

Town of Bayfield

Town Board Meeting – Tuesday May 7, 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.

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.) [Page 1](#)
2. **Approval of Minutes and Department Reports** (6:35 – 6:50)
 - a. Approval of Minutes – April 16, 2024 [Pages 3-9](#)
 - b. Attendance Roster of Elected Officials: April 8 DOLA Training and May 2 Retreat [Page 10](#)
 - c. Town Manager Report [Page 11](#)
 - d. Town Clerk Culture R & R Director Report [Pages 12-13](#)
 - e. Parks and Trails Director Report [Page 14](#)
 - f. Senior Center Coordinator Report [Page 15](#)
3. **Financial Action Agenda** (6:50 – 7:15)
 - a. April 2024 Disbursements [Pages 16-25](#)
 - b. Coordinate Mancos and Cortez trips [Page 26](#)
 - c. Initial Salary Survey Results Memo Only [Page 27](#)
 - d. Resolution 615 Michael and Elaine Moravan Grant Cycle [Pages 28-30](#)
 - e. Vision Strategic Plan Consulting Services RFP Sample from Leadership Development [Pages 31-33](#)
4. **Action Agenda** (7:15 – 7:45)
 - a. Mill Street Bistro Retail Liquor License Renewal [Pages 34-36](#)
 - b. Western Refining Retail (Speedway) Retail Liquor License Renewal [Pages 37-39](#)
 - c. Public Input Changes to the Agenda [CML Booklet](#)
 - d. What Task Force Committees would the Board like to consider? Budget, Rec District, Home Rule, Etc. [Direction](#)
 - e. Is there interest in Park Side Chats? Meeting the public at scheduled times at a park with ice cream? [Direction](#)
 - f. Office hours: Many elected officials hold office hours or coffee chats to hear directly from the public. [Direction](#)
5. **Board of Trustees Reports and Upcoming Dates of Interest** (7:45 – 7:50)
 - a. May 9, 11:30 Listen to speakers on Gulch A Bridge (The Bridge to Nowhere that is Now the Future.)
 - b. May 9, 2:00pm RHA Meeting in Bayfield
 - c. May 14, 8:00am Alliance in Durango
 - d. May 14, 6:30pm Planning Commission
 - e. May 15, 5:00pm CIRSA Training in Mancos
 - f. May 16, 6:00pm Agriculture Community Info
 - g. May 20, 5:00pm CML District Meeting in Cortez
 - h. May 21, 6:30pm Board Regular Meeting
 - i. May 27 – Memorial Day – Town Offices Closed
 - j. May 30, 5:30pm Water, Sewer, Stormwater, Trash
6. **Adjourn** (7:50)

Public Meeting Decorum Policy Resolution 493

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 – Absent -(arrived at 7:15)
Trustee Morlan – Present
Trustee Thomas - Present
Trustee Wolff – Present
Trustee Au – Present
Mayor Tarkington – Present

Staff Present: Katie Sickles (Town Manager), Nicol Killian (Community Development Director), Jeremy Schulz (Public Works Director), Corey Griffis (Assistant Public Works Director), Chief Michael Hoguet (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

Mayor Tarkington asks for any conflict of interest. None given.

Agenda Item #1 E: General Public Input

Mayor Tarkington opens it up for public input. None Given.

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

Mayor Tarkington opens up public comment on Agenda items.

Agenda Item #1 G: Current Board Approve Agenda

Motion to Approve Agenda: Trustee Zazzaro

Second: Trustee Wolff

Vote:

Trustee Zazzaro_Yes

Trustee Hartz –

Trustee Morlan – Yes

Trustee Thomas - Yes

Trustee Wolff – Yes

Trustee Au – Yes

Mayor Tarkington- Yes

Agenda Item #2: Community

Agenda Item #2 A: 1st Grade Arbor Day Poster Contest Winners

Mayor Tarkington announces the winners and Town Clerk Hayden gives them their certificate and prize.

Agenda Item #3 Public Hearing

Agenda Item #3 A: 2024 Budget Supplement #1

Mayor Tarkington opens the Public Hearing. Ms. Sickles gives update on supplement. Things that did not get done in 2023 snow storm in November delayed most of these items. Waiting on parts and engineering. Firewall was upgraded. Snowplow came over budget \$2900. Storm water study not complete in 2023. No public input given.

Agenda Item #4: Approval of Minutes and March 2024 Department Reports

Agenda Item #4 A: April 1, 2024 Minutes

Motion to Approve Minutes: Trustee Zazzaro

Second: Trustee Thomas

Vote:

Trustee Zazzaro_Yes

Trustee Hartz –

Trustee Morlan – Yes

Trustee Thomas - Yes

Trustee Wolff – Yes

Trustee Au – Yes

Mayor Tarkington- Yes

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Agenda Item #4 B: Public Works Director

Jeremy Schulz (Public Works Director) gives report. 72 one call tickets in the month of March. One water leak by Pine River shares dug up and repaired. One sewer back up by Mountain View Dr. during regular hours no OT jetrodder was used. Irrigation ditches will be on May 1st. Putting away snow equipment and getting out weed mitigation equipment. John House and Mr. Schulz were at CRWA conference. Went over a lot of regulations with lead and copper and backflow. Eclipse DOT being used for driver files getting that updated. Need to get the month corrected on water and sewer flows it says January. Put out a map for surface treatment, hopefully put this out to bid and get favorable pricing. Would like to do a chip seal not just a slurry seal.

Agenda Item #4 C: Chief of Police

Police Chief Michael Hoguet gives report. March very busy month for training and installation. Spillman is in place. Utility camera system is working flawlessly. Invites Board to see the new equipment just get with Chief Hoguet if interested. Phase one of the pistol program has started, qualification to follow. Calls for service still trying to get accurate data. Hopefully should be corrected next month. Tested someone on Monday he passed and is in the academy now he will graduate June 2nd and start with us soon after that. He tested very well. Opened up the SRO position since Sgt. Strietzel is very busy and it took him away from the school a lot. SRO needs more attention to the schools and be there all the time. Officers are busy doing lots of investigation and case reports. A lot of things for CDOT on new intersection.

Agenda Item #4 D: Community Development Director Report

Nicol Killian (Community Development Director) gives report. Give a quarterly update. Grant funding East Mill Street Sidewalks \$150,000 from CDOT Revitalizing Main Street Program. Cinnamon Heights Deed-Restricted Housing Project –\$2 Million Transformation Affordable Housing grant (TAHG) from the Division of Housing, and a \$700,000 grant from the La Plata County Board of County Commissioners. Highway 160 Pedestrian Crossing Study - \$30,000 CDOT Multimodal Transportation and Mitigation Options Fund (MMOF) grant. Bayfield East Intersection Project – \$1.57 Million Congressionally Directed Spending Grant. Pine River Commons Project – \$1.1 Million DOLA Grant for first 22 units. Bayfield Center Shared Use Path (SUP) - \$776,392 Federal Transportation Alternatives Program (TAP) Grant, and \$248,678 CDOT Multimodal Transportation and Mitigation Options Fund (MMOF) grant. Dark Skies Certification Mentor Program. Energy Performance Contracting (EPC). Growing Water Smart Metrics Program. International Organization of Standardization (ISO) Insurance Ratings Process. Noxious Weed will be talked about later but need to get in compliance with State regulations.

Agenda Item #5 Financial Agenda

Agenda Item #5 A: March 2024 Financial Statement

Kathy Cathcart (Finance Director) gives report. First Quarter is over. First deposit of sales tax was made as it is two months behind as well as city tax and another round of property tax. Youth sports and facility rentals trending high and expect those to do well. Received first payment of lottery funds. PIF and sewer funds trending well. Overtime in Sewer and Police is trending high. \$46,000 capital improvements funds expended in the General Fund. Police bought their pistols. Parks purchased the shade trees and bear proof trash cans and mower deck. Penalties and interest trending high. Any questions about finance or the budget please stop by and see Kathy.

Motion to Approve: Trustee Zazzaro

Second: Trustee Wolff

Vote:

Trustee Zazzaro_Yes

Trustee Hartz –

Trustee Morlan – Yes

Trustee Thomas - Yes

Trustee Wolff – Yes

Trustee Au – Yes

Mayor Tarkington- Yes

Agenda Item #5 B: Sales Tax Report

Kathy Cathcart (Finance Director) gives report. Mayor Tarkington notes sales tax is trending positive.

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Agenda Item #5 C: Resolution 611 2024 Budget Supplement #1

Motion to Approve: Trustee Morlan

Second: Trustee Zazzaro

Vote:

Trustee Zazzaro_ Yes

Trustee Hartz –

Trustee Morlan – Yes

Trustee Thomas - Yes

Trustee Wolff – Yes

Trustee Au – Yes

Mayor Tarkington- Yes

Agenda Item #5 D: Shade Structure for Mesa Playground

Mark Robinson (Parks and Trails Director) gives report. Got a bid at budget, covers 75% of playground meeting all setbacks.

Motion to Approve Pro Playground quote: Trustee Morlan

Second: Trustee Thomas

Vote:

Trustee Zazzaro_ Yes

Trustee Hartz –

Trustee Morlan – Yes

Trustee Thomas - Yes

Trustee Wolff – Yes

Trustee Au – Yes

Mayor Tarkington- Yes

Agenda Item #5 E: April 1, 2024 Shared Use Path Re-directed item

Town Manager Katie Sickles gives report. Wanted to have a construction management plan does not have it. Has a qualified engineer but they cannot get a quote from Trautner. Need to move forward on this and get the forms to CDOT to consider awarding it. Can pass on to the next Board. There are sidewalk funds in the budget.

Motion to Table to new Board: Trustee Zazzaro

Second: Trustee Morlan

Vote:

Trustee Zazzaro_ Yes

Trustee Hartz

Trustee Morlan – Yes

Trustee Thomas - Yes

Trustee Wolff – Yes

Trustee Au – Yes

Mayor Tarkington- Yes

Agenda Item # 6 Current Board Action Agenda

Agenda Item # 6 A: Resolution 612 Noxious Weed Management Plan

Mayor Tarkington says she thinks it should go to the new Board.

Motion to Table to new Board: Trustee Morlan

Second: Trustee Wolff

Vote:

Trustee Zazzaro_ Yes

Trustee Hartz –

Trustee Morlan – Yes

Trustee Thomas - Yes

Trustee Wolff – Yes

Trustee Au – Yes

Mayor Tarkington- Yes

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Agenda Item #7A ceremony thanking all departing Elected Officials – Town Manager Sickles Town Manager Sickles gives plaques to departing Mayor and Board members. Thanking them for their service and dedication to the Town of Bayfield.

Agenda Item #8: A ceremony swearing in Candidates Elect – Judge Davlin
Judge Davlin swears in the Candidates Elect.

Agenda Item #8 A: Conflict of Interest – Announcement
Mayor Au asks if the Board has any conflicts of interest. Trustee Snooks recuses from 10B.

