



**AGENDA
HAYDEN TOWN COUNCIL MEETING
THURSDAY, FEBRUARY 18, 2016
7:30 P.M.
HAYDEN TOWN HALL – 178 WEST JEFFERSON AVENUE**

WORK SESSION 7:00 P.M. – 7:30 P.M.

1. STAFF REPORTS

REGULAR MEETING – 7:30 P.M.

1a. CALL TO ORDER

1b. OPENING PRAYER

1c. PLEDGE OF ALLEGIANCE

1d. ROLL CALL

2. CONSIDERATION OF MINUTES

- A. Regular Meeting February 4, 2016

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3. CONSIDERATION OF BILLS

- A. Consideration of payment bill vouchers dated February 11, 2016

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4. PUBLIC COMMENTS

5. PROCLAMATIONS/PRESENTATIONS

6. CONSENT ITEMS

- A. Consideration to approve Liquor License Renewal for HiWay Bar, LLC

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7. OLD BUSINESS

- A. Public Hearing: Ordinance 671 amending Chapters 13.08 Plant Investment Fees, 13.60 Water and Sewer Rates and 13.80 Key Pump Water Customers, of Hayden Municipal Code
B. 2nd Reading of Ordinance 671 amending Chapters 13.08 Plant Investment Fees, 13.60 Water and Sewer Rates and 13.80 Key Pump Water Customers, of Hayden Municipal Code

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8. NEW BUSINESS

- A. Public Hearing: Special Event Permit Hayden Parks and Recreation Fund Raiser
B. Consideration to approve Special Event Permit Hayden Parks and Recreation Fund Raiser
C. Consideration to waive Special Event Permit Fee for Hayden Parks and Recreation Fund Raiser
D. Consideration to accept Substantial Completion of Seneca Hill Tank and Water System
E. Resolution 2016-09 2016 Fee Schedule

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9. PULLED CONSENT ITEMS

10. STAFF AND COUNCILMEMBER REPORTS (CONTINUED, IF NECESSARY)

11. EXECUTIVE SESSION (IF NEEDED)

12. ADJOURNMENT

NOTICE: Agenda is subject to change. If you require special assistance in order to attend any of the Town's public meetings or events, please notify the Town of Hayden at (970) 276-3741 at least 48 hours in advance of the scheduled event so the necessary arrangements can be made.

Staff & Councilmember Reports

Sam Barnes reported on the snow removal completed by Public Works. Seneca Hill Tank and Water System is near completion. Town of Hayden is waiting on Duckels to sign the substantial completion and complete the punch list. Sam answered inquiry by Councilmember Hayden regarding the water quality report which Sam indicated was available for view on the Town of Hayden website.

Jill Delay reported on the Fund Raiser Hayden Parks and Recreation February 27, 2016 at the exhibit hall at Routt County Fairgrounds. Proceeds will be used for prizes and to fund the Dry Creek Park playground. PeeWee Wrestling and Tumbling for Tots is starting.

Sharon Johnson reported on the final results of the Special Election. The election was certified by the Canvass Board after the final count of the held ballots. The final results: 267 Yes 237 No. Hayden Clean Up Day is set for May 14, 2016 and there was a request for the Town to consider making the day a Community Garage Sale and provide marketing and promotion. Sharon shared the email from a business owner wanting the Town to consider waiving his fee for non-compliance of the snow removal code. Sharon provided information regarding the Marijuana application process for licensing which will be open for interest on Monday, February 8, 2016.

Staff reports will continue at the end of the meeting.

Mayor Haskins called the regular meeting of the Hayden Town Council to order at 7:33 p.m. Mayor Haskins present and Mayor Pro Tem Robinson arrived at 7:45 p.m. Councilmembers Hayden, Redmond, Folley and Hagins present. Also present were Interim Town Manager and Police Chief, Greg Tuliszewski, Public Works Director, Sam Barnes, Town Clerk, Sharon Johnson, and Recreation Coordinator, Jill Delay.

Opening Prayer Mayor Haskins offered the opening prayer.

Pledge of Allegiance Mayor Haskins led the Pledge of Allegiance.

Minutes – January 21, 2016 Councilmember Hayden moved to approve the minutes of the Regular Town Council Meeting held on January 21, 2016. Councilmember Folley seconded. Roll call vote. Councilmember Redmond – aye. Councilmember Hayden– aye. Councilmember Folley – aye. Mayor Haskins – aye. Councilmember Hagins – aye. Motion carried.

Consideration of Bill Payment Voucher dated January 28, 2016 Councilmember Hagins moved to approve the bill payment voucher dated January 28, 2016 in the amount of \$35,731.66. Councilmember Folley seconded. Roll call vote. Mayor Haskins – aye. Councilmember Hagins – aye. Councilmember Folley – aye. Councilmember Redmond – aye. Councilmember Hayden – aye. Motion carried.

**Proclamations/
Presentations**

Draft minutes subject to editing and approval prior to becoming official record.

Public Comments

Rob Branstetter, 416 Meadowbrook Court, Hayden spoke to the Town Council regarding his damaged tree from snow removal and storage and would like the Town Council to address easements and personal property at a Town Council meeting. Rob requested an apology from a police officer and explanation from the Chief regarding how an issuance of a ticket was handled.

Consent Items

Consideration of Allison Doolin to be appointed to the Hayden Parks and Recreation Board

Councilmember Redmond moved to approve the consent items. Councilmember Hagins seconded. Roll call vote. Councilmember Hayden – aye. Councilmember Redmond – aye. Councilmember Folley – aye. Councilmember Hagins – aye. Mayor Haskins – aye. Motion carried.

Consideration to approve a contract with Loose Change band to play at Hayden Daze.

