

**CARBONDALE BOARD OF TRUSTEES
REGULAR MEETING
JULY 25, 2017**

**CARBONDALE TOWN HALL
511 COLORADO AVENUE
6:00 P.M.**

<u>TIME*</u>		<u>ITEM</u>	<u>DESIRED OUTCOME</u>
6:00	1.	Roll Call	
6:00	2.	Consent Agenda <ul style="list-style-type: none"> a. Accounts Payable b. BOT 7/11/17 Regular Meeting Minutes c. Liquor License Renewal – Mary’s Main Street Spirits d. Tasting Renewal – Mary’s Main Street Spirits e. Community Housing Mitigation Agreement Village Lane Townhomes, LOT A Crystal Village PUD f. Sopris Liquor & Wine Tasting Application 	ATTACHMENT A ATTACHMENT B ATTACHMENT C ATTACHMENT D ATTACHMENT E ATTACHMENT F BOT Action Desired
6:05	3.	Persons Present Not On The Agenda	
6:15	4.	Trustee Comments	
6:30	5.	Attorney’s Comments	
6:35	6.	Special Event Liquor License – CARE	ATTACHMENT G BOT Action Desired
6:40	7.	Special Event Liquor License – KDNK Hootenanny	ATTACHMENT H BOT Action Desired
6:45	8.	<u>Public Hearing</u> – Heritage Storage Annexation – Request for Continuance	ATTACHMENT I BOT Action Desired
7:05	9.	Environmental Bill of Rights	ATTACHMENT J BOT Action Desired
8:15	10.	Applicant Selection for Trustee Interviews	WILL BE EMAILED 7/21/17 BOT Action Desired
9:00	11.	Administrative Quarterly Reports/Minutes <ul style="list-style-type: none"> a. Finance 	ATTACHMENT K Information Only

2 of 167		b. Public Works c. Planning d. Building e. Police f. Recreation and Parks g. Planning & Zoning 6/15/17 Minutes h. Board of Adjustments 6/15/17 Minutes i. Carbondale Parks and Recreation Commission 6/21/17 Minutes	
9:00	12.	Adjourn	

*** Please note: times are approximate**



Board of Trustees Agenda Memorandum

Item No: Attachment A

Meeting Date: 07.25.17

TITLE: Accounts Payable

SUBMITTING DEPARTMENT: Finance

ATTACHMENTS: Accounts Payable for 07.25.17

DISCUSSION: The accounts payable include roof repairs made to Town Hall for \$4,630.00 due to raccoon damage. Roto Rooter repaired the sewer line for the employee trailers for \$12,700.00

The payroll for 7.14.17 was \$160,253.27. Tax liability for the town was \$9,505.95. Pension and Retirement liability was \$9,622.39.

If you have any questions concerning the Accounts Payable, please contact me.

Renae

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Vendor	Vendor Name	GL Acct No Description	Invoice No	PO No	Invoice Date	Amount
01-2177	GARNISHMENTS PAYABLE					
19540	FAMILY SUPPORT REGISTRY	GARNISHMENT	071417AG	9981	07/14/2017	203.50
01-2177	GARNISHMENTS PAYABLE					
19540	FAMILY SUPPORT REGISTRY	GARNISHMENT	071417RR	9982	07/14/2017	254.50
Total :						458.00
01-4215-3450	TELEPHONE COSTS					
41660	CENTURYLINK	TOWN HALL WIRELESS	1413073984	9973	06/23/2017	3.18
Total COMMUNICATIONS DEPT:						3.18
01-4525-3410	RV PARK UTILITIES					
10802	CENTURYLINK	RV PARK INTERNET	061917	9995	07/14/2017	741.93
01-4525-3410	RV PARK UTILITIES					
41660	CENTURYLINK	RV PARK WIRELESS	1413073984	9973	06/23/2017	6.75
Total RV PARK:						748.68
41-4336-3410	UTILITIES					
25760	HOLY CROSS ENERGY	RF WELL	070717	9980	07/14/2017	1,616.14
Total WATER DEPT:						1,616.14
Grand Totals:						2,826.00

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Vendor	Vendor Name	GL Acct No Description	Invoice No	PO No	Invoice Date	Amount
00-1017	UTILITY CASH CLEARING ACCOUNT					
8570	BROWNELL, BELINDA	UTILITY REFUND ACCOUNT #7	716893	93062	07/05/2017	48.08
00-1017	UTILITY CASH CLEARING ACCOUNT					
57390	WOLFGANG, GREG & JULIE MC	UTILITY REFUND ACCOUNT# 6	607004	93068	07/05/2017	35.36
Total :						83.44
01-2175	INSURANCE PAYABLE					
10660	CEBT	AUGUST PREMIUMS	INV 0019382	10004	07/12/2017	104,233.70
Total :						104,233.70
01-2201	DEPOSITS HELD					
19830	FIGUEROA, DOLORES	REIMBURSE DEPOSIT	1139450	9986	05/03/2017	500.00
01-2201	DEPOSITS HELD					
92025	MARQUEZ, LUZ ELENA	RETURN OF DEPOSIT	1140866	9988	06/28/2017	100.00
01-2201	DEPOSITS HELD					
41650	QUINTERO, VIVIAN	RETURN DEPOSIT	1140739	9987	06/23/2017	100.00
Total :						700.00
01-34-73	RECREATION FEES					
61385	BERGER, ALLISON	REFUND FOR CANCELLED TEN	158331	1016391	07/11/2017	72.00
01-34-73	RECREATION FEES					
92594	DREW, LISA	REFUND FOR CANCELLED FRI	158037	1016386	07/06/2017	50.00
01-34-73	RECREATION FEES					
92600	LORENSON, ANNA	REFUND FOR CANCELLED FIEL	158397	1016385	07/12/2017	65.00
01-34-73	RECREATION FEES					
92600	LORENSON, ANNA	REFUND FOR CANCELLED FIEL	158397	1016385	07/12/2017	65.00
Total :						252.00
01-36-22	RV PARK FEES					
92597	DAIL, BRAD	REFUND FOR RV PARK CANCE	WRSA - WH	1016389	07/07/2017	25.00
01-36-22	RV PARK FEES					
92604	GROSE, CODY	REFUND FOR RV PARK CANCE	WRSA-EVD7	1016411	07/12/2017	65.00
01-36-22	RV PARK FEES					
92601	HUSS, KAREN	REFUND FOR RV PARK CANCE	WRSA-11GN	1016384	04/05/2017	60.00
01-36-22	RV PARK FEES					
92599	KARY, JONATHAN	REFUND FOR RV PARK CANCE	WRSA-94VN	1016392	03/03/2017	40.00
01-36-22	RV PARK FEES					
92595	MCNIULTY, SHAWN	REFUND FOR RV PARK CANCE	WRSA-OJQ1	1016387	05/15/2017	35.00
01-36-22	RV PARK FEES					
92603	MOORE, MICHELLE	REFUND FOR RV PARK CANCE	WRSA-O023	1016410	06/01/2017	210.00
01-36-22	RV PARK FEES					
92602	ORTEGA, LORENZO	REFUND FOR RV PARK CANCE	WRSA-MLH	1016406	07/15/2017	60.00
01-36-22	RV PARK FEES					
92606	PETERS, ELLEN	REFUND FOR RV PARK CANCE	WRSA-153A	1016414	05/17/2017	315.00
01-36-22	RV PARK FEES					
92598	WAGNER, PATTI	REFUND FOR RV PARK CANCE	WRSA-IHZX	1016390	07/09/2017	95.00
Total :						905.00
01-4025-3310	ADVERTISING					
48260	SOPRIS SUN	TRUSTEE APPLICATIONS INV 1	16206	9992	07/06/2017	135.00
01-4025-3310	ADVERTISING					
48260	SOPRIS SUN	TRUSTEE APPLICATIONS INV	16231	10006	07/13/2017	135.00

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Vendor	Vendor Name	GL Acct No Description	Invoice No	PO No	Invoice Date	Amount
Total MUNICIPAL ELECTIONS DEPT:						270.00
01-4111-2400 MISCELLANEOUS EXPENSE						
52880	UMB BANK	GIFT FOR DEPARTING TRUSTE	6/30/17	10007	06/30/2017	166.78
Total BOARD OF TRUSTEES DEPT:						166.78
01-4121-3980 CONTRACT LABOR						
28280	JOHN COLLINS PC	JUDGE'S CONTRACT	7/18/17	10001	07/18/2017	1,529.17
Total MUNICIPAL COURT DEPT:						1,529.17
01-4132-3700 TRAVEL AND CONFERENCE						
52880	UMB BANK	GAS FOR CML CONFERENCE	6/30/17	10007	06/30/2017	130.05
Total TOWN MANAGER DEPT:						130.05
01-4150-1420 WORKER'S COMPENSATION						
39680	PINNACOL ASSURANCE	WORKER'S COMP INSTALLMEN	18633892	9976	07/03/2017	17,319.92
Total ADMINISTRATIVE SERVICES DEPT:						17,319.92
01-4150-1421 WORKERS COMP DEDUCTIBLE						
39680	PINNACOL ASSURANCE	WORKER'S COMP DEDUCTIBLE	18633892	9976	07/03/2017	1,358.59
Total ADMINISTRATIVE SERVICES DEPT:						1,358.59
01-4150-3310 ADVERTISING						
48260	SOPRIS SUN	LEGAL TEXT - #32	6/30/17	STM 9994	06/30/2017	27.01
01-4150-3310 ADVERTISING						
48260	SOPRIS SUN	LEGAL TEXT - #34	6/30/17	STM 9994	06/30/2017	27.74
01-4150-3310 ADVERTISING						
48260	SOPRIS SUN	LEGAL TEXT - #33	6/30/17	STM 9994	06/30/2017	24.09
01-4150-3310 ADVERTISING						
48260	SOPRIS SUN	LEGAL TEXT - #31	6/30/17	STM 9994	06/30/2017	22.63
01-4150-3310 ADVERTISING						
48260	SOPRIS SUN	LEGAL TEXT - #31	6/30/17	STM 9994	06/30/2017	22.63
Total ADMINISTRATIVE SERVICES DEPT:						124.10
01-4150-3311 RECRUITING EXPENSES						
13280	COLORADO MOUNTAIN NEWS	POLICE OFFICER AD	6/30/17	POL 62032	06/30/2017	2,177.71
01-4150-3311 RECRUITING EXPENSES						
33850	MERCHANTS CREDIT BUREAU	REPORTS	4932	9974	06/30/2017	9.50
01-4150-3311 RECRUITING EXPENSES						
76101	MERCHANTS INTEGRITY TEST	INTEGRITY TESTING	M125663020	9991	06/30/2017	104.00
01-4150-3311 RECRUITING EXPENSES						
48260	SOPRIS SUN	POLICE OFFICER AD	6/30/17	STM 9994	06/30/2017	135.00
01-4150-3311 RECRUITING EXPENSES						
48260	SOPRIS SUN	POLICE OFFICER AD	6/30/17	STM 9994	06/30/2017	135.00
Total ADMINISTRATIVE SERVICES DEPT:						2,561.21
01-4151-2110 OFFICE SUPPLIES						
52260	TRAILHEAD TECHNOLOGIES	HARD DRIVE	10578	9990	07/08/2017	379.00

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Total FINANCE DEPT:						379.00
01-4191-2400 MISCELLANEOUS EXPENSE						
52880	UMB BANK	PUBLIC NOTICE SIGNS	6/30/17	10007	06/30/2017	574.50
Total COMMUNITY DEVELOPMENT DEPT:						574.50
01-4191-3210 PRINTING EXPENSE						
48060	SOPRIS BLUEPRINTING INC	BLUEPRINTING - PLANNING	52986 5301	24261	06/13/2017	38.00
Total COMMUNITY DEVELOPMENT DEPT:						38.00
01-4191-3560 SOFTWARE SERVICES						
19260	ESRI INC	MAINTENANCE - ANNUAL PLNG	93311318	9985	07/05/2017	725.00
Total COMMUNITY DEVELOPMENT DEPT:						725.00
01-4191-3571 DEVELOPER REIMBURSABLE						
48260	SOPRIS SUN	LEGAL TEXT - 565 GRACELAND	6/30/17 STM	9994	06/30/2017	19.71
Total COMMUNITY DEVELOPMENT DEPT:						19.71
01-4192-3560 SOFTWARE SERVICES						
10460	CASELLE INC	SOFTWARE SUPPORT	81560	9977	07/01/2017	760.00
01-4192-3560 SOFTWARE SERVICES						
52260	TRAILHEAD TECHNOLOGIES	EMAIL & WEB	10578	9990	07/08/2017	436.60
Total DATA PROCESSING DEPT:						1,196.60
01-4192-3630 COMPUTER MAINTENANCE						
52260	TRAILHEAD TECHNOLOGIES	JUNE SUPPORT	10578	9990	07/08/2017	1,500.00
01-4192-3630 COMPUTER MAINTENANCE						
52260	TRAILHEAD TECHNOLOGIES	JULY SUPPORT	10578	9990	07/08/2017	1,500.00
01-4192-3630 COMPUTER MAINTENANCE						
52260	TRAILHEAD TECHNOLOGIES	MERIDIAN HOSTED EXCHANGE	10578	9990	07/08/2017	1,376.19
01-4192-3630 COMPUTER MAINTENANCE						
52260	TRAILHEAD TECHNOLOGIES	EMAIL SERVER MIGRATION SE	10578	9990	07/08/2017	5,850.00
Total DATA PROCESSING DEPT:						10,226.19
01-4194-2290 GENERAL SUPPLIES						
56350	WESTERN PAPER DISTRIBUTO	TOWELS, FOAM MOIST WASH,	2692766	9983	07/07/2017	316.56
Total BUILDING OPERATIONS DEPT:						316.56
01-4194-3410 UTILITIES						
92495	BLACK HILLS ENERGY	756 HWY 133, PUBLIC WORKS	7/11/17	9996	07/11/2017	41.91
01-4194-3410 UTILITIES						
92495	BLACK HILLS ENERGY	TOWN HALL	7/11/17	9996	07/11/2017	71.86
01-4194-3410 UTILITIES						
57760	XCEL ENERGY	PUBLIC WORKS	7/17/17	10005	07/17/2017	10.54
01-4194-3410 UTILITIES						
57760	XCEL ENERGY	TOWN HALL	7/17/17	10005	07/17/2017	1,058.07
Total BUILDING OPERATIONS DEPT:						1,182.38

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01-4194-3660 BLDG MAINTENANCE EXPENSE						
52900	UMBRELLA ROOFING	REPLACE RIDGE SHINGLES AN	10522	9976	07/06/2017	4,630.00
Total BUILDING OPERATIONS DEPT:						4,630.00
01-4195-2200 DRUG & ALCOHOL TESTING						
92092	MCC DRUG & ALCOHOL SCREE	ACCIDENT FOLLOW-UP	14953	24374	06/30/2017	67.00
Total GENERAL FUND MOTOR POOL DEPT:						67.00
01-4195-2290 GENERAL SUPPLIES						
36020	NAPA AUTO PARTS	FLAT WASHERS	6/29/17	24269	06/29/2017	11.52
01-4195-2290 GENERAL SUPPLIES						
36020	NAPA AUTO PARTS	BRAKE CLEANER	6/29/17	24269	06/29/2017	32.28
01-4195-2290 GENERAL SUPPLIES						
36020	NAPA AUTO PARTS	CLEAR SILICONE	6/29/17	24269	06/29/2017	4.44
01-4195-2290 GENERAL SUPPLIES						
36020	NAPA AUTO PARTS	ANTIFREEZE	6/29/17	24269	06/29/2017	29.64
01-4195-2290 GENERAL SUPPLIES						
92415	NUTECH SPECIALTIES	SHOP RAGS	160980	24265	06/26/2017	50.00
Total GENERAL FUND MOTOR POOL DEPT:						127.88
01-4195-2311 POLICE FUEL						
53840	VALERO MARKETING AND SUP	POLICE FUEL	7/10/17	62036	07/10/2017	1,019.40
01-4195-2311 POLICE FUEL						
52860	UMB BANK	POLICE FUEL	6/30/17	10007	06/30/2017	48.67
Total GENERAL FUND MOTOR POOL DEPT:						1,068.07
01-4195-2312 ORDINANCE FUEL						
53840	VALERO MARKETING AND SUP	ORDINANCE FUEL	7/10/17	62036	07/10/2017	43.27
Total GENERAL FUND MOTOR POOL DEPT:						43.27
01-4195-2313 BUILDING INSPECTION FUEL						
10720	CENEX FLEET FUELING	FUEL - BUILDING	140178CL	24264	06/30/2017	44.09
Total GENERAL FUND MOTOR POOL DEPT:						44.09
01-4195-2314 STREETS FUEL						
10720	CENEX FLEET FUELING	FUEL - STREETS	140178CL	24264	06/30/2017	1,174.87
Total GENERAL FUND MOTOR POOL DEPT:						1,174.87
01-4195-2315 PARKS FUEL						
10720	CENEX FLEET FUELING	FUEL - PARKS	140178CL	24264	06/30/2017	1,266.51
Total GENERAL FUND MOTOR POOL DEPT:						1,266.51
01-4195-2316 RECREATION FUEL						
10720	CENEX FLEET FUELING	FUEL - RECREATION	140178CL	24264	06/30/2017	630.86
Total GENERAL FUND MOTOR POOL DEPT:						630.86
01-4195-2321 POLICE MAINTENANCE						
36020	NAPA AUTO PARTS	2016 FORD EXPLORER AIR FIL	6/29/17	24269	06/29/2017	13.35

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01-4195-2321	POLICE MAINTENANCE						
36020	NAPA AUTO PARTS	2013	FORD EXPLORER WIPER	6/29/17	24269	06/29/2017	46.28
01-4195-2321	POLICE MAINTENANCE						
36020	NAPA AUTO PARTS	2015	FORD EXPLORER BATTE	6/29/17	24269	06/29/2017	162.99
01-4195-2321	POLICE MAINTENANCE						
36020	NAPA AUTO PARTS	2015	FORD EXPLORER BATTE	6/29/17	24269	06/29/2017	18.00-
01-4195-2321	POLICE MAINTENANCE						
36020	NAPA AUTO PARTS	2007	YUKON PAINTING SUPPLI	6/29/17	24269	06/29/2017	38.04
01-4195-2321	POLICE MAINTENANCE						
52880	UMB BANK	REPAIR 805		6/30/17	10007	06/30/2017	633.12
Total GENERAL FUND MOTOR POOL DEPT:							875.78
01-4195-2324	STREETS MAINTENANCE						
19600	FARIS MACHINERY COMPANY	2012	ELGIN SWEEPER DIRT SH	G26146 G26	24258	06/29/2017	71.22
01-4195-2324	STREETS MAINTENANCE						
19600	FARIS MACHINERY COMPANY	2012	ELGIN SWEEPER MAIN BR	G26146 G26	24258	06/29/2017	367.00
01-4195-2324	STREETS MAINTENANCE						
36020	NAPA AUTO PARTS	2012	ELGIN SWEEPER OIL & AI	6/29/17	24269	06/29/2017	100.80
01-4195-2324	STREETS MAINTENANCE						
36020	NAPA AUTO PARTS	2014	KENWORTH DEF FLUID	6/29/17	24269	06/29/2017	59.96
01-4195-2324	STREETS MAINTENANCE						
36020	NAPA AUTO PARTS	2004	CHEVY 1 TON DUMP BATT	6/29/17	24269	06/29/2017	297.54
01-4195-2324	STREETS MAINTENANCE						
36020	NAPA AUTO PARTS	2004	CHEVY BATTERIES RETU	6/29/17	24269	06/29/2017	36.00-
01-4195-2324	STREETS MAINTENANCE						
36020	NAPA AUTO PARTS	2008	GMC SEAT COVERS	6/29/17	24269	06/29/2017	263.99
01-4195-2324	STREETS MAINTENANCE						
52880	UMB BANK	SOLENOID FOR #324		6/30/17	10007	06/30/2017	131.69
01-4195-2324	STREETS MAINTENANCE						
52880	UMB BANK	2006	GATOR BRAKE PADS & R	6/30/17	10007	06/30/2017	543.04
Total GENERAL FUND MOTOR POOL DEPT:							1,799.24
01-4195-2325	PARKS MAINTENANCE						
36020	NAPA AUTO PARTS	2001	CHEVY BATTERY	6/29/17	24269	06/29/2017	148.77
01-4195-2325	PARKS MAINTENANCE						
36020	NAPA AUTO PARTS	2006	JD GATOR OIL & AIR FILT	6/29/17	24269	06/29/2017	42.32
01-4195-2325	PARKS MAINTENANCE						
36020	NAPA AUTO PARTS	2001	CHEVY BATTERY RETUR	6/29/17	24269	06/29/2017	18.00-
Total GENERAL FUND MOTOR POOL DEPT:							173.09
01-4195-2326	RECREATION MAINTENANCE						
36020	NAPA AUTO PARTS	1999	COLEMAN LIGHT BATTER	6/29/17	24269	06/29/2017	124.09
01-4195-2326	RECREATION MAINTENANCE						
36020	NAPA AUTO PARTS	1999	COLEMAN LIGHT BATTER	6/29/17	24269	06/29/2017	18.00-
01-4195-2326	RECREATION MAINTENANCE						
36020	NAPA AUTO PARTS	2017	FORD F250 HITCH LOCK	6/29/17	24269	06/29/2017	24.09
01-4195-2326	RECREATION MAINTENANCE						
36020	NAPA AUTO PARTS		SPARK PLUGS AND ENGINE OI	6/29/17	24269	06/29/2017	18.51
01-4195-2326	RECREATION MAINTENANCE						
36020	NAPA AUTO PARTS		SPARK PLUGS	6/29/17	24269	06/29/2017	7.25
01-4195-2326	RECREATION MAINTENANCE						
36020	NAPA AUTO PARTS		AIR FILTER	6/29/17	24269	06/29/2017	7.88

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Total GENERAL FUND MOTOR POOL DEPT:						163.82
01-4195-2330	TOOLS AND EQUIPMENT					
36020	NAPA AUTO PARTS	PRESSURE REGULATOR FOR	6/29/17	24269	06/29/2017	12.33
01-4195-2330	TOOLS AND EQUIPMENT					
52880	UMB BANK	TOOLS FOR WELDING TRUCK	6/30/17	10007	06/30/2017	62.99
Total GENERAL FUND MOTOR POOL DEPT:						75.32
01-4210-2100	POSTAGE					
52880	UMB BANK	POSTAGE	6/30/17	10007	06/30/2017	10.21
Total POLICE DEPT:						10.21
01-4210-2110	OFFICE SUPPLIES					
57780	XEROX CORPORATION	COPIER LEASE POLICE	089736743	62028	07/01/2017	117.80
Total POLICE DEPT:						117.80
01-4210-2291	INVESTIGATION EXPENSE					
52880	UMB BANK	SHELVING	6/30/17	10007	06/30/2017	599.57
Total POLICE DEPT:						599.57
01-4210-2292	CLOTHING ALLOWANCE					
21180	GALLS AN ARAMARK CO LLC	UNIFORM CLOTHES / ACCESS	007799371 7	62027	06/27/2017	392.28
01-4210-2292	CLOTHING ALLOWANCE					
1920	ADAMSON POLICE PRODUCTS	NAME STRIP-VELCRO	INV249177	62037	07/10/2017	28.40
01-4210-2292	CLOTHING ALLOWANCE					
21180	GALLS AN ARAMARK CO LLC	UNIFORM ACCESSORIES	007857894	62039	07/07/2017	59.14
Total POLICE DEPT:						479.82
01-4210-2400	MISCELLANEOUS EXPENSE					
52460	TRI COUNTY LOCKSMITH SERV	KEYS MADE	9214	62030	06/22/2017	20.00
01-4210-2400	MISCELLANEOUS EXPENSE					
52880	UMB BANK	DRILL	6/30/17	10007	06/30/2017	141.32
Total POLICE DEPT:						161.32
01-4210-3300	DUES AND PUBLICATIONS					
52880	UMB BANK	NOTARY FEE	6/30/17	10007	06/30/2017	10.00
Total POLICE DEPT:						10.00
01-4210-3630	EQUIP MAINT AND REPAIR					
52880	UMB BANK	BIKE TOOLS	6/30/17	10007	06/30/2017	187.00
Total POLICE DEPT:						187.00
01-4210-3700	TRAVEL AND CONFERENCE					
52880	UMB BANK	TRAINING LODGING	6/30/17	10007	06/30/2017	1,251.01
Total POLICE DEPT:						1,251.01

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01-4210-3980	OTHER SERVICES					
2260	AED AUTHORITY	AED ANNUAL SERVICE	23212	62033	07/06/2017	1,680.00
01-4210-3980	OTHER SERVICES					
11120	CHEMATOX LABORATORY INC	BLOOD ALCOHOL TEST AND D	23858	62035	07/01/2017	570.00
01-4210-3980	OTHER SERVICES					
56480	WESTERN SLOPE ELECTRIC	PD STORAGE ROOM OUTLETS	17-248	62029	07/05/2017	773.00
01-4210-3980	OTHER SERVICES					
52880	UMB BANK	BACKGROUND CHECKS	6/30/17	10007	06/30/2017	13.70
Total POLICE DEPT:						3,036.70
01-4210-3981	TOWING					
27540	IRMW OF COLORADO INC	TOWING COSTS (4)	254	62031	07/05/2017	550.00
Total POLICE DEPT:						550.00
01-4210-8000	FEDERAL GRANT EXPENSE					
52880	UMB BANK	WEBSITE TRIDENT	6/30/17	10007	06/30/2017	418.71
Total POLICE DEPT:						418.71
01-4210-9410	POLICE EQUIPMENT					
52880	UMB BANK	FLASHLIGHTS	6/30/17	10007	06/30/2017	2,278.49
Total POLICE DEPT:						2,278.49
01-4215-3450	TELEPHONE COSTS					
52880	UMB BANK	EMERGENCY CELL PHONE SE	6/30/17	10007	06/30/2017	17.91
Total COMMUNICATIONS DEPT:						17.91
01-4242-2110	OFFICE SUPPLIES					
52880	UMB BANK	TONER FOR PRINTER	6/30/17	10007	06/30/2017	20.95
Total BUILDING INSPECTION DEPT:						20.95
01-4298-5310	DOG POUND BOARDING					
42620	RED HILL ANIMAL HEALTH CEN	DOG POUND BOARDING	195543	62038	07/11/2017	579.16
Total ORDINANCE CONTROL DEPT:						579.16
01-4310-2250	SAFETY EQUIPMENT					
37165	NORTH AMERICAN SAFETY IN	SAFETY COAT FOR SW	27971	24272	06/22/2017	84.50
01-4310-2250	SAFETY EQUIPMENT					
52880	UMB BANK	SAFETY VESTS & SAFETY GLA	6/30/17	10007	06/30/2017	121.75
Total STREETS DEPT:						206.25
01-4310-2290	GENERAL SUPPLIES					
52880	UMB BANK	HOOKS/SCREWS/CEMENT	6/30/17	10007	06/30/2017	71.59
Total STREETS DEPT:						71.59
01-4310-2420	SIGN PURCHASES					
17365	DORNBOS SIGN INC	STOP SIGN FACES	INV33488	24259	06/19/2017	472.39
01-4310-2420	SIGN PURCHASES					
52880	UMB BANK	CONCRETE	6/30/17	10007	06/30/2017	124.66

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Total STREETS DEPT:						597.05
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		UNIT PED LIGHT 101 3RD ST	7/12/17	9998	07/12/2017	42.21
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		200 JEWELLS LANE	7/12/17	9998	07/12/2017	15.58
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		206 JEWELLS LANE	7/12/17	9998	07/12/2017	79.06
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		522 HWY 133 LIGHTS	7/12/17	9998	07/12/2017	69.56
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		900 HWY 133 LIGHTS	7/12/17	9998	07/12/2017	94.06
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		DOWNTOWN SIGN	7/17/17	10005	07/17/2017	63.46
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		DT ELECTRIC CIRCUIT	7/17/17	10005	07/17/2017	32.23
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		8TH & MAIN	7/17/17	10005	07/17/2017	10.92
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		INDICA WAY	7/17/17	10005	07/17/2017	21.10
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		STREET LIGHTS	7/17/17	10005	07/17/2017	1,272.49
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		21 N 2ND ST LT	7/17/17	10005	07/17/2017	26.69
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		216 S 2ND ST LT	7/17/17	10005	07/17/2017	17.99
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		810 MAIN ST LT	7/17/17	10005	07/17/2017	13.81
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		625 MAIN ST LT	7/17/17	10005	07/17/2017	15.45
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		701 MAIN ST LT	7/17/17	10005	07/17/2017	14.94
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		868 MAIN ST LT	7/17/17	10005	07/17/2017	24.90
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		946 MAIN ST LT	7/17/17	10005	07/17/2017	22.66
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		37 N 8TH ST LT	7/17/17	10005	07/17/2017	18.37
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		40 S 6TH ST LT	7/17/17	10005	07/17/2017	18.73
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		465 MAIN ST LT	7/17/17	10005	07/17/2017	21.38
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		699 COLORADO	7/17/17	10005	07/17/2017	21.12
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		449 WEANT	7/12/17 - 2	10008	07/12/2017	365.70
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		320 SOPRIS Ave Unit A	7/12/17 - 2	10008	07/12/2017	24.58
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		277 S. 4TH STREET	7/12/17 - 2	10008	07/12/2017	12.05
Total STREETS DEPT:						2,319.04
01-4310-3550 TREE MAINTENANCE						
5200 ASPEN TREE SERVICE INC		742 EUCLID TREE REMOVAL	33682 3387	24268	06/30/2017	1,350.00

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Total STREETS DEPT:						1,350.00
01-4310-3580 MAPS/SURVEYING						
48060	SOPRIS BLUEPRINTING INC	BLUEPRINTING	52986 5301	24261	06/13/2017	6.00
Total STREETS DEPT:						6.00
01-4310-3581 LANDFILLING FEES						
11580	CITY OF GLENWOOD SPRINGS	LANDFILL - CONCRETE	490399 425	24375	06/21/2017	1,753.72
Total STREETS DEPT:						1,753.72
01-4310-3680 DOWNTOWN ENHANCEMENTS						
26610	IDESIGN INC	SHIPPING FOR BANNERS	6466	24266	07/05/2017	125.00
Total STREETS DEPT:						125.00
01-4310-3683 STREET MAINTENANCE						
15060	CREATIVE STRIPES	STREET PAINTING	17007	24226	05/28/2017	2,495.76
01-4310-3683 STREET MAINTENANCE						
52880	UMB BANK	POSTS FOR 3RD ST FENCE	6/30/17	10007	06/30/2017	162.50
01-4310-3683 STREET MAINTENANCE						
52880	UMB BANK	YELLOW TRAFFIC PAINT	6/30/17	10007	06/30/2017	41.43
Total STREETS DEPT:						2,699.69
01-4310-3684 SIDEWALK MAINTENANCE						
23240	GRAND JUNCTION PIPE & SUP	PIPE FOR MINER'S PARK	3462184	24270	04/10/2017	771.12
Total STREETS DEPT:						771.12
01-4310-3700 TRAINING						
52880	UMB BANK	LODGING FOR TRAQ TRAINING	6/30/17	10007	06/30/2017	460.00
Total STREETS DEPT:						460.00
01-4310-7262 PUBLIC ARTS PROGRAM						
52880	UMB BANK	CPAC AD	6/30/17	10007	06/30/2017	20.30
Total STREETS DEPT:						20.30
01-4310-9410 TOOLS AND EQUIPMENT						
52880	UMB BANK	LEATHERMAN WORK GLOVES	6/30/17	10007	06/30/2017	277.97
Total STREETS DEPT:						277.97
01-4318-3400 Rental Property Expense						
10620	C'DALE LLC	LEASE LOT B	071817	10000	07/18/2017	450.00
Total PUBLIC WORKS ADMIN DEPT:						450.00
01-4318-3560 SOFTWARE SERVICES						
19260	ESRI INC	MAINTENANCE - ANNUAL PUBL	93311318	9985	07/05/2017	725.00
01-4318-3560 SOFTWARE SERVICES						
76118	PubWORKS	FLEET MANAGEMENT SOFTWA	214-005	24260	07/02/2017	1,253.00

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Total PUBLIC WORKS ADMIN DEPT:						1,978.00
01-4500-2243	UNIFORMS					
52880	UMB BANK	YOUTH BASEBALL JERSEYS	6/30/17	10007	06/30/2017	106.62
Total RECREATION DEPT:						106.62
01-4500-2244	PROGRAM SUPPLIES					
9780	CARBONDALE CHAMBER OF C	12 CHAMBER GIFT CERTS FOR	16534	1016416	07/17/2017	300.00
01-4500-2244	PROGRAM SUPPLIES					
52880	UMB BANK	PEE WEE BASEBALL SUPPLIES	6/30/17	10007	06/30/2017	1,537.88
Total RECREATION DEPT:						1,837.88
01-4500-2250	SAFETY EQUIPMENT					
52880	UMB BANK	3 PAIR GLOVES	6/30/17	10007	06/30/2017	37.51
01-4500-2250	SAFETY EQUIPMENT					
52880	UMB BANK	HWY 133 VALVE REPAIR	6/30/17	10007	06/30/2017	7.62
Total RECREATION DEPT:						45.13
01-4500-2290	GENERAL SUPPLIES					
52880	UMB BANK	KEY COPIES	6/30/17	10007	06/30/2017	5.18
Total RECREATION DEPT:						5.18
01-4500-2292	CLOTHING ALLOWANCE					
51443	THREAD IT	UNIFORMS FOR GROOM INVOI	952	1016408	07/11/2017	60.00
Total RECREATION DEPT:						60.00
01-4500-3300	DUES AND MEMBERSHIPS					
52880	UMB BANK	PRIME MEMBERSHIP RENEWA	6/30/17	10007	06/30/2017	49.50
Total RECREATION DEPT:						49.50
01-4500-3410	UTILITIES					
92495	BLACK HILLS ENERGY	ARENA BUILDING	7/11/17	9996	07/11/2017	28.18
01-4500-3410	UTILITIES					
57760	XCEL ENERGY	NF BALLFIELDS	7/17/17	10005	07/17/2017	15.47
01-4500-3410	UTILITIES					
57760	XCEL ENERGY	HWY 133 BASEBALL	7/17/17	10005	07/17/2017	10.54
01-4500-3410	UTILITIES					
57760	XCEL ENERGY	NORTHFACE	7/17/17	10005	07/17/2017	650.56
Total RECREATION DEPT:						704.75
01-4500-3460	TOILET RENTAL					
35420	MOUNTAIN WASTE & RECYCLI	PORTABLE TOILET DEMETER'S	0000472576	1016398	07/01/2017	46.33
Total RECREATION DEPT:						46.33
01-4500-3580	SOFTWARE SERVICES					
39140	PEAK SOFTWARE SYSTEMS IN	SPORTMAN SOFTWARE 12 MO	018461	1016402	07/07/2017	2,891.00

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Total RECREATION DEPT:						2,891.00
01-4500-3650 SKATEBOARD MAINTENANCE						
52880	UMB BANK	SIGN FOR BIKE PARK	6/30/17	10007	06/30/2017	298.75
Total RECREATION DEPT:						298.75
01-4500-3651 RIDING ARENA MAINTENANCE						
5060	ASPEN MAINTENANCE SUPPLY	BATHROOM TISSUE RODEO IN	006580	1016404	07/11/2017	59.72
01-4500-3651 RIDING ARENA MAINTENANCE						
56350	WESTERN PAPER DISTRIBUTO	TRASH LINERS INVOICE #2694	2686822	1016403	06/30/2017	132.60
01-4500-3651 RIDING ARENA MAINTENANCE						
56520	WESTERN SLOPE MATERIALS	WASHED SAND AND SCREENE	96077 9644	1016395	07/01/2017	1,038.47
01-4500-3651 RIDING ARENA MAINTENANCE						
52880	UMB BANK	PIPE TAPE, ELECTRIC LINE RO	6/30/17	10007	06/30/2017	1,381.21
Total RECREATION DEPT:						2,612.00
01-4500-3660 BLDG MAINTENANCE EXPENSE						
52880	UMB BANK	RESCUE TAPE FOR POOL	6/30/17	10007	06/30/2017	11.99
Total RECREATION DEPT:						11.99
01-4500-3982 TEMP SERVICES						
35460	MOUNTAIN TEMP SERVICES LL	TEMP LABOR RODEO CLEAN U	374352 5022	1016405	07/13/2017	152.00
01-4500-3982 TEMP SERVICES						
35460	MOUNTAIN TEMP SERVICES LL	TEMP LABOR RODEO CLEAN U	374352 5022	1016405	07/13/2017	152.00
01-4500-3982 TEMP SERVICES						
35460	MOUNTAIN TEMP SERVICES LL	TEMP LABOR RODEO CLEAN U	374352 5022	1016405	07/13/2017	152.00
Total RECREATION DEPT:						456.00
01-4500-8000 SELF FUNDED SPECIAL EVENTS						
19320	EVERGREEN EVENTS LLC	CUPS FOR DANDELION DAY	6339 6343	24271	06/02/2017	6.00
01-4500-8000 SELF FUNDED SPECIAL EVENTS						
52880	UMB BANK	GATORADE	6/30/17	10007	06/30/2017	28.95
Total RECREATION DEPT:						34.95
01-4500-8200 SENIOR PROGRAMS						
52880	UMB BANK	LUNCH FOR TRIP LEADERS	6/30/17	10007	06/30/2017	27.25
Total RECREATION DEPT:						27.25
01-4500-8201 SPECIAL PROGRAMS						
92605	BYARS, LYN	FARMERS' MARKET PERFORM	6/21/17	1016412	06/21/2017	100.00
01-4500-8201 SPECIAL PROGRAMS						
29020	KDNK	SPECIAL EVENT - HOOTENAN	47462	1016393	07/12/2017	1,260.00
Total RECREATION DEPT:						1,360.00
01-4520-2250 SAFETY EQUIPMENT						
52880	UMB BANK	SAFETY VEST AND SAFETY GL	6/30/17	10007	06/30/2017	296.83
Total PARKS & CEMETERY DEPT:						296.83

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01-4520-2292 CLOTHING ALLOWANCE						
51443	THREAD IT	UNIFORMS FOR SISSOM INVOI	952	1016408	07/11/2017	46.25
01-4520-2292 CLOTHING ALLOWANCE						
51443	THREAD IT	UNIFORMS FOR SEASONAL M	952	1016408	07/11/2017	148.50
Total PARKS & CEMETERY DEPT:						194.75
01-4520-2380 SPRINKLER SYSTEM MAINTENANCE						
52880	UMB BANK	REPAIRS OF NOZZLES, ROTOR	6/30/17	10007	06/30/2017	3,350.01
Total PARKS & CEMETERY DEPT:						3,350.01
01-4520-2440 PARK MAINTENANCE SUPPLIES						
41080	PROPET DISTRIBUTORS	DOGI-POT BAGS INVOICE #118	118386	1016409	07/11/2017	1,038.00
01-4520-2440 PARK MAINTENANCE SUPPLIES						
56350	WESTERN PAPER DISTRIBUTO	GLOVES AND TRASH LINERS I	2686822	1016403	06/30/2017	352.68
01-4520-2440 PARK MAINTENANCE SUPPLIES						
56350	WESTERN PAPER DISTRIBUTO	COTTON MOPS, MULTI PURPO	2686822	1016403	06/30/2017	129.81
01-4520-2440 PARK MAINTENANCE SUPPLIES						
52880	UMB BANK	LAG BOLTS STAIRWAY STEP R	6/30/17	10007	06/30/2017	4.72
Total PARKS & CEMETERY DEPT:						1,525.21
01-4520-3410 UTILITIES						
57760	XCEL ENERGY	MINERS PARK	7/17/17	10005	07/17/2017	11.16
01-4520-3410 UTILITIES						
57760	XCEL ENERGY	MINERS PARK RR	7/17/17	10005	07/17/2017	26.27
01-4520-3410 UTILITIES						
57760	XCEL ENERGY	HENDRICKS PARK	7/17/17	10005	07/17/2017	10.54
01-4520-3410 UTILITIES						
57760	XCEL ENERGY	TRIANGLE PARK	7/17/17	10005	07/17/2017	31.25
01-4520-3410 UTILITIES						
57760	XCEL ENERGY	SOPRIS PARK	7/17/17	10005	07/17/2017	10.54
01-4520-3410 UTILITIES						
57760	XCEL ENERGY	HWY 133 SPRINKLERS	7/17/17	10005	07/17/2017	119.31
01-4520-3410 UTILITIES						
57760	XCEL ENERGY	PARK RR/CHAMBER	7/17/17	10005	07/17/2017	11.04
01-4520-3410 UTILITIES						
57760	XCEL ENERGY	SOPRIS II	7/17/17	10005	07/17/2017	13.31
01-4520-3410 UTILITIES						
57760	XCEL ENERGY	SOPRIS III	7/17/17	10005	07/17/2017	10.66
Total PARKS & CEMETERY DEPT:						244.08
01-4520-3500 PARKS MAINTENANCE						
52880	UMB BANK	BUNGEEES FOR DOG POT TRAS	6/30/17	10007	06/30/2017	23.31
Total PARKS & CEMETERY DEPT:						23.31
01-4520-3530 PLAYGROUND EQUIPMENT MAINT.						
56520	WESTERN SLOPE MATERIALS	WASHED SAND GLASSIER PAR	96077 9644	1016395	07/01/2017	90.42
01-4520-3530 PLAYGROUND EQUIPMENT MAINT.						
52880	UMB BANK	CEDAR FOR NEW BLEACHER B	6/30/17	10007	06/30/2017	366.78
Total PARKS & CEMETERY DEPT:						457.20