Agenda Item #8 B: General Public Input
Mayor Au opens it up to public input. **Luann Wilson 1591 County Rd. 526 asks that Trustees speak loudly in to microphone. Brian Blanchard 627 Louisiana Dr. asks that the Board pays attention to what is best for the town and the citizens in what they do and vote on. Phylis Ludwig welcomes the new Board.**

Agenda Item #8 C: General Public Input on Agenda Items
Mayor Au opens it up to public input on Agenda. **Phylis Ludwig on 9E reads a letter from the Senior Center president. Feels they do not need additional representation to the Board. Carrie Kirkpatrick does a great job filling us in on what the Board has going on.**

Agenda Item #8 D: Arbor Day Proclamation
Mayor Au reads Arbor Day proclamation. Designates Arbor Day as April 25th, 2024. 10 am at Eagle Park with Bayfield kindergartners.

Agenda Item #9 Orientation and Onboarding
Agenda Item #9 A: Town Attorney Review of Executive Session Procedures
Town Attorney Michael Goldman addresses the Board. Almost everything we do is public. The law requires that when you are there as a body discussing and making policy it is public. There are very rare exceptions. Those are executive sessions. When you meet in executive session those are not public. To receive legal advice from your attorney, discuss personnel matter with a Town employee and even then the employee must be noticed and given the option to be public. Have to notice employee to decide if they want public or not. Discuss negotiating strategies real estate or other to give some leadership or direction to your Town Manager. It is very rare to go in to executive session. I have gone to executive session maybe four time since he has been the Town Attorney the last four or five years. Executive session does not happen on the fly. It has to be noticed. Gives the Town Manager and Town Attorney a heads up so it can be noticed and put on the agenda. Gives the public a bit of information about what the session is for but not give specifics. Sometimes during meetings there may be a need arise to go in to executive session. It must be motioned seconded and majority of the quorum must vote to go. All decisions and policy should be made in public. Cautions using executive session as a tool. If a consensus of view is reached in the session it must be announced to the public when you come out of executive session.

Agenda Item #9 B: CIRSA
Katie Sickles (Town Manager) states Sam Light does a 17 minute video of what elected officials should and should not be doing. Mancos will be hosting Sam Light to let her know so she can let Mancos know. Attorney Goldman says he is a great resource and worth the trip.
<https://www.youtube.com/playlist?list=PLoHaMZTk4SyY97tuUcglNwy3pmfsHQhnf>

Agenda Item #9 C: Colorado Municipal League (CML) Conference June 18-21
Mayor Au asks if anyone is interested in going. Mayor Au is a maybe, Trustee Hartz states she will go as does Trustee MacLaurin. Others interested please get confirmations to Town Manager Sickles. If there is enough going the Board meeting would be moved to Monday night. Trustee MacLaurin asks when the Mancos meeting is? Town Manager Sickles states it is the 15th of May. A Monday night. Trustee Katsos asks what is the latest to let Katie know about the CML conference. Ms. Sickles states that hotels are the toughest and if you go with just a week notice you may be commuting further from a hotel.

Agenda Item #9 D: Name Tags, Desk Name Plates, Etc
Ms. Sickles states please give name to Town Clerk Hayden. As you want it on your name tag and plates.

Agenda Item #9 E: Committees-Vacancies need to be filled, Liaison Positions-June 2024, Assignments, etc.

Ms. Sickles goes over vacancies who was on each and who the staff alternative is. Ms. Sickles states she hears the Senior Center does not want a liaison. Ms. Sickles states she would like a committee together for Mill St. as that project is going to be difficult. Wants Board, citizen and business owner input. Trustee Hartz asks if

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several members are at the Senior Center can they talk. Town Attorney Goldman states that as long as it is social and not business. Mayor Au states he was taught it was good practice to not have three or more present for perception. Trustee Hartz feels that the Board should have more of a presence at these meetings to add a different perspective then the staff has. Mayor Au states he will take Southwest Transportation Planning. Trustee MacLaurin will take Mill St. Trustee Hartz will take the Economic Alliance. Trustee Katsos will take Region 9. Trustee Nyberg asks what about the Planning Commission? Ms. Sickles states that the Mayor is the ex officio as stated in the Municipal Code. Trustee Nyberg will take Southwest TPR since the Mayor has Planning Commission. Trustee Snooks wants to join in on Mill St. Trustee Hartz will take the Tree Board. Trustee Morlan will stay on with RHA. Mayor Au asks if we should look at the liaison program to Town Staff. Trustee Hartz states she feels there should be one. Trustee Morlan states she was at one point she gave financial information for the Town looking in to an Intrafi. Town Manager Sickles states that we can stay with a financial liaison for now and as things come up if something interests them they can. Trustee Morlan states they agree that she will remain as the financial liaison until other interests come up for projects.

Agenda Item #9 F: Bio for Website w/photo

Ms. Sickles states she would like she would like to get this now that the Town website is running good now.

Agenda Item #9 G: Mail Box, CML emails, CIRSA Training, Materials, etc.

Ms. Sickles goes over the location of the mailbox. Uriah will set up Town email and tablets. Will have him add it to your phone if you want it. Has a letter that goes to the Board she will give paper copies or Bcc in an email.

Agenda Item #10 New Board Action Agenda

Agenda Item #10 A: Shade Structure for Mesa Playground

Approved by previous Board.

Agenda Item #10 B: Shared Use Path

Trustee Snooks recuses. Ms. Sickles states we have a lowest bidder it is \$1,025,000. \$90,000 will come out of the sidewalk funds. We have almost \$1,250,000 grant money but you have roughly \$90,000 spent on engineering. You do have a budget under Streets. Page 42 on the budget. Center Mill St. \$525,000 budgeted for this and there is no way that construction will happen in 2024 especially in the center and may not even happen in 2025. Does not have a construction management plan. Bechtel is an engineering firm that I am seeking a proposal from. Jaynes is the lowest bidder and if we don't move the may pull out of the project. We need to know if you are willing to move forward. Trautner is the hold up in the engineering. There is a plan and the plans have been bid on. Public Works Director Schulz adds they used a different geotech company out of Albuquerque for East Mill St because we could not get Trautner or a local one to come. Trustee Morlan asks if it is \$90,000 that would need to be covered that was not budgeted, when will Mill St. Ms. Sickles states we do not meet again not until May 7th and the contractor or engineer may pull out by then and Mill St. will probably not start until maybe 2026. Southwest TPR gives the extension on the grant money. Trustee Katsos asks is money out of that fund is used to cover accidents on the sidewalks or repairs. Ms. Sickles states that this wouldn't be funds for repair but for bigger projects. The \$525,000 will stay in the street fund until another capital project comes along. Trustee Katsos asks that if there is no downfall. Ms. Sickles states that there is a decision to be made that you take the money from one project and move it to another that won't get done until late 2025. Trustee Katsos states that she feels it needs to be done she walks it almost daily. Ms. Sickles asks if that includes the construction management plan and that you will still get to approve the plans. Trustee Hartz asks if there is any idea what the number will be? Ms. Sickles answers she does not.

Motion to Reappoint \$90,000 from the one sidewalk project to the shared use path and add Construction Plan:

Trustee Katsos

Second: Trustee Morlan

Vote:

Trustee Nyberg_ Yes

Trustee Hartz –Yes

Trustee Katsos – Yes

Trustee Snooks - Recused

Trustee Morlan – Yes

Trustee MacLaurin – Yes

Mayor Au- Yes

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Agenda Item #10 C: Resolution 612 Noxious Weed Management Plan

Nicol Killian (Community Development Director). Our code does not comply with the State so it needs changed. First step was to address the nuisances. Resolutions are easier to amend and add too. State list A and B we need to comply with and weeds may need to be added at certain points. Wants to concentrate on an education piece and not be heavy handed and provide resources to help citizens. Public land needs to be more diligent to control weeds on our property, parks and right of ways.

Motion to Approve with findings A and B from staff report: Trustee Nyberg

Second: Trustee Snooks

Vote:

Trustee Nyberg_ Yes

Trustee Hartz –Yes

Trustee Katsos – Yes

Trustee Snooks - Yes

Trustee Morlan – Yes

Trustee MacLaurin – Yes

Mayor Au- Yes

Agenda Item #10 D: Wells Liquor 2024 Renewal

Town Clerk Hayden states he reached out to leadership team and had no negative feedback.

Motion to Approve: Trustee Hartz

Second: Trustee Morlan

Vote:

Trustee Nyberg_ Yes

Trustee Hartz –Yes

Trustee Katsos – Yes

Trustee Snooks - Yes

Trustee Morlan – Yes

Trustee MacLaurin – Yes

Mayor Au- Yes

Agenda Item #10 E: Tamarack Concrete Bid Award

Corey Griffis (Assistant Public Works Director) states that we are getting ready to pave Los Pinos and Tamarack and there is some concrete work that needs to be done a couple gutter pans that will not drain. Went out to bid came back at \$51,035. It leaves about \$25,000 left for compaction testing. Mayor Au asks if the \$50,000 is included in the \$479,000. Mr. Griffis states yes that it includes everything except the compaction testing as that is not known yet. Trustee MacLaurin asks if it is a local company. Mr. Griffis says yes. Trustee Katsos asks if the repair is due to poor storm water and erosion control. Mr. Griffis states he believes it is because the concrete is old and hit by plows. Trustee Katsos asks if it is a repair that will deteriorate the same down the road. Mr. Griffis states that with the new concrete and asphalt it should last roughly 20-30 years. Town Manager Sickles states it is a complete reconstruction not a repair. Mr. Griffis states it is a complete mill of the street. Trustee Katsos asks about the site restoration and re-vegetation. Mr. Griffis states it will be a very minimal vegetation disruption as the gutter pans are all on the street.

Motion to Award CPC Construction the concrete flat work \$51,035: Trustee Hartz

Second: Trustee Morlan

Vote:

Trustee Nyberg_ Yes

Trustee Hartz –Yes

Trustee Katsos – Yes

Trustee Snooks - Yes

Trustee Morlan – Yes

Trustee MacLaurin – Yes

Mayor Au- Yes

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Agenda Item #10 F: Datasafe Discussion regarding IT

Ms. Sickles states we paid for 1 gig of internet service to Town. The dinosaur phones bottlenecks because it only allows 100mgs through them. Anywhere there is a computer and a phone it is a bottleneck. It was simpler than we thought and we are glad we have new phones on the way. Chief Hoguet states Spillman initiated the look in to this and with the data going to Cortez and back and the bottleneck of the phones. Found this out last Thursday and the result is the phone. Trustee Morlan asks is there a charge for the switch. Chief Hoguet states they got us a used one for \$75.

Agenda Item #10 G: Resolution 613 Appointments

Motion to Appoint Alexis Hartz Mayor ProTem and approve Kristin Dallison to approve the minutes of the Planning Commission and the recommended appointees: Trustee Nyberg

Second: Trustee MacLaurin

Vote:

Trustee Nyberg_ Yes

Trustee Hartz –Yes

Trustee Katsos – Yes

Trustee Snooks - Yes

Trustee Morlan – Yes

Trustee MacLaurin – Yes

Mayor Au- Yes

Agenda Item #10 H: Resolution 614 Authorized Bank Signors

Mayor Au states that it should be a Trustee close and around Town a lot. Trustee Katsos states she as a bookkeeper has the bank and tech knowledge.

