Education and outreach. The majority of people are unaware of the influence different forms of development have on mule deer. For example, trail users believed other users have a higher

effect on wildlife then their user group (Taylor and Knight 2003). Most of these individuals, once they learn about their influence, were willing to change their behavior to lessen their impacts. Through education and outreach people can learn about the impacts of development on wildlife and can make informed decisions.

- Increased law enforcement on FS and BLM lands regarding illegal recreation use (i.e. off trail use, use during closures, building and use of illegal trails).
- The closure and reclamation of illegally built recreation trails on public lands.
- The design and construction of fences that don't create a movement barrier and allow for safe crossing by deer, both adults and fawns, while still being effective for livestock.
- Consideration of deer habitat throughout all, but especially early phases, of the developmental planning process at local, state, and federal levels.
- Identification of deer highway crossing areas and involvement with Colorado Department of Transportation and other partners in the design and building of wildlife crossing structures, and fences to minimize restriction of deer movements and reduce deer/vehicle collisions.
- Use available radio collar data to identify priority habitat and migration routes.
- Use available radio collar data to identify timing of migrations.
- Establishing conservation easements with willing landowners in important deer habitat.

### **Chronic Wasting Disease**

Steps can be taken to minimize the impact of CWD and are similar to management recommendations for infected populations found in CPW's CWD response plan (December 2018). These include:

- Monitoring for CWD through testing of agency euthanized animals that are sick or show signs of CWD infection, roadkills (when practical), and voluntary testing of hunter harvested animals. Wildlife managers and biologists should submit samples from carcasses for CWD testing when possible.
- Population Management. Although most everyone favors more animals and larger populations, in the case of disease management a smaller, dispersed population is more prudent. A large population is more likely to crash from the introduction of a disease and take longer to recover. By keeping a wildlife population at a smaller number, disease is less likely to spread into and through the population and have a less devastating effect. Once a disease is introduced, recovery time in a smaller population is generally quicker.
- Manage for less bucks in the population. Higher buck numbers in the population are favorable to most people, especially hunters, because there is a higher chance of finding a buck during the hunting season as well as there are more older age class (i.e. bigger) bucks. In terms of CWD, bucks, especially older bucks, are more likely to carry CWD. Therefore it is sensible to manage for fewer and younger bucks in the population. Expecting CWD to come into the population and spread, a lower buck to doe ratio will decrease the spread of the disease and the impact of the disease. In heavily CWD infected areas bucks succumb to the disease prior to reaching maturity and are unavailable to hunters.
- Reduce congregation of animals. Wild ungulate can be attracted to areas by illegal feeding and baiting. Animals can also be attracted to areas through common agriculture practices such as salting, and stacking hay on deer wintering areas. CPW needs to identify where animals congregate and work with producers and landowners to minimize the source of attractant. This might be as simple as providing fencing for a stack yard to keep deer off stacked hay. Illegal



feeding and baiting should be handled appropriately through education efforts and enforcement. CPW should not congregate deer or elk by baiting or feeding.

- Minimize prion point source by excluding transportation of carcasses from infected areas. Biologists may also be able to minimize the chance of spread of CWD by identifying areas of overlap between infected herds and clean populations. Hunter harvest can be focused in these areas through license numbers, seasons, and special hunt areas to target removal of individual animals within the overlap. This will minimize the chance of an individual animal contracting the disease and introducing it to a uninfected population.

## Public Involvement

A copy of the draft plan was posted on CPW's webpage for a 30 day comment period from November 22, 2019 to December 22, 2019. Letters soliciting comments along with a copy of the draft HMP were also sent to the local FS and BLM offices, La Plata County Commission, Archuleta County Commission, SUIT, and the San Juan HPP Committee.

Responses were received from the San Juan Forest, San Juan HPP Committee, and La Plata County Commissioners (Appendix 2) as well as a few from private citizens. There was support for the proposed management objectives and strategies outlined in the HMP. Enhancing the habitat and balancing the mule deer herd with other local demands were important considerations.

## Management Objectives

The primary goal of this plan is to review and revise current management objectives. Estimating free-ranging ungulate populations in complex landscapes is challenging. This DAU is also particularly problematic because it is a state line unit where animals migrate to, and are harvested in Colorado, again on Southern Ute Tribal Lands and Jicarilla Apache Tribal Lands, and finally in New Mexico. This results in incongruent harvest management and objectives across the herd's range. The San Juan Interstate Wildlife Working Group works to address communication between these entities. This group has representatives from CPW, New Mexico Game and Fish, public land management agencies, and Southern Ute and Jicarilla Indian Nations.

Established population objective range alternatives heavily depend on the population estimate when revising the HMP. Population modeling is an evolving process whereby modeled estimates can change over time based on additional data or improved modeling methodology. As such, when modeled estimates change irrespective of an actual change in the population, it is reasonable to adjust or index population objectives relative to the new modeled estimate. The basis of harvest-based population management is to increase female harvest when a population exceeds objective, decrease female harvest when a population is below objective, and maintain female harvest when a population is at objective. Because population objectives are only meaningful in the relative context of the population estimates available at the time the objective was established, indexing maintains the integrity of the objective based on the fundamental criteria of whether there are too many, too few, or the desired number of animals in the population. Therefore, as we improve modeled population estimates, it is important to adjust or index the population objectives. If HMPs are current and no other elements of the plan have changed, it is only necessary to amend the HMP executive summary through the typical two-step Parks and Wildlife Commission process to update the population objectives. The life of this

plan is ten years. However, the plan may be revised prior to the 10 year timeline if conditions change such as large tracts of habitat improvement.

There have not been significant concerns about the current management of the D-30 herd. Therefore, this plan is presented as an extension of the 2001 plan. As such, continuation of the same objectives, course of management actions, and strategies were proposed. After reviewing the Herd Management Plan and the proposed objectives, the Parks and Wildlife Commission adopted the following management objectives September 2020.

Posthunt Population Objective: 23,000 to 27,000

Sex Ratio Objective: 26-30 bucks:100 does

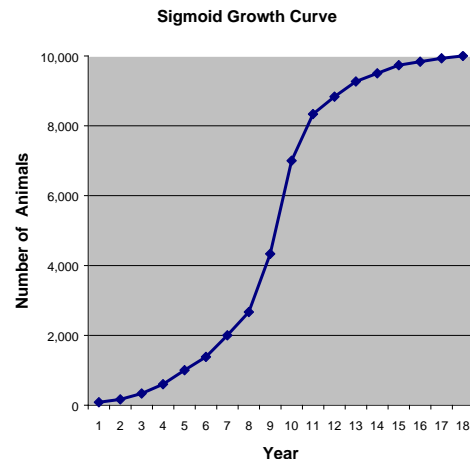
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## APPENDIX 1

### Population Dynamics, Maximum Sustained Yield, and Density Dependence

Numerous studies of animal populations, including such species as bacteria, mice, rabbits, and white-tailed deer have shown that the populations grow in a mathematical relationship referred to as the "sigmoid growth curve" (right). There are three distinct phases to this cycle. The first phase occurs while the population level is still very low and is characterized by a slow growth rate and a high mortality rate. This occurs because the populations may have too few animals and the loss of even a few of them to predation or accidents can significantly affect population growth.



The second phase occurs when the population number is at a moderate level. This phase is characterized by high reproductive and survival rates. During this phase, food, cover, water and space are not a limiting factor. During this phase, for example, animals such as white-tailed deer have been known to successfully breed at six months of age and produce a live fawn on their first birthday and older does have been known to produce 3-4 fawns that are very robust and healthy. Survival rates of all sex and age classes are also at maximum rates during this phase.

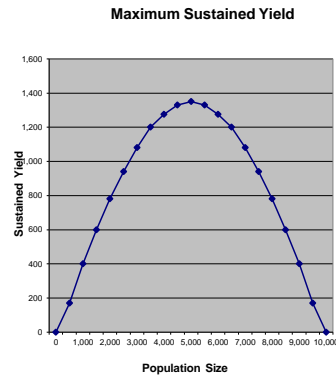
The final or third phase occurs when the habitat becomes too crowded or habitat conditions become less favorable. During this phase the quantity and quality of food, water, cover and space become scarce due to the competition with other members of the population. These types of factors that increasingly limit productivity and survival at higher population densities are known as density-dependent effects. During this phase, for example, white-tailed deer fawns can no longer find enough food to grow to achieve a critical minimum weight that allows them to reproduce; adult does will usually only produce 1-3 fawns; and survival of all deer (bucks, does and fawns) will decrease. During severe winters, large die-offs can occur due to the crowding and lack of food. The first to die during these situations are fawns, then bucks, followed by adult does. Severe winters affect the future buck to doe ratios by favoring more does and fewer bucks in the population. Also, because the quality of a buck's antlers is somewhat dependent upon the quantity and quality of his diet, antlers development is diminished. If the population continues to grow it will eventually reach a point called "K" or the maximum carrying capacity. At this point, the population reaches an "equilibrium" with the habitat. The number of births each year equal the number of deaths, therefore, to maintain the population at this level would not allow for any "hunting surplus." The animals in the population would be in relatively poor body condition, habitat condition would be degraded from over-use, and when a severe winter or other catastrophic event occurs, a large die-off is inevitable.

What does all this mean to the management of Colorado's big game herds? It means that if we attempt to manage for healthy big game herds that are being limited by density-dependent



effects, we should attempt to hold the populations more towards the middle of the "sigmoid growth curve." Biologists call this point of inflection of the sigmoid growth curve the point of "MSY" or "maximum sustained yield." In the example below, MSY, which is approximately half the maximum population size or "K", would be 5,000 animals. At this level, the population should provide the maximum production, survival, and available surplus animals for hunter harvest. Also, at this level, range habitat condition should be good to excellent and range trend should be stable to improving. Game damage problems should be lower and economic return to the local and state economy should be higher. This population level should produce a "win - win" situation to balance sportsmen and private landowner concerns.

A graph of a hypothetical deer population showing sustained yield (harvest) potential vs. population size is shown (right). Notice that as the population increases from 0 to 5,000 deer, the harvest also increases. However, when the population reaches 5,000 or "MSY", food, water and cover becomes scarce and the harvest potential decreases. Finally, when the population reaches the maximum carrying capacity or "K" (10,000 deer in this example), the harvest potential will be reduced to zero. Also, notice that it is possible to harvest exactly the same number of deer each year with 3,000 or 7,000 deer in the population. This phenomenon occurs because the population of 3,000 deer has a much higher survival and reproductive rate compared to the population of 7,000 deer. However, at the 3,000 deer level, there will be less game damage and resource degradation but lower watchable wildlife values.



Actually managing deer and elk populations for MSY on a DAU basis is difficult if not impossible due to the amount of detailed biological information about habitat and population size required. Additionally, carrying capacity is not static, the complex and dynamic nature of the environment cause carrying capacity to vary seasonally, annually, and trend over time. In most cases we would not desire true MSY management even if possible because of the potential for overharvest and the number of mature of bulls and bucks is minimized because harvest reduces recruitment to older age classes. However, the concept of MSY is useful for understanding how reducing densities and pushing asymptotic populations towards the inflection point can stimulate productivity and increase harvest yields. Knowing the exact point of MSY is not necessary if the goal is to conservatively reduce population size to increase yield. Long-term harvest data can be used to gauge the effectiveness of reduced population size on harvest yield.

Research in several studies in Colorado has shown that density-dependent winter fawn survival is the mechanism that limits mule deer population size because winter forage is limiting (Bartmann et al. 1992, Bishop et al. 2009). Adult doe survival and reproduction remain high but winter fawn survival is lower at higher population sizes relative to what the winter habitat can support. The intuition to restrict, or even eliminate, female harvest in populations where productivity is low and when populations are below HMP objectives is counterproductive and creates a management paradox. In that, for populations limited by density dependent processes, this "hands-off" type of management simply exacerbates and perpetuates the problem of the

population being resource limited, and countermands the goals and objectives of the HMP. As Bartmann et al. (1992) suggest, because of density-dependent processes, it would be counterproductive to reduce female harvest when juvenile survival is low and increase harvest when survival is high. Instead, a moderate level of female harvest helps to maintain the population below habitat carrying capacity and should result in improved survival and recruitment of fawns. Increased fawn recruitment allows for more buck hunting opportunity and a more resilient population.

Thus, the key for DAU planning and management by objective is to set population objectives in line with what the limiting habitat attributes can support. A population objective range aptly set must be below carrying capacity.

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**Town of Bayfield  
Town Board Meeting  
Tuesday, March 7, 2023 at 6:15 pm  
1199 Bayfield Parkway Bayfield, CO 81122**

**Mayor Tarkington called the meeting to order at 6:15 pm.**

**Roll Call:** 6 present

**Town Board Members Present:** Trustee Dallison, Trustee Hartz, Trustee Morlan, Trustee Wolff, Trustee Zazzaro and Mayor Tarkington

**Town Board Members Absent:** Trustee Au

**Staff Present:** Katie Sickles (Town Manager), Nicol Killian (Community Development Director), Jeremy Schulz (Public Works Director), Corey Griffis (Public Works Assistant Director), Ryan Orendorff (Parks and Recreation Director), Kathy Cathcart (Finance Director), Holly Cashwell (Sergeant), Dustin Strietzel (Interim Sergeant), Amber Abdella (Deputy Clerk) and Michael Goldman (Town Attorney).

**Agenda Item #1 D: Conflict of Interest**

None announced.

**Agenda Item #1 E: Mayor Pro Tem Dallison Letter of Resignation from the Board of Trustees**

Trustee Dallison advised she provided her letter of resignation and stated is stepping down as she was offered and accepted a job with the Town of Bayfield.

Mayor Tarkington expressed her appreciation for Trustee's Dallison's service.

Trustee Dallison left the board room.

**Agenda Item #1 F: Approval of Agenda**

Trustee Morlan made a motion to approve the agenda. Trustee Hartz seconded.

Roll call: 5-0

Motion passed.

**Agenda Item #2 A: Executive Session**

Trustee Morlan moved to go into executive session C.R.S. C.R.S. § 24-6-402(4)(f)(I) and C.R.S. § 24-72-204 (3)(a)(XI) Personnel matters except if the employee who is the subject of the session has requested an open meeting, or if he personnel matter involves more than one employee, all of the employees have requested an open meeting. With respect to hearings held pursuant to the "Teacher Employment, Compensation, and Dismissal Act of 1990", article 63 of title 22, C.R.S., the provisions of section 22-63-302 (7)(a), C.R.S., shall govern in lieu of the provisions of this subsection (4) and the Custodian of Records shall deny the right of inspection all records submitted by or on behalf of an applicant or candidate for any employment position, including an applicant for an executive position

who is not a finalist as it concerns Town Marshal applications and potential candidates to interview pursuant to C.R.S. § 24-6-402(4)(f)(I) and C.R.S. § 24-72-204 (3)(a)(XI). Trustee Hartz seconded.

Roll call: 5-0

Motion passed.

The board of trustees and town attorney exited the boardroom.

The board of trustees and town attorney re-entered the room and resumed meeting at 6:55.

Mayor Tarkington advised those involved in the executive session were the Board of Trustees, including Trustee Zazzaro via phone, Town Manager Sickles via phone, Community Development Director Killian and Town Attorney Goldman. She stated for the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record.

Town Attorney Goldman added that Trustee Au was not present during executive session.

Mayor Tarkington added that no decisions were made and that they would discuss their top four candidates in the meeting and advised if there were no objections they would go onto the next agenda item.

No objections were offered.

### **Agenda Item #3 A: Public Information regarding next steps in filling the vacant Town Marshal position**

Community Development Director Killian advised town staff would contact the top four; Hank Weber, James Rhea, Michael Hoguet and Jeffrey Lofton and schedule the interview process, potentially for March 29<sup>th</sup>-31<sup>st</sup>.

### **Agenda Item #3 B: General Public Input**

Mayor Tarkington invited public comment.

Ms. Pamela Smith of 65 E North St. made comments in reference to dumped sofa at the corner of E. North St. & Church St. and advised she spoke to Community Development Director Killian who advised a letter was sent to property owners and she thanked the town for doing so. She also expressed her appreciation for the Marshal's Office in an incident they handled.

### **Agenda Item #3 C: General Public Input on Agenda Items**

### **Agenda Item #4 A: Approval of Minutes dated February 21, 2023**

Trustee Morlan made a motion to approve the minutes dated February 21, 2023. Trustee Hartz seconded.

Roll call: 5-0

Motion passed.

**Agenda Item #4 B: Town Manager Report in addition to research on comments from previous meeting**

Mayor Tarkington advised Town Manager Sickles report is in the packet if someone has any questions and asked if Town Manager Sickles had anything to add.

No questions or additions were offered.

**Agenda Item #4 C: Recent Letters of Support for Local Agency Grant Requests**

Community Development Director Killian advised that Town Manager Sickles signed three letters of support for different grant funding opportunities.

**Agenda Item #4 D: Parks and Recreation Director Report**

Parks and Recreation Director Orendorff made comments in reference to the recreation programs, increases in participation and gym rentals, the spring festival, youth sponsorships, the vacant Parks Maintenance position, updates on the softball netting project and the home owner possibly doing something on his property in collaboration with the town, little Pine Park restroom project and possibly running a new waterline to replace the old infrastructure and the senior center commercial kitchen updates.

**Financial Action Agenda**

**Agenda Item #5 A: February 2023 Disbursements**

Mayor Tarkington invited public comment. None were offered.

Trustee Morlan asked a question and Finance Director Cathcart answered that they have checked on Ms. Zelner this year.

Trustee Hartz made a motion to accept the February 2023 disbursements. Trustee Wolff seconded.

Roll call: 5-0

Motion passed.

**Personnel Action Agenda**

Mayor Tarkington invited public comment. None were offered.

**Agenda Item #6 A: Code Enforcement / Building Inspection**

Community Development Director Killian made comments in reference to wanting to combine labor expenses of the part time code enforcement officer and the operations budget for building inspection services to create a full time position that can cover both needs.

Trustee Morlan asked a question in reference to how the two skill sets would meet.

Community Development Director Killian answered that building inspectors do have to do some code enforcement and that the two sets of responsibilities work well together and that Durango has this exact position as well.

Trustee Morlan stated that it is easier to fill a full time position than it is to fill a part time and that as long as the skill sets match she doesn't have an issue with it.

Mayor Tarkington concurred.

Trustee Morlan made a motion to allow an option to convert operational building inspection budgeted expenditures to labor in the event an acceptable full-time employee can be hired within the 2023 General Fund Administration budget for Code Enforcement and Building Inspection. Trustee Hartz seconded.

Roll call: 5-0

Motion passed.

### **Agenda Item #6 B: Facility and Grounds Maintenance Worker**

Parks and Recreation Director Orendorff made comments in reference to the Facility and Grounds Maintenance Worker position and the extensive maintenance needs the town has at this time. He asked the board to approve the position with ability to advertise as soon as possible.

Trustee Morlan asked and Parks and Recreation Director Orendorff answered that the budget for the position is \$86,539 and is under the admin portion of the general fund.

Trustee Morlan made a motion to approve to move forward with position as budgeted for 2023. Trustee Hartz seconded.

Roll call: 5-0

Motion passed.

### **Agenda Item #6 C: Vacant Position Hiring Update**

Town Manager Sickles advised Kristin Dallison was offered the seasonal/temporary receptionist position that is less than 24 hours and not benefited, that they advertised and hired Amber Lamb to replace Rachel as the Deputy Town Clerk who starts March 27<sup>th</sup> and that they also hired Glenn Louis to fill the Utility and Customer Service Clerk position. She also advised she did go through the budget to fulfill compensation requests but that everything does fit in the 2023 budget.

### **Agenda Item #6 D: Appoint a Board of Trustee member to the Regional Housing Alliance**

Town Manager Sickles made comments in reference to needing a board member to replace Trustee Dallison as the elected official representing at the meeting on March 9<sup>th</sup>.

Trustee Morlan advised she is interested.

Trustee Hartz made a motion to appoint Trustee Morlan to the RHA. Trustee Wolff seconded.

Roll call: 4-0 (Trustee Morlan did not vote)

Motion passed.

### **Agenda Item #6 E: Next steps to Fill the Board vacancy**

Town Manager Sickles made comments in reference emailing previous Trustee applicant Ms. Rizzi about the board vacancy and that Ms. Rizzi was still interested.

Mayor Tarkington advised and Trustee Morlan agreed that they had no problem moving forward with appointing Ms. Rizzi.

Manager Sickles suggested putting it in on the agenda for March 21<sup>st</sup> .

### **Agenda Item #7 Board of Trustee Reports and Upcoming Dates of Interest**

Community Development Director Killian made comments in reference to public open house held for the Hwy 160, E. Bayfield Parkway & E. Oak Drive alignment project on March 1<sup>st</sup>. She advised they will be doing an open house again on March 14<sup>th</sup>, details below:

- a. March 14, 2023 11:30-1:30 Open House Lunch @ Pine River Library
- b. March 14, 2023 4:30-6:30 Open House @ Town Hall
- c. March 27, 2023 6:30 Planning Commission Meeting

### **Agenda Item #8 Executive Session**

Trustee Hartz made a motion to go into executive session C.R.S. Section 24-6-402(4)(b) and C.R.S. Section 24-6-402-(4)(e) (7:30 – 8:10) a. Concerning Water Case # 15CW3017 of which the Town is a party and opposition therein: 1) For the purpose of receiving legal advice from the Town's general counsel and water counsel on specific legal questions under C.R.S. Section 24-6-402(4)(b); and 2) for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402-(4)(e).

Mayor Tarkington clarified the case is # 15CW3017.

Trustee Morlan seconded with change in case number.

Roll call: 5-0

Motion passed.

### **Agenda Item #9 A: Resume Regular Meeting**

Mayor Tarkington stated the time is 8:32 pm and the executive session has concluded. The participants in the executive session were the Board of Trustees excluding Tom Au, including Lori Zazzaro via zoom, Pete Foster via zoom, Michael Kopp via zoom, Katie Sickles via zoom, Jeremy Schultz and Nicole Killian. For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record.

Town Attorney added correction that he was also at executive session and also clarified that the meeting was to discuss the water case and to discuss negotiations. Part of his statement was inaudible on the recording.