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01-4520-3660 BLDG MAINTENANCE EXPENSE						
52880	UMB BANK	POOL MAIN LINE FIX	6/30/17	10007	06/30/2017	95.85
Total PARKS & CEMETERY DEPT:						95.85
01-4520-3687 HIGHWAY 133 MAINTENANCE						
52880	UMB BANK	FLOWER SEED HWY 133	6/30/17	10007	06/30/2017	51.98
Total PARKS & CEMETERY DEPT:						51.98
01-4520-9360 PARK IMPROVEMENTS/EQUIPMENT						
52880	UMB BANK	SIGNS FOR PARK ENTRANCE	6/30/17	10007	06/30/2017	313.90
Total PARKS & CEMETERY DEPT:						313.90
01-4520-9410 TOOLS AND EQUIPMENT						
52880	UMB BANK	PEEN HAMMER, 6' LEVEL & CO	6/30/17	10007	06/30/2017	186.43
Total PARKS & CEMETERY DEPT:						186.43
01-4525-2440 RV PARK MAINTENANCE SUPPLIES						
15600	CULLIGAN	FILTERS FOR GATEWAY PARK	477X019948	93050	07/05/2017	303.60
01-4525-2440 RV PARK MAINTENANCE SUPPLIES						
52880	UMB BANK	PUMP & GO, PAPER TOWELS,	6/30/17	10007	06/30/2017	453.50
01-4525-2440 RV PARK MAINTENANCE SUPPLIES						
52880	UMB BANK	PAPER TOWELS, TOILET PAPE	6/30/17	10007	06/30/2017	195.83
Total RV PARK:						952.93
01-4525-3600 RV PARK MAINTENANCE						
5200	ASPEN TREE SERVICE INC	RV PARK TREE MAINTENANCE	33682 3387	24268	06/30/2017	4,895.21
Total RV PARK:						4,895.21
01-4525-3660 RV PARK BLDG MAINTENANCE EXP						
23140	GRAINGER PARTS	SHOWER METER CARTRIDGES	9480857037	1016399	06/22/2017	320.80
Total RV PARK:						320.80
01-4525-9360 RV PARK IMPROVEMENTS/EQUIPMENT						
47860	SNOWMASS WATER & SANITA	BAC T SAMPLES (1)	13702	93047	05/31/2017	31.00
01-4525-9360 RV PARK IMPROVEMENTS/EQUIPMENT						
47860	SNOWMASS WATER & SANITA	BAC T SAMPLES (1)	13735	93048	06/30/2017	31.00
01-4525-9360 RV PARK IMPROVEMENTS/EQUIPMENT						
52880	UMB BANK	CONDUIT, COUPLINGS, ELBOW	6/30/17	10007	06/30/2017	315.35
Total RV PARK:						377.35
01-4634-2500 ADMIN AFFORDABLE HOUSING						
21510	GARFIELD COUNTY HOUSING	PROFESSIONAL SVC CONTRA	TOC042017	9989	07/05/2017	7,000.00
Total AFFORDABLE/ATTAINABLE HOUSING						7,000.00
01-4652-3704 ECONOMIC DEVELOPMENT FUNDING						
76419	LOWENTHAL CONSULTING LLC	ADMINISTRATION OF REVOLVI	7/6/17	9972	07/06/2017	225.00

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Total ECONOMIC DEV COUNCIL:						225.00
12-4210-3360 VICTIM'S ASSISTANCE						
92593	MERCADO, DEAN A	VALE FUND DISBURSEMENT	VALE	62034	07/01/2017	1,000.00
Total EXPENDITURES:						1,000.00
15-4800-2400 MISCELLANEOUS EXPENSE						
19320	EVERGREEN EVENTS LLC	COMPOST FOR SPRING CLEAN	6339 6343	24271	06/02/2017	1,000.00
15-4800-2400 MISCELLANEOUS EXPENSE						
14740	CORE	GIFT CARD PRIZES FOR SURV	2/24/17	10002	02/24/2017	300.00
Total EXPENDITURES:						1,300.00
31-4335-2110 OFFICE SUPPLIES						
52880	UMB BANK	HAND PLACEMENT COPIES &	6/30/17	10007	06/30/2017	10.50
Total WASTEWATER DEPT:						10.50
31-4335-2111 LAB SUPPLIES						
52880	UMB BANK	CHEMICALS FOR LAB WORK	6/30/17	10007	06/30/2017	826.32
Total WASTEWATER DEPT:						826.32
31-4335-2250 SAFETY EQUIPMENT						
52880	UMB BANK	SAFETY GOGGLES	6/30/17	10007	06/30/2017	187.05
Total WASTEWATER DEPT:						187.05
31-4335-2290 GENERAL SUPPLIES						
52880	UMB BANK	PAPER PRODUCTS AND LYSOL	6/30/17	10007	06/30/2017	119.27
Total WASTEWATER DEPT:						119.27
31-4335-2310 VEHICLE FUEL						
10720	CENEX FLEET FUELING	FUEL - WASTEWATER	140178CL	24264	06/30/2017	1,253.43
31-4335-2310 VEHICLE FUEL						
53840	VALERO MARKETING AND SUP	WATER/WASTEWATER FUEL	7/10/17	62036	07/10/2017	122.24
31-4335-2310 VEHICLE FUEL						
52880	UMB BANK	FUEL WHILE TRAINING IN DEN	6/30/17	10007	06/30/2017	15.98
Total WASTEWATER DEPT:						1,391.65
31-4335-2320 VEHICLE MAINTENANCE						
36020	NAPA AUTO PARTS	TRAILER BATTERY	6/29/17	24269	06/29/2017	51.99
31-4335-2320 VEHICLE MAINTENANCE						
36020	NAPA AUTO PARTS	1998 FORD BATTERY FOR GEN	6/29/17	24269	06/29/2017	126.99
31-4335-2320 VEHICLE MAINTENANCE						
36020	NAPA AUTO PARTS	1998 FORD CAMERA VAN BATT	6/29/17	24269	06/29/2017	18.00
31-4335-2320 VEHICLE MAINTENANCE						
36020	NAPA AUTO PARTS	2007 STERLING JET TRUCK HE	6/29/17	24269	06/29/2017	16.77
31-4335-2320 VEHICLE MAINTENANCE						
52880	UMB BANK	TRAVEL VAC TRAILER FUEL PU	6/30/17	10007	06/30/2017	106.40
Total WASTEWATER DEPT:						284.15

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31-4335-2380	PLANT MAINTENANCE					
11580	CITY OF GLENWOOD SPRINGS	CONSTRUCTION DEMO & E-WA	492608	93059	07/12/2017	29.54
31-4335-2380	PLANT MAINTENANCE					
52880	UMB BANK	100' EXTENSION CORD & BELT	6/30/17	10007	06/30/2017	264.58
Total WASTEWATER DEPT:						294.12
31-4335-2381	SLUDGE DISPOSAL					
35420	MOUNTAIN WASTE & RECYCLI	HAUL CHARGE	0000515211	10003	07/18/2017	290.75
31-4335-2381	SLUDGE DISPOSAL					
39840	PITKIN COUNTY TREASURER	BIOSOLIDS DISPOSAL	709475	93063	07/14/2017	245.67
31-4335-2381	SLUDGE DISPOSAL					
39840	PITKIN COUNTY TREASURER	BIOSOLIDS DISPOSAL	708998	93058	07/12/2017	244.16
31-4335-2381	SLUDGE DISPOSAL					
39840	PITKIN COUNTY TREASURER	BIOSOLIDS DISPOSAL	708191	93052	07/07/2017	185.62
Total WASTEWATER DEPT:						966.20
31-4335-2383	COLLECTION SYSTEM MAINTENANCE					
35170	MOUNTAIN AIR MECHANICAL I	INSTALL BELTS AT WWTP	26275	93061	07/13/2017	421.11
31-4335-2383	COLLECTION SYSTEM MAINTENANCE					
52880	UMB BANK	VALVE BOX LID FOR SOPRIS M	6/30/17	10007	06/30/2017	13.97
Total WASTEWATER DEPT:						435.08
31-4335-2384	LAB EQUIPMENT MAINTENANCE					
52880	UMB BANK	DIAGNOSIS & FRIDGE REPAIR I	6/30/17	10007	06/30/2017	140.00
Total WASTEWATER DEPT:						140.00
31-4335-3311	RECRUITING EXPENSES					
48260	SOPRIS SUN	SEASONAL DITCH RIDER WW	6/30/17 STM	9994	06/30/2017	20.00
Total WASTEWATER DEPT:						20.00
31-4335-3410	UTILITIES					
92495	BLACK HILLS ENERGY	WWTP HEADWORKS 171 HWY	7/11/17	9996	07/11/2017	145.98
31-4335-3410	UTILITIES					
92495	BLACK HILLS ENERGY	171 HWY 133, WW GARAGE	7/11/17	9996	07/11/2017	24.19
31-4335-3410	UTILITIES					
92495	BLACK HILLS ENERGY	DIGESTER	7/11/17	9996	07/11/2017	600.50
31-4335-3410	UTILITIES					
92495	BLACK HILLS ENERGY	UTIL ADMIN (1/2) 171 HWY 133	7/11/17	9996	07/11/2017	20.15
31-4335-3410	UTILITIES					
92495	BLACK HILLS ENERGY	A BASIN	7/11/17	9996	07/11/2017	24.19
Total WASTEWATER DEPT:						815.01
31-4335-3560	SOFTWARE SERVICES					
10460	CASELLE INC	SOFTWARE SUPPORT	81560	9977	07/01/2017	760.00
31-4335-3560	SOFTWARE SERVICES					
19260	ESRI INC	MAINTENANCE - ANNUAL WAS	93311318	9985	07/05/2017	725.00
Total WASTEWATER DEPT:						1,485.00
31-4335-3575	UTILITY BILL OUTSOURCING					
2080	ADVANCED INFO SYSTEMS	UB OUTSOURCING	13888	93057	07/12/2017	266.05

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31-4335-3575 UTILITY BILL OUTSOURCING						
2080	ADVANCED INFO SYSTEMS	BILLING INSERT BIKE & PEDUTI	13888	93057	07/12/2017	441.00
Total WASTEWATER DEPT:						707.05
31-4335-3580 PERMIT AND LAB FEES						
52880	UMB BANK	AMAZON PRIME ANNUAL MEM	6/30/17	10007	06/30/2017	99.00
Total WASTEWATER DEPT:						99.00
31-4335-3630 COMPUTER EQUIPMENT & MAINT.						
52880	UMB BANK	APC BATTERY BACK UP FOR M	6/30/17	10007	06/30/2017	120.83
Total WASTEWATER DEPT:						120.83
31-4335-3810 TRAINING						
47400	SIROTEK, FRED	PER DIEM BANK FILTRATION C	7/6/17	93053	07/06/2017	47.50
31-4335-3810 TRAINING						
52350	TRAVELODGE	BANK FILTRATION CLASS -FRE	AUGUST 16-	93054	07/11/2017	82.35
31-4335-3810 TRAINING						
52880	UMB BANK	C-1 & WWD EXAMS	6/30/17	10007	06/30/2017	563.34
Total WASTEWATER DEPT:						693.19
31-4335-9350 MAPPING						
92483	ROARING FORK GEOSPATIAL L	GEOSPATIAL - UTILITIES	[0017]	9984	07/10/2017	468.75
Total WASTEWATER DEPT:						468.75
31-4335-9410 TOOLS AND EQUIPMENT						
52880	UMB BANK	HAMMERS, SANDER & SANDIN	6/30/17	10007	06/30/2017	219.37
Total WASTEWATER DEPT:						219.37
41-2201 DEPOSITS HELD						
28390	JOHNSON CONSTRUCTION	REFUND BULK WATER DEPOSI	1138142	93056	03/14/2017	750.00
Total :						750.00
41-4336-2111 LAB SUPPLIES						
52880	UMB BANK	CHLORINE SOLUTION, KIMWIP	6/30/17	10007	06/30/2017	378.73
Total WATER DEPT:						378.73
41-4336-2250 SAFETY EQUIPMENT						
52880	UMB BANK	FIRST AID KIT FOR CRYSTAL W	6/30/17	10007	06/30/2017	34.99
Total WATER DEPT:						34.99
41-4336-2290 GENERAL SUPPLIES						
52880	UMB BANK	PAPER GOODS, CLEANING SU	6/30/17	10007	06/30/2017	139.07
Total WATER DEPT:						139.07
41-4336-2310 VEHICLE FUEL						
10720	CENEX FLEET FUELING	FUEL - WATER	140178CL	24264	06/30/2017	881.66

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Total WATER DEPT:							881.66
41-4336-2320	VEHICLE MAINTENANCE						
36020	NAPA AUTO PARTS	2004	FORD VAN AIR & OIL FILT	6/29/17	24269	06/29/2017	26.62
41-4336-2320	VEHICLE MAINTENANCE						
36020	NAPA AUTO PARTS	2015	FORD F250 PAINT FOR BU	6/29/17	24269	06/29/2017	6.29
41-4336-2320	VEHICLE MAINTENANCE						
36020	NAPA AUTO PARTS	2004	CHEVY K1500 OIL FILTER	6/29/17	24269	06/29/2017	6.94
41-4336-2320	VEHICLE MAINTENANCE						
36020	NAPA AUTO PARTS	2015	FORD F250 WIRING SUPP	6/29/17	24269	06/29/2017	72.68
41-4336-2320	VEHICLE MAINTENANCE						
36020	NAPA AUTO PARTS	2015	FORD F250 WIRING SUPP	6/29/17	24269	06/29/2017	88.23
41-4336-2320	VEHICLE MAINTENANCE						
52880	UMB BANK	2015	FORD F250 DECAL & CON	6/30/17	10007	06/30/2017	196.45
Total WATER DEPT:							397.21
41-4336-2380	PLANT & INTAKE MAINTENANCE						
45580	S S & J ENTERPRISES		CAR WASH FOR FLEET	8647	93051	07/05/2017	20.65
41-4336-2380	PLANT & INTAKE MAINTENANCE						
52880	UMB BANK		NYLON LINE, GATE WHEEL & P	6/30/17	10007	06/30/2017	484.21
Total WATER DEPT:							504.86
41-4336-2383	DISTRIBUTION MAINTENANCE						
11580	CITY OF GLENWOOD SPRINGS		CONSTRUCTION DEMO & E-WA	492608	93059	07/12/2017	29.55
41-4336-2383	DISTRIBUTION MAINTENANCE						
2420	AIR COMPRESSOR SERVICE IN		REPAIR AIR COMPRESSOR AT	42980	93065	07/14/2017	667.50
41-4336-2383	DISTRIBUTION MAINTENANCE						
52880	UMB BANK		GATE VALVE FOR BULK WATE	6/30/17	10007	06/30/2017	71.33
Total WATER DEPT:							768.38
41-4336-2384	LAB EQUIPMENT MAINTENANCE						
52880	UMB BANK		HYDROLIC THERMOSTAT	6/30/17	10007	06/30/2017	87.15
Total WATER DEPT:							87.15
41-4336-2385	SCADA MAINTENANCE						
51560	TIMBER LINE ELECTRIC & CON		ANTENNA INSTALL AT ROARIN	1841	93067	07/05/2017	3,547.50
Total WATER DEPT:							3,547.50
41-4336-3410	UTILITIES						
92495	BLACK HILLS ENERGY		RFWTP 610 N 4TH ST	7/11/17	9996	07/11/2017	24.92
41-4336-3410	UTILITIES						
92495	BLACK HILLS ENERGY		WATER GARAGE	7/11/17	9996	07/11/2017	24.92
41-4336-3410	UTILITIES						
92495	BLACK HILLS ENERGY		UTIL ADMIN (1/2) 171 HWY 133	7/11/17	9996	07/11/2017	20.15
41-4336-3410	UTILITIES						
41660	CENTURYLINK		1660 RFWTP	1414634938	9997	07/11/2017	7.46
41-4336-3410	UTILITIES						
57760	XCEL ENERGY		STORAGE TANK	7/17/17	10005	07/17/2017	10.82
41-4336-3410	UTILITIES						
57760	XCEL ENERGY		HOLLAND RVR PUMP	7/17/17	10005	07/17/2017	18.00

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41-4336-3410 UTILITIES						
57760 XCEL ENERGY		RFWTP	7/17/17	10005	07/17/2017	5,822.60
41-4336-3410 UTILITIES						
57760 XCEL ENERGY		CRYSTAL WELL	7/17/17	10005	07/17/2017	91.51
41-4336-3410 UTILITIES						
57760 XCEL ENERGY		NC PRV	7/17/17	10005	07/17/2017	12.93
41-4336-3410 UTILITIES						
57760 XCEL ENERGY		SEBREE RVR PUMP	7/17/17	10005	07/17/2017	309.01
41-4336-3410 UTILITIES						
57760 XCEL ENERGY		WIRELESS TOWER	7/17/17	10005	07/17/2017	81.03
41-4336-3410 UTILITIES						
57760 XCEL ENERGY		RVR WATER TANK	7/17/17	10005	07/17/2017	39.22
Total WATER DEPT:						6,462.57
41-4336-3560 SOFTWARE SERVICES						
10460 CASELLE INC		SOFTWARE SUPPORT	81560	9977	07/01/2017	760.00
41-4336-3560 SOFTWARE SERVICES						
19260 ESRI INC		MAINTENANCE - ANNUAL WAT	93311318	9985	07/05/2017	725.00
Total WATER DEPT:						1,485.00
41-4336-3571 MAPPING						
92483 ROARING FORK GEOSPATIAL L	GEOSPATIAL - UTILITIES	[0017]	9984		07/10/2017	468.75
Total WATER DEPT:						468.75
41-4336-3575 UTILITY BILL OUTSOURCING						
2080 ADVANCED INFO SYSTEMS	UB OUTSOURCING		13888	93057	07/12/2017	266.06
41-4336-3575 UTILITY BILL OUTSOURCING						
2080 ADVANCED INFO SYSTEMS	BILLING INSERT W/WWW FACTS		13888	93057	07/12/2017	441.00
Total WATER DEPT:						707.06
41-4336-3580 PERMIT AND LAB FEES						
47860 SNOWMASS WATER & SANITA	BAC T SAMPLES (16)		13702	93047	05/31/2017	496.00
41-4336-3580 PERMIT AND LAB FEES						
47860 SNOWMASS WATER & SANITA	BAC T SAMPLES (8)		13735	93048	06/30/2017	248.00
41-4336-3580 PERMIT AND LAB FEES						
48260 SOPRIS SUN	CCR REPORT INV 16203		6203	93060	07/06/2017	382.50
Total WATER DEPT:						1,126.50
41-4336-3630 COMPUTER EQUIPMENT & MAINT.						
46740 SENSUS USA INC	ANNUAL SUPPORT		ZA17022160	93064	07/12/2017	1,715.95
Total WATER DEPT:						1,715.95
41-4336-3810 TRAINING						
47400 SIROTEK, FRED	PER DIEM BANK FILTRATION C		7/6/17	93053	07/06/2017	47.50
41-4336-3810 TRAINING						
52350 TRAVELODGE	BANK FILTRATION CLASS -FRE	AUGUST 16-		93054	07/11/2017	82.35
41-4336-3810 TRAINING						
52880 UMB BANK	W-D & D-1 EXAMS		6/30/17	10007	06/30/2017	450.75
Total WATER DEPT:						580.60

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41-4337-9344	HYDRANTS					
23240	GRAND JUNCTION PIPE & SUP	WATER HYDRANT FOR WWTP	3515730	93069	07/17/2017	2,470.00
Total CAPITAL CONSTR/OUTLAY DEPT:						2,470.00
41-4337-9410	TOOLS & SHOP EQUIPMENT					
52880	UMB BANK	20 VOLT HAMMER DRILL & DRI	6/30/17	10007	06/30/2017	245.37
Total CAPITAL CONSTR/OUTLAY DEPT:						245.37
41-4338-2310	VEHICLE FUEL					
10720	CENEX FLEET FUELING	FUEL - WATER	140178CL	24264	06/30/2017	195.52
Total SECONDARY WATER DEPT:						195.52
41-4338-2320	VEHICLE MAINTENANCE					
26211	HEUTON TIRE COMPANY INC.	2011 JD GATOR TIRES	133518	24273	06/12/2017	245.82
41-4338-2320	VEHICLE MAINTENANCE					
36020	NAPA AUTO PARTS	2011 JD GATOR OIL & AIR FILT	6/29/17	24269	06/29/2017	42.32
Total SECONDARY WATER DEPT:						288.14
41-4338-2380	DITCH MAINTENANCE					
52880	UMB BANK	MAXI BLADES & TRIMMER LINE	6/30/17	10007	06/30/2017	114.41
Total SECONDARY WATER DEPT:						114.41
71-4632-2400	MISCELLANEOUS EXPENSE					
7500	BISHOP PLUMBING & HEATING	WATER LINE REPAIR AT 640 C	181430	1016413	04/30/2017	1,436.77
71-4632-2400	MISCELLANEOUS EXPENSE					
45160	ROTO ROOTER	CLEAN & PREP 200 FEET OF 6"	392937	93055	07/10/2017	12,700.00
Total EXPENDITURES:						14,136.77
71-4632-3400	RENTAL PROPERTY EXPENSE					
52880	UMB BANK	POLY TUBING FOR SPRINKLER	6/30/17	10007	06/30/2017	131.03
Total EXPENDITURES:						131.03
71-4632-3410	UTILITIES					
92495	BLACK HILLS ENERGY	101 HWY 133 1A TRAILER	7/12/17	9999	07/12/2017	26.88
Total EXPENDITURES:						26.88
73-4800-7200	STREETSCAPE IMPROVEMENTS					
52880	UMB BANK	MULCH FOR 3RD ST SHRUBS	6/30/17	10007	06/30/2017	175.08
Total STREETSCAPE IMPROVEMENTS:						175.08
74-4337-7202	ENERGY					
12060	CLEER	FINALIZE CLIMATE ACTION & L	2728	9979	06/30/2017	5,623.75
Total CAPITAL CONSTR/OUTLAY DEPT:						5,623.75
74-4337-7203	STREET RESURFACING					
22660	GMCO	CHIP SEAL MATERIAL	2704	24377	07/06/2017	8,967.68

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Total CAPITAL CONSTR/OUTLAY DEPT:							8,967.68
74-4337-7208 LANDFILL RECLAMATION							
12920	COLORADO DEPT OF PUBLIC H		ANNUAL LANDFILL FEE	FEW170274	24376	06/27/2017	1,000.00
Total CAPITAL CONSTR/OUTLAY DEPT:							1,000.00
75-34-72 SWIMMING FEES							
92596	HONEY, AMY		REFUND FOR CANCELLED SWI	157958	1016388	07/05/2017	130.00
Total :							130.00
75-4500-2110 OFFICE SUPPLIES							
26600	ID EDGE INC		MEMBERSHIP CARD PRINTER	79247	1016396	07/07/2017	195.00
75-4500-2110 OFFICE SUPPLIES							
52880	UMB BANK		CARDSTOCK PAPER, WET ERA	6/30/17	10007	06/30/2017	42.51
Total RECREATION CENTER:							237.51
75-4500-2244 PROGRAM SUPPLIES							
47890	SO ILL INC		CLIMBING WALL HOLDS AND C	6956	1016401	07/06/2017	1,462.55
75-4500-2244 PROGRAM SUPPLIES							
52880	UMB BANK		LED CLOCK	6/30/17	10007	06/30/2017	325.67
Total RECREATION CENTER:							1,788.22
75-4500-2290 GENERAL SUPPLIES							
56350	WESTERN PAPER DISTRIBUTO		FACIAL TISSUE INVOICE #2696	2686822	1016403	06/30/2017	36.75
75-4500-2290 GENERAL SUPPLIES							
52880	UMB BANK		LOCK BOX	6/30/17	10007	06/30/2017	90.17
Total RECREATION CENTER:							126.92
75-4500-3300 DUES AND MEMBERSHIPS							
52880	UMB BANK		PRIME MEMBERSHIP RENEWA	6/30/17	10007	06/30/2017	49.50
Total RECREATION CENTER:							49.50
75-4500-3310 ADVERTISING							
64425	EL MONTANES LLC		1/4 PAGE AD 6/7 AND 6/28 2017	3118	1016397	06/30/2017	278.00
75-4500-3310 ADVERTISING							
48260	SOPRIS SUN		REC CENTER LIFEGUARD CLA	6/30/17 STM	9994	06/30/2017	135.00
75-4500-3310 ADVERTISING							
48260	SOPRIS SUN		SUMMER MUSIC AD	6/30/17 STM	9994	06/30/2017	135.00
75-4500-3310 ADVERTISING							
48260	SOPRIS SUN		BOOGIE IN CARBONDALE	6/30/17 STM	9994	06/30/2017	135.00
Total RECREATION CENTER:							683.00
75-4500-3311 RECRUITING EXPENSES							
18940	EMPLOYERS COUNCIL SERVIC		Background Checks	166111 112	9993	07/07/2017	40.00
75-4500-3311 RECRUITING EXPENSES							
18940	EMPLOYERS COUNCIL SERVIC		Background Checks	166111 112	9993	07/07/2017	30.00
75-4500-3311 RECRUITING EXPENSES							
76101	MERCHANTS INTEGRITY TEST		INTEGRITY TESTING	M125663020	9991	06/30/2017	40.00

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Total RECREATION CENTER:						110.00
75-4500-3450 UTILITIES						
92495	BLACK HILLS ENERGY	REC CTR	7/11/17	9996	07/11/2017	70.24
Total RECREATION CENTER:						70.24
75-4500-3660 BLDG MAINTENANCE & GROUNDS						
92577	BALENTINE COLLECTION INTE	GYM FLOOR REPAIR HEAT WE	31737 DEP	1016383	06/20/2017	967.71
75-4500-3660 BLDG MAINTENANCE & GROUNDS						
52880	UMB BANK	LIQUID NAILS	6/30/17	10007	06/30/2017	2.99
Total RECREATION CENTER:						970.70
75-4500-3700 TRAINING & TRAVEL						
52880	UMB BANK	HOTEL FOR CONFERENCE	6/30/17	10007	06/30/2017	261.94
75-4500-3700 TRAINING & TRAVEL						
52880	UMB BANK	RECERTIFICATION TRAINING	6/30/17	10007	06/30/2017	140.00
Total RECREATION CENTER:						401.94
75-4500-3980 CONTRACT LABOR						
76375	HODDER, RICHARD	TAEKWONDO INSTRUCTION	7/7/17	1016417	07/07/2017	389.40
Total RECREATION CENTER:						389.40
75-4500-5310 OFFICE EQUIPMENT RENTAL						
57780	XEROX CORPORATION	COPIER LEASE REC CENTER	089736731	1016400	07/01/2017	374.42
Total RECREATION CENTER:						374.42
75-4512-2110 OFFICE SUPPLIES						
52880	UMB BANK	CLEANER/HOOKS/OFFICE PINS	6/30/17	10007	06/30/2017	24.15
Total MUNICIPAL POOL DEPT:						24.15
75-4512-2210 CHEMICALS						
52880	UMB BANK	REAGENT	6/30/17	10007	06/30/2017	18.50
Total MUNICIPAL POOL DEPT:						18.50
75-4512-2290 GENERAL SUPPLIES						
5060	ASPEN MAINTENANCE SUPPLY	GOJO DISPENSER	006580	1016404	07/11/2017	25.41
75-4512-2290 GENERAL SUPPLIES						
52880	UMB BANK	SUNSCREEN FOR GUARDS & P	6/30/17	10007	06/30/2017	414.45
Total MUNICIPAL POOL DEPT:						439.86
75-4512-2292 GUARD UNIFORMS						
52880	UMB BANK	GUARD UNIFORMS	6/30/17	10007	06/30/2017	536.03
Total MUNICIPAL POOL DEPT:						536.03
75-4512-2400 MISCELLANEOUS EXPENSE						
52880	UMB BANK	RE-ENTRY STAMP FOR POOL	6/30/17	10007	06/30/2017	28.20

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Total MUNICIPAL POOL DEPT:						28.20
75-4512-3410 UTILITIES						
92495	BLACK HILLS ENERGY	684 MAIN POOL	7/12/17	9999	07/12/2017	1,164.20
75-4512-3410 UTILITIES						
57760	XCEL ENERGY	POOL	7/17/17	10005	07/17/2017	866.95
Total MUNICIPAL POOL DEPT:						2,031.15
75-4512-3660 BLDG MAINTENANCE & GROUNDS						
92522	RFV PLUMBING & ELECTRIC IN	SHOWER AND TOILET REPAIR	10732	1016407	06/22/2017	2,719.55
75-4512-3660 BLDG MAINTENANCE & GROUNDS						
52880	UMB BANK	KARTER'S HOME AND LAWN C	6/30/17	10007	06/30/2017	456.57
Total MUNICIPAL POOL DEPT:						3,176.12
75-4512-3661 GENERAL MAINTENANCE & REPAIRS						
52880	UMB BANK	HINGE FOR LOCKER DOOR	6/30/17	10007	06/30/2017	6.99
Total MUNICIPAL POOL DEPT:						6.99
75-4512-3810 RED CROSS CERTIFICATION						
52880	UMB BANK	LIFEGUARD RECERTIFICATION	6/30/17	10007	06/30/2017	315.00
Total MUNICIPAL POOL DEPT:						315.00
75-4512-8000 SPECIAL EVENTS						
52880	UMB BANK	PRIZES FOR 4TH OF JULY POOL	6/30/17	10007	06/30/2017	285.07
Total MUNICIPAL POOL DEPT:						285.07
75-4512-9360 POOL EQUIPMENT						
5060	ASPEN MAINTENANCE SUPPLY	WADING POOL COVER INVOICE	006580	1016404	07/11/2017	1,506.75
75-4512-9360 POOL EQUIPMENT						
92588	DOHENEY'S POOL SUPPLIES	DOLPHIN DYNAMIC POOL VAC	242980	1016379	07/05/2017	2,890.98
75-4512-9360 POOL EQUIPMENT						
52880	UMB BANK	2ND PARTIAL PAYMENT FOR G	6/30/17	10007	06/30/2017	409.08
Total MUNICIPAL POOL DEPT:						4,806.81
75-4512-9361 SWIM LESSON EQUIPMENT						
52880	UMB BANK	PING PONG BALLS	6/30/17	10007	06/30/2017	7.69
Total MUNICIPAL POOL DEPT:						7.69
75-4512-9362 UMBRELLAS						
52880	UMB BANK	SAND FOR UMBRELLAS	6/30/17	10007	06/30/2017	67.90
Total MUNICIPAL POOL DEPT:						67.90
75-4800-3410 UTILITIES						
57760	XCEL ENERGY	390 MAIN ST	7/12/17 - 2	10008	07/12/2017	12.81
Total RECREATION SALES & USE TAX:						12.81

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Jul 20, 2017 11:19AM

Vendor	Vendor Name	GL Acct No	Description	Invoice No	PO No	Invoice Date	Amount
Grand Totals							292,375.53

**MINUTES
CARBONDALE BOARD OF TRUSTEES
REGULAR MEETING
JULY 11, 2017**

Mayor Dan Richardson called the Board of Trustees Regular Meeting to order on June 27, 2017, at 6:00 p.m. in the Town Hall meeting room.

ROLL CALL:

The following members were present for roll call:

Mayor	Dan Richardson
Trustees	Marty Silverstein
	Erica Sparhawk
	Heather Henry
Absent	
Trustee	Ben Bohmfalk
Arrived after roll call	
	Trustee Merriott
Staff Present:	
Town Manager	Jay Harrington
Town Clerk	Cathy Derby
Finance Director	Renae Gustine
Attorney	Mark Hamilton
Planning Director	Janet Buck
Police Chief	Gene Schilling

CONSENT AGENDA

- Accounts Payable totaling \$134,851.11
- BOT 6/20/17 Work Session Minutes
- BOT 6/27/17 Regular Meeting Minutes
- Liquor License Renewal – Allegria
- Revolving Loan Fund Administrative Agreement

Trustee Sparhawk made a motion to approve the Consent Agenda. Trustee Henry seconded the motion and it passed with:

4 yes votes: Silverstein, Sparhawk, Richardson, Henry

PERSONS PRESENT NOT ON THE AGENDA

There was no one present who wished to address the Board.

TRUSTEE COMMENTS

Trustee Silverstein informed the Board that the second summer concert was a great success – over 400 people attended and it was broadcast on KDNK.

Trustee Henry told the Board that the Regional Housing Authority RFP will go out next week.

Trustee Sparhawk thanked Town staff for a great 4th of July celebration.

Mayor Richardson stated that First Friday was fantastic and he thanked Town staff for their work on the Mt. Sopris Music Festival.

ATTORNEY'S COMMENTS

Mark Hamilton informed the Board that Pat Kiernan has initiated a court appeal for the denial of his building permit. Mark said he is preparing a response and now it is up to the Court. Mark advised the Board not to discuss this matter. The Town's filing will be public record. Mark noted this is not a traditional law suit, rather it is an appeal.

Trustee Merriott arrived at the meeting.

SPECIAL EVENT LIQUOR LICENSE – ASCENDIGO AUTISM SERVICES

Ascendigo Autism Services has applied for a Special Event Liquor License for Cowboy Up!. All fees have been paid, and the Police Department has reported no problems with the applicant or the premises.

Trustee Silverstein made a motion to approve Ascendigo Autism Service's Special Event Liquor License Application for Cowboy Up! Trustee Sparhawk seconded the motion and it passed with:

5 yes votes: Sparhawk, Richardson, Silverstein, Merriott, Sparhawk Henry

TOWN IMMIGRATION POLICIES

The Board met with students from Carbondale Middle School to discuss the Town's Immigration Policies. The students proposed that the Trustees pass a resolution protecting the immigration community. The resolution proposes that no town employee

shall take action solely based on a person's immigration status; the town shall not participate with or serve the function of federal immigration officials; the Town will establish an outreach program with the immigrant community; and the Town will designate one of its police officers as a public relations officer.

Discussion ensued and the following points/questions were made:

- Mayor Richardson stated that it is important to note that municipalities usually respond to federal policies and they have limited ability to change national policy.
- The students stated that immigrants are not reporting crimes for fear of being deported.
- The Board asked if a resolution is a necessity to get the programs started. The students responded yes.
- Staff stated that it is rare that Town police officers inquire about immigration status.
- The Town receives federal funding and must abide by federal laws. Therefore, it is important how the resolution is worded.
- CMC's response to the request for Spanish classes has been very positive. There is an overwhelming need for bi-lingual officers.
- The Board believes that the resolution should be more affirmative than negative. It needs to have flexible language so we can get funding but forceful enough so it sends that message that we support the programs.
- We need to be careful concerning the costs associated with added programs.

Mayor Richardson opened the meeting to public comment.

Reverend Shauna Foster stated that Carbondale has a problem because a lot of the community lives in fear that they are going to be deported. She showed the Board an ICE flyer that was hanging in City Market. She stated there is fear on both sides. She encouraged the Board to take steps to protect the community.

Joe Ortega stated he is undocumented. When he was in high school he wouldn't drive a car for fear of being caught and deported. He believes a resolution will make people feel more welcome in Carbondale.

Mayor Richardson noted that passing a resolution won't change police action/policies, a resolution expresses our intent and reaffirms our policies.

Sophia Clark, stated that a resolution would significantly change policing. There is fear in the community. The resolution does not prevent police from cooperating with the feds, it limits immigration as the sole purpose.

Gretchen Brogden stated there is a big difference saying we aren't going to do something – we are going to have to take these steps. It is time to declare our intent to

protect the immigration community. The Council doesn't represent the entire community because there are no Latinos on the Board.

The Board agreed that Trustee Sparhawk and Mayor Richardson will work with the students to amend the resolution and they will bring it back to the Trustees for consideration at a future meeting.

**ORDINANCE NO 12, SERIES OF 2017 – APPROVING THOMPSON PARK
SUBDIVISION IMPROVEMENT AGREEMENT**

Janet Buck explained that Cerise Park has broken Parcel 2 up in to several phases. They have submitted an amended plat to only develop four of the residential lots within the Phase 2 parcel. They propose to build an affordable unit in Building A, and three free market units in Building B.

Staff supports the application and recommends approval.

Discussion ensued.

Mayor Richardson asked if the affordable housing unit is protected from run off storm water? Janet answered yes. Mayor Richardson asked if the Landscape Plan has been amended – it has.

David McConaughy of Garfield and Hecht explained that the challenge is to sell units. The developer has put a lot of infrastructure in place which is expensive. They are only proposing to change the phasing and the timing.

Mayor Richardson stated that he is concerned that if the Homeowners Association fails to maintain the sidewalks, street, curbs, gutters then the Town will be forced to do so.

The Board was concerned that this has become a long drawn-out process and that they are only building four of 16 units.

Trustee Henry made a motion to approve Ordinance No. 12, Series of 2017 for Phase 2A of the Thompson Park Subdivision, the Subdivision Improvements Agreement, the Eighth Amendment to the Annexation Agreement, the Declaration of Covenants, the RETA document, and the Deed Restriction for the affordable housing unit. Trustee Merriott seconded the motion and it passed with:

*4 yes votes: Merriott, Henry, Silverstein, Sparhawk
1 no vote: Richardson*

EMERGENCY ORDINANCE NO. 13, SERIES OF 2017 – APPROVING CHANGES OF CONSTRUCTION AND TRASH HAULING HOURS AND GIVING THE TOWN MANAGER THE ABILITY TO MAKE MODIFICATIONS AS NECESSARY TO RESPOND TO GLENWOOD SPRINGS BRIDGE CONSTRUCTION IMPACTS

Jay Harrington explained that at two previous meetings the Board has discussed the potential negative impacts the Town could face from the Grand Avenue Bridge Closure. Ordinance No. 13 proposes to change the hours of construction in Town, and changes the hours of trash hauling.

Discussion ensued.

Trustee Merriott voiced that he is not happy with the construction hour changes. Also, the Ordinance needs to have sunset language.

The Board agreed that sunset language should be added and that Saturday construction should take place from 7:00 a.m. – 5:00 p.m.

Trustee Merriott stated that he is concerned about fracking rigs speeding on Highway 133 and it is imperative that the police department enforces traffic.