Old Business

Resolution 2016-01 Adoption of 2016 Fee Schedule

Councilmember Hagins moved to adopt Resolution 2016-01 2016 Fee Schedule. Councilmember Folley seconded. Roll call vote. Mayor Haskins – aye. Councilmember Hagins – aye. Councilmember Folley – aye. Councilmember Hayden – aye. Councilmember Redmond – aye. Mayor Pro Tem Robinson – aye. Motion carried.

New Business

Decision: 1st Reading of Ordinance 671 and Setting a Public Hearing

Councilmember Redmond moved to approve 1st Reading of Ordinance 671 An Ordinance amending Chapters 13.08 Plant Investment Fees, 13.60 Water and Sewer Rates and 13.80 Key Pump Water Customers, of the Hayden Municipal Code and set a Public Hearing for February 18, 2016. Councilmember Hagins seconded. Roll call vote. Councilmember Hayden – aye. Councilmember Redmond – aye. Councilmember Folley – aye. Councilmember Hagins – aye. Mayor Pro Tem Robinson – aye. Mayor Haskins – aye. Motion carried.

Decision: Consideration of X-West minor subdivision

Greg Thompson, Town of Hayden Planning, presented the request for X-West subdivision. Councilmember Folley moved to approve X- West subdivision. Councilmember Hagins seconded. Roll call vote. Councilmember Folley – aye. Councilmember Hayden – aye.

Draft minutes subject to editing and approval prior to becoming official record.

**Mayor Haskins – aye. Councilmember Hagins – aye.
Councilmember Redmond – aye. Mayor Pro Tem Robinson – aye.
Motion carried.**

Pulled Consent Items None.

**Staff and
Councilmember
Reports Continued**

Greg Tuliszewski, Police Chief and Interim Town Manager requested that the Town be able to recognize years of service for employees; Sandy Boston just reached her 5 year milestone. Chief discussed the snow removal from the Hayden Police Department perspective and warning and ticketing residents in violation of the code. Chief reiterated the need for substantial completion of the Seneca Hill Tank and Water System Improvements as Sam Barnes had stated earlier. Waters and Company has contacted the Chief regarding the recruitment of the Town Manager; they submitted an amended timeline and they are waiting on the salary bracket for the Town Manager and review of the brochure. Chief updated Town Council on his discussion with Greg Thompson, Town of Hayden Planner.

Tim Redmond reported on his discussion with Representative Diane Mitsch Bush and she is willing to go talk with CDOT regarding a crosswalk at 3rd Street and Jefferson Avenue.

Dallas Robinson spoke to his concerns with the new Marijuana Grow business in the Town of Hayden and the misconception of curing all medical needs and Town of Hayden financial woes his fear is that this will have a negative effect on the Town of Hayden.

Executive Session None.

**Adjournment
Recorded by:**

Mayor Haskins adjourned the meeting at 8:37 p.m.

Sharon Johnson, Town Clerk

APPROVED THIS 18th DAY OF February, 2016.

