

## Town of Bayfield

Town Board Meeting – Monday April 1, 2024

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.



**Tree Board Meeting will take place starting at 5:30pm and ending at 6:15 a separate agenda is available.**

**Speak into the microphone**

### Regular Meeting Agenda:

#### 1. Opening Ceremonies

(6:30 – 6:35)

- a. Call Meeting to Order
- b. Roll Call
- c. Pledge of Allegiance
- d. **Conflict of Interest – Announcement**
- e. **General Public Input** Limited to Ten (10) Minutes (Three (3) Minutes per Speaker)
- f. **General Public Input on Agenda Items – The Mayor will announce and request public input.**
- g. Approve Agenda (Move, remove or add discussion. Action items must be posted 24-hours prior.)

#### 2. Approval of Minutes and Department Reports

(6:35 – 6:50)

- a. Tree Board Meeting Information
- b. Approval of Minutes – March 19, 2024
- c. Town Manager Report
- d. Town Clerk Culture R & R Director Report
- e. Parks and Trails Director Report
- f. Lisa K. Blue – HR Consultant March 25 to May 31

#### 3. Financial Action Agenda

(6:50 – 7:15)

- a. March 2024 Disbursements
- b. Bayfield Shared Use Path Bid Tabulation

#### 4. Action Agenda

(7:10 – 7:30)

- a. Amend Resolution 598 by attaching the Mission, Vision and Values Tabled March 19, 2024 until after Employee Breakfast \$48,000 CIGNA Health Insurance Credit
- b. Suggested Bonuses \$1000 to every Full-time (28) Employee & \$500 to every Part-time (2) Employee with an additional credit, HSA contribution or bonus to any employee that has their child/children on their plan.

#### 5. Board of Trustees Reports and Upcoming Dates of Interest

(7:30 – 7:35)

- a. March 30 – Spring Festival
- b. March 31 – Easter Sunday
- c. April 1, 5:30pm Tree Board Meeting **(Monday)** Dinner Provided for staff and Tree Board Members.
- d. April 1, 6:30pm Board of Trustees Regular Meeting **(Monday)**
- e. April 2, 7am to 7pm In Person Election at Town Hall
- f. April 8, 5:30pm Official Training by DOLA Rep. Patrick Rondinelli **(Monday)** Dinner provided
- g. April 16, 6:30pm Board of Trustees Regular Meeting
- h. April 22, 7:30am BOCC Joint Work Session **(Monday)** Breakfast provided

#### 6. Adjourn

(7:35)

## 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.

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**Mayor Tarkington called the meeting to order at: 6:30 pm.**

**Town Board Members Attendance:**

Trustee Zazzaro – Present  
Trustee Hartz – Present  
Trustee Morlan – Present  
Trustee Thomas - Absent  
Trustee Wolff – Present  
Trustee Au – Present  
Mayor Tarkington – Present

**Staff Present:** Katie Sickles (Town Manager), Nicol Killian (Community Development Director), Corey Griffis (Assistant Public Works Director), Chief Michael Hogue (Chief of Police), Michael Goldman (Town Attorney), Mark Robinson (Parks and Trails Director), Dustin Hayden (Town Clerk), Kathy Cathcart (Finance Director), Kristin Dallison (Administrative Services).

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

Trustee Morlan recuses herself from 5G.

**Agenda Item #1 E: General Public Input**

Mayor Tarkington opens up public comment. **Brian Blanchard 627 Louisiana Dr. wants the Board to find ways to get the Park Master plan going. David Black 606 Buck Highway. Sees his friend Jackie on Zoom. Wants to reiterate some of the points in her letter. Wants to do a recreation district to help the master plan. Kat Katsos 525 Dove Ranch Road echoes Mr. Black and Mr. Blanchard's thoughts to revisit how to get the plan going. Maybe a committee. Maybe through the Comprehensive Plan. Maybe a tax or may not be a tax. Agrees with Mayor Tarkington that there wasn't enough education when 2A failed. Felt that there was a large support from the community. Wants to strike while the iron is hot.**

**Agenda Item #1 F: General Public Input on Agenda Items**

Mayor Tarkington opens up public comment. None given.

**Agenda Item #1 G: Approve Agenda**

Motion to Approve Agenda: Trustee Zazzaro

Second: Trustee Morlan

Vote:

Trustee Zazzaro\_Yes  
Trustee Hartz –Yes  
Trustee Morlan – Yes  
Trustee Thomas -  
Trustee Wolff – Yes  
Trustee Au – Yes  
Mayor Tarkington – Yes

**Agenda Item #2: Community Grant Request & Information of Interest**

**Agenda Item #2 A: Please speak up and speak into the microphone. Complaints persist regarding poor sound on YouTube.**

Mayor Tarkington states whether you are on the panel or you are at the podium to please speak loudly in to the microphone.

**Agenda Item #2 B: Pine River Valley Youth Sports \$1500 request**

Billy Bond 713 Currant Dr. Just recently started Pine River Valley Sports. As far as football goes we were under the umbrella of Farmington. Some felt it was time to do their own league. Equipment from Farmington was not good. Started the non-profit to benefit local youth. Wants to protect kids and provide equipment. 2<sup>nd</sup> to 6<sup>th</sup> grade. Mayor Tarkington asks about where the games will be? Mr. Bond answers he would like 3 or 4 games in Bayfield of the 8. Trustee Zazzaro asks how many kids are there? Mr. Bonds says 80-100. Trustee Morlan asks how many are from Bayfield? Mr. Bond answers 85 percent from Bayfield and some from Ignacio as well. Trustee Wolff asks if they plan to do other sports? Mr. Bond states that they named their organization this because it leaves the door open for other sports. Ms. Sickles adds that one thing that came to mind is when

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we were working with La Plata Youth Services they suspended services to the Town of Bayfield last quarter of 2023 and they still not have acknowledged the Judge and Chiefs concerns. The \$1950 from that will go unused. Trustee Morlan states if we are not using the money on that than why wouldn't we use the money for this. Mayor Tarkington states that is a lot of kids and uniforms are expensive. Mr. Bond states they have acquired shoulder pads and helmets. Mayor Tarkington asks if they have any other sponsors yet? Mr. Bond states no but we just got started and are advertising for more sponsors.

Motion to approve \$1950 Grant: Trustee Morlan

Second motion: Trustee Wolff

Vote:

Trustee Zazzaro\_Yes

Trustee Hartz – Yes

Trustee Morlan – Yes

Trustee Thomas -

Trustee Wolff – Yes

Trustee Au – Yes

Mayor Tarkington – Yes

**Agenda Item #2 C: LPEA Information in Reference to Electric Vehicle Chargers – TBD Survey Results**

Katie Sickles (Town Manager) gives report. Came before you a couple meetings ago about LPEA taking over the chargers. Public that was surveyed mostly made clear that they do not want the Town to take this over. We do not have the resources yet to manage these. Would like better data about how it makes money and how much. Mayor Tarkington adds she feels LPEA can keep it. We can advertise it though.

**Agenda Item #2 D: Jackie Morlan Letter – Status Update**

Katie Sickles (Town Manager) gives report. Received letter right before the last meeting. Nicol Killian (Community Development Director). Has an update on the memorial. Was on work plan for 2024. Applied for a grant and did not get it. Need to find another grant for memorial on the west end of the park. Has a couple options for grants to look at. Mayor Tarkington asks Jackie Morlan if she has anything to add. **Jackie Morlan wants to make sure it is still on the agenda and knows it will happen at some point in time.** Mayor Tarkington would like to see it happen. **Ms. Morlan states that in 2014 Ed Morlan was supportive of a dispensary to fund things in the community. Wants either a Rec District or Sales Tax increase. Or lift the ban on marijuana dispensaries. All small towns in the area have done it and it will not ruin Bayfield's small town atmosphere.** Trustee Morlan states we were very open minded to it and the voters said no and she supports the citizens. Trustee Zazzaro states that she would like to see the pros and cons stated in the TABOR book. **Ms. Morlan states that the vote was close and feels it would go through this time.** Mayor Tarkington adds that she has talked to a lot of Mayors and they are no longer getting money from it.

**Agenda Item #2 E: SWORD – Recovery Residence Project**

Ms. Sickles gives report. The letter came from Heather at Region 9. Would not give the new Board much time to review it. Would like direction to keep seeking land opportunities. Mayor Tarkington adds she is on Reigon9 and would like staff to if it is easy but it seems Durango is better suited for this. Trustee Au states Three Springs is the obvious choice.

**Agenda Item #3: Public Hearing**

**Agenda Item #3 A: Municipal Code Article 9 Noxious Weeds**

Nicol Killian (Community Development Director) gives report. State and County has reached out saying that our noxious weed ordinance does not meet the State's requirements for the Noxious Weed Act of 1990. Talked to the State and County what is required is a commission to make a decision from time to time on the noxious weed management plan. Need to adopt a noxious weed management plan. Need to make sure our plan addresses list A and B, the weeds change from time to time. Ordinance #219 was adopted in 1992 but it is not enough. Move noxious weeds under Chapter 9 under nuisances. Weeds will be abated by the nuisance code. We want it to start as a warning and then a citation to go before the judge. Judge rules and then the Town can do some things. Wants this as a last case scenario. Chief Hoguet will be looking at the offenses piece of Article 2 Chapter 9. Article 3 is fire and open burning which has had some changes recently. Article 4 would be a new

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section to deal with noxious weeds. Planning Commission would need to update it from time to time. Last part is education and enforcement. We want to work with the community with how to get rid of the weeds. There is an Ordinance to look at later tonight. Looking for feedback from the Board and the public to take to the Planning Commission. Trustee Morlan asks why it would not be the Chief of Police as opposed to the Town Manager. Town Attorney Goldman states that it is an administrative kind of search. Covered under the Fourth Amendment, not being a criminal offense covered by law enforcement. You would still need a significant amount of evidence for an administrative search. Trustee Morlan states there are a lot of species on here but it does not list thistles as one. Ms. Killian states she will research that. Trustee Zazzaro states that we could outreach and work with some of the HOA's. **Kat Katsos 525 Dove Ranch Road wants to know what the Town's responsibility is for this? Does not know the current system but does include the Town to be in compliance.** Ms. Killian states it is in the Ordinance. **David Black 606 Buck Highway we have a bunch of disturbed dirt here and remembers it when he was on the Planning Commission. Canadian thistle needs to be controlled it comes in bunches. Looks at the disturbed soil attracts weeds with Clearetnetwork holes in the ground. Just watch and be knowledgeable a lot of weeds can be controlled with mowing. Be realistic about it and we need a plan. Education goes a long way.** Laura MacLaurin states she echoes what David is saying. **Canadian Thistle is very hard to get rid of and they had a lot at the new farm for Pine River Shares.** Mayor Tarkington asks if we will start a goat business.

**Agenda Item #4: Approval of Minutes and Department Reports**

**Agenda Item #4 A: March 5, 2024 Minutes**

Motion to Approve Minutes: Trustee Zazzaro

Second: Trustee Morlan

Vote:

Trustee Zazzaro\_Yes

Trustee Hartz –Yes

Trustee Morlan – Yes

Trustee Thomas -

Trustee Wolff – Yes

Trustee Au – Yes

Mayor Tarkington – Yes

**Agenda Item #4 B: Public Works Director**

Corey Griffis (Assistant Public Works Director) gives report. Two water leaks to report. Sewer nothing to report. Potholes getting bad and showing now. We got a pallet of coal patch. Mr. Schulz (Public Works Director) passed his level 3 exam.