Trustee Merriott made a motion to approve Emergency Ordinance No. 13, Series of 2017 approving changes of construction and trash hauling hours with the following amendments: Saturday construction hours will be 7:00 a.m. – 5:00 p.m. and the change of hours will be in effect until the re-opening of the Grand Avenue Bridge. Trustee Silverstein seconded the motion and it passed with:

5 yes votes: Richardson, Silverstein, Sparhawk, Henry, Merriott

MISCELLANEOUS

Trustee Silverstein stated that staff did a great job with the water rate increase notices.

The Board appointed Mayor Richardson as alternate to Garfield Clean Energy.

ADJOURNMENT

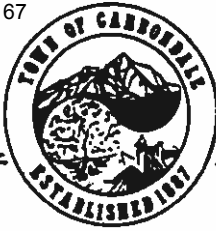
The July 11, 2017, regular meeting adjourned at 8:30 p.m. The next regularly scheduled meeting will be held on July 11, 2017, at 6:00 p.m.

APPROVED AND ACCEPTED

Dan Richardson, Mayor

ATTEST:

Cathy Derby, Town Clerk



Town of Carbondale Police Department

511 Colorado Avenue, Suite 911 Carbondale, Colorado 81623 (970) 963-2662

To: Mayor Dan Richardson and
Carbondale Board of Trustees

From: Gene Schilling
Chief of Police, Carbondale Police Department

Ref.: Liquor License Renewal for Mary's Main Street Spirits Liquor Store

Date: July 25, 2017

I have completed the requested record checks for the establishment and following individual:

Mary Beth Bos

I have found no liquor violation records that would cause me to recommend denial of this liquor license renewal.

I recommend the approval for the liquor license renewal.

RETAIL LIQUOR OR 3.2 BEER LICENSE RENEWAL APPLICATION

MARY'S MAIN STREET SPIRITS
 389 MAIN STREET
 CARBONDALE CO 81623

Fees Due ATTACHMENT C	
Renewal Fee	\$227.50
Storage Permit \$100 x _____	_____
Optional Premise \$100 x _____	_____
Related Resort \$75 x _____	_____
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.

PLEASE VERIFY & UPDATE ALL INFORMATION BELOW

Licensee Name MARY'S MAIN STREET SPIRITS LLC		DBA MARY'S MAIN STREET SPIRITS	
Liquor License #	License Type Liquor Store (city)	Sales Tax License #	Expiration Date 09/01/2017
Due Date 07/18/2017			
Operating Manager <i>Mary Beth Bos</i>	Date of Birth	Home Address <i>389 Main St., Carbondale, CO 81623</i>	
Manager Phone Number <i>970-963-2767</i>	Email Address <i>Marybos33@yahoo.com</i>		
Street Address 389 MAIN STREET CARBONDALE CO 81623			Phone Number 9709632767
Mailing Address 389 MAIN STREET CARBONDALE CO 81623			

- Do you have legal possession of the premises at the street address above? ☒ YES ☐ NO
 Is the premises owned or rented? ☐ Owned ☒ Rented* If rented, expiration date of lease May 31, 2019
- 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. ☐ YES ☒ NO
NOTE TO CORPORATION, LIMITED LIABILITY COMPANY AND PARTNERSHIP APPLICANTS: If you have added or deleted any officers, directors, managing members, general partners or persons with 10% or more interest in your business, you must complete and return immediately to your Local Licensing Authority, Form DR 8177: Corporation, Limited Liability Company or Partnership Report of Changes, along with all supporting documentation and fees.
- 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
- 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
- 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>Mary Beth Bos</i>	Title <i>OWNER</i>
Signature <i>Mary Beth Bos</i>	Date <i>7/10/2017</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 12, Articles 46 and 47, C.R.S. THEREFORE THIS APPLICATION IS APPROVED.

Local Licensing Authority For		Date
Signature	Title	Attest

TASTINGS PERMIT APPLICATION

FEE: \$100 (covers one year) Payable to the Town of Carbondale

DATE: July 11, 2017Licensee Name: Mary's Main Street Spirits LLCDBA: Mary's Main Street SpiritsPhysical Address: 389 Main Street

Mailing Address (if different): _____

State License Number: 4703437 License Expiration: 09/01/2017Business Phone Number: 970.963.2767 Business Fax Number: N/A

☒ **ATTACH** list of employees who have attended the "Tastings Responsible Serving Class", and the date which they attended.

☒ **ATTACH** a written Control Plan to establish how the Licensee will conduct tastings without violating the provisions of the State Statutes and applicable provisions of the Town of Carbondale Municipal Code.

☒ **ATTACH** list of event dates. If unsure of future dates, submit list to Town Clerk's Office at least one week prior to the event.

CERTIFICATION:

- * I hereby certify that the information in this application is true, correct and complete to the best of my knowledge.
- * I further certify that it is my responsibility to ensure that all current and future employees complete a server training program.
- * I acknowledge and agree that it is my responsibility and the responsibility of my agents and employees to comply with all applicable laws, including all applicable provisions of the State of Colorado Liquor and Beer Codes and Regulations, Town of Carbondale Municipal Code, and policies and regulations which affect my license.
- * As required by Ordinance No. 5, Series of 2005, I further agree, if a permit is approved, to notify the Town Clerk's office of all Tasting Events, in writing, at least seven days in advance.

Signature of Licensee:

Mary Beth BosPrint name: Mary Beth Bos**OFFICE USE ONLY - Approval of Local Authority**

Application received on: _____ To LLA: _____

Approved or Denied on: _____ Conditions of Approval: _____

TASTINGS EMPLOYEE LIST

The following have completed the "Tastings Responsible Serving Class" and the class completion date:

Mary Beth Bos	09/15/2014
Rosemary Grey Dewers	09/14/2016
Allison Loree Jorgensen	05/09/2017
Dylan E Tibby	05/22/2017

TASTINGS PERMIT CONTROL PLAN

Tasting of beers, wines or liquors will be offered each month on First Fridays from 5 – 7pm.

A small table in the showroom will be used to present the offerings and the TIPS certified owner, Mary or the guest representative, will be pouring the tastings of appropriate sample sizes and monitoring the number of servings. TIPS trained employees will also be checking ID's and monitoring the front door

Appetizers will be present on the counter.

A trash can will be available by the door to deter customers from leaving with an unconsumed beverage.

TASTINGS PERMIT EVENT DATES

Carbondale First Fridays

September 1, 2017

October 6, 2017

November 3, 2017

December 1, 2017

January 5, 2018

February 2, 2018

March 2, 2018

April 6, 2018

May 4, 2018

June 1, 2018

July 6, 2018

August 3, 2018



**TOWN OF CARBONDALE
511 COLORADO AVENUE
CARBONDALE, CO 81623**

Board of Trustees Agenda Memorandum

Item No: 2

Attachment: G

Permit No: ZA15-000042

Meeting Date: 5/23/2017

TITLE: Lot A Housing Mitigation

SUBMITTING DEPARTMENT: Planning Department

ATTACHMENTS: Community Housing Mitigation Plan

BACKGROUND

At the 5/23/2017 meeting the Board approved the proposed housing mitigation plan.

Attached is the Housing agreement for your review.

Prepared By: John Leybourne, Planner

COMMUNITY HOUSING MITIGATION AGREEMENT
Lot A, Crystal Village P.U.D.

This **COMMUNITY HOUSING MITIGATION AGREEMENT** ("Agreement") is made effective this ____ day of _____, 2017, between CBS Village Lane, LLC, a Colorado limited liability company (hereinafter referred to as "CBS"), and the Town of Carbondale, a Colorado home rule municipal corporation (hereinafter referred to as "Town").

A. On May 9, 2017, the Town's Board of Trustees approved a Major Site Plan Review and Major Plat Amendment to allow Lot A, Crystal Village PUD, so that seven townhomes can be developed on this property.

B. On May 23, 2017, the Town's Board of Trustees approved a Community Housing Mitigation Plan for this project, as required by Chapter 17, Section 5.11 of the Carbondale municipal code.

C. In the future, CBS upon completion of the seven townhome units, CBS intends to subdivide or condominiumize these seven units into seven separate properties.

D. Pending completion of that future re-subdivision or condominium approval process, CBS and the Town now wish to memorialize the terms of CBS' community housing obligations for Lot A, Crystal Village P.U.D., according to the final plat thereof recorded in the office of the Garfield County Clerk & Recorder on August 17, 2004 at Reception No. 658026.

NOW THEREFORE, in consideration of the mutual rights and obligations set forth in this Community Housing Mitigation Agreement, and other good and sufficient consideration, CBS and the Town further agree as follows:

1. As full satisfaction of all affordable housing mitigation requirements for all residential units within Lot A (to contain seven residential units), CBS and the Town agree that, prior to issuance of any certificates of occupancy for any of the seven future townhome units, one three-bedroom townhome unit shall be deed restricted as to occupancy, initial price, and resale, as a Category 2 unit to be owned and occupied by persons earning no more than 100% of Garfield County area median income (AMI), and that a second two-bedroom townhome unit shall be deed-restricted as an owner-occupied or "RO" unit. All deed restrictions shall be substantially consistent with the forms attached as Exhibit A, as well as subject to the 2017 Town of Carbondale's Community Housing Guidelines ("Guidelines"), as amended from time to time.

2. This Agreement is expressly contingent upon CBS's lender's execution of the "Lienholder Consent and Subordination" set forth at the end of this document.

3. This Agreement may be executed by the parties and CBS's lender in one or more counterparts, all of which taken together shall constitute one instrument.

*Community Housing Agreement
Lot A Crystal Village PUD
July 2017
Page 2*

4. Should the Town prevail in any legal action to enforce this Agreement, the Town shall be entitled to recover its costs and attorneys' fees.

5. This Agreement shall be recorded in the Office of the Garfield County Clerk and Recorder at CBS's expense. The terms and provisions of this Agreement shall run with title to Lot A, Crystal Village P.U.D., and be binding upon successors and assigns.

TOWN OF CARBONDALE
a Colorado home rule municipal corporation

By: _____
Dan Richardson, Mayor

ATTEST:

Cathy Derby, Town Clerk

STATE OF COLORADO }
 } ss.
COUNTY OF GARFIELD }

The foregoing instrument was acknowledged before me this__ day of _____ 2017, by Dan Richardson as Mayor and Cathy Derby as Town Clerk of the Town of Carbondale, Colorado.

WITNESS my hand and official seal.

My commission expires:

Notary Public

*Community Housing Agreement
 Lot A Crystal Village PUD
 July 2017
 Page 3*

CBS VILLAGE LANE, LLC

By: _____
 Bradley S. Crawford, Manager

STATE OF COLORADO }
 } ss.
 COUNTY OF _____ }

The foregoing instrument was acknowledged before me this ____ day of _____ 2017, by Bradley S Crawford, as manager of CBS Village Lane, LLC, a Colorado limited liability company.

WITNESS my hand and official seal.

My commission expires:

 Notary Public

[this space left blank intentionally]

*Community Housing Agreement
Lot A Crystal Village PUD
July 2017
Page 4*

LIENHOLDER CONSENT AND SUBORDINATION

The undersigned, being the holder of liens on the herein described Property pursuant to a Deed(s) of Trust recorded as Reception No(s). _____ in the Office of the Clerk and Recorder of Garfield County, Colorado, hereby consents and subordinates the liens of its deeds of trust to the foregoing Fifth Amendment to Community Housing Agreement.