James M. Haskins, Mayor

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
6970	Bear River Excavating	679	Snow Hauling	02/06/2016	807.50	.00		
Total 6970:					807.50	.00		
1200	Bear River Valley Co-Op	01252016	Streets Maintenance_Gas	01/25/2016	2,116.11	.00		
1200	Bear River Valley Co-Op	01252016	Streets Vehicle Expense - Fuel	01/25/2016	464.33	.00		
1200	Bear River Valley Co-Op	01252016	Parks Equipment Expense - Fuel	01/25/2016	96.59	.00		
1200	Bear River Valley Co-Op	01252016	Parks - Trails Vehicle Exp - Fuel	01/25/2016	51.13	.00		
1200	Bear River Valley Co-Op	01252016	Water Vehicle Expense - Fuel	01/25/2016	146.57	.00		
1200	Bear River Valley Co-Op	01252016	Sewer Vehicle Expense - Fuel	01/25/2016	103.95	.00		
1200	Bear River Valley Co-Op	01252016	PD Vehicle Maintenance - Fuel	01/25/2016	490.64	.00		
Total 1200:					3,469.32	.00		
1330	Bratton Enterprises Inc	9319	Scoria	01/31/2016	526.11	.00		
Total 1330:					526.11	.00		
1400	Caselle Inc	70850	Support Contract	02/01/2016	532.33	.00		
Total 1400:					532.33	.00		
1410	CASH	2.5.16-1	Float for Winter Cornhole Tourney	02/05/2016	500.00	.00		
1410	CASH	2.5.16-2	Prize Money for Winter Cornhole	02/05/2016	480.00	.00		
Total 1410:					980.00	.00		
1650	CEBT	0009036	Sewer Benefits	01/28/2016	1,536.19	.00		
1650	CEBT	0009036	Streets Benefits	01/28/2016	2,442.09	.00		
1650	CEBT	0009036	Water Benefits	01/28/2016	2,161.86	.00		
1650	CEBT	0009036	Parks Benefits	01/28/2016	1,544.77	.00		
1650	CEBT	0009036	Sewer Admin Benefits	01/28/2016	1,288.48	.00		
1650	CEBT	0009036	Water Admin Benefit	01/28/2016	1,288.48	.00		
1650	CEBT	0009036	Admin Benefits	01/28/2016	3,228.39	.00		
1650	CEBT	0009036	PD Benefits	01/28/2016	6,234.10	.00		
Total 1650:					19,724.36	.00		
3770	CenturyLink	0029JAN16	Water Phones_0029	02/01/2016	118.48	.00		
3770	CenturyLink	1365584005	PD Phones 77563308	02/03/2016	30.74	.00		
3770	CenturyLink	3058JAN16	Water Phones_3058	01/25/2016	52.74	.00		
3770	CenturyLink	3741JAN16	Admin Phones_3741	01/25/2016	440.21	.00		
3770	CenturyLink	4330JAN16	Sewer Phones_4330	01/25/2016	54.31	.00		
Total 3770:					696.48	.00		
12074	CliftonLarsonAllen LLP	1174106	Accounting services	01/27/2016	4,762.00	.00		
Total 12074:					4,762.00	.00		
12240	Dale, Breann	01262016	2016 Special Election	01/26/2016	37.50	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
	Total 12240:				37.50	.00		
2050	Dana Kepner Company Inc	1420934-00	Water Dist Repair	01/25/2016	746.82	.00		
	Total 2050:				746.82	.00		
12100	Duckels Construction, Inc	PAY APPL 8	Pay Application #8	02/08/2016	58,784.55	.00		
	Total 12100:				58,784.55	.00		
12242	Faucett, Dan	01262016	2016 Special Election	01/26/2016	37.50	.00		
	Total 12242:				37.50	.00		
12241	Faucett, Kathy	01262016	2016 Special Election	01/26/2016	37.50	.00		
	Total 12241:				37.50	.00		
4890	FedEx	5-295-32279	Water Sample Shipping	01/21/2016	128.94	.00		
	Total 4890:				128.94	.00		
12243	Fry, Christina	01262016	2016 Special Election	01/26/2016	55.00	.00		
	Total 12243:				55.00	.00		
12127	Garfield & Hecht, PC	135257	Water Matters Dec Services	12/31/2015	1,611.50	.00		
	Total 12127:				1,611.50	.00		
12215	H. E. S. C., Inc	02032016	Snow Removal January	02/03/2016	2,260.00	.00		
12215	H. E. S. C., Inc	02042016	McCoy Scoria	02/04/2016	500.00	.00		
	Total 12215:				2,760.00	.00		
9400	Hawkins & Company	10611	WTP R&M - Circuit Boards	01/27/2016	844.00	.00		
	Total 9400:				844.00	.00		
2580	Hayden Merc	01-280348	HPR Board	01/20/2016	31.23	.00		
2580	Hayden Merc	01-283605	Office Supplies	01/26/2016	7.99	.00		
2580	Hayden Merc	01-284351	Seneca Hill Supplies	01/28/2016	32.94	.00		
2580	Hayden Merc	02-316696	Post Training	01/25/2016	51.68	.00		
2580	Hayden Merc	02-317055	Post Training	01/26/2016	7.98	.00		
2580	Hayden Merc	02-317892	Post Training	01/28/2016	14.97	.00		
2580	Hayden Merc	02-318831	Office Supplies	01/30/2016	8.99	.00		
2580	Hayden Merc	03-288581	David Going Away Staff Lunch	01/12/2016	99.96	.00		
2580	Hayden Merc	03-289123	Streets Supplies	01/13/2016	24.99	.00		
2580	Hayden Merc	03-291810	Post Training	01/18/2016	73.60	.00		
2580	Hayden Merc	03-292256	Post Training	01/19/2016	49.08	.00		
2580	Hayden Merc	03-294922	Special Election	01/26/2016	119.83	.00		
2580	Hayden Merc	03-295660	Post Training	01/27/2016	44.00	.00		
	Total 2580:				567.24	.00		
7360	Hayden School District RE-1	2015 FEES	2015 School Facility Fees	01/28/2016	16,823.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 7360:					16,823.00	.00		
2540	Hayes Trucking, Inc.	003113	Snow Trucking	01/21/2016	1,253.75	.00		
Total 2540:					1,253.75	.00		
1360	Hinton Burdick CPAs & Advisors	141300	Progress Bill 2015 Audit	01/31/2016	750.00	.00		
Total 1360:					750.00	.00		
2640	Holloran LLC, Michael J	01202016	WTP & Water Line Easement	01/20/2016	364.59	.00		
2640	Holloran LLC, Michael J	01202016	Fishing is Fun Grant	01/20/2016	116.67	.00		
2640	Holloran LLC, Michael J	01202016	Administrative Matters	01/20/2016	641.67	.00		
2640	Holloran LLC, Michael J	01202016	Scada Lease	01/20/2016	597.92	.00		
Total 2640:					1,720.85	.00		
7095	Identity Graphics, Inc.	7678	2016 Special Election	01/12/2016	92.80	.00		
Total 7095:					92.80	.00		
12244	Kasper, Phil	01262016	2016 Special Election	01/26/2016	30.00	.00		
Total 12244:					30.00	.00		
12245	Lewis, Michele	01262016	2016 Special Election	01/26/2016	30.00	.00		
Total 12245:					30.00	.00		