**Agenda Item #4 C: Chief of Police**

Chief Michael Hoguet (Chief of Police) gives report. La Plata Youth Services works in the court system. There was a difference in procedure. Did not feel what they wanted us to do was correct in due process. Following Constitution and what the courts require. Judge Davlin supports as well. Still working with them to get the youth what they need in Bayfield. Key card system in full effect except one Senior Center Door and east Town Hall door. Last two weeks we have been doing training and have shown deficiencies in our internet. No fiber all cable in Police Department. Under contract with FastTrack for 100mbs. Spillman requires 100mbs. Will expand more when we go over phones. Utility cameras going we are compliant with SB 217. Sending all officers for leadership training and one new hire in the academy.

**Agenda Item #4 D: Community Development Director**

Nicol Killian (Community Development Director) gives report. Tractor Supply in site plan review. #370 Bayfield Center Drive. Porky's Smokehouse got a building permit at 581 Colorado Drive. Dark skies we got our kit and looking at some dates and do an event with us and the Library's telescope. Will be at The Spring Festival to spread information and education. Bayfield east 1.7 million in congressionally directed spending. Will not hear from The Federal Government until fall or early winter. Wants to use some as a match to find some grants. Every four years the Town does an ISO survey which is done. With FEMA this may help to lower insurance rates. Trustee Zazzaro asks about RFQ's come back from developers for Cinnamon Heights? Ms. Killian answers no but it is not due until April 1<sup>st</sup>. Chief Hoguet Thanks Trustee Au for his observation of Mud Shavers being demolished. And there has been an arrest made.

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**Agenda Item #4 E: Leadership Development & Initial Strategic Plan**

Ms. Sickles gives report. These are words put together by the leadership team at the last leadership meeting. Wonders how it will work when we bring an actual strategic plan back to the Board. Does not mean the Finance Director is going to retire just means we need a succession plan.

**Agenda Item #5 Financial Agenda**

**Agenda Item #5 A: 3/5/2024 Tabled Item Telephone Quotes**

Ms. Sickles states we had to go through Clearnetworx and not FastTrack. Goes over the spreadsheet made by Kristin Dallison(Administrative Services). Not sure how we are going to get internet to the Public Works or the Water Plant. Phones will cost \$614.99 that does not include fire alarm or the fax because it may have to be analogue. Actual Capital Improvement part is \$3877.50. Monthly service charge is about the same. Next part is the internet. When we start to operate with Spillman we will not have enough bandwidth. Our system has to go to Cortez and back. \$2466 a month fee is not correct it did go down to \$2100 a month. One gig to Town Hall and an EPL to Police Department. Than Parks Shop phone is \$178.00. Ms. Sickles had a zoom call and did not have audio due to bandwidth. 100 MB slows down everything in Town Hall. With Spillman we have to go back to E-Force because we can't run enough bandwidth. We spent all this money on Spillman and cameras and cannot run our technology. Trustee Morlan asks if the \$3877.50 is just for the phones. Ms. Sickles answers yes. Trustee Morlan asks what is the cost for just the internet? Ms. Sickles answers the increase will go from \$1265 to about \$2100. Trustee Hartz asks why is the capital cost of \$3877.50 is split? Ms. Sickles states they are split up in to funds so each fund pays for their part. They should be paying their cost of operation. The cost used to just come out of the General Fund. \$483 is the cost of the capital improvement for the other funds. That is a capital to purchase the actual phone itself. Part of this is that the enterprise funds will be paying for some of the operation cost as well which has never been done before. Trustee Wolff asks for clarification on the spreadsheet. The current charge is \$664 and internet is \$1265 now and the new internet cost is \$2400. Ms. Sickles states it is \$2100 now. Ms. Sickles breaks down the phone cost and internet cost. Trustee Zazzaro asks if the phones are a wash how did we go talking about phones to internet now. Trustee Morlan states because we got Spillman going and zonked the internet. Ms. Dallison states or Data Safe quote would have needed internet too and it would have been needed to be upgraded as well. Chief Hoguet states we were able to get 1 gig for the same price as 500MB. Trustee Morlan asks how are we going to pay for it? Ms. Sickles states enterprise funds should be paying for their share. And to the government fund which is the Street Fund. In the operations we believe we have the \$7200.00 out of Town Hall and the Senior Center. Got with Clearnetworx and got clear answers this time. Mayor Tarkington states she knows we need it and would like to move on this issue.

Motion to Approve the \$3877.50 with each appropriated fund and to include the internet not to exceed \$8000

: Trustee Morlan

Second: Trustee Zazzaro

Vote:

Trustee Zazzaro\_Yes

Trustee Hartz –Yes

Trustee Morlan – Yes

Trustee Thomas -

Trustee Wolff – Yes

Trustee Au – Yes

Mayor Tarkington – Yes

**Agenda Item #5 B: February 2024 Financial Statement**

Kathy Cathcart (Financial Director) gives report. Have received almost all the funds due to us from 2023 with the exception of the payment from the County on the Senior Center IGA. Spent some capital from last year \$39,740 for new patrol Car and water heater for Senior Center. Made final payment on Clearnetworx for CNL building of \$222,061.52. Grant reimbursement will be processed for that money. Mayor Tarkington asks how long does that usually take? Ms. Cathcart answers usually within the month. No expenses in the Garbage Fund. Will catch up in March due to billing issues at Republic Services.

Motion to Approve: Trustee Morlan

Second: Trustee Wolff

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Vote:

Trustee Zazzaro\_Yes  
Trustee Hartz –Yes  
Trustee Morlan – Yes  
Trustee Thomas -  
Trustee Wolff – Yes  
Trustee Au – Yes  
Mayor Tarkington – Yes

**Agenda Item #5 C: Sales Tax Report**

Mayor Tarkington states that it is in the packet.

**Agenda Item #5 D: Mesa Park Sunshade \$73,915 (\$50,000 Budgeted in 2024)**

Mark Robinson (Parks and Trails Director). Had issue due to power line heights. LPEA says we have to be 7.5 and 11.5 vertical. Rocky Mountain Playground provided a quote to deal with this however it costs more money. Wants to reiterate the liability with equipment getting hot keeping kids safe and protects the equipment. They did give a few other options. They are lower in cost but not engineered for the setbacks. They will go in to the setback but not have a pole. Trustee Wolff asks if we called LPEA to see if we can go underground? States that last time he looked it was a primary line and cost \$39 per linear foot. Mr. Robinson states he has not. Trustee Zazzaro asks if this is the only playground we need shade structures. Mr. Robinson states that no he would like to do Gosney Park next year. This vendor actually came out and measured with all her gear. Trustee Morlan states that she understands that this is something we need but maybe not a pressing need right now. Maybe we should do \$50,000 now and \$50,000 next year and save. Trustee Hartz states she went on a trip to Alamosa and no parks had shade structures. Mayor Tarkington states that the Library takes theirs down for the winter. Trustee Hartz states she thinks other parks might be more of a need. Mayor Tarkington states she has got complaints about the heat of the slide. Trustee Wolff states it is a well-used park. Trustee Wolff asks about the dimensions. Trustee Au asks if we can move the equipment to get away from the power lines. Mr. Robinson states that it is one piece and will cost more to move it. Trustee Wolff states concerns that the engineering seems that it almost covers everything and wonders if the company is giving a plan that will never see the light of day. He wonders if it can be scaled different for less coverage and cover areas more needed. Trustee Morlan asks which is north on the aerial. Trustee Morlan is concerned on the price and it is not an emergency.

Motion to table until more information and research from Parks and Trails Director: Trustee Morlan

Second: Trustee Zazzaro

Vote:

Trustee Zazzaro\_Yes  
Trustee Hartz –Yes  
Trustee Morlan – Yes  
Trustee Thomas -  
Trustee Wolff – Yes  
Trustee Au – Yes  
Mayor Tarkington – Yes

**Agenda Item #5 E: I & I Sewer Rehabilitation\$35,500 (\$250,000 Budgeted in 2024)**

Corey Griffis (Assistant Public Works Director). GPR started to be used. Would like to install flow monitoring devices at the irrigation ditches to help identify where the I & I is coming from. Ms. Sickie states it is in the budget. Mayor Tarkington states the report was laid out nicely.

Motion to Approve: Trustee Zazzaro

Second: Trustee Morlan

Vote:

Trustee Zazzaro\_Yes  
Trustee Hartz –Yes  
Trustee Morlan – Yes  
Trustee Thomas -  
Trustee Wolff – Yes  
Trustee Au – Yes

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Mayor Tarkington – Yes

**Agenda Item #5 F: Tamarack & Los Pinos Street Reconstruction Tabulated Bids**

Corey Griffis (Assistant Public Works Director) Went out to bid all three estimates came out under the engineer's cost estimate. Would like to award to Elam Construction for \$428,647. Ms. Sickles states that it does not include the concrete flatwork but does come in under the \$500,000 that was budgeted. Trustee Au asks about the flatwork.

Motion to Award to lowest eligible contractor: Morlan

Second: Trustee Zazzaro

Vote:

Trustee Zazzaro\_Yes

Trustee Hartz –Yes

Trustee Morlan – Yes

Trustee Thomas -

Trustee Wolff – Yes

Trustee Au – Yes

Mayor Tarkington – Yes

**Agenda Item #5 G: \$48,000 CIGNA Health Insurance Credit**

**Suggested Bonuses \$1000 to every Full-time (28) Employee & \$500 to every Part-time (2) Employee with an additional credit, HSA contribution or bonus to any employee that has their child/children on their plan.**

Trustee Morlan recuses herself. Ms. Sickles gives report. Town will receive estimate on credit for health insurance. By May that will be credited to the Town. Actual credits will be in April and in June. Trustee Zazzaro asks if this a bonus and it is taxed can we put this toward insurance cost. Ms. Sickles states that you are incentivizing the lower deductible higher cost insurance. Trustee Zazzaro asks if we can put it in an HSA? Ms. Sickles states it can at no tax to the employee or possibly another wellness credit. Trustee Zazzaro would like it to be a healthy choice since that is why we got the money. Trustee Wolff asks what does the staff want? Ms. Sickles states that we have an employee breakfast and that would be the proper thing to do, is ask the employees. Ms. Cathcart states tracking it as a health insurance reimbursement would be a nightmare.

Motion to Table until employee breakfast: Trustee Zazzaro

Second: Trustee Au

Vote:

Trustee Zazzaro\_Yes

Trustee Hartz –Yes

Trustee Morlan – Recused

Trustee Thomas -

Trustee Wolff – Yes

Trustee Au – Yes

Mayor Tarkington- Yes

**Agenda Item #6 Action Agenda**

**Agenda Item #6 A: Ordinance 499 Amending Municipal Code Article 9 Noxious Weeds**

Ms. Killian states she heard only changes to the management plan not the ordinance.