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[print name of lender]
```

By: _____, its

Dated: _____

STATE OF COLORADO)
) ss.
COUNTY OF)

The foregoing instrument was subscribed, sworn to and acknowledged before me this day of _____, 2017, by _____ as _____ of _____.

Witness my hand and official seal

My commission expires:

Notary Public

EXHIBIT A

**DEED RESTRICTION
VILLAGE LANE TOWNHOMES
TOWN OF CARBONDALE, COLORADO**

**DECLARATION OF DEED RESTRICTION AND AGREEMENT CONCERNING THE
OCCUPANCY OF CERTAIN UNITS LOCATED AT VILLAGE LANE TOWNHOMES,
LOT A CRYSTAL VILLAGE PUD, TOWN OF CARBONDALE, GARFIELD COUNTY,
COLORADO**

THIS DECLARATION OF DEED RESTRICTION AND AGREEMENT CONCERNING THE OCCUPANCY OF CERTAIN UNITS LOCATED AT VILLAGE LANE TOWNHOMES, LOT A, CRYSTALVILLAGE PUD, TOWN OF CARBONDALE, GARFIELD COUNTY, COLORADO (“Agreement”) is made and executed this ___ day of _____, 2017, (the “Effective Date”), by CBS Village Lane, LLC a Colorado limited liability company and/or its assigns (the “Owner”), for the benefit of and enforceable by the Board of Trustees of the Town of Carbondale, Colorado (the “Town”) and the Garfield County Housing Authority (“GCHA”), a duly constituted housing authority established pursuant to Colorado law (together, the “Beneficiaries”).

I. RECITALS

A. WHEREAS, Owner is the owner of 100% of the real property described as follows:

Section: 33 Township: 7 Range: 88 Subdivision: CRYSTAL VLG PUD FLG 3 LTS 2-7
Lot: A RE-SUB OF LOTS 2 & 4, FLG 3
also known by street and number as: Village Lane Townhomes, Carbondale, CO 81623
AND

B. WHEREAS, pursuant to Community Housing Mitigation Agreement recorded on _____, 2017, Reception No. _____, records of Garfield County, Colorado, Owner agreed to permanently restrict one (1) two-bedroom unit within a seven-unit building at Village Lane Townhomes designated as Resident Owner Occupied and one (1) three-bedroom unit within a seven-unit building at Village Lane Townhomes, to be sold to occupants at sale rates affordable to persons earning not more than 100% of the Garfield County area median income (“AMI”);

C. WHEREAS, Owner, on behalf of itself, its heirs, executors, administrators, representatives, successors, and assigns, desires to comply with the Community Housing Mitigation

Agreement by restricting the use of Unit 2 of Village Lane Townhomes and Unit 6 Village Lane Townhomes ("Restricted Units") as hereinafter described.

NOW, THEREFORE, in consideration of the Recitals as set forth above and for value received, the receipt and sufficiency of which is hereby acknowledged, Owner does hereby declare, covenant, and agree as follows:

SECTION 1 **DEFINITIONS**

A. The following definitions shall apply to the terms used in this Agreement:

1. "Area of Eligibility" shall mean the Roaring Fork Valley and the area encompassing Aspen, Colorado, to Parachute, Colorado, including Redstone, Colorado, and Marble, Colorado.

2. "Guidelines" shall mean the Town's Community Housing Guidelines as amended from time to time and in effect at the time of the lease of the Restricted Units.

3. "Institutional Lender" shall mean any bank, savings and loan association, or any other institutional lender which is licensed to engage in the business of providing purchase money mortgage financing for residential real estate.

4. "Qualified Buyer" shall mean natural persons whose maximum gross household incomes, as that term is defined in the Guidelines, do not exceed one hundred percent (100%) of the AMI and who satisfy all other qualifications for occupying community housing set forth in the Guidelines. In the event that there are no Qualified Buyer whose maximum gross household incomes, as that term is defined in the Guidelines, do not exceed one hundred percent (100%) of the AMI and who satisfy all other qualifications for occupying community housing set forth in the Guidelines, Qualified Buyer shall include natural persons whose maximum gross household incomes, as that term is defined in the Guidelines, do not exceed one-hundred twenty percent (120%) of the AMI and who satisfy all other qualifications for occupying community housing set forth in the Guidelines.

SECTION 2 **DECLARATION**

A. For the purposes set forth herein, Owner, for itself and its successors and assigns, hereby declares that the Restricted Units shall be sold, encumbered, used, occupied, improved, altered, and enjoyed subject to the covenants, conditions, restrictions, privileges, rights, and other provisions set forth in this Agreement, for the duration hereof, and all of which shall run with the land and be binding upon all Owners, occupants and other persons having or acquiring any right, title or interest in or to a Restricted Unit, and their respective heirs, personal representatives, successors and assigns and shall be binding upon and inure to the benefit of the Town and GCHA,

and their respective successors and assigns. All persons who purchase a Restricted Unit shall be Qualified Buyer, as such term is defined in this Agreement. No modification or amendment to this Agreement may be effectuated without the consent of the Beneficiaries. Owner further represents and warrants to the Town and GCHA that the declarations herein are free and clear of any financial liens or encumbrances.

B. Owner hereby restricts the purchase of a Restricted Unit to Qualified Buyer. Qualified Buyer may not sublet or assign a lease for a Restricted Unit in violation of this Agreement or the Guidelines.

C. By the acceptance of any purchase of a Restricted Unit, the Purchaser shall accept all of the terms, conditions, limitations, restrictions, and uses contained in this Agreement.

SECTION 3

USE AND RENTAL OF RESTRICTED UNITS

A. Except as otherwise provided herein, the use and occupancy of the Restricted Units shall be limited exclusively to housing for Qualified Buyer and their families. Each Restricted Unit shall be utilized as a Qualified Tenant's sole and exclusive place of residence.

B. If an otherwise Qualified Person who occupies a Community Housing Sale or Rental Unit must leave the Employment Area for a limited period of time and desires to rent the unit during their absence, a leave of absence may be granted by the Town for one year upon clear and convincing evidence which shows a bona fide reason for leaving and a commitment to return to the area. A letter must be sent to the Town, at least 30 days prior to leaving, requesting permission to rent the unit during the leave of absence. Notice of such intent to rent and the ability to comment shall be provided to any applicable homeowners' association at the time of request to the Town. The leave of absence shall be for one year and may, at the discretion of the Town, be extended for one year, but in no event, shall the leave exceed two years. The rent for Community Housing Sale Units shall not exceed the owner's cost. Owner's cost as used herein includes the monthly mortgage principal and interest payment, plus owners' association fees, plus utilities remaining in owner's name, plus taxes and insurance prorated on a monthly basis, plus land lease costs if any, plus \$20 per month. The owner shall rent to a Qualified Person who meets the provisions of Part II, Section 1, A, B and C. Prior to the Town's qualification of a tenant, said tenant shall acknowledge as part of the lease that said tenant has received, read and understands the homeowners' association covenants, rules and regulations for the unit and shall abide by them. Enforcement of said covenants, rules and regulations shall be the responsibility of the homeowners' association. A copy of the executed lease shall be furnished by the owner or tenant to the Town. Additionally, an owner may request a one-time leave of absence for one (1) year by Special Review with all the above conditions applying. The rent for any authorized sub-tenant of a Community Housing Rental Unit shall not exceed the maximum rent allowed to be charged to the Qualified Person who is taking a leave of absence.

C. Nothing herein shall be construed to require Owner, the Town or GCHA to (a) protect or indemnify the Owner against any losses attributable to the rental of a Restricted Lot, including, but not limited to, non-payment of rent or damage to the premises, or (b) obtain a qualified tenant for the Owner in the event that none is found by the Owner.

SECTION 4

BREACH OF AGREEMENT; OPPORTUNITY TO CURE

A. In the event that the Town or GCHA has reasonable cause to believe an Owner is violating the provisions of this Agreement, either, by their authorized representative, may inspect a Restricted Unit between the hours of 9:00 a.m. and 5:00 p.m., Monday through Friday, after providing the Owner with no less than 24 hours' written notice to Owner of said inspection.

B. In the event a violation of the Agreement is discovered, the Town or GCHA may, after a review of the evidence of a breach and a determination that a violation may have occurred, send a notice of violation to the Owner detailing the nature of the violation and allowing the Owner fifteen (15) days to cure. Said notice shall state that the Owner may request a hearing by GCHA within fifteen (15) days to determine the merits of the allegations. If no hearing is requested and the violation is not cured within the fifteen (15) day period, the Owner shall be considered in violation of this Agreement. If a hearing is held before GCHA, it shall be conducted in accordance with the hearing procedures set out in Section 7, below, and the decision of the GCHA based on the record of such hearing shall be final for the purpose of determining if a violation has occurred.

C. The failure of the Town or GCHA to insist upon the strict and prompt performance of any of the terms, conditions and restrictions of this Agreement shall not constitute or be construed as a waiver or relinquishment of the Town's or GCHA's right or rights thereafter to enforce any term, condition or restriction and the same shall continue in full force and effect.

SECTION 5

GRIEVANCE PROCEDURES

A. A grievance is any dispute that the Owner or a tenant may have with the Town or GCHA with respect to action or failure to act in accordance with the individual tenant's rights, duties, welfare, or status. A grievance may be presented to a Special Review Committee established by the Town and GCHA (hereinafter referred to as the "Committee") pursuant to and under the procedures set forth in the Guidelines

SECTION 6

REMEDIES

A. This Agreement shall constitute covenants running with the Restricted Unit, as a burden thereon, for the benefit of, and shall be specifically enforceable by the GCHA, the Town, and their respective successors and assigns, as applicable, by any appropriate legal action, including, but not limited to, specific performance, injunction, reversion, or eviction of non-complying Buyer and/or occupants.

B. In the event the parties resort to litigation with respect to any or all provisions of this Agreement, should the Town or GCHA prevail in such proceeding, the Town or GCHA shall be entitled to recover damages and costs, including reasonable attorney's fees.

C. Each and every conveyance of a Property, for all purposes, shall be deemed to include and incorporate by this reference the covenants, conditions, limitations, and restrictions herein contained, even without reference therein to this Agreement. In the event that the Owner or any successor owner of either Property should desire to condominiumize or subdivide either Property into multiple ownership units, the Town may require the then-owner(s) to execute an amendment to this Deed Restriction for purposes of updating the legal descriptions to conform with the applicable condominium or subdivision plat and/or to require the Restricted Units to be further restricted as to maximum allowable appreciation and resale price in accordance with the Guidelines in effect at such time.

D. In the event that the Owner or tenant fails to cure any breach, the Town or GCHA may resort to any and all available legal action, including, but not limited to, specific performance of this Agreement or the appointment of a receiver to manage a Restricted Unit.

SECTION 7

DEFAULT/FORECLOSURE

A. It shall be a breach of this Agreement for Owner to default in the payment or other obligations due or to be performed under a promissory note secured by any deed of trust encumbering either Property or to breach any of Owner's duties or obligations under said deed or deeds of trust. It shall also be a breach of this Agreement for Owner to default in the payment of real property taxes. Owner must notify GCHA and the Town, in writing, of any such default and provide a copy of any notification received from a lender, or its assigns, of past due payments or default in payment or other obligations due or to be performed under a promissory note secured by a deed of trust, as described herein, or of any breach of any of Owner's duties or obligations under said deed of trust, within five (5) calendar days of Owner's notification from lender, or its assigns or within five (5) calendar days of Owner's notification from any other creditor specified herein, of any default, past due payment or breach.

B. Upon notification of a default as provided in **Section 4.B**, above, GCHA or the Town may offer loan counseling or distressed loan services to the Owner, if any of these services are available.

C. Upon receipt of any notice of default by Owner, whether the notice described in **Section 4.B**, above, or otherwise, the Town shall have the right, but not the obligation, in its sole discretion, to cure the default or any portion thereof. In that event, the Owner shall be personally liable to the Town for any payments made by it on the Owner's behalf together with interest thereon at the rates specified in the obligation then in default, plus 1%, together with all actual expenses of the Town incurred in curing the default, including reasonable attorney's fees. The Owner shall be required by the Town to execute a promissory note to be secured by a junior deed of trust encumbering the Restricted Lot in favor of the Town for the amounts expended by the Town as specified herein, including future advances made for such purposes. The Owner may pay the promissory note at any time prior to the sale of the property that includes the Restricted Unit. Otherwise, Owner's indebtedness to the Town shall be satisfied from the Owner's proceeds at closing upon sale of the property that includes the Restricted Unit.

D. Upon filing with the Public Trustee of Garfield County of a Notice of Election and Demand for Sale ("NED") pursuant to CRS 38-38-101(4) by the holder of the First Deed of Trust, the Town shall be a "person with an interest in the property....." as described in CRS 38-38-103(1)(a)(II)(E) and, thus, shall be entitled to receive the combined notice required by and described in CRS 38-38-103(1)(a). And, as a "contract vendee" pursuant to CRS 38-38-104(1)(d), the Town shall be entitled to cure any default which is the basis of a foreclosure action in accordance with CRS 38-38-104 *et seq.*

E. The provisions of this Agreement shall be subordinate only to the lien of a First Deed of Trust to secure a loan to purchase the property that includes the Restricted Unit made by an Institutional Lender. This Agreement shall not impair the rights of such Institutional Lender, or such Lender's assignee or successor in interest, to exercise its remedies under the First Deed of Trust in the event of default by Owner; these remedies include the right to foreclose or exercise a power of sale or to accept a deed or assignment in lieu of foreclosure. After such foreclosure sale or acceptance of deed or assignment in lieu of foreclosure, this Agreement shall be forever terminated and shall have no further effect as to the property that includes the Restricted Unit or any transfer. This Agreement shall be senior to any lien or encumbrance, other than a First Deed of Trust, as defined herein, recorded in the Office of the Clerk and Recorder of Garfield County, Colorado, after the date on which this Agreement is recorded in said Office. In the event of a foreclosure of a lien other than a First Deed of Trust, as defined herein, nothing herein shall be construed to create a release or waiver of the covenants, conditions, limitations and restrictions contained in this Agreement.

SECTION 8

GENERAL PROVISIONS

A. Notices. Any notices, consent, or approval which is required to be given hereunder shall be given by mailing the same, certified mail, return receipt requested, properly addressed and with postage fully prepaid, to any address provided in this subsection or to any subsequent mailing address of the party as long as prior written notice of the change of address has been given to the other parties to this Agreement. Said notices, consents, and approvals shall be sent to the parties hereto at the following addresses unless otherwise notified in writing:

To Owner:
Bradley S Crawford
CBS Village Lane, LLC
235 Snowcap Lane
Carbondale, CO 81623

To Town:
Town of Carbondale, Colorado
Attn: Town Manager
511 Colorado Avenue
Carbondale, Colorado 81623

B. Delegation. The Town and GCHA may delegate their authority hereunder to one another or to another organization qualified to manage and enforce the rights and obligations of either the Town or GCHA pursuant to this Agreement.

C. Severability. Whenever possible, each provision of this Agreement and any other related document shall be interpreted in such manner as to be valid under applicable law; but if any provision of any of the foregoing shall be invalid or prohibited under said applicable law, such provisions shall be ineffective only to the extent of such invalidity or prohibition without invalidating the remaining provisions of such document.

D. Choice of Law. This Agreement and each and every related document are to be governed by, and construed in accordance with, the laws of the State of Colorado. Venue for any legal action arising from this Agreement shall be in Garfield County, Colorado.

E. Successors. Except as provided herein, the provisions and covenants contained herein shall inure to the benefit of, and be binding upon, the successors and assigns of the Parties.

F. Section Headings. Paragraph or section headings within this Agreement are inserted solely for convenience of reference and are not intended to, and shall not govern, limit or aid in the construction of any terms or provisions contained herein.

G. Perpetuities Savings Clause. If any of the terms, covenants, conditions, restrictions, uses, limitations, obligations or options set forth in this Agreement shall be unlawful or void for violation of: (a) the rule against perpetuities or some analogous statutory provision, (b) the rule restricting restraints on alienation, or (c) any other statutory or common law rules imposing like or similar time limits, then such provision shall continue only for the period of the lives of the current duly elected and seated Board of Trustees of the Town of Carbondale, Colorado, their now living descendants, if any, and the survivor of them, plus twenty-one (21) years.

H. Waiver. No claim of waiver, consent, or acquiescence with respect to any provision of this Agreement shall be valid against any party hereto except on the basis of a written instrument executed by the Parties. However, the Party for whose benefit a condition is inserted herein shall have the unilateral right to waive such condition in writing.

I. Gender and Number. Whenever the context so requires herein, the neuter gender shall include any or all genders and vice versa and the use of the singular shall include the plural and vice versa.

J. Personal Liability. Owner agrees that he or she shall be personally liable for any of the transactions contemplated herein.

K. Further Action. The parties to this Agreement, including any Owner, agree to execute such further documents and take such further actions as may be reasonably required to carry out the provisions and intent of this Agreement or any agreement or document relating hereto or entered into in connection herewith.

L. Authority. Each of the parties warrants that it has complete and full authority, without limitation, to commit itself to all terms and conditions of this Agreement, including each and every representation, certification and warranty contained herein.

M. Modifications. The parties to this Agreement agree that any modifications of this Agreement shall be effective only when made by writings signed by the parties, approved by the Town, and recorded with the Clerk and Recorder of Garfield County, Colorado.

N. Attorney's Fees. In the event any of the parties resorts to litigation with respect to any of the provisions of this Agreement, the prevailing party shall be entitled to recover damages and costs, including reasonable attorneys' fees.

IN WITNESS WHEREOF, the Parties have executed this instrument on the day and year first written above.

[this space left blank intentionally]

CBS VILLAGE LANE, LLC

By: _____
Bradley S Crawford

STATE OF COLORADO }
 } ss.
COUNTY OF _____ }

The foregoing instrument was acknowledged before me this ___ day of _____
2017, by Bradley S Crawford, CBS Village Lane, LLC, a Colorado limited liability company.

WITNESS my hand and official seal.

My commission expires:

Notary Public

ACCEPTANCE BY THE GARFIELD COUNTY HOUSING AUTHORITY AND THE
BOARD OF TRUSTEES OF THE TOWN OF CARBONDALE, COLORADO

The foregoing DECLARATION OF DEED RESTRICTION AND AGREEMENT CONCERNING THE OCCUPANCY, AND LEASE OF CERTAIN UNITS LOCATED AT 10 COOPER PLACE AND 15 COOPER PLACE, TOWN OF CARBONDALE, GARFIELD COUNTY, COLORADO and its terms are hereby adopted and declared by the Garfield County Housing Authority and the Board of Trustees of the Town of Carbondale, Colorado.

GARFIELD COUNTY HOUSING AUTHORITY

By: _____
Katherine Gazunis, Executive Director
Garfield County Housing Authority

[illegible]

The above and foregoing document was acknowledged before me by Katherine Gazunis
this ____ day of _____, 2017.

Witness my hand and official seal.
My commission expires:

Notary Public

TOWN OF CARBONDALE, COLORADO
a Colorado home rule municipal corporation

By: _____
Dan Richardson, Mayor

ATTEST:

Cathy Derby, Town Clerk

STATE OF COLORADO)
) ss.
COUNTY OF _____)

The above and foregoing document was acknowledged before me by Dan Richardson, as Mayor, and Cathy Derby, as Town Clerk, of the Town of Carbondale, Colorado, this ____ day of _____, 2017.

Witness my hand and official seal.
My commission expires:

Notary Public

TASTINGS PERMIT APPLICATION

FEE: \$100 (covers one year) Payable to the Town of Carbondale

DATE: 7/19/11

Licensee Name: K & A LLC

DBA: SOPRIS LIQUOR & WINE

Physical Address: 1026 HWY 133 CARBONDALE CO 81623

Mailing Address (if different): _____

State License Number: 4703184 License Expiration: 7/20/18

Business Phone Number: 970/963/5880 Business Fax Number: _____

✓ **ATTACH** list of employees who have attended the "Tastings Responsible Serving Class", and the date which they attended.

✓ **ATTACH** a written Control Plan to establish how the Licensee will conduct tastings without violating the provisions of the State Statutes and applicable provisions of the Town of Carbondale Municipal Code.

✓ **ATTACH** list of event dates. If unsure of future dates, submit list to Town Clerk's Office at least one week prior to the event.

CERTIFICATION:

- * I hereby certify that the information in this application is true, correct and complete to the best of my knowledge.
- * I further certify that it is my responsibility to ensure that all current and future employees complete a server training program.
- * I acknowledge and agree that it is my responsibility and the responsibility of my agents and employees to comply with all applicable laws, including all applicable provisions of the State of Colorado Liquor and Beer Codes and Regulations, Town of Carbondale Municipal Code, and policies and regulations which affect my license.
- * As required by Ordinance No. 5, Series of 2005, I further agree, if a permit is approved, to notify the Town Clerk's office of all Tasting Events, in writing, at least seven days in advance.

Signature of Licensee:

Print name: FEDERICO PEÑA

OFFICE USE ONLY - Approval of Local Authority

Application received on: _____ To LLA: _____

Approved or Denied on: _____ Conditions of Approval: _____

Sopris Liquor & Wine 7/19/17

TASTING CONTROL PLAN

Tastings will be conducted by the Licensee or an employee of said Licensee who has completed an In-Person TIPS training class. Online TIPS training does NOT count.

Tasting will not exceed 5 hours in one day nor 104 per year.

Samples will not exceed 1oz of beer or wine nor ½oz of spirits.

No more than 4 samples will be given to a single individual.

No cost will be put upon said samples.

Samples will not leave the premises unconsumed.

Food will be served along with tastings.

Tastings will be held from 12pm to 7pm only.

Tastings will not exceed 4 days a week.

TASTING DATE PLAN

We plan to have tastings every Friday 5-6:30

Sometimes we would like to have a tasting on a Thursday night or a holiday. We will notify The Carbondale Town Clerk in advance.

EMPLOYEES who have attended the In-person TIPS training class

Federico Peña, Joseph Marshall, Brock Tillotson, Johnny Ivansco, Rory Johnson, Chris Hudak, Brandon McDuffey, Dennis Pohl, Tania Garcia.



Town of Carbondale Police Department

511 Colorado Avenue, Suite 911 Carbondale, Colorado 81623 (970) 963-2662

To: Mayor Dan Richardson
Carbondale Board of Trustees

From: Gene Schilling
Chief of Police, Carbondale Police Department

Ref.: Liquor License Special Event for Colorado Animal Rescue for an event to be held on
September 16, 2017 at the Orchard from 4:00 p. m.—10:00 p.m.

Date: July 25, 2017

I have found no records that would cause me to recommend denial of this liquor license
special event application to serve alcohol.

Wes Boyd / President/Secretary

Samantha Pickard / Event Manager

I recommend approval of this liquor license.

TOWN OF CARBONDALE

APPLICATION FOR A SPECIAL EVENTS PERMIT

IN ORDER TO QUALIFY FOR A SPECIAL EVENTS PERMIT, YOU MUST BE NON-PROFIT

AND ONE OF THE FOLLOWING:

<input checked="" type="checkbox"/> SOCIAL	<input type="checkbox"/> ATHLETIC	<input type="checkbox"/> PHILANTHROPIC INSTITUTION
<input type="checkbox"/> FRATERNAL	<input type="checkbox"/> CHARTERED BRANCH, LODGE OR CHAPTER	<input type="checkbox"/> POLITICAL CANDIDATE
<input type="checkbox"/> PATRIOTIC	<input type="checkbox"/> OF A NATIONAL ORGANIZATION OR SOCIETY	<input type="checkbox"/> MUNICIPALITY
<input type="checkbox"/> POLITICAL	<input type="checkbox"/> RELIGIOUS INSTITUTION	

TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR:

☒ MALT, VINOUS AND SPIRITUOUS LIQUOR \$50 PER DAY
☐ FEMENTED MALT BEVERAGE (3.2 BEER) \$10 PER DAY

LIQUOR PERMIT NUMBER

1. NAME OF APPLICANT ORGANIZATION OR POLITICAL CANDIDATE STATE SALES TAX NUMBER (REQUIRED)

Colorado Animal Rescue

^ ^ 1000

2. MAILING ADDRESS OF ORGANIZATION OR POLITICAL PARTY

2801 Canty Road 114
 Glenwood Springs, CO 81601

3. ADDRESS OF SPECIAL EVENT

The Orchard
 110 Snowmass Drive
 Carbondale, CO 81623

NAME	DATE OF BIRTH	EMAIL ADDRESS	PHONE NUMBER
------	---------------	---------------	--------------

4. PRES/SECY OF ORG. OR POLITICAL CANDIDATE

Wes Boyd

1

EMAIL ADDRESS

Wesboyd.care@gmail.com

970-947-9173

5. EVENT MANAGER

Samantha Pickard

Sam@coloradoanimal
 rescue.org

" "

6. HAS APPLICANT ORGANIZATION OR POLITICAL CANDIDATE
 BEEN ISSUED A SPECIAL EVENT PERMIT THIS CALENDARE YEAR?

☐ NO ☒ YES HOW MANY DAYS? 1

7. IS PREMISES NOW LICENSED UNDER
 STATE LIQUOR OR BEER CODE?

☒ NO ☐ YES TO WHOM? _____

8. DOES THE APPLICANT HAVE POSSESSION OR WRITTEN PERMISSION FOR THE USE OF THE PREMISES
 TO BE LICENSED? ☐ NO ☒ YES HOW MANY DAYS? _____

LIST BELOW THE EXACT DATES(S) FOR WHICH APPLICATION IS BEING MADE FOR PERMIT

Date	Date	Date	Date
09/16/17			
Hours From 4:00 pm	Hours From m	Hours From m	Hours From m
To 10:00 pm	To m	To m	To m

OATH OF APPLICANT

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge

SIGNATURE

Wes Boyd

TITLE

Executive Director

DATE

07/06/17

REPORT AND APPROVAL OF LOCAL LICENSING AUTHORITY

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 12, Article 48, C.R.S., as amended

THEREFORE, THIS APPLICATION IS APPROVED.

SIGNATURE

TITLE

DATE

LOCAL LICENSING AUTHORITY

ATTEST

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Wayne W. Williams, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

COLORADO ANIMAL RESCUE, INC.

is a

Nonprofit Corporation

formed or registered on 06/30/1992 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 19921065568 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 06/02/2016 that have been posted, and by documents delivered to this office electronically through 06/07/2016 @ 13:45:22 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 06/07/2016 @ 13:45:22 in accordance with applicable law. This certificate is assigned Confirmation Number 9685324 .



Secretary of State of the State of Colorado

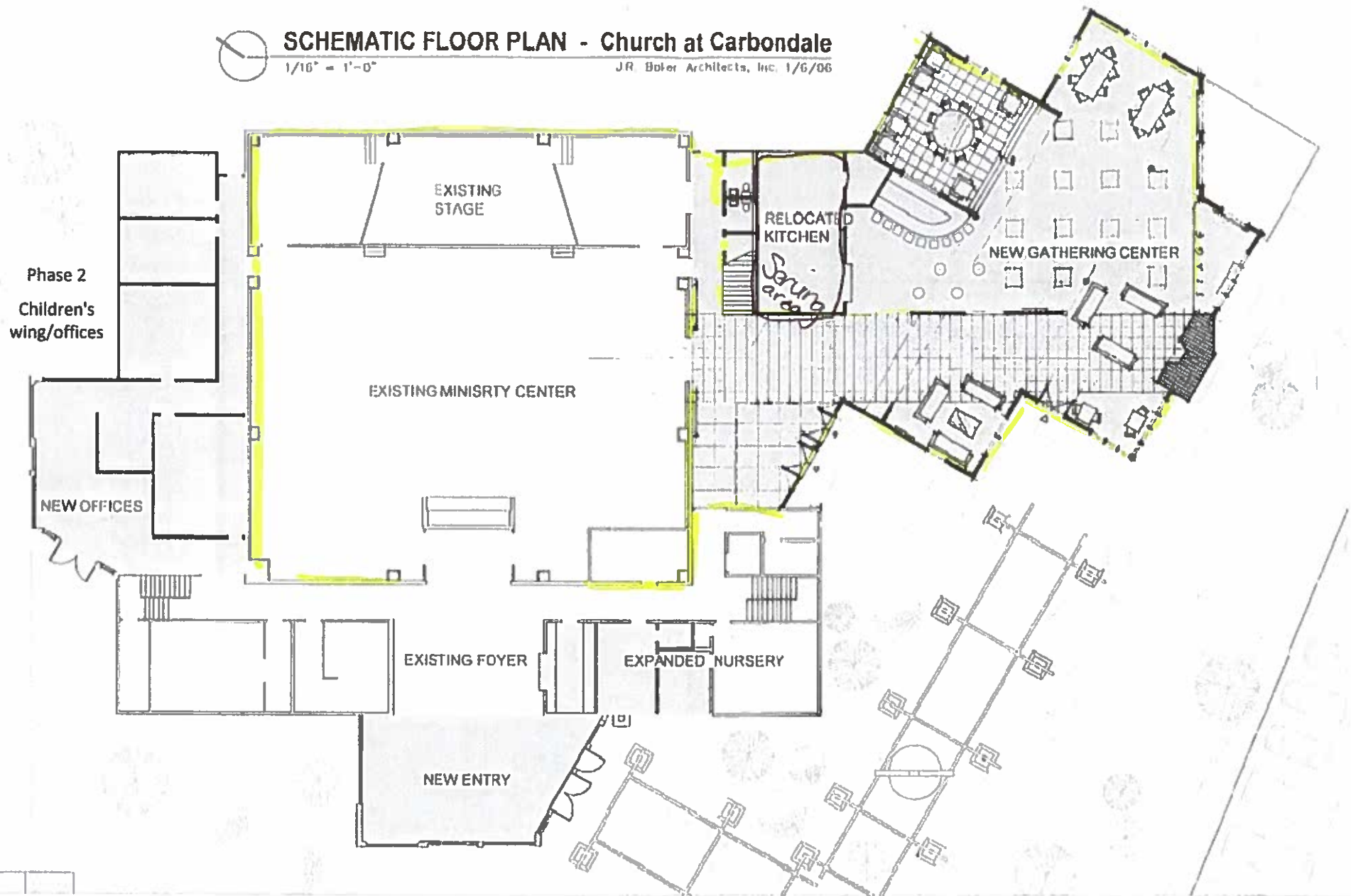
*****End of Certificate*****

Notice: A certificate issued electronically from the Colorado Secretary of State's Web site is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's Web site, <http://www.sos.state.co.us/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our Web site, <http://www.sos.state.co.us/> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."

**SCHEMATIC FLOOR PLAN - Church at Carbondale**

1/16" = 1'-0"

J.R. Baker Architects, Inc. 1/6/06



Board of Directors

Nancy Sheffield
Susan Burr
Courtney Kleager
Cynthia Miller
Amy McLaren
Jonathan Schuss
Brooke Mulchin
Roger Sheffield

Co-Founder

Jim Calaway

To Whom It May Concern:

Colorado Animal Rescue will be holding our Annual Fundraiser "Dressed to the K9's" on Saturday, September 16th, 2017 at The Orchard Gathering Center in Carbondale. Doors to the event open at 5:30 p.m. and the event concludes at 10:00 p.m. During these hours, we will be selling and serving alcohol to guests over the age of 21. This is a ticketed, private event in which ticket bearers will be properly vetted at the door (i.e ID's will be checked and guests under the age of 21 will be designated via hand stamp). Thank you for your consideration.

Samantha Pickard

Special Events Manager
Colorado Animal Rescue



110 Snowmass Dr.
 Carbondale, CO 81623
 970.963.8773 phone
www.TheGatheringCenter.org
www.TheOrchardLife.com

FACILITY RENTAL AGREEMENT

March 9, 2017

Event:	Colorado Animal Rescue
Number of People:	300-350
Event Date:	Saturday, September 16, 2017
Event Start Time:	5 PM
Event End Time:	10 PM
Set-up Time:	Auditorium / Front Foyer – Wednesday after 9 AM Gathering Center – Friday after 1:30 PM
Rooms:	Front Foyer / Auditorium / Gathering Center
Event Fee:	\$4200 (\$800 discount)
Staffing Included:	3 Bartender
Client Name: Wes Boyd, Executive Director / Samantha Pickard, Development & Events Coordinator	
Address:	
Phone: 970-371-5807 Wes 970-947-9173 Sam	
Email: wesboyd.care@gmail.com sam@coloradoanimalrescue.org	

1. Event Fee Payments & Building Use

- A. At or before the time of execution of this contract, Renter shall pay to The Orchard a non-refundable down payment in the amount of **\$2100**. This payment secures the **Gathering Center, Front Foyer, Auditorium and Kitchen on Saturday, September 16, 2016 from 5-10 PM**. This down payment shall be applied toward the Event Fee or cancellation fees, whichever is applicable.
- B. No less than 45 days prior to the Event, Renter shall pay to The Orchard an additional payment in the amount of **\$2100**. This additional payment shall be applied toward the Event Fee or cancellation fees, whichever is applicable.
- C. Renter shall pay The Orchard the balance of the Event Fee owed on or before the 7th business day prior to the Event.
- D. The Gathering Center is a ministry of The Orchard. The Orchard can, at its discretion, deny anyone use of the facilities without explanation or reason. For events with outside vendor booths, The Orchard reserves the right to refuse a vendor booth space for any reason including if their service or product can be interpreted as being contrary to our Core Beliefs. This includes, but is not limited to: "adult" or pornographic products, "spiritual readings" ie: fortune tellers, psychics, tarot card, etc. This determination is at the sole discretion of the event organizer in consultation with the Lead Pastor and/or Elder Board.
- E. Renter and its guest will occupy the premises for the purposes stated and will only occupy the space(s) leased as detailed in the attached Event Order identified. Renter will respect the rights of others to use other portions of The Orchard's facility during normal hours of operation, and will not permit any noise or nuisance which might have a tendency to annoy or disturb any persons occupying other portions of the building.
- F. Rental of The Orchard facilities does not include wait staff or dish washing. If you need staffing for food service, it is available at an additional charge of \$20 per hour per staff person. Following is the minimum guidelines for proper staffing – Cocktail Party: 1 server / 50 people | Buffet Meal: 1 Server / 30

people | Plated Meal: 1 Server / 20 people. Dishwashing and/or scullery will be staffed at 1 person / 50 people. Arrangements for staffing must be made at least 2 weeks in advance.

G. The Gathering Center décor will change regularly and may be different than what you saw at the time of signing this contract. **Artwork is not to be removed. Nothing is to be placed on the walls, ceilings or windows without prior written consent. Absolutely NO GLITTER OR CONFETTI of any kind. Absolutely no nails, staples or holes. Only blue painters tape is to be used to hang items on the walls.** Any & all decorations must be approved and is limited to the rented space only. All decorating must be done by closing time (if being done the day before).

H. All Decorations must be taken down and removed from The Gathering Center immediately following the Event. Decorations that must be removed by The Orchard staff will be charged the hourly rate of \$350 per hour.

I. Storage will not be provided for decorations, food, or other supplies prior to the Event unless arrangements have been made ahead of time.

J. Sound equipment, piano, drums, furniture and art MAY NOT be moved.

K. The Orchard is a NONSMOKING facility. In accordance with Colorado law smoking is not allowed within 15 feet of any entrance or in any area where food is being served and/or consumed.

L. Renter is responsible for the conduct of guests and all damages incurred to The Orchard's facilities.

M. The Orchard assumes no responsibility for the damage or loss of articles left on The Orchard's premises prior to, during or following the Event.

N. The Orchard reserves the right to change the location(s) and/or room(s) of the event.

O. The Renter agrees to be responsible for the conduct of its guests. Renter agrees that at the request of The Orchard, it will remove from its premises any guest The Orchard considers in its sole discretion exhibiting inappropriate conduct. In the event any state law or local ordinances are being violated, The Orchard will terminate the Event at Renter's expense.

P. **Loading and Unloading of Supplies** – Vehicles are not to be driven onto Orchard Sidewalks. A minimum damage assessment of \$500 will be charged for tire tracks left on Orchard property.

Q. **Sound Volume** – For the safety and comfort of guests, performers, staff and volunteers, The Orchard reserves the right to control the volume of its events. Music is not to be played above a decibel of 100. Orchard staff will monitor this level and will ask a band/DJ to adjust their sound accordingly. Refusal to comply will result in an immediate termination of the event.

Painful Acoustic Trauma	140	Shotgun blast
	130	Jet engine 100 feet away
	120	Rock concert
Extremely Loud	110	Car horn, chainsaw
	100	Blow dryer, subway, helicopter, CP arena
	90	Motorcycle, lawn mower, conversation in hallway
Very Loud	80	Factory, construction saw, screaming child
Loud	70	Car, power tools, city traffic
	60	Conversation, dishwasher
Moderate	50	Moderate rainfall
Faint	40	Refrigerator
	30	Whisper, library
	20	Watch ticking
	0	dB levels

Sup Client Initials

2. Event Exceeding Specified Time

If the duration of The Event exceeds the Event Duration specified above, Renter will pay The Orchard an additional fee of \$350 per each hour the actual duration of the Event exceeds the specified Event Duration. **All Orchard Events must end at 10 PM. There are no exceptions to this.**

Sup Client Initials

3. Cancellation Fees

If the Event is cancelled, the following cancellation fees payable on the date of cancellation apply:

Event cancelled 45 days or less before the Event Date: 100% of the Event Fee
 Event cancelled 46 to 90 days before the Event Date: 75% of the Event Fee
 Event cancelled 91 days or more before the Event Date: 50% of the Event Fee

Sup Client Initials

4. Method of Payment

Payment may be made by cash, check, cashier's check, Visa, or MasterCard. Any payment not received by the stipulated due date, the payment will automatically be charged to your credit card on file. In the event of an "overpayment", The Gathering Center shall issue a refund check for the difference within 10 business days after the Event Date.

If Renter is a Tax-exempt Organization, a photocopy of the tax-exempt certificate must be on file in the before Renter will be set-up as tax-exempt. Any organization found using a false tax-exempt number will be charged back taxes in the total amount due.

Sup Client Initials

5. Advertising

- A. The Orchard maintains an Upcoming Events page on its website. If Renter would like to provide a link information for the Event, please forward us that information. A copy of Renter's poster, flyer, etc. will be posted at Renter's request.
- B. When advertising the event venue, please refer to us as The Orchard, The Gathering Center or The Gathering Center at The Orchard. Any questions relating to such use should be directed to The Orchard.

Sup Client Initials

6. Alcohol

- A. The Orchard does not provide, or sell alcoholic beverages.
- B. Alcohol served at the Event is limited to beer and wine only.
- C. Any beverage which contains alcohol must always be clearly labeled and in its original container.
- D. Alcoholic beverages must be served by certified bartender(s). No self-serve is permitted. A copy of the bartender's certification must be on file with The Orchard 1 week prior to the Event. Upon request, The Orchard will provide Renter with a list of certified bartenders.