Mayor Tarkington added that it was for Water Case # 15CW3017 and that no decisions were made, opened the regular meeting back up and asked if Town Attorney Goldman wanted to summarize.

Town Attorney Goldman reiterated that they were in executive session for the purposes of discussing the water case number the Mayor referred to, that they received legal advice for purposes of discussing negotiations and getting direction on negotiations and that no decisions were made.

Meeting adjourned at 8:35pm.





## Town of Bayfield Public Works Department

### February Staff Report

3-13-23

Town of Bayfield received and completed 5 one-call tickets to date in the month of February.

#### Water System

- PWD reports 0 incidents in the month of February.
- Meter relocation has been scheduled to begin in April. Notifications have been sent. We have 10 more locations and this year we have a plumber on board and hope to complete each address in one trip.
- Meter replacement is in year 2 of 5. Public Works will be changing out another 250 water meters in 2023.
- Fire hydrant and valve maintenance is rapidly approaching. With the amount of snow this year Public Works staff will be flowing all hydrants to confirm main pressure.

#### Sewer System

- PWD reports 2 incident in the month of February.
- Sewer backup 1162 Cedar on 2/10. Sewer main was jetted problem was determined to be at customers tap. Sewer backup Gem village Ferrell gas CR 507 main line was jetted and obstruction was determined to be customers tap.
- Sewer Camera that was lost while shipping for repairs will be replaced. CIRSA will be issuing a check for \$22,386, UPS issued a check for \$2500 for a total replacement cost of \$24,886. This has been months long process.
- Wastewater treatment plant nutrient removal and diffuser replacement project is moving along. We have placed the material order; the problem is Sanitair is saying the shipping date will not be until October. SGM is working on shipping schedule.
- Sewer Realignment East East Court. Easements have been approved. Community Development is working on finalizing and recording the documents. These plans are mostly complete SGM will be putting out for bid in the coming months.
- Homestead lift station flow meter vault is complete. PWD will be installing the insertion meter in house. This project will provide the collection operators data as to the flows coming from Gem Village and Homestead.

#### Storm Drains/ Irrigation Ditches

- PWD reports 0 incidents in February.
- Culvert lining of the E Oak crossing continues with multiple weather delays. This work is scheduled for March 31st. This will have the least impact on the school traffic.

#### Streets & ROW

- With the snow, moisture and cold temperatures quite a few potholes have appeared. PWD has applied 56 bags of cold patch over the past few weeks to address the larger pot holes.
- We have seen quite a bit of icing this year on the Buck Highway this year. As soon as weather permits, we will be evaluating the drainage system on the east shoulder of that roadway.
- PWD with assistance from SGM will be creating long term contracts for a few of our standard road maintenance activities. These would include crack sealing, striping and surface treatment. These would be 3 year agreements with the option to rebid if cost increased by 10% or more annually.

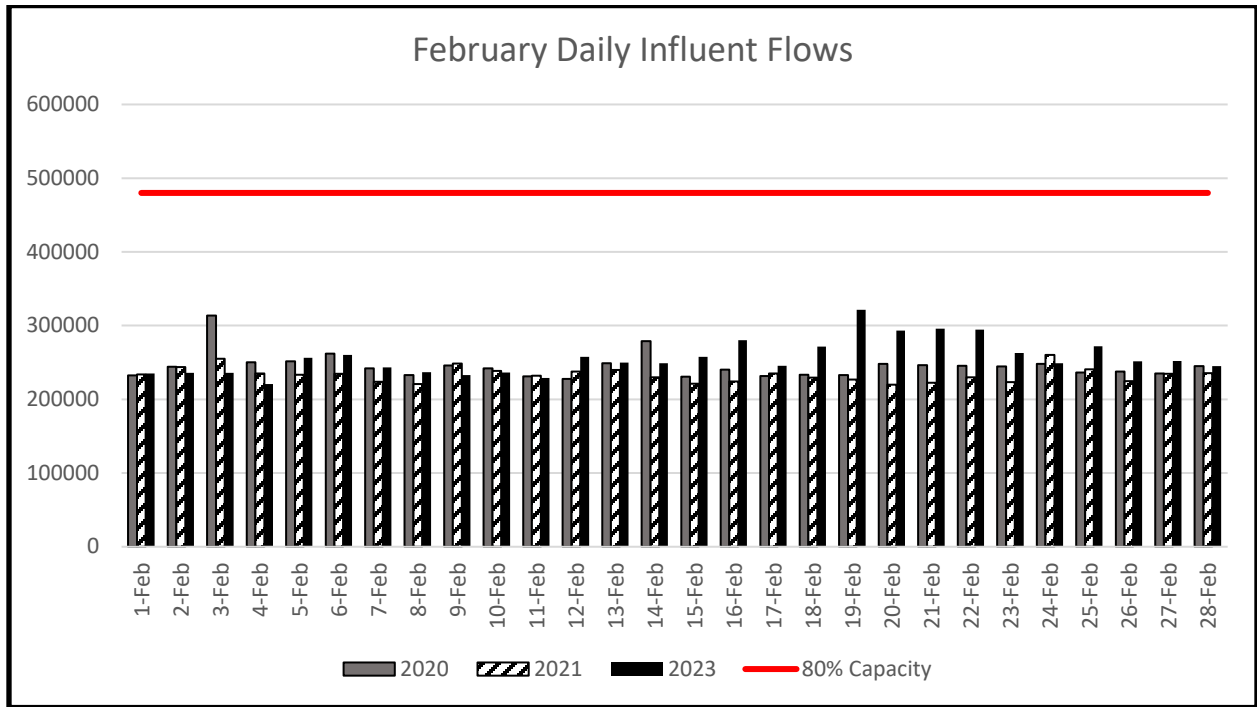
#### PWD Equipment & Maintenance

- Oil change 2/13 Marshals office 2016 Dodge charger
- Oil Change 2/7 PWD 2017 Dodge pickup
- Backhoe serviced 2/28
- Skidsteer service 2/28

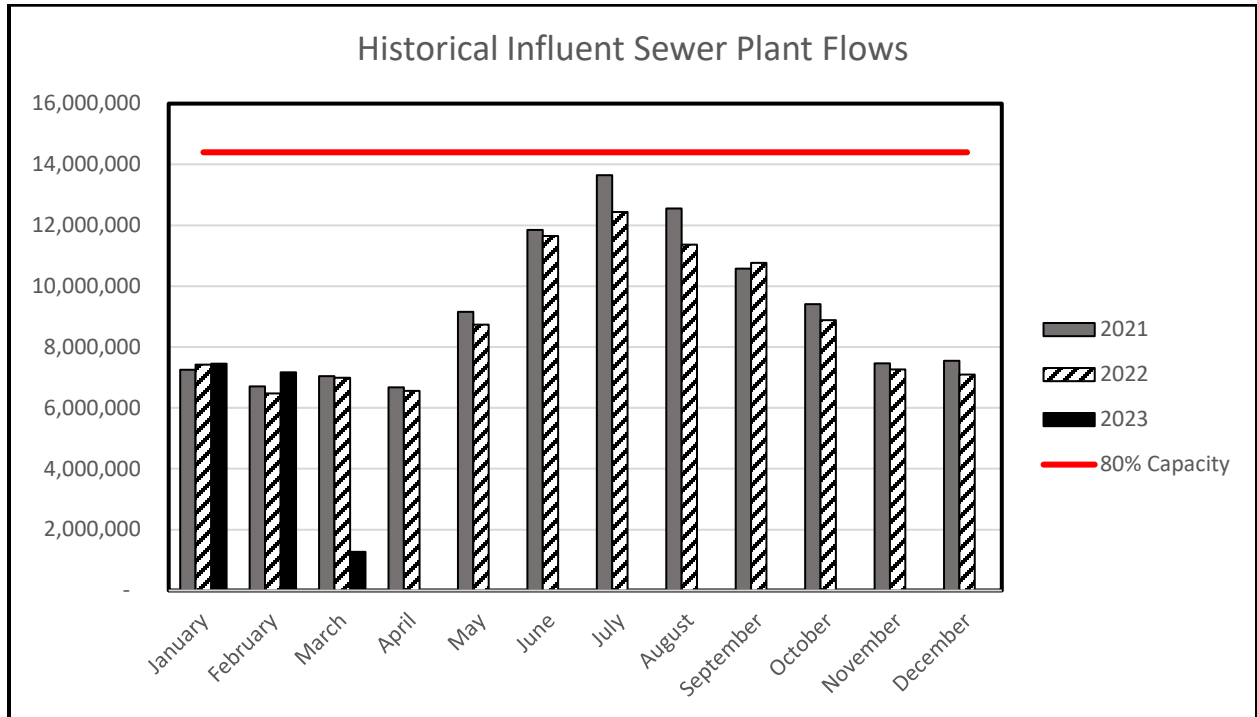
#### Staff & Administration

- Corey Griffis attended the reasonable suspicion training for DOT drivers 2/16. This is 3 year certification through the clearing house for supervisors of CDL drivers.
- Public Works Director continues to work with Community Development Director on multiple subdivisions throughout Bayfield.
- PWD Director will be attending the open house for the East Oak Drive connection at the senior center on 3/1.
- Town of Bayfield FOG program is complete. Public Works has sent out the self certification letters. Next steps will be to contact qualified businesses and talk grease trap compliance.
- Clearnetworx was scheduled to the start installation of fiber optic service 1/9/23. With multiple weather delays, they are still waiting to start. PWD Director will be meeting with Steve Wilson to start construction of the CNL (carrier neutral location) building at the water plant.
- PWD continues to work on multiple building developments in coordination with Community Development.

## February Sewer Plant Flow Data



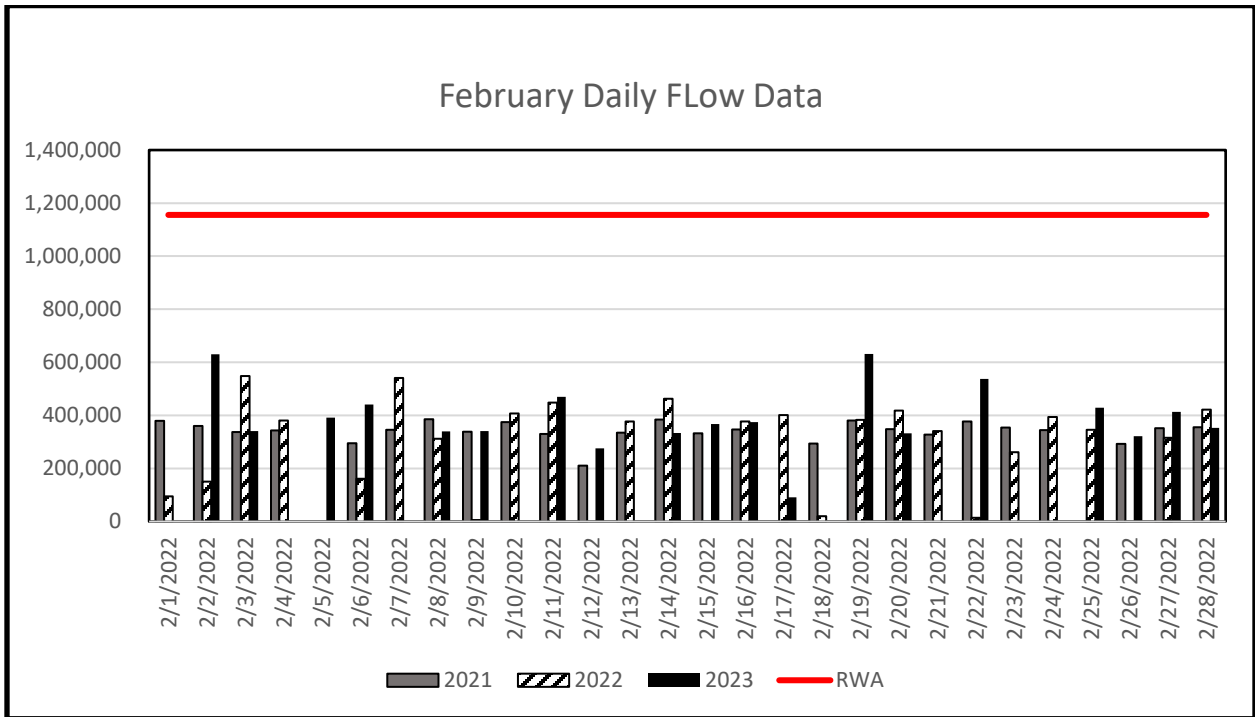
80% Capacity = Plant Expansion



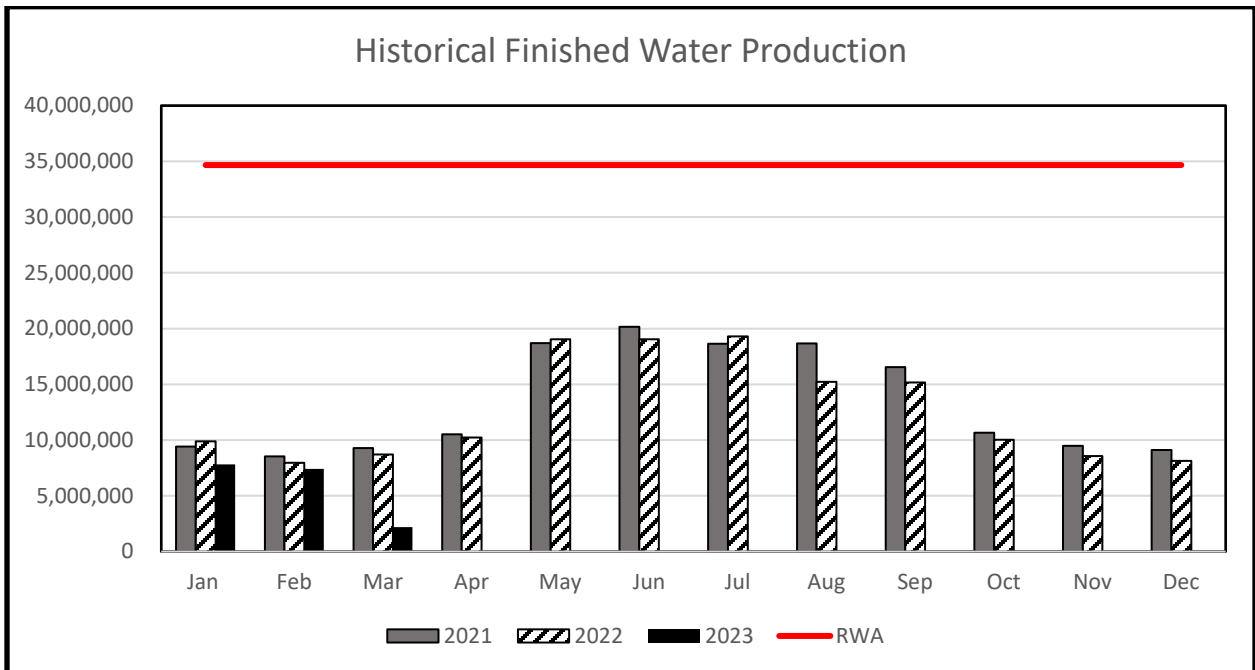
80% Capacity = Plant Expansion

Updated 3/10/2023

# February Water Production Data



RWA=Raw Water Available



Updated 3/10/2023

**Neverest Equipment Company**

PO Box 583  
 Commerce City CO 80037

303-227-7686

# Quote

Bill To	Ship To
Town of Bayfield PO Box 80 Bayfield , 81122	Town of Bayfield PO Box 80 Bayfield , 81122

Account #	Quote #	Quote Date	Valid Thru	Terms	Rep.	Ship Via	FOB
1407	6281	03/01/2023	03/30/2023	Net 30	gpadilla		

Product	Description	Quantity	Unit Price	Total Price
E-560-0900-07	ROVVER X 130 Crawler QCD - Steerable, with 2 High Performance Motors and 6 wheel drive. Weight approx 8kg, anodized aluminium, for diameters from 150 up to approx 400 mm, including standard wheels (6x 080-0520-00). With pressure indicator, inclination and tilt sensors, Location Transmitter, Backey camera and clutch.	1.00	24,762.86	24,762.86
Shipping	Shipping and Handling Charge	1.00	50.00	50.00

Taxable Total	Tax Rate	Tax Amount	Discount Rate
24,762.86	0.00	0.00	0.00

<b>Quote Total</b>
24,812.86

**Thank you for your Business.**

March 16, 2023

Kathleen Cathcart, Town Clerk  
Town of Bayfield  
Bayfield, Colorado 81122

Dear Kathleen Cathcart:

It was a pleasure working with the Town of Bayfield to perform the most recent audit of the Loss Control Standards, assist in developing a Loss Control Action Plan, and to review your claims experience.

I. ANNUAL LOSS REVIEW

In 2022, eight property/casualty and two workers' compensation claims were filed, accounting for \$29,712 and \$6,485 in net incurred claim costs. The severity and frequency of the claims this year at \$36,198 have increased from the prior year (2021), which totaled \$14,859. The largest of the claims in both pools involved theft accounting for \$24,000, and a police officer was exposed to blood during a call resulting in a total of \$6,000.

Thus far in 2023, only one claim has been filed in the property/casualty pool resulting in \$6,200 in net incurred claim costs. The claim involved a vehicle accident with an animal. I encourage the town's continued task-initiative risk control efforts.

II. CURRENT ACTION PLAN

- 1. Develop and implement a safety committee for the town. Worth 4 – points
- 2. Perform cyber security training for all employees. Worth 3 – points

Pool	WC	PC
Audit score:	103	103

Based upon our discussion, the following Loss Control Action Plan items will be implemented and evaluated during the next audit cycle.

- 1. Perform cyber security training for all employees. Worth 2 - points
- 2. Complete the data security checklist to identify any discrepancies in the town’s cyber security program. Worth 3 – points

As a reminder, it is necessary to keep documentation of training for future audits. Documentation may be in the form of hard copies, a software program, a database, or any other chosen method, where the entity can show proof of employee attendance.



# Loss Control Audit - Department Summary

<b>ENTITY:</b>	Town of Bayfield
<b>DATE:</b>	March 16, 2023
<b>LOSS CONTROL REP:</b>	Martin Waln

WC Pool: Yes  
 PC Pool: Yes

Department	Total WC Points		WC%	Total PC Points		PC%
	Received	Possible		Received	Possible	
ADMINISTRATION	16	16	100	14	14	100
PARKS	8	8	100	5	5	100
POLICE	11	12	92	8	8	100
PW - COMBINED	19	19	100	17	18	94
<b>Total</b>	54	55	98	44	45	98

<b>WC Score</b>	98	<b>PC Score</b>	98
<b>WC Action Points</b>	4	<b>PC Action Points</b>	4
<b>Subtotal</b>	102	<b>Subtotal</b>	102
<b>If &gt;=90 Apply Bonus Points</b>		<b>If &gt;=90 Apply Bonus Points</b>	
<b>WC Bonus Points (10 Points Max.)</b>	1	<b>PC Bonus Points (10 Points Max.)</b>	1
<b>Final WC Score</b>	103	<b>Final PC Score</b>	103

*To be eligible to receive Loss Control Credits, the final audit score should be at least 90%*



## ADMINISTRATION

<b>LOSS CONTROL PROGRAM MANAGEMENT</b>	<b>WC</b>	<b>PC</b>	<b>NOTES</b>
<b>Accident Investigation and Reporting:</b>			
A) Accident investigation and reporting procedures established/implemented	Pass	Pass	
B) Claim reports completed in a timely manner	Pass	Pass	
C) Supervisor accident forms completed with investigation & corrective action	Pass	Pass	
<b>Safety Inspections:</b>			
A) Documented safety inspections annually	Pass	Pass	
B) Methodology for abating deficiencies	Pass	Pass	
<b>New Employees, Seasonal Employees &amp; Volunteer Safety Orientation:</b>			
New, seasonal & volunteer employee safety orientation provided	Pass	Pass	
<b>Back Injury Prevention:</b>			
A) Annual back injury prevention training	Pass	N/A	
<b>Slips, Trips, and Fall Injury Prevention:</b>			
A) Annual slip, trip, and fall injury prevention training	Pass	N/A	
<b>Loss Control Recommendations:</b>			
Abatement/corrective actions taken based on LC Recommendations	Pass	Pass	
<b>PERSONNEL MANAGEMENT</b>	<b>WC</b>	<b>PC</b>	<b>NOTES</b>
<b>Harassment:</b>			





Harassment training provided to all employees at least every two years	Pass	Pass	Training performed on multiple dates in 2022.
<b><u>Violence in the Workplace:</u></b>			
Violence in the workplace training provided at least every two years	Pass	Pass	Training performed on multiple dates in 2022.
<b><i>MOTORIZED VEHICLES &amp; EQUIPMENT</i></b>	<b><i>WC</i></b>	<b><i>PC</i></b>	<b><i>NOTES</i></b>
<b><u>Vehicle Safety Program:</u></b>			
A) Seat belt policy established, implemented, and all employees reviewed/signed	Pass	Pass	
B) Distracted driving policy established and implemented	Pass	Pass	
C) MVR's checked and evaluated annually for new and existing drivers	Pass	Pass	
D) Procedure established/implemented to address at-risk driving activities	Pass	Pass	Based on MVR evaluations and accidents.
E) All vehicle accidents investigated; Procedure established/implemented to provide corrective actions for employees involved in preventable accidents	Pass	Pass	Through safety committee.
<b><i>TOTALS</i></b>	<b><i>WC</i></b>	<b><i>PC</i></b>	
Total Points Received	16	14	
Total Points Possible	16	14	
Score	100	100	