Motion to Approve Trustee Kat Katsos, Mayor Au, Town Manager Sickles and Public Works Director Schulz: Trustee Hartz

Second: Trustee MacLaurin

Vote:

Trustee Nyberg_ Yes

Trustee Hartz –Yes

Trustee Katsos – Yes

Trustee Snooks - Yes

Trustee Morlan – Yes

Trustee MacLaurin – Yes

Mayor Au- Yes

Agenda Item #11 Board of Trustees Reports and Upcoming Dates of Interest

- a. April 22, 7:30am BOCC Joint Work Session (Monday)
- b. April 25, 10:00am Arbor Day Celebration at Eagle Park
- c. April 30 – Housing Summit in Durango
- d. May 2, 6:00pm – Board of Trustees Retreat – Board members are asked to bring a list. Board members will review Land Use status of Applications and Town Projects.
- e. May 3, 8:00pm – Dark Sky Event at Pine River Library
- f. May 7, 6:30pm – Board of Trustees Regular Meeting
- g. May 14, 6:30pm – Planning Commission Meeting
- h. May 15, 5:00pm – CIRSA Training in Mancos Invitation
- I. May 20, CML Spring District Meeting at Cortez
- j. May 21, 6:30pm – Board of Trustees Regular Meeting

8. Adjourned at 8:12

Approved as presented on 4/16/2024:

Dustin Hayden, Town Clerk

Thomas E. Au, Mayor

Attendance Roster for 4/8/2024 5:30pm DOLA Training

Board of Trustees:

Trustee & Mayor Elect Au

Mayor Pro tem Morlan

Trustee Hartz

Trustee Elect Katsos

Trustee Elect MacLaurin

Trustee Elect Nyberg

Trustee Elect Snooks

Attendance Roster for 5/2/2024 Following the Special Meeting

Board of Trustees:

Mayor Au

Mayor Pro tem Hartz

Trustee Morlan

Trustee Katsos

Trustee MacLaurin

Trustee Nyberg

Trustee Snooks



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: 5/3/2024

Mill & Parkway Station: For those that may not know I prepare and care for the Mill & Parkway Station built by James Harrmann Masonry. Except for the annual flowers, from Bayfield Gardens, I recycle the seasonal items that are stored at Town Hall. I enjoy my time working in the dirt and engage with many of the passersby. Usually this time is after hours or on weekends.

School Accountability: I caught a couple later spring School Accountability meetings and hope to attend more when the school year starts up again in the fall.

Downtown Colorado Inc. In The Game Event: I Nicol and I attended the April 2-5 Annual Event in Durango. I have attended many of these events over the years and it was great to reconnect with many of the available programs available for downtown improvement.

CCCMA Annual Conference: I attended the April 17-19 Colorado City and County Manager's Association (CCCMA) in Glenwood Springs. There were some great sessions on leadership and managing difficult issues. CIRSA's session once again provided bad news on growing liability including the cost of police coverage.

CML Executive Board Meeting: I attended the, April 26, last CML Executive Board meeting, prior to the annual conference, in Denver. We reviewed several legislative issues including SB24-193 the Tribe's interest in State wide concerns regarding municipal annexation.

RHA Housing Summit – Coming Home: April 30 was the first annual Housing Summit sponsored by the RHA. I purchased tickets for Trustees Hartz & Katsos. The RHA comped tickets for all RHA Board members. Although there was some apprehension in setting the date, I felt it was well attended and each session was rich with housing information.

HR Director Interviews: Lisa Blue HR Consultant coordinated the HR Director advertisement, recruitment and interviews. Chief Hoguet, PW Director Schulz, Finance Director Cathcart and I participated in four good interviews and we have one more later this month.

Facilities and Grounds Maintenance Worker: We offered the Facilities and Grounds Maintenance Worker position with a current start date of May 20. AS soon as get all of the background complete we will make the announcement.

Out of the Office: I plan to visit my daughter over the Memorial Day weekend including days leading up and after.



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

MEMORANDUM

TO: THE HONORABLE MAYOR AND BOARD OF TRUSTEES
FROM: DUSTIN HAYDEN, TOWN CLERK, DIRECTOR CULTURE AND R&R
SUBJECT: DEPARTMENT REPORT MAY 2024
DATE: 5/3/2024

- Youth Soccer kicked off this week. 264 kids registered. Last fall we had 195, an increase of 35% so we are very excited and encouraged by that. Practice schedules are out. Very challenging in the fact that we have 17 teams in the Pre-k to 2nd grade age group and just 2 fields for them. I reassigned 25 kids to different teams to accommodate practice schedules for families.
- Big roll out for the reusable jersey program goes along with soccer. I have got great feedback from the community on this and financially we are about \$700.00 dollars away for the program to pay for itself. My initial estimates I thought it would take about a year to pay for itself and we are about 8 months ahead of that projection.
- Adult Volleyball is almost ready to wrap up. Their tournament is May 6th and 8th.
- Facility rentals trending better than years past and only getting stronger. We are very excited to rent the Old Middle School Gym out to groups not just in the winter. We have a pickle ball group and a dance class and a girls basketball camp all committed to the Gym to maximize our lease in its “offseason”. Eagle Park has 18 rentals from April to July with more coming in.
- Arbor Day was a beautiful day and was a lot of fun to see the kindergartners take over Eagle Park. Went to BPS for their tree planting and got to hand out the last of the contest winners prizes.
- Election results and documentation turned in to DOLA and was certified by them.

- Vendor applications are being turned in for Block Parties and BHD has turned in their application. I will be reviewing it with department leaders to find some common ground as far as charges for barricades and law enforcement and trash and bathroom help in the parks.
- 3 pending liquor license renewals and 1 new/pending temporary license in the process.

04.29.2024

Memo

To
Mayor/Board of Trustees

From
Parks & Trails Director
Mark Robinson

CC
Katie Sickles

Re
Monthly Report

Comments: All parks/facilities turf has been aerated and fertilized. Irrigation has been turned on. Three sprinkler lines were repaired and several rotary heads were replaced. The Bean Ditch has been turned on. We will be transferring irrigation at Joe Stephenson Park to ditch irrigation. The water tap at Joe Stephenson Park definitely improved the condition of the ball fields. We started grounds/lawn maintenance last week.

Bathrooms at Eagle and Joe Stephenson Park are open. We will be cleaning them Monday's and Fridays. Eagle Park rentals are off to an early start. Parks staff will be alternating weekends to clean restrooms and pick up trash between rentals.

The last of the shade trees were planted on Arbor Day so I will be finalizing the grant report for reimbursement. Some questions have come up on why the trees were planted inside the grass area instead of around the exterior perimeter at Eagle Park. During the hot summer months in certain areas the grass turns brown and eventually dissolves to dirt. The shade trees will help keep the grass and community members cool. This will also help with the amount of water needed for irrigation. My vision for Eagle Park is for the community to enjoy lush cool grass and shade to escape the heat during the hot summer months. With the Los Pinos River near by Eagle Park is one of our most utilized parks by the community. We utilize the soccer field at Joe Stephenson Park for a multi-purpose field, sports, special events, etc.

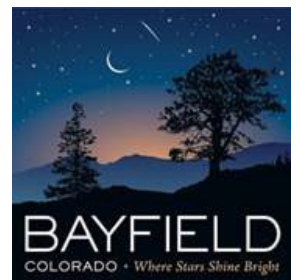
A walk through of the Twin Bridges, Shared Use Path project was completed by the Army Corps of Engineers and SME Environmental. I am awaiting their final report. We discussed the possibility of finalizing the contract.

Town of Bayfield Parks

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Pine River Senior Center News for Board Trustee Meetings

I plan to update the Board of Trustees every other month or as needed using the following topics.

April 2024

1. *Average number of lunch attendees/meals served on Wednesdays/Fridays*
50-60 folks per lunch day

2. *Updates on events/new activities on Tuesdays*
More attendees coming on Tuesdays to partake in games, card making, etc.

3. *La Plata County News*

We are still looking to add a volunteer dishwasher for Fridays. John is back doing dishes on Wednesdays and has graciously been doing dishes on most Fridays. Carrie is currently working on getting Congregate Nutrition Assessments out to all folks for renewal in 2024. The County and Carrie are working side by side to document folks that have returned their CNA's so that we are both on the same page.

4. *Rental Updates*

We have rentals in May for various events and I am working with a large rental (2 day event) for September. I expect summer Senior Center rentals to be somewhat busy, but many people book the park for their summer rentals. The Senior Center is a nice option, however, because you have inside/outside options.

5. *Other Senior Center News*

Nicole w/ Health without Barriers program will be providing a nutrition class this fall (date still to be determined). In addition, this summer Dr. Ed Fields (one of our folks that comes for lunch) will be hosting a discussion group entitled, "How to be Happy". The discussion group will be held most likely in July/August with multiple sessions occurring. Carrie will share more information on this discussion group as Ed as we work through details. We are capping the group at 10 people and thus far interest has been good. We are close to fulfilling our cap. Ed is willing to do more than 1 group, if needed.