- E. The certified bartender(s) must be willing to refuse service when they determine a person appears to be intoxicated. The Orchard's staff and elders will support the decision if an issue arises from the decisions to refuse alcohol to a person. The bar will be attended the entire time alcohol is being served.
- F. Alcohol will not be sold by The Orchard at functions held at The Orchard. Alcohol cannot be sold by Renter at the Event unless Renter has first obtained a Special Event Permit from the Town of Carbondale.
- G. Food must also be served at the Event if alcohol is being served.
- H. Under no circumstances will alcohol be served to or consumed by any person under the age of 21 even when accompanied by their parents. If any person under the age of 21 is found

consuming alcoholic beverages, The Orchard reserves the right to terminate the Event at the Renter's expense.

- I. Drinking alcohol will never be a social requirement. Whenever alcohol is served in any form, non-alcoholic alternatives must also be offered. Non-alcoholic beverages must be served with the same attractiveness and accessibility as those containing alcohol, so that those who choose not to drink alcoholic beverages need not feel any embarrassment, discomfort or inconvenience in exercising their preference.
- J. All applicable Federal, State and Local laws and ordinances governing the use/distribution/sale of alcohol must be adhered to when serving alcoholic beverages including the requirement to obtain a Special Event Permit from the Town of Carbondale if alcohol will be sold at the Event.
- K. Groups not affiliated with The Orchard shall have security on-site as deemed necessary by the Gathering Center Director.
- L. During Events requiring a Special Event Permit from the Town of Carbondale, alcohol will be consumed only in areas specifically identified in the License. However, under no circumstances will alcohol be permitted in the parking lot.
- M. Renter agrees to be responsible for the consumption of alcoholic beverages by all guests.
- N. All licenses and permits required must be posted in a conspicuous place in the licensed area for the general public to observe. The licenses and permits required include, but are not limited to the following:
 - a. Special Event Permit – State
 - b. Special Event Permit – City
 - c. Minor Warning Sign – The Orchard has these signs on file and will provide to Renter for the Event upon request
 - d. State Sales Tax License – Even though these permits are issued to non-profit organizations, the retail sale of alcohol beverages to consumers is still subject to state and local sales taxes. Special Event Permit applicants should contact the Department of Revenue at (303) 238-7378 to determine the correct method of remitting the sales tax.
 - e. Other local licenses as required – Check with the local authority, Town of Carbondale
- Q. Per the guidelines stipulated in the Special Event Permit Guide from the Colorado Department of Revenue Liquor Enforcement Division, donated beverages cannot be resold. Alcohol beverages received from other non-licensed or private sources may not be sold, served or consumed at Events requiring a Special Events Permit.

SUP

Client Initials

7. Additional Terms & Conditions

- A. Use of the fire pits requires adult supervision.
- B. Youth groups must be supervised by adult sponsors in the following ratios: children 13 and younger require 1 adult per 10 children. Teens aged 14 and older require 1 adult per 15 teens.
- C. Children 8 years old and younger MUST have constant supervision while their parents or guardians are using the facility.
- O. During the time of the Event, the Renter and its guests shall obey all laws of the State of Colorado and ordinances of the Town of Carbondale.
- P. Renter authorizes The Orchard to charge the credit card identified below for any fees set forth in this Agreement that have not been paid by Renter by the respective due dates. If the Renter does not wish to provide a valid credit card, a deposit of \$1000 cash is required.
- Q. In case any one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein. Neither The Gathering Center/The Orchard nor the undersigned shall be required to perform any term, conditions, or covenant in this Agreement so long as such performance is delayed or prevented by force majeure, which shall mean acts of God, strikes, lockouts, material or

labor restrictions by any governmental authority, or any other cause not reasonably within the control of The Gathering Center/The Orchard or Client and which by the exercise of due diligence of The Gathering Center/The Orchard or Client is unable, wholly or in part, to prevent or overcome. This Agreement and attachments embody the entire agreement and understanding of the parties relating to the subject matter hereof, is nonassignable, may not be amended except in writing signed by both parties, and supersedes any prior representations, agreements, and understandings, oral or written, if any, relating to such subject matter.

- R. Renter agrees to indemnify The Orchard and save The Orchard harmless from any and all damages or losses The Orchard may suffer, including attorney's fees, as a result of claims, demands, costs, or judgments against it arising out of the use of The Orchard facility by the renter.

Sup Client Initials

The Renter and The Orchard through their authorized signatures below agree to the terms and conditions of this Facility Rental Agreement including all attachments thereto.

Renter: Colorado Animal Rescue

The Orchard

By: /s/ Melissa Miller

Title: Gathering Center Director

Date: 3/9/17

Date: 7 / 7 / 17

[Signature]

Authorized Signature of Renter

By my signature below, I authorize The Orchard to charge my credit card for any fees set forth in this Agreement that have not been paid by Renter by the respective due dates. **If the Renter does not wish to provide a valid credit card, a deposit of \$1000 cash is required.**

Name as it appears on Credit Card

Visa or MasterCard #

Billing Address

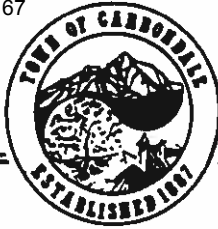
Expiration Date

CVC

City, State, Zip

Authorized Signature

Today's Date



Town of Carbondale Police Department

511 Colorado Avenue, Suite 911 Carbondale, Colorado 81623 (970) 963-2662

To: Mayor Dan Richardson and
Carbondale Board of Trustee's

From: Gene Schilling
Chief of Police, Carbondale Police Department

Ref.: Liquor License Special Event for KDNK Hootenanny with the Heathens on August
11th, 2017 at 5:00 p.m. to 10:00 p.m.

Date: June 18, 2017

I have found no records that would cause me to recommend denial of this liquor license special event application to serve alcohol at the KDNK Hootenanny with the Heathens on August 11, 2017 to be held 4th Street.

Amy Kimberly Kaiser / Event Manager

I recommend approval of this liquor license.

TOWN OF CARBONDALE

APPLICATION FOR A SPECIAL EVENTS PERMIT

IN ORDER TO QUALIFY FOR A SPECIAL EVENTS PERMIT, YOU MUST BE NON-PROFIT

AND ONE OF THE FOLLOWING:

<input checked="" type="checkbox"/> SOCIAL	<input type="checkbox"/> ATHLETIC	<input type="checkbox"/> PHILANTHROPIC INSTITUTION
<input type="checkbox"/> FRATERNAL	<input type="checkbox"/> CHARTERED BRANCH, LODGE OR CHAPTER	<input type="checkbox"/> POLITICAL CANDIDATE
<input type="checkbox"/> PATRIOTIC	<input type="checkbox"/> OF A NATIONAL ORGANIZATION OR SOCIETY	<input type="checkbox"/> MUNICIPALITY
<input type="checkbox"/> POLITICAL	<input type="checkbox"/> RELIGIOUS INSTITUTION	


TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR: <input checked="" type="checkbox"/> MALT, VINOUS AND SPIRITUOUS LIQUOR \$50 PER DAY <input type="checkbox"/> FEMMENTED MALT BEVERAGE (3.2 BEER) \$10 PER DAY		LIQUOR PERMIT NUMBER 	
1. NAME OF APPLICANT ORGANIZATION OR POLITICAL CANDIDATE KDNK Community Radio		STATE SALES TAX NUMBER (REQUIRED) - - - - -	
2. MAILING ADDRESS OF ORGANIZATION OR POLITICAL PARTY 76 S. 2 nd St. Carbondale, CO 81623		3. ADDRESS OF SPECIAL EVENT 4 th and Main St. Carbondale, CO 81623	
NAME	DATE OF BIRTH	EMAIL ADDRESS	PHONE NUMBER
4. PRES/SEC'Y OF ORG. OR POLITICAL CANDIDATE GAVIN DARR		GAVIN@KDNK.ORG	963-0139
5. EVENT MANAGER Cody Lee		Cody@Kdnk.org	" "
6. HAS APPLICANT ORGANIZATION OR POLITICAL CANDIDATE BEEN ISSUED A SPECIAL EVENT PERMIT THIS CALENDARE YEAR? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES HOW MANY DAYS? 1		7. IS PREMISES NOW LICENSED UNDER STATE LIQUOR OR BEER CODE? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES TO WHOM?	
8. DOES THE APPLICANT HAVE POSSESSION OR WRITTEN PERMISSION FOR THE USE OF THE PREMISES TO BE LICENSED? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES HOW MANY DAYS?			

LIST BELOW THE EXACT DATES(S) FOR WHICH APPLICATION IS BEING MADE FOR PERMIT

Date 8/11/17 Hours From 5 m 00 pm To 10 m 00 pm	Date Hours From m To m	Date Hours From m To m	Date Hours From m To m
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OATH OF APPLICANT

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge

SIGNATURE 	TITLE Asst. Music Director	DATE 6/13/17
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REPORT AND APPROVAL OF LOCAL LICENSING AUTHORITY

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 12, Article 48, C.R.S., as amended

THEREFORE, THIS APPLICATION IS APPROVED.

SIGNATURE	TITLE	DATE
LOCAL LICENSING AUTHORITY	ATTEST	

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Wayne W. Williams, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

CARBONDALE COMMUNITY ACCESS RADIO

is a

Nonprofit Corporation

formed or registered on 10/13/1981 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 19871451781 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 07/11/2017 that have been posted, and by documents delivered to this office electronically through 07/12/2017 @ 12:47:00 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 07/12/2017 @ 12:47:00 in accordance with applicable law. This certificate is assigned Confirmation Number 10337885 .



Secretary of State of the State of Colorado

*****End of Certificate*****

Notice: A certificate issued electronically from the Colorado Secretary of State's Web site is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's Web site, <http://www.sos.state.co.us/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our Web site, <http://www.sos.state.co.us> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."



June 22, 2017

Town of Carbondale
Board of Trustees
511 Colorado Avenue
Carbondale, CO 81623

Ladies and Gentlemen of the Board:

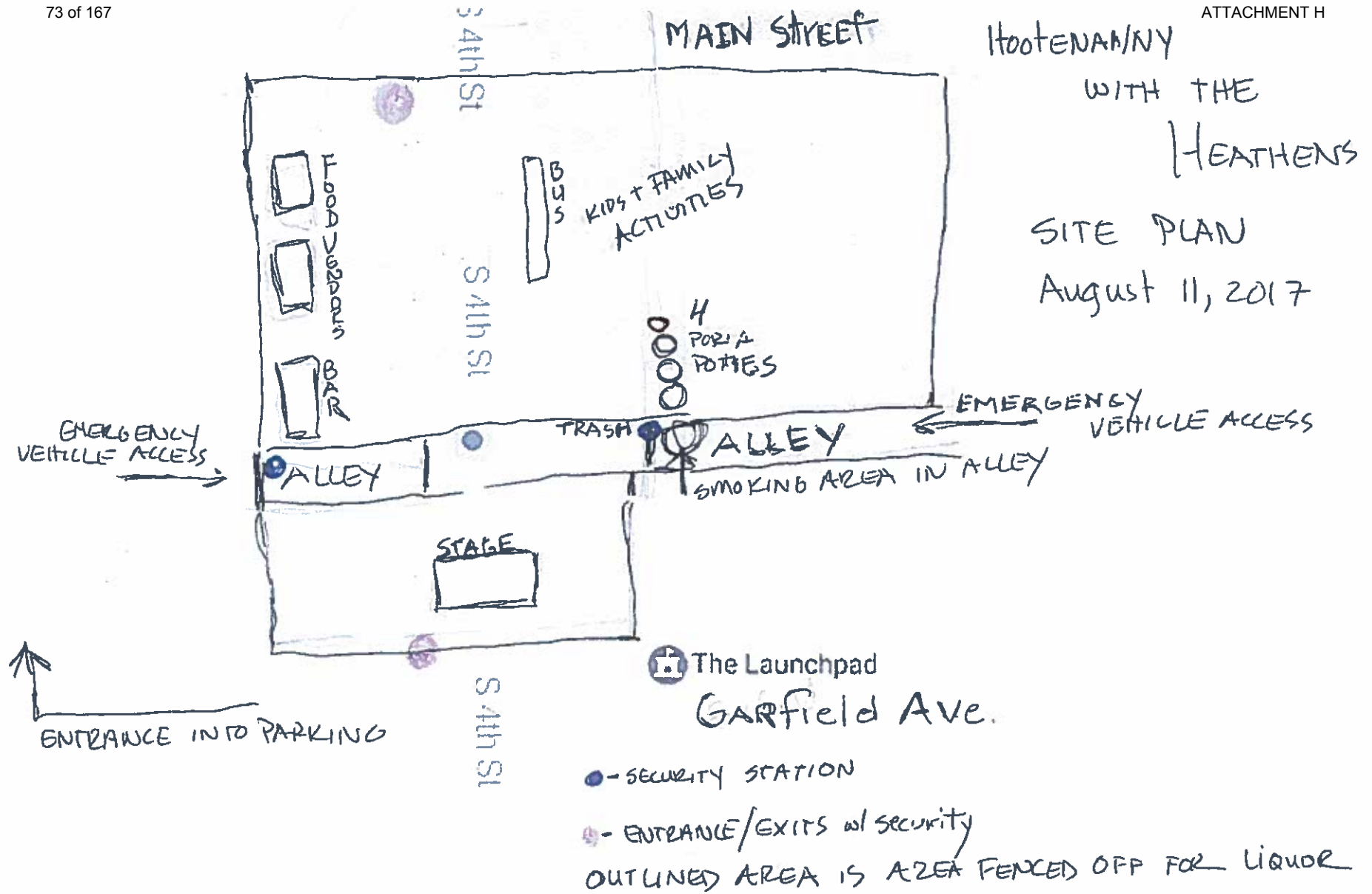
I am writing on behalf of KDNK & Carbondale Arts in regards to the *Hootenanny with the Heathens* event. The Town of Carbondale Parks & Recreation Department has given KDNK and Carbondale Arts permission to use 4th street (between Main St. and Garfield Avenue), 4th street Plaza and Park area for the *Hootenanny with the Heathens* event to be held Friday, August 11, 2017. The hours for set up, for the event and break down will be:

- | | | |
|-------------------|-----------------|----------------------|
| • August 11, 2017 | Set up | 10:00 am to 5:00 pm |
| • August 11, 2017 | Event | 5:00 pm to 10:00 pm |
| • August 11, 2017 | Event Breakdown | 10:00 pm to 11:30 pm |

Please contact the Town of Carbondale Parks & Recreation Department if you have any questions.

Sincerely,

Eric Brendlinger
Town of Carbondale
Parks & Recreation Department Director



**Carbondale Arts**

To Whom It May Concern;

The Carbondale Creative District is turning a year old. We have worked hard to get this designation yet we have never had a public celebration. This will be our chance to acknowledge all the hard work of so many folks that made it happen. Since this was traditionally a KDNK weekend, we thought this was a great opportunity for both entities to collaborate on a very special event.

Hootenanny With the Heathens takes place on Friday, August 11 from 5-10 pm. The Band of Heathens will play, along with Mile Markers. Family activities and local food and drink will round out the celebration. This event will raise money for our local community radio station, as well as raise awareness about Carbondale and the creative district. We would like to bring the stage out on the street in front of Launchpad and utilize the 4th street plaza. We will end the night with the Mountain Fair slideshow as we cannot show it at the fair due to ending early on Sunday evening.

We hope that you will allow this special event to bring us all together in celebration. It will bring folks to town, as well as bring many locals downtown.

Thanks for your consideration.

Amy Kimberly
Carbondale Creative District
Event Coordinator



July 11, 2017

**4th Street Plaza Park and Street special event management plan for the 2017 Hootenanny
with the Heathens**

August 11, 2017

Special Event Liquor License BOT review by KDNK on Tuesday, July 25, 2017. Street and Park rental paperwork being completed by Carbondale Arts.

Review, comments, concerns and signatures needed. After you sign please place in subsequent staff's box.

If you have any pressing concerns about this event please contact me and contracts can be amended to address those concerns.

Eric Brendlinger Carbondale Parks & Recreation Director

ebrendlinger@carbondaleco.net

www.carbondalerec.com

970-510-1277 (O) 970-319-2494 (cell)

Parks & Recreation Director 

Public Works Director 

Police Chief 

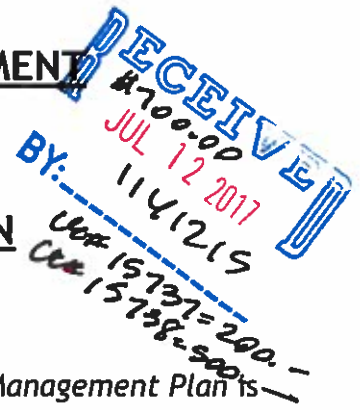
Town Manager 

Town Clerk _____

Town Finance Director 



TOWN OF CARBONDALE
PARK (OR) STREET RENTAL USE AGREEMENT
&
SPECIAL EVENT MANAGEMENT PLAN



Completing this *Park (or) Street Rental Use Agreement and Special Event Management Plan* is required for large special events that will impact the Carbondale community. The purpose is to assist the Event Organizer in planning their special event so that it meets the requirements established by the Town of Carbondale. This Rental Use Agreement & Special Event Management Plan should be submitted 60 days prior to the event. After review by town staff, you will be notified if the event is approved, denied, or if additional information and/or a meeting with town staff is needed.

SECTION 1 - EVENT SUMMARY:

1. NAME OF EVENT: Hootenanny With The Heathens

2. Primary Event Organizer: Carbondale Arts
 - a. Cell Phone: 970.618.1104 _____
 - b. Email: amy@carbondalearts.com _____
 - c. Address: 76 S. 4th Street _____

3. Secondary Event Organizer: KDNK Community Radio
 - a. Cell Phone: 970.963.0139 _____
 - b. Email: gavin@kdnk.org _____
 - c. Address: 76 S. Second Street _____

4. EVENT LOCATION: 4th Street Plaza to Garfield Ave

5. EVENT DATE(s): Friday, August 11

6. EVENT TIME(s): 5 pm - 10 pm

7. EVENT SET-UP TIME(s): 10 am 4th Street closure to Garfield Ave

8. EVENT BREAK-DOWN TIME(s): 10 pm

Procedures must be in place to avoid neighborhood noise disturbance with event break-down.

Breakdown within town parks must end at 10:30 pm; and Downtown breakdown at 11:30 pm

SECTION 2 - EVENT SUMMARY INFORMATION:

1. Approximate number of people expected to attend event: 1000

2. Approximate Event Personnel Numbers:

a) Event Staff Leaders/Committee Organizers in charge: 5

b) Event Volunteers: 30

c) Event Contractors: 2

d) Event Security Personnel: 3

e) Event Vendors: 3 or 4

3. Event training for personnel? (Yes) (No) Describe? yes, Bar managers are TIPS Trained and we do go over security and waste procedures with all volunteers.

4. Fee charged to participants? (No)

5. Amplified music at event? (Yes) If yes, times music is played (including sound checks)

Sound check will start at 3 pm. The event starts at 5. Mile Markers will play from 6-7 and Heathens play 7:30 - 10. We will have kids activities and may have an opening act added.

Note: Amplified sound cannot exceed 90 decibels which event organizer is responsible to monitor. Amplified music must be approved by Board of Trustees; Music beyond 9 pm requires Trustee approval.

SECTION 3 - EVENT SITE PLAN (OR PARADE/RACE ROUTE) MAP:

Please provide an accurate detailed drawing or map depicting physical layout of event that includes the following. Must initial each requirement or write N/A (Not Applicable).

1. Boundaries

- ☒ Delineate the boundary for the entire event venue, including the names of all streets or areas that are part of the venue and surrounding area: see map
- ☐ If the event involves a moving route of any kind, show the particular route, indicate the direction of travel, label street names, and identify any street closures: na
- ☒ Locate fencing, barriers/barricades, points of ingress/egress, emergency access: see map

2. Site Improvements

- ☒ Location of stage, tents, canopies, booths, bleachers, other temporary structures: _____
- ☐ Location of generators, electricity sources, speakers, soundboards, lighting: _____
- ☒ Location area for trailers, trucks, or other event vehicles: _____
- ☐ Identify start & finish area (if a race): N/A

3. Security, Medical and Safety

- ☒ Show security check points: _____
- ☒ Show placement of traffic control personnel: _____
- ☒ Locate first aid station, ambulance access point: _____
- ☐ Locate portable night lighting: locate town light pole in 4th street plaza turn on during break down

4. Transportation and Parking

- ☒ Identify all parking areas (on/off site): _____
- ☐ Locate any drop-off/pick-up areas: _____

5. Sanitation and Solid Waste

- ☒ Locate/identify restrooms/portable toilets and hand wash stations: _____

✓ Locate trash and recycle containers and dumpsters: _____

6. Alcohol, Food Service, Vending Booth Areas

✓ Locate bar/beer garden area, with location of security fencing and entry/exit gates:

✓ Location of food service vendor booths: _____

✓ Location of merchandise vendor booths; information and/or demonstration booths:

7. Smoking Area

✓ Public special events on town parks/streets are non-smoking, unless area is designated: _

SECTION 4 - SECURITY PLAN:

Please describe your plan to provide a safe and secure environment (required if dispensing alcohol).

1. Have you hired a professional security company to manage event security? (No)

If Yes, please provide the following information:

- Name of Security Company: _
- Person in charge at event:
- His Cell Phone contact at event:
- His Cell Phone Text email address at event:

- Number of security personnel assigned to event: 1 will oversee a volunteer team of up to 8 people
- Event times they will be in place: 5:00 - 10:30
- Describe duties & functions: We have a volunteer team of expert security. We will have one of our supervisors oversee security and help insure all volunteers are in place. The volunteer security will be stationed at each entrance/exit to insure no one brings alcohol in or out of venue. We will also have an ID checker at each station, and the bar, to wristband those that are 21 and older. This is how it has been done for Blues and BBQ for years and has worked without incident.

2. Will Town of Carbondale Police Dept. enforcement services be requested? (No)

If Yes, please provide the following information:

- List purposes (security; traffic/parking control; event walk-thru): _____

- List # of officers & times when needed: _____

Town law enforcement services charged out at Town cost in an agreement with Chief of Police, who has right to place officers as deemed necessary in the best interest of public safety.

SECTION 5 - MEDICAL & EMERGENCY SERVICES PLAN:

Please describe your medical and emergency services plan.

1. Will emergency medical services be summoned through 911? (Yes)

If Yes, please provide the following information:

- Name & cell phone of on-site staff designated as medical point of contact: TBA

2. Will a licensed Emergency Medical Service provider or EMT be provided on-site? (No)

If Yes, please provide the following information:

- Name & cell phone of service provider or EMT: _____
- Aid Station location & hours: _____

SECTION 6 - TRANSPORTATION & ROAD CLOSURE TRAFFIC MANAGEMENT CONTROL PLAN:

*Required of events involving a road closure. Main Street closure requests require 4-6 months notification to obtain approval. **Event organizers must submit an aerial drawing or map**, showing event location, along with the following information shown on the drawing or map. Must initial each section.*

- ✓ Road and/or traffic lane closure request: (Yes)
- * Request road closure on Friday 10am for setup - Re-open Alley + 4th st. Friday night
- ✓ Location of barricades and/or traffic cones: 4th Street from Main Street to Garfield Ave.
- * Secondary request for block on 4th street in front of Lunch Pad to remain closed until Sat morning for dismantle of stage

- ✓ Proposed traffic flow map around road closure: Cars will be required to use 3rd street or Weant to access roads in Old Carbondale but Garfield will be open and cars can access 4th street parking lot through Garfield.
- ✓ Location of informational signage within road closure area: Signage will be located at Main and 4th and Garfield and 4th. Additional signage may be found at 3rd and the alley
- Location of safety lighting bar (if needed) within road closure area: At South end of 4th St. Plaza.
- Running or Bike Race route description (with start & finish line) if applicable: NA
- Parade route description (with start & finish) if applicable: NA

With this information the Public Works Director will determine a "traffic control plan" and will indicate the required road closure barricades and road detour signage needed for the event. If equipment is supplied by the Town, it will be provided at Town cost in covering staff expenses on delivery/pickup and setup/takedown. Deposit on Town equipment may be required. At the Town's discretion, to save expenses, Event Organizer may be requested to set up/take down and safely secure the road closure barricades and signage before and after their event with instructions from the Town. Cost to the event organizer will be determined after review of your event road closure request. If a street must be posted "No Parking" by the Town, the cost is \$5.00 per side of block.

If it's determined by the Public Works Director that the Town is unable to provide a "traffic control plan," it may be required that the Event Organizer obtain a plan from a certified traffic control specialist. If the Public Works Director determines that the Town lacks the necessary barricades and signage due to scope and size of road closure (with limited inventory available), it may be required that Event Organizer contract all or a portion of their road closure traffic control management need services with a privately owned traffic control company.

SECTION 7 - REFUSE/TRASH PLAN:

Event organizer shall provide for the pickup and removal of all refuse/trash and recyclable materials, both on and off event site, which results from hosting the event. Throughout the duration of the event and immediately upon conclusion, the park and/or street area must be returned to a clean condition (no later than 10:00 am the next day following event). Event organizer may use Town trash receptacles available within the event area, but will need to provide additional containers at their expense, either by hiring a trash contractor who provides appropriate containers, providing their own containers, or provide a refuse removal plan that prevents the accumulation and overflow of refuse from containers provided by the Town.

Failure to perform adequate cleanup, or if damage occurs to public property due to event, and mitigation attempts fail, event organizers will be billed at full Town cost recovery rates for cleanup and repair. In addition, such failure may result in denial of future special event approval.

Event organizer is encouraged to consider a refuse/trash recycling plan for your event. Event organizer is further encouraged to consider creating a "Green" Event. These services can be provided for a fee by local companies. If using a contracted company please provide the following:

- Name of Service Provider: Evergreen Events and MRI
- Contact Person: Amy Kimberly
- Mailing Address: PO Box 175
- Cell Phone: 970.618.1104 Email: amy@carbondalearts.com

We will get town a full listing of all contact people as we get closer to event.

SECTION 8 - PORTABLE RESTROOM PLAN:

Event organizer shall provide portable restroom facilities unless you can show the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area of the event. Please make sure these facilities are shown on your site plan. Portable toilets shall be removed from event site by 11:00 am the next day following event. Event organizer is responsible for keeping both portable toilets and park bathrooms clean, unplugged, and stocked with toilet paper from beginning to end of event. Multiple day events may require portable toilets to be pumped out daily.

Do you plan to provide portable restroom facilities at your event? (Yes) If yes, how many: We will get with town and provide additions as needed. I believe we will be adding 1 more port potty. We will also have the toilets open at The Launchpad.

Number of ADA accessible portable toilets: 1

Is portable handwashing station being provided? (Yes)

If no, is there a sanitizer dispenser within toilet? (Yes)

*2 porta pottys are at park -
2 more needed for volume of
potential participants. You
*Amy will have kink process +
pay for this request.*

Please provide the following information regarding event portable restroom provider:

- Name of Service Provider: Probably MRI unless town would like us to go with their provider.
- Contact Person: Mountain Waste - Darcy Goldsmith or Jeremy Frees

- Mailing Address: P.O. Box 999
- Cell Phone: 970-319-3453 Email: jeremy.frees@mantanwaste.com

SECTION 9 - ALCOHOL MITIGATION PLAN & PERMIT REQUIRED:

Responsible sale and/or distribution of alcohol is critical to a safe and successful event. A Town of Carbondale Liquor License Special Event permit application (\$50.00 payable to: Town of Carbondale) must be obtained from the Town Clerk, and submitted and approved by the Board of Trustees to sell alcohol (beer & wine) at your event. Only an incorporated non-profit organization is eligible for obtaining a special event liquor permit. The special event permit you receive will prohibit the consumption of alcohol outside of a controlled area or beer garden. Liquor liability coverage with a \$1,000,000 limit must be included on your certificate of insurance (also naming the Town as additionally insured). You must submit your special event liquor license application to the Town Clerk at least 30 days prior to your event. Applications submitted to the Town will require a hearing before the Town Trustees. Event Organizer must post a notice at event site 10-days prior to hearing before Town Trustees. Town Clerk will schedule hearing and provide notice board to be posted by event organizers.

If your event is going to involve the sale and/or distribution of alcoholic beverages, please provide following information:

- ✓ Hours of operation of event (include dates & times): 5 - 10 pm
- ✓ Alcohol service times: 5-10 pm (required ending is 15 minutes prior to event shutdown, although 30 minutes prior is recommended)
- ✓ A designated fenced-in or secured area for the dispensation and consumption of alcoholic beverages is required. Show this area on your site plan and describe measures taken to secure the area: KDNK will submit the liquor lic. but I have indicated the basic set-up. Venue area will be fenced.
- ✓ Must provide non-transferable ID bands/bracelets for persons 21 and over (Describe your process for identifying legal vs underage patrons): There will be a person stationed at each entrance/exit that will wristband, as well as someone at the bar. Anyone over 21 will be wristband and no alcohol will be served to anyone without one.

- Describe how TIPS trained servers will monitor alcohol consumption and intoxication: We have security at each entrance/exit, as well as roaming security. Any identifiable, over intoxicated person will not be served alcohol. Once this is identified servers and security will be alerted. (Note: Servers should not consume alcohol while working a shift, and should not return to shift if they consumed alcohol)
- Describe how Security staff and/or event server volunteers will provide friendly intervention to individuals who appear intoxicated: If the person needs to be escorted from the premises we will assess the situation. We will not hesitate to call 911 if necessary, but, will gently stay with the intoxicated person until we are sure they are not a harm to themselves or anyone else.
- Consider (but not required) designating a “family friendly” seating area. If included, describe the location and include on site plan: We have that area as the 4th street park area owned by MBS. Rosybelles, the Maker Bus will be parked on street next to park as well.
- Will event provide alternative beverages to alcohol? If so, what? Yes indeed..water, combat and something cold and yummy.
- Will food be available at all times? If so, what? There will be 2 vendors there serving food: The Beat and Slow Groovin BBQ. Both are very savvy with health department rules. KDNK will be in charge of alcohol sales as well.
- Is there a designated smoking area? If so, describe the location and show it on your site plan: Yes
- How will you handle and mitigate an obviously intoxicated person who is drunk and may be driving home? We will first try to find a sober friend that can drive them, or try to get them home safely ourselves but, if there is no other alternative, we will alert the police.

SECTION 10 - FOOD PLAN & PERMIT:

These guidelines should assist you in developing plans for food handling, preparation, and distribution in the most responsible and legal manner. Garfield County Public Health Department paperwork process for Temporary and Special Food Service Events must be followed if you will be having any event in Garfield County where food will be sold to the public. (This includes, fairs, festivals, carnivals, farmers markets.) All vendors must obtain a retail food establishment license to serve open foods (including ice), and potentially hazardous foods that need to be temperature controlled. The event organizer is required to fill out a Garfield County Public Health Event Coordinator Plan Review (appendix A) and each vendor at your event must fill out and apply for an annual Garfield County Public Health Temporary Vendor Application (Appendix B) and a Garfield County Public Health Commissary Agreement (Appendix C) Temporary Vendor Permit Flow Chart (Appendix D). All food vendors at your event must have their original Colorado Retail Food Establishment license on premise at all times.

- Please list food vendors at your event, name of vendor and product (s) served : Slow Groovin BBQ - BBQ, salads, The Beat - salads and smoothies *KDNK - Handles Vendor*
- Vendors Exempt from Licensing (Exempt foods include popcorn or kettle corn, raw agricultural commodities such as honeycomb and uncut produce, commercially pre-packaged products that do not require refrigeration and cottage foods such as pickled fruits and vegetables , spices, teas, dehydrated produce, nuts, seeds, honey, jams ,jellies, preserves, fruit butter, flour and baked goods, including candies, fruit empanadas, tortillas and other similar products that do not require refrigeration for safety. Please list food vendors exempt from licensing at your event, name of vendor and product (s) served:

SECTION 11 - SALES TAX LICENSE SUBMITTAL PLAN:

If goods and/or services (including the sale of alcohol and food) are to be sold at event, each vendor must obtain a Town of Carbondale Sales Tax License, which they must purchase and pay for at Carbondale Town Hall, 511 Colorado Avenue. Cost is \$15.00 for a temporary one-day license; \$25.00 for an annual license; and FREE for a governmental agency or charitable organization. Note: A governmental agency or charitable organization must still obtain a Sales Tax License, and if making taxable sales, they shall collect sales tax and consumers shall pay sales tax on such sales.

Event organizer is responsible for submitting a list of Vendors working event to the Town of Carbondale Recreation Dept. no later than one week prior to your event. Vendors who did not obtain a Sales Tax License, and who attempt to work the event, shall be shut down by Event Organizers and/or Town staff. Event Organizers are responsible to visually verify and make sure that each vendor has their license and that it is posted within booth.

SECTION 12 - LIABILITY INSURANCE:

Liability insurance coverage must be provided for special event. If your event includes alcohol, liquor liability coverage must also be included. At least one week prior to the event, a certificate of insurance must be submitted to the Town Clerk. The certificate shall name the Town of Carbondale as an additional insured (for example: "Town of Carbondale, its officers, employees, & agents"). This commercial general liability insurance certificate requires the following minimum amount of coverage. Please initial each section.

- \$1,000,000 each occurrence; \$2,000,000 aggregate: ak
- Host and general liquor liability insurance required in the same amounts listed above: ak

☒ *Carbondale Arts - for park + street rental*

☐ *KDNK for Special Event Liquor License w/liquor liability*

SECTION 13 - EVENT DEBRIEFING:

An event debriefing may be held following your event at Town of Carbondale staff discretion. You are encouraged to attend this debriefing to help offer insight into the success of your event. The purpose of the debriefing will be to identify areas of success, and also areas in need of improvement, should you decide to hold your event annually.

SECTION 14 - FEES AND DEPOSITS

PARK RENTAL USER FEE:

- \$100.00 User Fee per each day of use between 100 - 300 participants
 - ✓ \$200.00 User Fee per each day of use with over 300 participants
- Carbondale Ark*
CK# 15737

PARK (OR) STREET CLEANUP/DAMAGE DEPOSIT FEE:

- \$200.00 Cleanup/Damage Deposit Fee for event with 100 - 300 participants
 - ✓ \$500.00 Cleanup/Damage Deposit Fee for events with over 300 participants
- Carbondale Ark*
CK# 15738

These amounts may be increased if it is deemed necessary for a particular event or activity.

Event Organizer shall submit two (2) checks payable to: TOWN OF CARBONDALE

One check designated for Rental User Fee of the Park/Street, and the other check designated for Park/Street Cleanup/Damage Deposit Fee. These fees must be submitted with your application and will be returned if denied. Please note that if the Town deems necessary, a portion of the cleanup/damage deposit fee may be utilized by the Town for the purpose of payment of unforeseen costs necessary to insure and protect public safety during the event, and to ensure the terms and conditions of this Rental Agreement are fulfilled. The deposit shall not limit Event Organizer from liability for such expenses in excess of the Cleanup/Damage Deposit Fee submitted. A refund check for deposit amount (minus any deductions if required) will be issued after the event.

Initial here: 

SECTION 15 - LICENSES, PERMITS, AND FEES

Event Organizer shall adhere to all local and state requirements regarding business licenses, taxes, vending, and special event permits and policies.

Initial here: 

SECTION 16 - INDEMNIFICATION:

Event Organizer agrees to indemnify the Town, its officers, agents and employees, and to hold them harmless as to any claim, liability or damages, including attorney fees and court costs, arising out of, or directly or indirectly resulting from the conduct of the event.

Certificates of insurance shall be provided to the Town Clerk at least one week prior to event.

Initial here: 

SECTION 17 - CANCELLATION OF EVENT:

Event may be cancelled by the Carbondale Town Manager, or his designee, if a recommendation is made by the Parks & Recreation Director, Public Works Director, or Chief of Police that the terms of this Agreement and Event Management Plan are not substantially fulfilled in a timely manner, or in the event of an unforeseen catastrophic event or act of God. In the event of such

cancellation, the Town shall remit to Event Organizer all rental fees and damage deposits minus any expenditures incurred by the Town. Neither party shall be liable to the other for any lost profits, lost revenues or consequential damages in the event of such cancellation.

Initial here: 

SECTION 18 - RELEASE OF LIABILITY:

The Town assumes no responsibility whatsoever, for any non-municipal property used within the premises of Event, and the Town is hereby expressly released and discharged from any and all liabilities for any loss, injury or damages to any person or property of Event Organizer, its employees, agents and concessionaires, or of any performer or spectator that may be sustained by reason of the occupancy within the premises of event under this Agreement.

Initial here: 

SECTION 19 - AUTHORITY TO CONTRACT:

The Town of Carbondale and Event Organizer represent that each has the power to enter into this Agreement, and grant or receive as the case may be, the license herein granted; each represents that it does not require the consent of any other person or entity (governmental or otherwise), and that this Agreement constitutes a valid and binding obligation of the Town of Carbondale and Event Organizer which is enforceable against the respective parties in accordance with the terms hereof.

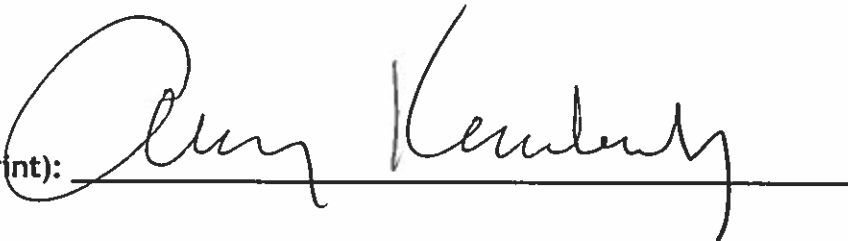
Initial here: 

SECTION 20 - ATTORNEY'S FEES:

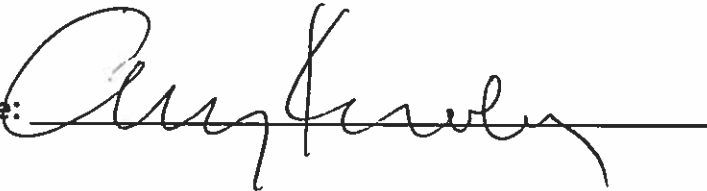
In the event that suit is brought (or arbitration instituted) or any attorney is employed or retained by any party to this Agreement to enforce the terms of this Agreement, to collect any money due there under, or to collect any money damages for breach thereof, the prevailing party shall be entitled to recover, in addition to any other remedy, reimbursement for reasonable attorney's fees and costs incurred in connection therewith, including the reasonable value of salaried attorney's time.

Initial here: 

Event Organizer Name (Please print):



Signature:



Date:

7/12/17

SPECIAL EVENT MANAGEMENT PLAN STAFF REVIEW & RECOMMENDATION

(With Comments, Conditions, and/or Requirements for Event)

PARKS & RECREATION DIRECTOR:

Stage moves from 4th street park to 4th street in front of
landscaped on Friday morning w/ volunteer labor. Stage broken
down + stored on town trailer Sat morning by volunteers.

Approval: ☒ Approval Pending: _____ (see above) Denial: _____

Signature: [Signature] Date: 7/11/2017

PUBLIC WORKS DIRECTOR:

Town will set up closure early AM Friday, applicant will