**PW - COMBINED**

<b>LOSS CONTROL PROGRAM MANAGEMENT</b>	<b>WC</b>	<b>PC</b>	<b>NOTES</b>
<b>Back Injury Prevention:</b>			
Annual back injury prevention training	Pass	N/A	
<b>Slips, Trips, and Fall Injury Prevention:</b>			
Annual slip, trip, and fall injury prevention training	Pass	N/A	
<b>Infection Control:</b>			
A) Infection control procedures are developed and implemented	Pass	N/A	
B) Applicable employees are trained upon hire.	Pass	N/A	Training was performed on 5/20/22.
<b>MOTORIZED VEHICLES &amp; EQUIPMENT</b>	<b>WC</b>	<b>PC</b>	<b>NOTES</b>
<b>Vehicle Safety Program:</b>			
F) Vehicle maintenance and inspection program established and implemented; this includes aerial lifts, heavy equipment, and fire apparatus	Pass	Pass	Weekly checks; logs on all equipment.
H) Defensive driver training conducted at least every two years	Pass	Pass	8/33/22
<b>Snow Plowing Operations:</b>			
All Snowplow drivers/operators provided route/task specific training at least every two years	Pass	Pass	12/9/21
<b>PUBLIC WORKS, PARKS AND RECREATION, AND UTILITIES</b>	<b>WC</b>	<b>PC</b>	<b>NOTES</b>
<b>Work Zone Protection:</b>			
A) The MUTCD used for the placement of all traffic control devices	Pass	Pass	
B) Work Zone and Flagger Training provided for all applicable employees (At least every two years)	Pass	Pass	CIRSA training; 7/1/22



<b>Lockout/Tagout Program:</b>			
A) A LOTO Program developed/implemented	Pass	Pass	
B) LOTO Employee Training (At least every two years)	Pass	Pass	2/22/22
<b>Trenching/Excavation:</b>			
A) A Trenching & Excavation program developed /implemented	Pass	Pass	
B) Trenching & Excavation Training (At least every two years)	Pass	Pass	6/23/22
<b>Confined Space Entry:</b>			
A) A Confined Space program developed/implemented	Pass	Pass	
B) Atmospheric testing equipment, PPE, emergency rescue, ventilation, and all other safeguards and equipment made available for all entries	Pass	Pass	
C) Confined Space Training (At least every two years)	Pass	Pass	9/23/21
<b>Chemical Safety:</b>			
A) Procedures, including emergency procedures developed for hazardous chemicals, Safety Data Sheets (SDS) maintained, and accessible to employees	Pass	Pass	
B) Chemical Safety Training (At least every two years)	Pass	Pass	7/1/22
C) Chlorine Safety Training (At least every two years)	Pass	Pass	5/26/22
<b>Street/Road Maintenance</b>			
A documented inspection and maintenance program for all streets, roads, and sidewalk, signs and traffic control devices developed/implemented.	N/A	Pass	HUTF annual report, noted when meter reading.
<b>Wastewater Lines:</b>			



A) Documented sewer inspection, maintenance, & response program established	N/A	Fail	No response plan in place.
B) System inspections conducted at least every 36 months; Re-occurring problem areas inspected more frequently; Provisions for addressing problem areas established and records maintained	N/A	Pass	Documented inspections using IWORQS, hired contractor for the camera of entire system (invoice was reviewed).
<b>TOTALS</b>	<b>WC</b>	<b>PC</b>	
Total Points Received	19	17	
Total Points Possible	19	18	
Score	100	94	

## POLICE

<b>LOSS CONTROL PROGRAM MANAGEMENT</b>	<b>WC</b>	<b>PC</b>	<b>NOTES</b>
<b><u>Back Injury Prevention:</u></b>			
Annual back injury prevention training	Pass	N/A	Notes: Also performed harassment and violence training in 2021.
<b><u>Slips, Trips, and Fall Injury Prevention:</u></b>			
A) Annual slip, trip, and fall injury prevention training	Fail	N/A	
<b><u>Infection Control:</u></b>			
A) Infection control procedures are developed and implemented	Pass	N/A	
B) Applicable employees are trained upon hire.	Pass	N/A	Covered during CPR/first-aid training when hired.
<b>MOTORIZED VEHICLES &amp; EQUIPMENT</b>	<b>WC</b>	<b>PC</b>	<b>NOTES</b>
<b><u>Vehicle Safety Program:</u></b>			
F) Vehicle maintenance and inspection program established and implemented; this includes aerial lifts, heavy equipment, and fire apparatus	Pass	Pass	
H) Defensive driver training conducted at least every two years	Pass	Pass	In person training March 2021 and August 2021.



<b>LAW ENFORCEMENT</b>	<b>WC</b>	<b>PC</b>	<b>NOTES</b>
<b>Training:</b>			
A) Annual Pursuit and Emergency Vehicle Operations Training	Pass	Pass	
B) Annual Use of Force (Including Deadly Force) Training	Pass	Pass	
C) Annual Search, Seizure, and Arrest Training	Pass	Pass	
D) Annual Less Lethal Defense Training	Pass	Pass	
E) Body Armor Use and Care Training (At least every Two Years)	Pass	N/A	Training performed in January 2021.
F) Ethics Training (At least every Two Years)	N/A	Pass	Training performed in January 2021.
G) De-Escalation Training (At least every Two Years)	Pass	Pass	Training performed in August 2021.
<b>TOTALS</b>	<b>WC</b>	<b>PC</b>	
Total Points Received	11	8	
Total Points Possible	12	8	
Score	92	100	

## PARKS

<b>LOSS CONTROL PROGRAM MANAGEMENT</b>	<b>WC</b>	<b>PC</b>	<b>NOTES</b>
<b>Back Injury Prevention:</b>			
Annual back injury prevention training	Pass	N/A	
<b>Slips, Trips, and Fall Injury Prevention:</b>			
Annual slip, trip, and fall injury prevention training	Pass	N/A	
<b>Infection Control:</b>			
A) Infection control procedures are developed and implemented	Pass	N/A	
B) Applicable employees are trained upon hire.	Pass	N/A	8/8/22
<b>MOTORIZED VEHICLES &amp; EQUIPMENT</b>	<b>WC</b>	<b>PC</b>	<b>NOTES</b>
<b>Vehicle Safety Program:</b>			



F) Vehicle maintenance and inspection program established and implemented; this includes aerial lifts, heavy equipment, and fire apparatus	Pass	Pass	
H) Defensive driver training conducted at least every two years	Pass	Pass	10/12/21
<b>Chemical Safety:</b>			
A) Procedures, including emergency procedures developed for hazardous chemicals, Safety Data Sheets (SDS) maintained, and accessible to employees	Pass	Pass	
B) Chemical Safety Training (At least every two years)	Pass	Pass	8/9/22
<b>Park Facilities:</b>			
Inspections conducted monthly; deficiencies documented/corrected; records maintained	N/A	Pass	Provide documentation for credit.
<b>TOTALS</b>			
	<b>WC</b>	<b>PC</b>	
Total Points Received	8	5	
Total Points Possible	8	5	
Score	100	100	

### BONUS STANDARDS

<b>APPLICABLE TO MOST MEMBERS</b>	<b>WC</b>	<b>PC</b>	<b>GENERAL INFORMATION</b>
1. Attends a CIRSA General Membership, Safety Forum, Workshop, Police Liability Mtg., or participates on a CIRSA Task Force (3 points max).	1	1	Injury Prevention Seminar (Durango)
2. Implements an innovative safety program, product, initiative, system, etc., not otherwise covered under another standard (2 points max).	0	0	
3. Conducts a security assessment of city/town hall	0	0	



and/or other entity facilities (2 points).			
4. Goes the previous calendar year without incurring a property/liability loss (2 points).	0	0	
5. Goes the previous calendar year without incurring a worker’s compensation loss (2 points).	0	0	
<b>LAW ENFORCEMENT</b>	<b>WC</b>	<b>PC</b>	<b>GENERAL INFORMATION</b>
6. Achieves state or national accreditation (2 points for state; 3 for national).	0	0	
<b>FIRE DEPARTMENT</b>	<b>WC</b>	<b>PC</b>	<b>GENERAL INFORMATION</b>
7. Achieves state or national accreditation (2 points for state; 3 for national).	0	0	
<b>Totals</b>	<b>WC</b>	<b>PC</b>	
	1	1	

### Current Loss Control Action Plan

DEPARTMENT	ACTION PLAN DESCRIPTION	WC	PC	NOTES
Administration	- Develop and implement a safety committee for the town. Worth 4 - points	4	4	
All	- Perform cyber security training for all employees. Worth 3 - points	0	0	
<b>TOTALS</b>		<b>WC</b>	<b>PC</b>	
		4	4	

### Future Loss Control Action Plan

FUTURE LOSS CONTROL ACTION PLAN
1. Perform cyber security training for all employees. Worth 2 - points 2. Complete the data security checklist to identify any discrepancies in the town’s cyber security program. Worth 3 – points





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## COMMUNITY DEVELOPMENT DEPARTMENT REPORT

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**TO:** THE HONORABLE MAYOR AND BOARD OF TRUSTEES  
**FROM:** NICOL KILLIAN, AICP, COMMUNITY DEVELOPMENT DIRECTOR  
**DATE:** TUESDAY, MARCH 21, 2023

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### **COMPREHENSIVE PLAN WORKING GROUP UPDATE**

On February 28, 2023 at 6:00 pm we held the sixth Comp Plan Working Group meeting. We had nine members participate. We used this meeting time to recap and review the policies that have been drafted to date. The next Comp Plan Working Group Regular Meeting will be on Tuesday March 28, 2023 at 6:00 pm where we will be discussing Recreation and Agriculture. To review past Working Group Agendas and packet materials please visit the Comp Plan Working Group webpage: <https://www.bayfieldgov.org/comprehensive-plan-working-group>

### **HIGHWAY 160/EAST BAYFIELD PARKWAY INTERSECTION & EAST OAK DRIVE ALIGNMENT PROJECT PUBLIC OPEN HOUSE**

The Town of Bayfield is in the process of seeking public input on this project and hosted three public open houses as follows:

- Wednesday, March 1, 2023 from 5:30 - 7:00 pm at the Pine River Senior Center;
- Tuesday, March 14, 2023 from 11:30 am – 1:30 pm at the Pine River Library; and
- Tuesday, March 14, 2023 from 4:30 pm - 6:30 pm at Bayfield Town Hall.

We had approximately 10 people attend each open house for a total of 30 attendees. If community members could not attend one of these open houses, they can review the plans on the Town's website and provide comments back via a survey also on the Town's website. They can email the survey to me ([nkillian@bayfieldgov.org](mailto:nkillian@bayfieldgov.org)), drop off at Bayfield Town Hall, or mail to: Town of Bayfield, PO Box 80, Bayfield CO 81122. [bayfieldgov.org/new-intersection](https://www.bayfieldgov.org/new-intersection)

**The surveys are due by Friday, March 31, 2023.**



## COMMUNITY DEVELOPMENT DEPARTMENT REPORT

### **GRANT UPDATES**

- CDOT MMOF Grant for Highway 160 Pedestrian Crossing – The Town of Bayfield was awarded \$30,000 to study and do preliminary engineering for the Highway 160 pedestrian crossing. Town staff has finalized the contract with CDOT for this project, and we plan to release the RFQ once CDOT gives it their blessing. The tentative date is March 24, 2023.
- Revitalizing Main Street Grant for East Mill Street Sidewalks – The Town of Bayfield was awarded \$150,000 for the East Mill Street Sidewalk project. The Town received the “Notice to Proceed” from CDOT and held out kickoff meeting with SGM, the Town Engineer, on March 15, 2023.
- HB22-1304 & 1377 Transformational Affordable Housing Grant – Town staff submitted a Letter of Intent to the Colorado Division of Housing on January 10, 2023, had a pre-application meeting with the State on January 18, 2023, and submitted our application on February 28, 2023 for 2.6 Million for the Cinnamon Heights Deed-Restricted Workforce Housing Project infrastructure costs.

### **OTHER UPDATES**

- Current Development Projects on the Website – Town staff is now utilizing our new website [bayfieldgov.org](http://bayfieldgov.org) to post current development projects for review agency and public reviews: [bayfieldgov.org/current-projects](http://bayfieldgov.org/current-projects)
- iWorQ – The Town purchased iWorQ software in 2022 for Building/ROW Permitting and Inspection tracking and it has been working great for us. In 2023 we purchased the Land Use and Code Enforcement modules. Both these modules are being setup and should be ready to use by May. We also have a link on our website for the public to review current building/ROW permit information: [bayfieldgov.org/current-permits](http://bayfieldgov.org/current-permits)



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## BOARD OF TRUSTEES MEMORANDUM

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**TO:** THE HONORABLE MAYOR AND BOARD OF TRUSTEES  
**FROM:** NICOL KILLIAN, AICP, COMMUNITY DEVELOPMENT DIRECTOR  
**SUBJECT:** CONGRESSIONALLY DIRECTED SPENDING (CDS) FOR THE US HIGHWAY 160/EAST BAYFIELD PARKWAY SIGNALIZED INTERSECTION PROJECT  
**DATE:** TUESDAY, MARCH 21, 2023

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On March 2, 2023, Town staff met with CDOT staff to discuss funding opportunities for the US Highway 160/East Bayfield Parkway Signalized Intersection project, and on March 7, 2023 CDOT recommended the Town apply for Congressionally Directed Spending (CDS) as US 160 is a multi-state highway. CDS (previously known as earmarks) is part of the Senate appropriations process for specific project requests. For the Senate Appropriations Committee to consider this funding for the fiscal year 2024 (October 2023 – September 2024), the project needs to be included in legislation and passed by both the House of Representatives and the Senate.

On March 10, 2023 (the due date) Town staff submitted an application for \$3,047,898 to both Senator Michael Bennet and Senator John Hickenlooper requesting support for the intersection construction. The same application is due to Congresswoman Lauren Boebert on March 22, 2023.

The applications required Letters of Support. Town staff was able to secure letters of support from CDOT and from La Plata County.

**Attachments:**

- Resolution 526
- CDOT Letter of Support (x2)
- La Plata County Letter of Support

## RESOLUTION 524

### **A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BAYFIELD APPROVING THE SUBMITTAL OF THE BAYFIELD EAST INTERSECTION ACCESS PERMIT TO CDOT AND APPROPRIATING FUNDING FOR 60% ENGINEERING DESIGNS**

**WHEREAS**, the Board of Trustees supports the Town being the applicant for the Bayfield East Intersection Access Permit to CDOT; and

**WHEREAS**, U.S. Highway 160 bisects the Bayfield community with only one signalized intersection at CR (County Road) 501. The lack of safe vehicular access and pedestrian crossings along the Highway 160 corridor creates a significant safety concern for the community.

**WHEREAS**, the 2018 Bayfield Comprehensive Plan Recommendation 2.1.3 states that the Town should establish public/private partnerships to fund the new intersection near the Northeast Bayfield neighborhood; and

**WHEREAS**, SEH has prepared a Traffic Impact Study and Access Permit application for the Town of Bayfield at the Bayfield East Developer's and the 2107 Bayfield Parkway Developer's expense; and

**WHEREAS**, the Town of Bayfield has received a Scope and Schedule from SEH to get the intersection to 60% and 100% engineering designs; and

**WHEREAS**, the Town of Bayfield will appropriate \$148,980 from the Streets Fund to pay for the 60% engineering designs.

### **NOW THEREFORE, BE IT RESOLVED BY THE TOWN OF BAYFIELD BOARD OF TRUSTEES THAT:**

**Section 1:** The Board of Trustees of the Town of Bayfield approves the Town of Bayfield being the applicant for the Bayfield East Intersection Access Permit for CDOT.

**Section 2:** The Board of Trustees of the Town of Bayfield approves the Town of Bayfield to go under contract with SEH for \$148,980 to get 60% engineering designs. This funding will come from the Streets Fund that currently has \$500,000 set aside for the Bayfield East Intersection from the Bayfield School Districts construction of the Intermediate School.

**Section 3:** The Board of Trustees supports Town staff's efforts to look for State funding and grant opportunities to take the designs from 60% to 100% and for the construction of the project. Town staff will come back to the Board of Trustees at a future time for this discussion.

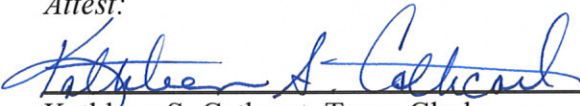
**Section 4:** The Board of Trustees for the Town of Bayfield hereby authorizes the Town Manager, or their appointed official, to sign the CDOT Access Permit Application.

PASSED, APPROVED, and ADOPTED this 7<sup>th</sup> day of June, 2022, by the Board of Trustees of the Town of Bayfield, Colorado.

**Mayor:**

  
\_\_\_\_\_  
Ashleigh Tarkington

*Attest:*

  
\_\_\_\_\_  
Kathleen S. Cathcart, Town Clerk



The Honorable Michael Bennet  
United States Senator  
261 Russell Senate Building  
Washington, DC 20510

The Honorable John Hickenlooper  
United States Senator  
374 Russell Senate Building  
Washington, DC 20510

March 10, 2023

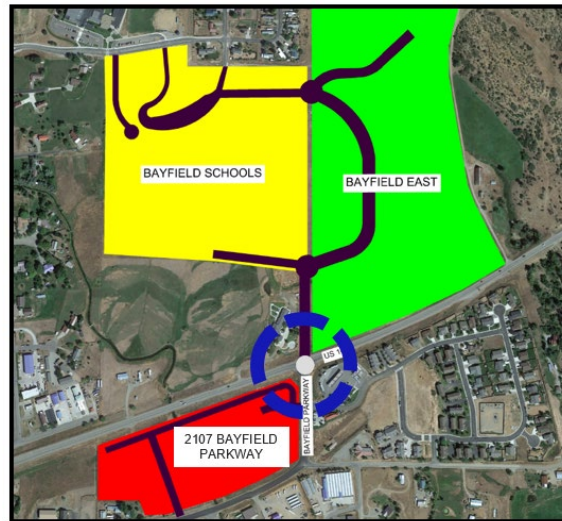
SUBJECT: US Highway 160/Bayfield East Signalized Intersection

To Senator Bennet and Senator Hickenlooper,

The Colorado Department of Transportation (CDOT) is pleased to write this letter of support for the US Highway 160/Bayfield East Intersection Project. This portion of US 160 is located in the Town of Bayfield.

The Town of Bayfield is located in southwest Colorado in La Plata County. The Town was incorporated in 1906 and as of 2020 has a population of 2,839 people with 1,114 total housing units (per the State Demographer). US 160 bisects the Bayfield community limiting community connectivity. The lack of safe intersections along this section of the US 160 Bayfield corridor creates a significant safety concern for both pedestrians and motorists trying to cross the highway to get from one side of the community to the other.

The need for a second signalized intersection at the intersection of Bayfield Parkway and US 160 has been discussed for many years. The 2014 Town of Bayfield US 160 Traffic Feasibility Study and the 2015 Town of Bayfield US 160 Access Study both show a full movement signalized intersection at this location. In 2018, the Bayfield School District paid towards the intersection improvements as part of their development approval for the new secondary school, with the intention of being able to use the new intersection in the future for a second access to the secondary school and the middle school, both located off East Oak Drive. Also in 2018, the owners of the Bayfield East Property (see map) worked with CDOT to get the A-line opening on US 160 for the northern extension of the Bayfield Parkway public street.



Bayfield is one of the fastest growing communities in the southwest Colorado region with approximately 229 acres of annexations



and almost 900 new residential units going through the development review process. This intersection is key to providing connectivity for current residents, and to allow for future growth to occur in Bayfield. On October 8, 2020 the Southwest TPR voted to include this project on the SWTPR list of priority projects, but at that time it was not put on the 10-year funded project list.

On June 7, 2022, the Bayfield Board of Trustees directed Town staff to be the applicant for the Bayfield East Intersection Access Permit from CDOT and approved an appropriation to get to 60% engineering design for the intersection, for Bayfield Parkway and for the East Oak Drive connection. The Town hired Short Elliott Hendrickson Inc. to do the engineering and the 60% design is complete and in review. Town staff is looking at grant funding to take the project to 100% engineering design. Town staff is also working on how to fund the construction of the intersection and roadways. Based on the 60% engineering design, the current engineering cost estimate to construct the intersection and install the signal (not including the connection to East Oak Drive) is approximately \$3,300,000.

This project is a priority for the Town of Bayfield, CDOT, La Plata County, and local residents as the installation of the signalized intersection project will benefit the Bayfield community and adjacent rural County residents by:

- Providing more connectivity within the community;
- Providing a safe secondary alternative for those walking, biking or driving vs having to use the existing signal at CR 501, which is almost 1-mile apart;
- Minimizing pedestrian vs vehicle conflicts from pedestrians trying to cross the highway at non-signalized points;
- Minimizing vehicle vs vehicle conflicts at the current one-way stop intersection at Bayfield Parkway and US 160;
- Minimizing vehicles traveling at high speeds through the Bayfield community;
- Benefiting our Disproportionately Impacted (DI) residents by providing them with more accessible and flexible options to get around Bayfield;
- Providing additional mobility options for seniors or persons with disabilities; and
- Providing safe routes to schools for children.

On behalf CDOT, I write this letter to acknowledge that:

1. This project is eligible for Federal-aid highway funding under title 23, US Code.
2. If a project is selected, CDOT will administer the enacted funds as required by Federal regulations.
3. CDOT will include the project on the STIP once funding for the project is enacted.

Please give the Town of Bayfield's US Highway 160/Bayfield East Signalized Intersection proposal the highest consideration for funding.

Sincerely,



Julie Constan, P.E.  
Region 5 Transportation Director



The Honorable Lauren Boebert  
1713 Longworth House Office Building  
Washington, DC 20515

March 10, 2023

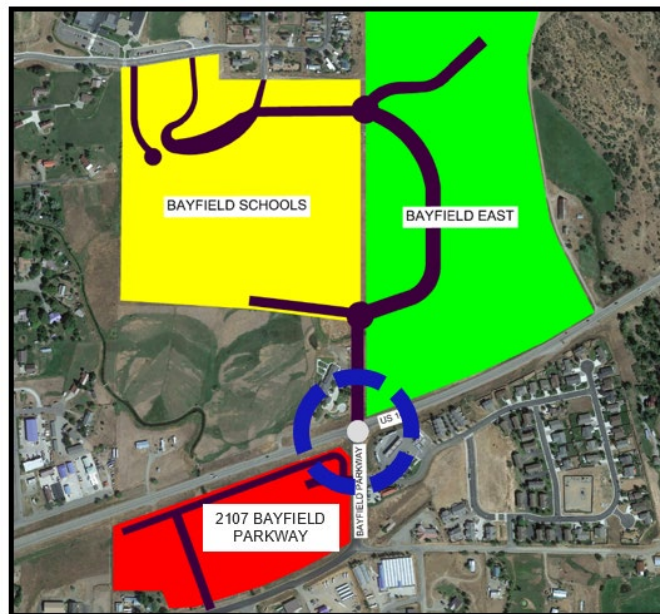
SUBJECT: US Highway 160/Bayfield East Signalized Intersection

Dear Congresswoman Boebert,

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The Town of Bayfield is located in southwest Colorado in La Plata County. The Town was incorporated in 1906 and as of 2020 has a population of 2,839 people with 1,114 total housing units (per the State Demographer). US 160 bisects the Bayfield community limiting community connectivity. The lack of safe intersections along this section of the US 160 Bayfield corridor creates a significant safety concern for both pedestrians and motorists trying to cross the highway to get from one side of the community to the other.