Motion to approve with spacing fixed: Trustee Morlan

Second: Trustee Hartz

Vote:

Trustee Zazzaro\_Yes

Trustee Hartz –Yes

Trustee Morlan – Yes

Trustee Thomas -

Trustee Wolff – Yes

Trustee Au – Yes

Mayor Tarkington- Yes



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**Agenda Item #6 Board of Trustees Reports and Upcoming Dates of Interest**

- a. April 1, 6:30pm Board of Trustees Regular Meeting (Monday)
- b. April 2 – Municipal Election In Person 7:00am to 7:00pm
- c. April 8, 5:30pm Board of Trustees Training (Monday)
- d. April 16, 6:30pm Board of Trustees Regular Meeting
- e. April 22, 7:30am BOCC Joint Work Session (Monday)

**9. Adjourned at 8:10**

Approved as presented on 3/19/2024:

\_\_\_\_\_  
Dustin Hayden, Town Clerk

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



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:** REPORT  
**DATE:** 3/27/2024

**Pine River Senior Citizens:** I attended the Pine River Senior Citizen meeting on March 13. I provided an update on several of the Town projects. The seniors that spoke were opposed to development due to water concerns. I did my best to explain the Town's water situation and listened to their ideas regarding alternative water sources. (I decided to devote the front page of the newsletter to the Town's water and development. If the senior citizens have this concern then an update was warranted. Attached) School drop-off and pick-up traffic plus code enforcement was another hot topic. I followed through with their specific complaints and involved staff. Not every complaint requires action and I asked staff to explain instead of dropping communication. The seniors also had questions about the Bazaar of which I hope I clarified.

**Leadership Development:** We had our first Leadership Development workshop March 27. The Leadership Team and Emerging Leaders attended. I was a really good start to preparing for the future.

**Voting Center:** We appreciate La Plata County Clerk & Recorder's position, declining a coordinated election including Bayfield due to their heavy 2024 election schedule. Our only next option was to proceed under State Statute within Town resources to coordinate the Municipal Election. The Town's election process is typical of historical statutory municipal elections. We understand that differing elections have different options all allowed within State Statute. The Town does not have the same resources as the County so when questions or concerns come up they should be directed to the Town Clerk Dustin Hayden. Our goal is the every voter in Town has an opportunity to vote.

**Natural Gas Line Hit March 22, 2024, time was approximately 10:55am:** Upper Pine Fire was the responding emergency agency. From my understanding that morning, from staff, along with Black Hill direction, we relied on Upper Pine and Black Hills communication and their direction as they informed only the affected locations on site. Social media was the only access I had in this short period and it was resolved almost as fast as it was reported.

I was contacted by Upper Pine regarding a debriefing.

Deputy Chief Greg French: I'm happy to speak with you about the incident if you need more information. Yes, very short duration for the event and only a couple of houses affected.

Chief Bruce Evans: Katie we had meters monitoring where and direction things were going what is this lady's address? She would have been reverse 911 and code redder if she was in the zone.

*Marian Tone Communication: Hi, since I don't use Facebook, I had no idea that we had a gas line problem, or a shelter place order, at the development on our southern boundary. I'd like to ask that the developer and the town come up with a more effective program. I only learned this at 7:45 PM today, because someone texted me about it. I know that both the Town and the developer*

*have my phone number, and our emails, and I am on the counties alert system, and yet no notice was given.*

*I suppose by “this lady” you mean, me. Alan and I reside at 1495 County Road 526, Bayfield, CO 81122, and share a property line with Mr. Jorgenson’s development of Phase 1A of Mustang Crossing.*

*My point to Ms. Sickles was that the alert went out only (according to the Durango Herald, which was the first I learned of it) by Facebook. I simply asked the City and Developer to consider a more effective manner of communication rather than Facebook, since so many folks are not on Facebook (e.g., this lady). And, yes, we are on the County’s alert system. Thank you for your time and attention to this matter.*

*Hi, So, I guess the Durango Herald was just plain wrong – not the first time. They indicated that the Town sent out the alert on Facebook!*

**Town Manager to Board of Trustees:** On 2/22/24 we engaged all department directors in a table top exercise similar to the Clover 7 incident that happened in 2021. We identified that the next table top would include Upper Pine and the School District. With the adoption of the town Emergency Operations Plan in 2023 we understand the importance of planning prior to these incidents and continue to be engaged in better preparedness.

I have trained in ICS and have participated in a number of exercises. Over notifying is just as troublesome as under notifying. Too many chiefs in a response does not serve the public good. Regarding a telephone call, from the Town’s point of view, sets unmanageable expectations in future events. I simply waited for info and used the only immediate communication tool I had at my disposal.

**ICS:** Training on your own will reduce in the Boardroom training. I highly recommend the courses provided below.

<https://training.fema.gov/emiweb/is/icsresource/trainingmaterials/>

# BAYFIELD

COLORADO ♦ *Where Stars Shine Bright*

APRIL 2024  
 PO BOX 80  
 BAYFIELD  
 970-884-9544  
 bayfieldgov.org



## NEWSLETTER

### Mark your Calendar...

- April 1, (Monday) 6:30 Board of Trustees Reg Mtg following the 5:30 Tree Board Meeting
- April 2, Municipal Election 7am to 7pm, In Person at Town Hall, 1199 Bayfield Pkwy**
- April 8, (Monday) 5:30 Board Training
- April 9, 6:30 Planning Comm Mtg
- April 16, 6:30 Board of Trustees Reg Mtg
- April 22, (Monday) 7:30am Joint Work Session with La Plata County Commissioners



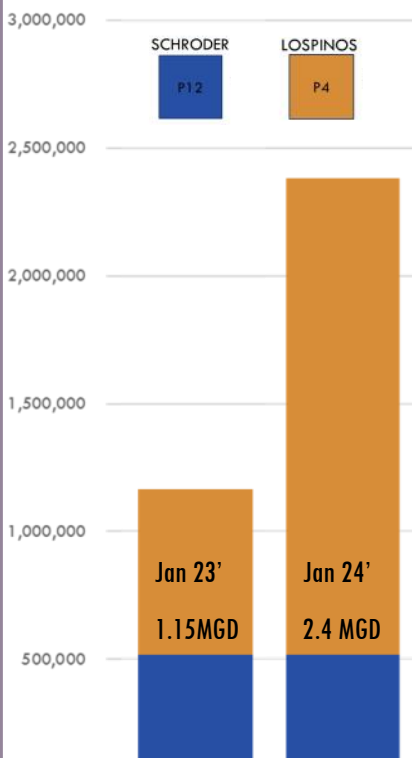
News and Announcements

### TERM & BOARD OF TRUSTEES

- 2020-2024 Mayor Ashleigh Tarkington
- 2022-2026 Mayor Pro-tem Brenna Morlan
- 2020-2024 Trustee Lori Zazzaro
- 2022-2024 Trustee Tom Au
- 2022-2026 Trustee Alexis Hartz
- 2023-2024 Trustee Kyle Wolff
- 2023-2024 Trustee Charlene Thomas

Community Calendar <https://www.bayfieldgov.org/community-calendar>

### Raw Water Available



### With all this water why will the Town continue water restrictions?

Summer water demand with no water restrictions will require double the cost in infrastructure and labor cost.



This water cost will be reflective in base fees regardless July or December.



It would be similar to paying for snow plows in July.

The Town considers efficiency and cost to all citizens. Utilizing the infrastructure and vehicles that we have and hiring staff that can operate in water/wastewater and operate a snow plow saves money!

This cost savings is passed on to customers.

### What is the impact of new development?

- ♣ The Town requires water acquisition from new development.
- ♣ Adding new development may have the same meaning as using more town resources, however new development pays for expansion and shares the cost equally for upgrades that benefit all users.
- ♣ New homes and citizens encourage new commercial development, more retail and improved local services.
- ♣ The Town Board must also weigh the negative impacts of growth along with any benefits.
- ♣ All new development is scheduled for public review, advertised in the Durango Herald and posted in agendas. The public is always welcome to attend.

### Water, Sewer and Stormwater Rates

The Town has contracted with Plummer to update the 2019 Water and Sewer Rate study. In addition, the Town Board created a Stormwater enterprise in 2023 and contracted with SGM to prepare a stormwater feasibility study and propose stormwater rates similar to other utility rates. A draft of both studies with proposed rates is planned to be on a late May or early June 2024 Agenda. If you are interested in getting notices regarding agenda topics or a variety of updates consider checking out the Town's website "Subscribe" site. <https://www.bayfieldgov.org/subscribe>

Community Development posts all Current Projects on the Town Website: Mustang Crossing, US 160 & East Bayfield Parkway Intersection that was just awarded \$1.57 million, East Mill Sidewalk, Cinnamon Heights infrastructure that was just awarded \$2.7 million, Joe Stephenson Park Final Conceptual Plan, Pine River Commons, Orchard Planned Unit Development, Tractor Supply, Porky's Smokehouse and a variety of projects. <https://www.bayfieldgov.org/current-projects>

**Bayfield Public Works Dept**  
A reminder with Spring around the corner, **call before you dig.**



Always Call Before You Dig 811 or (800) 922-1987

COLOR CODE FOR MARKING UNDERGROUND UTILITY LINES	
	PROPOSED EXCAVATION
	TEMPORARY SURVEY MARKINGS
	ELECTRIC
	GAS, OIL, STEAM
	COMMUNICATION, CATV
	POTABLE WATER
	IRRIGATION, RECLAIMED WATER, SLURRY LINES
	SEWER

**Bayfield Recreation**

**Adult Soccer (Jan 17 – Feb 28)**

Way to go Carnage Team winners in the Comp division and Team USA in the Rec Division! Becky Eisenbraun and Doug Briggs survived the season and had fun.

**Youth Volleyball (Feb 17–March 9)**

74 kids and 8 teams a great turnout! Certified volleyball referee Kenasea Byrd assisted a couple weekends.

**Adult Pickleball (Feb 8 – March 14)**

This was Bayfield's first Pickleball year! Each team member provided valuable feedback and we look forward to developing more pickleball opportunities.

**Adult Co-ed Volleyball (March 25–May 8)**

13-Teams and the league is full. Kenasea is looking forward to blowing that whistle!

**Adult Softball (May 13–July 17)**

Registration will be open March 25 to May 6.

**Arbor Day Celebration**

Arbor Day is April 25, 10:00am at Eagle Park.