be responsible for taking down closure at indicated locations at
indicated times

Approval: ☒ Approval Pending: _____ (see above) Denial: _____

Signature: [Signature] Date: 7-14-17

CHIEF OF POLICE:

ALLIED ACCESS MUST REMAIN OPEN AT ALL
TIMES ACROSS 4TH ST FOR EMERGENCY ACCESS

Approval: ☒ Approval Pending: _____ (see above) Denial: _____

Signature: [Signature] Date: _____

TOWN CLERK: (Liquor Licensing Approval)

Approval: _____ Approval Pending: ☒ (see above) Denial: _____

Signature: Date: 7.12.17**TOWN MANAGER:**

Notice must be given to neighbor on
Sat. Stage council

Approval: ✓ Approval Pending: _____ (see above) Denial: _____Signature: Date: 7/12/17

**CARBCOM-03****KFITE**

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/18/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER GIA Group, LLC 1605 Grand Avenue Suite K Glenwood Springs, CO 81601	CONTACT Kimala Fite NAME: PHONE (A/C, No, Ext): (970) 384-8363 FAX (A/C, No) (970) 925-6027 E-MAIL Address: kimalaf@glenwoodins.com														
	<table border="1"> <thead> <tr> <th data-bbox="813 401 1362 407">INSURER(S) AFFORDING COVERAGE</th> <th data-bbox="1362 401 1485 407">NAIC #</th> </tr> </thead> <tbody> <tr> <td data-bbox="813 407 1362 413">INSURER A : Philadelphia Insurance Companies</td> <td data-bbox="1362 407 1485 413"></td> </tr> <tr> <td data-bbox="813 413 1362 417">INSURER B :</td> <td data-bbox="1362 413 1485 417"></td> </tr> <tr> <td data-bbox="813 417 1362 424">INSURER C :</td> <td data-bbox="1362 417 1485 424"></td> </tr> <tr> <td data-bbox="813 424 1362 430">INSURER D :</td> <td data-bbox="1362 424 1485 430"></td> </tr> <tr> <td data-bbox="813 430 1362 436">INSURER E :</td> <td data-bbox="1362 430 1485 436"></td> </tr> <tr> <td data-bbox="813 436 1362 443">INSURER F :</td> <td data-bbox="1362 436 1485 443"></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Philadelphia Insurance Companies		INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															
INSURED															
Carbondale Community Access Ra Steve Skinner P O Box 1388 Carbondale, CO 81623															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE		ADDL INSD	SUBR WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	X	COMMERCIAL GENERAL LIABILITY			PHPK1684889	06/28/2017	06/28/2018	EACH OCCURRENCE \$ 1,000,000
		CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
								MED EXP (Any one person) \$
								PERSONAL & ADV INJURY \$ 1,000,000
								GENERAL AGGREGATE \$ 3,000,000
								PRODUCTS - COMP/OP AGG \$ 3,000,000
								\$
								COMBINED SINGLE LIMIT (Ea accident) \$
					BODILY INJURY (Per person) \$			
					BODILY INJURY (Per accident) \$			
					PROPERTY DAMAGE (Per accident) \$			
					\$			
		UMBRELLA LIAB		OCCUR				EACH OCCURRENCE \$
		EXCESS LIAB		CLAIMS-MADE				AGGREGATE \$
		DED		RETENTION \$				\$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH ER
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		N/A				E.L. EACH ACCIDENT \$
		If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
								E.L. DISEASE - POLICY LIMIT \$
A		Liquor Liability			PHPK1684889	06/28/2017	06/28/2018	Per event 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder is listed as Additional Insured regarding 8/11/17 Hootenanny & the Heathens, held at 4th street and Garfield, Carbondale Co.

CERTIFICATE HOLDER

CANCELLATION

<p>Town of Carbondale 511 Colorado Avenue Carbondale, CO 81623</p>	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE <i>Kimela D. Gite</i></p>
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**TOWN OF CARBONDALE
511 COLORADO AVENUE
CARBONDALE, CO 81623**

Board of Trustees Memorandum

Item No: 8

Attachment: I

Permit No: LU17-00002

Meeting Date: 7/25/2017

TITLE: Heritage Storage Annexation Continuance

SUBMITTING DEPARTMENT: Planning

ATTACHMENTS: Letter from Mark Chain dated July 19th, 2017

BACKGROUND

A Petition for Annexation for a 2.602-acre parcel located to the north of the Xcel substation along Highway 133 was submitted to the Town. The applicant is Dr. Ronald Stein, Huntington, LP. The proposal is to zone the property Commercial/Retail/Wholesale (C/R/W) in order to construct a self-storage facility. The applicant did not include an application for Rezoning and Site Plan Review at this time. It would be the next step in the process in the annexation process.

The Board reviewed this request on February 14, 2017. At the meeting, the Board approved Resolution No. 3, Series of 2017. This resolution had set March 28, 2017 as a public hearing to determine if the property is eligible for annexation (C.R.S. Section 31-12-104 and 31-12-105). Final action on the eligibility should not take place until the proposal has gone through the Rezoning and Site Plan Review process. This process would include a public hearing before the Planning Commission and then a public hearing before the Board of Trustees.

While Staff agrees that public comment from interested parties will take place at properly notices hearings before the Planning Commission and Board of Trustees once the Land use application is received, staff feels that any further action by the town will not result in any public benefit. Staff welcomes the

applicant to take into consideration comments on the petition resubmit to the Town at a later date.

The public hearing was opened at the March 28th meeting and should be closed.

RECOMMENDATION

Staff recommends the following motion be approved. **Move to close the Public Hearing and to deny the request for continuance of the Heritage Storage Annexation Petition.**

Prepared by: John Leybourne

Mark Chain Consulting, LLC**Page 1**

July 19, 2017

John Leybourne, planner
Town of Carbondale
511 Colorado Ave.
Carbondale, CO 81623

RE: Stein/Hyde 133 Property - Heritage Storage

Dear John:

For our recent discussion, I would like to request another extension related to the scheduled Public Hearing for Eligibility for Annexation for the above project. There are still unresolved issues related to the real estate contract for the property. Presently, the attorneys for each party are corresponding on a number of issues. It may take between one and two months before anything is resolved.

In thinking this through, I do not think there is much of a downside to the Town in granting of an extension. The real issues for public discussion will come when there is a Major Site Plan Review and Initial Zoning application for the property. All parties will receive public notice at that time and will have plenty of time to comment. If an additional time extension is granted, we will commit to notifying the Special Districts so they will have another opportunity to comment from an "annexation perspective".

As you may remember, the project did receive previous comments from the Board so the site plan will be adjusted for any additional hearings assuming we move forward. There was also a phone conference between myself, the project architect and Janet and we have these comments and discussion items identified further adjustment of the site plan.

Please let me know if you need any more information or wish to discuss further. Thank you for your cooperation in this matter.

Sincerely,

Mark Chain

Mark Chain, Planner

TOWN OF CARBONDALE ENVIRONMENTAL BILL OF RIGHTS (EBOR)

EBOR Mission Statement: To uphold the existing ethos of our environmentally and ecologically-minded community by maintaining, protecting and restoring the physical and natural environment for our citizens and visitors for current and for future generations.

Purpose: This EBOR is an overarching guide to Carbondale's environmental and ecological decisions. It reflects that we are part of a larger ecosystem which holds tremendous intrinsic value and recognizes that tourism is a main economic driver for Carbondale. Therefore, we **MUST** keep and improve the intrinsic value of clean air, clean water, open spaces, the stars at night, wildlife, appropriate development and an innovative and passionate citizenry. These rights are not goals but rather the moral filter through which we pass town growth decisions and policies. This EBOR should empower all the employees, citizens and visitors of Carbondale alike to act in a manner consistent with the EBOR.

The following rights will ensure that Carbondale's healthy ecosystems continue to flourish, are sustainable, and support healthy individuals and thus a healthy community now and into the future. Citizens and visitors alike shall have the right to:

1. Breathe clean air and enjoy clear vistas by the increasing utilization of renewable and clean energy, alternative transportation and particulate matter controls.
2. A clean and plentiful drinking water supply while preserving and restoring natural river and water corridors.
3. Clear growth boundaries supporting density and redevelopment and preservation and/or acquisition of surrounding open space and wildlife habitat.
4. Protected and improved views with underground utilities and well-designed infrastructure.
5. Continuing efforts for significant solid waste reduction and increased recycling efforts.
6. Mass transit alternatives within town and throughout the Roaring Fork Valley.
7. Encourage alternatives to automobile use, especially non-motorized transport systems with associated safe trail systems.
8. Healthy ecosystems, including protecting native wildlife with a well-managed built environment which includes managed trash, domestic pets, and a sensitivity to habitat.
9. Unimpeded views of the quintessential Western night sky without the interference of unnecessary artificial light by utilizing Dark Sky and local lighting codes.
10. Noise levels appropriate to a bustling small community but not excessive.
11. Wise and thrifty usage of our unique natural resources. There is the right to use only what you need and leave the rest for future generations.
12. A landscape free of noxious and invasive weeds.
13. Plans, codes and practices that place environmental protection as a top priority.
14. A Town that leads by example with our actions, town owned assets and enforcement of codes, and to encourage grassroots and volunteer efforts to pursue the Mission and morals of this EBOR.



Board of Trustees Agenda Memorandum

Item No:

Meeting Date: July 25, 2017

TITLE: Mid-year Financial Report

SUBMITTING DEPARTMENT: Finance

ATTACHMENTS: Memo, Revenue and Expenditure Comparison to Budget, Funds Explanation, Cash Balances, Sales Tax Graphs, Disposable Bag Fee Graphs

BACKGROUND: The attached information presents a financial picture following the close of the 2nd quarter of 2017.

DISCUSSION: The attached memo provides a summary review of the current revenue and expenditure status as of 6/30/2017. Attachments include a summary of revenue and expenditures by fund, sales tax charts depicting receipts by month, receipts by industry with comparisons to prior years, disposable bag fees, and a cash reconciliation report for all funds. Revenues from bag sales continue to rise. Revenues from May 2016 through April 2017 were \$18,865 compared to the prior year's revenue of \$17,754. This represents an increase of 6.3% for the 12th month period. Sales tax collected by the Town from January through June increased 3.6% over the same period in 2016. The 2017 Budget used a 2% increase for the sales tax revenue.

FISCAL ANALYSIS: The Revenues Expenditures Summary shows all funds with comparison to the 2017 Budget.

RECOMMENDATION: Please contact me if you would like additional information.

Prepared By: S. Renae Gustine

JH

Town Manager

MEMORANDUM

TO:	Mayor Richardson and the Carbondale Board of Trustees
FROM:	S. Renae Gustine, Finance Director
DATE:	July 25, 2017
RE:	June 30, 2017 Mid-Year Financial Report

Attached please find financial reports for the quarter ending June 30, 2017. Included are summaries of revenues and expenditures by fund, sales tax charts depicting receipts by month, receipts by industry with comparisons to prior years, disposable bag fees, and a cash reconciliation report for all funds.

The focus will be on revenues and expenditures compared to budgets for 2017, and those areas significantly over/under the target of 50% for mid-year. As a note, a number of revenue line items reflect only five months receipts. A review of the General Fund revenue categories is depicted below.

GENERAL FUND REVENUE:

Taxes: This category includes property, franchise, specific ownership and excise taxes. The majority of property tax due for the year is received by June 30th. Excise taxes are exceeding the adopted budget. Other taxes are tracking with the budget.

Permits and Licenses: Building Permits, Contractor Licenses, Liquor & Marijuana Licenses are reflected in this category. Building Permit fees are at 72% of what was budget for the year as of June 30th. Retail Marijuana licenses are at 112% of budget. Over all Permits and Licenses are at 65.7% of budget.

Intergovernmental: Trident reimbursements, Garfield County sales tax, Cigarette Tax, Highway Users Tax, Road and Bridge and grant revenue are reflected in this category. While currently at 42.7%, several of these revenue sources reflect 5 month receipts. In addition, Mineral Severance Tax and Mineral Leasing payments are usually received in September or October, projecting a lower than anticipated average for this category at this time. All of the revenue for Road and Bridge revenue has been collected.

Charges and Fees: This category is above budget projections, primarily due to revenue coming out of the planning process (plan check fees), the police service fees for finger prints, vehicle identification number inspections, etc. and cemetery plots sold.

Fines and Forfeitures: The revenue for this category is court fines.

Other: Damage claim receipts, transfer fees, and payment for reimbursements of expenditures and donations are responsible for the revenue to budget comparison of 83.4% in this category.

Appropriations & Sundry: This is revenue received from the sale of assets on the Public Surplus Auction. Our first public auction this year was in July so revenues will be reported on the 3rd quarter report.

GENERAL FUND EXPENDITURES:

Most departments are tracking around 50% of their budget at this time. Below are explanations of expenditures in some departments and details for those departments shown to be significantly over budget.

Attorney Department: Expenditures for the Town Attorney and attorney fees that are reimbursable are charged to this department. Included in this department are the legal fees for the representation on Thompson Divide.

Municipal Elections Department: There was not an election in April. It was budgeted for the November election if the Town has a ballot question.

Board of Trustees: Reflects expenditures for Broadcast Services as well as Dues and Memberships.

Administrative Services: Workers compensation premiums are paid with installment payments during the first nine months and the municipal insurance annual payment is paid in one annual payment during January from this department.

Sales Tax Administration: The part time sales clerk is paid from this department. This person also does our Laserfische system of digital storage.

Police Department: Investigation expense is at 75% of budget. Travel and Conference is over budget but reimbursements have been received for some of the training from the I-70 Post.

Economic Development Council: Reflects expenditure for the Chamber of full payment.

Community Affairs: The Community Requests funds have been distributed.

Environmental Health Dept: Membership in CORE has been paid in full.

SUMMARY: As you can see on the attached report, as of 6/30/17 , revenues have exceeded expenditures by \$227,609. Transfers to the Affordable/Attainable Housing Fund and Capital Reserve Fund have not been completed. Remember, some revenue is representative of only five months instead of six months. July figures will be a better representation of determining how revenue and expenditures will materialize in comparison to the budget. Revenue through June of 50.1% of the projected budget mirrors the same period in 2016.

CONSERVATION TRUST FUND:

Revenue: Represents Colorado Lottery proceeds allocated to the Town based on population; it is currently running slightly below the budget projection.

Expenditures: Temporary/Seasonal help to maintain parks is paid from the General fund and has not been allocated yet.

VICTIMS ASSISTANCE: This revenue is based on a 30% surcharge on court fines; therefore, it moves up or down with court fine collections. The annual support for River Bridge Regional Center and Youth Zone are reflected in the expenditures. The expenditures reflect part of the funds for training.

LODGING TAX: Revenue in this fund is a pass through to the Chamber.

DISPOSABLE BAG FEE FUND: This fund was established for reporting the revenue from the sale of paper bags at City Market. City Market retains 25% of the sales up to \$100. The expenditures paid this year were for promotions and services at the annual spring cleanup day by the eboard. Administration fees to the general fund have historically not been paid.

1% FOR THE ARTS: These funds represent an allocation from the construction of certain Town capital improvement projects to be used to purchase art and donations for the purchase of art. The art must be placed at the site of the project (when allocation is due to construction) and in a visible location and accessible to the public.

WASTEWATER FUND REVENUE AND EXPENSES:

The revenue (52.9%) and expenses (34.6%) has resulted in net revenue over expenses of \$241,317. Capital Construction has not begun on the clarifier expansion wastewater projects as of June 30.

WATER FUND REVENUE AND EXPENSES:

Water sales (readings through May) are 7.0% above 2016. Water Rights Dedication Fees and Tap Fees are 290.7% above 2016. Overall, revenues are at 55.4% of the budget. Capital Construction is just starting. Expenditures are holding the line.

CARBONDALE HOUSING FUND:

Revenue and expenditures are related to leasing of Town owned properties. One trailer became vacant in June. It will not be rented until after the Grand Avenue Bridge closure.

DEVELOPER DEDICATION FEE FUND:

Revenue is reflective of the fee for 4 new home permits.

STREETSCAPE FUND:

Revenue including the estimated 1.5 mills Property Tax and Specific Ownership tax stands at 72.1% of budget as of the end of June. The majority of this tax is collected in the first half of the year. It is likely based on budget calculation of assessed value that the budget will be met by year end. The expenditures were for the 3rd Street Project.

CAPITAL CONSTRUCTION FUND:

Operating transfers from the General Fund provide revenue for this fund. This year the transfer will be \$675,000 that will be done in September. Expenditures are 66.5% of budget.

RECREATION SALES & USE TAX FUND:

Recreation program and entrance fee revenues are right at budget. It is important to note that revenue related to taxes (sales tax and motor vehicle use tax) is representative of five months of revenue rather than six. Grants are being closed out so the revenues will be received in the 3rd quarter. Recreation center expenditures stand at 41.6% at mid-year, while expenditures for recreation programs and pool operations will increase as they move through the summer season. Recreation center entrance fees typically pick up in the fall and winter months. A look at the third quarter revenue for this line item will provide a better look at revenues and expenditures as we move through the year.

COMMUNITY ENHANCEMENT FUND:

The annual contribution by Holy Cross is reflected in the revenue report. No expenditures have been made to date.

SALES & USE TAX FUND:

Revenue in this fund is comprised of 3% retail sales tax, building and motor vehicle use tax. Again, as above, tax revenue reflects five months receipts. Transfers to the General Fund are on a cash basis, resulting in expenditures over revenue of \$415,812.

Town of Carbondale
Revenues Expenditures Summary with Comparison to Budget
For 6 months ending 6.30.2017

ATTACHMENT Ka

	2nd Qtr 2016	2nd Qtr 2017	YTD 2016	YTD 2017	Budget 2017	% Budget 2017
GENERAL FUND						
REVENUES:						
TAXES	169,112	195,194	314,497	341,290	616,991	55.3%
PERMITS & LICENSES	41,044	55,066	76,384	101,663	154,800	65.7%
INTERGOVERNMENTAL	138,600	192,139	247,253	257,002	602,031	42.7%
CHARGES & FEES	59,113	54,059	81,959	99,555	142,750	69.7%
FINES & FORFEITURES	16,793	15,729	27,590	35,985	46,000	78.2%
OTHER	88,364	112,462	158,293	169,731	203,500	83.4%
TRANSFERS IN	1,007,100	1,049,400	2,074,200	2,150,200	4,525,502	47.5%
APPROPRIATIONS AND SUNDRY	-	-	-	-	10,000	0.0%
TOTAL FUND REVENUES	1,520,126	1,674,049	2,980,176	3,155,427	6,301,574	50.1%
GENERAL FUND EXPENDITURES:						
ATTORNEY DEPT	29,931	13,466	49,294	33,200	125,000	26.6%
MUNICIPAL ELECTIONS DEPT	1,960	-	8,055	135	8,550	1.6%
BOARD OF TRUSTEES DEPT	18,599	26,881	45,619	51,035	113,008	45.2%
MUNICIPAL COURT DEPT	10,896	9,271	22,308	19,147	42,199	45.4%
TOWN MANAGER DEPT	79,271	75,650	150,207	161,869	317,355	51.0%
ADMINISTRATIVE SERVICES DEPT	46,351	47,227	281,137	266,479	399,783	66.7%
FINANCE DEPT	90,743	85,705	162,890	168,441	324,798	51.9%
SALES TAX ADMINISTRATION	10,583	5,984	18,931	15,696	44,379	35.4%
COMMUNITY DEVELOPMENT DEPT	74,472	67,690	150,219	141,185	354,678	39.8%
DATA PROCESSING DEPT	7,422	17,578	25,889	28,568	68,950	41.4%
BUILDING OPERATIONS DEPT	17,944	23,761	37,399	38,708	81,869	47.3%
GENERAL FUND MOTOR POOL DEPT	42,957	51,542	95,917	97,962	230,899	42.4%
POLICE DEPT	388,727	385,718	737,938	811,554	1,590,917	51.0%
COMMUNICATIONS DEPT	6,199	10,167	19,326	18,347	38,000	48.3%
BUILDING INSPECTION DEPT	42,894	40,448	82,869	85,117	179,205	47.5%
ORDINANCE CONTROL DEPT	26,536	26,404	45,748	47,662	94,419	50.5%
STREETS DEPT	176,598	172,249	330,123	326,650	755,787	43.2%
PUBLIC WORKS ADMIN DEPT	71,848	47,593	128,858	96,642	207,219	46.6%
RECREATION DEPT	92,728	88,874	172,473	190,649	452,535	42.1%
PARKS & CEMETERY DEPT	145,659	105,998	201,396	182,903	432,996	42.2%
RV PARK	7,196	12,476	9,283	17,742	38,827	45.7%
BOAT RAMP	-	724	-	724	4,800	15.1%
AFFORDABLE/ATTAINABLE HOUSING	7,000	7,000	14,000	14,000	80,000	17.5%
ECONOMIC DEV COUNCIL	5,660	696	25,660	20,696	21,500	96.3%
ENVIRONMENTAL HEALTH DEPT	5,462	29,142	10,395	33,503	48,000	69.8%
COMMUNITY AFFAIRS DEPT	-	-	62,000	59,205	70,500	84.0%
CONTINGENCY RESERVE DEPT	-	-	-	-	675,000	0.0%
TOTAL FUND EXPENDITURES	1,407,634	1,352,244	2,887,931	2,927,818	6,801,173	43.0%
NET REVENUE (LOSS)	112,492	321,805	92,245	227,609	(499,599)	

Town of Carbondale
Revenues Expenditures Summary with Comparison to Budget
For 6 months ending 6.30.2017

ATTACHMENT Ka

	2nd Qtr 2016	2nd Qtr 2017	YTD 2016	YTD 2017	Budget 2017	% Budget 2017
CONSERVATION TRUST FUND						
REVENUES:						
INTERGOVERNMENTAL	24,759	15,966	40,242	31,302	65,000	48.2%
OTHER	4	4	8	7	10	74.7%
TOTAL FUND REVENUE	24,762	24,762	40,250	31,309	65,010	48.2%
EXPENDITURES:						
CONSERVATION TRUST	11,004	12,404	20,797	23,760	91,799	25.9%
TOTAL FUND EXPENDITURES	11,004	12,404	20,797	23,760	91,799	25.9%
NET REVENUE (LOSS)	13,759	12,358	19,453	7,550	(26,789)	
VICTIMS ASSISTANCE FUND						
REVENUES:						
FINES & FORFEITURES	3,511	3,260	4,836	8,285	12,000	69.0%
TOTAL FUND REVENUE	3,511	3,260	4,836	8,285	12,000	69.0%
EXPENDITURES:						
VICTIMS ASSISTANCE	14,955	8,375	15,455	15,715	16,000	98.2%
TOTAL FUND EXPENDITURES	14,955	8,375	15,455	15,715	16,000	98.2%
NET REVENUE (LOSS)	(11,444)	(5,114)	(10,619)	(7,430)	(4,000)	
LODGING TAX FUND						
REVENUES:						
TAXES	18,797	22,390	31,967	37,318	95,000	39.3%
TOTAL FUND REVENUE	18,797	22,390	31,967	37,318	95,000	39.3%
EXPENDITURES:						
CHAMBER OF COMMERCE	18,768	20,729	33,507	37,434	95,000	39.4%
TOTAL FUND EXPENDITURES	18,768	20,729	33,507	37,434	95,000	39.4%
NET REVENUE (LOSS)	29	1,661	(1,540)	(116)	-	
DISPOSABLE BAG FEE FUND						
REVENUES:						
DISPOSABLE BAG FEE	3,180	3,857	6,603	6,819	18,000	37.9%
TOTAL FUND REVENUE	3,180	3,857	6,603	6,819	18,000	37.9%
EXPENDITURES:						
EXPENDITURES	12,095	9,631	12,095	14,446	20,000	72.2%
TOTAL FUND EXPENDITURES	12,095	9,631	12,095	14,446	20,000	72.2%
NET REVENUE (LOSS)	(8,915)	(5,774)	(5,491)	(7,628)	(2,000)	

Town of Carbondale
Revenues Expenditures Summary with Comparison to Budget
For 6 months ending 6.30.2017

ATTACHMENT Ka

	2nd Qtr 2016	2nd Qtr 2017	YTD 2016	YTD 2017	Budget 2017	% Budget 2017
1% FOR THE ARTS						
REVENUES:						
OTHER	10,890	-	10,990	100	2,000	5.0%
	<u>10,890</u>	<u>-</u>	<u>10,990</u>	<u>100</u>	<u>2,000</u>	<u>5.0%</u>
EXPENDITURES:						
1% FOR THE ART	19,365	-	19,365	-	2,000	0.0%
	<u>19,365</u>	<u>-</u>	<u>19,365</u>	<u>-</u>	<u>2,000</u>	<u>0.0%</u>
NET REVNUUE (LOSS)	<u>(8,475)</u>	<u>-</u>	<u>(8,375)</u>	<u>100</u>	<u>-</u>	
ENERGY EFFICIENT BUILDING CODE						
REVENUES:						
OTHER	-	-	-	-	-	0.0%
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
EXPENDITURES:						
EXPENDITURES	-	-	-	-	-	0.0%
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
NET REVENUE (LOSS)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
WASTEWATER FUND						
REVENUES:						
INTERGOVERNMENTAL	-	-	-	-	-	-
CHARGES & FEES	345,053	428,563	680,407	759,679	1,426,100	53.3%
OTHER	1,885	4,101	5,184	9,424	27,200	34.6%
TOTAL REVENUES	<u>346,938</u>	<u>432,664</u>	<u>685,591</u>	<u>769,103</u>	<u>1,453,300</u>	<u>52.9%</u>
EXPENDITURES:						
WASTEWATER DEPARTMENT	293,740	283,896	559,985	526,622	1,004,148	52.4%
CAPITAL CONSTR/OUTLAY DEPT	2,309	-	207,988	-	505,000	0.0%
STORM WATER	270	1,163	270	1,163	15,000	7.8%
TOTAL EXPENDITURES	<u>296,319</u>	<u>285,059</u>	<u>768,243</u>	<u>527,785</u>	<u>1,524,148</u>	<u>34.6%</u>
NET REVENUE (LOSS)	<u>50,618</u>	<u>147,605</u>	<u>(82,652)</u>	<u>241,317</u>	<u>(70,848)</u>	

Town of Carbondale
Revenues Expenditures Summary with Comparison to Budget
For 6 months ending 6.30.2017

ATTACHMENT Ka

	2nd Qtr 2016	2nd Qtr 2017	YTD 2016	YTD 2017	Budget 2017	% Budget 2017
WATER FUND						
REVENUES:						
STATE GRANT	87,606	1,014	87,606	4,683	118,153	0.0%
CHARGES & FEES	314,870	467,359	572,636	753,909	1,258,850	59.9%
OTHER	5,743	5,893	24,435	12,651	16,300	77.6%
TOTAL REVENUES	408,220	474,266	684,677	771,243	1,393,303	55.4%
EXPENDITURES:						
WATER DEPARTMENT	224,200	256,833	407,762	510,369	989,427	51.6%
CAPITAL CONSTR/OUTLAY DEPT	50,255	88,495	132,790	236,093	861,228	27.4%
SECONDARY WATER DEPT	25,146	21,256	34,595	32,984	278,345	11.9%
DEBT SERVICE DEPT	-	-	-	-	-	0.0%
TOTAL EXPENDITURES	299,601	366,585	575,147	779,446	2,129,000	36.6%
NET REVENUE (LOSS)	108,618	107,681	109,531	(8,203)	(735,697)	
CARBONDALE HOUSING FUND						
REVENUES:						
RETA	-	-	-	-	-	0.0%
OTHER	13,305	13,013	26,310	26,368	96,800	27.2%
FEES	-	-	-	-	-	0.0%
TOTAL REVENUES	13,305	13,013	26,310	26,368	96,800	27.2%
EXPENDITURES:						
EXPENDITURES	791	1,033	918	1,806	23,000	7.9%
TOTAL EXPENDITURES	791	1,033	918	1,806	23,000	7.9%
NET REVENUE (LOSS)	12,514	11,979	25,392	24,561	73,800	
DEVELOPER DEDICATION FEE FUND						
REVENUES:						
CHARGES & FEES	12,398	10,053	18,278	21,944	24,000	91.4%
OTHER	17	20	33	40	100	39.9%
TOTAL REVENUES	12,414	10,073	18,311	21,983	24,100	91.2%
EXPENDITURES:						
EXPENDITURES	-	-	-	-	135,000	0.0%
TOTAL EXPENDITURES	-	-	-	-	135,000	0.0%
NET REVENUE (LOSS)	12,414	10,073	18,311	21,983	(110,900)	

Town of Carbondale
Revenues Expenditures Summary with Comparison to Budget
For 6 months ending 6.30.2017

ATTACHMENT Ka

	2nd Qtr 2016	2nd Qtr 2017	YTD 2016	YTD 2017	Budget 2017	% Budget 2017
STREETSCAPE FUND						
REVENUES:						
TAXES	72,552	72,679	147,925	147,002	203,853	72.1%
TOTAL REVENUES	72,552	72,679	147,925	147,002	203,853	72.1%
EXPENDITURES:						
STREETSCAPE IMPROVEMENTS	4,189	471,336	5,662	482,703	504,000	95.8%
TOTAL EXPENDITURES	4,189	471,336	5,662	482,703	504,000	95.8%
NET REVENUES (LOSS)	68,363	(398,657)	142,263	(335,701)	(300,147)	
CAPITAL CONSTRUCTION FUND						
REVENUES:						
INTERGOVERNMENTAL	-	-	-	-	-	0.0%
OTHER	21	24	42	49	675,000	0.0%
TOTAL REVENUES	21	24	42	49	675,000	0.0%
EXPENDITURES:						
CAPITAL CONSTRUCTION DEPT	79,133	338,382	92,146	410,176	616,500	66.5%
TOTAL EXPENDITURES	79,133	338,382	92,146	410,176	616,500	66.5%
NET REVENUES (LOSS)	(79,112)	(338,358)	(92,104)	(410,127)	58,500	
REC SALES & USE TAX FUND						
REVENUES:						
TAXES	150,211	157,005	236,854	253,293	644,227	39.3%
INTERGOVERNMENTAL	-	-	250	-	73,900	0.0%
CHARGES & FEES	96,155	102,613	193,951	196,373	319,000	61.6%
OTHER	7,902	9,754	29,053	30,517	44,520	68.5%
TOTAL REVENUES	254,267	269,371	460,109	480,184	1,081,647	44.4%
EXPENDITURES:						
RECREATION CENTER	253,659	104,197	363,968	215,203	519,328	41.4%
MUNICIPAL POOL DEPT	45,791	54,508	52,059	59,534	144,395	41.2%
RECREATIONS SALES & USE TAX	89,826	106,094	180,673	196,336	468,782	41.9%
TOTAL EXPENDITURES	389,277	264,798	596,700	471,073	1,132,505	41.6%
NET REVENUES (LOSS)	(135,010)	4,573	(136,591)	9,110	(50,858)	

Town of Carbondale
Revenues Expenditures Summary with Comparison to Budget
For 6 months ending 6.30.2017

ATTACHMENT Ka

	2nd Qtr 2016	2nd Qtr 2017	YTD 2016	YTD 2017	Budget 2017	% Budget 2017
COMMUNITY ENHANCEMENT FUND						
REVENUES:						
COMMUNITY ENHANCEMENT	6,242	-	6,242	6,516	6,100	106.8%
TOTAL REVENUES	6,242	-	6,242	6,516	6,100	106.8%
EXPENDITURES:						
EXPENDITURES	-	-	-	-	13,208	0.0%
TOTAL EXPENDITURES	-	-	-	-	13,208	0.0%
NET REVENUE (LOSS)	6,242	-	6,242	6,516	(7,108)	
SALES & USE TAX FUND						
REVENUES:						
TAXES	905,832	946,483	1,425,278	1,528,682	3,992,602	38.3%
OTHER	1,896	2,580	3,487	5,275	6,500	81.2%
TOTAL REVENUES	907,728	949,063	1,428,765	1,533,957	3,999,102	38.4%
EXPENDITURES:						
DEBT SERVICE/TRANSFERS	906,921	949,272	1,873,694	1,949,769	3,999,102	48.8%
TOTAL EXPENDITURES	906,921	949,272	1,873,694	1,949,769	3,999,102	48.8%
NET REVENUES (LOSS)	807	(209)	(444,929)	(415,812)	-	
BOND FUND						
REVENUES:						
OTHER	54,400	54,400	108,800	108,800	217,600	50.0%
TOTAL REVENUES	54,375	54,400	108,800	108,800	217,600	50.0%
EXPENDITURES:						
DEBT SERVICE DEPT	37,256	33,996	37,556	33,996	213,993	15.9%
TOTAL EXPENDITURES	37,256	33,996	37,556	33,996	213,993	15.9%
NET REVENUES (LOSS)	17,119	20,404	71,244	74,804	3,607	

Town of Carbondale Funds Explanation

Fund 01 - General Fund - This fund is used to account for the revenues and expenditures associated with providing all general government type services to the public. These services include administrative, police protection, street and traffic services, community development and parks and recreation activities. These services are funded primarily through property and sales taxes, intergovernmental revenue, fines, and licenses and permits.

Fund 10 - Conservation Trust Fund - This fund is used to account for the funds received from the State of Colorado Lottery distribution, on a per capital basis. Funding can be used for the acquisition, development, and maintenance of new conservation sites or for capital improvements or maintenance for recreational purposes on any public site. A public site is defined by the department as a publicly owned site, or a site in which a public entity/local government holds an interest in land or water.

Fund 12 - Victims Assistance Fund - This fund is used to account for a surcharge assessed upon traffic tickets and fines. The funds are required to be used for assistance to victims of crime.

Fund 14 - Lodging Tax Fund - This fund accounts for a 2% tax on gross rents for lodging to be used for promotion, development and marketing of tourism in the Town of Carbondale. In June 2004, a contract was signed with the Carbondale Chamber of Commerce for all funds to be paid to the Chamber for promotion of tourism of the Town.

Fund 15 - Disposable Bag Fee Fund - This fund accounts for resources which are collected through the sale of paper bags by the grocer and used to create public education programs to raise awareness about waste reduction and recycling, provide reusable bags to citizens, fund community cleanup events, fund programs and infrastructure that allows the community to reduce waste and recycle, and maintain a public website focusing on waste reduction efforts.

Fund 16 - 1% for the Arts - This fund represents an allocation of funds for art in the construction of certain Town capital improvements projects. Donations for art purchases are collected in this fund. Expenditures are for acquisition by the Town of works of art to be placed in a location visible and accessible to the general public.

Fund 18 - Energy Efficient Building Code Fund - This fund accounts for the Residential Efficient Build Program revenue and expenditures relating to the implementation of environmentally friendly construction methods and renewable energy technologies in the construction of residential units with efficient building practices Chapter 18.11.060 in the Municipal Code. .

Fund 31 - Wastewater Fund - This fund accounts for the activities related to the sewage treatment facilities and sewage collection/transmission lines. These services are funded through user charges.

Fund 41 - Water Fund - This fund accounts for the purchase, treatment and delivery of water to the citizens of the Town. This fund is also responsible for the ditch system. The Water Fund maintains the infrastructure needed to provide water service. These services are funded through user charges.

Fund 71 - Carbondale Housing Fund - This is a mortgage reserve fund used to purchase any affordable housing units from owners that default on their mortgages. This Fund primarily is our housing fund for town owned employee units. It accounts for revenue and expenses related to Town owned residential units.

Fund 72 - Development Dedication Fee Fund - This fund accounts for revenue received from developers for new construction. It is based on a dollar value per square foot and assessed at time of building permit. This fee applies to all new annexations. Also represented in this fund are revenue derived from park dedication fees associated with new development. An administration fee is paid to the General Fund.

Fund 73 - Streetscape Fund - This fund accounts for a 1.5 mill ad valorem tax restricted to public streetscape improvements within the Town, including expanded downtown parking, pedestrian safety and street lights and beautification. This property tax mill levy will sunset 2020.

Fund 74 – Capital Construction Fund - This fund accounts for all capital construction costs associated with capital construction projects within the Town. The funding source is through an operating transfer from the General Fund Reserves.

Fund 75 - Recreation Sales & Use Tax Fund - This fund accounts for a .5% sales and use tax which is used exclusively for the acquisition of land and the development and implementation of parks and recreation facilities and programs for the Town of Carbondale. The operations of the Community Recreation Center and the Municipal Swimming Pool are funded through this revenue source.

Fund 76 - Community Enhancement Fund - This fund accounts for funds received from Holy Cross Electric Association restricted for beautification projects, energy conservation, underground utility lines, and sponsored community events.

Fund 77 - Sales & Use Tax Fund - This fund accounts for a 3% sales and use tax. Revenues are derived from reported, retail sales, use taxes on motor vehicle sales, and use tax on construction materials through building permits. The revenue is transferred monthly.

Fund 78 – Bond Fund - This fund accounts for resources which are legally restricted for payment of the 2004 and 2006 Recreation Sales & Use Tax Revenue Bonds. Revenues are transfers from the Rec Sales & Use Tax Fund. Expenditures are to pay for the bonds and agency fees.

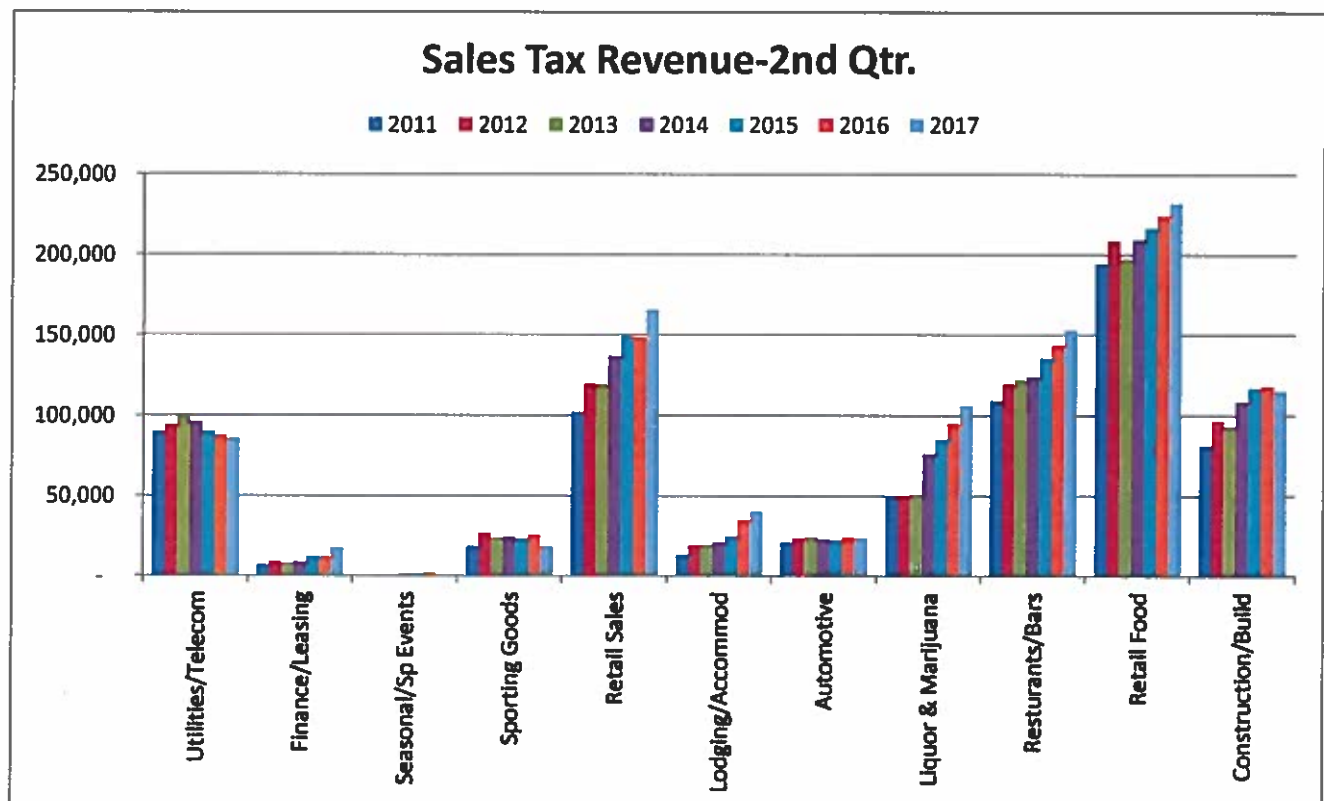
**Town of Carbondale
Cash Balances All Funds**

ATTACHMENT Ka

6.30.17	ANB	Alpine MM	CSAFE	Colotrust	Wells Fargo	Alpine Bank	Total
	01-1042	01-1044	01-1042	01-1042	01-1042	Checking	
General	1,422,342.19	-744,284.01	252,764.34	2,253,176.67	953,951.75	1,436,170.47	5,574,121.41
Conservation Trust					50,208.36	63,395.72	113,604.08
Victims Assistance						-7,797.04	-7,797.04
Lodging Tax						8,967.91	8,967.91
Disposable Bag Fee						32,397.06	32,397.06
1% for Arts						17,207.12	17,207.12
Energy Efficient Bldg						8,268.00	8,268.00
Wastewater	1,542,064.02	2,071,515.88	252,764.34			935,665.68	4,802,009.93
Water	365,156.24	763,119.94	252,764.34			205,244.30	1,586,284.82
Carbondale Housing						312,738.20	312,738.20
Development Ded Fee		795,787.56				-461,286.34	334,501.22
Streetscape						477,002.80	477,002.80
Capital Construction		973,541.61				-849,930.26	123,611.35
Recreation S&U Tax		695,403.87	252,764.34			1,518.17	949,686.38
Community Enhancement						13,527.61	13,527.61
Sales & Use Tax						14,711.94	14,711.94
Bond						109,010.42	109,010.42
Bond Reserve						173,617.89	173,617.89
Total	3,329,562.45	4,555,084.85	1,011,057.36	2,253,176.67	1,004,160.11	2,490,429.65	14,643,471.09
	22.46%	30.72%	6.82%	15.20%	6.77%	16.80%	100.00%

Town of Carbondale

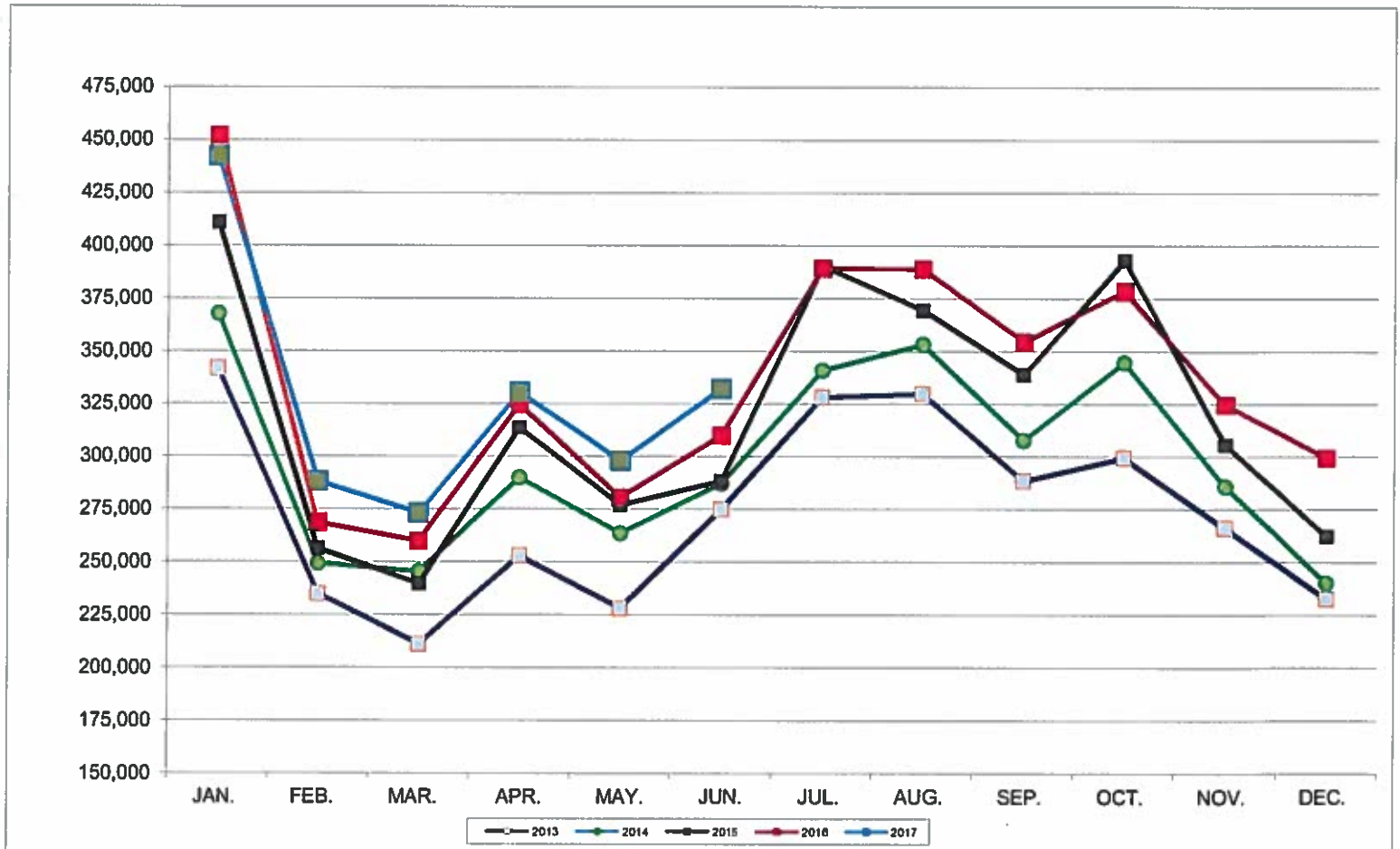
2nd Quarter	2011	2012	2013	2014	2015	2016	2017	2016 vs 2017
Utilities/Telecom	89,383	93,880	99,154	95,550	89,760	87,258	85,691	-1.8%
Finance/Leasing	6,771	8,649	7,808	8,505	12,117	11,549	17,618	52.6%
Seasonal/Sp Events	475	734	216	892	1,158	1,631	670	-58.9%
Sporting Goods	18,665	26,689	23,766	24,177	23,518	25,568	18,534	-27.5%
Retail Sales	102,054	119,251	118,988	136,642	149,104	148,501	166,038	11.8%
Lodging/Accommod	13,223	19,191	19,701	21,142	25,096	34,746	40,520	16.6%
Automotive	21,127	23,595	24,645	23,171	22,676	24,302	24,079	-0.9%
Liquor & Marijuana	50,143	50,228	51,304	76,141	85,123	95,011	106,155	11.7%
Resturants/Bars	109,145	119,488	122,001	124,100	135,636	143,834	153,309	6.6%
Retail Food	194,749	208,995	197,526	209,764	216,881	224,389	232,238	3.5%
Construction/Build	81,152	97,050	93,669	108,871	117,330	118,181	115,561	-2.2%
Total	686,887	767,751	758,777	828,954	878,397	914,970	960,413	5.0%



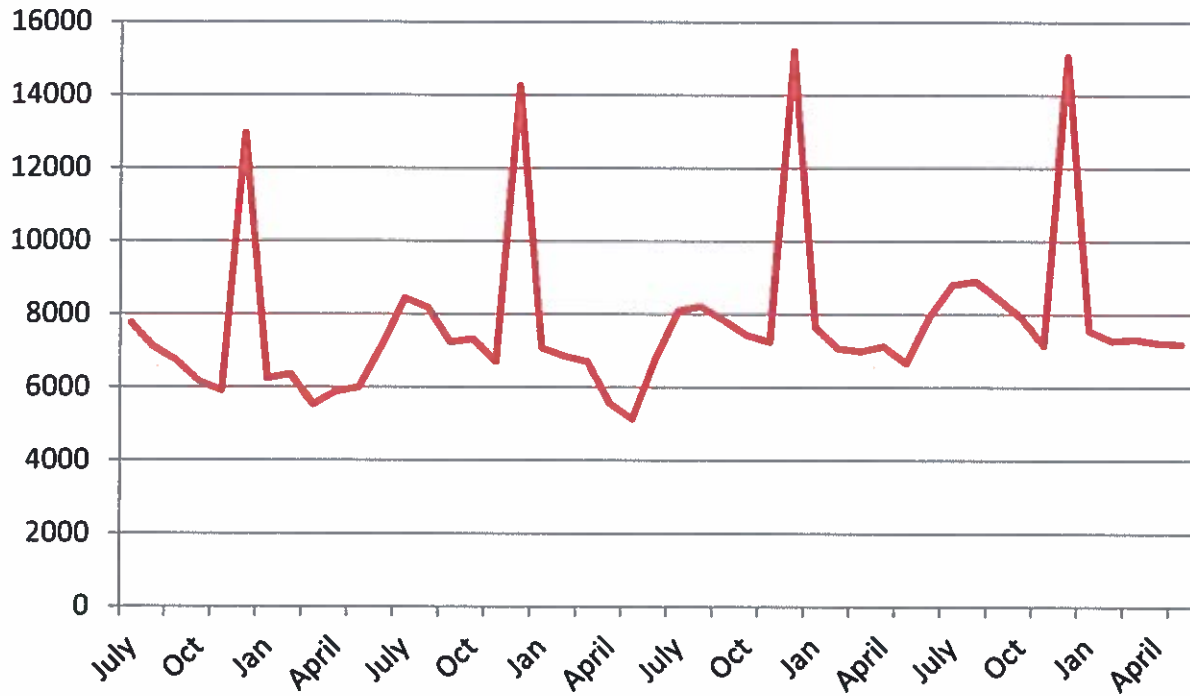
TOWN OF CARBONDALE RETAIL SALES TAX REVIEW

Sales Tax

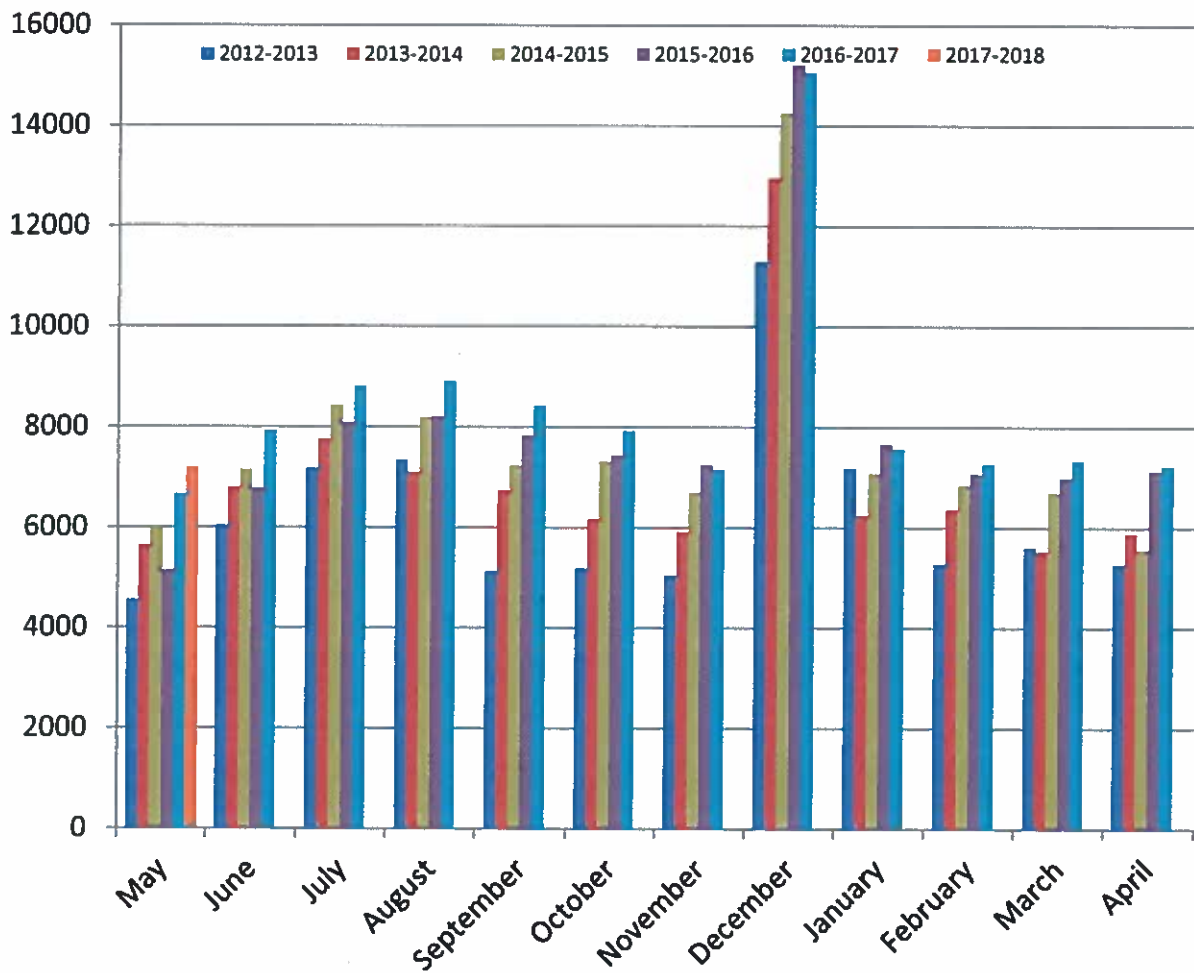
REPORT MONTH	2013	2014	2015	2016	2017	2016-2017 % Change	2015-2016 % Change	2014-2015 % Change	2013-2014 % Change	2012-2013 % Change
JAN.	341,574	367,636	411,031	451,933	442,286	-2.1%	10.0%	11.8%	7.63%	0.73%
FEB.	234,799	249,179	256,325	268,392	287,971	7.3%	4.7%	2.9%	6.12%	8.30%
MAR.	211,097	245,456	239,569	259,817	273,037	5.1%	8.5%	-2.4%	16.28%	-0.08%
APR.	252,815	289,889	313,635	324,451	330,369	1.8%	3.4%	8.2%	14.66%	-0.95%
MAY.	228,165	263,518	276,839	280,445	297,902	6.2%	1.3%	5.1%	15.49%	-5.14%
JUN.	274,813	287,215	288,279	309,930	332,166	7.2%	7.5%	0.4%	4.51%	1.81%
JUL.	328,103	340,914	390,492	389,296		-100.0%	-0.3%	14.5%	3.90%	5.95%
AUG.	329,772	353,235	369,433	388,942		-100.0%	5.3%	4.6%	7.11%	4.21%
SEP.	288,450	307,769	338,918	354,391		-100.0%	4.6%	10.1%	6.70%	-2.16%
OCT.	299,482	344,830	393,108	378,425		-100.0%	-3.7%	14.0%	15.14%	4.33%