4185	Orkin Pest Control	77130896	Pest Control	02/01/2016	133.98	.00		
Total 4185:					133.98	.00		
12246	Quigley, Jessica	01262016	2016 Special Election	01/26/2016	57.50	.00		
Total 12246:					57.50	.00		
12247	Reck, Kathleen	01262016	2016 Special Election	01/26/2016	57.50	.00		
Total 12247:					57.50	.00		
3310	Respond First Aid Systems	036887	First Aid Supplies	02/03/2016	49.30	.00		
3310	Respond First Aid Systems	036888	First Aid Supplies	02/03/2016	76.65	.00		
Total 3310:					125.95	.00		
12068	RG & Associates, LLC	1011684	X-West Subdivision	02/01/2016	261.25	.00		
12068	RG & Associates, LLC	1011684	Fairgrounds RV Park	02/01/2016	23.75	.00		
12068	RG & Associates, LLC	1011685	General Planning	02/02/2016	451.25	.00		
Total 12068:					736.25	.00		
12237	Rossman Brothers Trucking, LLC	7617	Snow Haul Off	01/29/2016	595.00	.00		
Total 12237:					595.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
2065	Routt County Auto Parts	10109-353159	Streets - R&M Fuel Container	01/04/2016	7.29	.00		
2065	Routt County Auto Parts	10109-353167	Sewer Collection R&M	01/04/2016	26.07	.00		
2065	Routt County Auto Parts	10109-353182	Streets - Snow Removal	01/05/2016	40.48	.00		
2065	Routt County Auto Parts	10109-353419	PD - Vehicle Maint - Filters	01/12/2016	28.98	.00		
2065	Routt County Auto Parts	10109-353428	Streets - R&M Tow Rope	01/12/2016	79.99	.00		
2065	Routt County Auto Parts	10109-353451	PD - Vehicle Maint - Oil Drain Plu	01/13/2016	3.99	.00		
2065	Routt County Auto Parts	10109-353497	Parks - Snowmobile	01/14/2016	64.14	.00		
2065	Routt County Auto Parts	10109-353504	Water Vehicle Expense - Bulbs	01/14/2016	28.98	.00		
2065	Routt County Auto Parts	10109-353505	WTP R&M	01/14/2016	1.05-	.00		
2065	Routt County Auto Parts	10109-353674	WTP R&M	01/20/2016	92.14	.00		
2065	Routt County Auto Parts	10109-353707	WTP - Soda Ash Machine	01/21/2016	34.14	.00		
2065	Routt County Auto Parts	10109-353836	WWTP R&M	01/26/2016	5.69	.00		
2065	Routt County Auto Parts	10109-353838	WWTP R&M	01/26/2016	29.05	.00		
2065	Routt County Auto Parts	10109-353851	Streets R&M - Screws	01/26/2016	1.36	.00		
Total 2065:					441.25	.00		
12249	Sandy's Office Supply, Inc	163780	2015 Conf Room Chairs	01/28/2016	984.66	.00		
Total 12249:					984.66	.00		
1770	Schmueser Gordon Meyer, Inc.	2010-414.008-	Managerial Services	01/27/2016	3,180.00	.00		
Total 1770:					3,180.00	.00		
12248	SGS Accutest Inc	D1-71623	Water Testing	01/26/2016	235.50	.00		
12248	SGS Accutest Inc	D1-71624	Water Testing	01/26/2016	89.50	.00		
12248	SGS Accutest Inc	D1-71657	Water Testing	01/26/2016	230.50	.00		
Total 12248:					555.50	.00		
4880	Sprint	918280746-02	Sewer Cell Phone	01/29/2016	58.65	.00		
4880	Sprint	918280746-02	Streets Cell Phone	01/29/2016	107.64	.00		
4880	Sprint	918280746-02	Water Cell Phone	01/29/2016	71.10	.00		
4880	Sprint	918280746-02	Admin Cell Phone	01/29/2016	52.05	.00		
4880	Sprint	918280746-02	HPD Cell Phone	01/29/2016	268.00	.00		
4880	Sprint	918280746-02	Recreation Cell Phone	01/29/2016	52.05	.00		
4880	Sprint	918280746-02	Public Works Tablet	01/29/2016	19.00	.00		
4880	Sprint	918280746-02	Public Works Tablet	01/29/2016	18.99	.00		
Total 4880:					647.48	.00		
10530	Staples Advantage	3290693571	Adm Office Supplies	01/20/2016	57.97	.00		
10530	Staples Advantage	3291685261	Adm Office Supplies	01/26/2016	61.25	.00		
10530	Staples Advantage	3291685262	Adm Office Supplies	01/26/2016	31.96	.00		
Total 10530:					151.18	.00		
3550	Steamboat Medical Group P.C.	20750	DOT Physical	02/03/2016	80.00	.00		
Total 3550:					80.00	.00		
3530	Steamboat Pilot	JAN2016	Legals	01/31/2016	27.81	.00		
Total 3530:					27.81	.00		
12250	Torgler, David and Carmen	1187.06	Utility Deposit Refund	01/27/2016	17.34	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 12250:					17.34	.00		
3710	Town of Hayden	1208JAN16	Parks Utilities Dry Creek Park	01/31/2016	37.58	.00		
3710	Town of Hayden	15JAN16	Shop Utilities_15.01	01/31/2016	63.80	.00		
3710	Town of Hayden	2035JAN16	PD Utilities	01/31/2016	63.50	.00		
3710	Town of Hayden	2036JAN16	Parks Utilities Dry Creek Park Bld	01/31/2016	71.94	.00		
3710	Town of Hayden	2044JAN16	Parks Utilities Vista Verde Park	01/31/2016	37.58	.00		
3710	Town of Hayden	2046JAN16	Parks Utilities Lake Village Park	01/31/2016	37.58	.00		
3710	Town of Hayden	2066JAN16	Streets Utilities Dump Station	01/31/2016	68.33	.00		
3710	Town of Hayden	231JAN16	Parks Utilities 3rd St Park	01/31/2016	52.78	.00		
3710	Town of Hayden	232JAN16	Water Plant Utilities	01/31/2016	59.24	.00		
3710	Town of Hayden	355JAN16	Sewer Utilities_355.01	01/31/2016	48.41	.00		
3710	Town of Hayden	534JAN16	Parks Utilities Main St Park	01/31/2016	52.78	.00		
3710	Town of Hayden	761JAN16	Parks Utilities Suellen Ballfield	01/31/2016	37.58	.00		
3710	Town of Hayden	92JAN16	Town Hall_92.01 80%	01/31/2016	53.82	.00		
3710	Town of Hayden	92JAN16	Rec_92.01 20%	01/31/2016	13.46	.00		
3710	Town of Hayden	94JAN16	Key Pump Utilities_94.01	01/31/2016	52.77	.00		
3710	Town of Hayden	96JAN16	Parks Utilities West Ballfield	01/31/2016	37.58	.00		
Total 3710:					788.73	.00		
7070	USA BlueBook	858073	WTP R&M - Parts	01/28/2016	1,300.47	.00		
7070	USA BlueBook	858422	WTP R&M - Parts	01/26/2016	129.60	.00		
Total 7070:					1,430.07	.00		
8740	Visa	JAN2016	WTP - Wolf Mtn Pizza	02/02/2016	87.48	.00		
8740	Visa	JAN2016	Rec - Varidesk	02/02/2016	100.00	.00		