Stay rec connected: <https://bayfield.recdesk.com/>

**SPRING FESTIVAL**

**SATURDAY, MARCH 30, 2024**

**1K/5K @ 10AM - \*STARTING LINE\* PINE RIVER SENIOR CENTER**



**Easter Bunny will arrive @ Noon**

**EGG HUNT**

- 0-3 YRS OLD - 12:00 PM
- 4-6 YRS OLD - 12:15 PM
- 7-10 YRS OLD - 12:30 PM

**JOE STEPHENSON PARK  
BAYFIELD, COLORADO**

*This Event is Weather Permitting*

**PLEASE BRING EASTER BASKETS!!**

**Pine River Senior Center Schedule - 970-884-5415 - 111 W South Street**

**OPEN TUESDAYS - Bring Lunch**

**All Tuesdays Games and Billiards (9:00-3:00)**

**2<sup>nd</sup> Tuesday: Card Making w/PR Library (10:00-11:00)**

**4<sup>th</sup> Tuesday: Arts and Crafts w/Katie (10:00-11:30)**

**2<sup>nd</sup>/4<sup>th</sup> Tuesday: Quilter Group (9:30-2:30)**

**OPEN WEDNESDAYS - \*Lunch Served 11:30**

**All Wednesdays: Games and Billiards (9:00-3:00)**

**All Wed: ♥Exercise Group (9:15-10:00 & 10:15-11:00)**

**1<sup>st</sup>/3<sup>rd</sup> Wednesday: Bingo (12:45-2:45)**

**2<sup>nd</sup> Wednesday: Veteran Services available (9:00-11:00)**

**OPEN FRIDAYS - \*Lunch Served 11:30**

**All Fridays: Games and Billiards (9:00-3:00)**

**All Fridays: ♥Exercise Group (9:15-10:00 & 10:15-11:00)**

**All Fridays: Bridge (12:30-3:00) Call ahead for table opening**

**4<sup>th</sup> Friday: Pine River Library (11:30-1:00)**

**Adventures in Dining the 3<sup>rd</sup> Thursday of every month.**

Contact the organizing senior representative to reserve a dining seat and discuss travel arrangements. Town staff can direct interested individuals to the organizing party.

**\*For lunch on Wednesday/Friday call the day before to get on the list.**

**♥No Exercise Group walk ins, sign up is required.**



The Bayfield Police Department has been receiving calls for service involving thefts and property damages. As the weather is turning better, people are out and about more. We want to take this time to remind all of our residence to take some safety steps to better provide security for your residences and vehicles. Please lock up all vehicles and keep personal property out of sight. There are several companies that owners can purchase various video surveillance systems for their houses. In fact, several recent burglaries have been solved by obtaining video evidence from witnesses. BPD is doing its best to provide safety and security for the Town but will always need the assistance from our businesses and residents to be alert and security minded. As always, Stay Safe!

The Town of Bayfield, in partnership with Visit Durango and DarkSky Colorado, is getting to work on ensuring the Stars Shine Bright in our community for generations to come by looking into becoming a certified DarkSky Community. Visit our booth at the upcoming Bayfield Spring Festival on March 30, 2024 at Joe Stephenson Park and stay tuned for details on an upcoming dark sky community events in early summer.



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:** DUSTIN HAYDEN, TOWN CLERK, DIRECTOR CULTURE AND R&R  
**SUBJECT:** DEPARTMENT REPORT APRIL 2024  
**DATE:** 3/27/2024

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- Youth Volleyball was a great success. Kenasea Byrd did a great job stepping into a supervisory and teaching role. Pickle Ball Tournaments held last week of March, and Adult Soccer Tournaments are complete. DJ has done a great job with getting prizes from sponsors and giving winning team's different prizes not just shirts. This was based on direct feedback we received from adult sports participants when we took over sports. Big thank you to all our sponsors as they make it fun for everyone
- Adult Volleyball is underway with 13 teams and a lot of them have participated in the open gym program. Youth Soccer registration is going great looks like we are going to have some busy soccer fields starting 4/27/24.
- A new Pickle Ball Season is in the planning stage after adult volleyball concludes.
- Spring festival and 5K is purchased planned and we hope the weather holds out for us.
- The Election is upon us as of writing this I have received 5 Absentee ballots and one UOCAVA ballot. Election Judges are a great group, I am very lucky to have that team and we had a quick hour training session and they took their Oaths.
- Second round of campaign finance reports were due 3/29/24. I have sent a friendly reminder to the candidates.
- Looking forward to 4<sup>th</sup> of July planning and Block Party planning once the election is over. Park rentals have been getting busy with many citizens and groups starting to reserve.

03.26.2024

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## Memo

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**To**  
Mayor Tarkington/Board  
of Trustees

**From**  
Parks & Trails Director  
Mark Robinson

**CC**  
Katie Sickles

**Re**  
Monthly Report

**Comments:**

Twenty nine assorted shade trees were planted throughout Eagle, Mesa, and Joe Stephenson Park. All of the trees were planted with blended top soil, and root stimulator fertilizer. Fencing and mulch were also placed around each tree. The trees were planted away from power lines, neighboring properties and existing trees in the parks. Three trees in containers were saved to plant on April 25<sup>th</sup> for Arbor Day. Two dead trees were replaced at Joe Stephenson Park the others were placed in accordance with the Park Master Plan on the south east side of the soccer field. Parks staff will be watering the trees from a water tank until irrigation is turned on.

Eighty percent of our bear proof trash cans were modified to prevent the public from dumping household trash bags into our cans. A square piece of sheet metal was riveted inside the cans with an eight inch round hole lined with rubber to place small items of trash inside the cans. The cost of this project was less than \$300.00. It will keep our parks clean and limit parks staff time on trash removal. I plan to place cameras as well in the problematic areas as a deterrence to littering. This modification is reversible if trash bags are placed along the side of our trash cans. We will also ask Bayfield Police to extra patrol the problematic areas. The trash cans used for park rentals were not modified.

Our Kubota RTV 1100 is up and running again. Approximately two years ago the machine was overheated and would not start afterwards. We originally thought the motor was blown and planned to put it up for auction. Our recent new-hire Joe Ouellette was able to diagnose the problem as a cracked head. The replacement part was \$400.00. This machine will be greatly utilized for park maintenance and snow removal.

All grass areas have been dethatched. We are waiting for temperatures to rise before turning on irrigation and fertilizing.

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The water tap project at Joe Stephenson Park has begun. We hope to have this installed by the end of the week.

Pro Playgrounds has come up with a new proposal for the shade structure at Mesa Park under our \$50k budget. I will meet with La Plata Electric Compliance and Systems Engineer Rynne Wagonner tomorrow to see if the shade structure will be in compliance.

Stone Security has finally arrived to repair the key card system door at Town Hall and the Senior Center.

Nothing further to report.

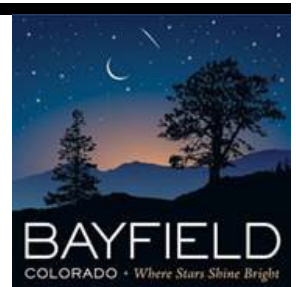
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## Town of Bayfield

Tel (970)317-9988  
Fax (970)884-2195

1199 Bayfield Parkway  
Bayfield CO 81122

[www.bayfieldgov.org](http://www.bayfieldgov.org)  
[mrobinson@bayfieldgov.org](mailto:mrobinson@bayfieldgov.org)







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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:** KATHLEEN SICKLES, TOWN MANAGER  
**SUBJECT:** HR CONSULTANT  
**DATE:** 3/27/2024

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**HR Consultant:** I reached out to several HR Professionals and they were interested in helping out the Town temporarily, but not as an employee. The Town needs to get a salary survey ASAP and needs assistance with confidential items. Lisa Blue has agreed to a temporary contract through May until we recruit an HR Director. Kristin Dallison is taking on payroll duties and the Senior Substitute Tamis Bryson is covering Kristin's spot and providing needed record retention.

Lisa attended the Employee Breakfast and introduced herself.

The agreement is provided.

**TOWN OF BAYFIELD, COLORADO**  
**AGREEMENT FOR SERVICES**  
**HUMAN RESOURCE CONSULTANT**

- This Agreement for Human Resource Consultant Services is entered into this 27<sup>th</sup> day of March, 2024, by and between the TOWN OF BAYFIELD (hereinafter the “Town”) by and through the TOWN MANAGER KATHLEEN ANN SICKLES (hereafter the Manager) and Lisa K. Blue (hereafter the “Human Resource Consultant”).

**WITNESSETH:**

The parties acknowledge and agree as follows:


1. The Human Resource Director position of the Town has been vacant since March 12, 2024. The Town desires to contract with the Human Resource Consultant and the Human Resource Consultant desires to provide Human Resource services to the Town on an interim basis on the terms and conditions set forth herein.
2. The term of this Agreement shall commence on March 27, 2024 and shall continue until May 31, 2024, or until the position of Human Resource Director is filled by the Manager and the newly hired Human Resource Director reports to duty, whichever occurs first. The parties agree to negotiate for an extension of this Agreement at the end of the term if the Human Resource Director position is not filled at that time, but the parties agree that nothing shall require either party to agree to an extension of the term of this Agreement. Notwithstanding the term set forth herein, either party may terminate this Agreement upon ten (10) day’s written notice to the other, without the need for cause.
3. The Human Resource Consultant agrees to perform duties as outlined in **Exhibit A** during the term of this Agreement.
4. The Human Resource Consultant agrees to provide approximately twelve to fifteen (12-15) hours of work to the Town per week with a minimum of 2 hours on site (Town Hall, 1199 Bayfield Parkway, Bayfield, CO). It is recognized that the majority of duties will be performed remotely.
5. The parties agree that the Human Resource Consultant shall provide services described in **Exhibit A** herein as an independent contractor and shall not be deemed to be an employee of the Town. The Human Resource Consultant shall be compensated as set forth herein strictly on a weekly basis pursuant to the terms of this Agreement. The Town will not withhold any amounts for taxes, unemployment or other payroll withholding of any kind from the payments to the Human Resource Consultant and the Human Resource Consultant shall be fully responsible for the payment of all taxes, Social Security or self-employment taxes due to any governmental entity for the amounts paid to the Human Resource Consultant. The Human Resource Consultant shall be treated as an independent business and the Town will not provide Worker’s Compensation or other liability insurance for the benefit of the Human Resource Consultant. The Human Resource Consultant shall not be reimbursed for, receive any payment for or participate in any of the Town’s benefits, including but not limited to, health plans, retirement plans, vacation leave or sick leave.

6. The Human Resource Consultant shall provide her own vehicle for travel to and from the Town and for attendance at various meetings, and the Human Resource Consultant shall pay all expenses associated with her vehicle, including the costs of liability insurance sufficient to provide liability protection to all parties from injury to third parties while the vehicle is being used to fulfill the provisions of this Agreement. Travel outside La Plata County is not necessary within this Agreement.
7. The Human Resource Consultant shall be compensated at the rate of \$1,050 per week for the services described herein. The Human Resource Consultant shall invoice the Town and be paid on a bi-weekly basis in arrears following the period in which services were performed. The parties agree that the said compensation shall be the total amount due to the Human Resource Consultant for all services provided to the Town.
8. The Human Resource Consultant agrees to have primary responsibility to assist the Manager to recruit a new Human Resource Director.
9. Other than personnel issues that involve the Manager the Human Resource Consultant agrees that the point of contact is the Manager to the greatest extent possible.
10. This Agreement contains the entire agreement between the parties and it shall prevail over all prior oral or written communications. Any amendment to this Agreement shall be in writing.
11. The prevailing party to any litigation arising from the operation of this Agreement shall be entitled to a judgment for the costs of that action, including reasonable attorney's fees. Venue for any legal action shall be in La Plata County. Nothing contained herein shall be deemed to be a waiver of the Governmental Immunity Act by the Town.

TOWN OF BAYFIELD, COLORADO  
By and through the TOWN MANAGER

  
By: Kathleen "Katie" Ann Suckles

3/27/24  
Date

  
Kristin Dallison

Witness

HUMAN RESOURCE CONSULTANT



STATE OF COLORADO )  
COUNTY OF LA PLATA )ss.

The foregoing Agreement for Services was acknowledged before me on 27, day of March 2024, by Lisa Blue.