The need for a second signalized intersection at the intersection of Bayfield Parkway and US 160 has been discussed for many years. The 2014 Town of Bayfield US 160 Traffic Feasibility Study and the 2015 Town of Bayfield US 160 Access Study both show a full movement signalized intersection at this location. In 2018, the Bayfield School District paid towards the intersection improvements as part of their development approval for the new secondary school, with the intention of being able to use the new intersection in the future for a second access to the secondary school and the middle school, both located off East Oak Drive. Also in 2018, the owners of the Bayfield East Property (see map) worked with CDOT to get the A-line opening on US 160 for the northern extension of the Bayfield Parkway public street.



Bayfield is one of the fastest growing communities in the southwest Colorado region with approximately 229 acres of annexations and almost 900 new residential units going through the development review process. This intersection is key to providing connectivity for current residents, and to allow for future growth to occur in Bayfield. On October 8, 2020 the Southwest TPR voted to include this project on the SWTPR list of priority projects, but at that time it was not put on the 10-year funded project list.

On June 7, 2022, the Bayfield Board of Trustees directed Town staff to be the applicant for the Bayfield East Intersection Access Permit from CDOT and approved an appropriation to get to 60% engineering design for the intersection, for Bayfield Parkway and for the East Oak Drive connection. The Town hired Short Elliott Hendrickson Inc. to do the engineering and the 60% design is complete and in review. Town staff is looking at grant funding to take the project to 100% engineering design. Town staff is also working on how to fund the construction of the intersection and roadways. Based on the 60% engineering design, the current engineering cost estimate to construct the intersection and install the signal (not including the connection to East Oak Drive) is approximately \$3,300,000.

This project is a priority for the Town of Bayfield, CDOT, La Plata County, and local residents as the installation of the signalized intersection project will benefit the Bayfield community and adjacent rural County residents by:

- Providing more connectivity within the community;
- Providing a safe secondary alternative for those walking, biking or driving vs having to use the existing signal at CR 501, which is almost 1-mile apart;
- Minimizing pedestrian vs vehicle conflicts from pedestrians trying to cross the highway at non-signalized points;
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Please give the Town of Bayfield's US Highway 160/Bayfield East Signalized Intersection proposal the highest consideration for funding.

Sincerely,



Julie Constan, P.E.  
Region 5 Transportation Director





March 14, 2023

Congresswoman Lauren Boebert  
1713 Longworth House Office Building  
Washington, DC 20515

Dear Congresswoman Boebert:

The La Plata County Board of County Commissioners supports the US Highway 160/Bayfield East Intersection Project located in the Town of Bayfield.

The Town of Bayfield was incorporated in 1906 and as of 2020 has a population of 2,839 people with 1,114 total housing units (per the State Demographer). US Highway 160 bisects the Bayfield community with two access points on the north side of the highway, and two on the south side of the highway. The north access points are at the signalized intersection of CR 501 and North Commerce Drive; the south access points are at the signalized CR 501 intersection and on East Bayfield Parkway. The lack of safe intersections along this section of the US 160 Bayfield corridor creates a significant concern for both pedestrians and motorists crossing the highway.

The need for a second signalized intersection at Bayfield Parkway and US 160 has been discussed for many years. The 2014 Town of Bayfield US 160 Traffic Feasibility Study and the 2015 Town of Bayfield US 160 Access Study results indicate the need for a signalized intersection at this location. In 2018, the Bayfield School District paid \$500,000 towards the intersection improvements as part of their development approval for the new secondary school, with the intention of being able to use the new intersection for additional access to the secondary school and the existing middle school, which are both located off East Oak Drive. Also in 2018, the owners of the Bayfield East Property (see map below) worked with CDOT to get the A-line opening on US 160 for the northern extension of the Bayfield Parkway public street.



Bayfield is one of the fastest growing communities in the southwest Colorado region with approximately 229 acres of annexations and almost 900 new residential units in the development review process. This intersection is key for future growth to occur in Bayfield. On October 8, 2020 the Southwest TPR voted to include this project on the SWTPR list of priority projects, but at that time it was not put on the 10-year funded project list.

On June 7, 2022, the Bayfield Board of Trustees directed Town staff to apply for the Bayfield East Intersection Access Permit from CDOT and approved an appropriation of \$148,980 to get 60% of engineering designs completed for the US 160, Bayfield Parkway and East Oak Drive connection. The Town hired SEH to complete engineering designs, and 60% is almost complete. Town staff is looking at grant funding to take the project to 100% engineering design which will cost an additional \$100,000. Town staff is also working on how to fund the construction of the intersection and roadways. Based on the 60% engineering design, the current cost estimate to construct the intersection and install a signal (not including the connection to East Oak Drive) is approximately \$3,300,000 with the understanding that this will most likely increase in the future.

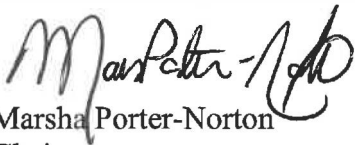
This project is a priority for the Town of Bayfield and La Plata County residents, as the installation of the signalized intersection project will benefit the Bayfield community and adjacent rural County residents by:

- Providing more connectivity within the community;
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- Minimizing vehicle conflicts at the current one-way stop intersection at Bayfield Parkway and US 160;
- Minimizing vehicles traveling at high speeds through the Bayfield community;
- Benefiting our Disproportionately Impacted (DI) residents by providing additional access options;
- Providing additional mobility options for seniors or persons with disabilities; and
- Providing safe routes to schools for children.

Please give the Town of Bayfield's US Highway 160/East Bayfield Signalized Intersection proposal the highest consideration for funding.

Sincerely,

LA PLATA COUNTY  
BOARD OF COUNTY COMMISSIONERS



Marsha Porter-Norton  
Chair

# Bayfield Marshal's Office



Lt. Brandon Tisher  
1199 Bayfield Parkway, P.O. Box 80, Bayfield, Colorado 81122  
(970) 442-0873 or FAX: (970) 884-6053

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TO: HONORABLE MAYOR AND BOARD OF TRUSTEES

FROM: BRANDON TISHER, INTERIM MARSHAL

SUBJECT: MONTHLY REPORT

DATE: 3/14/2023

## **Marshal's Monthly Summary**

Deputy Jun is just days out from successfully completing her field training. We are excited to have her operating on her own. She has proved to be a great addition to the Marshal's Office team. She will be working a swing shift on the front of the week initially, then she will transition to working a swing shift on the end of the week to help provide coverage over the weekends.

I recently met with school Superintendent Leon Hanhardt and Assistant Superintendent Bill Hesford to discuss the school resource program. Both spoke very highly of Dustin Strietzel and are pleased with the work he has been doing in the schools. Leon requested a three year contract extension with no proposed changes to the current IGA other than the increased costs associated with Dustin's position.

Logins for Lexipol policy were given out and staff was provided with direction to start reviewing policies. It will take several months to review each policy. In the next month I will start issuing out daily training bulletins. This is a feature Lexipol offers to help train deputies and document review of critical policies. It is important that we not only document policy acknowledgement, but that we also document training and understanding of policy. The daily training bulletins help to accomplish those things. Additionally, the training hours will count towards the deputies annual required training hours.

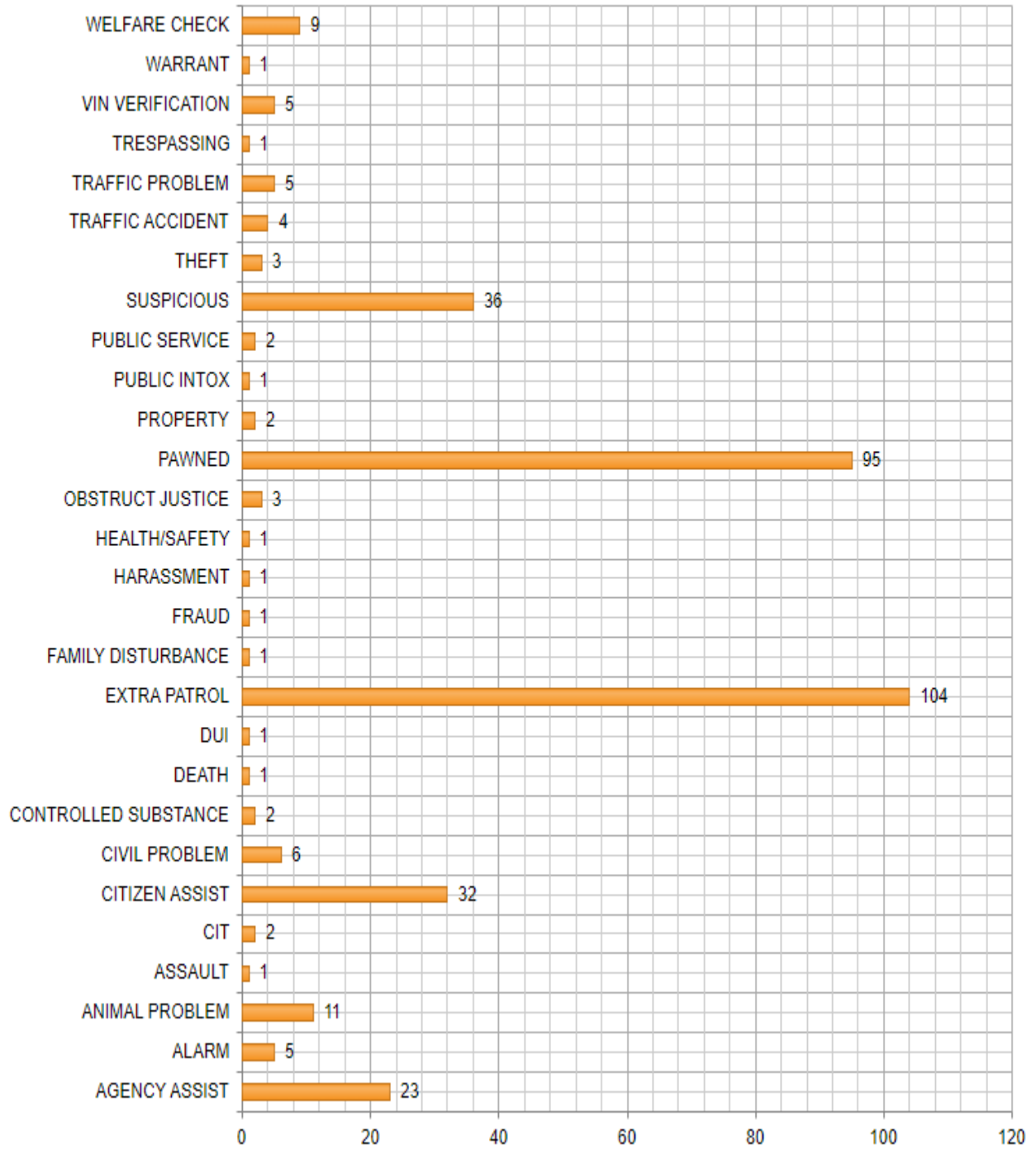
The Marshal's received a scholarship from the South West Training Region for all post certified staff to complete a twelve hour interview and interrogation training. This will help stretch our training dollars. The cost savings worked out to be about \$120.00 per deputy. We will start with an interview and interrogation course offered by Calibre Press. The course covers an impressive span of basic to more specialized skills and strategies and will develop and strengthen deputy's ability to effectively conduct thorough interviews and interrogations. Interview and Interrogation is a fundamental training that is important to build a strong foundation to have a successful career in law enforcement.

I submitted a grant application for new body worn and in car cameras for \$50,000.00. I am excited about the possibility of partnering with Utility. Utility came at the recommendation of Chief Dave Hayes, who is the president of the Colorado Association of Chiefs of Police. Chief Hayes came to Bayfield for a visit last fall which proved to be very helpful. Last month, a few members of the Office had the opportunity to learn more about Utility's products. We were very impressed with what they had to offer. Utility, in my opinion, offers the most comprehensive camera and digital evidence management system on the market today. They have features that really set them apart from other companies.

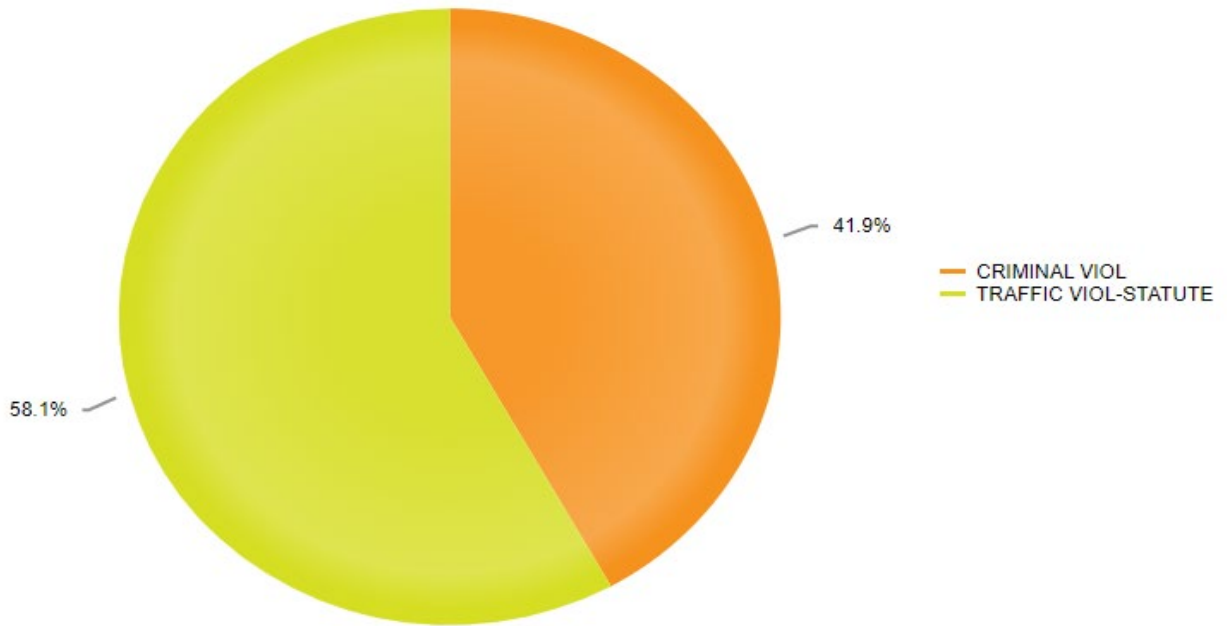
The Spillman project is on hold until Charlie Powell, from Data Safe returns. The IT director from Durango has expressed some network safety concerns that will need to be addressed before we can launch the project.

As always, the Marshal's Office greatly appreciates the support received from the Mayor, Board of Trustees, and town leadership. I hope you find these monthly reports helpful. Please reach out to me directly if you have any questions or concerns, thank you.

## FEBRUARY INCIDENTS



## FEBRUARY CITATIONS



### Total Incidents

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
294	359										

### Citations

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
46	86										

**Arrests**

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
15	9										

**DUI Arrests**

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
1	1										

**Assaults**

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
4	1										

**Thefts**

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
4	3										

**Traffic Crashes**

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2	4										

**Total incident comparison**

1/1/2022 to 2/28/2022: 803

1/1/2023 to 2/28/2023: 653

Percent change: 23% decrease

**Major Incidents:**

Vehicle pursuit on possible kidnapping incident.

**Use of Force Incidents:**

One use of force incident.

**Vehicle Pursuits:**

One vehicle pursuit.



**Employee Actions:**

None to report.

**Complaints and Findings:**

None to report.

**Training hours:**

Training hours will be updated quarterly. Staff is already off to a good start on completing their required training hours. We received a grant from the South West Training Region for all of the Post certified staff to complete a twelve hour interview and interrogation training. This will help stretch our training budget. Deputies Morlan and Mitchell are currently enrolled in advanced search and seizure courses through Blue to Gold.

**Staffing:**

Two of ten deputy vacancies exist and the Marshal's position remains open. We received our first post certified applicant, but unfortunately we were not able to move forward with the particular individual in the hiring process. Staff is excited about the possibility of the Marshal Candidate interview process at the end of the month.

**Awards and Commendations:**

Dustin has been doing a great job managing three different roles at the Office: school resource officer, field training officer, and interim sergeant.



1199 Bayfield Parkway ◦ P.O. Box 80 ◦ Bayfield, CO 81122 ◦ (970) 884-9544

**MEMORANDUM**

**TO:** THE HONORABLE MAYOR AND BOARD OF TRUSTEES  
**FROM:** KATHLEEN SICKLES, TOWN MANAGER  
**SUBJECT:** BRIEF TOWN MARSHAL CANDIDATE BIO'S

**Tom Boyce:**

Bayfield, Colorado

- 2018-Current: Southern Ute Police Department Criminal Investigator
- 2013-2018 General Construction Contracting Company
- 2010-2013 Southern Ute Police Department Lieutenant
- 2008-2010 Residential Construction
- 1988-2008 City of Durango Police Department

Brief Law Enforcement Education/Training

- Colorado Law Enforcement Training Academy
- Supervisory Institute – CACP & Metro State College Denver
- Managing Legal Risks of Law Enforcement

**James Rhea:**

Rock Springs, Wyoming

- 2022-Current: Sweetwater County Sheriff's Office Sergeant
- 2019-2022 Wyoming Division of Criminal Investigation Special Agent
- 2015-2019 Sweetwater County Sheriff's Office Detective-Narcotics
- 2011-2013 General Contractor Colorado
- 2003-2013 Ranch Management Colorado

Brief Law Enforcement Education/Training

- Narcotics
- SWAT
- Investigations
- FEMA – IS 1290-914, ICS 100-400
- Mental Health/Agency Training

**Michael Hoguet:**

Foley, Alabama

- 2017-Current: Golf Shores Police Department
- 2004-2015 Police Academy Instructor for 10 years with an emphasis on Illinois Vehicle Code and Traffic Enforcement
- 1992-2017 Fairview Heights Police Department
- 1991-1992 Monroe Cnty Deputy Sheriff
- 1987-1991 United State Air Force

Brief Law Enforcement Education/Training

- Bachelor of Science Criminal Justice
- Community College of the Air Force
- Federal Bureau of Investigation
- Southern Police Institute of the University of Louisville

**Hank Weber**

South Fork, Colorado

- 2020-Current: Town Manager/Chief of Police
- 2009-2020 – Chief of Police Hennessey, OK
- 2005-2009 – Chief of Police Blanchard, OK

Brief Law Enforcement Education/Training

- Colorado P.O.S.T Certification
- Advanced Oklahoma C.L.E.E.T. Peace Officer Certification
- Oklahoma Police Chief and Command Staff Certification
- Drug Recognition Expert
- Certified Narcotics Investigator

**Town Marshal Candidate Schedule**

**March 29-31, 2023 – Town Marshal Candidate Schedule**

**March 29**

- 5pm Dinner with Marshal Office Employees (Tequila’s 14 E Mill Street)
- 7pm Public Reception (Town Hall, 1199 Bayfield Parkway)

**March 30**

- Morning Tour of Bayfield and Town Facilities (Arrive at Town Hall around 8:30am)
- 11:30pm Lunch with Local Law Enforcement (Lieutenant/Interim Town Marshal Tisher will update.)
- 2:00-4:45pm Panel Interviews (Candidates please arrive 10 minutes before you are scheduled.)

Times PM	Tom Boyce	Michael Hoguet	James Rhea	Hank Weber
2:00 2:30	Community Panel	Open	Town Manager	Leadership Team Panel
2:35 3:05	Leadership Team Panel	Community Panel	Open	Town Manager
3:10 3:40	Town Manager	Leadership Team Panel	Community Panel	Open
3:45 4:15	Open	Town Manager	Leadership Team Panel	Community Panel
4:20 4:45	All Panels Review			

- 6:00pm Board of Trustees Special Meeting (Town Hall, Candidates please arrive 10 minutes before you are scheduled.)