8740	Visa	JAN2016	Rec - Varidesk	02/02/2016	295.00	.00		
8740	Visa	JAN2016	PWW Committee	02/02/2016	60.46	.00		
8740	Visa	JAN2016	Hayden Daze	02/02/2016	72.46	.00		
8740	Visa	JAN2016	Winter Cornhole Tourney	02/02/2016	72.46	.00		
8740	Visa	JAN2016	Winter Cornhole Tourney	02/02/2016	80.90	.00		
8740	Visa	JAN2016	Rec - Operating	02/02/2016	36.13	.00		
8740	Visa	JAN2016	Rec - Basketball	02/02/2016	64.75	.00		
8740	Visa	JAN2016	Rec - PWW Tourney	02/02/2016	43.93	.00		
8740	Visa	JAN2016	Christmas Tree Lighting	02/02/2016	1,545.64	.00		
8740	Visa	JAN2016	Postage	02/02/2016	315.99	.00		
8740	Visa	JAN2016	Election	02/02/2016	.98	.00		
8740	Visa	JAN2016	Election	02/02/2016	.49	.00		
8740	Visa	JAN2016	Postage - Water	02/02/2016	6.74	.00		
8740	Visa	JAN2016	amazon Refund	02/02/2016	236.06-	.00		
8740	Visa	JAN2016	Egg & I	02/02/2016	17.00	.00		
8740	Visa	JAN2016	Walmart PD Supplies	02/02/2016	25.08	.00		
8740	Visa	JAN2016	C-MORE Systems	02/02/2016	457.65	.00		
8740	Visa	JAN2016	POST Training	02/02/2016	48.27	.00		
8740	Visa	JAN2016	Walmart Town Hall Cleaning Sup	02/02/2016	13.17	.00		
8740	Visa	JAN2016	amazon PD Phone Case	02/02/2016	9.48	.00		
8740	Visa	JAN2016	amazon PD Phone Case	02/02/2016	13.64	.00		
8740	Visa	JAN2016	amazon PD Phone Case	02/02/2016	20.48	.00		
8740	Visa	JAN2016	amazon - PD Supplies	02/02/2016	28.89	.00		
8740	Visa	JAN2016	amazon PD Phone Case	02/02/2016	21.50	.00		
8740	Visa	JAN2016	Pd - Wolf Mtn Pizza	02/02/2016	21.00	.00		
8740	Visa	JAN2016	Wild Goose Coffee - POST Traini	02/02/2016	99.00	.00		
8740	Visa	JAN2016	IACP Renewal	02/02/2016	150.00	.00		
8740	Visa	JAN2016	Midway - PD	02/02/2016	166.98	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
8740	Visa	JAN2016	Pd - Wolf Mtn Pizza	02/02/2016	19.73	.00		
8740	Visa	JAN2016	POST Training	02/02/2016	126.40	.00		
8740	Visa	JAN2016	Wild Goose Coffee - POST Traini	02/02/2016	80.48	.00		
8740	Visa	JAN2016	POST Training	02/02/2016	25.19	.00		
8740	Visa	JAN2016	POST Training	02/02/2016	144.01	.00		
8740	Visa	JAN2016	POST Training	02/02/2016	67.00	.00		
8740	Visa	JAN2016	amazon - PD Supplies	02/02/2016	151.98	.00		
8740	Visa	JAN2016	amazon - PD Supplies	02/02/2016	67.89	.00		
8740	Visa	JAN2016	amazon PD Phone Case	02/02/2016	35.00	.00		
8740	Visa	JAN2016	POST Training	02/02/2016	44.00	.00		
8740	Visa	JAN2016	POST Training	02/02/2016	17.49	.00		
8740	Visa	JAN2016	CPI - WTP R&M	02/02/2016	359.47	.00		
8740	Visa	JAN2016	Custom Displays - PD Building	02/02/2016	57.90	.00		
8740	Visa	JAN2016	amazon - Rec	02/02/2016	3.99	.00		
8740	Visa	JAN2016	Postage	02/02/2016	49.50	.00		
8740	Visa	JAN2016	Postage	02/02/2016	49.50	.00		
Total 8740:					4,939.02	.00		
3880	Wagner Equipment Co	P04C0287176	Streets R&M - Supplies	01/21/2016	664.64	.00		
3880	Wagner Equipment Co	P04C0287318	Streets R&M - Parts	01/28/2016	577.24	.00		
Total 3880:					1,241.88	.00		
9960	Warning, Tanya	FEB2016	Janitorial Services	02/04/2016	340.00	.00		
Total 9960:					340.00	.00		
10600	Waste Management-SBS #001-85	FEB2016	Residential Trash Service	02/01/2016	11,729.81	.00		
Total 10600:					11,729.81	.00		
12167	WEX Bank	43174666	Streets Vehicle Expense - Fuel	11/30/2015	60.03	.00		
12167	WEX Bank	43174666	Water Dept Vehicle Expense - Fu	11/30/2015	57.44	.00		
12167	WEX Bank	43174666	PD Vehicle Expense - Fuel	11/30/2015	196.92	.00		
12167	WEX Bank	43174666	Sewer Vehicle Expense - Fuel	11/30/2015	57.39	.00		
12167	WEX Bank	43877889	Streets Vehicle Expense	01/31/2016	420.14	.00		
12167	WEX Bank	43877889	Streets Vehicle Expense - Fuel	01/31/2016	31.93	.00		
12167	WEX Bank	43877889	PD Vehicle Expense - Fuel	01/31/2016	340.50	.00		
Total 12167:					1,164.35	.00		
12251	Williams, Sara	01262016	2016 Special Election	01/26/2016	55.00	.00		
Total 12251:					55.00	.00		
12252	Wixson, Jeannie	01262016	2016 Special Election	01/26/2016	22.50	.00		
Total 12252:					22.50	.00		
6085	Xerox Corporation	082946505	pd COPIER/PRINTER December	01/09/2016	247.90	.00		
6085	Xerox Corporation	082998597	ADMIN COPIER/PRINTER Dece	01/20/2016	292.90	.00		
6085	Xerox Corporation	083357106	ADMIN COPIER/PRINTER Janua	02/04/2016	222.43	.00		
6085	Xerox Corporation	083357107	PD COPIER/PRINTER	02/04/2016	238.15	.00		
Total 6085:					1,001.38	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4010	Yampa Valley Electric	1002JAN16	Dry Creek Lift Electric 720021002	01/20/2016	247.76	.00		
4010	Yampa Valley Electric	1802JAN16	Streets Electric 1510001802	01/28/2016	1,986.36	.00		
4010	Yampa Valley Electric	3406JAN16	Recreation Electric 740003406	01/20/2016	540.05	.00		
4010	Yampa Valley Electric	5501JAN16	Parks Electric 720015501	01/20/2016	86.13	.00		
4010	Yampa Valley Electric	6002JAN16	Community Tree Electric 7600160	01/20/2016	64.70	.00		
4010	Yampa Valley Electric	6201JAN16	Shop Electric 760016201	01/20/2016	284.05	.00		
4010	Yampa Valley Electric	7702JAN16	Sewer Electric 760007702	01/20/2016	5,998.50	.00		
4010	Yampa Valley Electric	8901JAN16	Hospital Hill Electric 720008901	01/20/2016	33.53	.00		
4010	Yampa Valley Electric	9902JAN16	Crandall Pump House Electric 72	01/20/2016	374.63	.00		
Total 4010:					9,615.71	.00		
4245	Zirkel Wireless, LLC	119694	WTP Internet Service Acct 4377	01/25/2016	46.00	.00		
4245	Zirkel Wireless, LLC	119695	Shop Internet Service Acct 4378	01/25/2016	46.00	.00		
Total 4245:					92.00	.00		
Grand Totals:					158,020.90	.00		