WITNESS MY HAND AND SEAL.

My commission expires: 12/19/2027

  
Notary Public

## EXHIBIT A

**Primary:** Responsible to assist the Manager to recruit a new Human Resource Director.

**Job Openings:** Advertises for vacant positions, verifies that all applications are complete and summarizes applicant information for Town Manager and relevant Supervisor. Provides background checks as applicable to the position or coordinates with the Police Department. Assists staff with onboard process.

**Personnel Issues:** Will be available to meet with supervisors or town staff to identify and resolve problems and conflicts including drafting a performance plan. Any inference to termination shall be forwarded to the Town Manager as applicable.

**Salary Survey:** Coordinate with staff to complete and verify job descriptions. Engage with Employers Council and coordinate a salary survey.

Report Criteria:  
 Detail report type printed

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
4375	Bear Saver	0000011708	Trash Containers and Deca	1	03/07/2024	5,845.00	.00	5,845.00	28577	03/21/2024
Total 4375:						5,845.00	.00	5,845.00		
6900	Caselle, Inc	131408	Billing Software	1	03/01/2024	152.20	.00	152.20	28601	03/27/2024
		131408	Billing Software	2	03/01/2024	684.90	.00	684.90	28601	03/27/2024
		131408	Billing Software	3	03/01/2024	684.90	.00	684.90	28601	03/27/2024
Total 6900:						1,522.00	.00	1,522.00		
7350	CenturyLink	970-884-062	Town Hall Elevator	1	03/04/2024	193.20	.00	193.20	28541	03/14/2024
		970-884-541	Senior center	1	03/04/2024	117.98	.00	117.98	28541	03/14/2024
Total 7350:						311.18	.00	311.18		
8100	Cirsa	240741	PROPERTY/CASUALTY	1	03/19/2024	7,527.43	.00	7,527.43	28578	03/21/2024
		240741	PROPERTY/CASUALTY	2	03/19/2024	14,883.91	.00	14,883.91	28578	03/21/2024
		240741	PROPERTY/CASUALTY	3	03/19/2024	2,413.56	.00	2,413.56	28578	03/21/2024
		240741	PROPERTY/CASUALTY	4	03/19/2024	1,430.79	.00	1,430.79	28578	03/21/2024
		240741	PROPERTY/CASUALTY	5	03/19/2024	10.98	.00	10.98	28578	03/21/2024
		240741	PROPERTY/CASUALTY	6	03/19/2024	853.90	.00	853.90	28578	03/21/2024
		240741	PROPERTY/CASUALTY	7	03/19/2024	5,873.65	.00	5,873.65	28578	03/21/2024
		240741	PROPERTY/CASUALTY	8	03/19/2024	7,416.62	.00	7,416.62	28578	03/21/2024
		240741	PROPERTY/CASUALTY	9	03/19/2024	2,161.73	.00	2,161.73	28578	03/21/2024
		240741	PROPERTY/CASUALTY	10	03/19/2024	268.50	.00	268.50	28578	03/21/2024
		W24253	Workers Compensation	1	03/19/2024	.11	.00	.11	28578	03/21/2024
		W24253	Workers Compensation	2	03/19/2024	321.97	.00	321.97	28578	03/21/2024
		W24253	Workers Compensation	3	03/19/2024	3,677.04	.00	3,677.04	28578	03/21/2024
		W24253	Workers Compensation	4	03/19/2024	1,047.70	.00	1,047.70	28578	03/21/2024
		W24253	Workers Compensation	5	03/19/2024	678.52	.00	678.52	28578	03/21/2024
		W24253	Workers Compensation	6	03/19/2024	10.66	.00	10.66	28578	03/21/2024
		W24253	Workers Compensation	7	03/19/2024	1,123.11	.00	1,123.11	28578	03/21/2024
		W24253	Workers Compensation	8	03/19/2024	392.62	.00	392.62	28578	03/21/2024
		W24253	Workers Compensation	9	03/19/2024	1,740.32	.00	1,740.32	28578	03/21/2024
		W24253	Workers Compensation	10	03/19/2024	533.93	.00	533.93	28578	03/21/2024
		W24253	Workers Compensation	11	03/19/2024	1.87	.00	1.87	28578	03/21/2024
Total 8100:						51,831.92	.00	51,831.92		
9350	Comdata	F40617536	Pickleball	1	03/01/2024	133.18	.00	133.18	32403	03/12/2024
		F40617536	Mail CHimp	2	03/01/2024	26.50	.00	26.50	32403	03/12/2024
		F40617536	testing	3	03/01/2024	100.00	.00	100.00	32403	03/12/2024
		F40617536	testing	4	03/01/2024	85.00	.00	85.00	32403	03/12/2024
		F40617536	testing	5	03/01/2024	50.00	.00	50.00	32403	03/12/2024
		F40617536	Exhaust fas	6	03/01/2024	72.32	.00	72.32	32403	03/12/2024
		F40617536	testing	7	03/01/2024	100.00	.00	100.00	32403	03/12/2024
		F40617536	testing	8	03/01/2024	75.00	.00	75.00	32403	03/12/2024
		F40617536	Postage	9	03/01/2024	15.10	.00	15.10	32403	03/12/2024
		F40617536	Tool	10	03/01/2024	221.99	.00	221.99	32403	03/12/2024
		F40617536	Tool	11	03/01/2024	29.49	.00	29.49	32403	03/12/2024
		F40617536	Tool	12	03/01/2024	24.97	.00	24.97	32403	03/12/2024
		F40617536	Tool	13	03/01/2024	38.78	.00	38.78	32403	03/12/2024
		F40617536	heat gun	14	03/01/2024	47.00	.00	47.00	32403	03/12/2024
		F40617536	home depot	15	03/01/2024	1,437.83	.00	1,437.83	32403	03/12/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		F40617536	home depot	16	03/01/2024	9.40	.00	9.40	32403	03/12/2024
		F40617536	Tool	17	03/01/2024	97.79	.00	97.79	32403	03/12/2024
		F40617536	Clothing allowance RS	18	03/01/2024	143.88	.00	143.88	32403	03/12/2024
		F40617536	home depot	19	03/01/2024	1,771.93	.00	1,771.93	32403	03/12/2024
		F40617536	Return	20	03/01/2024	235.00-	.00	235.00-	32403	03/12/2024
		F40617536	home depot	21	03/01/2024	631.84	.00	631.84	32403	03/12/2024
		F40617536	home depot	22	03/01/2024	588.91	.00	588.91	32403	03/12/2024
		F40617536	testing	23	03/01/2024	75.00	.00	75.00	32403	03/12/2024
		F40617536	home depot	24	03/01/2024	744.00-	.00	744.00-	32403	03/12/2024
		F40617536	home depot	25	03/01/2024	244.54	.00	244.54	32403	03/12/2024
		F40617536	The Colorado Sun	26	03/01/2024	5.00	.00	5.00	32403	03/12/2024
		F40617536	Adobe	27	03/01/2024	239.90	.00	239.90	32403	03/12/2024
		F40617536	Adobe	28	03/01/2024	47.98	.00	47.98	32403	03/12/2024
		F40617536	Adobe	29	03/01/2024	23.99	.00	23.99	32403	03/12/2024
		F40617536	Adobe	30	03/01/2024	23.99	.00	23.99	32403	03/12/2024
		F40617536	Adobe	31	03/01/2024	23.99	.00	23.99	32403	03/12/2024
		F40617536	Adobe	32	03/01/2024	8.00	.00	8.00	32403	03/12/2024
		F40617536	Adobe	33	03/01/2024	8.00	.00	8.00	32403	03/12/2024
		F40617536	Adobe	34	03/01/2024	7.99	.00	7.99	32403	03/12/2024
		F40617536	Eepas	35	03/01/2024	70.20	.00	70.20	32403	03/12/2024
		F40617536	Parking Meter	36	03/01/2024	2.00	.00	2.00	32403	03/12/2024
		F40617536	holiday decor	37	03/01/2024	20.33	.00	20.33	32403	03/12/2024
		F40617536	downtown colorado	38	03/01/2024	900.00	.00	900.00	32403	03/12/2024
		F40617536	Supplies	39	03/01/2024	34.09	.00	34.09	32403	03/12/2024
		F40617536	Supplies	40	03/01/2024	31.33	.00	31.33	32403	03/12/2024
		F40617536	Supplies	41	03/01/2024	128.96	.00	128.96	32403	03/12/2024
		F40617536	Office Supplies	42	03/01/2024	16.88	.00	16.88	32403	03/12/2024
		F40617536	Seat Covers	43	03/01/2024	49.35	.00	49.35	32403	03/12/2024
		F40617536	Supplies	44	03/01/2024	159.87	.00	159.87	32403	03/12/2024
		F40617536	Adobe	45	03/01/2024	19.99	.00	19.99	32403	03/12/2024
		F40617536	Tool	46	03/01/2024	61.14	.00	61.14	32403	03/12/2024
		F40617536	home depot	47	03/01/2024	40.34	.00	40.34	32403	03/12/2024
		F40617536	home depot	48	03/01/2024	20.46	.00	20.46	32403	03/12/2024
		F40617536	Tool	49	03/01/2024	135.17	.00	135.17	32403	03/12/2024
		F40617536	Supplies	50	03/01/2024	35.96	.00	35.96	32403	03/12/2024
		F40617536	Supplies	51	03/01/2024	257.36	.00	257.36	32403	03/12/2024
		F40617536	Thermostat	52	03/01/2024	140.53	.00	140.53	32403	03/12/2024
		F40617536	Cable	53	03/01/2024	9.89	.00	9.89	32403	03/12/2024
		F40617536	Town of Bayfield	54	03/01/2024	618.00	.00	618.00	32403	03/12/2024
		F40617536	Return	55	03/01/2024	26.99-	.00	26.99-	32403	03/12/2024