Tom Boyce – 6:10pm

Michael Hoguet – 6:40pm

James Rhea – 7:10pm

Hank Weber – 7:40pm

**March 31**

- 7:30am Breakfast with Senior Citizens and Upper Pine Fire RPD @ Senior Center (111 W South Street)

TOWN OF BAYFIELD  
 COMBINED CASH INVESTMENT  
 FEBRUARY 28, 2023

COMBINED CASH ACCOUNTS

001-1-0000-0103	CASH - OPERATING ACCOUNT	4,017,405.28
001-1-0000-0109	CASH - XPRESS DEPOSIT ACCOUNT	70,098.29
001-1-0000-0116	GENERAL FUND INVESTMENT	149,107.92
001-1-0000-0117	SEWER FUND INVESTMENT	1,637,682.51
001-1-0000-0118	CAPITAL IMP. FUND INVESTMENT	914,000.34
001-1-0000-0122	WATER FUND INVESTMENT	1,725,076.52
001-1-0000-0125	DEVELOPMENT ESCROW	169,605.37
001-1-0000-0126	STREET FUND INVESTMENT	1,284,940.52
001-1-0000-0127	EQUIP. REPLACEMENT FUND INVEST.	1,083,353.48
001-1-0000-0175	UTILITY CASH CLEARING ACCOUNT	( 291.57)
	TOTAL COMBINED CASH	11,050,978.66
001-1-0000-0100	CASH ALLOCATED TO OTHER FUNDS	( 11,050,978.66)
	TOTAL UNALLOCATED CASH	<u>.00</u>

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	1,187,157.83
20	ALLOCATION TO CONSERVATION TRUST FUND	195,967.68
30	ALLOCATION TO SEWER FUND	2,834,633.37
40	ALLOCATION TO CAPITAL IMPROVEMENT FUND	1,537,706.42
50	ALLOCATION TO WATER FUND	2,326,840.73
60	ALLOCATION TO GARBAGE FUND	45,222.04
71	ALLOCATION TO STREETS FUND	2,554,406.57
80	ALLOCATION TO HOUSING DEVELOPMENT FUND	( 1,116.67)
90	ALLOCATION TO EQUIPMENT REPLACEMENT FUND	370,160.69
	TOTAL ALLOCATIONS TO OTHER FUNDS	11,050,978.66
	ALLOCATION FROM COMBINED CASH FUND - 001-1-0000-0100	( 11,050,978.66)
	ZERO PROOF IF ALLOCATIONS BALANCE	<u>.00</u>

TOWN OF BAYFIELD  
 BALANCE SHEET  
 FEBRUARY 28, 2023

GENERAL FUND

ASSETS

010-1-0000-0100	CASH IN COMBINED CASH FUND	1,187,157.83	
010-1-0000-0101	CASH ON HAND	300.00	
010-1-0000-0120	INVENTORY	7,541.78	
010-1-0000-0130	NSF CHECKS PENDING	1,480.45	
010-1-0000-0143	A/R - MOSQUITO SPRAY	2,123.97	
010-1-0000-0144	A/R - SALES TAX	734.67	
010-1-0000-0147	A/R - PROPERTY TAXES	232,939.00	
010-1-0000-0150	DUE FROM OTHER GOVERNMENT	420.72	
010-1-0000-0152	DUE FROM SEWER	284,532.00	
	TOTAL ASSETS		1,717,230.42

LIABILITIES AND EQUITY

LIABILITIES

010-2-0000-0203	ACCOUNTS PAYABLE	( 138,624.84)	
010-2-0000-0213	PAYROLL PAYABLE	61,567.91	
010-2-0000-0218	CASH BOND HOLDING	323.00	
010-2-0000-0221	401 K CONTRIBUTION	1,321.73	
010-2-0000-0222	FEDERAL WITHHOLDING ACCOUNT	7,834.19	
010-2-0000-0223	STATE WITHHOLDING ACCOUNT	3,058.00	
010-2-0000-0224	MEDICARE WITHHOLDING ACCOUNT	2,496.80	
010-2-0000-0225	PERA WITHHOLDING ACCOUNT	14,360.75	
010-2-0000-0226	FPPA WITHHOLDING ACCOUNT	3,952.94	
010-2-0000-0227	MEDICAL INS. DEDUCTIONS	40,591.95	
010-2-0000-0229	MISC PR DEDUCT/ GARNISHMENTS	782.34	
010-2-0000-0230	DEFERRED REVENUE -PROPERTY TAX	232,939.00	
010-2-0000-0232	FPPA D & D	579.78	
010-2-0000-0234	STATE UNEMPLOYMENT PAYABLE	780.01	
010-2-0000-0248	MISCELLANEOUS CLEARING FUND	10,000.00	
010-2-0000-0249	DEFERRED REVENUE- DEVELOPMENT	179,979.41	
010-2-0000-0251	DEFERRED REVENUE-FINGERPRINTS	430.00	
010-2-0000-0254	DEFERRED REVENUE - BUSINESS LI	70.00	
	TOTAL LIABILITIES		422,442.97

FUND EQUITY

010-2-0000-0801	CURRENT FUND BALANCE	1,033,902.47	
010-2-0000-0802	DESIGNATED FUND BALANCE	136,728.00	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	124,156.98	
	BALANCE - CURRENT DATE	124,156.98	
	TOTAL FUND EQUITY		1,294,787.45
	TOTAL LIABILITIES AND EQUITY		1,717,230.42

TOWN OF BAYFIELD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT	
<u>TAXES AND FEES</u>						
010-3-3000-0001	COUNTY SALES TAX	239,329.00	239,329.00	1,333,275.00	1,093,946.00	18.0
010-3-3000-0005	CITY SALES TAX	48,215.47	48,433.80	585,000.00	536,566.20	8.3
010-3-3000-0010	PROPERTY TAX	3,015.27	3,015.27	230,000.00	226,984.73	1.3
010-3-3000-0035	OIL & GAS ROYALTIES	1,967.98	3,640.47	15,000.00	11,359.53	24.3
010-3-3000-0045	CIGARETTE TAX	301.92	655.08	2,800.00	2,144.92	23.4
010-3-3000-0060	MOTOR VEHICLE REG 602	670.26	1,388.18	12,500.00	11,111.82	11.1
010-3-3050-4205	HIDTA GRANT	.00	9,589.24	110,000.00	100,410.76	8.7
010-3-3050-4207	SCHOOL RESOURCE OFFICER MC	.00	.00	57,500.00	57,500.00	.0
010-3-3050-4257	JAG NEW OFFICER 2019	.00	.00	56,903.00	56,903.00	.0
010-3-3050-4260	SOUTHWEST POST TRAINING GRANT	3,034.50	6,869.07	139,579.00	132,709.93	4.9
010-3-3100-0005	BUILDING PERMITS FEES	.00	150.00	45,000.00	44,850.00	.3
010-3-3100-0010	BUSINESS LICENSES FEES	1,775.00	6,810.00	16,000.00	9,190.00	42.6
010-3-3100-0015	LIQUOR LICENSES FEES	.00	107.50	1,500.00	1,392.50	7.2
010-3-3100-0020	DEVELOPMENT FEES	500.00	1,250.00	30,000.00	28,750.00	4.2
010-3-3100-0030	DOG LICENSE FEES	10.00	15.00	115.00	100.00	13.0
010-3-3100-0110	MOSQUITO CONTROL FEE	1,828.50	3,659.76	21,000.00	17,340.24	17.4
010-3-3100-3220	VIN INSPECTIONS	120.00	300.00	3,500.00	3,200.00	8.6
010-3-3100-3225	TRAFFIC SURCHARGE	.00	.00	600.00	600.00	.0
010-3-3100-3310	COURT COSTS	.00	.00	600.00	600.00	.0
010-3-3100-3320	COURT FINES	1,254.00	1,937.00	6,000.00	4,063.00	32.3
	<b>TOTAL TAXES AND FEES</b>	<b>302,021.90</b>	<b>327,149.37</b>	<b>2,666,872.00</b>	<b>2,339,722.63</b>	<b>12.3</b>
<u>LICENSES AND PERMITS</u>						
010-3-3200-0005	NSF CHECKS	40.00	120.00	100.00	( 20.00)	120.0
	<b>TOTAL LICENSES AND PERMITS</b>	<b>40.00</b>	<b>120.00</b>	<b>100.00</b>	<b>( 20.00)</b>	<b>120.0</b>
<u>CHARGES FOR SERVICES</u>						
010-3-3440-0100	YOUTH ATHLETIC PROGRAMS	6,640.00	13,030.00	20,000.00	6,970.00	65.2
010-3-3440-0120	ADULT ATHLETIC PROGRAMS	3,600.00	3,600.00	15,000.00	11,400.00	24.0
010-3-3440-0140	FACILITY USE RENTALS	415.00	1,004.00	15,000.00	13,996.00	6.7
010-3-3440-0160	CONCESSION STAND	.00	.00	500.00	500.00	.0
010-3-3440-0180	SPECIAL EVENTS	25.00	25.00	7,000.00	6,975.00	.4
	<b>TOTAL CHARGES FOR SERVICES</b>	<b>10,680.00</b>	<b>17,659.00</b>	<b>57,500.00</b>	<b>39,841.00</b>	<b>30.7</b>



TOWN OF BAYFIELD  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS REVENUE</u>					
010-3-3600-0005 INTEREST INCOME	540.86	1,114.64	2,500.00	1,385.36	44.6
010-3-3900-0030 SEWER ADMIN FEES	16,666.67	33,333.30	200,000.00	166,666.70	16.7
010-3-3900-0040 CAPITAL IMPROVEMENT FUND	.00	118,750.00	475,000.00	356,250.00	25.0
010-3-3900-0050 WATER ADMIN FEES	16,666.67	33,333.30	200,000.00	166,666.70	16.7
010-3-3900-0060 GARBAGE ADMIN FEES	2,083.33	4,166.70	25,000.00	20,833.30	16.7
010-3-3900-0071 STREET ADMIN FEES	8,333.33	16,666.70	100,000.00	83,333.30	16.7
010-3-3900-0080 MISCELLANEOUS REVENUE	5,706.68	8,303.53	7,500.00	( 803.53)	110.7
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>49,997.54</b>	<b>215,668.17</b>	<b>1,010,000.00</b>	<b>794,331.83</b>	<b>21.4</b>
<b>TOTAL FUND REVENUE</b>	<b>362,739.44</b>	<b>560,596.54</b>	<b>3,734,472.00</b>	<b>3,173,875.46</b>	<b>15.0</b>

TOWN OF BAYFIELD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT	
<u>TOWN BOARD</u>						
010-4-4111-0190	MAYOR SALARY	200.00	400.00	2,400.00	2,000.00	16.7
010-4-4111-0191	TOWN BOARD SALARY	753.85	1,403.85	9,000.00	7,596.15	15.6
010-4-4111-0205	TOWN BOARD MEETINGS	450.18	457.18	2,500.00	2,042.82	18.3
010-4-4111-0221	TRAINING, TRAVEL & MEETINGS	.00	.00	7,500.00	7,500.00	.0
010-4-4111-1100	PERA	57.84	100.35	800.00	699.65	12.5
010-4-4111-1110	MEDICARE	13.85	26.19	175.00	148.81	15.0
010-4-4111-1310	WORKERS COMPENSATION	.00	.00	12.00	12.00	.0
	<b>TOTAL TOWN BOARD</b>	<b>1,475.72</b>	<b>2,387.57</b>	<b>22,387.00</b>	<b>19,999.43</b>	<b>10.7</b>
<u>ADMINISTRATIVE LABOR EXPENDITURE</u>						
010-4-4130-1000	SALARY	38,091.79	68,453.38	529,730.00	461,276.62	12.9
010-4-4130-1040	OVERTIME	22.80	51.11	4,000.00	3,948.89	1.3
010-4-4130-1100	PERA	4,521.18	8,833.81	78,618.00	69,784.19	11.2
010-4-4130-1110	MEDICARE	439.69	863.10	7,739.00	6,875.90	11.2
010-4-4130-1300	UNEMPLOYMENT	61.98	121.22	1,067.00	945.78	11.4
010-4-4130-1310	WORKERS COMP	.00	139.02	801.00	661.98	17.4
010-4-4130-1400	HEALTH INSURANCE	5,726.67	11,453.34	119,050.00	107,596.66	9.6
010-4-4130-1405	HSA EMPLOYER CONTRIBUTION	397.64	795.28	.00	( 795.28)	.0
010-4-4130-1410	VISION	35.81	71.62	672.00	600.38	10.7
010-4-4130-1420	DENTAL	422.01	844.02	7,716.00	6,871.98	10.9
010-4-4130-1500	U/C ALLOWANCE	.00	.00	1,000.00	1,000.00	.0
010-4-4130-1510	CELL PHONE ALLOWANCE/STIPEND	150.00	300.00	4,200.00	3,900.00	7.1
010-4-4130-1520	WELLNESS	.00	165.00	4,050.00	3,885.00	4.1
	<b>TOTAL ADMINISTRATIVE LABOR EXPE</b>	<b>49,869.57</b>	<b>92,090.90</b>	<b>758,643.00</b>	<b>666,552.10</b>	<b>12.1</b>

TOWN OF BAYFIELD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TOWN HALL OPERATIONS</u>					
010-4-4134-0101	MEMEBERSHIP DUES	.00	943.80	2,250.00	1,306.20 42.0
010-4-4134-0105	TRAINING, TRAVEL, & MEETINGS	371.58	811.30	10,000.00	9,188.70 8.1
010-4-4134-0109	PERSONNEL RELATIONS	800.39	1,149.64	5,000.00	3,850.36 23.0
010-4-4134-0113	OFFICE SUPPLIES	90.60	1,183.52	6,250.00	5,066.48 18.9
010-4-4134-0117	POSTAGE	22.86	22.86	1,750.00	1,727.14 1.3
010-4-4134-0121	SUPPLIES	.00	.00	1,000.00	1,000.00 .0
010-4-4134-0125	COMPUTER HARDWARE/SOFTWARE	1,204.05	12,701.55	22,000.00	9,298.45 57.7
010-4-4134-0129	PUBLISHING/ADVERTISING	31.00	720.92	4,000.00	3,279.08 18.0
010-4-4134-0202	BUILDING/FACILITY MAINTENANCE	1,574.50	2,139.50	30,000.00	27,860.50 7.1
010-4-4134-0206	VEHICLE/EQUIP MAINTENANCE	500.00	1,000.00	8,000.00	7,000.00 12.5
010-4-4134-0210	VEHICLE/EQUIP FUEL	.00	.00	100.00	100.00 .0
010-4-4134-0351	OPERATIONAL FEES	.00	180.98	2,000.00	1,819.02 9.1
010-4-4134-0359	PROGRAMS	.00	.00	500.00	500.00 .0
010-4-4134-0441	LEGAL-CONSULTING SERVICES	1,171.20	1,171.20	30,000.00	28,828.80 3.9
010-4-4134-0445	AUDIT-CONSULTING SERVICES	620.65	620.65	25,000.00	24,379.35 2.5
010-4-4134-0449	LAND USE-CONSULTING SERVICES	.00	.00	100.00	100.00 .0
010-4-4134-0453	ENGINEER - CONSULTING SERVICES	.00	.00	5,000.00	5,000.00 .0
010-4-4134-0457	IT-CONSULTING SERVICES	3,267.74	6,535.48	50,000.00	43,464.52 13.1
010-4-4134-0461	BUILDING-CONSULTING SERVICES	531.25	531.25	40,000.00	39,468.75 1.3
010-4-4134-0465	OTHER-CONSULTING SERVICES	.00	.00	1,000.00	1,000.00 .0
010-4-4134-0500	INSURANCE	.00	8,875.59	42,000.00	33,124.41 21.1
010-4-4134-0601	ELECTRICITY	1,428.11	1,428.11	13,750.00	12,321.89 10.4
010-4-4134-0611	NATURAL GAS/PROPANE	1,240.89	1,240.89	5,500.00	4,259.11 22.6
010-4-4134-0621	SEWER	180.75	340.75	3,650.00	3,309.25 9.3
010-4-4134-0631	WATER	125.75	250.21	3,050.00	2,799.79 8.2
010-4-4134-0641	GARBAGE	75.00	75.00	1,300.00	1,225.00 5.8
010-4-4134-0651	TELEPHONE	563.40	1,018.38	5,200.00	4,181.62 19.6
010-4-4134-0661	INTERNET	176.77	353.54	2,500.00	2,146.46 14.1
010-4-4134-0999	MISCELLANEOUS	( 59.98)	567.02	3,500.00	2,932.98 16.2
	TOTAL TOWN HALL OPERATIONS	13,916.51	43,862.14	324,400.00	280,537.86 13.5
<u>TOWN OPERATIONS &amp; PROGRAMS</u>					
010-4-4160-0005	MUNICIPAL JUDGE	1,200.00	1,200.00	7,200.00	6,000.00 16.7
010-4-4160-0101	ELECTIONS	.00	.00	2,500.00	2,500.00 .0
010-4-4160-0200	PROPERTY TAX TREASURER'S FEE	.00	.00	4,500.00	4,500.00 .0
010-4-4160-0202	PROPERTY TAX ABATEMENTS	.00	.00	100.00	100.00 .0
010-4-4160-0300	MOSQUITO CONTROL	11.04	21.84	20,900.00	20,878.16 .1
010-4-4160-0600	NSF FEES	8.00	8.00	.00	( 8.00) .0
	TOTAL TOWN OPERATIONS & PROGR	1,219.04	1,229.84	35,200.00	33,970.16 3.5
<u>NON-DEPARTMENTAL</u>					
010-4-4180-0030	PROPERTY TAX TREASURER'S FEE	60.31	60.31	.00	( 60.31) .0
	TOTAL NON-DEPARTMENTAL	60.31	60.31	.00	( 60.31) .0

TOWN OF BAYFIELD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY FUNDING</u>					
010-4-4188-0099 COMMUNITY FUNDING	.00	.00	10,000.00	10,000.00	.0
TOTAL COMMUNITY FUNDING	.00	.00	10,000.00	10,000.00	.0
<u>TOWN MEMBERSHIP/PARTNERSHIP</u>					
010-4-4189-0099 TOWN MEMBERSHIP/PARTNERSHIP	10,198.00	14,044.00	74,349.00	60,305.00	18.9
TOTAL TOWN MEMBERSHIP/PARTNE	10,198.00	14,044.00	74,349.00	60,305.00	18.9
<u>TOWN MARSHAL WAGES &amp; BENEFITS</u>					
010-4-4210-1000 SALARY	44,529.97	85,809.77	736,193.00	650,383.23	11.7
010-4-4210-1020 ON-CALL	1,015.89	1,775.42	7,500.00	5,724.58	23.7
010-4-4210-1040 OVERTIME	4,759.15	10,315.47	29,900.00	19,584.53	34.5
010-4-4210-1100 PERA	805.38	1,474.93	9,058.00	7,583.07	16.3
010-4-4210-1110 MEDICARE	702.90	1,368.04	11,217.00	9,848.96	12.2
010-4-4210-1200 FPPA	3,334.52	6,807.68	67,649.00	60,841.32	10.1
010-4-4210-1210 FPPA D&D	596.70	1,218.22	11,394.00	10,175.78	10.7
010-4-4210-1300 UNEMPLOYMENT	97.55	189.90	1,547.00	1,357.10	12.3
010-4-4210-1310 WORKERS COMP	.00	4,428.28	25,514.00	21,085.72	17.4
010-4-4210-1350 POLICE PRO-LIABILITY	.00	7,182.91	28,484.00	21,301.09	25.2
010-4-4210-1400 HEALTH INSURANCE	9,184.39	18,368.78	166,700.00	148,331.22	11.0
010-4-4210-1405 HSA EMPLOYER CONTRIBUTION	402.36	804.72	.00	( 804.72)	.0
010-4-4210-1410 VISION	56.19	112.38	960.00	847.62	11.7
010-4-4210-1420 DENTAL	665.99	1,331.98	10,992.00	9,660.02	12.1
010-4-4210-1500 U/C ALLOWANCE	165.19	165.19	5,000.00	4,834.81	3.3
010-4-4210-1510 CELL PHONE ALLOWANCE/STIPEND	50.00	100.00	600.00	500.00	16.7
010-4-4210-1520 WELLNESS	203.88	203.88	4,950.00	4,746.12	4.1
TOTAL TOWN MARSHAL WAGES & BE	66,570.06	141,657.55	1,117,658.00	976,000.45	12.7

TOWN OF BAYFIELD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TOWN MARSHAL OPERATIONS</u>					
010-4-4234-0101	100.00	100.00	1,500.00	1,400.00	6.7
010-4-4234-0105	395.00	395.00	15,000.00	14,605.00	2.6
010-4-4234-0107	412.57	13,122.04	139,579.00	126,456.96	9.4
010-4-4234-0109	84.00	847.65	4,000.00	3,152.35	21.2
010-4-4234-0113	1,224.21	1,224.21	4,000.00	2,775.79	30.6
010-4-4234-0117	84.25	84.25	250.00	165.75	33.7
010-4-4234-0121	2,645.29	2,651.79	14,000.00	11,348.21	18.9
010-4-4234-0125	585.92	585.92	2,000.00	1,414.08	29.3
010-4-4234-0129	.00	.00	1,000.00	1,000.00	.0
010-4-4234-0202	1,067.00	1,729.50	7,000.00	5,270.50	24.7
010-4-4234-0206	2,815.44	2,815.44	30,000.00	27,184.56	9.4
010-4-4234-0210	1,768.86	1,768.86	19,000.00	17,231.14	9.3
010-4-4234-0351	207.00	278.00	80,000.00	79,722.00	.4
010-4-4234-0441	2,279.20	2,279.20	18,000.00	15,720.80	12.7
010-4-4234-0457	1,919.08	3,215.51	27,000.00	23,784.49	11.9
010-4-4234-0465	.00	.00	500.00	500.00	.0
010-4-4234-0500	.00	2,335.59	9,700.00	7,364.41	24.1
010-4-4234-0651	813.81	949.68	12,000.00	11,050.32	7.9
010-4-4234-0661	130.81	261.62	2,000.00	1,738.38	13.1
010-4-4234-0700	.00	.00	1,000.00	1,000.00	.0
010-4-4234-0999	.00	.00	500.00	500.00	.0
TOTAL TOWN MARSHAL OPERATIONS	16,532.44	34,644.26	388,029.00	353,384.74	8.9
<u>PARKS, REC &amp; SENIOR CENTER</u>					
010-4-4300-1000	20,165.90	40,587.74	255,397.00	214,809.26	15.9
010-4-4300-1040	245.26	764.04	6,500.00	5,735.96	11.8
010-4-4300-1100	2,945.31	5,967.91	38,577.00	32,609.09	15.5
010-4-4300-1110	289.34	586.72	3,798.00	3,211.28	15.5
010-4-4300-1300	39.93	80.93	524.00	443.07	15.4
010-4-4300-1310	.00	1,695.54	9,769.00	8,073.46	17.4
010-4-4300-1400	3,634.18	7,870.06	51,100.00	43,229.94	15.4
010-4-4300-1405	250.00	250.00	.00	( 250.00)	.0
010-4-4300-1410	26.00	54.00	288.00	234.00	18.8
010-4-4300-1420	317.50	654.50	3,408.00	2,753.50	19.2
010-4-4300-1500	223.94	268.02	2,000.00	1,731.98	13.4
010-4-4300-1510	200.00	400.00	3,000.00	2,600.00	13.3
010-4-4300-1520	450.00	450.00	2,250.00	1,800.00	20.0
TOTAL PARKS, REC & SENIOR CENTE	28,787.36	59,629.46	376,611.00	316,981.54	15.8