NOV.	266,165	285,965	305,444	324,692		-100.0%	6.3%	6.8%	7.44%	4.51%
DEC.	232,918	240,322	262,131	299,554		-100.0%	14.3%	9.1%	3.18%	1.03%
Adj	12,627	29,483								
Subtotal: (3.5%)	3,300,780	3,605,411	3,845,203	4,030,268	1,963,731		4.81%	7.53%	8.34%	2.31%
Less Rec Sales Tax Adj	(471,681)	(511,000)	(544,448)	(570,894)	(275,586)					
TOTAL:	2,829,099	3,090,198	3,300,755	3,459,375	1,688,146		1,894,968	3.63%		
Year to Date	3,300,780	3,605,411	3,845,203	4,030,268	1,963,731					



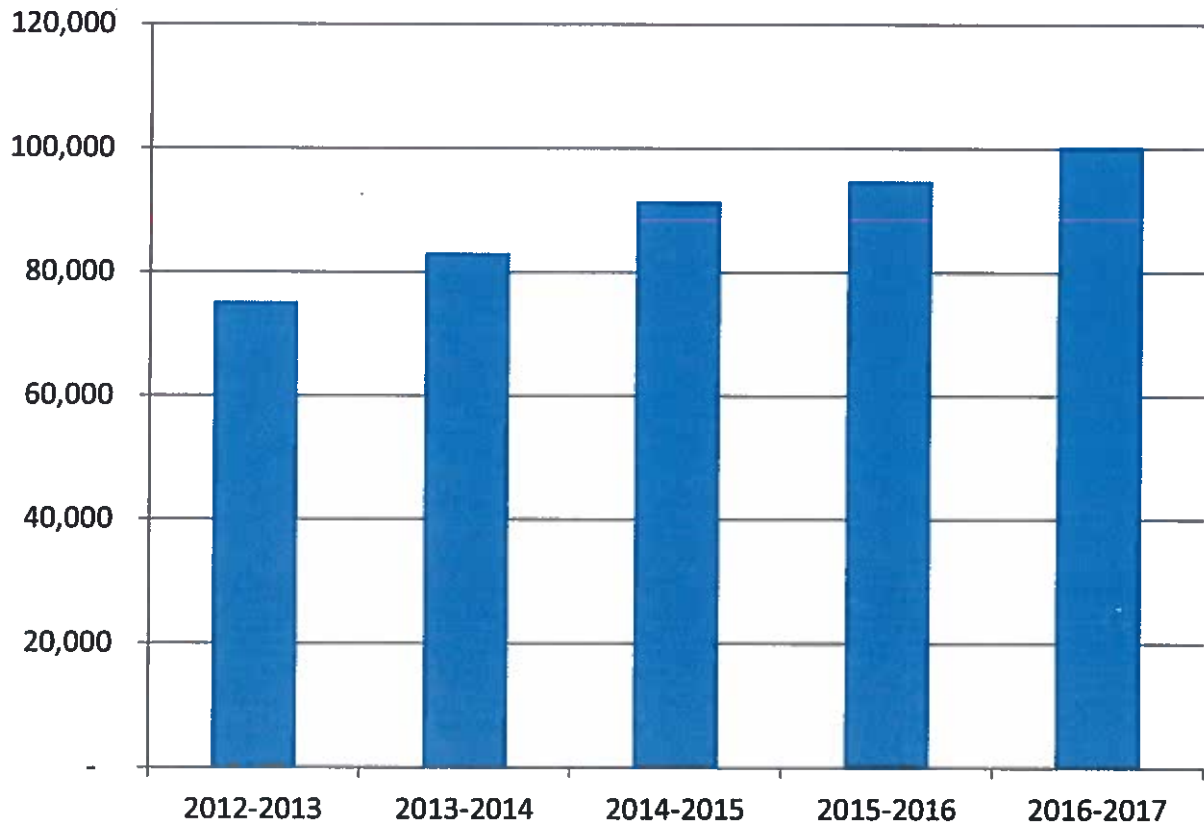
Bags Sold



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Annual Number of Bags Sold





TOWN OF CARBONDALE

PUBLIC WORKS

511 Colorado Avenue
Carbondale, CO 81623

Board of Trustees Agenda Memorandum

Item No: 11 Kb

Meeting Date: July 25, 2017

TITLE: Public Works/Utilities Second Quarter Report

SUBMITTING DEPARTMENT: Public Works

STREETS DEPARTMENT/ADMINISTRATION:

Annual Projects: The annual crack sealing and chip sealing projects were completed by early June. About two-thirds of the striping work has been completed with work remaining on the intersections with SH-133 as well as crosswalk locations in various parts of Town.

Other Projects: The new section of sidewalk on Village Road adjacent to Gianinetti Park was completed. The 3rd Street project was opened to traffic prior to Memorial Day, but due to timing issues with the manufacturing of the light poles, the lights were not installed until the first part of July. The project is now complete. We will continue to monitor and address issues on the project such as drivers parking in landscaped areas and cutting corners and driving through the landscape areas near intersections and alley crossings.

The SH-133 lighting project will be completed during the third quarter of 2017. We are currently working on CDOT permitting and have ordered materials for the project. The bases have been delivered and the poles will be delivered in the near future. Town crews will be installing the bases and poles and the Town's electrical contractor will be assisting with the electrical work.

The landfill subsidence project is complete and we will be working with the Colorado Department of Public Health and Environment as well as the landowner on next steps to finalize the closure.

Annual Maintenance Work: Crews have been working throughout the quarter on street, drainage and sidewalk repairs. Settled areas around manholes in RVR have been repaired, drainage issues near Miners Park and on Roaring Fork Avenue have been addressed and sidewalks have been repaired in several areas around town. In addition, crews are working on potholes, sign replacements, street sweeping and other routine items on a weekly basis.

In addition to the above-mentioned work, members of the streets and utilities crews have been dedicating one day a week to cleaning and maintaining dry wells around town. The initial focus has been on Main Street with work continuing throughout the summer and fall on other areas in town.

Engineering Services: Staff will be working with Roaring Fork Engineering on preliminary plans and a cost estimate to extend the trail on the east side of Snowmass Drive from Sopris Avenue to Main Street. Staff worked with Garfield County to collect traffic data on Hendrick Drive between July 13th and July 20th.

Art Around Town: During the spring, staff was actively involved with de-installing last year's art pieces and installing this year's pieces prior to the Art Around Town. The event had a very successful kickoff in early June.

Vegetation Management: In addition to routine maintenance activities such as weeding planting beds and weed management along the SH-133 corridor and watering unirrigated flower pots and planters, the Town Arborist with the assistance of a seasonal employee and some temporary labor has been working on re-mulching the planting beds in the SH-133 corridor. They have also been working on annual maintenance of trees in the right-of-way and parks. A planting bed on Main Street was also rehabilitated.

Boards and Commissions: Public works staff continues to provide support for several of the town's boards and commissions including the Bike, Pedestrian and Trails Commission, the Environmental Board, the Carbondale Public Arts Commission, the Tree Board and the Board of Trustees.

WATER DEPARTMENT

Crystal Wells: The Crystal well project contract was awarded April 28th and is nearing completion. The pipe work is 90% completed, the baffle system is 100% complete. The contractor is still waiting for some of the specialized pipe materials to be delivered. The Crystal well system will remain out of service until the project is complete. We anticipate this project to be completed by mid-August.

Roaring Fork: The Roaring Fork Treatment Plant is operating with only minor problems occurring with its operation. We have experienced one outage due to an electrical distribution line. The plant has been producing 0.86 MGD operating at 85% to 90% with minimal down time when the reservoirs are full.

Nettle Creek: The Nettle Creek siding project is in progress. The contractor mobilized July 10th to start work. The siding on the older building (*circa* 1976) is being removed and replaced. The integrity of the older building appears in good condition with only replacement of the doors being considered. The siding on the newer building will remain in place to eliminate extraordinary measures to remove the siding close to the bank of South Nettle Creek. The new material vapor barrier, insulation and metal siding will be added to the existing siding. With this new approach, the level of fire protection for the building was reviewed, and no negative impacts are expected with respect to fire protection. This change will result in a cost savings to the project.

The backup air compressor for the plant has been received. This will be mounted and connected to the main air supply as a redundant air supply after the siding project is completed. The plant is 100% operational and is producing 0.82 MGD, we anticipate flows from South Nettle creek to continue rising until early August to 1.1 MGD.

The USFS Special Use Permit renewal remains in review. The site visit for the land appraisal has been performed. Appraisal values have not been assigned to the property to date. The appraisal is the last step required for the permit completion.

A matching grant application has been submitted for initial design and engineering for the conceptual hydro project at Nettle Creek with Colorado Water Resources & Power Development Authority. We have also been working with CLEER on aligning consultants for initial feasibility and design work.

Gateway: The Gateway RV Park system is operational. This season has seen water demand higher than the well capacity at certain times of the day. Staff has designed a storage tank addition to meet the instantaneous demands of the park visitors. This includes a pressure demand system which will draw water from the storage tank. An application has been submitted to the Colorado Department of Public Health and Environment to add this to the water system. Further remedial efforts may be necessary to address the well in the future.

Distribution system: There have been no reported problems with the distribution system.

Water conservation, Watershed Protection: Discussion continues to occur related to water conservation. The ditch system efficiencies remain a topic of discussion. Cooperative efforts are being made amongst several organizations for improvements and efficiency measures. Funding is currently being discussed through Grants from various entities. Grant applications through the Town have been discussed for improvement projects and efficiency measures. The grant with Pitkin County Healthy Rivers for a project along the River Front park between the fish hatchery and Crystal Bridge Drive was denied, but the group will continue to pursue other funding opportunities.

Irrigation ditches: The ditch improvements associated with the 3rd Street project are operational with minor adjustments being made to adjust the flow of water. Staff has assessed a solution for tail water which overburdens the Ella ditch by North Face Park and downstream to Sopris Avenue and Snowmass Drive. The concept is to install a culvert across Meadowood Drive and reroute the flow into the Carbondale Ditch in the vicinity of the east end of Roaring Fork Avenue.

WASTEWATER DEPARTMENT

Plant: The waste water plant has been operating well. During a planned electrical outage when we had to use the backup generator, we discovered an issue with the soft starts on the large blowers. It's been determined that the blower soft starts need to be replaced.

Collection System: There have been no reported problems with the collection system. Routine maintenance continues with cleaning the lines and inventory of the line condition with the camera system.

OTHER

The rate increase took place in the most recent billing cycle. The tap fee increase became effective on July 22nd.

The GIS mapping continues to be updated. Significant progress is being made with the utility portion. To date, the ditch system is complete. The sewer lines are close to complete on the base map. Links to the as build plans has been incorporated for access to the plans on the network. This will allow staff to easily obtain the as-built plans along with any supporting detailed information that has been archived on the Towns computer network system.

The Department is fully staffed except for a seasonal position. Certification testing continues with all new staff members.

Prepared by: Kevin Schorzman and Mark O'Meara

Town Manager



**TOWN OF CARBONDALE
511 COLORADO AVENUE
CARBONDALE, CO 81623**

Board of Trustees Agenda Memorandum

Meeting Date: 7/25/2017

TITLE: Planning Department Administrative Report

SUBMITTING DEPARTMENT: Planning Department

Thompson Park – The Board approved the final documents for Phase 2A of the Thompson Park development, which includes four residential dwelling units on a portion of Parcel 2.

City Market – The deadline to record the subdivision plat is September 28, 2017. However, there is an interim deadline of August 28, 2017 in which the development team must submit a number of documents, including the final plat, signed SIA, covenants, etc.

Future Land Use Map Overlay Map – Planning Staff and Nathan Baier of Roaring Fork Geospatial prepared an overlay of the Future Land Use Map from the 2013 Comprehensive Plan over the Town's Zoning District Map. The goal of this is to achieve the following:

- Assist developing a long-term strategy to bring the two maps into harmony.
- Identify the most appropriate zone districts for properties.
- Provide a stepping stone to approach property owners of the smaller PUDs to discuss pros and cons of potential rezonings to base (UDC) zone districts.
- Long term – make sure the Future Land Use Map is correct in land use designations.

Integrated Transportation System Plan (ITSP) – RFTA – Staff continues to be involved with RFTA's ITSP Plan. This is RFTA's long-range planning process to

determine what the transportation demand will look like in 20 years, define transportation options for the region, and establish a financial plan to achieve the goals. RFTA will be coming before the Board in late summer or early fall to go through the draft plan.

RE-1 School District – Housing for Teachers and Staff – The Town Board approved the Major Site Plan Review and Rezoning to allow twenty (20) residential dwelling units on a 1.37 acre parcel located along Third Street between the library and the Third Street Center. A pre-construction meeting is being scheduled and work on the project should commence this summer.

1st Bank Subdivision, Site Plan Review and Special Use Permit The Board approved an application to subdivide a portion of Lot 5 of the Carbondale Marketplace property in order to construct a drive-through bank. The subdivision plat has not been recorded as it is contingent upon recordation of the Carbondale Marketplace (City Market) plat.

KDNK Rezoning – 76 S. 2nd Street – The Board approved a request from KDNK to rezone the property where the station is located from R/HD to HCC. This brings the radio station into conformance with zoning and will allow flexibility on special events.

Lot A – Crystal Village PUD Filing #3 – The Board approved the Major site plan review and Major Plat amendment at the May 9, 2017 meeting. F or seven townhome units

The Board approved a housing mitigation plan as below at its May 23, 2017 Meeting. The applicant is to provide 1 AMI unit and 1 RO unit with the AMI unit being a Category 2 as required by the UDC and Adopted Housing Guidelines.

728 Euclid Avenue Appeal - The Planning Commission, acting as the Board of Adjustment, held a public hearing on May 11, 2017 to consider an appeal of an administrative decision to issue a building permit for 728 Euclid Avenue. The Board overturned the Staff decision and denied the building permit. The findings were accepted by the Board of Adjustment on May 31, 2017. The property owner has appealed that decision to District Court. The Town Attorney and Planning Staff are preparing a required response to the court. A briefing schedule will be prepared by the Court which will lay out the process after the response is reviewed.

Planned Unit Development (PUD) Policy – As promised by the Planning Commission at the work session with the Board on February 21, 2017, the Commission drafted a PUD Policy. This policy was finalized on July 13, 2017. It will be presented to the Board later this summer for the Board's consideration.

Unified Development Code (UDC) Amendments – The Planning Commission has commenced the annual review of the UDC to determine if any fine tuning needs to be done to the code. A memo was sent to all Town Boards and Commission, as well as Town departments and referral agencies, to see if there are any suggestions or comments on tweaks to the UDC.

Natural Hazards Mitigation Plan – As mentioned previously, Planning Staff, as well as other Town Staff, are participating in the update the Garfield County Multi-Jurisdictional Hazard Mitigation Plan (NHMP). The original plan was adopted in 2012 and is required by FEMA to be updated on a 5-year basis. The NHMP is a county-wide plan that examines both regional and community specific vulnerabilities to a range of natural and man-made hazards. Garfield County sent out a survey to various agencies this week to solicit input. The Board will have the opportunity to review the draft NHMP later this year.

Heritage Self-Storage Annexation - The Board reviewed the Petition for Annexation at the March 28, 2017 meeting and provided the applicant with comments on the proposed storage facility. The applicant is currently working to address the Board's concerns.

995 Cowen Minor Plat amendment – Staff reviewed and approved a Plat amendment to allow basement level offices at 995 Cowen.

Pacifica Senior Living - Staff received an incomplete application for the senior housing project and are awaiting revisions to bring the application into compliance with Code

Prepared By: John Leybourne and Janet Buck

JH
Town Manager



**TOWN OF
CARBONDALE 511
COLORADO AVENUE
CARBONDALE, CO 81623**

**Board of Trustees Agenda
Memorandum**

Meeting Date: 7-25-2017

TITLE: Building Department Second Quarter

Update **SUBMITTING DEPARTMENT:** Building

Department **ATTACHMENTS:** Second Quarter

Inspection Report

Building Department

- In the second quarter, the Building Department issued 109 permit applications including: 9 Solar Permits, 23 Plumbing Permits, 22 Mechanical Permits, 3 Demolition Permits and 52 Building Permits. There were 2 new single family residences issued.
- The second quarter had a significant increase in activity compared to the first quarter of 2017, which had 76 permit applications.
- 213 inspections were performed in the second quarter, including 45 final inspections. See the attached report for a detailed explanation.
- The Building Department continues to answer routine inquiries, hold pre-submittal meetings with architects, and perform consultations on site.
- Colorado Code Consultants (CCC) has been awarded grant money to assist Carbondale to craft amendments to the 2015 International Building Codes. A preliminary meeting was held in July to discuss the future drafts.

Prepared By: John Plano, Building Official

JH
Town Manager

Inspection Date	Inspection	Inspector	File#	Property Address
4/3/2017	Footing	John Plano	16-000219	582 Cowen Drive
4/3/2017	Insulation	John Plano	17-000005	799 Garfield Avenue
4/4/2017	Drywall	John Plano	16-000261	123 VILLAGE Lane
4/4/2017	Rough Plumbing	John Plano	15-000032	4100 Crystal Bridge Drive
4/4/2017	Rough Plumbing	John Plano	16-000261	123 VILLAGE Lane
4/5/2017	Drywall	John Plano	16-000151	15 COOPER Place Duplex
4/5/2017	Footing	John Plano	17-000005	799 Garfield Avenue
4/5/2017	Footing	John Plano	16-000238	77 CRYSTAL CANYON Drive
4/5/2017	Insulation	John Plano	16-000257	801 MAIN Court
4/5/2017	Rough Heating/Ventilation	John Plano	15-000032	4100 Crystal Bridge Drive
4/5/2017	Underlayment	John Plano	17-000061	432 SETTLEMENT Lane
4/6/2017	In Floor Heat	John Plano	16-000081	60 North Third Street
4/7/2017	Damp Proofing	John Plano	17-000006	427 CRYSTAL CANYON Drive
4/7/2017	Final Building	John Plano	16-000186	905 MELISSA Lane
4/7/2017	Foundation	John Plano	16-000238	77 CRYSTAL CANYON Drive
4/7/2017	Foundation	John Plano	16-000219	582 Cowen Drive
4/10/2017	Final Heating/Ventilation	John Plano	16-000186	905 MELISSA Lane
4/10/2017	Final Plumbing	John Plano	16-000186	905 MELISSA Lane
4/10/2017	Footing	John Plano	16-000081	60 North Third Street
4/10/2017	Foundation	John Plano	17-000010	842 PERRY RIDGE
4/10/2017	Roofing	John Plano	17-000061	432 SETTLEMENT Lane
4/11/2017	Framing	John Plano	15-000032	4100 Crystal Bridge Drive
4/12/2017	Drywall	John Plano	16-000151	15 COOPER Place Duplex
4/12/2017	Final Building	John Plano	16-000261	123 VILLAGE Lane
4/12/2017	Foundation	John Plano	16-000081	60 North Third Street
4/12/2017	Framing	John Plano	17-000024	60 MAROON Place
4/12/2017	Rough Plumbing	John Plano	17-000024	60 MAROON Place
4/13/2017	Final Building	John Plano	17-000022	594 JACOBS Place
4/13/2017	Final Building	John Plano	16-000235	4075 DOLORES Way
4/13/2017	Footing	John Plano	17-000030	1314 WESTRIDGE Court
4/13/2017	Foundation	John Plano	16-000257	801 MAIN Court

4/13/2017	Framing	John Plano	17-000062	333 LAMPRECHT Drive
4/17/2017	Footing	John Plano	16-000081	60 North Third Street
4/17/2017	Framing	John Plano	16-000225	265 8TH Street
4/17/2017	Insulation	John Plano	17-000024	60 MAROON Place
4/17/2017	Rough Plumbing	John Plano	16-000225	265 8TH Street
4/18/2017	Framing	John Plano	16-000239	283 CRYSTAL CANYON Drive
4/18/2017	Rough Heating/Ventilation	John Plano	16-000239	283 CRYSTAL CANYON Drive
4/18/2017	Rough Plumbing	John Plano	16-000239	283 CRYSTAL CANYON Drive
4/19/2017	Final Heating/Ventilation	John Plano	16-000093	671 North Bridge Drive
4/19/2017	Final Plumbing	John Plano	16-000093	671 North Bridge Drive
4/20/2017	Damp Proofing	John Plano	16-000219	582 Cowen Drive
4/20/2017	Footing	John Plano	17-000024	60 MAROON Place
4/20/2017	Foundation	John Plano	16-000081	60 North Third Street
4/20/2017	Framing	John Plano	16-000151	15 COOPER Place Duplex
4/20/2017	Framing	John Plano	16-000257	801 MAIN Court
4/20/2017	Plumbing Underground	John Plano	17-000010	842 PERRY RIDGE
4/20/2017	Roofing	John Plano	17-000074	800 LATIGO Loop
4/21/2017	Consultation	John Plano	16-000221	289 MAIN Street
4/21/2017	Deck	John Plano	17-000062	333 LAMPRECHT Drive
4/21/2017	Final Building	John Plano	16-000093	671 North Bridge Drive
4/21/2017	Framing	John Plano	16-000150	15 COOPER Place Triplex
4/21/2017	Insulation	John Plano	16-000239	283 CRYSTAL CANYON Drive
4/21/2017	Insulation	John Plano	16-000225	265 8TH Street
4/21/2017	Rough Heating/Ventilation	John Plano	16-000150	15 COOPER Place Triplex
4/21/2017	Rough Plumbing	John Plano	16-000150	15 COOPER Place Triplex
4/24/2017	Temporary Certificate of Occupancy	John Plano	16-000257	801 MAIN Court
4/25/2017	Final Heating/Ventilation	John Plano	17-000066	215 10TH Street
4/25/2017	Foundation	John Plano	17-000010	842 PERRY RIDGE
4/25/2017	Framing	John Plano	17-000099	304 133 Highway
4/25/2017	Insulation	John Plano	15-000032	4100 Crystal Bridge Drive
4/26/2017	Final Heating/Ventilation	John Plano	17-000070	3952 CRYSTAL BRIDGE Drive
4/26/2017	Footing	John Plano	17-000039	96 North Third Street

4/28/2017	Drywall	John Plano	17-000024	60 MAROON Place
4/28/2017	Roofing	John Plano	17-000054	1179 133 Highway Lot 20
5/1/2017	Drywall	John Plano	16-000239	283 CRYSTAL CANYON Drive
5/1/2017	Radon Mitigation	John Plano	17-000010	842 PERRY RIDGE
5/2/2017	Fence	John Plano	15-000023	570 Redstone Avenue
5/2/2017	Final Building	John Plano	17-000023	590 133 Highway
5/2/2017	Final Heating/Ventilation	John Plano	17-000066	215 10TH Street
5/2/2017	Foundation	John Plano	17-000039	96 North Third Street
5/3/2017	Framing	John Plano	17-000045	1179 Highway 133 Lot 21
5/3/2017	Inspection	John Plano	16-000093	671 North Bridge Drive
5/3/2017	Insulation	John Plano	16-000150	15 COOPER Place Triplex
5/4/2017	Final Building	John Plano	16-000247	1169 HERITAGE Drive
5/4/2017	Final Heating/Ventilation	John Plano	17-000086	343 MAIN Street
5/4/2017	Framing	John Plano	17-000031	734 GARFIELD Avenue
5/5/2017	Fence	John Plano	16-000059	641 Cowen Drive
5/5/2017	Final Building	John Plano	15-000135	651 South 2ND Street #E
5/5/2017	Roofing	John Plano	17-000054	1179 133 Highway Lot 20
5/5/2017	Roofing	John Plano	17-000087	425 OAK RUN Road
5/5/2017	Roofing	John Plano	17-000075	702 CLEVELAND Avenue
5/9/2017	Consultation	John Plano	16-000257	801 MAIN Court
5/9/2017	Framing	John Plano	17-000024	60 MAROON Place
5/10/2017	Final Building	John Plano	17-000052	19 CLEARWATER Road
5/10/2017	Framing	John Plano	17-000099	304 133 Highway
5/10/2017	Framing	John Plano	16-000257	801 MAIN Court
5/10/2017	Rough Heating/Ventilation	John Plano	16-000257	801 MAIN Court
5/11/2017	Damp Proofing	John Plano	17-000039	96 North Third Street
5/11/2017	Drywall	John Plano	15-000032	4100 Crystal Bridge Drive
5/12/2017	Drywall	John Plano	16-000150	15 COOPER Place Triplex
5/12/2017	Drywall	John Plano	16-000257	801 MAIN Court
5/12/2017	Final Building	John Plano	17-000011	2553 Dolores Way
5/12/2017	Final Heating/Ventilation	John Plano	17-000011	2553 Dolores Way
5/12/2017	Final Heating/Ventilation	John Plano	17-000095	215 OAK RUN Road

5/12/2017	Final Plumbing	John Plano	17-000011	2553 Dolores Way
5/12/2017	Roofing	John Plano	17-000087	425 OAK RUN Road
5/15/2017	Footing	John Plano	16-000187	710 EUCLID Avenue
5/15/2017	Framing	John Plano	16-000238	77 CRYSTAL CANYON Drive
5/15/2017	Radon Mitigation	John Plano	17-000039	96 North Third Street
5/15/2017	Roofing	John Plano	17-000054	1179 133 Highway Lot 20
5/15/2017	Rough Heating/Ventilation	John Plano	16-000238	77 CRYSTAL CANYON Drive
5/15/2017	Rough Plumbing	John Plano	16-000238	77 CRYSTAL CANYON Drive
5/16/2017	Consultation	John Plano	17-000001	190 GARFIELD Avenue
5/16/2017	Drywall	John Plano	16-000150	15 COOPER Place Triplex
5/16/2017	Framing	John Plano	17-000085	1179 Highway 133 Lot 12
5/16/2017	Roofing	John Plano	17-000075	702 CLEVELAND Avenue
5/17/2017	Framing	John Plano	17-000078	525 North Eighth Street
5/17/2017	Gas Piping	John Plano	17-000098	1112 HERITAGE Drive
5/17/2017	Rough Heating/Ventilation	John Plano	17-000078	525 North Eighth Street
5/17/2017	Rough Plumbing	John Plano	17-000078	525 North Eighth Street
5/19/2017	Plumbing Underground	John Plano	17-000039	96 North Third Street
5/22/2017	Foundation	John Plano	16-000187	710 EUCLID Avenue
5/23/2017	Final Building	John Plano	16-000128	1197 HERITAGE Drive
5/23/2017	Final Heating/Ventilation	John Plano	16-000128	1197 HERITAGE Drive
5/23/2017	Final Plumbing	John Plano	16-000128	1197 HERITAGE Drive
5/24/2017	Drywall	John Plano	16-000238	77 CRYSTAL CANYON Drive
5/24/2017	Final Heating/Ventilation	John Plano	16-000149	10 COOPER Place Triplex
5/24/2017	Final Heating/Ventilation	John Plano	16-000148	10 COOPER Place Duplex
5/24/2017	Final Plumbing	John Plano	16-000149	10 COOPER Place Triplex
5/24/2017	Final Plumbing	John Plano	16-000148	10 COOPER Place Duplex
5/24/2017	Final Plumbing	John Plano	17-000098	1112 HERITAGE Drive
5/24/2017	Framing	John Plano	17-000006	427 CRYSTAL CANYON Drive
5/24/2017	Temporary Certificate of Occupancy	John Plano	16-000149	10 COOPER Place Triplex
5/26/2017	Shower Pan	John Plano	17-000078	525 North Eighth Street
5/30/2017	Final Building	John Plano	16-000099	1250 HENDRICK Drive J Building
5/30/2017	Framing	John Plano	16-000248	273 CRYSTAL CANYON Drive

5/30/2017	Framing	John Plano	16-000151	15 COOPER Place Duplex
5/30/2017	Framing	John Plano	16-000248	273 CRYSTAL CANYON Drive
5/30/2017	Framing	John Plano	17-000091	213.5 North 10TH Street
5/30/2017	Rough Plumbing	John Plano	16-000248	273 CRYSTAL CANYON Drive
5/31/2017	Inspection	John Plano	15-000178	407 Merrill Avenue
6/1/2017	Drywall	John Plano	16-000257	801 MAIN Court
6/1/2017	Final Building	John Plano	16-000182	831 LATIGO Loop
6/1/2017	Final Building	John Plano	17-000031	734 GARFIELD Avenue
6/1/2017	Final Building	John Plano	15-000086	310 Linden Circle
6/1/2017	Fireplace/Gas Stove	John Plano	16-000238	77 CRYSTAL CANYON Drive
6/1/2017	Footing	John Plano	17-000019	250 CRYSTAL CANYON Drive
6/1/2017	Insulation	John Plano	16-000248	273 CRYSTAL CANYON Drive
6/1/2017	Insulation	John Plano	17-000091	213.5 North 10TH Street
6/1/2017	Rough Plumbing	John Plano	17-000105	2643 DOLORES Way
6/1/2017	Temporary Certificate of Occupancy	John Plano	16-000148	10 COOPER Place Duplex
6/2/2017	Final Building	John Plano	17-000024	60 MAROON Place
6/2/2017	Foundation	John Plano	17-000039	96 North Third Street
6/2/2017	Framing	John Plano	16-000067	1052 VILLAGE Road
6/5/2017	Fence	John Plano	17-000073	111 MAIN Street
6/5/2017	Footing	John Plano	16-000037	60 Third Street
6/5/2017	Footing	John Plano	17-000059	479 MANCOS Street
6/5/2017	Gas Piping	John Plano	17-000091	213.5 North 10TH Street
6/5/2017	Insulation	John Plano	16-000151	15 COOPER Place Duplex
6/6/2017	Final Building	John Plano	16-000221	289 MAIN Street
6/6/2017	Roofing	John Plano	17-000039	96 North Third Street
6/7/2017	Consultation	John Plano	17-000112	291, 297, 275, 277 GARFIELD Avenue
6/8/2017	Final Heating/Ventilation	John Plano	17-000101	100 CLEARWATER Road
6/8/2017	Final Heating/Ventilation	John Plano	17-000065	544 GRACELAND Drive
6/8/2017	Footing	John Plano	16-000081	60 North Third Street
6/8/2017	Footing	John Plano	17-000111	594 JACOBS Place
6/8/2017	Foundation	John Plano	17-000019	250 CRYSTAL CANYON Drive
6/8/2017	Framing	John Plano	17-000029	472 Eighth Street

6/9/2017	Drywall	John Plano	16-000067	1052 VILLAGE Road
6/9/2017	Drywall	John Plano	17-000097	358 Main Street
6/9/2017	In Floor Heat	John Plano	16-000081	60 North Third Street
6/9/2017	Insulation	John Plano	17-000039	96 North Third Street
6/9/2017	Insulation	John Plano	16-000067	1052 VILLAGE Road
6/9/2017	Rough Plumbing	John Plano	17-000032	65 North 3RD Street
6/12/2017	Final Building	John Plano	17-000097	358 Main Street
6/12/2017	Final Building	John Plano	16-000182	831 LATIGO Loop
6/12/2017	Final Building	John Plano	16-000125	154 Sopris Mesa Drive
6/12/2017	Footing	John Plano	16-000257	801 MAIN Court
6/12/2017	Foundation	John Plano	17-000059	479 MANCOS Street
6/12/2017	Framing	John Plano	17-000012	343 CLEVELAND Place
6/12/2017	Framing	John Plano	17-000111	594 JACOBS Place
6/13/2017	Drywall	John Plano	16-000151	15 COOPER Place Duplex
6/13/2017	Fireplace/Gas Stove	John Plano	17-000091	213.5 North 10TH Street
6/13/2017	Foundation	John Plano	16-000257	801 MAIN Court
6/13/2017	Framing	John Plano	17-000005	799 Garfield Avenue
6/13/2017	Roofing	John Plano	17-000120	44 WEANT Boulevard
6/13/2017	Solar Inspection	John Plano	17-000100	778 SOPRIS Avenue
6/13/2017	Temporary Certificate of Occupancy	John Plano	16-000106	789 Lincoln Avenue
6/14/2017	Drywall	John Plano	17-000105	2643 DOLORES Way
6/14/2017	Final Building	John Plano	16-000200	494 MESA VERDE Avenue
6/14/2017	Final Building	John Plano	17-000050	159 Sopris Avenue
6/14/2017	Framing	John Plano	17-000111	594 JACOBS Place
6/15/2017	Drywall	John Plano	17-000012	343 CLEVELAND Place
6/15/2017	Fireplace/Gas Stove	John Plano	17-000091	213.5 North 10TH Street
6/15/2017	Rough Heating/Ventilation	John Plano	17-000039	96 North Third Street
6/16/2017	Drywall	John Plano	16-000248	273 CRYSTAL CANYON Drive
6/16/2017	Final Building	John Plano	17-000018	520 South THIRD Street
6/16/2017	Radon Mitigation	John Plano	16-000219	582 Cowen Drive
6/16/2017	Temporary Certificate of Occupancy	John Plano	14-000124	220 North Twelfth Street
6/19/2017	Footing	John Plano	17-000090	437 SETTLEMENT Lane

6/19/2017	Framing	John Plano	17-000039	96 North Third Street
6/20/2017	Drywall	John Plano	17-000005	799 Garfield Avenue
6/20/2017	Fireplace/Gas Stove	John Plano	17-000063	734 CLEVELAND Avenue
6/20/2017	Footing	John Plano	17-000099	304 133 Highway
6/20/2017	Framing	John Plano	16-000257	801 MAIN Court
6/21/2017	Drywall	John Plano	16-000151	15 COOPER Place Duplex
6/21/2017	Insulation	John Plano	17-000039	96 North Third Street
6/21/2017	Roofing	John Plano	17-000122	1363 ROCK Court
6/22/2017	Drywall	John Plano	17-000039	96 North Third Street
6/22/2017	Roofing	John Plano	17-000112	291, 297, 275, 277 GARFIELD Avenue
6/22/2017	Rough Plumbing	John Plano	16-000081	60 North Third Street
6/26/2017	Deck	John Plano	17-000111	594 JACOBS Place
6/26/2017	Footing	John Plano	16-000081	60 North Third Street
6/26/2017	Framing	John Plano	17-000010	842 PERRY RIDGE
6/27/2017	Final Building	John Plano	16-000225	265 8TH Street
6/28/2017	Drywall	John Plano	17-000032	65 North 3RD Street
6/28/2017	Final Building	John Plano	16-000067	1052 VILLAGE Road
6/28/2017	Framing	John Plano	17-000139	14 MAROON Drive
6/28/2017	In Floor Heat	John Plano	16-000219	582 Cowen Drive
6/29/2017	Consultation	John Plano	16-000234	55 7TH Street
6/29/2017	Fireplace/Gas Stove	John Plano	16-000248	273 CRYSTAL CANYON Drive

Police Department Administrative Quarterly Report April 1 to June 30, 2017

2017 second quarter total number of Calls for Service was 3,042. (See attached Incident Analysis Report) The total number of cases was 192.

April Items:

Accident	2 Citation / 1 Closed / 1 Summoned
Agency Assist (Child Abuse)	Pitkin County S.O.
Assault	1 Closed
Criminal Mischief	3 Closed
Criminal Tampering	1 Closed / 5 Summoned (Juveniles)
Criminal Trespass	1 Closed
Disturbance	2 Summoned
Domestic	1 Jailed / Unfounded
Drugs (Marijuana)	1 Juvenile Summoned
Extortion	1 Closed
Fraud	2 Closed
Harassment	3 Closed
Identity Theft	1 Closed
Juvenile Sex Assault	Open
Menacing	1 Jailed
Theft	9 Closed
Traffic Stop (Revoked)	1 Summoned
Warrants	3 Jailed

April Cases of Interest:

Carbondale hosted a 2 day class on Integrity Centered Leadership. This is the third class the area has hosted with this instructor and the second one here in Carbondale. 32 Law Enforcement students participate and said the class was excellent.

Lieutenant Wurtsmith participated in Glenwood with oral boards to help the District Attorney's office select a new Chief Investigator.

Carbondale officers did extra foot patrol at the 5 Points festivities and the event went smoothly.

The criminal tampering mentioned, lasted about a month and involved at least 5 different nights of egging up and down the valley. Countless vehicles and some buildings targeted. Carbondale Officers summoned an 18 year old, two 17 year olds, one 16 year old and one 15 year old. They were summoned with criminal tampering; criminal mischief and two of the juveniles were charged with theft as well. They also received similar summonses from Basalt P.D. In just one night, over 300 eggs were used by the teens.

Officer Zimmerman participated in the Glen X Career Expo held at Roaring Fork High School. Officer Zimmerman said the event was well attended and received.

Officer Zimmerman was nominated to be a part of the District Attorney's Restorative Justice Panel. He represents Carbondale well!

Anna Ramirez was promoted to the Executive Assistant position.

The annual regional fundraiser for Riverbridge was held on Saturday at the Orchard Church

Sergeants Wilhelm and Windham attended a weeklong class on Internal Investigations.

May Items:

MIP (Alcohol)	2 Summoned
Opened Container	1 Cited
Menacing (Juvenile)	1 Summoned
Theft	12 Closed
Violation of Res. Order	1 Jailed
Harassment	4 Closed
DUI	6 Summoned / 6 Jailed
Menacing / Assault	1 Closed

Accident	4 Cited / 2 Closed
Domestic	2 Jailed
Assault	1 Closed / Referred to DHS
Hit and Runs	3 Closed
Warrants	6 Jailed
Drugs	1 Jailed (Cocaine) / 1 Jailed (Heroin)
Violation of Court Order	1 Closed
Animal Complaint	1 Cited
Traffic Stop (Revoked)	1 Summoned
Sex Assault	Open
Fraud	Open

May Cases of Interest

Alonzo Deadwiler graduated from the academy on May 5th and began his Field Training (FTO) the following week. He will complete a 14 week FTO program with 3 of our officers.

The PD received a very generous donation from a local anonymous patron. A large portion of this money was used to purchase 7 Body Cams for the officers. The PD is fine tuning their policies and procedures for the body cams before they are in use in the field.

Tuesday evening, the PD had a patrol meeting and had District Attorney Jefferson Cheney as a guest speaker. They also trained on customer service and workplace environment.

Carbondale Officers did extra foot patrol at both the Rec Center for a Quinceanera and Town Hall for Project Graduation Saturday night.

Officer Litzau attended a two day Impaired Driving class.

The Colorado State Patrol assisted Carbondale Officers with a short bridge closure at Hwy 133 and Hwy 82 for the Memorial Day Ceremony at the Veterans Bridge.

A power pole caught on fire near Weant Blvd and Hwy 133. Power was out in the south end of Carbondale until about 2am when Xcel Energy completed the repair.

Officer Kirkland completed a two day training on Advanced Handgun Tactics.

Chief Schilling and Officer Zimmerman were with the 4th grade class at Highline Lake on an annual field trip. Officer Litzau assisted as well.

Officers Litzau and Deadwiler attended a 3 day patrol rifle class.

Officer Moreno finished a week long command class put on by the FBI.

Lt. Wurtsmith attended a Critical Incident Team training exercise put on by the Colorado Bureau of Investigations. The team consists of investigators and administration from local agencies to work together on sensitive cases with CBI when needed.

Several officers attended Valley Settlement Parent Mentor Volunteer graduation. This is an outstanding group of bi-lingual participants who volunteer countless hours in schools up and down the valley.

Extra officers worked Cinco de Mayo and First Friday. There were two noise complaints at Sopris Park. The PD did frequent sound readings. While the decibels were within limits, organizers turned the music down twice at our request. The evening went relatively smoothly.

Also, Lieutenant Wurtsmith and Executive Assistant Anna were at Sopris Park with the LEI Council/Catholic Charities table assisting Claire Guidas during the Cinco de Mayo celebration.

Officer Zimmerman taught two DUI classes at Roaring Fork High School and one alcohol class to 8th graders at the Carbondale Middle School.

Officer Shivley attended a re-certification class for his Crime Scene Tech credential.

Carbondale Officers Kirkland, Litzau and Shivley administered NarCan on a 21 year old male who had apparently overdosed on heroin. The remedy was successful and the male was treated at a local hospital.

Officer Stock-Bell participated in the spring clean-up with Drug Take Back Day. She collected over 63 pounds of prescription drugs.

Sergeants Wilhelm and Windham completed a 5 day class on Internal Investigations.

June Items:

Collision	1 Closed
DUI (D) (Marijuana) (Cocaine)	3 Summoned / 1 Jailed
Domestics	2 Warrants Issued
Assault	Closed
Criminal Mischief	3 Closed
Theft	6 Closed
Harassment	1 Closed
Animal Complaint	1 Summoned
DUI	3 Jailed/ 3 Summoned
Warrant	3 Jailed
Accidents	2 Closed / 1 Summoned
Revoked	4 Summoned
Burglary	1 Closed
MIP (Marijuana)	3 Summoned
MIP (Alcohol)	4 Summoned
Domestics	1 Jailed/ 1 Closed
Criminal Mischief	1 Closed
Child Abuse	1 Closed
Viol. Court Order	2 Jailed
Trespass	1 Jailed
Noise Complaint	Summoned
Drugs (Marijuana)	2 Juveniles / 3 Adults Summoned

June Cases of Interest:

Carbondale Officers assisted Glenwood Officers with Strawberry Days.

We had the regions Driving Simulator trailer and officers completed two hours of training. We are members of the I-70 Colorado POST training group which acquired the simulator through a state grant in 2016. Each agency in our region has access to check out the simulator.

Chief Schilling continues attend the Carbondale Rodeo.

Danika Davis accepted the Police Services Technician position.

Officer Deadwiler graduated phase one of his field training he will continue on to phase two.

Officer Zimmerman went to Blue Lake Preschool to teach about bike safety.

One of the accidents mentioned above resulted in a fatality. A press release was sent out on June 5th regarding Wesley Bright being struck as a pedestrian. The investigation revealed no fault to the driver in the case.

Officers completed our annual Agility Test. The other half will complete training soon.

Lieutenant Wurtsmith and Chief Schilling attended the Colorado Association of Chiefs of Police (CACP) Conference in Colorado Springs. The week included excellent training and speakers as well as a police vendor expo.

Officers Rodgers and Kirkland attended bike class. Lieutenant Wurtsmith was an instructor. Reports are it was a great class. Officers from Steamboat Springs, Basalt, Glenwood Springs and Carbondale attended the 32 hour class. Glenwood brought E-bikes (electric bicycles) for one day of the class.

Officer Sanders left employment with the Town.

April 1 through June 30, 2017 Trainings**Trainings attended for the second quarter of 2017:**

April 25-26, 2017	Healthy People Safe Roadways (Wurtsmith)
May 1-5, 2017	Internal Affairs Investigations (Wilhelm, Windham)
May 11, 2017	Crime Scene Tech Re-Cert (Shivley)
May 15-19, 2017	Command College Institute (Moreno)
May 25 & 26, 2017	Advanced Handgun (Kirkland)
June 5-6, 2017	Impaired Driving (Litzau, Sanders)
June 26-29, 2017	CACP Chief's Conference (Schilling, Wurtsmith)

July 1 through September 30, 2017 Trainings
Planned Training for the second quarter of 2017:

July 12-13, 2017

STOPS (Litzau, Blue)

Drugs Seized:

DRUG TYPE	DRY	LIQUID	PILLS/DOSES/PLANTS	AMOUNT
Heroin	10.3			\$2,060
Cocaine	456.56			\$27,393.60
Marijuana Concentrate (Hashish)				
Marijuana	4000.46			\$16,003.04
Marijuana Plant (indoor grow)				
Marijuana Plant (outdoor grow)				
Methamphetamine	7621.30			\$304,852