		F40617536	Office Supplies	56	03/01/2024	76.90	.00	76.90	32403	03/12/2024
		F40617536	Supplies	57	03/01/2024	134.99	.00	134.99	32403	03/12/2024
		F40617536	Transunion	58	03/01/2024	128.00	.00	128.00	32403	03/12/2024
		F40617536	Galls	59	03/01/2024	115.00	.00	115.00	32403	03/12/2024
		F40617536	Plane Ticket	60	03/01/2024	247.60	.00	247.60	32403	03/12/2024
		F40617536	Blauer	61	03/01/2024	49.98	.00	49.98	32403	03/12/2024
		F40617536	Business Cards	62	03/01/2024	52.43	.00	52.43	32403	03/12/2024
		F40617536	Galls	63	03/01/2024	403.24	.00	403.24	32403	03/12/2024
		F40617536	Magnum Electronics	64	03/01/2024	156.72	.00	156.72	32403	03/12/2024
		F40617536	Supplies	65	03/01/2024	20.98	.00	20.98	32403	03/12/2024
		F40617536	TV	66	03/01/2024	677.00	.00	677.00	32403	03/12/2024
		F40617536	Supplies	67	03/01/2024	93.96	.00	93.96	32403	03/12/2024
		F40617536	Postage	68	03/01/2024	19.45	.00	19.45	32403	03/12/2024
		F40617536	hotel	69	03/01/2024	86.22	.00	86.22	32403	03/12/2024
		F40617536	2 phones	70	03/01/2024	1.98	.00	1.98	32403	03/12/2024
		F40617536	Supplies	71	03/01/2024	22.55	.00	22.55	32403	03/12/2024
		F40617536	Key drop box	72	03/01/2024	84.71	.00	84.71	32403	03/12/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		F40617536	home depot	73	03/01/2024	66.92	.00	66.92	32403	03/12/2024
		F40617536	home depot	74	03/01/2024	153.37	.00	153.37	32403	03/12/2024
		F40617536	Postage	75	03/01/2024	76.59	.00	76.59	32403	03/12/2024
		F40617536	Postage	76	03/01/2024	3.10	.00	3.10	32403	03/12/2024
		F40617536	Return	77	03/01/2024	528.95-	.00	528.95-	32403	03/12/2024
Total 9350:						10,297.89	.00	10,297.89		
9950	CPC Construction Projects	2024-199	Office Space	1	03/04/2024	3,300.00	.00	3,300.00	28544	03/14/2024
Total 9950:						3,300.00	.00	3,300.00		
10875	Data Safe Services, LLC	1963	Firewall Renewal	1	03/20/2024	3,039.04	.00	3,039.04	28580	03/21/2024
		1963	Firewall Renewal	2	03/20/2024	2,373.75	.00	2,373.75	28580	03/21/2024
		1963	Firewall Renewal	3	03/20/2024	664.65	.00	664.65	28580	03/21/2024
		1963	Firewall Renwal	4	03/20/2024	949.50	.00	949.50	28580	03/21/2024
		1963	Firewall Renewal	5	03/20/2024	189.90	.00	189.90	28580	03/21/2024
		1963	Firewall Renewal	6	03/20/2024	759.60	.00	759.60	28580	03/21/2024
		1963	Firewall Renewal	7	03/20/2024	759.60	.00	759.60	28580	03/21/2024
		1963	Firewall Renewal	8	03/20/2024	759.60	.00	759.60	28580	03/21/2024
		1964	IT	1	03/26/2024	391.00	.00	391.00	28602	03/27/2024
		1964	IT	2	03/26/2024	345.00	.00	345.00	28602	03/27/2024
		1964	IT	3	03/26/2024	575.00	.00	575.00	28602	03/27/2024
		1964	IT	4	03/26/2024	161.00	.00	161.00	28602	03/27/2024
		1964	IT	5	03/26/2024	230.00	.00	230.00	28602	03/27/2024
		1964	IT	6	03/26/2024	46.00	.00	46.00	28602	03/27/2024
		1964	IT	7	03/26/2024	184.00	.00	184.00	28602	03/27/2024
		1964	IT	8	03/26/2024	184.00	.00	184.00	28602	03/27/2024
		1964	IT	9	03/26/2024	184.00	.00	184.00	28602	03/27/2024
		MSP-1968	IT	1	03/26/2024	907.07	.00	907.07	28602	03/27/2024
		MSP-1968	IT	2	03/26/2024	800.35	.00	800.35	28602	03/27/2024
		MSP-1968	IT	3	03/26/2024	1,333.92	.00	1,333.92	28602	03/27/2024
		MSP-1968	IT	4	03/26/2024	373.50	.00	373.50	28602	03/27/2024
		MSP-1968	IT	5	03/26/2024	533.57	.00	533.57	28602	03/27/2024
		MSP-1968	IT	6	03/26/2024	106.71	.00	106.71	28602	03/27/2024
		MSP-1968	IT	7	03/26/2024	426.86	.00	426.86	28602	03/27/2024
		MSP-1968	IT	8	03/26/2024	426.86	.00	426.86	28602	03/27/2024
		MSP-1968	IT	9	03/26/2024	426.85	.00	426.85	28602	03/27/2024
Total 10875:						17,131.33	.00	17,131.33		
12775	Durango Herald	20158	Notice of RFQ	1	03/01/2024	20.28	.00	20.28	28506	03/06/2024
		20201	Notice of Bid Invitation	1	03/08/2024	20.28	.00	20.28	28583	03/21/2024
		20242	Election Advertisement	1	03/13/2024	1,155.00	.00	1,155.00	28545	03/14/2024
		20312	Notice of Municipal Electio	1	03/12/2024	19.11	.00	19.11	28545	03/14/2024
		20490	ordinance 499	1	03/20/2024	6.24	.00	6.24	28583	03/21/2024
		20515	Notice of Budget Suppleme	1	03/21/2024	10.53	.00	10.53	28603	03/27/2024
Total 12775:						1,231.44	.00	1,231.44		
14375	Fasttrack Communications,	MARCH 202	Admin - Internet	1	03/01/2024	176.77	.00	176.77	28548	03/14/2024
		MARCH 202	PS - Internet	2	03/01/2024	130.81	.00	130.81	28548	03/14/2024
		MARCH 202	P&R - Internet	3	03/01/2024	30.42	.00	30.42	28548	03/14/2024
		MARCH 202	Admin - Telephone	4	03/01/2024	183.93	.00	183.93	28548	03/14/2024
		MARCH 202	PS - Telephone	5	03/01/2024	136.10	.00	136.10	28548	03/14/2024
		MARCH 202	SC - Telephone	6	03/01/2024	31.65	.00	31.65	28548	03/14/2024
		MARCH 202	PS - Special Circuit Charge	7	03/01/2024	71.00	.00	71.00	28548	03/14/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 14375:						760.68	.00	760.68		
14500	Ferguson Waterworks #111	1459987-3	Meter Supplies	1	03/20/2024	1,536.93	.00	1,536.93	28604	03/27/2024
		1501562	Supplies	1	03/06/2024	89.16	.00	89.16	28604	03/27/2024
Total 14500:						1,626.09	.00	1,626.09		
15225	Four Corners Welding	389449	Gas	1	03/12/2024	31.97	.00	31.97	28551	03/14/2024
Total 15225:						31.97	.00	31.97		
15700	Garrhs, Inc.	Q88702	TH - HVAC Maintenance	1	03/19/2024	130.00	.00	130.00	28606	03/27/2024
Total 15700:						130.00	.00	130.00		
16100	Goldman, Nicholson, & Ma	29492	2023-16	1	03/07/2024	137.50	.00	137.50	28553	03/14/2024
		29492	2022-09	2	03/07/2024	212.50	.00	212.50	28553	03/14/2024
		29492	Attorney Services	3	03/07/2024	3,825.01	.00	3,825.01	28553	03/14/2024
		29493	Municipal Court Attorney S	1	03/07/2024	451.80	.00	451.80	28585	03/21/2024
Total 16100:						4,626.81	.00	4,626.81		
16600	GT Environmental	202302238_	1st Qtr Maintenance Contr	1	03/17/2024	1,875.00	.00	1,875.00	28586	03/21/2024
Total 16600:						1,875.00	.00	1,875.00		
16825	Healthiest You	2024030905	Teledoc Services - General	1	03/01/2024	36.72	.00	36.72	28509	03/06/2024
		2024030905	Teledoc Services - Public S	2	03/01/2024	82.62	.00	82.62	28509	03/06/2024
		2024030905	Teledoc Services - Parks a	3	03/01/2024	27.54	.00	27.54	28509	03/06/2024
		2024030905	Teledoc Services - Culture	4	03/01/2024	36.72	.00	36.72	28509	03/06/2024
		2024030905	Teledoc Services - Senior	5	03/01/2024	9.18	.00	9.18	28509	03/06/2024
		2024030905	Teledoc Services - Water	6	03/01/2024	27.54	.00	27.54	28509	03/06/2024
		2024030905	Teledoc Services - Sanitati	7	03/01/2024	36.72	.00	36.72	28509	03/06/2024
		2024030905	Teledoc Services - Streets	8	03/01/2024	18.36	.00	18.36	28509	03/06/2024
Total 16825:						275.40	.00	275.40		
17700	Industrial Chem Labs & Se	389910	Lift Station degreaser	1	03/07/2024	518.96	.00	518.96	28607	03/27/2024
Total 17700:						518.96	.00	518.96		
21550	Kathleen Cathcart	REIMBURSE	Reimbursement - Items for	1	03/25/2024	15.00	.00	15.00	28608	03/27/2024
Total 21550:						15.00	.00	15.00		
22975	La Plata County Clerk	20240314	PS - 2021 Dodge Durango	1	03/14/2024	13.03	.00	13.03	28575	03/14/2024
Total 22975:						13.03	.00	13.03		
23200	La Plata Electric Associatio	2450 FEBRU	Electricity	1	03/05/2024	1,459.23	.00	1,459.23	28556	03/14/2024
		2450 FEBRU	Electricity	2	03/05/2024	730.01	.00	730.01	28556	03/14/2024
		2450 FEBRU	Electricity	3	03/05/2024	249.12	.00	249.12	28556	03/14/2024
		2450 FEBRU	Electricity	4	03/05/2024	51.51	.00	51.51	28556	03/14/2024
		2450 FEBRU	Electricity	5	03/05/2024	135.46	.00	135.46	28556	03/14/2024



Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 23200:						2,625.33	.00	2,625.33		
23825	Lewis Mercantile, CO	120520	Supplies	1	03/01/2024	15.67	.00	15.67	28519	03/06/2024
		120522	Supplies	1	03/01/2024	449.95	.00	449.95	28519	03/06/2024
		120531	Supplies	1	03/01/2024	47.50	.00	47.50	28519	03/06/2024
		120538	Supplies	1	03/01/2024	32.32	.00	32.32	28558	03/14/2024
		120546	Supplies	1	03/01/2024	53.74	.00	53.74	28558	03/14/2024
		120614	Supplies	1	03/04/2024	112.00	.00	112.00	28558	03/14/2024
		120640	Supplies	1	03/04/2024	312.40	.00	312.40	28558	03/14/2024
		120642	Supplies	1	03/04/2024	35.99	.00	35.99	28558	03/14/2024
		120660	Supplies	1	03/05/2024	8.40	.00	8.40	28558	03/14/2024
		120679	Supplies	1	03/05/2024	23.50	.00	23.50	28558	03/14/2024
		120771	Supplies	1	03/06/2024	159.01	.00	159.01	28558	03/14/2024
		120790	Supplies	1	03/06/2024	19.09	.00	19.09	28558	03/14/2024
		120814	Supplies	1	03/07/2024	24.49	.00	24.49	28558	03/14/2024
		120818	Supplies	1	03/07/2024	14.84	.00	14.84	28558	03/14/2024
		120861	Supplies	1	03/07/2024	21.55	.00	21.55	28558	03/14/2024
		120863	Supplies	1	03/07/2024	280.08	.00	280.08	28558	03/14/2024
		120873	Supplies	1	03/07/2024	35.25	.00	35.25	28558	03/14/2024
		120876	Supplies	1	03/07/2024	52.69	.00	52.69	28558	03/14/2024
		120912	Supplies	1	03/08/2024	33.98	.00	33.98	28558	03/14/2024
		120913	Supplies	1	03/08/2024	21.54	.00	21.54	28558	03/14/2024
		120936	Supplies	1	03/08/2024	32.68	.00	32.68	28610	03/27/2024
		121001	Supplies	1	03/11/2024	30.36	.00	30.36	28610	03/27/2024
		121023	Supplies	1	03/11/2024	50.73	.00	50.73	28610	03/27/2024
		121060	Supplies	1	03/12/2024	9.60	.00	9.60	28558	03/14/2024
		121069	Supplies	1	03/12/2024	23.50	.00	23.50	28558	03/14/2024
		121132	Supplies	1	03/13/2024	15.50	.00	15.50	28558	03/14/2024
		121149	Supplies	1	03/13/2024	56.47	.00	56.47	28610	03/27/2024
		121188	Supplies	1	03/14/2024	28.39	.00	28.39	28610	03/27/2024
		121216	Supplies	1	03/14/2024	78.31	.00	78.31	28589	03/21/2024
		121218	Supplies	1	03/14/2024	5.25	.00	5.25	28610	03/27/2024
		121238	Supplies	1	03/14/2024	22.83	.00	22.83	28610	03/27/2024
		121265	Supplies	1	03/15/2024	8.19	.00	8.19	28589	03/21/2024
		121411	Supplies	1	03/19/2024	18.00	.00	18.00	28589	03/21/2024
		121426	Supplies	1	03/19/2024	50.42	.00	50.42	28589	03/21/2024
		121531	Supplies	1	03/21/2024	20.19	.00	20.19	28610	03/27/2024
		121538	Supplies	1	03/21/2024	249.92	.00	249.92	28610	03/27/2024
Total 23825:						2,454.33	.00	2,454.33		
27025	NAPA Auto Parts in Bayfield	844559	Oil	1	03/12/2024	24.13	.00	24.13	28612	03/27/2024
		844686	Antifreeze	1	03/14/2024	33.46	.00	33.46	28612	03/27/2024
		844704	battery	1	03/14/2024	141.34	.00	141.34	28612	03/27/2024
		844717	Hose	1	03/14/2024	4.56	.00	4.56	28612	03/27/2024
		844736	Fuel line	1	03/14/2024	4.00	.00	4.00	28612	03/27/2024
		844752	Hose Clamp	1	03/14/2024	5.68	.00	5.68	28612	03/27/2024
Total 27025:						213.17	.00	213.17		
27975	Once in a Blue Moon LLC	124	Patches	1	03/07/2024	58.50	.00	58.50	28561	03/14/2024
		128	Patches	1	03/21/2024	26.00	.00	26.00	28613	03/27/2024
Total 27975:						84.50	.00	84.50		
29925	Professional Elevator Inspe	19115	Certificate Fee	1	03/20/2024	50.00	.00	50.00	28592	03/21/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 29925:						50.00	.00	50.00		
32300	Ron Saba	CLOTHING	Clothing Allowance	1	03/26/2024	37.99	.00	37.99	28615	03/27/2024
Total 32300:						37.99	.00	37.99		
34250	Visionary Communications,	802537	PR Shop	1	03/01/2024	115.86	.00	115.86	28571	03/14/2024
		812003	WWTP Internet	1	03/01/2024	76.25	.00	76.25	28571	03/14/2024
Total 34250:						192.11	.00	192.11		
34525	Southwest Ag, Inc.	98527	Streets 2024-06	1	03/13/2024	5,450.00	.00	5,450.00	28616	03/27/2024
Total 34525:						5,450.00	.00	5,450.00		
35475	Summit Supply Corp Of Co	2-1077	Supplies	1	03/06/2024	92.49	.00	92.49	28567	03/14/2024
		4-142	Supplies	1	03/06/2024	7.72	.00	7.72	28567	03/14/2024
Total 35475:						100.21	.00	100.21		
36250	TDL Recycling	12961	Town Hall Recycling	1	03/01/2024	65.00	.00	65.00	28529	03/06/2024
Total 36250:						65.00	.00	65.00		
37225	Town Of Bayfield	FEBRUARY	Utilities	1	03/01/2024	523.52	.00	523.52	28531	03/06/2024
		FEBRUARY	Utilities	2	03/01/2024	381.68	.00	381.68	28531	03/06/2024
		FEBRUARY	Utilities	3	03/01/2024	76.54	.00	76.54	28531	03/06/2024
		FEBRUARY	Utilities	4	03/01/2024	106.73	.00	106.73	28531	03/06/2024
		FEBRUARY	Utilities	5	03/01/2024	2,267.30	.00	2,267.30	28531	03/06/2024
		FEBRUARY	Utilities	6	03/01/2024	2,322.16	.00	2,322.16	28531	03/06/2024
		FEBRUARY	Utilities	7	03/01/2024	130.66	.00	130.66	28531	03/06/2024
		FEBRUARY	Utilities	8	03/01/2024	185.09	.00	185.09	28531	03/06/2024
		FEBRUARY	Utilities	9	03/01/2024	196.85	.00	196.85	28531	03/06/2024
		FEBRUARY	Utilities	10	03/01/2024	534.35	.00	534.35	28531	03/06/2024
		FEBRUARY	Utilities	11	03/01/2024	14.94	.00	14.94	28531	03/06/2024
Total 37225:						6,739.82	.00	6,739.82		
37850	Trout, Raley, Montano Free	1242887	Water - Attorney Fees	1	03/12/2024	94.00	.00	94.00	28619	03/27/2024
Total 37850:						94.00	.00	94.00		
38375	USA Blue Book	INV0029763	Ntrogen Ammonia	1	03/06/2024	417.48	.00	417.48	28620	03/27/2024
		INV0029958	Blower Lubricant	1	03/07/2024	661.78	.00	661.78	28620	03/27/2024
Total 38375:						1,079.26	.00	1,079.26		
38525	Verizon Wireless Services,	9958005977	Cell Phone	1	03/01/2024	81.36	.00	81.36	28570	03/14/2024
		9958005977	Cell Phone	2	03/01/2024	40.68	.00	40.68	28570	03/14/2024
		9958005977	Cell Phone	3	03/01/2024	40.68	.00	40.68	28570	03/14/2024
		9958005977	Cell Phone	4	03/01/2024	80.63	.00	80.63	28570	03/14/2024
		9958005977	Cell Phone	5	03/01/2024	84.41	.00	84.41	28570	03/14/2024
		9958005977	Cell Phone	6	03/01/2024	479.22	.00	479.22	28570	03/14/2024
		9958005977	Cell Phone	7	03/01/2024	232.06	.00	232.06	28570	03/14/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 38525:						1,039.04	.00	1,039.04		
40011	Jeremy Schulz	20240312	PW - Per Diem for CRWA	1	03/12/2024	379.50	.00	379.50	28554	03/14/2024
Total 40011:						379.50	.00	379.50		
40076	Dan Naiman Architecture	145	Building Inspector	1	03/01/2024	906.25	.00	906.25	28503	03/06/2024
Total 40076:						906.25	.00	906.25		
40103	NCSI SportsEngine, Inc.	42746	Background Checks	1	03/01/2024	20.50	.00	20.50	28560	03/14/2024
Total 40103:						20.50	.00	20.50		
40152	Kathleen Ann Sickles	MARCH 202	Admin - Automobile Allowa	1	03/05/2024	500.00	.00	500.00	28515	03/06/2024
Total 40152:						500.00	.00	500.00		
40176	Xerox Financial Services L	5502441	Copier	1	03/10/2024	43.68	.00	43.68	28573	03/14/2024
		5502441	Copier	2	03/10/2024	393.10	.00	393.10	28573	03/14/2024
Total 40176:						436.78	.00	436.78		
40184	Profile EAP	14009	EAP	1	03/05/2024	11.20	.00	11.20	28562	03/14/2024
		14009	EAP	2	03/05/2024	16.80	.00	16.80	28562	03/14/2024
		14009	EAP	3	03/05/2024	22.41	.00	22.41	28562	03/14/2024
		14009	EAP	4	03/05/2024	16.81	.00	16.81	28562	03/14/2024
		14009	EAP	5	03/05/2024	11.20	.00	11.20	28562	03/14/2024
		14009	EAP	6	03/05/2024	50.42	.00	50.42	28562	03/14/2024
		14009	EAP	7	03/05/2024	22.41	.00	22.41	28562	03/14/2024
Total 40184:						151.25	.00	151.25		
40197	Fastrack Construction, Inc.	PAY APP #3	Payment Application 3	1	03/04/2024	106,207.19	.00	106,207.19	28539	03/13/2024
Total 40197:						106,207.19	.00	106,207.19		
40223	4 Corners Trailers	30013	Lights	1	03/06/2024	15.00	.00	15.00	28540	03/14/2024
Total 40223:						15.00	.00	15.00		
40240	US POSTMASTER	20240320	Postage	1	03/20/2024	1,756.35	.00	1,756.35	28594	03/21/2024
		20240320	Postage	2	03/20/2024	1,756.34	.00	1,756.34	28594	03/21/2024
Total 40240:						3,512.69	.00	3,512.69		
40248	Builders Rental	7245	Jumping Jack Rental	1	03/08/2024	60.00	.00	60.00	28600	03/27/2024
Total 40248:						60.00	.00	60.00		
40271	Pueblo Community College	19871	Phillip Le	1	03/06/2024	8,709.59	.00	8,709.59	28563	03/14/2024
Total 40271:						8,709.59	.00	8,709.59		
40328	Summit Fire & Security	1451207	Admin/PS Fire Extinguishe	1	03/06/2024	111.00	.00	111.00	28566	03/14/2024
		1451210	Fire Extinguisher Annual In	1	03/06/2024	302.50	.00	302.50	28566	03/14/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		1451211	SC Fire Extinguisher Inspe	1	03/06/2024	441.75	.00	441.75	28566	03/14/2024
		1452348	Fire Extinguisher Annual In	1	03/06/2024	686.33	.00	686.33	28593	03/21/2024
		1452348	Fire Extinguisher Annual In	2	03/06/2024	686.33	.00	686.33	28593	03/21/2024
		1452348	Fire Extinguisher Annual In	3	03/06/2024	686.34	.00	686.34	28593	03/21/2024
		1452350	Fire Extinguisher Annual In	1	03/06/2024	545.75	.00	545.75	28617	03/27/2024
		1457537	SC Fire Extinguisher Inspe	1	03/11/2024	253.50	.00	253.50	28566	03/14/2024
		Total 40328:				3,713.50	.00	3,713.50		
40346	Pagosa Springs Police Dep	20240320	Stopping Online Predators	1	03/20/2024	1,188.97	.00	1,188.97	28595	03/21/2024
		Total 40346:				1,188.97	.00	1,188.97		
40408	Davlin and Davlin, LLC	MARCH 202	Municipal Judge Services	1	03/01/2024	600.00	.00	600.00	28505	03/06/2024
		Total 40408:				600.00	.00	600.00		
40422	CivicPlus, LLC	296044	code update	1	03/20/2024	401.39	.00	401.39	28579	03/21/2024
		Total 40422:				401.39	.00	401.39		
40429	Eclipse DOT	1003761	Training	1	03/01/2024	547.00	.00	547.00	28508	03/06/2024
		Total 40429:				547.00	.00	547.00		
40521	Fishdog Signs LLC	03052024	Decals	1	03/05/2024	160.00	.00	160.00	28605	03/27/2024
		20240305	Decals	1	03/05/2024	200.00	.00	200.00	28550	03/14/2024
		Total 40521:				360.00	.00	360.00		
40551	Charles Lewis	20240311	Wellness Benefit	1	03/11/2024	78.93	.00	78.93	28542	03/14/2024
		Total 40551:				78.93	.00	78.93		
40553	Advanced Cleaning and Re	2024-29-03-2	Cleaning Services	1	03/27/2024	480.00	.00	480.00	28599	03/27/2024
		2024-29-03-2	Cleaning Services	2	03/27/2024	240.00	.00	240.00	28599	03/27/2024
		2024-29-03-2	Cleaning Services	3	03/27/2024	380.00	.00	380.00	28599	03/27/2024
		Total 40553:				1,100.00	.00	1,100.00		
40555	Michael Hoguet	WELLNESS	Wellness Reimbursement	1	03/26/2024	465.00	.00	465.00	28611	03/27/2024
		Total 40555:				465.00	.00	465.00		
40635	John House	20240312	PW Per Diem - CRWA	1	03/12/2024	379.50	.00	379.50	28555	03/14/2024
		Total 40635:				379.50	.00	379.50		
40653	Leak Locators of Montana	1852	Extension Rod and Touch	1	03/04/2024	426.00	.00	426.00	28557	03/14/2024
		Total 40653:				426.00	.00	426.00		
40672	PVS DX INC.	747000394-2	Chlorine	1	03/04/2024	488.65	.00	488.65	28614	03/27/2024
		Total 40672:				488.65	.00	488.65		
40683	La Plata County Public He	2070	Standard bacteriology	1	03/12/2024	115.50	.00	115.50	28609	03/27/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 40683:						115.50	.00	115.50		
40685	Lifting Technologies, LLC	4003	Material Lift Platform	1	03/07/2024	4,900.00	.00	4,900.00	28559	03/14/2024
Total 40685:						4,900.00	.00	4,900.00		
40686	ABConsulting LLC	20240319	Leadership Development P	1	03/19/2024	4,000.00	.00	4,000.00	28576	03/21/2024
Total 40686:						4,000.00	.00	4,000.00		
40687	Plant World, Inc.	ORDER 135	Trees	1	03/04/2024	7,477.37	.00	7,477.37	28591	03/21/2024
Total 40687:						7,477.37	.00	7,477.37		
40688	Pine River Valley Youth Sp	COMMUNIT	Community Grants	1	03/06/2024	1,950.00	.00	1,950.00	28590	03/21/2024
Total 40688:						1,950.00	.00	1,950.00		
40690	Verizon Wireless Services,	9022351623	PD Case Investigation	1	03/25/2024	55.00	.00	55.00	28621	03/27/2024
Total 40690:						55.00	.00	55.00		
Grand Totals:						270,714.02	.00	270,714.02		