TOWN OF BAYFIELD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS, REC &amp; SENIOR CENTER OP</u>					
010-4-4334-0101	MEMBERSHIP DUES	364.40	364.40	1,200.00	835.60 30.4
010-4-4334-0105	TRAINING, TRAVEL & MEETINGS	.00	.00	4,000.00	4,000.00 .0
010-4-4334-0109	PERSONNEL RELATIONS	41.50	83.00	2,000.00	1,917.00 4.2
010-4-4334-0113	OFFICE SUPPLIES	.00	21.99	1,500.00	1,478.01 1.5
010-4-4334-0117	POSTAGE	.00	.00	100.00	100.00 .0
010-4-4334-0121	SUPPLIES	766.12	2,999.85	33,000.00	30,000.15 9.1
010-4-4334-0125	COMPUTER HARDWARE/SOFTWARE	410.97	410.97	4,000.00	3,589.03 10.3
010-4-4334-0129	PUBLISHING/ADVERTISING	.00	.00	1,250.00	1,250.00 .0
010-4-4334-0202	BUILDING/FACILITY MAINTENANCE	4,687.83	5,312.83	20,000.00	14,687.17 26.6
010-4-4334-0206	VEHICLE/EQUIP MAINTENANCE	1,647.10	1,990.46	4,500.00	2,509.54 44.2
010-4-4334-0210	VEHICLE/EQUIP FUEL	493.53	493.53	4,500.00	4,006.47 11.0
010-4-4334-0351	OPERATIONAL FEES	.00	.00	8,000.00	8,000.00 .0
010-4-4334-0359	PROGRAMS	640.66	1,325.63	70,000.00	68,674.37 1.9
010-4-4334-0457	IT-CONSULTING SERVICES	485.60	821.20	10,000.00	9,178.80 8.2
010-4-4334-0461	BUILDING-CONSULTING SERVICES	.00	.00	1,000.00	1,000.00 .0
010-4-4334-0465	OTHER-CONSULTING SERVICES	.00	.00	15,000.00	15,000.00 .0
010-4-4334-0500	INSURANCE	1,000.00	6,125.36	22,500.00	16,374.64 27.2
010-4-4334-0601	ELECTRICITY	236.48	236.48	5,500.00	5,263.52 4.3
010-4-4334-0602	ELECTRICITY/OPTION 2	1,092.80	1,092.80	8,500.00	7,407.20 12.9
010-4-4334-0611	NATURAL GAS/PROPANE	984.88	984.88	4,000.00	3,015.12 24.6
010-4-4334-0621	SEWER	471.81	888.94	5,500.00	4,611.06 16.2
010-4-4334-0631	WATER	505.79	992.23	7,500.00	6,507.77 13.2
010-4-4334-0641	GARBAGE	118.62	310.16	2,300.00	1,989.84 13.5
010-4-4334-0651	TELEPHONE	155.10	381.40	2,600.00	2,218.60 14.7
010-4-4334-0661	INTERNET	144.09	288.18	1,300.00	1,011.82 22.2
010-4-4334-0999	MISCELLANEOUS	.00	1,256.00	100.00	( 1,156.00) 1256.0
	TOTAL PARKS, REC & SENIOR CENTE	14,247.28	26,380.29	239,850.00	213,469.71 11.0
<u>CIP:</u>					
010-4-4490-0100	CAPITAL IMPROVEMENTS	17,100.00	17,100.00	498,700.00	481,600.00 3.4
	TOTAL CIP:	17,100.00	17,100.00	498,700.00	481,600.00 3.4
<u>PENSION PLAN EXPENSE</u>					
010-4-4500-0100	PENSION PAID TO RECIPIENT	1,308.24	1,308.24	1,308.00	( .24) 100.0
	TOTAL PENSION PLAN EXPENSE	1,308.24	1,308.24	1,308.00	( .24) 100.0
	TOTAL FUND EXPENDITURES	221,284.53	434,394.56	3,847,135.00	3,412,740.44 11.3
	NET REVENUE OVER EXPENDITURES	141,454.91	126,201.98	( 112,663.00)	( 238,864.98) 112.0

TOWN OF BAYFIELD  
BALANCE SHEET  
FEBRUARY 28, 2023

CONSERVATION TRUST FUND

ASSETS

020-1-0000-0100	CASH IN COMBINED CASH FUND	195,967.68	
	TOTAL ASSETS		195,967.68

LIABILITIES AND EQUITY

FUND EQUITY

020-2-0000-0801	CURRENT FUND BALANCE	195,967.68	
	TOTAL FUND EQUITY		195,967.68
	TOTAL LIABILITIES AND EQUITY		195,967.68



TOWN OF BAYFIELD  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

CONSERVATION TRUST FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT	
<u>TAXES AND FEES</u>						
020-3-3100-0005	LOTTERY FUNDS	.00	.00	35,000.00	35,000.00	.0
	TOTAL TAXES AND FEES	.00	.00	35,000.00	35,000.00	.0
 <u>MISCELLANEOUS REVENUE</u>						
020-3-3930-0361	INTEREST INCOME	.00	.00	1,000.00	1,000.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	1,000.00	1,000.00	.0
	TOTAL FUND REVENUE	.00	.00	36,000.00	36,000.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	36,000.00	36,000.00	.0

TOWN OF BAYFIELD  
BALANCE SHEET  
FEBRUARY 28, 2023

SEWER FUND

ASSETS

030-1-0000-0100	CASH IN COMBINED CASH FUND	2,834,633.37	
030-1-0000-0120	INVENTORY	121,357.48	
030-1-0000-0143	A/R - SEWER	129,338.55	
030-1-0000-0185	LAND & EASEMENTS	47,908.00	
030-1-0000-0250	BUILDINGS & IMPROVEMENTS	250,993.02	
030-1-0000-0300	WASTEWATER EQUIPMENT	434,610.53	
030-1-0000-0301	WASTEWATER PLANT	12,086,688.93	
030-1-0000-0350	ACCUMULATED DEPRECIATION	( 5,189,732.03)	
030-1-0000-0450	DEFERRED OUTFLOW PENSION	23,007.00	
030-1-0000-0451	DEFERRED OUTFLOW OPEB	1,771.00	
	TOTAL ASSETS		10,740,575.85

LIABILITIES AND EQUITY

LIABILITIES

030-2-0000-0203	ACCOUNTS PAYABLE	13,494.44	
030-2-0000-0205	BONDS PAYABLE	2,095,000.00	
030-2-0000-0206	CWPRD INFILTRATION LOAN PAYABL	386,187.28	
030-2-0000-0210	BOND PREMIUM	61,465.42	
030-2-0000-0216	ACCRUED INTEREST PAYABLE	24,119.61	
030-2-0000-0230	DEFERRED REVENUE	337,939.75	
030-2-0000-0240	COMPENSATED ABSENCES PAYABLE	5,648.12	
030-2-0000-0260	NET PENSION LIABILITY	94,188.00	
030-2-0000-0261	NET OPEB LIABILITY	12,798.00	
030-2-0000-0400	DUE TO GENERAL FUND	284,532.00	
030-2-0000-0450	DEFERRED INFLOW PENSIONS	101,859.00	
030-2-0000-0451	DEFERRED INFLOW OPEB	8,281.00	
	TOTAL LIABILITIES		3,425,512.62

FUND EQUITY

030-2-0000-0801	CURRENT FUND BALANCE	7,435,064.28	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	( 120,001.05)	
	BALANCE - CURRENT DATE	( 120,001.05)	
	TOTAL FUND EQUITY		7,315,063.23
	TOTAL LIABILITIES AND EQUITY		10,740,575.85

TOWN OF BAYFIELD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES AND FEES</u>					
030-3-3000-0001 SEWER FEES	118,521.82	236,266.40	1,300,000.00	1,063,733.60	18.2
030-3-3000-0010 I & I FEE	6,790.00	13,590.00	85,000.00	71,410.00	16.0
TOTAL TAXES AND FEES	125,311.82	249,856.40	1,385,000.00	1,135,143.60	18.0
<u>LICENSES AND PERMITS</u>					
030-3-3200-0100 GRANTS	.00	65,000.00	260,000.00	195,000.00	25.0
TOTAL LICENSES AND PERMITS	.00	65,000.00	260,000.00	195,000.00	25.0
<u>INTERGOVERNMENTAL RECEIPTS</u>					
030-3-3300-0361 INTEREST	5,940.68	12,242.79	10,000.00	( 2,242.79)	122.4
TOTAL INTERGOVERNMENTAL RECEI	5,940.68	12,242.79	10,000.00	( 2,242.79)	122.4
<u>MISCELLANEOUS REVENUE</u>					
030-3-3900-0001 PLANT INVESTMENT FEES	.00	.00	105,000.00	105,000.00	.0
030-3-3900-0333 MISCELLANEOUS REVENUE-SEWER	2,519.85	2,519.85	100.00	( 2,419.85)	2519.9
TOTAL MISCELLANEOUS REVENUE	2,519.85	2,519.85	105,100.00	102,580.15	2.4
TOTAL FUND REVENUE	133,772.35	329,619.04	1,760,100.00	1,430,480.96	18.7

TOWN OF BAYFIELD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER COLLECTION &amp; TREATMENT</u>					
030-4-4000-1000 SALARY	24,317.00	39,544.33	237,989.00	198,444.67	16.6
030-4-4000-1020 ON-CALL	356.92	711.57	4,500.00	3,788.43	15.8
030-4-4000-1040 OVERTIME	109.70	532.49	1,500.00	967.51	35.5
030-4-4000-1100 PERA	2,546.02	4,824.30	35,940.00	31,115.70	13.4
030-4-4000-1110 MEDICARE	251.75	477.66	3,538.00	3,060.34	13.5
030-4-4000-1300 UNEMPLOYMENT	34.72	65.88	488.00	422.12	13.5
030-4-4000-1310 WORKERS COMP	.00	1,062.90	6,124.00	5,061.10	17.4
030-4-4000-1400 HEALTH INS	4,069.22	7,388.44	75,050.00	67,661.56	9.8
030-4-4000-1405 HSA EMPLOYER CONTRIBUTION	100.00	200.00	.00	( 200.00)	.0
030-4-4000-1410 VISION	24.00	48.00	432.00	384.00	11.1
030-4-4000-1420 DENTAL	329.00	608.00	5,148.00	4,540.00	11.8
030-4-4000-1500 U/C ALLOWANCE	.00	499.91	2,000.00	1,500.09	25.0
030-4-4000-1510 CELL PHONE ALLOWANCE/STIPEND	150.00	300.00	2,400.00	2,100.00	12.5
030-4-4000-1520 WELLNESS	.00	.00	1,800.00	1,800.00	.0
<b>TOTAL SEWER COLLECTION &amp; TREAT</b>	<b>32,288.33</b>	<b>56,263.48</b>	<b>376,909.00</b>	<b>320,645.52</b>	<b>14.9</b>
<u>SEWER COLLECTION &amp; TREATMENT</u>					
030-4-4134-0105 TRAINING, TRAVEL & MEETINGS	.00	.00	4,500.00	4,500.00	.0
030-4-4134-0109 PERSONNEL RELATIONS	199.00	256.00	1,700.00	1,444.00	15.1
030-4-4134-0113 OFFICE SUPPLIES	36.98	36.98	1,000.00	963.02	3.7
030-4-4134-0117 POSTAGE	125.12	125.12	2,500.00	2,374.88	5.0
030-4-4134-0121 SUPPLIES	8,144.39	8,754.30	13,000.00	4,245.70	67.3
030-4-4134-0125 COMPUTER HARDWARE/SOFTWARE	3,030.34	3,984.44	13,000.00	9,015.56	30.7
030-4-4134-0129 PUBLISHING/ADVERTISING	393.95	393.95	2,500.00	2,106.05	15.8
030-4-4134-0202 BUILDING/FACILITY MAINTENANCE	7,747.47	14,938.61	54,500.00	39,561.39	27.4
030-4-4134-0206 VEHICLE/EQUIP MAINTENANCE	.00	.00	3,500.00	3,500.00	.0
030-4-4134-0210 VEHICLE/EQUIP FUEL	483.44	483.44	7,000.00	6,516.56	6.9
030-4-4134-0351 OPERATIONAL FEES	712.00	712.00	8,850.00	8,138.00	8.1
030-4-4134-0359 PROGRAMS	3,494.00	3,494.00	39,000.00	35,506.00	9.0
030-4-4134-0449 LAND USE - CONSULTING SERVICES	.00	.00	1,000.00	1,000.00	.0
030-4-4134-0453 ENGINEER-CONSULTING SERVICES	.00	.00	20,000.00	20,000.00	.0
030-4-4134-0457 IT-CONSULTING SERVICES	2,845.46	5,915.92	25,000.00	19,084.08	23.7
030-4-4134-0465 OTHER-CONSULTING SERVICES	.00	.00	1,000.00	1,000.00	.0
030-4-4134-0500 INSURANCE	.00	5,193.02	24,000.00	18,806.98	21.6
030-4-4134-0601 ELECTRICITY	3,357.70	3,357.70	55,000.00	51,642.30	6.1
030-4-4134-0602 ELECTRICITY/OPTION 2	639.22	639.22	8,300.00	7,660.78	7.7
030-4-4134-0611 NATURAL GAS/PROPANE	187.34	187.34	1,800.00	1,612.66	10.4
030-4-4134-0621 SEWER	327.50	1,170.00	10,000.00	8,830.00	11.7
030-4-4134-0631 WATER	602.00	1,507.21	10,000.00	8,492.79	15.1
030-4-4134-0641 GARBAGE	78.28	78.28	825.00	746.72	9.5
030-4-4134-0651 TELEPHONE	.00	.00	1,000.00	1,000.00	.0
030-4-4134-0661 INTERNET	101.30	202.60	1,100.00	897.40	18.4
030-4-4134-0999 MISCELLANEOUS	81,200.00	81,200.00	100.00	( 81,100.00)	81200.
<b>TOTAL SEWER COLLECTION &amp; TREAT</b>	<b>113,705.49</b>	<b>132,630.13</b>	<b>310,175.00</b>	<b>177,544.87</b>	<b>42.8</b>

TOWN OF BAYFIELD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
030-4-4310-0001	WWTF LOAN	168,732.50	168,732.50	347,400.00	178,667.50 48.6
030-4-4310-0002	INFILTRATION LOAN	.00	18,179.18	36,358.00	18,178.82 50.0
030-4-4310-0030	SEWER ADMIN FEES	16,666.67	33,333.30	200,000.00	166,666.70 16.7
	TOTAL DEBT SERVICE	185,399.17	220,244.98	583,758.00	363,513.02 37.7
<u>TRANSFERS</u>					
030-4-4325-0003	TRANSFER TO GENERAL (DECOMMIS	.00	.00	28,838.00	28,838.00 .0
	TOTAL TRANSFERS	.00	.00	28,838.00	28,838.00 .0
<u>CIP</u>					
030-4-4900-0001	WASTEWATER TREATMENT PLANT	.00	.00	1,551,711.00	1,551,711.00 .0
030-4-4900-0100	CIP - SEWER	40,481.50	40,481.50	.00 ( 40,481.50)	.0
	TOTAL CIP	40,481.50	40,481.50	1,551,711.00	1,511,229.50 2.6
	TOTAL FUND EXPENDITURES	371,874.49	449,620.09	2,851,391.00	2,401,770.91 15.8
	NET REVENUE OVER EXPENDITURES	( 238,102.14)	( 120,001.05)	( 1,091,291.00)	( 971,289.95) ( 11.0)

TOWN OF BAYFIELD  
 BALANCE SHEET  
 FEBRUARY 28, 2023

CAPITAL IMPROVEMENT FUND

ASSETS

040-1-0000-0100	CASH IN COMBINED CASH FUND	1,537,706.42	
040-1-0000-0150	DUE FROM OTHER GOVERNMENT	3.00	
		<u>                    </u>	
	TOTAL ASSETS		<u><u>1,537,709.42</u></u>

LIABILITIES AND EQUITY

FUND EQUITY

040-2-0000-0801	CURRENT FUND BALANCE	1,585,352.82	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	( 47,643.40)	
		<u>                    </u>	
	BALANCE - CURRENT DATE	( 47,643.40)	
		<u>                    </u>	
	TOTAL FUND EQUITY		<u>1,537,709.42</u>
	TOTAL LIABILITIES AND EQUITY		<u><u>1,537,709.42</u></u>

TOWN OF BAYFIELD  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT	
<u>MISCELLANEOUS REVENUE</u>						
040-3-3900-0001	CITY SALES TAX	48,215.47	48,433.80	585,000.00	536,566.20	8.3
040-3-3900-0003	SEVERENCE TAX	.00	.00	10,000.00	10,000.00	.0
040-3-3900-0004	FEDERAL MINERAL LEASING	.00	.00	5,000.00	5,000.00	.0
040-3-3930-0361	COTRUST INTEREST CAPITAL IMRPO	3,315.55	6,832.80	7,000.00	167.20	97.6
040-3-3940-0020	IN LIEU OF PARKS FEE	.00	11,640.00	17,500.00	5,860.00	66.5
040-3-3940-0021	PARK FACILITY IMPACT FEES	.00	4,200.00	500.00	( 3,700.00)	840.0
040-3-3950-0050	GRANT REVENUE	.00	.00	200,000.00	200,000.00	.0
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>51,531.02</b>	<b>71,106.60</b>	<b>825,000.00</b>	<b>753,893.40</b>	<b>8.6</b>
	<b>TOTAL FUND REVENUE</b>	<b>51,531.02</b>	<b>71,106.60</b>	<b>825,000.00</b>	<b>753,893.40</b>	<b>8.6</b>



TOWN OF BAYFIELD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>BUILDINGS &amp; INFRASTRUCTURE</u>					
040-4-4920-0100 CIP CAPITAL IMPROVEMENT 2021	.00	.00	400,000.00	400,000.00	.0
TOTAL BUILDINGS & INFRASTRUCTU	.00	.00	400,000.00	400,000.00	.0
<u>TRANSFERS</u>					
040-4-4990-0013 TRANSFER TO GENERAL FUND	.00	118,750.00	475,000.00	356,250.00	25.0
TOTAL TRANSFERS	.00	118,750.00	475,000.00	356,250.00	25.0
TOTAL FUND EXPENDITURES	.00	118,750.00	875,000.00	756,250.00	13.6
NET REVENUE OVER EXPENDITURES	51,531.02	( 47,643.40)	( 50,000.00)	( 2,356.60)	( 95.3)

TOWN OF BAYFIELD  
BALANCE SHEET  
FEBRUARY 28, 2023

WATER FUND

ASSETS

050-1-0000-0100	CASH IN COMBINED CASH FUND	2,326,840.73	
050-1-0000-0115	A/R WATER/TURN ON-OFF/PENALTY	69,007.67	
050-1-0000-0120	INVENTORY	35,565.77	
050-1-0000-0181	LAND	55,858.00	
050-1-0000-0182	CONSTRUCTION IN PROGRESS	311,248.88	
050-1-0000-0183	BUILDINGS AND IMPROVEMENTS	749,160.28	
050-1-0000-0184	WATER EQUIPMENT	325,443.07	
050-1-0000-0185	WATER PLANT	8,198,874.47	
050-1-0000-0186	ACCUMULATED DEPRECIATION	( 3,592,201.00)	
050-1-0000-0187	WATER RIGHTS	1,983.77	
050-1-0000-0450	DEFERRED OUTFLOW PENSIONS	23,913.00	
050-1-0000-0451	DEFERRED OUTFLOW OPEB	1,840.00	
	TOTAL ASSETS		8,507,534.64

LIABILITIES AND EQUITY

LIABILITIES

050-2-0000-0203	ACCOUNTS PAYABLE	26,423.27	
050-2-0000-0215	ACCRUED INTEREST PAYABLE	28,503.57	
050-2-0000-0230	DEFERRED REVENUE	( 1.36)	
050-2-0000-0233	CRPWD WATERLINE REP LOAN	846,856.59	
050-2-0000-0240	COMPENSATED ABSENCES	8,703.72	
050-2-0000-0260	NET PENSION LIABILITY	97,898.00	
050-2-0000-0261	NET OPEB LIABILITY	13,302.00	
050-2-0000-0290	FIRE HYDRANT CONSTRUCTION DEP	2,000.00	
050-2-0000-0450	DEFERRED INFLOW PENSIONS	105,871.00	
050-2-0000-0451	DEFERRED INFLOW OPEB	8,607.00	
	TOTAL LIABILITIES		1,138,163.79

FUND EQUITY

050-2-0000-0801	RETAINED EARNINGS TO BALANCE	5,942,386.37	
050-2-0000-0880	RETAINED EARNINGS	1,476,906.18	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	( 49,921.70)	
	BALANCE - CURRENT DATE	( 49,921.70)	
	TOTAL FUND EQUITY		7,369,370.85
	TOTAL LIABILITIES AND EQUITY		8,507,534.64

TOWN OF BAYFIELD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES AND FEES</u>					
050-3-3000-0001	WATER SALES	56,970.19	113,416.31	860,000.00	746,583.69 13.2
050-3-3000-0002	PENALTIES & INTEREST	1,769.22	3,760.49	15,000.00	11,239.51 25.1
050-3-3000-0005	WATER SALESMAN	3,147.50	7,287.50	78,000.00	70,712.50 9.3
050-3-3000-0010	HYDRANT METER DEPOSITS	( 4,823.00)	( 4,823.00)	.00	4,823.00 .0
050-3-3000-0015	WATER METERS & SUPPLIES	688.76	688.76	12,000.00	11,311.24 5.7
050-3-3100-0001	TURN ON/OFF FEES	420.00	1,120.00	7,000.00	5,880.00 16.0
050-3-3100-0361	INTEREST INCOME	6,257.68	12,896.14	12,000.00	( 896.14) 107.5
	<b>TOTAL TAXES AND FEES</b>	<b>64,430.35</b>	<b>134,346.20</b>	<b>984,000.00</b>	<b>849,653.80 13.7</b>
<u>MISCELLANEOUS REVENUE</u>					
050-3-3900-0001	PLANT INVESTMENT FEES	.00	.00	100,000.00	100,000.00 .0
050-3-3900-0002	CASH IN LIEU OF WATER RIGHTS	.00	18,420.00	1,000.00	( 17,420.00) 1842.0
050-3-3900-0333	MISCELLANEOUS REVENUE-WATER	500.00	2,180.19	5,000.00	2,819.81 43.6
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>500.00</b>	<b>20,600.19</b>	<b>106,000.00</b>	<b>85,399.81 19.4</b>
	<b>TOTAL FUND REVENUE</b>	<b>64,930.35</b>	<b>154,946.39</b>	<b>1,090,000.00</b>	<b>935,053.61 14.2</b>