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
1300	Amber Abdella	APRIL 2024	Cell Phone Stipend	1	04/04/2024	50.00	.00	50.00	28662	04/11/2024
Total 1300:						50.00	.00	50.00		
3600	Basin Co-op	118381	Fertilizer	1	04/03/2024	908.35	.00	908.35	28664	04/11/2024
Total 3600:						908.35	.00	908.35		
5375	Bob's Johns, Inc	96153	P&R - Port-A-Pot Rental &	1	04/01/2024	734.97	.00	734.97	28629	04/03/2024
Total 5375:						734.97	.00	734.97		
6350	C&J Gravel Products, Inc	2015	Gravel	1	04/08/2024	78.64	.00	78.64	28737	04/25/2024
Total 6350:						78.64	.00	78.64		
6900	Caselle, Inc	1320853	Billing Software	1	04/01/2024	684.90	.00	684.90	28669	04/11/2024
		1320853	Billing Software	2	04/01/2024	684.90	.00	684.90	28669	04/11/2024
		1320853	Billing Software	3	04/01/2024	152.20	.00	152.20	28669	04/11/2024
Total 6900:						1,522.00	.00	1,522.00		
7350	CenturyLink	APRIL 2024	Town Hall Elevator	1	04/04/2024	192.56	.00	192.56	28708	04/16/2024
		SR CTR APR	Senior center	1	04/04/2024	114.20	.00	114.20	28708	04/16/2024
Total 7350:						306.76	.00	306.76		
8100	Cirsa	240979	Additional Vehicle Coverag	1	04/15/2024	116.06	.00	116.06	28739	04/25/2024
		240979	Additional Vehicle Coverag	2	04/15/2024	1,333.25	.00	1,333.25	28739	04/25/2024
Total 8100:						1,449.31	.00	1,449.31		
8175	City Of Durango	38992885	4th Quarter Dispatch Fees	1	04/03/2024	4,189.87	.00	4,189.87	28709	04/16/2024
Total 8175:						4,189.87	.00	4,189.87		
9350	Comdata	F40923652	Easter	1	04/01/2024	900.64	.00	900.64	42402	04/12/2024
		F40923652	Pickleball	2	04/01/2024	120.31	.00	120.31	42402	04/12/2024
		F40923652	Easter	3	04/01/2024	591.94	.00	591.94	42402	04/12/2024
		F40923652	Pickleball	4	04/01/2024	107.32	.00	107.32	42402	04/12/2024
		F40923652	Promotional	5	04/01/2024	800.00	.00	800.00	42402	04/12/2024
		F40923652	Promotional	6	04/01/2024	532.51	.00	532.51	42402	04/12/2024
		F40923652	Plant World	7	04/01/2024	419.78	.00	419.78	42402	04/12/2024
		F40923652	Supplies	8	04/01/2024	94.75	.00	94.75	42402	04/12/2024
		F40923652	Refund	9	04/01/2024	36.38-	.00	36.38-	42402	04/12/2024
		F40923652	Air Compressor	10	04/01/2024	5,963.76	.00	5,963.76	42402	04/12/2024
		F40923652	hotel for training	11	04/01/2024	426.88	.00	426.88	42402	04/12/2024
		F40923652	hotel for training	12	04/01/2024	426.88	.00	426.88	42402	04/12/2024
		F40923652	Supplies	13	04/01/2024	76.62	.00	76.62	42402	04/12/2024
		F40923652	CCMA	14	04/01/2024	340.00	.00	340.00	42402	04/12/2024
		F40923652	The Colorado Sun	15	04/01/2024	5.00	.00	5.00	42402	04/12/2024
		F40923652	Adobe	16	04/01/2024	239.90	.00	239.90	42402	04/12/2024
		F40923652	Adobe	17	04/01/2024	47.98	.00	47.98	42402	04/12/2024
		F40923652	Adobe	18	04/01/2024	23.99	.00	23.99	42402	04/12/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		F40923652	Adobe	19	04/01/2024	23.99	.00	23.99	42402	04/12/2024
		F40923652	Adobe	20	04/01/2024	23.99	.00	23.99	42402	04/12/2024
		F40923652	Adobe	21	04/01/2024	8.00	.00	8.00	42402	04/12/2024
		F40923652	Adobe	22	04/01/2024	8.00	.00	8.00	42402	04/12/2024
		F40923652	Adobe	23	04/01/2024	7.99	.00	7.99	42402	04/12/2024
		F40923652	Parking Meter	24	04/01/2024	3.00	.00	3.00	42402	04/12/2024
		F40923652	employee breakfast	25	04/01/2024	72.25	.00	72.25	42402	04/12/2024
		F40923652	CML	26	04/01/2024	435.00	.00	435.00	42402	04/12/2024
		F40923652	employee breakfast	27	04/01/2024	53.12	.00	53.12	42402	04/12/2024
		F40923652	Tequilas	28	04/01/2024	14.87	.00	14.87	42402	04/12/2024
		F40923652	Block heater	29	04/01/2024	109.00	.00	109.00	42402	04/12/2024
		F40923652	Engine cylinder	30	04/01/2024	465.30	.00	465.30	42402	04/12/2024
		F40923652	COVer for air conditioner	31	04/01/2024	41.99	.00	41.99	42402	04/12/2024
		F40923652	filter	32	04/01/2024	13.48	.00	13.48	42402	04/12/2024
		F40923652	hydraulic filter	33	04/01/2024	29.97	.00	29.97	42402	04/12/2024
		F40923652	ID plate	34	04/01/2024	22.98	.00	22.98	42402	04/12/2024
		F40923652	Adobe	35	04/01/2024	19.99	.00	19.99	42402	04/12/2024
		F40923652	durango nursery	36	04/01/2024	447.76	.00	447.76	42402	04/12/2024
		F40923652	wire	37	04/01/2024	434.50	.00	434.50	42402	04/12/2024
		F40923652	Supplies	38	04/01/2024	100.35	.00	100.35	42402	04/12/2024
		F40923652	Air Filters	39	04/01/2024	35.98	.00	35.98	42402	04/12/2024
		F40923652	Parts	40	04/01/2024	130.92	.00	130.92	42402	04/12/2024
		F40923652	Refund	41	04/01/2024	99.99-	.00	99.99-	42402	04/12/2024
		F40923652	Refund	42	04/01/2024	41.99-	.00	41.99-	42402	04/12/2024
		F40923652	Id tag	43	04/01/2024	22.98	.00	22.98	42402	04/12/2024
		F40923652	Parks supplies	44	04/01/2024	31.37	.00	31.37	42402	04/12/2024
		F40923652	Mark's uniform allowance	45	04/01/2024	119.99	.00	119.99	42402	04/12/2024
		F40923652	home depot	46	04/01/2024	229.97	.00	229.97	42402	04/12/2024
		F40923652	Parks supplies	47	04/01/2024	49.77	.00	49.77	42402	04/12/2024
		F40923652	Parks equipment maint	48	04/01/2024	106.98	.00	106.98	42402	04/12/2024
		F40923652	Facility maint	49	04/01/2024	41.99	.00	41.99	42402	04/12/2024
		F40923652	Mark uniform allowance	50	04/01/2024	351.76	.00	351.76	42402	04/12/2024
		F40923652	Water Seminar	51	04/01/2024	55.20	.00	55.20	42402	04/12/2024
		F40923652	holster	52	04/01/2024	53.50	.00	53.50	42402	04/12/2024
		F40923652	PS Uniform	53	04/01/2024	309.95	.00	309.95	42402	04/12/2024
		F40923652	Transunion	54	04/01/2024	132.00	.00	132.00	42402	04/12/2024
		F40923652	Bottom Shelf	55	04/01/2024	98.75	.00	98.75	42402	04/12/2024
		F40923652	Microsoft	56	04/01/2024	1,066.99	.00	1,066.99	42402	04/12/2024
		F40923652	Keyboard	57	04/01/2024	269.94	.00	269.94	42402	04/12/2024
		F40923652	Office Supplies	58	04/01/2024	304.37	.00	304.37	42402	04/12/2024
		F40923652	PS uniform	59	04/01/2024	207.97	.00	207.97	42402	04/12/2024
		F40923652	Parking Meter	60	04/01/2024	3.00	.00	3.00	42402	04/12/2024
		F40923652	Office Supplies	61	04/01/2024	35.54	.00	35.54	42402	04/12/2024
		F40923652	Forms	62	04/01/2024	107.25	.00	107.25	42402	04/12/2024
		F40923652	Refund	63	04/01/2024	189.98-	.00	189.98-	42402	04/12/2024
		F40923652	hand towel	64	04/01/2024	37.82	.00	37.82	42402	04/12/2024
		F40923652	Shield	65	04/01/2024	22.14	.00	22.14	42402	04/12/2024
		F40923652	PS mic	66	04/01/2024	122.23	.00	122.23	42402	04/12/2024
		F40923652	Office Supplies	67	04/01/2024	53.86	.00	53.86	42402	04/12/2024
		F40923652	Car Tablets	68	04/01/2024	148.80	.00	148.80	42402	04/12/2024
		F40923652	hotel for training	69	04/01/2024	80.00	.00	80.00	42402	04/12/2024
		F40923652	Course Tuition	70	04/01/2024	329.00	.00	329.00	42402	04/12/2024
		F40923652	Subway	71	04/01/2024	38.29	.00	38.29	42402	04/12/2024
		F40923652	Liberator heaset	72	04/01/2024	796.00	.00	796.00	42402	04/12/2024
		F40923652	Refund	73	04/01/2024	329.00-	.00	329.00-	42402	04/12/2024
		F40923652	Shop lights	74	04/01/2024	86.98	.00	86.98	42402	04/12/2024
		F40923652	home depot	75	04/01/2024	729.98	.00	729.98	42402	04/12/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		F40923652	home depot	76	04/01/2024	341.42	.00	341.42	42402	04/12/2024
		F40923652	Nutrient project	77	04/01/2024	299.94	.00	299.94	42402	04/12/2024
		F40923652	Mail CHimp	78	04/01/2024	26.50	.00	26.50	42402	04/12/2024
		F40923652	Apple.Com	79	04/01/2024	35.99	.00	35.99	42402	04/12/2024
		F40923652	Safety glasses	80	04/01/2024	98.20	.00	98.20	42402	04/12/2024
		F40923652	PW Parts	81	04/01/2024	13.69	.00	13.69	42402	04/12/2024
		F40923652	PW Parts	82	04/01/2024	101.28	.00	101.28	42402	04/12/2024
		F40923652	home depot	83	04/01/2024	325.26	.00	325.26	42402	04/12/2024
		F40923652	home depot	84	04/01/2024	200.00	.00	200.00	42402	04/12/2024
		F40923652	Wastewater Exam	85	04/01/2024	75.00	.00	75.00	42402	04/12/2024
		F40923652	Tractor Supply	86	04/01/2024	189.99	.00	189.99	42402	04/12/2024
		F40923652	Family dollar	87	04/01/2024	10.50	.00	10.50	42402	04/12/2024
		F40923652	Family dollar	88	04/01/2024	3.50	.00	3.50	42402	04/12/2024
		F40923652	Floor degreaser	89	04/01/2024	46.98	.00	46.98	42402	04/12/2024
		F40923652	Refund	90	04/01/2024	140.97-	.00	140.97-	42402	04/12/2024
Total 9350:						20,595.00	.00	20,595.00		
9950	CPC Construction Projects	2024-209	1445 Tamarack	1	04/02/2024	3,013.75	.00	3,013.75	28710	04/16/2024
		2024-210	1473 Tamarack	1	04/02/2024	2,706.25	.00	2,706.25	28710	04/16/2024
		2024-211	1497 Tamarack	1	04/02/2024	2,235.00	.00	2,235.00	28710	04/16/2024
		2024-212	Joe Stephenson Water Tap	1	04/02/2024	500.00	.00	500.00	28710	04/16/2024
Total 9950:						8,455.00	.00	8,455.00		
12775	Durango Herald	20947	Notice for Public Hearing	1	04/16/2024	141.01	.00	141.01	28740	04/25/2024
		20949	Notice for Public Hearing	1	04/16/2024	141.01	.00	141.01	28740	04/25/2024
Total 12775:						282.02	.00	282.02		
12925	Durango Police Departmen	20240415	FTO Certification	1	04/15/2024	1,080.00	.00	1,080.00	28726	04/16/2024
		20240415	Breacher Certification	2	04/15/2024	3,912.51	.00	3,912.51	28726	04/16/2024
Total 12925:						4,992.51	.00	4,992.51		
14250	Falcon Environmental Corp	10594	Impeller	1	04/03/2024	2,925.50	.00	2,925.50	28711	04/16/2024
Total 14250:						2,925.50	.00	2,925.50		
14350	Fastenal Company	COBAY7884	supplies	1	04/01/2024	23.14	.00	23.14	28675	04/11/2024
		COBAY7899	Joe STephenson	1	04/10/2024	63.98	.00	63.98	28727	04/16/2024
Total 14350:						87.12	.00	87.12		
14375	Fasttrack Communications,	APRIL 2024	Admin - Internet	1	04/01/2024	176.77	.00	176.77	28676	04/11/2024
		APRIL 2024	PS - Internet	2	04/01/2024	130.81	.00	130.81	28676	04/11/2024
		APRIL 2024	P&R - Internet	3	04/01/2024	30.42	.00	30.42	28676	04/11/2024
		APRIL 2024	PS - Special Circuit Charge	4	04/01/2024	71.00	.00	71.00	28676	04/11/2024
		APRIL 2024	Admin - Telephone	5	04/01/2024	185.11	.00	185.11	28676	04/11/2024
		APRIL 2024	PS - Telephone	6	04/01/2024	136.97	.00	136.97	28676	04/11/2024
		APRIL 2024	SC - Telephone	7	04/01/2024	31.85	.00	31.85	28676	04/11/2024
Total 14375:						762.93	.00	762.93		
14500	Ferguson Waterworks #111	1506766	Supplies	1	04/01/2024	21.16	.00	21.16	28677	04/11/2024
		1508547	Meter Relocation	1	04/08/2024	4,265.76	.00	4,265.76	28712	04/16/2024
		1509163	Tool	1	04/09/2024	108.85	.00	108.85	28742	04/25/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		CM167950	Return	1	04/11/2024	222.73-	.00	222.73-	28712	04/16/2024
	Total 14500:					4,173.04	.00	4,173.04		
15700	Garrhs, Inc.	Q88873	SC - HVAC maintenance	1	04/18/2024	206.14	.00	206.14	28743	04/25/2024
	Total 15700:					206.14	.00	206.14		
16100	Goldman, Nicholson, & Ma	29605	Attorney Services	1	04/09/2024	5,080.07	.00	5,080.07	28678	04/11/2024
	Total 16100:					5,080.07	.00	5,080.07		
16375	Green Analytical Laboratori	2404018	Alkalinity	1	04/12/2024	546.00	.00	546.00	28744	04/25/2024
		2404070	phosphate	1	04/16/2024	411.00	.00	411.00	28744	04/25/2024
	Total 16375:					957.00	.00	957.00		
16825	Healthiest You	2024041313	Teledoc Services - General	1	04/01/2024	36.72	.00	36.72	28637	04/03/2024
		2024041313	Teledoc Services - Public S	2	04/01/2024	82.62	.00	82.62	28637	04/03/2024
		2024041313	Teledoc Services - Culture	3	04/01/2024	36.72	.00	36.72	28637	04/03/2024
		2024041313	Teledoc Services - Senior	4	04/01/2024	9.18	.00	9.18	28637	04/03/2024
		2024041313	Teledoc Services - Water	5	04/01/2024	27.54	.00	27.54	28637	04/03/2024
		2024041313	Teledoc Services - Sanitati	6	04/01/2024	36.72	.00	36.72	28637	04/03/2024
		2024041313	Teledoc Services - Streets	7	04/01/2024	18.36	.00	18.36	28637	04/03/2024
		2024041313	Teledoc Services - Parks a	8	04/01/2024	27.54	.00	27.54	28637	04/03/2024
	Total 16825:					275.40	.00	275.40		
17700	Industrial Chem Labs & Se	391338	Lift Station degreaser	1	04/03/2024	752.33	.00	752.33	28745	04/25/2024
	Total 17700:					752.33	.00	752.33		
21550	Kathleen Cathcart	APRIL 2024	Cell Phone Stipend	1	04/04/2024	50.00	.00	50.00	28684	04/11/2024
	Total 21550:					50.00	.00	50.00		
23025	La Plata County Detention	20240423	CIT Training Invoice #2024	1	04/23/2024	14,400.00	.00	14,400.00	28748	04/25/2024
	Total 23025:					14,400.00	.00	14,400.00		
23200	La Plata Electric Associatio	2450 MARC	Electricity	1	04/02/2024	1,465.39	.00	1,465.39	28686	04/11/2024
		2450 MARC	Electricity	2	04/02/2024	1,028.06	.00	1,028.06	28686	04/11/2024
		2450 MARC	Electricity	3	04/02/2024	199.68	.00	199.68	28686	04/11/2024
		2450 MARC	Electricity	4	04/02/2024	50.90	.00	50.90	28686	04/11/2024
		2450 MARC	Electricity	5	04/02/2024	138.27	.00	138.27	28686	04/11/2024
		2451 MAR -	Electricity	1	04/18/2024	834.08	.00	834.08	28749	04/25/2024
		2451 MAR -	Electricity	2	04/18/2024	265.55	.00	265.55	28749	04/25/2024
		2451 MAR -	Electricity	3	04/18/2024	3,462.85	.00	3,462.85	28749	04/25/2024
		2451 MAR -	Electricity	4	04/18/2024	607.84	.00	607.84	28749	04/25/2024
		2451 MAR -	Electricity	5	04/18/2024	3,241.87	.00	3,241.87	28749	04/25/2024
		2451 MAR -	Electricity	6	04/18/2024	534.19	.00	534.19	28749	04/25/2024
		2451 MAR -	Electricity	7	04/18/2024	2,106.10	.00	2,106.10	28749	04/25/2024
	Total 23200:					13,934.78	.00	13,934.78		
23825	Lewis Mercantile, CO	122029	Supplies	1	04/01/2024	5.18	.00	5.18	28687	04/11/2024
		122033	Supplies	1	04/01/2024	14.68	.00	14.68	28642	04/03/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date	
		122034	Supplies	1	04/01/2024	58.79	.00	58.79	28642	04/03/2024	
		122052	Supplies	1	04/01/2024	47.02	.00	47.02	28642	04/03/2024	
		122098	Supplies	1	04/02/2024	21.55	.00	21.55	28687	04/11/2024	
		122105	Supplies	1	04/02/2024	15.67	.00	15.67	28687	04/11/2024	
		122179	Supplies	1	04/03/2024	5.04	.00	5.04	28717	04/16/2024	
		122250	Supplies	1	04/04/2024	30.85	.00	30.85	28717	04/16/2024	
		122389	Supplies	1	04/08/2024	117.89	.00	117.89	28717	04/16/2024	
		122469	Rental	1	04/09/2024	200.00	.00	200.00	28717	04/16/2024	
		122505	Supplies	1	04/09/2024	52.67	.00	52.67	28717	04/16/2024	
		122563	Supplies	1	04/10/2024	36.28	.00	36.28	28717	04/16/2024	
		122587	Return	1	04/10/2024	26.11-	.00	26.11-	28717	04/16/2024	
		122590	Supplies	1	04/10/2024	54.84	.00	54.84	28717	04/16/2024	
		122592	Credit	1	04/10/2024	7.34-	.00	7.34-	28751	04/25/2024	
		122594	Supplies	1	04/10/2024	4.25	.00	4.25	28751	04/25/2024	
		122628	Supplies	1	04/11/2024	16.31	.00	16.31	28717	04/16/2024	
		122651	Supplies	1	04/11/2024	21.55	.00	21.55	28751	04/25/2024	
		122804	Supplies	1	04/15/2024	54.32	.00	54.32	28751	04/25/2024	
		122835	Supplies	1	04/15/2024	2.73	.00	2.73	28751	04/25/2024	
		122883	Supplies	1	04/16/2024	2.70	.00	2.70	28751	04/25/2024	
		122885	Supplies	1	04/16/2024	9.37	.00	9.37	28751	04/25/2024	
		122892	Supplies	1	04/16/2024	43.22	.00	43.22	28751	04/25/2024	
		122933	Supplies	1	04/17/2024	33.36	.00	33.36	28751	04/25/2024	
		123000	Supplies	1	04/17/2024	38.72	.00	38.72	28751	04/25/2024	
		123042	Supplies	1	04/18/2024	16.76	.00	16.76	28751	04/25/2024	
		123128	Supplies	1	04/19/2024	22.99	.00	22.99	28751	04/25/2024	
		123129	Supplies	1	04/19/2024	4.48	.00	4.48	28751	04/25/2024	
		123242	Supplies	1	04/22/2024	46.72	.00	46.72	28751	04/25/2024	
		123294	Supplies	1	04/22/2024	12.73	.00	12.73	28751	04/25/2024	
		123338	Supplies	1	04/23/2024	22.94	.00	22.94	28751	04/25/2024	
		Total 23825:					980.16	.00	980.16		
24325	Los Pinos Irr Ditch Co	2440	Attorney Fee	1	04/17/2024	225.00	.00	225.00	28753	04/25/2024	
		2440	Water - Ditch Shares	2	04/17/2024	13,529.10	.00	13,529.10	28753	04/25/2024	
		Total 24325:					13,754.10	.00	13,754.10		
26825	Mountain View Irrigation Di	2024	Water - Irrigation Assessm	1	04/23/2024	34.84	.00	34.84	28755	04/25/2024	
		Total 26825:					34.84	.00	34.84		
27025	NAPA Auto Parts in Bayfiel	846439	Vehicle maintenance	1	04/05/2024	49.28	.00	49.28	28690	04/11/2024	
		846952	Vehicle maintenance	1	04/11/2024	21.59	.00	21.59	28719	04/16/2024	
		847433	battery	1	04/17/2024	122.87	.00	122.87	28756	04/25/2024	
		Total 27025:					193.74	.00	193.74		
27975	Once in a Blue Moon LLC	138	Sewing and Alterations	1	04/17/2024	30.75	.00	30.75	28757	04/25/2024	
		Total 27975:					30.75	.00	30.75		
28075	Orkin Pest Control	25451580	Town Hall Pest Control Ser	1	04/01/2024	238.99	.00	238.99	28692	04/11/2024	
		259451580	Pest Control	1	04/15/2024	238.99	.00	238.99	28758	04/25/2024	
		Total 28075:					477.98	.00	477.98		
30300	Quill Corporation	37980550	Office Supplies	1	04/01/2024	86.98	.00	86.98	28696	04/11/2024	