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.



Town Council Agenda Item

MEETING DATE: February 18, 2016

AGENDA ITEM TITLE: Hiway Bar Liquor License Renewal

AGENDA SECTION: Consent Items

PRESENTED BY: Sharon Johnson

CAN THIS ITEM BE RESCHEDULED: No

BACKGROUND REVIEW: The Hiway Bar's Tavern Liquor License will expire on March 12, 2016. Approving this renewal would extend the license until March 12, 2017. A compliance inspection has been performed on the establishment to be sure that all legal requirements have been met.

RECOMMENDATION: **Move to approve the Consent Item.**

MANAGER RECOMMENDATION/COMMENTS: *Concur with recommendation.*

HIWAY 40 GRILL & LODGE
 PO BOX 145
 HAYDEN CO 81639

Related Resort \$75 x _____	_____
Amount Due/Paid	\$ 500.00

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

PLEASE VERIFY & UPDATE ALL INFORMATION BELOW

RETURN TO CITY OR COUNTY LICENSING AUTHORITY BY DUE DATE

Licensee Name HIWAY BAR LLC		DBA HIWAY 40 GRILL & LODGE		
Liquor License # 28739120000	License Type Tavern (city)	Sales Tax License # 28739120000	Expiration Date 3/12/2016	Due Date 1/27/2016
Street Address 136 E JEFFERSON HAYDEN CO 81639				Phone Number (970) 276 4200
Mailing Address PO BOX 145 HAYDEN CO 81639				
Operating Manager <i>Matthew Elam</i>	Date of Birth <i>4-21-75</i>	Home Address <i>136 E Jefferson Hayden Co 81639</i>		Phone Number <i>970.276.4200</i>

- 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 _____
- Since the date of filing of the last annual 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 annual 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 annual 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
- SOLE PROPRIETORSHIPS, HUSBAND-WIFE PARTNERSHIPS AND PARTNERS IN GENERAL PARTNERSHIPS:** Each person must complete and sign the DR 4679: Affidavit – Restriction on Public Benefits (available online or by calling 303-205-2300) and attach a copy of their driver's license, state-issued ID or valid passport.

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>Matthew Elam</i>	Title <i>Owner</i>
Signature <i>[Signature]</i>	Date <i>1/24/16</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



Town Council Agenda Item

MEETING DATE: February 18, 2016

AGENDA ITEM TITLE: 2nd Reading: Ordinance 671 amending Chapters 13.08 Plant Investment Fees, 13.60 Water and Sewer Rates and 13.80 Key Pump Water Customers, of the Hayden Municipal Code.

AGENDA SECTION: Old Business

PRESENTED BY: Sharon Johnson, Town Clerk

CAN THIS ITEM BE RESCHEDULED: No

BACKGROUND REVIEW:

Pursuant to Town codes, State revolving loan covenants and consideration to successfully fund and properly repair, maintain and operate the water and sanitary sewer utility systems, the Town Council and staff discussed the need to increase certain utility fees during the annual budget discussion. Ordinance 671 reflects the rates determined to be necessary, increasing plant investment fees, the sanitary sewer base fee, water use rates and sanitary sewer rates. The projected average user monthly cost increase, for both water and sanitary sewer, is \$3.19 and \$2.37 for seniors. The purpose of Ordinance 671 is to repeal Ordinance 670 and reenact the prior ordinance with the corrected base rate in Section 13.60.010, B.

RECOMMENDATION:

Following Public Hearing, Move to approve Ordinance 671, An Ordinance amending Chapters 13.08 Plant Investment Fees, 13.60 Water and Sewer Rates and 13.80 Key Pump Water Customers, of the Hayden Municipal Code.

MANAGER'S RECOMMENDATION/COMMENTS:

I concur with the above recommendation.