TOWN OF BAYFIELD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER TREATMENT &amp; DISTRIBUTION</u>					
050-4-4000-1000 SALARY	25,267.42	43,875.76	218,815.00	174,939.24	20.1
050-4-4000-1020 ON-CALL	506.26	1,211.01	9,000.00	7,788.99	13.5
050-4-4000-1040 OVERTIME	717.84	1,854.86	7,500.00	5,645.14	24.7
050-4-4000-1100 PERA	3,756.82	6,618.19	34,662.00	28,043.81	19.1
050-4-4000-1110 MEDICARE	367.61	647.62	3,412.00	2,764.38	19.0
050-4-4000-1300 UNEMPLOYMENT	50.90	89.73	471.00	381.27	19.1
050-4-4000-1310 WORKERS COMP	.00	1,686.86	9,719.00	8,032.14	17.4
050-4-4000-1400 HEALTH INS	3,819.22	7,638.44	49,850.00	42,211.56	15.3
050-4-4000-1405 HSA EMPLOYER CONTRIBUTION	200.00	400.00	.00	( 400.00)	.0
050-4-4000-1410 VISION	24.00	48.00	288.00	240.00	16.7
050-4-4000-1420 DENTAL	279.00	558.00	3,348.00	2,790.00	16.7
050-4-4000-1500 U/C ALLOWANCE	.00	.00	1,500.00	1,500.00	.0
050-4-4000-1510 CELL PHONE ALLOWANCE/STIPEND	50.00	100.00	600.00	500.00	16.7
050-4-4000-1520 WELLNESS	.00	.00	1,350.00	1,350.00	.0
<b>TOTAL WATER TREATMENT &amp; DISTRIB</b>	<b>35,039.07</b>	<b>64,728.47</b>	<b>340,515.00</b>	<b>275,786.53</b>	<b>19.0</b>
<u>WATER TREATMENT &amp; DISTRIBUTION</u>					
050-4-4134-0105 TRAINING, TRAVEL & MEETINGS	.00	.00	3,500.00	3,500.00	.0
050-4-4134-0109 PERSONNEL RELATIONS	10.50	71.00	1,700.00	1,629.00	4.2
050-4-4134-0117 POSTAGE	.00	.00	2,500.00	2,500.00	.0
050-4-4134-0121 SUPPLIES	5,359.60	7,007.70	78,500.00	71,492.30	8.9
050-4-4134-0125 COMPUTER HARDWARE/SOFTWARE	3,030.34	3,829.09	17,000.00	13,170.91	22.5
050-4-4134-0129 PUBLISHING/ADVERTISING	393.95	393.95	2,500.00	2,106.05	15.8
050-4-4134-0202 BUILDING/FACILITY MAINTENANCE	4,113.75	5,432.68	31,000.00	25,567.32	17.5
050-4-4134-0206 VEHICLE/EQUIP MAINTENANCE	.00	.00	2,500.00	2,500.00	.0
050-4-4134-0210 VEHICLE/EQUIP FUEL	109.12	109.12	6,000.00	5,890.88	1.8
050-4-4134-0351 OPERATIONAL FEES	1,088.90	1,088.90	12,000.00	10,911.10	9.1
050-4-4134-0359 PROGRAMS	39.99	339.99	5,000.00	4,660.01	6.8
050-4-4134-0441 LEGAL-CONSULTING SERVICES	.00	.00	2,500.00	2,500.00	.0
050-4-4134-0445 AUDIT-CONSULTING SERVICES	.00	.00	4,000.00	4,000.00	.0
050-4-4134-0449 LAND USE-CONSULTING SERVICES	.00	.00	1,000.00	1,000.00	.0
050-4-4134-0453 ENGINEER - CONSULTING SERVICES	.00	.00	20,000.00	20,000.00	.0
050-4-4134-0457 IT-CONSULTING SERVICES	2,845.46	5,915.92	16,000.00	10,084.08	37.0
050-4-4134-0465 OTHER-CONSULTING SERVICES	.00	.00	5,000.00	5,000.00	.0
050-4-4134-0500 INSURANCE	.00	5,742.46	30,000.00	24,257.54	19.1
050-4-4134-0601 ELECTRICITY	2,337.48	2,337.48	35,000.00	32,662.52	6.7
050-4-4134-0602 ELECTRICITY/OPTION 2	677.90	677.90	13,500.00	12,822.10	5.0
050-4-4134-0603 ELECTRICITY/OPTION 3	546.61	546.61	.00	( 546.61)	.0
050-4-4134-0611 NATURAL GAS/PROPANE	2,387.92	2,387.92	9,000.00	6,612.08	26.5
050-4-4134-0621 SEWER	535.72	1,041.95	6,000.00	4,958.05	17.4
050-4-4134-0631 WATER	879.25	1,043.43	3,000.00	1,956.57	34.8
050-4-4134-0651 TELEPHONE	84.46	168.92	1,400.00	1,231.08	12.1
050-4-4134-0661 INTERNET	166.82	238.66	3,200.00	2,961.34	7.5
050-4-4134-0999 MISCELLANEOUS	.00	.00	100.00	100.00	.0
<b>TOTAL WATER TREATMENT &amp; DISTRIB</b>	<b>24,607.77</b>	<b>38,373.68</b>	<b>311,900.00</b>	<b>273,526.32</b>	<b>12.3</b>

TOWN OF BAYFIELD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COST OF WATER SALES</u>					
050-4-4331-0227	DITCH FEES LOS PINOS/SCHROEDER	12,686.38	12,686.38	13,500.00	813.62 94.0
050-4-4331-0228	PRID	.00	.00	16,500.00	16,500.00 .0
050-4-4331-0232	WATER RIGHTS ADJUDICATION	19,421.45	19,421.45	50,000.00	30,578.55 38.8
050-4-4331-0359	WATER SALESMAN PROCESSING	313.06	313.06	4,000.00	3,686.94 7.8
	<b>TOTAL COST OF WATER SALES</b>	<b>32,420.89</b>	<b>32,420.89</b>	<b>84,000.00</b>	<b>51,579.11 38.6</b>
<u>ADMIN FEES</u>					
050-4-4819-0050	WATER ADMIN FEES	16,666.67	33,333.30	200,000.00	166,666.70 16.7
	<b>TOTAL ADMIN FEES</b>	<b>16,666.67</b>	<b>33,333.30</b>	<b>200,000.00</b>	<b>166,666.70 16.7</b>
<u>WATER CAPITAL - CAPITAL OUTLAY</u>					
050-4-4900-0001	WATER STORAGE TANK	.00	.00	358,225.00	358,225.00 .0
	<b>TOTAL WATER CAPITAL - CAPITAL OU</b>	<b>.00</b>	<b>.00</b>	<b>358,225.00</b>	<b>358,225.00 .0</b>
<u>DEBT SERVICE</u>					
050-4-4910-0000	CWPRDA INTEREST & PRINCIPAL	.00	36,011.75	72,024.00	36,012.25 50.0
	<b>TOTAL DEBT SERVICE</b>	<b>.00</b>	<b>36,011.75</b>	<b>72,024.00</b>	<b>36,012.25 50.0</b>
	<b>TOTAL FUND EXPENDITURES</b>	<b>108,734.40</b>	<b>204,868.09</b>	<b>1,366,664.00</b>	<b>1,161,795.91 15.0</b>
	<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 43,804.05)</b>	<b>( 49,921.70)</b>	<b>( 276,664.00)</b>	<b>( 226,742.30) ( 18.0)</b>

TOWN OF BAYFIELD  
 BALANCE SHEET  
 FEBRUARY 28, 2023

GARBAGE FUND

ASSETS

060-1-0000-0100	CASH IN COMBINED CASH FUND	45,222.04	
060-1-0000-0140	A/R - GARBAGE/ CLEAN-UP/RECYCL	19,023.31	
060-1-0000-0186	ACCUMULATED DEPRECIATION	( 30,050.08)	
060-1-0000-0250	BUILDINGS & IMPROVEMENTS	57,967.46	
	TOTAL ASSETS		<u>92,162.73</u>

LIABILITIES AND EQUITY

LIABILITIES

060-2-0000-0203	ACCOUNTS PAYABLE	10,982.42	
	TOTAL LIABILITIES		10,982.42

FUND EQUITY

060-2-0000-0801	CURRENT FUND BALANCE	68,559.55	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	12,620.76	
	BALANCE - CURRENT DATE	12,620.76	
	TOTAL FUND EQUITY		<u>81,180.31</u>
	TOTAL LIABILITIES AND EQUITY		<u>92,162.73</u>

TOWN OF BAYFIELD  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

GARBAGE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>						
060-3-3482-0100	GARBAGE FEES	15,766.35	31,581.87	191,000.00	159,418.13	16.5
	TOTAL CHARGES FOR SERVICES	15,766.35	31,581.87	191,000.00	159,418.13	16.5
	TOTAL FUND REVENUE	15,766.35	31,581.87	191,000.00	159,418.13	16.5



TOWN OF BAYFIELD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

GARBAGE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT	
<u>OPERATIONS</u>						
060-4-4300-0001	WASTE CONTROL CONTRACT	14,223.69	14,223.69	178,433.00	164,209.31	8.0
060-4-4300-0003	SPRING CLEAN UP	.00	.00	1,200.00	1,200.00	.0
	TOTAL OPERATIONS	14,223.69	14,223.69	179,633.00	165,409.31	7.9
<u>ADMINISTRATIVE</u>						
060-4-4324-0220	COMPUTER SUPPORT & MAINTENAN	49.24	49.24	500.00	450.76	9.9
060-4-4324-0381	POSTAGE	.00	.00	1,000.00	1,000.00	.0
	TOTAL ADMINISTRATIVE	49.24	49.24	1,500.00	1,450.76	3.3
<u>ADMIN FEES</u>						
060-4-4329-0060	GARBAGE ADMIN FEES	2,083.33	4,166.70	25,000.00	20,833.30	16.7
	TOTAL ADMIN FEES	2,083.33	4,166.70	25,000.00	20,833.30	16.7
<u>DEPARTMENT 4800</u>						
060-4-4800-0100	UTILITY RELIEF	248.44	521.48	2,500.00	1,978.52	20.9
	TOTAL DEPARTMENT 4800	248.44	521.48	2,500.00	1,978.52	20.9
	TOTAL FUND EXPENDITURES	16,604.70	18,961.11	208,633.00	189,671.89	9.1
	NET REVENUE OVER EXPENDITURES	( 838.35)	12,620.76	( 17,633.00)	( 30,253.76)	71.6

TOWN OF BAYFIELD  
 BALANCE SHEET  
 FEBRUARY 28, 2023

STREETS FUND

ASSETS

071-1-0000-0100	CASH IN COMBINED CASH FUND	2,554,406.57	
071-1-0000-0120	INVENTORY	15,946.00	
071-1-0000-0150	DUE FROM OTHER GOVERNMENTS	131.86	
	TOTAL ASSETS		<u>2,570,484.43</u>

LIABILITIES AND EQUITY

LIABILITIES

071-2-0000-0203	ACCOUNTS PAYABLE	40,729.41	
	TOTAL LIABILITIES		40,729.41

FUND EQUITY

071-2-0000-0801	CURRENT FUND BALANCE	2,580,127.67	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	( 50,372.65)	
	BALANCE - CURRENT DATE	( 50,372.65)	
	TOTAL FUND EQUITY		<u>2,529,755.02</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,570,484.43</u>

TOWN OF BAYFIELD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

STREETS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT	
<u>TAXES AND FEES</u>						
071-3-3000-0005	CITY SALES TAX	48,215.48	48,433.81	585,000.00	536,566.19	8.3
071-3-3000-0020	HIGHWAY USERS TAX	6,908.31	6,908.31	92,000.00	85,091.69	7.5
071-3-3000-0040	SPECIFIC OWNERSHIP TAX	1,717.78	3,880.03	17,000.00	13,119.97	22.8
071-3-3000-0050	NATURAL GAS FRANCHISE FEE	.00	.00	14,500.00	14,500.00	.0
071-3-3000-0055	TV FRANCHISE FEE	110.66	110.66	500.00	389.34	22.1
071-3-3000-0070	COUNTY ROAD & BRIDGE FUNDS	.00	111.34	14,000.00	13,888.66	.8
071-3-3100-0021	RIGHT OF WAY FEES	25.00	50.00	5,500.00	5,450.00	.9
	<b>TOTAL TAXES AND FEES</b>	<b>56,977.23</b>	<b>59,494.15</b>	<b>728,500.00</b>	<b>669,005.85</b>	<b>8.2</b>
<u>MISCELLANEOUS REVENUE</u>						
071-3-3800-0001	INTEREST	5,276.35	10,873.76	10,000.00	( 873.76)	108.7
071-3-3900-0333	MISCELLANEOUS REVENUE-STREET	.00	9,550.00	.00	( 9,550.00)	.0
071-3-3920-0003	COTRUST INTEREST STREETS FUND	.00	16,000.00	64,000.00	48,000.00	25.0
071-3-3930-0010	GRANTS	.00	.00	2,559,602.00	2,559,602.00	.0
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>5,276.35</b>	<b>36,423.76</b>	<b>2,633,602.00</b>	<b>2,597,178.24</b>	<b>1.4</b>
	<b>TOTAL FUND REVENUE</b>	<b>62,253.58</b>	<b>95,917.91</b>	<b>3,362,102.00</b>	<b>3,266,184.09</b>	<b>2.9</b>

TOWN OF BAYFIELD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

STREETS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREET LABOR &amp; BENEFITS</u>					
071-4-4000-1000 SALARY	6,851.74	13,401.67	85,523.00	72,121.33	15.7
071-4-4000-1020 ON-CALL	649.09	1,052.27	3,000.00	1,947.73	35.1
071-4-4000-1040 OVERTIME	199.49	406.04	6,000.00	5,593.96	6.8
071-4-4000-1100 PERA	1,053.84	2,026.89	13,923.00	11,896.11	14.6
071-4-4000-1110 MEDICARE	103.32	199.52	1,371.00	1,171.48	14.6
071-4-4000-1300 UNEMPLOYMENT	14.35	27.62	189.00	161.38	14.6
071-4-4000-1310 WORKERS COMP	.00	815.40	4,698.00	3,882.60	17.4
071-4-4000-1400 HEALTH INS	1,851.72	3,703.44	24,650.00	20,946.56	15.0
071-4-4000-1405 HSA EMPLOYER CONTRIBUTION	300.00	300.00	.00	( 300.00)	.0
071-4-4000-1410 VISION	12.00	24.00	144.00	120.00	16.7
071-4-4000-1420 DENTAL	129.00	258.00	1,548.00	1,290.00	16.7
071-4-4000-1500 U/C ALLOWANCE	.00	452.21	1,000.00	547.79	45.2
071-4-4000-1510 CELL PHONE ALLOWANCE/STIPEND	50.00	100.00	1,200.00	1,100.00	8.3
071-4-4000-1520 WELLNESS	.00	198.02	900.00	701.98	22.0
<b>TOTAL STREET LABOR &amp; BENEFITS</b>	<b>11,214.55</b>	<b>22,965.08</b>	<b>144,146.00</b>	<b>121,180.92</b>	<b>15.9</b>
<u>STREET OPERATIONS</u>					
071-4-4134-0105 TRAINING, TRAVEL & MEETINGS	.00	.00	2,500.00	2,500.00	.0
071-4-4134-0109 PERSONNEL RELATIONS	7.00	157.00	4,000.00	3,843.00	3.9
071-4-4134-0113 OFFICE SUPPLIES	34.99	34.99	350.00	315.01	10.0
071-4-4134-0117 POSTAGE	.00	.00	250.00	250.00	.0
071-4-4134-0121 SUPPLIES	1,582.33	2,068.26	9,000.00	6,931.74	23.0
071-4-4134-0125 COMPUTER HARDWARE/SOFTWARE	2,526.99	3,026.99	9,000.00	5,973.01	33.6
071-4-4134-0129 PUBLISHING/ADVERTISING	.00	.00	500.00	500.00	.0
071-4-4134-0202 BUILDING/FACILITY MAINTENANCE	.00	.00	500.00	500.00	.0
071-4-4134-0206 VEHICLE/EQUIP MAINTNANCE	153.33	154.29	13,000.00	12,845.71	1.2
071-4-4134-0210 VEHICLE/EQUIP FUEL	3,615.58	3,615.58	10,500.00	6,884.42	34.4
071-4-4134-0351 OPERATIONAL FEES	.00	.00	500.00	500.00	.0
071-4-4134-0359 PROGRAMS	6,550.13	8,045.00	25,000.00	16,955.00	32.2
071-4-4134-0453 ENGINEER-CONSULTING SERVICES	.00	.00	30,000.00	30,000.00	.0
071-4-4134-0457 IT-CONSULTING SERVICES	.00	.00	2,500.00	2,500.00	.0
071-4-4134-0500 INSURANCE	.00	1,190.72	3,000.00	1,809.28	39.7
071-4-4134-0601 ELECTRICITY	268.08	268.08	2,500.00	2,231.92	10.7
071-4-4134-0602 ELECTRICITY/OPTION 2	1,606.94	1,606.94	20,000.00	18,393.06	8.0
071-4-4134-0611 NATURAL GAS/PROPANE	1,225.67	1,225.67	4,000.00	2,774.33	30.6
071-4-4134-0621 SEWER	104.57	192.77	1,000.00	807.23	19.3
071-4-4134-0631 WATER	73.79	134.58	750.00	615.42	17.9
071-4-4134-0641 GARBAGE	99.95	99.95	1,000.00	900.05	10.0
071-4-4134-0651 TELEPHONE	80.72	161.44	600.00	438.56	26.9
071-4-4134-0999 MISCELLANEOUS	.00	.00	100.00	100.00	.0
<b>TOTAL STREET OPERATIONS</b>	<b>17,930.07</b>	<b>21,982.26</b>	<b>140,550.00</b>	<b>118,567.74</b>	<b>15.6</b>

TOWN OF BAYFIELD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

STREETS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMIN FEES</u>					
071-4-4322-0799 STREET ADMIN FEES	8,333.33	16,666.70	100,000.00	83,333.30	16.7
TOTAL ADMIN FEES	8,333.33	16,666.70	100,000.00	83,333.30	16.7
<u>CAPITAL OUTLAY</u>					
071-4-4323-0100 CIP - STREETS	19,702.01	84,676.52	4,750,230.00	4,665,553.48	1.8
TOTAL CAPITAL OUTLAY	19,702.01	84,676.52	4,750,230.00	4,665,553.48	1.8
TOTAL FUND EXPENDITURES	57,179.96	146,290.56	5,134,926.00	4,988,635.44	2.9
NET REVENUE OVER EXPENDITURES	5,073.62	( 50,372.65)	( 1,772,824.00)	( 1,722,451.35)	( 2.8)

TOWN OF BAYFIELD  
 BALANCE SHEET  
 FEBRUARY 28, 2023

HOUSING DEVELOPMENT FUND

ASSETS

080-1-0000-0100	CASH IN COMBINED CASH FUND	(	<u>1,116.67)</u>
	TOTAL ASSETS	(	<u><u>1,116.67)</u></u>

LIABILITIES AND EQUITY

FUND EQUITY

080-2-0000-0801	CURRENT FUND BALANCE		10,440.58
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	(	<u>11,557.25)</u>
	BALANCE - CURRENT DATE	(	<u>11,557.25)</u>
	TOTAL FUND EQUITY	(	<u>1,116.67)</u>
	TOTAL LIABILITIES AND EQUITY	(	<u><u>1,116.67)</u></u>

TOWN OF BAYFIELD  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

HOUSING DEVELOPMENT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS REVENUE</u>						
080-3-3880-0001	SEWER DEBT RETIREMENT	.00	.00	28,838.00	28,838.00	.0
080-3-3880-0002	DOLA GRANT	.00	.00	2,872,701.00	2,872,701.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	2,901,539.00	2,901,539.00	.0
	TOTAL FUND REVENUE	.00	.00	2,901,539.00	2,901,539.00	.0



TOWN OF BAYFIELD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

HOUSING DEVELOPMENT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>						
080-4-4134-0801	PROGRAMS	.00	.00	19,600.00	19,600.00	.0
080-4-4134-0802	SITE ENGINEERING	9,757.25	9,757.25	.00	( 9,757.25)	.0
080-4-4134-0806	INFRASTRUCTURE	.00	.00	2,872,701.00	2,872,701.00	.0
080-4-4134-0808	OTHER	.00	1,800.00	.00	( 1,800.00)	.0
TOTAL EXPENDITURES		9,757.25	11,557.25	2,892,301.00	2,880,743.75	.4
TOTAL FUND EXPENDITURES		9,757.25	11,557.25	2,892,301.00	2,880,743.75	.4
NET REVENUE OVER EXPENDITURES		( 9,757.25)	( 11,557.25)	9,238.00	20,795.25	(125.1)

TOWN OF BAYFIELD  
 BALANCE SHEET  
 FEBRUARY 28, 2023

EQUIPMENT REPLACEMENT FUND

<u>ASSETS</u>			
090-1-0000-0100	CASH IN COMBINED CASH FUND		370,160.69
	TOTAL ASSETS		370,160.69
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
090-2-0000-0801	CURRENT FUND BALANCE		443,061.87
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	( 72,901.18)	
	BALANCE - CURRENT DATE	( 72,901.18)	
	TOTAL FUND EQUITY		370,160.69
	TOTAL LIABILITIES AND EQUITY		370,160.69