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		38087452	Office Supplies	1	04/08/2024	106.99	.00	106.99	28721	04/16/2024
		38094459	Office Supplies	1	04/08/2024	106.99	.00	106.99	28721	04/16/2024
Total 30300:						300.96	.00	300.96		
33225	Schroder Ditch Company	2024	Ditch Shares	1	04/08/2024	455.40	.00	455.40	28700	04/11/2024
Total 33225:						455.40	.00	455.40		
34250	Visionary Communications,	821378	PR Shop	1	04/01/2024	115.86	.00	115.86	28704	04/11/2024
		838396	WWTP Internet	1	04/01/2024	76.25	.00	76.25	28653	04/03/2024
Total 34250:						192.11	.00	192.11		
34525	Southwest Ag, Inc.	98889	Nutrient Project	1	04/03/2024	499.99	.00	499.99	28722	04/16/2024
		99279	Door/weatherstripping	1	04/19/2024	663.46	.00	663.46	28763	04/25/2024
Total 34525:						1,163.45	.00	1,163.45		
36250	TDL Recycling	13279	Admin - Town Hall Recyclin	1	04/01/2024	65.00	.00	65.00	28649	04/03/2024
Total 36250:						65.00	.00	65.00		
37225	Town Of Bayfield	ARBOR DAY	Arbor day poster contest	1	04/16/2024	205.00	.00	205.00	28730	04/16/2024
		MARCH 202	Utilities	1	04/08/2024	611.52	.00	611.52	28703	04/11/2024
		MARCH 202	Utilities	2	04/08/2024	469.69	.00	469.69	28703	04/11/2024
		MARCH 202	Utilities	3	04/08/2024	78.60	.00	78.60	28703	04/11/2024
		MARCH 202	Utilities	4	04/08/2024	108.79	.00	108.79	28703	04/11/2024
		MARCH 202	Utilities	5	04/08/2024	2,426.05	.00	2,426.05	28703	04/11/2024
		MARCH 202	Utilities	6	04/08/2024	2,480.91	.00	2,480.91	28703	04/11/2024
		MARCH 202	Utilities	7	04/08/2024	129.41	.00	129.41	28703	04/11/2024
		MARCH 202	Utilities	8	04/08/2024	183.84	.00	183.84	28703	04/11/2024
		MARCH 202	Utilities	9	04/08/2024	194.98	.00	194.98	28703	04/11/2024
		MARCH 202	Utilities	10	04/08/2024	516.18	.00	516.18	28703	04/11/2024
		MARCH 202	Utilities	11	04/08/2024	14.94	.00	14.94	28703	04/11/2024
Total 37225:						7,419.91	.00	7,419.91		
37850	Trout, Raley, Montano Free	1242932	Water - Attorney Fees	1	04/12/2024	399.50	.00	399.50	28765	04/25/2024
Total 37850:						399.50	.00	399.50		
38525	Verizon Wireless Services,	9960502831	Cell Phone	1	04/01/2024	81.32	.00	81.32	28724	04/16/2024
		9960502831	Cell Phone	2	04/01/2024	40.66	.00	40.66	28724	04/16/2024
		9960502831	Cell Phone	3	04/01/2024	40.66	.00	40.66	28724	04/16/2024
		9960502831	Cell Phone	4	04/01/2024	80.67	.00	80.67	28724	04/16/2024
		9960502831	Cell Phone	5	04/01/2024	84.37	.00	84.37	28724	04/16/2024
		9960502831	Cell Phone	6	04/01/2024	475.70	.00	475.70	28724	04/16/2024
		9960502831	Cell Phone	7	04/01/2024	231.94	.00	231.94	28724	04/16/2024
Total 38525:						1,035.32	.00	1,035.32		
39936	Colorado Bureau of Investi	VENDOR17-	Finger Prints	1	04/08/2024	39.50	.00	39.50	28671	04/11/2024
Total 39936:						39.50	.00	39.50		
39937	Ben Melancon	APRIL 2024	Cell Phone stipend	1	04/04/2024	50.00	.00	50.00	28665	04/11/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 39937:						50.00	.00	50.00		
40011	Jeremy Schulz	APRIL 2024	Cell Phone Stipend	1	04/04/2024	50.00	.00	50.00	28680	04/11/2024
Total 40011:						50.00	.00	50.00		
40017	Plummer	57610	Rate Study	1	04/11/2024	1,618.75	.00	1,618.75	28759	04/25/2024
		57610	Rate Study	2	04/11/2024	1,618.75	.00	1,618.75	28759	04/25/2024
Total 40017:						3,237.50	.00	3,237.50		
40034	Border States Industries, In	928140776	Developer Edition	1	04/04/2024	260.71	.00	260.71	28667	04/11/2024
		928140776	Developer Edition	2	04/04/2024	260.72	.00	260.72	28667	04/11/2024
Total 40034:						521.43	.00	521.43		
40076	Dan Naiman Architecture	148	Building Inspector	1	04/01/2024	2,718.75	.00	2,718.75	Multiple	Multiple
Total 40076:						2,718.75	.00	2,718.75		
40103	NCSI SportsEngine, Inc.	43740	Background Checks	1	04/01/2024	20.50	.00	20.50	28691	04/11/2024
Total 40103:						20.50	.00	20.50		
40136	Michael Wisner	APRIL 2024	Cell Phone Stipend	1	04/04/2024	50.00	.00	50.00	28689	04/11/2024
Total 40136:						50.00	.00	50.00		
40152	Kathleen Ann Sickles	APRIL 2024	Admin - Automobile Allowa	1	04/04/2024	500.00	.00	500.00	Multiple	Multiple
Total 40152:						500.00	.00	500.00		
40176	Xerox Financial Services L	5623883	Copier	1	04/10/2024	347.95	.00	347.95	28725	04/16/2024
		5623883	Copier	2	04/10/2024	38.67	.00	38.67	28725	04/16/2024
Total 40176:						386.62	.00	386.62		
40197	Fastrack Construction, Inc.	PAY APP 4	Mill Street Sidewalk	1	04/16/2024	131,134.01	.00	131,134.01	28766	04/25/2024
Total 40197:						131,134.01	.00	131,134.01		
40242	Standard Printing Compan	271949	billings	1	04/01/2024	202.60	.00	202.60	28702	04/11/2024
		271949	billings	2	04/01/2024	202.60	.00	202.60	28702	04/11/2024
Total 40242:						405.20	.00	405.20		
40252	Josh Toles	APRIL 2024	cell phone stipened	1	04/04/2024	50.00	.00	50.00	28683	04/11/2024
Total 40252:						50.00	.00	50.00		
40255	Xpress Bill Pay	APRIL 2024	billing	1	04/05/2024	69.21	.00	69.21	42403	04/12/2024
		APRIL 2024	billing	2	04/05/2024	311.41	.00	311.41	42403	04/12/2024
		APRIL 2024	billing	3	04/05/2024	311.41	.00	311.41	42403	04/12/2024
Total 40255:						692.03	.00	692.03		