ORDINANCE NO. 671

AN ORDINANCE AMENDING CHAPTERS 13.08 PLANT INVESTMENT FEES, 13.60 WATER AND SEWER RATES AND 13.80 KEY PUMP WATER CUSTOMERS, OF THE HAYDEN MUNICIPAL CODE

RECITALS

1. The Town of Hayden, Colorado (the "Town") is a home rule municipality duly organized and existing under Article XX of the Colorado Constitution and the Town of Hayden Home Rule Charter (the "Charter").
2. The Town is the owner of a municipal water and wastewater system (the "System"), which System historically has been operated on a self-supporting basis with its financial operations accounted for in a water and sewer enterprise fund of the Town.
3. The Hayden Town Council has determined fee increases are necessary to fund and properly repair, maintain and operate the water and sanitary sewer utility systems and therefore it is necessary to amend Chapters 13.08 Plant Investment Fees, 13.60 Water and Sewer Rates and 13.80 Key Pump Water Customers of the Hayden Municipal Code updating fees.
4. The purpose of this ordinance is to repeal Ord 670 and reenact the prior ordinance with the corrected base rate in Section 13.60.010, B

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF HAYDEN, COLORADO:

Section 1. Adoption.

Chapter 13.08.010 is deleted and the following substituted:

13.08.010 Plant Investment Fees Designated.

Plant Investment Fees for the privilege of tapping or connecting with the Town water and sanitary sewer systems to serve properties located within the corporate limits of the Town are imposed and established on the basis of the following Customer Classification System. Each customer classification is assigned an equivalent residential use unit (EQR). This equivalent residential use unit is multiplied times seven thousand three hundred dollars (\$7,300.00) to determine the Water Plant Investment Fee for each customer classification and times five thousand nine hundred dollars (\$5,900.00) to determine the Sewer Plant Investment Fee for each customer classification.

Chapter 13.60 of the Hayden Town Code is hereby amended as follows:

Section 13.60.010, B. is hereby deleted and the following substituted:

B. The Monthly Water User Fee is equal to:

1. The base rate equals thirty-six dollars and thirteen cents (\$37.58) per EQR, plus,
2. The metered rate which shall be equal to the following stated amounts for the listed user:

- a. Residential user:
 - i. \$0.00375 per gallon of metered usage up to a total of six thousand (6,000) gallons of metered usage per billing period; and
 - ii. \$0.00393 per gallon of metered usage more than six thousand one (6,001) gallons and up to twelve thousand (12,000) gallons of metered usage per billing period; and
 - iii. \$0.00427 per gallon of metered usage more than twelve thousand one (12,001) gallons of metered usage per billing period.
 - b. Commercial user:
 - i. \$0.00375 per gallon of metered usage up to a total of twelve thousand five hundred (12,500) gallons of metered usage per billing period; and
 - ii. \$0.00393 per gallon of metered usage more than twelve thousand five hundred one (12,501) gallons and up to twenty-five thousand (25,000) gallons of metered usage per billing period; and
 - iii. \$0.00427 per gallon of metered usage more than twenty-five thousand one (25,001) gallons of metered usage per billing period.
 - c. Senior citizen user:
 - i. The metered rate for senior citizens is equal to sixty percent (60%) of the metered rate for residential users.
 - d. Non-profit user:
 - i. \$0.00375 per gallon of metered usage up to a total of twelve thousand five hundred (12,500) gallons of metered usage per billing period;
 - ii. \$0.00393 per gallon of metered usage more than twelve thousand five hundred one (12,501) gallons and up to twenty-five thousand (25,000) gallons of metered usage per billing period; and
 - iii. \$0.00427 per gallon of metered usage more than twenty-five thousand one (25,001) gallons of metered usage per billing period.
 - e. Out-of-Town users:
 - i. The metered rate for all out-of-Town users, e.g. commercial, residential or senior citizen, is equal to two hundred percent (200%) of the metered rates reflected above.
3. Non-metered rate equals the average monthly usage amount for an equivalent customer type, i.e., total gallons metered divided by number of metered water customers for an equivalent customer type, for the billing period times the metered rate for such billing period.

Section 13.60.030, B. is hereby deleted and the following substituted:

B. The Monthly Sewer User Fee is equal to:

1. Base rate equals sixteen dollars and forty two cents (\$16.42) per EQR, plus
2. The Metered Rate, which shall be equal to an average number of gallons metered to a customer during the months defined in the metered rate formula, times a multiplier equal to \$0.00364 per gallon of metered usage. If no average has been established for a customer during the months defined in the metered rate formula, the user shall pay a fee equal to the average as established for all customers until an average for the user can be established.

Section 13.60.030, C. is hereby deleted.

CHAPTER 13.80 of the Hayden Town Code is hereby amended as follows:

1. Section 13.80.020 is hereby deleted and the following substituted:

The metered rate for water delivered to key pump water customers shall be computed as follows:

- A. \$.00751 per gallon of metered usage up to a total of three thousand (3,000) gallons of metered usage per billing period; and
- B. \$.00784 per gallon of metered usage more than three thousand one (3,001) gallons and up to eight thousand (8,000) gallons of metered usage per billing period; and
- C. \$.01720 per gallon of metered usage more than eight thousand (8,000) gallons of metered usage per billing period.

Section 2. Severability. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance.

Section 3. Effective Date. This Ordinance shall be in full force and effect as of March 1, 2016.

Section 4. Public Hearing. A public hearing on this Ordinance was held on the 18st day of February, 2016, at 7:30 p.m. at the Hayden Town Hall, 178 West Jefferson Avenue, Hayden, Colorado.

Section 5. Repealed. Ordinance 670 is hereby repealed and this Ordinance is enacted.

INTRODUCED, READ, AND ORDERED PUBLISHED PURSUANT TO SECTION 3-3 (d) OF THE HAYDEN HOME RULE CHARTER, BY THE TOWN COUNCIL OF THE TOWN OF HAYDEN, COLORADO, UPON A MOTION DULY MADE, SECONDED AND PASSED AT ITS REGULAR MEETING HELD AT THE TOWN OF HAYDEN, ON THE 4th DAY OF FEBRUARY, 2016.