TOWN OF BAYFIELD  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

EQUIPMENT REPLACEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS REVENUE</u>					
090-3-3920-0361 INTEREST INCOME	3,929.87	8,098.82	9,000.00	901.18	90.0
TOTAL MISCELLANEOUS REVENUE	3,929.87	8,098.82	9,000.00	901.18	90.0
TOTAL FUND REVENUE	3,929.87	8,098.82	9,000.00	901.18	90.0

TOWN OF BAYFIELD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2023

EQUIPMENT REPLACEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>VEHICLES</u>					
090-4-4900-0025 TRANSFERS TO STREETS	.00	16,000.00	64,000.00	48,000.00	25.0
090-4-4900-0100 CIP EQUIPMENT 2021	.00	65,000.00	260,000.00	195,000.00	25.0
<b>TOTAL VEHICLES</b>	<b>.00</b>	<b>81,000.00</b>	<b>324,000.00</b>	<b>243,000.00</b>	<b>25.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>.00</b>	<b>81,000.00</b>	<b>324,000.00</b>	<b>243,000.00</b>	<b>25.0</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>3,929.87</b>	<b>( 72,901.18)</b>	<b>( 315,000.00)</b>	<b>( 242,098.82)</b>	<b>( 23.1)</b>

## TOWN OF BAYFIELD SALES TAX AND SHARE OF LA PLATA COUNTY SALES TAX



### Bayfield Sales Tax

	Sales	November	December	January	February	March	April	May	June	July	August	September	October	Total
Deposit Revenue	January	February	March	April	May	June	July	August	September	October	November	December		
2022	\$ 144,752	\$ 147,344												\$ 292,096
2023	\$ 145,275	\$ 144,632												\$ 289,907

99.25%

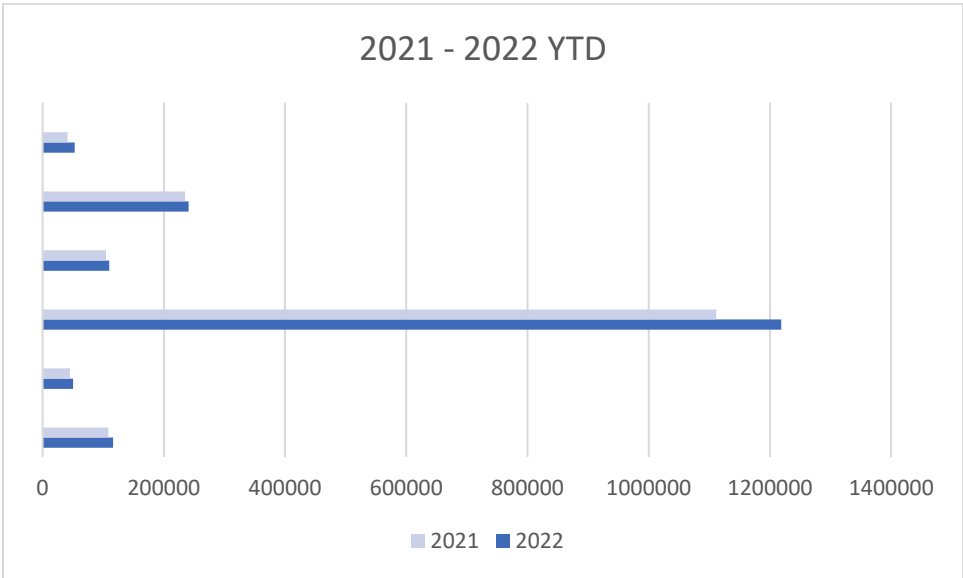
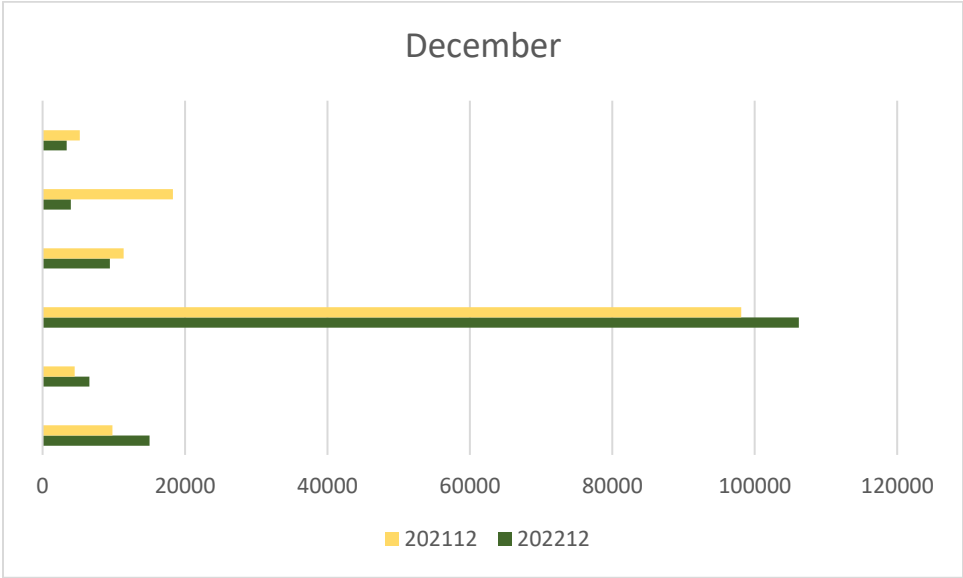
### La Plata County Sales Tax Share

	Sales	November	December	January	February	March	April	May	June	July	August	September	October	Total
Deposit Revenue	January	February	March	April	May	June	July	August	September	October	November	December		
2022	\$ 104,070	\$ 125,262												\$ 229,332
2023	\$ 109,429	\$ 129,900												\$ 239,329

104.36%

2022 Combined Tax	\$ 248,822	\$ 272,606	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 521,428
2023 Combined Tax	\$ 254,704	\$ 274,532	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ 529,236	
Percent Increase 2022 to 2023	102.36%	100.71%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	101.50%

# Town Of Bayfield Sales Tax Comparison





1199 Bayfield Parkway ◦ P.O. Box 80 ◦ Bayfield, CO 81122 ◦ (970) 884-9544

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**MEMORANDUM**

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**TO:** THE HONORABLE MAYOR AND BOARD OF TRUSTEES  
**FROM:** COREY GRIFFIS, ASST. DIRECTOR OF PUBLIC WORKS  
**SUBJECT:** COMBINATION SINGLE ENGINE SEWER CLEANER  
**DATE:** 3/16/2023

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**Purpose:**

The Town of Bayfield Public Works Department currently cleans the sewer system with a jet rodder, and a grit basket. This method doesn't catch all the debris cleaned from the sewer. Purchasing the Combination truck will allow us to catch all of the debris from the sewer collection system, as well as storm water collection system.

**Request:**

Staff is requesting \$200,000 to purchase this piece of equipment. We budgeted \$200,000 in the sewer capital fund for this purchase. The total cost includes shipping as well.

**Attached:**

Joe Johnson Equipment quote





## Presents a Proposal Summary



### 2100i

Combination Single Engine Sewer Cleaner with Positive Displacement Vacuum System Mounted on a Heavy Duty Truck Chassis

for

Town of Bayfield, CO

from  
Kyle Leroy  
Joe Johnson Equipment LLC

[kleroy@jjeusa.com](mailto:kleroy@jjeusa.com)

970-975-1947

## 2013 Vactor 2100 Plus PD 18"

- 12 YD Debris body
- 1300 Gallon Water Capacity
- 80 GPM/2500 PSI
- 400,000 BTU Boiler
- Remote Pendant Control with 35' Cord
- Centrifugal Separators
- 180 deg. 8ft Telescoping Boom
- 6" Rear Door Butterfly Valve w/Port
- LED Lights, Clearance, Back-up, Stop, Tail & Turn
- Folding Pipe Rack, Curbside
- 48w x 22h x 24d Curbside Toolbox
- Bellypack Wireless Controls
- Cold Weather Recirculator, PTO Driven, 25 GPM
- Jet Rodder Water System Accumulator
- Split LED Arrow Traffic Controller
- Dual Work Lights on telescoping boom

## 2013 Kenworth T440 Tandem

- 370 HP LSL9 Engine
- Allison 3000 RDS transmission
- Air Suspension Driver Seat
- Air Conditioning
- Intelliview in Cab Mount
- Front and Rear Tow Hooks

JJE Unit# UA011548

VIN: 1NKBL50X6DJ346014

S/N: 12-07V-13234

**Total Purchase Price:** \$200,000.00

Price valid for 10 Days from date of 2/7/2023  
Subject to prior sale

**ORDINANCE 4##**  
**AN ORDINANCE OF THE TOWN OF BAYFIELD POPULATING CHAPTER 15**  
**ARTICLE III AND CREATING A STORMWATER ENTERPRISE**

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF BAYFIELD, COLORADO AMENDING CHAPTER 15 OF THE BAYFIELD MUNICIPAL CODE TO ENACT A STORMWATER UTILITY ENTERPRISE AND REFERENCE TO THE IMPOSITION OF FLOOD REDUCTION FEES.

**WHEREAS**, the Town of Bayfield ("Town") is a municipal corporation duly organized and operating pursuant to the laws of the State of Colorado; and

**WHEREAS**, the Town is authorized pursuant to Article 15 of Title 31 of the Colorado Revised Statutes to adopt regulations in further of the protection of health, safety and welfare of the community; and

**WHEREAS**, stormwater runoff has caused negative health and safety impacts to public and private property in the Town; and

**WHEREAS**, prior to modern development standards Stormwater was directed towards irrigation ditches; and

**WHEREAS**, the Clean Water Act of 1972 established the basic structure for regulating discharges of pollutants into the waters of the United States and regulating quality standards for surface waters including the need to address the critical problems posed by nonpoint source (NPS) pollution; and

**WHEREAS**, NPS pollution generally results from land runoff, precipitation, atmospheric deposition, drainage, seepage or hydrologic modification. NPS pollution, unlike pollution from industrial and sewage treatment plants, comes from many diffuse sources. NPS pollution is caused by rainfall or snowmelt moving over and through the ground. As the runoff moves, it picks up and carries away natural and human-made pollutants, finally depositing them into lakes, rivers, wetlands and ground waters; and

**WHEREAS**, the Board of Trustees find it necessary to codify requirements and regulations governing the stormwater utility enterprise and to authorize the imposition of Pollution Control and Flood Reduction fees upon customers and properties in the Town to promote the protection of the public from damage from stormwater runoff; and

**WHEREAS**, this Ordinance establishing a Stormwater Utility Enterprise is retained with all authority established by Article X, Section 20 of the Colorado Constitution and Title 37, Article 45.1 Colorado Revised Statutes (the Water Activity Law).

**BE IT ORDAINED BY THE BOARD OF TRUSTEES FOR THE TOWN OF BAYFIELD, COLORADO, THAT:**

The Bayfield Town Code, Chapter 15, Article III, Stormwater Utility Enterprise, is created and this Ordinance establishing a Stormwater Utility Enterprise is created with all authority established by Article X, Section 20 of the Colorado Constitution and Title 37, Article 45.1 Colorado Revised Statutes (Water Activities-Enterprise Status Law).

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## ARTICLE III. STORMWATER

### DIVISION 1. GENERALLY

#### *Sec. 15-112. Necessity of article.*

It is the intent of this Article to: promote the public health, safety and welfare by minimizing flood losses and the inconvenience and damage resulting from uncontrolled and unplanned stormwater runoff; to implement a stormwater utility to coordinate, design, construct, manage, operate and maintain the stormwater management system; to establish a reasonable and equitable program to implement and finance stormwater management and to encourage and facilitate urban water resources management techniques, including, without limitation, detention of stormwater, reduction of the need to construct storm sewers, reduction of pollution and enhancement of the environment.

#### *Sec. 15-113. Article of contract.*

All the provisions contained in this article shall be considered a part of a contract of every developed property within the Town of Bayfield. Each person shall be considered as having expressly consented to be bound hereby.

**Sec. 15-114. Stormwater Utility Enterprise.**

The entirety of stormwater management shall be known as the Town of Bayfield stormwater utility enterprise. The operation and management of the stormwater utility enterprise shall be under the control of the board of trustees through its designated management staff.

**Sec. 15-115. Public Works Director.**

In addition to his/her other duties, the Public Works Director shall, under the supervision and control of the Town Manager, have charge of all facilities of the stormwater utility, and it shall be his/her duty to supervise the stormwater utility and maintain and control the same as directed by the board of trustees and as provided in this article.

**Sec. 15-116. Prohibited Acts.**

It is unlawful for any person to injure or in any way damage or meddle or interfere with any property or appliance constituting or being part of the stormwater utility or any fence, guardrail, box-cover, ditch/swale, building or any other structure constructed or used to operate any part of the stormwater utility.

**DIVISION 2. DEFINITIONS**

**Sec. 15-117. Definitions.**

Unless the context specifically indicates otherwise, the meaning of terms used in this division shall be as follows:

Culvert – means a tunnel carrying a stream, ditch or open drain under a road.

Customer – means the owner of record of a lot, tract or parcel of land within the Town boundaries.

Driveway Culvert – A culvert in a driveway used for vehicle access to cross from a street to a developed area over a natural swale or manmade ditch or storm drainage bar ditch.

HOA – means a homeowner association of which makes and enforces rules for a subdivision, planned community, or condominium building; its members are residents.

Retention Basin/Detention Pond – means a retention basin, sometimes called a detention pond, or stormwater management pond (SWMP), is an artificial pond with vegetation around the perimeter and a permanent or temporary pool of water in its design. It is used to manage stormwater runoff, for protection against flooding, for erosion control, and to serve as an artificial wetland and improve the water quality in adjacent bodies of water.

Runoff – means that part of snowfall, rainfall or other stormwater which is not absorbed, transpired, evaporated or left in surface depressions and which then flows controlled or uncontrolled into a watercourse or body of water.

Stormwater Facilities – means any one (1) or more of various devices used in the collection, treatment or disposition of storm, flood or surface drainage waters, including manmade structures and natural watercourses, for the conveyance of runoff, such as detention areas, berms, swales, improved watercourses, channels, facilities, inlets, collection, drainage or disposal lines, intercepting sewers, joint storm and sanitary sewers, sewage disposal plants, outfall sewers, pumping plants and other equipment and appurtenances, and all extensions, improvements, remodeling, additions and alterations thereof; and any and all rights or interests in such sewerage or stormwater facilities.

Stormwater System – means all of the stormwater facilities used by the Town for the control of

runoff.

User fees, rates or charges – means a monthly fee paid to the town for a proportionate share of the operation and maintenance expenses of the town's facilities and services, including depreciation.

Utility – means the stormwater drainage and flood control utility that is created under this Article.

### **DIVISION 3. STORMWATER UTILITY**

#### **Sec. 15-118. Stormwater Utility Considered a Town-Owned Enterprise.**

There is hereby established a stormwater utility enterprise of the Town. Such utility shall construct, maintain and operate the stormwater system of the Town. The utility shall be considered an "enterprise" as defined in Article X, Section 20 of the Colorado Constitution. All funds collected by the Town from the various sources authorized herein shall be properly identified and transferred for deposit in the Stormwater Utility Enterprise Fund to be used for the operation of the utility.

#### **Sec. 15-119. Authority.**

The enterprise shall be authorized to have and exercise the following powers in furtherance of its purposes:

- (a) To hold meetings concurrently with regular and special meetings of the Board of Trustees;
- (b) To issue its revenue bonds for stormwater purposes in the manner in which Town revenue bonds may be issued;
- (c) To pledge any revenues of the Town's stormwater system to the payment of such revenue bonds and to pay such revenue bonds therefrom;
- (d) To enter into contracts relating to the stormwater system in the manner in which Town contracts may be entered into;
- (e) To make representations, warranties and covenants relating to the stormwater system on behalf of the Town;
- (f) To exercise rights and privileges of the Town relating to the stormwater system; and
- (g) To bind the Town to perform any obligation relating to the stormwater system other than any multiple-fiscal-year direct or indirect debt or other financial obligation of the Town without adequate present cash reserves pledged irrevocably and held for payments in all future years.
- (h) All revenues and expenditures of the Town or of the enterprise relating to the stormwater utility system shall be considered revenues and expenditures of the enterprise, shall be limited to the costs of operating and administering the stormwater system and utility.

#### **Sec. 15-120. Administration of Stormwater Utility.**

The Board of Trustees shall constitute the policy-making and governing board of the utility. Subject to direction by the Board of Trustees, the Town Manager shall manage and administer all matters pertaining to the operation and maintenance of the stormwater utility and shall perform all acts that may be necessary for the prudent, efficient and economical management, protection and enforcement of the stormwater utility. The Town Manager may create and approve forms, written administration interpretations and any other documentation deemed necessary to permit the administration of this Section. The Board of Trustees shall have the power by motion or resolution to prescribe such other and further rules and regulations governing the powers and duties of the



Town Manager in the management of the stormwater utility and to establish such other rules and regulations not otherwise contained in this Section.

**Sec. 15-121. Use of Stormwater Utility Fund.**

The utility fund shall be used only to pay the costs of construction, operation and maintenance of the stormwater system and the costs of administration of the stormwater utility. The Town may pledge all or any portion of the fund, including revenues anticipated to be collected, to the payment of principal, interest, premium, if any, and reserves for general obligation bonds, revenue bonds or any other obligations lawfully issued or otherwise contracted for by the Town for the payment or other financing of costs of the stormwater system, or for the purpose of refunding any obligations issued or otherwise contracted for such purposes.

**Sec. 15-122. Responsibility for Accepted Public Facilities.**

All public facilities constructed, installed, or provided hereunder shall, upon acceptance of the same by the Town in writing, become the property of the Town, and the Town thereafter shall be responsible for the operation and maintenance of the same.

The Town shall maintain all accepted public facilities located within public lands, rights-of-way, and easements, and may maintain other accepted public facilities located within or adjacent to the Town. Such public facilities do not include facilities not accepted by the Town in writing for maintenance, or privately owned or maintained drainage facilities.

**Sec. 15-123. Private or HOA Stormwater Facilities.**

All stormwater facilities exempt from the Stormwater Utility Enterprise shall be maintained in a manner acceptable to the Town standards as it pertains to runoff and restricting natural and human-made pollutants draining into the Town Stormwater utility system, ditches, lakes, rivers, wetlands and ground waters

This Ordinance shall become effective thirty (30) days after publication following final passage.

**ADOPTED AND ORDERED PUBLISHED THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2023.**

**The Town of Bayfield, Colorado, Acting through the Bayfield Stormwater Utility Enterprise to prescribe regulations.**

MAYOR:

\_\_\_\_\_  
Ashleigh Tarkington

ATTEST:

\_\_\_\_\_  
Kathleen S. Cathcart, Town Clerk

**RESOLUTION 559**

**A RESOLUTION OF THE TOWN OF BAYFIELD REGARDING A DEPUTY TOWN CLERK APPOINTMENT**

**WHEREAS**, due to a recent resignation and vacancy the Board of Trustees find it necessary to appoint a Deputy Town Clerk; and

**WHEREAS**, the vacant position was advertised, an interview of several candidates took place and Amber R. Lamb was hired; and

**WHEREAS**, Amber R. Lamb is eligible to be appointed to fill the vacancy of the Deputy Town Clerk.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BAYFIELD, COUNTY OF LA PLATA COUNTY, STATE OF COLORADO AS FOLLOWS:**

The following officer is appointed for a term not to exceed the April annual appointments of officers or until a successor is appointed and qualified.

Section 2-6.7. Deputy Town Clerk

Amber R. Lamb

**A RESOLUTION PASSED, APPROVED, and ADOPTED this 21<sup>st</sup> day of March 2023, by the Board of Trustees of the Town of Bayfield, Colorado.**

\_\_\_\_\_  
Ashleigh Tarkington, Mayor

ATTEST:

\_\_\_\_\_  
Kathleen Cathcart, Town Clerk



**RESOLUTION 560**

**A RESOLUTION OF THE TOWN OF BAYFIELD APPOINTING A MAYOR PRO-TEM**

**WHEREAS**, the Board of Trustees find it necessary to appoint a Mayor Pro-tem.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BAYFIELD, COUNTY OF LA PLATA COUNTY, STATE OF COLORADO AS FOLLOWS:**

The following officer is appointed for a term not to exceed the April annual appointments of officers or until a successor is appointed and qualified.

Section 2-3 (b)Mayor Pro-tem

**A RESOLUTION PASSED, APPROVED, and ADOPTED this 21<sup>st</sup> day of March 2023, by the Board of Trustees of the Town of Bayfield, Colorado.**

\_\_\_\_\_  
Ashleigh Tarkington, Mayor

ATTEST:

\_\_\_\_\_  
Kathleen Cathcart, Town Clerk

**RESOLUTION 561**

**A RESOLUTION OF THE TOWN OF BAYFIELD, COLORADO, ESTABLISHING AUTHORITY FOR THE MAYOR, MAYOR PRO-TEM, THE TOWN MANAGER, AND THE PUBLIC WORKS DIRECTOR TO SIGN ON ALL OF THE TOWN OF BAYFIELD ACCOUNTS LOCATED AT TBK BANK AND COLOTRUST.**

**WHEREAS**, the Town has accounts at TBK Bank and ColoTrust; and

**WHEREAS**, the Town wishes to establish signing authority for the Mayor, Mayor Pro-tem, the Town Manager and the Public Works Director on all of the Town of Bayfield Accounts at these financial institutions.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BAYFIELD, COUNTY OF LA PLATA COUNTY, STATE OF COLORADO AS FOLLOWS:**

- Mayor Ashleigh Tarkington
- Mayor Pro-tem
- Town Manager Kathleen Sickles
- Public Works Director Jeremy Schulz
- OR other Official

are hereby authorized with signature authority to sign on all of the Town of Bayfield Accounts located at TBK Bank and ColoTrust.

**A RESOLUTION PASSED, APPROVED, and ADOPTED this 21<sup>st</sup> day of March 2023, by the Board of Trustees of the Town of Bayfield, Colorado.**

\_\_\_\_\_  
Ashleigh Tarkington, Mayor

ATTEST:

\_\_\_\_\_  
Kathleen Cathcart, Town Clerk