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
40276	L & T Services Inc.	1293	Hydrovac	1	04/22/2024	10,536.44	.00	10,536.44	28747	04/25/2024
Total 40276:						10,536.44	.00	10,536.44		
40336	Michael Mulligan	20240415	Program Delivery	1	04/15/2024	1,848.50	.00	1,848.50	28728	04/16/2024
Total 40336:						1,848.50	.00	1,848.50		
40338	Pagco Incorporated	987716M	Supplies	1	04/03/2024	230.52	.00	230.52	28693	04/11/2024
Total 40338:						230.52	.00	230.52		
40346	Pagosa Springs Police Dep	20240415	Media and PR	1	04/15/2024	1,727.00	.00	1,727.00	28729	04/16/2024
Total 40346:						1,727.00	.00	1,727.00		
40408	Davlin and Davlin, LLC	APRIL 2024	Municipal Judge Services	1	04/04/2024	600.00	.00	600.00	28672	04/11/2024
Total 40408:						600.00	.00	600.00		
40415	Phyllis Ludwig	BEAN DITCH	Bean Ditch Fee	1	04/04/2024	40.00	.00	40.00	28695	04/11/2024
Total 40415:						40.00	.00	40.00		
40483	Carrie Kirkpatrick	APRIL 2024	Cell Phone Stipend	1	04/04/2024	50.00	.00	50.00	28668	04/11/2024
Total 40483:						50.00	.00	50.00		
40495	Central Security Communic	62258	Alarm Monitoring	1	04/25/2024	51.00	.00	51.00	28738	04/25/2024
		62259	Alarm Monitoring	1	04/25/2024	75.00	.00	75.00	28738	04/25/2024
		62260	Alarm Monitoring	1	04/25/2024	75.00	.00	75.00	28738	04/25/2024
Total 40495:						201.00	.00	201.00		
40503	Patrick Lucas Horn	APRIL 2024	Cell Phone Stipend	1	04/04/2024	50.00	.00	50.00	28694	04/11/2024
Total 40503:						50.00	.00	50.00		
40504	Kristin Dallison	APRIL 2024	Cell Phone Stipend	1	04/04/2024	50.00	.00	50.00	28685	04/11/2024
		WELLNESS	wellness reimbursement	1	04/22/2024	730.00	.00	730.00	28746	04/25/2024
Total 40504:						780.00	.00	780.00		
40551	Charles Lewis	APRIL 2024	Cell Phone Stipend	1	04/04/2024	50.00	.00	50.00	28670	04/11/2024
Total 40551:						50.00	.00	50.00		
40552	Arthur Newell III	APRIL 2024	Cell Phone Stipend	1	04/04/2024	50.00	.00	50.00	28663	04/11/2024
Total 40552:						50.00	.00	50.00		
40555	Michael Hoguet	APRIL 2024	Cell Phone Stipend	1	04/04/2024	50.00	.00	50.00	28688	04/11/2024
		WELLNESS	Wellness Reimbursement	1	04/22/2024	750.00	.00	750.00	28754	04/25/2024
Total 40555:						800.00	.00	800.00		
40558	Sarah Bosick	OMS REIMB	OMS Deposit Reimburesem	1	04/22/2024	50.00	.00	50.00	28761	04/25/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 40558:						50.00	.00	50.00		
40598	Dustin Hayden	APRIL 2024	Cell Phone Stipend	1	04/04/2024	50.00	.00	50.00	28673	04/11/2024
		WELLNESS	Wellness Reimbursement	1	04/22/2024	598.00	.00	598.00	28741	04/25/2024
Total 40598:						648.00	.00	648.00		
40635	John House	APRIL 2024	Cell Phone Stipend	1	04/04/2024	50.00	.00	50.00	28681	04/11/2024
Total 40635:						50.00	.00	50.00		
40677	Joseph Ouellette	APRIL 2024	Cell Phone Stipend	1	04/04/2024	50.00	.00	50.00	28682	04/11/2024
Total 40677:						50.00	.00	50.00		
40683	La Plata County Public He	3084	Standard bacteriology	1	04/08/2024	353.10	.00	353.10	28716	04/16/2024
Total 40683:						353.10	.00	353.10		
40689	Lisa K. Blue	1964	HR Consulting	1	04/05/2024	2,100.00	.00	2,100.00	28718	04/16/2024
		1965	HR Consulting	1	04/19/2024	2,100.00	.00	2,100.00	28752	04/25/2024
		1965	Job Advertising	2	04/19/2024	479.36	.00	479.36	28752	04/25/2024
Total 40689:						4,679.36	.00	4,679.36		
40692	Josh Joswick	APRIL 2024	Election Judge	1	04/03/2024	360.00	.00	360.00	28638	04/03/2024
Total 40692:						360.00	.00	360.00		
40693	Pam Joswick	APRIL 2024	Election Judge	1	04/03/2024	360.00	.00	360.00	28646	04/03/2024
Total 40693:						360.00	.00	360.00		
40694	Tonya Edwards-McKnight	APRIL 2024	Election Judge	1	04/03/2024	360.00	.00	360.00	28650	04/03/2024
Total 40694:						360.00	.00	360.00		
40695	David Lovell	APRIL 2024	Election Judge	1	04/03/2024	360.00	.00	360.00	28632	04/03/2024
Total 40695:						360.00	.00	360.00		
40696	Linda Strickland	APRIL 2024	Election Judge	1	04/03/2024	360.00	.00	360.00	28643	04/03/2024
Total 40696:						360.00	.00	360.00		
40697	Indigo Water Group	7275	Wastewater Exam Class -	1	04/11/2024	920.00	.00	920.00	28714	04/16/2024
Total 40697:						920.00	.00	920.00		
40698	Karyn Montross	REIMBURSE	Eagle Park Deposit Reimb	1	04/15/2024	50.00	.00	50.00	28715	04/16/2024
Total 40698:						50.00	.00	50.00		
40699	Lacey Meador	REIMBURSE	Eagle Park Deposit Reimb	1	04/22/2024	50.00	.00	50.00	28750	04/25/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 40699:						50.00	.00	50.00		
Grand Totals:						<u>279,141.42</u>	<u>.00</u>	<u>279,141.42</u>		

Report Criteria:
Detail report type printed

May 2, 2024 – Meeting Travel Updates
To Mayor & Trustees,

I would like to discuss travel arrangements so I can issue mileage checks, per diem as applicable and if needed coordinate a rental. The cheapest travel cost is to use town vehicles and/or rent a larger vehicle and travel in groups. **If possible can we spend a little time the Mancos and Cortez meetings?**

1. May 7 Regular Meeting: On schedule
2. May 9 (2pm) RHA Meeting in Bayfield. I will post the meeting for the Board and Planning Commission Members
3. May 15 (5pm) CIRSA Legal Counsel Sam Light providing Board training in Mancos:
 - Mayor Au
 - Trustee Katsos
 - Trustee MacLaurin
 - Trustee Hartz
 - Manager Sickles
 - Police Chief Hoguet
4. May 16 (6pm) Agricultural Zoning Community Meeting. I will post the meeting for the Board and Planning Commission Members
5. May 20 (5pm) CML District Meeting in Cortez:
 - Mayor Au
 - Trustee Katsos
 - Trustee MacLaurin
 - Trustee Hartz
 - Manager Sickles
6. May 21 Regular Meeting: On schedule – Highlights Mosquito Control Coverage for summer 2024.
7. May 30 (5:30pm) Work Session: Water, Sewer, Stormwater and Trash Rates + Service
8. June 18-21 CML Conference in Loveland:
 - Trustee Katsos
 - Trustee MacLaurin
 - Trustee Hartz
 - Manager Sickles



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: SALARY SURVEY MEMO

Initial Survey Results: Colorado Municipal League salary surveys were used to calculate an initial salary survey for the Town of Bayfield. I have reviewed the survey and determined that certain job descriptions and the returned salary needs more investigation. This will take a couple weeks or longer prior to releasing to departments. However I inserted the salaries into the current budget to get an idea of the cost. Current salaries are over \$825,000 below comparable positions. In addition to salaries, the consultant reconciled legislation regarding supervisors and federal law definitions as to exempt or non-exempt status.