Report Criteria:  
 Detail report type printed

## RESOLUTION 598

### A RESOLUTION RATIFYING THE PLANNING COMMISSION OF THE TOWN OF BAYFIELD'S ADOPTION OF THE 2023 COMPREHENSIVE PLAN UPDATE AND MISSION, VISION AND VALUES UPDATES

**WHEREAS**, the Town of Bayfield previously adopted the 2018 Comprehensive Plan on May 15, 2018 through Resolution 392; and

**WHEREAS**, The Colorado Revised Statutes (C.R.S) §31-23-206 authorizes the Planning Commission to adopt a Master Plan (Comprehensive Plan) for the physical development of the community; and

**WHEREAS**, C.R.S. §31-23-206 (2) provides that a Comprehensive Plan may be amended by the Town from time to time; and

**WHEREAS**, the Town published notice of the Public Hearings regarding the 2023 Comprehensive Plan Update in the Durango Herald more than fifteen days in advance of the Planning Commission and Board of Trustees meetings; and

**WHEREAS**, the Planning Commission conducted the public hearing on November 14, 2023; and

**WHEREAS**, the Planning Commission approved Planning Commission Resolution 2023-01 adopting the 2023 Comprehensive Plan Update and the Mission, Vision and Values Updates in accordance with C.R.S. §31-23-206; and

**WHEREAS**, the Board of Trustees, as the elected body for the Town of Bayfield, wishes to recognize the appointed Planning Commission's efforts and desires to ratify the Planning Commissions' approval of the 2023 Comprehensive Plan Update and the Mission, Vision and Values Updates to demonstrate its concurrence with the approval; and

**WHEREAS**, the Board of Trustees conducted the public hearing on November 21, 2023.

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

**Section 1:** The Board of Trustees for the Town of Bayfield ratifies the Planning Commission's adoption of the the 2023 Comprehensive Plan Update and Mission, Vision and Values Updates and hereby affirms that the Comprehensive Plan is an advisory document to guide land development decisions for the Town of Bayfield pursuant to C.R.S. §31-23-206.

**Section 2:** In order to ensure the Comprehensive Plan's continued viability, the Planning Commission will review and update the Plan as necessary.

**INTRODUCED AND PASSED AS A RESOLUTION at a meeting of the Town of Bayfield Board of Trustees on the 21<sup>st</sup> day of November, 2023.**

**Mayor:**

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

*Attest:*

  
\_\_\_\_\_  
Dustin Hayden, Town Clerk

**Amend Resolution 598 attaching the Mission, Vision and Values**

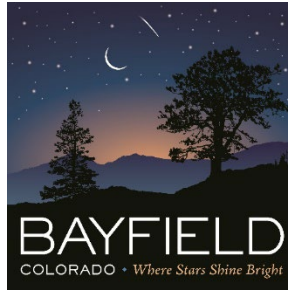
**INTRODUCED AND PASSED AS AN AMENDMENT at a meeting of the Town of Bayfield Board of Trustees on the 1st day of April, 2024.**

**Mayor:**

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

*Attest:*

\_\_\_\_\_  
Dustin Hayden, Town Clerk



## **Mission**

Bayfield is a community that embraces our small town heritage focused on education, recreation, social and economic diversity, and ensures a quality of life for all residents while protecting our natural resources.

## **Vision**

Bayfield is a safe, vibrant, sustainable, family-oriented community that provides for a diverse variety of jobs, housing, shopping, recreational, educational, medical and social opportunities that are surrounded by the natural environment and all connected through an accessible multi-modal transportation system. Community members actively participate in outdoor recreation, community events, the government process, the sharing of knowledge, and have confidence in their community leadership groups. Bayfield is a place you want to call home.

## **Values**

- Family & Community - We value our families, individuals, neighbors and our community as a whole and want to make sure Bayfield remains a livable Town providing a high quality of life for all citizens.
- Education & Recreation - We value our diverse educational and recreational opportunities that enhance the health and cultural fabric of our community.
- Housing & Economic Development - We value and invest in our businesses and want to make sure we have diverse and affordable housing options for all.
- Heritage & Natural Resources - We value our agricultural heritage and our plentiful natural resources and want to make sure we address our impacts to the natural environment in a sustainable manner.





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

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## MEMORANDUM

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**TO:** MAYOR AND BOARD OF TRUSTEES  
**FROM:** KATHLEEN SICKLES, TOWN MANAGER  
**SUBJECT:** EMPLOYEE INPUT REGARDING CIGNA \$48,000 CREDIT  
**DATE:** 3/27/2024

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**2024 Budget:** The Town budgeted just shy of \$585,000 for all Health and Wellness for Employees in 2024. Salaries totaled \$2,340,000, benefits totals \$452,000 and extras like cell phones and uniforms \$25,000. Health insurance is 17% of the annual employee labor and benefit cost.

**Employees:** Bonuses are taxable to Employee and Town. I also inquired about crediting health insurance cost to the employee. Although this seems like a benefit, a credit has the effect of increasing take home therefore increasing taxable income of which Employee and Town are liable.

There were several employee suggestions:

1. Keep the credit and reduce health insurance cost next open enrollment.
2. HSA contribution option for eligible employees that selected a High Deductible Plan with an eligible HSA account. (No Town Liability)
3. Increase the Wellness Reimbursement, to every employee. (No Town Liability)
4. Cash bonus (Town Liability)
5. Cash bonus for Police Officers eligible under FPPA (No Town Liability)
6. Increase the \$1000/\$500 credit to employees (from \$30,000 to ?)

It seemed employees overall preferred cash immediately.

My recommendation:

- A. \$1000 to Full Time Employees and \$500 to Part-time Employees. (Fulltime and Part-time are the only employees eligible for Town sponsored health insurance and the wellness reimbursement.) Retain the remaining \$18,000 and determine whether or not additional credits or benefits can be further divided amongst employees or retained to cover other employee benefits.
- B. Restricted to 3/27/2024 employed Full-time or Part-time Employees Only.
- C. Each employee must elect: HSA Contribution, Wellness Benefit Increase, Cash Bonus or a combination if eligible.
- D. Employee deadline for their election is April 19, 2024.
- E. All elections will be paid, added or deposited during the payroll processing the week of April 22.



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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:** KATHLEEN SICKLES, TOWN MANAGER  
**SUBJECT:** EMPLOYEE BREAKFAST  
**DATE:** 3/26/2024

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The Town budgeted just shy of \$585,000 for all Health and Wellness for Employees in 2024. Salaries totaled \$2,340,000, benefits totals \$452,000 and extras like cell phones and uniforms \$25,000. Health insurance is 17% of the annual employee labor and benefit cost.

During the renewal period Benefit Health Advisors informed us that there would be approximately \$20,000 discount based on 12/1/2022 to 11/30/2023 insurance claims. As 2024 progressed we got better news and mid-month March Benefit Health Advisors started discounting the Town invoice and will continue until a full \$48,000 is credited back to the Town.

*On March 15, waiting for FastTrack to quote phones and internet, I decided to place on the March 19 agenda.*

*Regarding 5.g. "\$48,000 CIGNA Health Insurance Credit: Suggested Bonuses \$1000 to every Full-time (28) Employee & \$500 to every Part-time (2) Employee with an additional credit, HSA contribution or bonus to any employee that has their child/children on their plan."*

*My Notes: Prior years, Health Insurance rates continued to increase, in part due to the pool and in larger part to employee usage. A CIGNA credit of \$48,000 was indicated for 2023 and just recently confirmed. Incentivizing healthy habits, encouraging wellness and supporting higher deductible plans saves the Town money and reduces absenteeism. Children on the plan is also a positive impact on the plan as a whole. The Town's cost could be reduced or cheer on all employees by providing a bonus. My suggestion is "Bonuses \$1000 to every Full-time (28) Employee & \$500 to every Part-time (2) Employee with an additional credit, HSA contribution or bonus to any employee that has their child/children on their plan." This would be about \$30,000 back to employees and \$18,000 to reduce the Town's contribution cost.*

*A suggestion was made regarding crediting the employee share of health insurance and staff tried to make the case that this was not fair based on selection of plan verses use, differences in 2023/2024 enrollment, employees that are covered under a family member's plan and the immense associated paperwork involved.*

*The Board Tabled March 19, 2024 until after Employee Breakfast.*

Bonuses are taxable to Employee and Town. An HSA contribution is not taxable, however not every employee has selected a High Deductible Plan with an eligible HSA account. All employees are eligible for a Wellness Reimbursement, but not every employee participates. I am a little concerned that the Board of Trustees tabled until the Employee Breakfast, but gave no indication if they would approve any amount credited or offered. I will be looking for input from all employees at the breakfast to take back to the Board on April 1.