Club Drugs*				
Hallucinogens**				
Pharmaceutical				
Other (Spice, Synthetics, Presumptive +)				
Carfentanil				
				Total: \$350,308.64

* MDMA, GHB, Ketamine, Rohypnol

** LSD, PCP, Peyote, Mescaline, Psilocybin

Assets Seized:

Cash: \$9203	Vehicles: \$	Real Property: \$
Other (specify): \$	Total: \$9203	

Weapons Seized:

Handguns:	2
Rifles/Shotguns:	3
Machine Guns/Assault Weapons:	
Number of Explosive Devices:	
Other:	
Total:	5

Arrests by City Area:

CITY AREA	ARRESTS
Glenwood Springs	9
Rifle	6
Carbondale	7
New Castle	1
Parachute	2
Silt	3
Other	5
Total	33

Cases by City Area:

CITY AREA	CASES
Glenwood Springs	9
Rifle	2
Carbondale	5
New Castle	5
Parachute	1
Silt	
Other	1
Total	24

TRIDENT statistics: April 1st, 2017 – June 31, 2017

***Stats for this quarter are higher due to change in reporting requirements. This quarter includes stats from 4 cases that were initiated in December of 2016 that had not been reported because they were still open and also includes stats from the wire case that was initiated in December of 2015. The wire case stats have also not been reported because the case was ongoing; the wire case is now closed. This report includes 17 arrests from the wire case that had not been reported in the past, as well.

Monthly S.R.O. Report

April

School	Contacts	Date	Reason/ Offense				Total
R.F.H.S.			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
K.G.							
K.G.			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
K.G.			2			2	
D.A.							4
Bridges			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
C.M.							
L.B.			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
			1			1	
							2
C.M.S.			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
A.S.	H.F.		2		1	1	
H.F.			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
H.F.			2			1	
R.							7
C.R.E.S.			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
S.G.							
S.G.			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
S.G.					3		3
Ross			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
S.H.							
S.H.			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
						2	2
Community			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
							0
Outside of school							
	ADULT						0
	JUVENILE						0
		D/E	Assault	PR	SP	Other	0
		Cummulative Total of all contacts for Month					18

Public Relation	Contacts by Reason/Offense			
	<u>Truancy</u>	<u>Drugs/ETOH</u>	<u>Theft</u>	<u>Assault</u>
0	2	1	0	1
	<u>Welfare</u>	<u>Service Project</u>	<u>Other</u>	
	5	3	6	

School Year S.R.O. Report

2016-2017

Month	In-School Contacts By School						Monthly Totals
	R.F.H.S.	Bridges	C.M.S.	C.R.E.S.	Ross	Community	
August	3	5	2	3	0	2	15
September	7	8	6	6	0	0	27
October	6	6	6	8	3	1	30
November	8	3	5	5	0	0	21
December	7	3	1	3	2	0	16
January	10	4	0	3	0	0	17
February	5	2	4	6	1	3	21
March	4	2	5	3	0	0	14
April	4	2	7	3	2	0	18
May	0	0	0	0	0	0	0
June	0	0	0	0	0	0	0
Annual Totals	54	35	36	40	8	6	179

Outside of School Related Contacts		Adult	Juvenile
		8	14
Combined Annual Total			201

Contacts by Reason/Offense

Public Relation	Truancy	Drugs/ETOH	Theft	Assault	Welfare	Service Project	Other
9	35	18	1	4	38	27	58

Monthly S.R.O. Report

May

School	Contacts	Date	Reason/ Offense				Total
R.F.H.S.			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
K.G.				1			
M.W.			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
K.G.					4	1	
							6
Bridges			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
L.B.							
C.M.			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
C.M.				2	1		
C.M.							3
C.M.S.			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
H.F.							
J.L.			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
H.F.					1		
H.F.							1
C.R.E.S.			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
S.G.	M.K.						
S.G.	S.G.		<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
S.G.			5				5
Ross			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
S.H.							
S.H.			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
C.B.			1		1	2	4
Community			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
							0
Outside of school							0
	ADULT						0
	JUVENILE						0
		D/E	Assault	PR	SP	Other	0
		Cumulative Total of all contacts for Month					19

Public Relation	Contacts by Reason/Offense			
	<u>Truancy</u>	<u>Drugs/ETOH</u>	<u>Theft</u>	<u>Assault</u>
2	0	0	1	0
	<u>Welfare</u>	<u>Service Project</u>	<u>Other</u>	
	6	7	3	

School Year S.R.O. Report

2016-2017

Month	In-School Contacts By School						Monthly Totals
	R.F.H.S.	Bridges	C.M.S.	C.R.E.S.	Ross	Community	
August	3	5	2	3	0	2	15
September	7	8	6	6	0	0	27
October	6	6	6	8	3	1	30
November	8	3	5	5	0	0	21
December	7	3	1	3	2	0	16
January	10	4	0	3	0	0	17
February	5	2	4	6	1	3	21
March	4	2	5	3	0	0	14
April	4	2	7	3	2	0	18
May	6	3	1	5	4	0	19
June	0	0	0	0	0	0	0
Annual Totals	60	38	37	45	12	6	198

Outside of School Related Contacts		Adult	Juvenile
		8	14
Combined Annual Total			220

Contacts by Reason/Offense

Public Relation	Truancy	Drugs/ETOH	Theft	Assault	Welfare	Service Project	Other
11	35	18	2	4	44	34	61

Monthly S.R.O. Report

June

School	Contacts	Date	Reason/ Offense				Total
R.F.H.S.			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
K.G.							
K.G.			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
L.W.					4	2	
R.C.							6
Bridges			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
L.B.							
L.B.			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
L.B.				1		2	
							3
C.M.S.			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
J.L.							
H.F.			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
						2	
							2
C.R.E.S.			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
M.K.	S.G.						
S.G.			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
S.G.						4	4
Ross			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
S.H.							
			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
						1	1
Community			<u>Truancy</u>	<u>Theft</u>	<u>Assault</u>	<u>D/E</u>	
T.P.							
			<u>Welfare</u>	<u>PR</u>	<u>SP</u>	<u>Other</u>	
						1	1
Outside of school							
	ADULT						0
	JUVENILE					2	2
		D/E	Assault	PR	SP	Other	2
Cumulative Total of all contacts for Month							19

Contacts by Reason/Offense				
<u>Public Relation</u>	<u>Truancy</u>	<u>Drugs/ETOH</u>	<u>Theft</u>	<u>Assault</u>
1	0	0	0	0
	<u>Welfare</u>	<u>Service Project</u>	<u>Other</u>	
	0	4	14	

School Year S.R.O. Report

2016-2017

Month	In-School Contacts By School						Monthly Totals
	R.F.H.S.	Bridges	C.M.S.	C.R.E.S.	Ross	Community	
August	3	5	2	3	0	2	15
September	7	8	6	6	0	0	27
October	6	6	6	8	3	1	30
November	8	3	5	5	0	0	21
December	7	3	1	3	2	0	16
January	10	4	0	3	0	0	17
February	5	2	4	6	1	3	21
March	4	2	5	3	0	0	14
April	4	2	7	3	2	0	18
May	6	3	1	5	4	0	19
June	6	3	2	4	1	1	17
Annual Totals	66	41	39	49	13	7	215

Outside of School Related Contacts

Adult

Juvenile

8

16

Combined Annual Total

239

Contacts by Reason/Offense

Public Relation	Truancy	Drugs/ETOH	Theft	Assault	Welfare	Service Project	Other
12	35	18	2	4	44	38	75



Incident Analysis Report Summary By Incident Type



Print Date/Time: 07/07/2017 08:38
Login ID: aramirez
Incident Type: All

From Date: 04/01/2017 00:00
To Date: 06/30/2017 23:59

Carbondale Police Department
ORI Number:

Call Source: All

Officer ID: All

Location: All

Incident Type	Number of Incidents
911	8
AbanVeh	4
Accident	43
Alarm	57
Animal	167
Assault	6
Assist	28
Assist Citizen	175
Assist EMS	74
Assist Fire	36
Assist Other Agency	4
ATL	6
Building Check	16
Burglary	3
Citizen Assist	19
Civil	29
Code Violation	56
Damage to Property/Vandalism	17
Directed Patrol	96
Disturbance	20
Domestic	11
Drug Investigation	7
Family Offenses	6
Fight	4
Fingerprints	97
Follow Up	378
Found Property	24
Fraud	13
Harassment	23
Hazards	16
Information	5
Juvenile	13
Liquor/Alcohol	13
Lost Property	38
Missing Person	9
Motor Vehicle Theft	1

Motorist Assist	31
Noise Complaint	29
Other	1
Parking Prob/Comp	190
REDDI Report	2
Restraining Order	6
Sex Offender Compliance Check	1
Sex Offender Registration	4
Sex Offense	11
Special Assignments	7
Suicidal Subject	3
Suspicious Event	128
Theft/Larceny	48
Traffic	845
Transient	8
Trespass	18
Vehicle Lockout	38
VIN Inspection	110
Warrant	7
Weapons	5
Welfare Check	28
Total:	3042

MEMORANDUM

To: Mayor Dan Richardson and Board of Trustees
From: Chief Gene Schilling
Re: Police Stats for Administrative 1st Quarterly Report
Date: April 25, 2017

.....

The following are the requested statistics from January 01, 2017 to March 31, 2016.

Citations

RVR	12
Accident	4
Careless Driving	4
Child Abuse	1
Criminal Mischief	1
Disobeyed Traffic Control Device	12
Disorderly conduct	6
Dog At Large	4
Domestic Violence	2
Driving Under Restraint	4
DUI	24
DUI(D)	1
Habitual Traffic Offender	2
Harassment	7
Indecent Exposure	1
MIP-Marijuana	3
No Valid Driver's License	20

Open Container	3
Operated Uninsured vehicle	1
Parking	22
Plates/Registration	28
Resisting Arrest	1
Speeding	88
Theft	11
Vicious Dog	2
Violation of Restraining Order	1
Other	8

Cases

Accidents	29
Animal Complaint	5
Assaults	2
Assist Agency	1
Assist Citizen	4
Burglary	1
Child Abuse	2
Code Violation	1
Criminal Mischief	10
Criminal Trespass	4
Damage Private/Public Property	1
Disturbances	5

Domestics	3
Drugs	3
Driving Under Influence/ Driving with Ability Impaired	19
Fraud/Forgery	8
Harassment	9
Identity Theft	1
Information	3
Menacing	1
Missing Person	3
MIP (Alcohol)	1
Other Offense	2
Property Lost & Found	1
Robbery	1
Sex Offender Registration	1
Sex Offense	4
Suspicious Activity	3
Thefts	21
Traffic Violation	11
Unattended Death	2
Vandalism	1
Warrants	9

171 cases reported for this period.

Attached are the School Resource Officer's Reports for January, February, and March of 2017. **The Quarterly SRO Report for 2017 Winter School Year.**

Attached are the TRIDENT arrests and drugs, assets and weapons seized for January, February and March of 2017. Also attached is the disposition data.

Parks & Recreation Department Quarterly Managers Report– April, May, June 2017

PARKS MANAGEMENT:

North Face Park: The secondary weed barrier and pea gravel were placed on the horizontal surfaces of the pump tracks and in between the jump lines. Out of necessity we adopted a manual weed whack technique with staff and temp workers to knock down the pervasive weeds in the park. Without the establishment of a good native seed grass to choke out the weeds this technique will need to be used whenever needed to keep the weeds down and to avoid them going to seed and should be a budget consideration for 2018. New fencing was installed to keep vehicles off of grass.

Bob Terrell State Wildlife Area: Roaring Fork Outdoor Volunteers (RFOV) completed the *Carbondale Boat Ramp Project* at the Bob Terrell State Wildlife. The project occurred Saturday, May 6th, from 8:30am to 1:00pm with representatives from Roaring Fork Fishing Guide Alliance, Roaring Fork Conservancy, Colorado Parks & Wildlife, Town of Carbondale, and David Hamilton with RFOV.

Delaney Nature Park: Annual weed mitigation burn of Delaney Nature Park took place on April 11 and 13.

Gus Darien Rodeo Arena: Work has been completed on the picnic shade shelter being donated from Ross and Tom Turnbull at the Gus Darien Rodeo Grounds. The Turnbulls wish to recognize the western ranching heritage of Carbondale and to build something that can be enjoyed by families in memory of Bob & Ruth Perry. The shade shelter and the announcer's booth projects are nearing completion. Closeout of the grant with the Garfield County FMLD was extended to September 30, 2017.

Gateway RV Park: RV Park de-weeded with manual extraction with temp workers prior to opening and use. Park employees mowed and weed whacked the Gateway RV Park and did a deep clean of the bathrooms. Tile project completed, which created 1 ADA accessible shower stall in each the men's and women's bathrooms.

Gianinetti Park: Sidewalk and basketball resurfacing projects and the redesign and repair of the irrigation complete. Park bathrooms received an ADA accessible drinking fountain and outside water sink.

Thompson House Historic Food Forest: A design charrette took place last week to map out the Carbondale Historic Food Forest permaculture project at the Thompson House Historic Park. Stakeholders represented in the charrette included CMC Sustainability Program Chairman- Adrian Fielder, CMC Sustainability Student- Julia Farwell, Founder of the Basalt Food Park-Stephanie Syson, Executive Director of Mount Sopris Historic Society- Beth White, and Parks & Recreation Director - Eric Brendlinger. The charrette was led by Genieveve VillaMizar. A preliminary plan was achieved for the planting of the heritage trees in guilds this June.

Community Garden at Hendricks Ranch: Architectural committee from the Hendricks Ranch subdivision tool storage accepted the proposal to retrofit the garden shed. Work has begun with volunteer labor to enclose the shed for tool storage, and thus be able to lock it.

ADMINISTRATION:

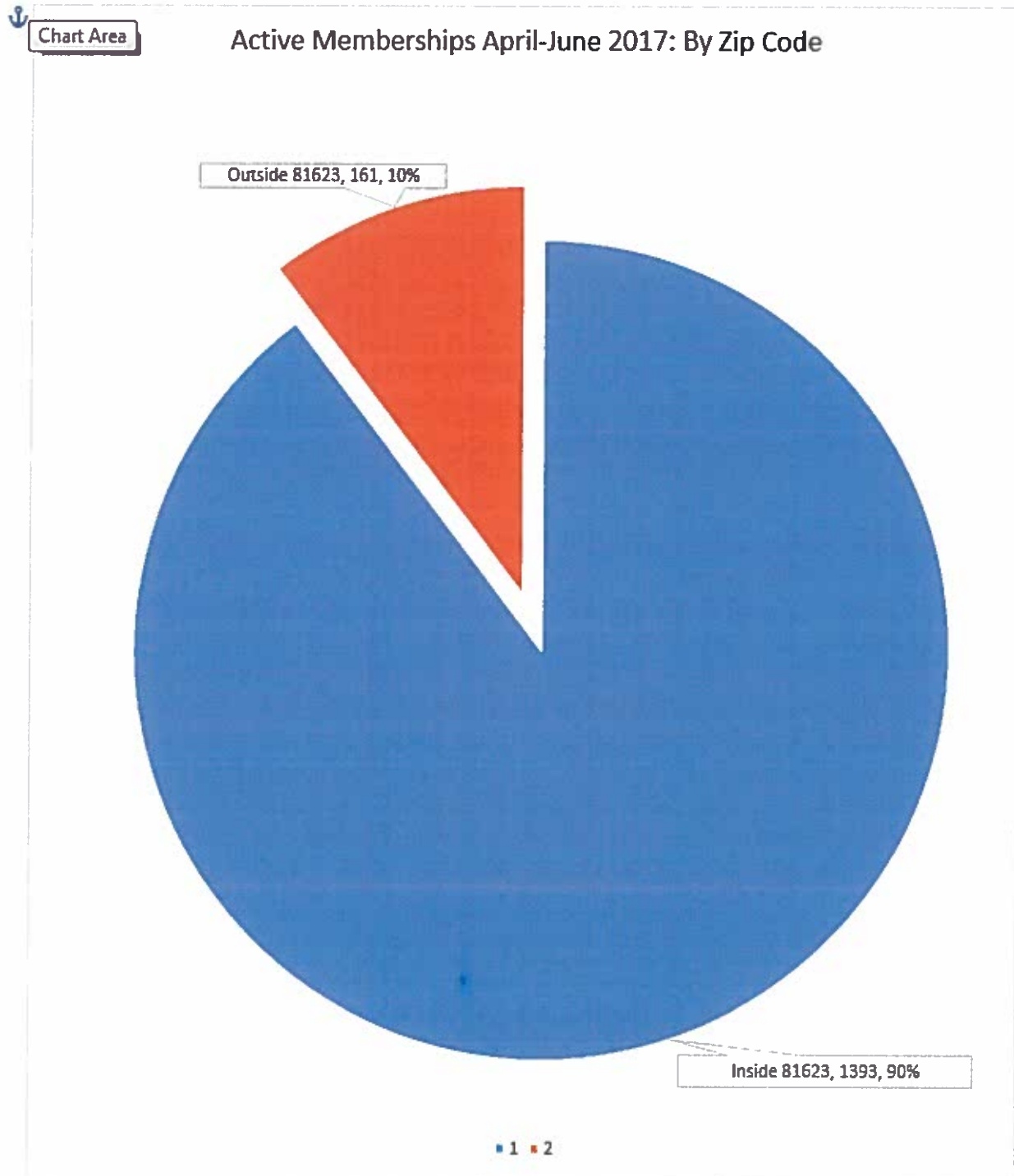
Human Resources: An offer was made for the full time position of Recreation Facility Coordinator and accepted by Jamie Wall with the Town of Carbondale Parks & Recreation Department. Jamie's first day was Thursday, May 18.

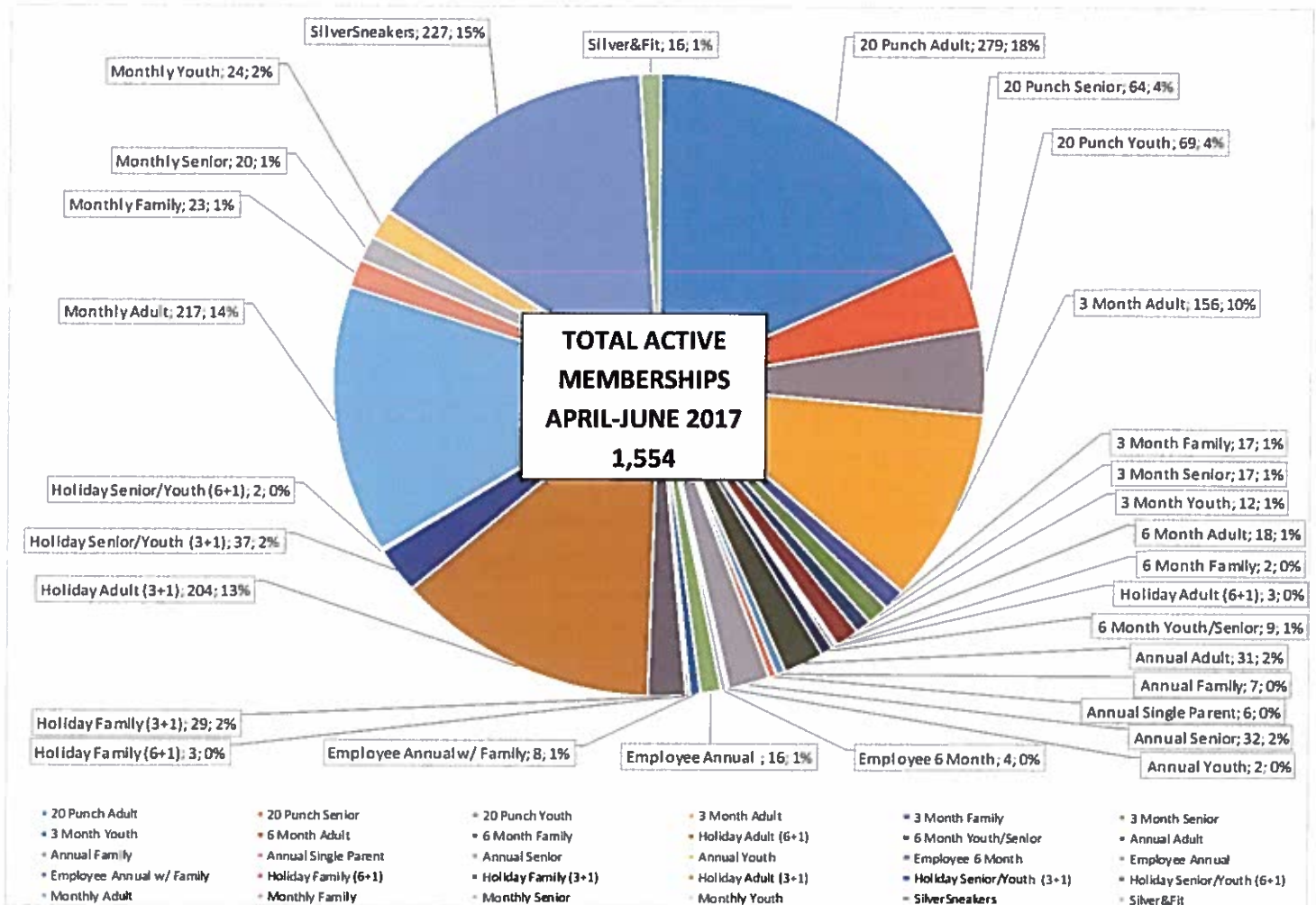
FMLD Update: Closeout of the mini-grant FMLD Third Street bathroom and water line upgrade project is complete. Spring 2017 mini-grant for \$25,000 was accepted to fund an LED lighting retrofit for the Carbondale Recreation & Community Center and the Third Street Center.

RECREATION & COMMUNITY CENTER UPDATE:

1. The present active membership count is 1,554. This is up by 158 members compared to last year's report for the same time frame. Membership demographics represent the following membership breakdown:

1,393	Resident Members = 90% of total membership
161	Non-resident members = 10% of total membership
227	SilverSneakers Senior Fitness Membership = 15% of total memberships
16	Silver&Fit Senior Fitness Membership = 1% of total memberships
412	20 Punch Passes = 26% of total memberships
78	Annual Memberships = 4% of total memberships
37	6 Month Memberships = 2% of total memberships
472	3 Month Memberships = 30% of total memberships
284	1 Month Memberships = 18% of total memberships
28	Employee Memberships = 2% of total memberships





- Recreation Center private rentals for April, May, June:** (5) CRMS Climbing wall rentals; 1x weekly wall rentals from the Ascendigo Adult Enrichment program (ongoing) + 1x weekly wall rentals from the Ascendigo Summer Camp (June-August); Full facility rental for 4 days for the 10th Annual Five Point Film Festival; (4) Full facility rentals for large private events (3 Quinceaneras and 1 Wedding Reception); (2) Gym + Bounce House Party Package Rentals; (2) Activity Room Rentals for Preschool Hip Hop Lessons
- Recreation Programs:** For the Summer 2017 Brochure we sold advertising space to other recreation, youth, or non-profits to help offset the printing costs. The summer brochure is a mass mail effort with 9,000 pieces. 4,000 brochures were distributed through a mass mail to 81623 on April 13, and 4,000 as an insert into the Sopris Sun on April 6.
Pre-school programming- *Motion Mondays, Wild and Wacky Wednesdays, Mommy and Me Climbing Classes*
School Age Programming: *Youth Climbing Classes, Advanced Youth Climbing Class, Rock Warriors Climbing Camp*
- Classes included in membership:** *SilverSneakers Classic, Chair Yoga, Hatha Yoga, Summit Conditioning, Core Cardio, Happy Hour, and Tai Chi.* Evening classes included *Interval Training* and *Yoga classes.*

Fitness Class Numbers for April, May and June 2017

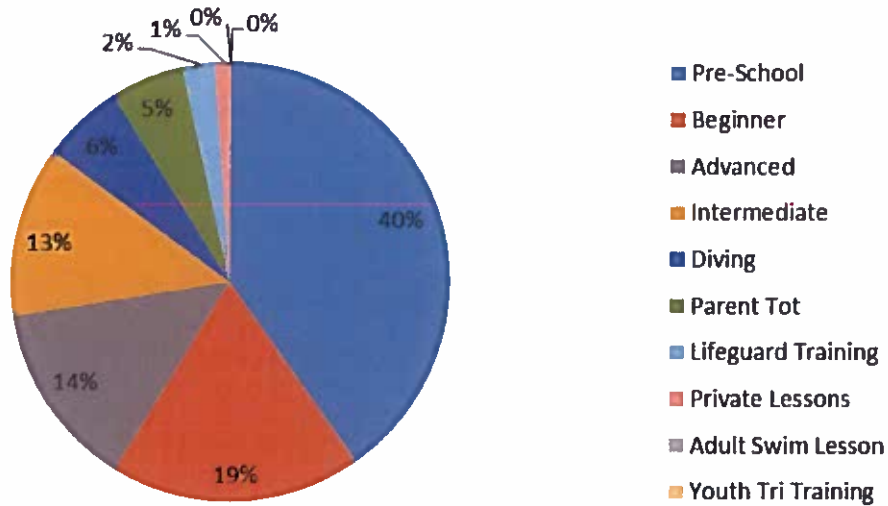
- For the three month period in 2017 there were 249 classes. There were 2475 total participants for an average of 9.88 participants per class. For 2016 there were 229 classes offered. There were 2495 total participants for an average of 11.12 participants per class.

- We tried to add some additional yoga classes during the winter months to try different time periods and to target different populations. These classes were not successful and it reflected in our numbers.
5. **Specialty Classes:** April through June 2017 specialty classes include *Tae Kwon Do* (averaging 8 students) is on Tuesday & Thursday evening class from 6:30 – 8:00pm.
6. **Self-Produced Special Events: April, May, June 2017**
- *First Friday* in April was the third annual *Spring Into Wellness First Friday* event. This year the main hub was hosted by the Carbondale Recreation and Community Center. We displayed some of our fitness class offerings, our specialty class offering (such as Tae Kwon Do, Silver Sneakers, and pickleball demonstrations) and handed out promotional materials.
 - The annual *Easter Egg Hunt* took place in Sopris Park on Saturday, April 16 at 10am sharp. We also had the second annual *Where My Peeps At?* 5k/10k photo scavenger hunt that Margaret Donnelly, our Health & Wellness Coordinator, organized. We had 5 more teams this year for a total of 17.
 - We participated in the May First Friday at the *Spring into Fun Family Block Party* at the Village Smithy. We provide carnival games, a bounce house, and a booth to promote our summer recreational programming complete with balloon animals.
 - We provided a booth at the VVH Health Fair at the Roaring Fork High School to promote our fitness offerings and personal training program.
 - We also produced the third annual North Face Bike Park Free Ride Competition on Saturday, May 20, called the *Bonedale Bike Jam*.
 - The 5th annual *Bonedale Skate Revival* skate park competition took place on Saturday, June 17, with a special exhibition session on Friday, June 16 for the kids, complete with a huge prize giveaway.

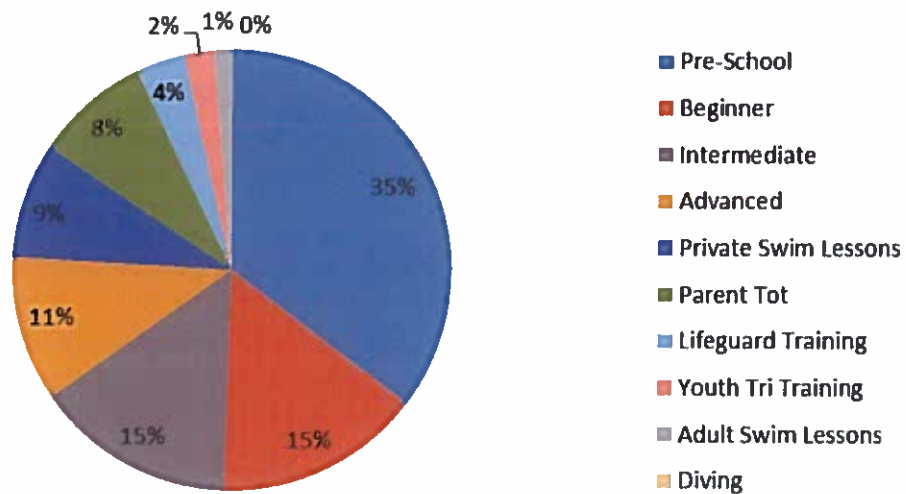
John M. Fleet Pool News

1. We completed the first two sessions of swimming lessons for kids from ages 6 months- 12, with a total of 189 registered kids. We also added adult swim lessons with a max of 4 participants per session. We had 4 participants in session 1. We also added Youth tri training and have 5 participants for this summer program.
2. Weekly pool user groups include the following: Ascendigo Summer Camp, Camp Run-a-Muck, Marble Charter School Summer Program, MT. Sopris Montessori Pre-school, & Stepping Stones Program.
3. Weekly programming at the pool includes morning, noon and evening lap swim times, morning *Water Aerobics* and *Senior Splash*, swim lessons, wading pool hours, & open swim hours. We also added the *Bonedale Swim Club*, *Aqua Yoga*, and *Aqua Zumba*, as well as *Family Sports Reduced Drop-In* times.
4. Attendance for May and June is 2,465. In comparison to last year for the same time period, which was 2,210.

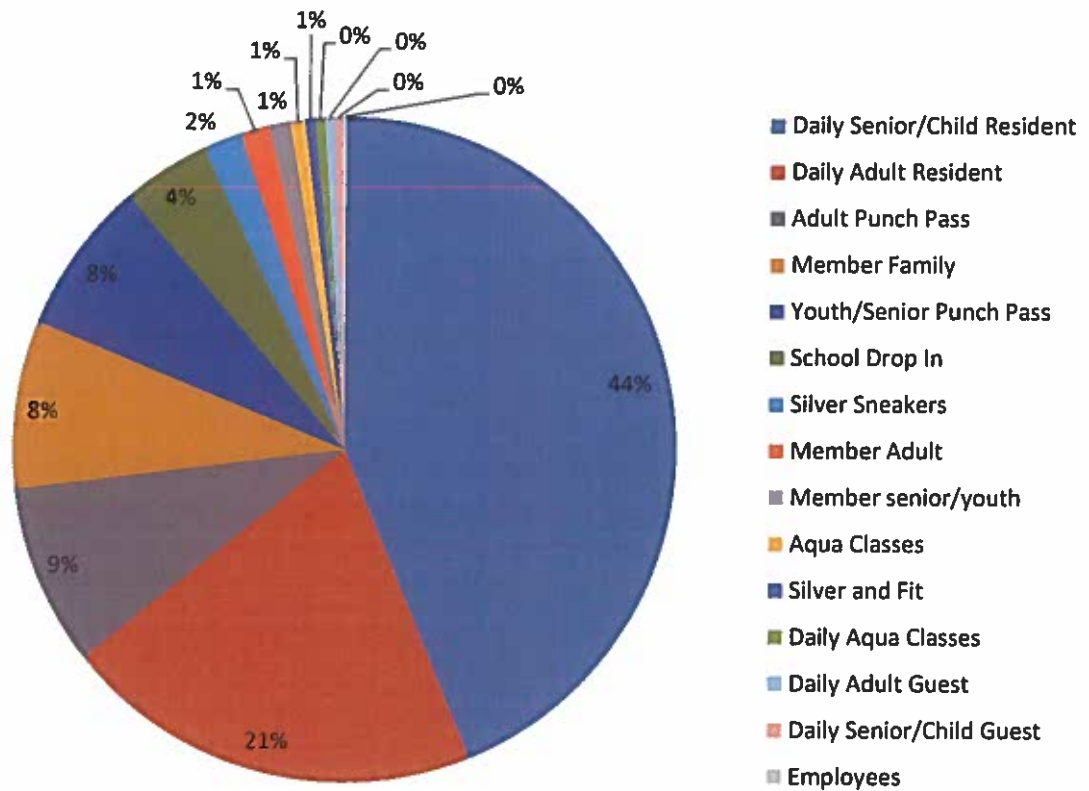
April - June 2016 (165 Activity Participants)



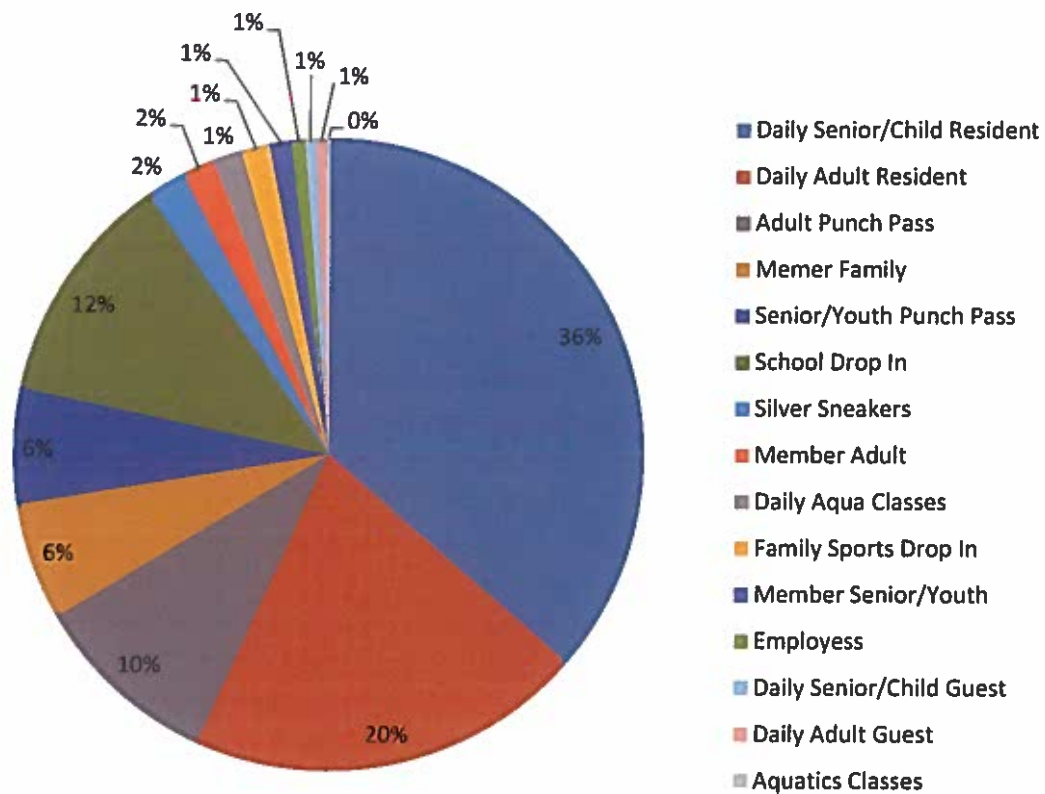
April - June 2017 (205 Activity Participants)



2016 Admittance Details (2,193)



2017 Admittance Details (2,415)



GATEWAY RV PARK:

Sitetype	Calendar Nights	Total Nights	Booked Nights	Booked %
Overflow Camp Site #1	60	60	0	0
Tent Camping Individual Sites	60	180	125	69.44
RV Site water / electric only (24ft)	60	300	197	65.67
Overflow RV Site	60	60	14	23.33
RV Site Full hookup (max 35ft-45ft)	60	300	250	83.33
Water Fee	60	60	0	0
Tent Camping Group Sites	60	60	10	16.67
RV Site full hook-up (34 ft max)	60	300	187	62.33

CLIMBING CLASS PROGRAM REPORT:**Climbing Program Reports: April, May, June 2017**

Program	Participants	Expenses	Revenue	Cost Recovery
Youth Climbing Class	8	\$113.75	\$385.00	338.46%
Sport Lead Clinic	3	\$105.00	\$90.00	85.71%
Women's Lead Clinic	2	\$105.00	\$60.00	57.14%
Rock Warriors Camp #1	8	\$705.00	\$680.00	96.45%

Cost recovery is good when we fill the programs. Additional promotion is needed is always needed with Climbing Wall programs. Unfortunately, we had to cancel our Mommy and Daddy and Me preschool climbing class for June. Climbing Wall Instructor, Sarah MacGregor spearheaded the two new Lead Clinics, and did almost all of the promotion herself.

RECREATION PROGRAM UPDATE:**Youth Programs Report: April, May, June 2017**

Program	Participants	Expenses	Revenue	Cost Recovery
Spin City Day Trip	13	\$564.12	\$650.00	115.22%
Pee Wee Soccer	20	\$639.43	\$877.50	137.23%
T-Ball	21	\$662.28	\$945.00	142.69%
Avalanche Creek Hike	13	\$232.20	\$230.00	99.05%
Hunter Creek Hike	14	\$252.72	\$250.00	98.92%
Garden Boot Camp	10	\$960.00	\$1,500.00	156.25%
10-Under Tennis	3	\$240.00	\$192.00	80.00%
Girls ONLY Sk8	10	\$418.50	\$617.50	147.55%

Coed Sk8	35	\$1,419.25	\$2,258.75	159.15%
Bike Park Lessons	6	\$320.00	\$360.00	112.50%
TOTALS	145	\$5,708.50	\$7,880.75	138.05%

Final Analysis: Q2 for 2017 represented great cost recovery for our youth programs. With a quarterly cost recovery of 138.05%, we exceeded our quarterly goal of 100% cost recovery. Our programs are consistently in line with the GreenPlay, LLC youth programs cost recovery model. This quarter is a great representation of smaller programs breaking even or actually being profitable. Pee Wee Soccer and T-Ball are great examples of programs with very little overhead, leading to a greater cost recovery.

Adult Programs Report: April, May, June 2017

Program	Participants	Expenses	Revenue	Cost Recovery
Women's Volleyball League	6 TEAMS	\$708.00	\$900.00	127.12%
TOTALS	6 TEAMS	\$708.00	\$900.00	127.12%

Final Analysis: Women's Volleyball was a new program for Q2 of 2017. This was a direct result of numerous women asking for this program. I am very pleased with the way it ran, and feedback has been very positive. Women's Volleyball was on point with all of our adult programs from a cost recovery standpoint, it was profitable.

Senior Programs Report: April, May, June 2017

Program	Participants	Expenses	Revenue	Cost Recovery
Leadville Day Trip	9	455.05	90	19.78%
TOTALS	9	455.05	90	19.78%

Final Analysis: The cost recovery for senior programs is low due to the philosophy that these programs satisfy a population that's on a fixed income. The program subsidy is supported by a historical Senior Program line item out of the General Fund budget. Increased participation would allow a better cost recovery and additional programming options.

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MINUTES
CARBONDALE PLANNING AND ZONING COMMISSION
Thursday June 15, 2017

Commissioners Present:

Michael Durant, Chair
Yuani Ruiz, Chair Pro Tem
Ken Harrington
Marina Skiles

Staff Present:

Janet Buck, Planning Director
John Leybourne, Planner
Mark Hamilton, Town Attorney
Mary Sikes, Planning Assistant

Commissioners Absent:

Gavin Brooke
Jay Engstrom, 2nd Alternate
Jennifer Gee DiCuollo
Jeff Davlyn

Other Persons Present

There was no public comment.

The meeting was called to order at 7:04 p.m. by Michael Durant.

April 27, 2017 Minutes:

Yuani made a motion to approve the April 27, 2017 minutes. Ken seconded the motion, and they were approved unanimously.

PUBLIC HEARING – Special Use Permit For Fence

Applicant: Kay Brunnier
Location: 565 Graceland Drive, Lot 34

John stated that the applicant is proposing to construct a fence on the southern boundary of the property located at 565 Graceland Drive. He said that a portion of the lot is located within the Conservation Overlay District where any development is required to have a special use permit by the Hendrick Ranch Planned Unit Development (PUD). John explained that the PUD states that all uses that are permitted in the underlying zone district, in this case, Residential Low Density.

John said that the fence is proposed to be a 48" cedar split rail fence with wire mesh as indicated in the building permit application.

John continued by saying that the Town may impose conditions it feels necessary to ensure that a proposed special use meets the purposes in the zoning code and to protect the public health, safety and general welfare of the Town and surrounding neighborhood. He said that the Town has broad authority to deny a special use if it

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determines a proposed use is incompatible with the neighborhood. John outlined recommended conditions:

1. The Special Use Permit shall be limited to a fence.
2. The owner shall work with the contractor to minimize installation impacts within the Conservation Overlay.
3. The property owner shall demonstrate to the Town that the property located in the Conservation Overlay has been restored, enhanced or maintained to the greatest extent possible during and after the fence installation.
4. All representations of the Applicant made before the Town during public hearings shall be considered a condition of approval.

Marina asked about condition #3 and at what point does this happen. She said that she was curious about process.

John stated that the fence would be inspected after construction and then a year later.

Marina asked if Staff would check back in.

John answered yes.

Ken asked what would happen if they do not complete restoration.

John said that they would get summonsed to court.

Kay Brunier introduced herself and explained that she has a puppy and that small children come to visit. She said that her fence would be cedar posts with wire mesh. Kay stated that a lot of strange dogs come up from the south side of her property. She noted that she wants to do her fence as harmlessly as possible and try not to cut down trees.

Ken noted on the diagram that where her fence would go on the west side, it doesn't connect to anything and that it just stops.

Kay said that it would connect to her house.

There was no public comment.

Motion to close the Public Hearing

A motion was made by Yuani to close the Public Hearing. Marina seconded the motion and it was approved unanimously.

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Motion

Ken made a motion, seconded by Yuani, to approve the special use permit for a fence at 565 Graceland Drive with the conditions and findings in the Staff report and it was approved unanimously.

Yes: Marina, Michael, Ken, Yuani

No: None

Planning Commissioner Interview

Nick Miscion, 2641 Dolores Way, introduced himself and stated that he has lived in Carbondale for four years. He said that he is an architect and that he was starting to get the lay of the land and how things work in Carbondale.

The Planning Commission interviewed Nick and recommended that Nick Miscione be appointed as a second alternate member of the Planning & Zoning Commission (P&Z) and that Jay Engstrom, who is currently the second alternate, be moved to the first alternate seat. The vote was unanimous.

PUD Discussion/Future Land Use Map Overlay – With Mark Hamilton, Town Attorney

Janet explained that on February 21, 2017, there was a work session between the Planning Commission and the Board of Trustees. She said that one of the items which was discussed at the work session was the development of PUD policies as they relate to transitioning PUDs into straight (UDC) zone districts. Janet said that her Staff report in the packet has an outline of the points from that meeting.

Janet stated that since that work session, a new Zoning District Map was adopted (February 28, 2017). She said that Staff was then able to work with Nathan Baier, Roaring Fork Geospatial, to overlay the Future Land Use Map from the 2013 Comprehensive Plan onto the Town's Zoning District Map. Janet continued by saying that Staff hopes this will help achieve the following goals:

- Assist developing a long-term strategy to bring the two maps into harmony.
- Identify the most appropriate zone districts for properties.
- Provide a stepping stone to approach property owners of the smaller PUDs to discuss pros and cons of potential rezonings to base (UDC) zone districts.
- Long term – make sure the Future Land Use Map is correct in land use designations.

Janet stated that at the Board work session, the Planning Commission had indicated that it would work on developing policies for converting PUDs to straight zone districts.

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Janet said that included in the packet is a memo dated February 9, 2017 from Planning Commissioner Gavin Brooke. She stated that he had suggested some elements of a framework. She explained that she took some of the concepts in Gavin's memo and blended them with some of her own thoughts in order to provide a starting point in developing a framework for PUD policies. Janet said that she has organized the policies in an order based on complexity and cost.

Janet outlined the following points of the PUD policy;

- Create inventory of PUD's
- Organization of PUD Book
- Analyze and approach landowners for whom benefits of conversion are obvious or conversions that might be easy.
- Adopt a policy that if a PUD comes in for redevelopment it is converted to an existing zone district from the UDC.
- Conduct a legal analysis of the larger PUDs (i.e., Crystal Village, Hendrick Ranch).

Mark Hamilton, the Town Attorney, said he did not fully understand what the Commission's intention was as he hasn't been here for discussions. He said that there are legal processes in place for PUD amendments. He said he has been working on Town cases since 1999. He said PUDs should be held to a higher standards; however, the Town did not always use the PUD regulations as intended.

He said that there are a few important components of existing PUDs which need to be factored in for each PUD. These include:

- Intent of PUD
- PUD density, open space
- Vested rights: existing PUD owners bought into those rights.
- Public rights imbedded into PUD's.
- People have bought into a PUD and rely on it.

Mark said that, while the Commission can initiate a PUD amendment, he would prefer that PUD amendments be initiated by the property owner. He said that they need to be considered on a case - by - case basis.

Mark said that the UDC is not clear on amending a PUD. He said that there are some examples of text from other communities, i.e., Aspen and Broomfield, which could be added to the UDC to update a PUD to current code. He summarized some of the language as follows:

During the review of a proposed amendment to a PUD, the Town may add conditions of approval which may be needed to ensure that the development will be compatible with current community circumstances. This includes any regulations which have been implemented since the original approval.

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Mark said that this would allow the Town to require that a PUD comply with the development standards and other regulations in the UDC when considering an amendment to an existing PUD.

Mark said that the Board of Adjustment is the correct place for variances and appeal of administrative decisions. He said it is a very narrow focus. He said that most cities treat variances as hardships. Mark said that processing rezonings and variances together is muddying the waters. He said that if the Commission wants to convert a PUD to a straight zone district, instead of granting variances, they could consider amending the zoning parameters in the UDC to accommodate the PUD. Then the PUD could be converted without a variance.

Commission Discussion

The Commission discussed legal non-conforming uses. Michael said that they can stay in place as long as needed and can be permanent. Mark noted that with the Overlook, the Town wasn't comfortable with open-ended legal non-conforming uses on a property rezoned from Industrial to PUD.

Michael said that his thought is that zoning isn't just about what it is now but what it could be and that straight zoning is a goal.

Janet noted that having an applicant complete a PUD application is challenging. She went over the Zoning District Map which was overlaid on the Future Land Use map that was hanging on the wall. She said that it would make it easier for PUD property owners to determine which straight zone district would be most appropriate for their property.

The Commission discussed the framework in Janet's memo. They agreed to include the following items from the 6-15-17 staff memo in the framework:

- Create Inventory of PUDs
- Organization of PUD Book
- Future Land Use Map overlaid on Zoning District Map
- If a PUD comes in for redevelopment, handle it on a case by case basis
- Revise the UDC to add the language from Aspen regarding amendments to PUDs

UDC Amendments

Janet stated that the UDC was adopted in May of 2016. She said that when the UDC was adopted, the Board, the Planning Commission and Staff agreed that it was important to re-visit the UDC from time to time to make sure it is working as intended.

Janet said that her memo is intended to re-cap the process discussed by the Planning Commission at its April 27, 2017 meeting. She said that the Commission didn't need to take any action. She just wanted them to be aware of the process which was laid out in Staff's 6-15-17 memo.

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Ken said that he would like to see guidelines verses standards, 5.6.2.B, moved to 7.0.1 added to the amendments list.

Staff Update

Janet said that the letters from Pat Kiernan submitted this week were emailed to the Commission and Board of Trustees.

Janet said that she would have a better idea of Kroeger's plans after the Board meeting tomorrow. She said that the current plat recordation deadline is June 28, 2017.

Commissioner Comments

The Commission had no comments.

Motion

A motion was made by Ken to adjourn. Yuani seconded the motion and the meeting was adjourned at 9:10 p.m.

6/15/2017

MINUTES
CARBONDALE BOARD OF ADJUSTMENT
Thursday June 15, 2017

Board of Adjustment Present:

Michael Durant, Chair
Yuani Ruiz, Chair Pro Tem
Ken Harrington, 1st Alternate
Marina Skiles

Staff Present:

Janet Buck, Planning Director
John Leybourne, Planner
Mark Hamilton, Town Attorney
Mary Sikes, Planning Assistant

Board of Adjustment Absent:

Gavin Brooke
Jay Engstrom, 2nd Alternate
Jennifer Gee DiCuollo

The meeting was called to order at 7:00 p.m. by Michael Durant.

May 31, 2017 Minutes:

Marina made a motion to approve the May 31, 2017 Board of Adjustment minutes with these changes made by Michael: Ken was the 1st Alternate and Jeff was not on the BOA. Ken seconded the motion, and they were approved unanimously with Yuani abstaining.

Motion

A motion was made by Ken to adjourn. Marina seconded the motion and the meeting was adjourned at 7:04 p.m.

**MINUTES
CARBONDALE PARKS & RECREATION COMMISSION
JUNE 21, 2017**

Becky Moller called the Carbondale Parks & Recreation Commission meeting to order at 7:06 p.m. on June 21, 2017, in the Town Hall meeting room.

ROLL CALL

The following members were present for roll call:

Members:	Becky Moller, Chair Hollis Kerler, Member Kathleen Wanatowicz, Member Todd Chamberlin, Member Tracy Wilson, Vice Chair
Town Staff Present:	Angie Sprang, Boards & Commissions Clerk Eric Brendlinger, Parks & Recreation Director Erica Sparhawk, Board Liaison Jamie Wall, Facility Coordinator & Special Events

CONSENT AGENDA

Motion Passed: Tracy Wilson *moved* to approve the minutes with noted edits from May 10, 2017. Hollis Kerler *seconded* the motion, and it was *unanimously approved*.

PERSONS PRESENT NOT ON THE AGENDA

There was no one present not on the agenda that wished to address the board.

INTRO & REPORT FROM JAMIE WALL, TOC FACILITY COORDINATOR & SPECIAL EVENTS

Jamie Wall, Facility & Special Events Coordinator, joined the Town recreation team in mid-May. Jamie met the Parks & Rec Commission and provided them with an update regarding new projects and solicited feedback. An art contest for local art in the skate park is underway, and will be underway for the entirety of the summer.

MASTER PLAN GOALS & PRIORITIES WORK SESSION – PRIORITIZED LIST CREATION

Goals: Discussion ensued regarding prioritization of master plan goals. The commission discussed that the master plan can be summed up in two main overall priority goals: (1) maintain & enhance existing assets, (2) upgrade the pool. The opportunity to seek the services of a professional fundraiser was discussed. Leveraging funds raised with matching grants was discussed. The Commission is actively searching for alternative fundraising options, and desires to avoid bonds if possible.

Priorities: Tasks going forward with the prioritized plan may include: (1) establishing Parks & Recreation community fund, (2) creating a profitable enterprise/business model for Gateway Park, (3) small capital improvement projects (i.e. remodel of park bathrooms), (4) and throughout the process continually matching grant funding opportunities with master plan projects.

Values: The overarching value of the commission is to be fiscally responsible. The importance of ensuring this does not create a huge bond issue, with the drawback of tying future commission member's hands (fiscally responsible and strategic).

The commission will collaborate to create a formalized working document. This document will include: (1) goals, (2) priorities, and (3) commission values. Kathleen Wanatowicz is working to finalize this document, and will bring it to the July 12, 2017 meeting. Prior to the July meeting

Kathleen will share the document will be shared with Hollis Kerler and Todd Chamberlin for draft reviews feedback.

Fund Management: Discussion ensued and the commission identified the benefits of a third party managing donations rather than a municipal entity. Aspen Community Foundation was highlighted as a top choice to manage the fund. Donor access was also noted as a key component to using the Aspen Community Foundation. Drawbacks were noted about the Town managing the fund, because of the lack of fund separation from the Town. Two Rivers and Third Street Center were also discussed as options. The commission agreed that Aspen Community Foundation would be the best choice for this type of fund management.

Buy Local Campaign: Tracy Wilson presented shop local advertising/awareness campaign ideas to the commission and solicited feedback. It was noted that successful buy local campaigns focus on small locally owned business. The commission is working to create a campaign plan, and set a kick off date. Tracy is working to create the plan, and will bring a draft July 12, 2017.

Becky Moller will contact Amazon smiles to seek information regarding program specifics, and will discuss alternative fundraising options with Andrea Stewart.

REPORT & UPDATES

Eric Brendlinger informed the commission that the summer is well underway, and the Parks & Rec department is working hard. Rob Comey left the commission and Eric encouraged everyone to seek out new members.

ADJOURNMENT

The June 21, 2017, regular meeting adjourned at 9:36 pm. The next regularly scheduled meeting is set for July 12, 2017 at 7:00 pm.

Respectfully submitted,
Angie Sprang
Board & Commissions Clerk