Emp#	Total	Sal	Adm	Polit	Park	Resc	Seni	Sew	Stor	Wat	Stre
Date of Hire											
Salary	\$ 3,001,240	\$659,980	\$926,955	\$174,638	\$375,500	\$52,500	\$328,334	\$43,680	\$344,753	\$94,900	
On-Call	\$ 33,000	\$ -	\$ 12,000	\$ 3,000	\$ -	\$ -	\$ 4,500	\$ 1,500	\$ 9,000	\$ 3,000	
Overtime	\$ 51,300	\$ 1,500	\$ 24,800	\$ 3,000	\$ 2,000	\$ -	\$ 1,500	\$ 3,000	\$ 12,000	\$ 3,500	
Payroll Stipend	\$ 5,400	\$ 1,800	\$ 3,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other Salary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Salary	\$ 3,090,940	\$663,280	\$967,355	\$180,638	\$377,500	\$52,500	\$334,334	\$48,180	\$365,753	\$94,900	
PERA	\$ 326,961	\$ 97,900	\$ 14,480	\$ 26,662	\$ 55,719	\$ 7,749	\$ 49,348	\$ 7,111	\$ 53,985	\$ 14,007	
Medicare	\$ 44,724	\$ 9,618	\$ 14,027	\$ 2,619	\$ 5,474	\$ 761	\$ 4,848	\$ 699	\$ 5,303	\$ 1,376	
FPPA	\$ 86,926	\$ -	\$ 86,926	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
FPPA D&D	\$ 14,777	\$ -	\$ 14,777	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Unemployment	\$ 6,221	\$ 1,327	\$ 1,935	\$ 361	\$ 807	\$ 105	\$ 669	\$ 96	\$ 732	\$ 190	
WC-Class Code											
WC-Rate											
Workers Comp	\$ 69,868	\$ 2,307	\$ 25,838	\$ 6,738	\$ 5,553	\$ 79	\$ 8,392	\$ 2,395	\$ 15,106	\$ 3,462	
Police Pro-Liability	\$ 28,522	\$ -	\$ 28,522	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Labor Charges	\$ 578,000	\$111,151	\$186,504	\$36,380	\$67,553	\$8,694	\$63,256	\$10,301	\$75,126	\$19,035	
Health Ins	\$ 504,144	\$ 84,864	\$183,300	\$ 58,752	\$ 48,480	\$ -	\$ 45,048	\$ 12,852	\$ 46,212	\$ 24,636	
HSA-Employer Cont	\$ 25,200	\$ 3,600	\$ 8,400	\$ 1,200	\$ 3,600	\$ -	\$ 3,600	\$ 1,200	\$ 2,400	\$ 1,200	
Vision	\$ 3,120	\$ 480	\$ 1,104	\$ 336	\$ 288	\$ 48	\$ 336	\$ 96	\$ 288	\$ 144	
Dental	\$ 37,464	\$ 5,556	\$ 13,296	\$ 4,200	\$ 3,420	\$ 1,008	\$ 3,888	\$ 1,008	\$ 3,348	\$ 1,740	
U/C Allowance	\$ 12,000	\$ -	\$ 4,500	\$ 2,000	\$ 500	\$ -	\$ 2,000	\$ 500	\$ 1,500	\$ 1,000	
Cell Phone Stipend	\$ 13,200	\$ 1,800	\$ 1,200	\$ 2,400	\$ 2,400	\$ 600	\$ 2,400	\$ 600	\$ 600	\$ 1,200	
Wellness	\$ 14,415	\$ 2,325	\$ 4,650	\$ 1,395	\$ 1,395	\$ -	\$ 1,860	\$ 465	\$ 1,395	\$ 930	
Other 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other 3	\$ (52,500)	\$ -	\$ (52,500)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Benefit Cost	\$ 557,043	\$ 98,625	\$163,950	\$ 70,283	\$ 60,083	\$ 1,656	\$ 59,132	\$ 16,721	\$ 55,743	\$ 30,850	
Total Salary, Labor & Benefits	\$ 4,225,982	\$873,056	\$1,317,809	\$287,301	\$505,136	\$62,850	\$456,722	\$75,202	\$496,621	\$144,785	Surve
	\$ 3,400,248	\$606,628	\$1,135,036	\$276,142	\$369,839	\$51,992	\$383,728	\$75,202	\$365,576	\$136,105	2024 S
	\$ 825,734	\$266,428	\$182,773	\$ 11,159	\$135,297	\$ 10,858	\$ 72,994	\$ (0)	\$131,045	\$ 8,680	

To give you an idea of the gap. 9 – Employees’ salaries are comparable. On the other hand; 7 – Employees’ salary would have to be increased 5-20%, 7 – Employees’ salary would have to be increased 25-50% and 7 – Employees’ salary would have to be increased over 50% to be comparable to other municipal salaries. Based on what I have reviewed, further investigation is likely to improve these factors, however there is likely to be increases even with additional information. The gender ratio should be more evenly matched even if there are no salary adjustments to the survey.

	Comparable	5-20%	25-50%	>50%	Total
Males	8	5	4	5	22
Females	1	2	3	2	8
Vacancies					
Males	36.36%	22.73%	18.18%	22.73%	100.00%
Females	12.50%	25.00%	37.50%	25.00%	100.00%

Michael and Elaine Moravan
5 Lizard Head Drive
Durango, Colorado, 81301
April 9, 2024

Katie Sickles, Town Manager
1199 Bayfield Parkway
P.O. BOX 80
Bayfield, CO 81122

Dear Ms. Sickles,

Enclosed, please find our check #1566 for \$10,000 for the grant we talked about yesterday. This grant is direct to the City of Bayfield and we requested that this grant be used to fund any of Bayfield's 501C3 organizations in a "**Where Needed Most**" fashion as determined by your City Council.

As a 100% disabled Vietnam veteran and eligible to receive VA dental care, it appears that the only dentist in La Plata county that is willing to accept VA dental payments is Bayfield's Dr. David Uthoff.

As residents of Durango, this made us realize that Bayfield is an essential part of the La Plata county community, especially with its more affordable housing and more accommodating medical practices. To acknowledge this growing relationship, we wish to make this **open (non-anonymous)** grant to improve services in Bayfield's 501C3 community.

This is a non-deductible grant by IRS standards because Bayfield is not a 501C3. If Bayfield or some sub-unit of Bayfield elected to become a 501C3, grants of this nature would be more easily made and would be deductible and thus more readily made by other potential donors.

If you any questions about this grant, please contact Michael at 970 402-2514.

Respectfully,


Michael J. Moravan


Elaine L. Moravan

RESOLUTION 615

A RESOLUTION OF THE TOWN OF BAYFIELD, COLORADO, IMPLEMENTING A MICHAEL AND ELAINE MORAVAN GRANT CYCLE

WHEREAS, the Town is in receipt of \$10,000 grant from Michael and Elaine Moravan; and

WHEREAS, the Moravan’s have requested that the grant to be used to fund any Bayfield 501c3 organization in a “**Where Needed Most**” fashion; and

WHEREAS, the Town of Bayfield was selected as a recipient due to affordable housing and accommodating medical services for veterans within the area; and

WHEREAS, eligible 501c3 organizations are encouraged to apply that can demonstrate the “Where Most Needed” and identify specific services for veterans; and

WHEREAS, applications are due on or before June 24, 2024 with the Board of Trustees scheduled award date July 2, 2024.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BAYFIELD, COLORADO, AS FOLLOWS:

A Michael and Elaine Moravan grant cycle is hereby open for applications per the application attached.

A RESOLUTION PASSED, APPROVED, and ADOPTED this 7th day of May 2024, by the Board of Trustees of the Town of Bayfield, Colorado.

MAYOR:

Thomas E. Au

Attest:

Dustin Hayden, Town Clerk



1199 Bayfield Parkway • PO Box 80 • Bayfield, CO 81122 • 970.884.9544 TOWN HALL • 970.884.2195 FAX

Michael and Elaine Moravan – Grant Cycle Resolution 615

Form and documentation must be submitted on or before June 24, 2024.

Email to ksickles@bayfieldgov.org

Questions call Katie Sickles 970-884-9544 x101

The Grant Request cannot exceed \$10,000.

Agency Mission Statement			
Name/Title of the Requesting Agency			
Mailing Address, City, State and ZIP			
Contact Name (Printed)			
Title of Applicant		Email	
Phone w/Ext		FAX #	
Requested \$ Amount		Can you present to the Board on July 2, 2024?	
Applicant Signature		Date	

- Attach a copy of the 501c3's Certificate of Good Standing from the Colorado Secretary of State.
- Provide all details in an attachment about the funding requested and what is will be used for.
- Demonstrate "Where Most Needed" and identify specific services for veterans.
- Provide details about the program consistent with the Town Mission Statement.

Mission Statement: 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.



1199 Bayfield Parkway • PO Box 80 • Bayfield, CO 81122 • 970.884.9544 TOWN HALL

FEBRUARY 7, 2024

LEADERSHIP DEVELOPMENT (COACHING) REQUEST FOR PROPOSAL

The Town of Bayfield is comprised of 7 departments with approximately 40 employees; 30 Full or Part-time and 10 Seasonal employees. The Town has a \$19 million annual operating budget. The Town provides a full array of services, including law enforcement, community development, public works, parks/trails, senior center, culture recreation/resources and administration. The 2024 Organizational Chart adopted by the Board of Trustees is attached.

An identified need to support Bayfield after a major staff transition and support current directors and emerging leaders is to conduct a leadership coaching program. There is an ongoing need to ensure that the Town has a team of knowledgeable professionals leading the organization's provision of services to the public. The availability of developmental coaching program for department directors and emerging managers will provide them with an opportunity to refine existing skills or acquire new skills required to develop and lead a successful, effective organization.

The Town of Bayfield is pleased to invite you to respond to a Request for Proposal to provide executive coaching services. This RFP outlines the information necessary to understand the selection process and the required documentation for submitting proposals. Please carefully read and follow the instructions. Proposals must *be received no later than 4:00 p.m. on February 26, 2024.*

GENERAL REQUIREMENTS

The successful bidder will:

1. Provide general sessions with department directors and emerging leaders during working hours. The following topics are highlighted:
 - Managing organizational transition.
 - Open communication regarding sharing opinions even if this means agreeing to disagree.
 - The ability to coach and mentor other team members.
 - Succession planning.
2. Provide guidance or conduct one-on-one leadership coaching sessions with Department Directors as scheduled per their preference;
3. Have demonstrated leadership development coaching experience;
4. Have knowledge of the Town of Bayfield;
5. Conclude general sessions by May 1, 2024 and conclude one-on-one sessions by September 1, 2024.

QUESTIONS FROM POTENTIAL BIDDERS

Questions should be submitted by email to ksickles@bayfieldgov.org.

AWARD PROCEDURE

The Town Manager will confer with the Leadership Team and Mayor regarding submittals.

The Town Manager reserves the right to make an award without further discussion of the proposals received. Therefore, it is important that the proposal be submitted initially on the most favorable terms from both a technical and cost standpoint. The Town Manager reserves the following rights: (1) to reject any and all proposals received; (2) to decide to provide some, but not all, of the services requested in the Request for Proposal; and (3) to award a contract to one or more than one vendor(s).

SUBMITTAL REQUEST

I. COVER LETTER

State your interest in Bayfield Leadership Development. Describe the nature of the services which would be provided. Include: Name of firm if applicable, name of representative submitting proposal, mailing address, telephone number, email address and date of submission.

II. EXECUTIVE COACHING OVERVIEW

- a) Describe the conceptual approach to the leadership development services being solicited;
- b) Please provide 3 references: name, email address, mailing address and telephone number.

III. PROPOSED SERVICES

This section must include:

- a) A detailed outline of the leadership coaching process that you will follow;
- b) A detailed summary of the methods and tools that your firm will use to assess an executive's knowledge, skills and abilities;
- c) A detailed timeline that will apply to the delivery of services;
- d) The rate structure that will apply to the delivery of services broken down by consulting fee and expenses, including the minimal dollar commitment in order to retain these services;
- e) If applicable, include packaged or tiered pricing based on the number of coaching sessions conducted and/or number of executives coached in a set period of time;

IV. SUMMARY OF CONSULTANT CAPACITY

The proposal must include a resume or bios of the individuals or agencies that will be part of the service delivery system, including those that are outside contractors or partnerships and their qualifications.

V. SUBMITTAL

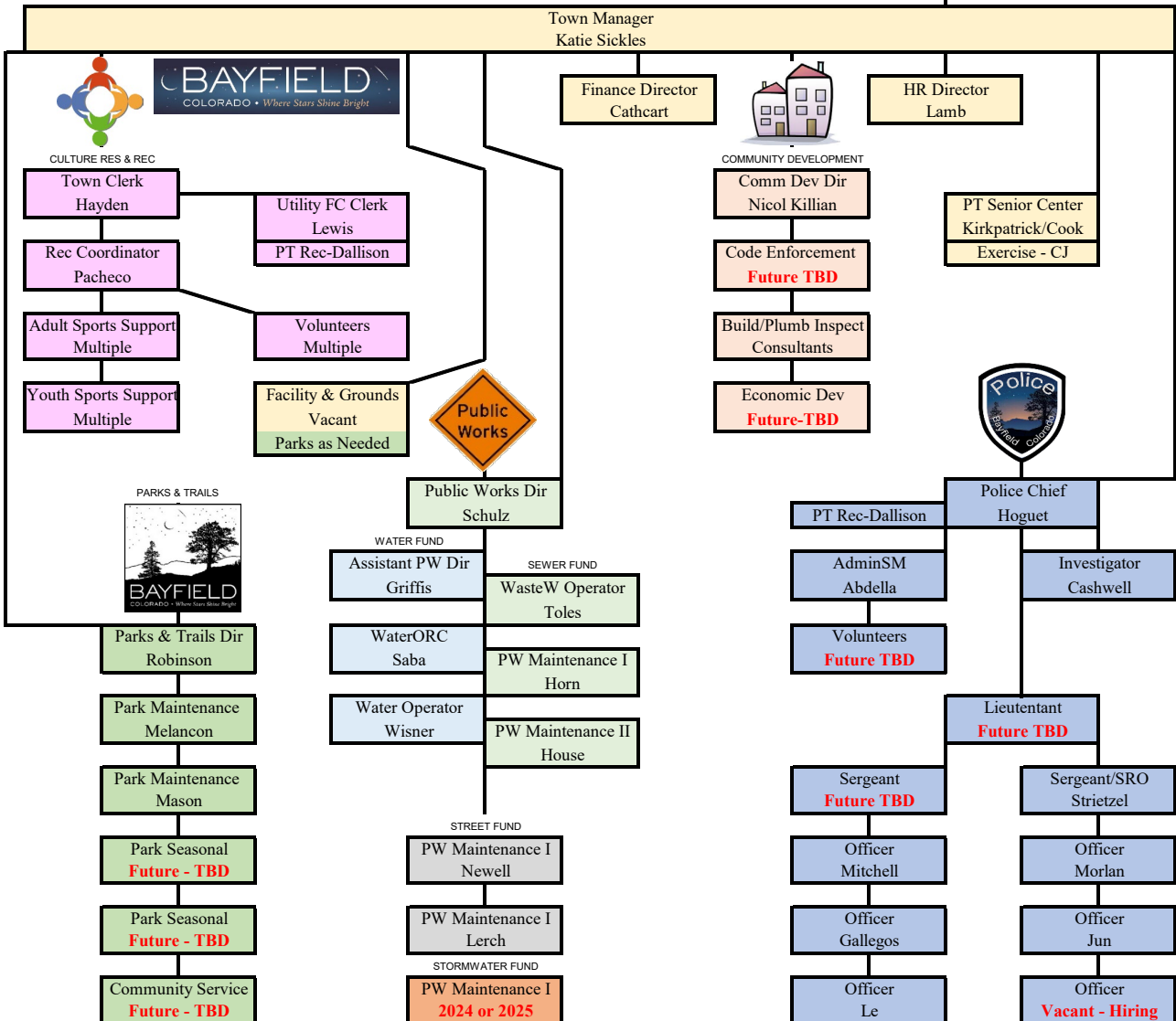
Submit via email, in person or via delivery on or before February 26, 2024 4:00pm:

Leadership Development Submittal Confidential
Attention Town Manager Katie Sickles
PO Box 80; 1199 Bayfield Parkway
Bayfield, CO 81122
ksickles@bayfieldgov.org



Bayfield Citizens

Mayor Ashleigh Tarkington				
Brenna Morlan	Trustee	Trustee	Trustee	Trustee
Mayor	Trustee	Alexis Hartz	Kyle Wolff	Charlene Thomas
Protom	Tom Au			Lori Zazzaro
Board of Trustees				
Town Attorney Goldman			Judge Davlin	



Submit to Local Licensing Authority

**MILL STREET BISTRO
 P.O BOX 231
 Bayfield CO 81122**

Fees Due	
Renewal Fee	625.00
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$ 625.00

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Retail Liquor License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name Mill Street Bistro LLC		Doing Business As Name (DBA) MILL STREET BISTRO	
Liquor License # 03-11984	License Type Hotel & Restaurant (city)		
Sales Tax License Number 31182978	Expiration Date 07/16/2024	Due Date 06/01/2024	
Business Address 135 WEST MILL STREET Bayfield CO 81122			Phone Number 9708849632
Mailing Address P.O BOX 231 Bayfield CO 81122		Email Millstreetbistro@gmail.com	
Operating Manager Kelsy Westwater	Date of Birth [REDACTED]	Home Address 20 Rodeo Drive, Ignacio, CO 81137	Phone Number [REDACTED]
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Rented* *If rented, expiration date of lease _____			
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3b. If so, which are you renewing? <input type="checkbox"/> Delivery <input type="checkbox"/> Takeout <input type="checkbox"/> Both Takeout and Delivery			
4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. Yes No

8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. Yes No

Affirmation & Consent

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Type or Print Name of Applicant/Authorized Agent of Business <i>Kathy Westwater</i>	Title <i>Owner</i>
Signature <i>[Signature]</i>	Date <i>4/1/2021</i>

Report & Approval of City or County Licensing Authority

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.

Therefore this application is approved.

Local Licensing Authority For	Date
Signature	Title
	Attest

Tax Check Authorization, Waiver, and Request to Release Information

I, Kelsy Westwater am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Mill Street Bistro (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101, et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and its duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business) <u>Kelsy Westwater / Mill Street Bistro</u>		Social Security Number/Tax Identification Number [REDACTED]	
Address <u>20 Rodeo Drive</u>			
City <u>Ignacio</u>		State <u>CO</u>	Zip <u>81137</u>
Home Phone Number [REDACTED]		Business/Work Phone Number <u>970-884-9632</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>Kelsy Westwater</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>[Signature]</u>			Date signed <u>4/4/24</u>

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).

Submit to Local Licensing Authority

Fees Due	
Annual Renewal Application Fee	\$
Renewal Fee	221.25
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Retail Liquor License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

* Note that the Division will not accept cash

Paid by check Paid online

Uploaded to MoveIt on

Date

Licensee Name WESTERN REFINING RETAIL, LLC		Doing Business As Name (DBA) SPEEDWAY# 9491	
Liquor License # 04-00325	License Type FERMENTED MALT BEVERAGE & WINE		
Sales Tax License Number 30956080-0002	Expiration Date 06/09/2024	Due Date 04/25/2024	
Business Address 650 CR 521 BAYFIELD, CO 81122			Phone Number 866762455
Mailing Address P.O. Box 139044 Dallas, TX 75313		Email Electronicrenewals@7-11.com	
Operating Manager RANDY VIALPANDO	Date of Birth	Home Address	Phone Number
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Rented* "If rented, expiration date of lease _____"			
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in the upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3b. If so, which are you renewing? <input type="checkbox"/> Delivery <input type="checkbox"/> Takeout <input type="checkbox"/> Both Takeout and Delivery			
4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. Yes No

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. Yes No

8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado Liquor License, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. Yes No

Affirmation & Consent
 I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Signature: *Dayla Epley*
 DAYLA EPLEY
 Date: 02/27/2024

I understand that my application is approved.

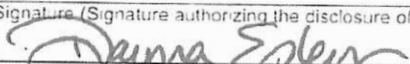
Tax Check Authorization, Waiver, and Request to Release Information

I, DAYNA EPLEY, am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of WESTERN REFINING RETAIL, LLC (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application process and otherwise by the state and local licensing authorities. The Colorado Liquor Code, section 30-14-101, does not prohibit the Colorado Department of Revenue from releasing information to the state and local licensing authorities.

The Applicant/Licensee understands that the information requested may be confidential. This Waiver is not a condition to the issuance of a license or permit, but the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whenever a later Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division and its duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual Business) WESTERN REFINING RETAIL, LLC DBA Speedway # 9491		Social Security Number/Tax Identification Number 30956080-0002	
Address 650 CR 521			
City BAYFIELD		State CO	Zip 81122
Home Phone Number N/A		Business/Work Phone Number 8668762455	
Printed name of person signing on behalf of the Applicant/Licensee DAYNA EPLEY			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) 			Date signed 02/27/2024

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).