James M. Haskins, Mayor

ATTEST

Sharon Johnson, Town Clerk

FINALLY ADOPTED, PASSED, APPROVED, AND ORDERED PUBLISHED PURSUANT TO SECTION 3-3 (h) OF THE HAYDEN HOME RULE CHARTER, BY THE TOWN COUNCIL OF THE TOWN OF HAYDEN, COLORADO, UPON A MOTION DULY MADE, SECONDED AND PASSED AT ITS REGULAR MEETING HELD AT THE TOWN OF HAYDEN, ON THE 18th DAY OF February, 2016.

James M. Haskins, Mayor

ATTEST

Sharon Johnson, Town Clerk



Town Council Agenda Item

MEETING DATE: February 18, 2016

AGENDA ITEM TITLE: Special Event Permit

AGENDA SECTION: New Business

PRESENTED BY: Jill Delay

CAN THIS ITEM BE RESCHEDULED: No

BACKGROUND REVIEW: The Hayden Parks & Recreation Board voted to host a Cornhole Tournament on February 27 as a fundraiser for the new playground they want to put in at Dry Creek Park. They plan on selling alcoholic beverages just as they do at the Hayden Daze celebration.

RECOMMENDATION:

MANAGER'S RECOMMENDATION/COMMENTS:

APPLICATION FOR A SPECIAL EVENTS PERMIT

Department Use Only

IN ORDER TO QUALIFY FOR A SPECIAL EVENTS PERMIT, YOU MUST BE NONPROFIT AND ONE OF THE FOLLOWING (See back for details.)

- | | | |
|--|--|--|
| <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 OWNING ARTS FACILITIES |
| <input type="checkbox"/> POLITICAL | <input type="checkbox"/> RELIGIOUS INSTITUTION | |

LIAB TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR:	DO NOT WRITE IN THIS SPACE
2110 <input checked="" type="checkbox"/> MALT, VINOUS AND SPIRITUOUS LIQUOR \$25.00 PER DAY	LIQUOR PERMIT NUMBER
2170 <input type="checkbox"/> FERMENTED MALT BEVERAGE (3.2 Beer) \$10.00 PER DAY	

1. NAME OF APPLICANT ORGANIZATION OR POLITICAL CANDIDATE <i>Town of Hayden Parks and Recreation</i>		State Sales Tax Number (Required) <i>9802607</i>	
2. MAILING ADDRESS OF ORGANIZATION OR POLITICAL CANDIDATE (include street, city/town and ZIP) <i>PO Box 190 Hayden, CO 81639</i>		3. ADDRESS OF PLACE TO HAVE SPECIAL EVENT (include street, city/town and ZIP) <i>Rock County Fairgrounds 398 S. Poplar St. Hayden, CO 81639</i>	
NAME	DATE OF BIRTH	HOME ADDRESS (Street, City, State, ZIP)	PHONE NUMBER
4. PRES./SEC'Y OF ORG. or POLITICAL CANDIDATE <i>Frank Cole</i>		<i>Hayden, CO 81639</i>	<i>970-734-5222</i>
5. EVENT MANAGER <i>Till Deby</i>	<i>10-23-68</i>	<i>Hayden, CO 81639</i>	<i>970-734-4168</i>
6. HAS APPLICANT ORGANIZATION OR POLITICAL CANDIDATE BEEN ISSUED A SPECIAL EVENT PERMIT THIS CALENDAR YEAR? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES HOW MANY DAYS? _____		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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
LIST BELOW THE EXACT DATE(S) FOR WHICH APPLICATION IS BEING MADE FOR PERMIT			
Date Feb 27, 2016 Hours From 1:00p .m. To 12:00A.m.	Date Hours From .m. To .m.	Date Hours From .m. To .m.	Date Hours From .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 <i>Till Deby</i>	TITLE <i>Recreation Coordinator</i>	DATE <i>1-21-16</i>
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REPORT AND APPROVAL OF LOCAL LICENSING AUTHORITY (CITY OR COUNTY)

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.

LOCAL LICENSING AUTHORITY (CITY OR COUNTY)	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY	TELEPHONE NUMBER OF CITY/COUNTY CLERK
SIGNATURE	TITLE	DATE

DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY

LIABILITY INFORMATION			
License Account Number	Liability Date	State	TOTAL
		-750 (999)	\$.

APPLICATION INFORMATION AND CHECKLIST

THE FOLLOWING SUPPORTING DOCUMENTS MUST BE ATTACHED TO THIS APPLICATION FOR A PERMIT TO BE ISSUED:

- Appropriate fee.
- Diagram of the area to be licensed (not larger than 8 1/2" X 11" reflecting bars, walls, partitions, ingress, egress and dimensions.
Note: If the event is to be held outside, please submit evidence of intended control, i.e., fencing, ropes, barriers, etc.
- Copy of deed, lease, or written permission of owner for use of the premises.
- Certificate of good corporate standing (NONPROFIT) issued by Secretary of State within last two years; **or**
- If not incorporated, a NONPROFIT charter; **or**
- If a political Candidate, attach copies of reports and statements that were filed with the Secretary of State.

- APPLICATION MUST FIRST BE SUBMITTED TO THE LOCAL LICENSING AUTHORITY (CITY OR COUNTY) AT LEAST THIRTY (30) DAYS PRIOR TO THE EVENT.
- THE PREMISES TO BE LICENSED MUST BE POSTED AT LEAST TEN (10) DAYS BEFORE A HEARING CAN BE HELD. (12-48-106 C.R.S.)
- AN APPROVED APPLICATION MUST BE RECEIVED BY THE LIQUOR ENFORCEMENT DIVISION AT LEAST TEN (10) DAYS PRIOR TO THE EVENT.
- CHECK PAYABLE TO THE COLORADO DEPARTMENT OF REVENUE

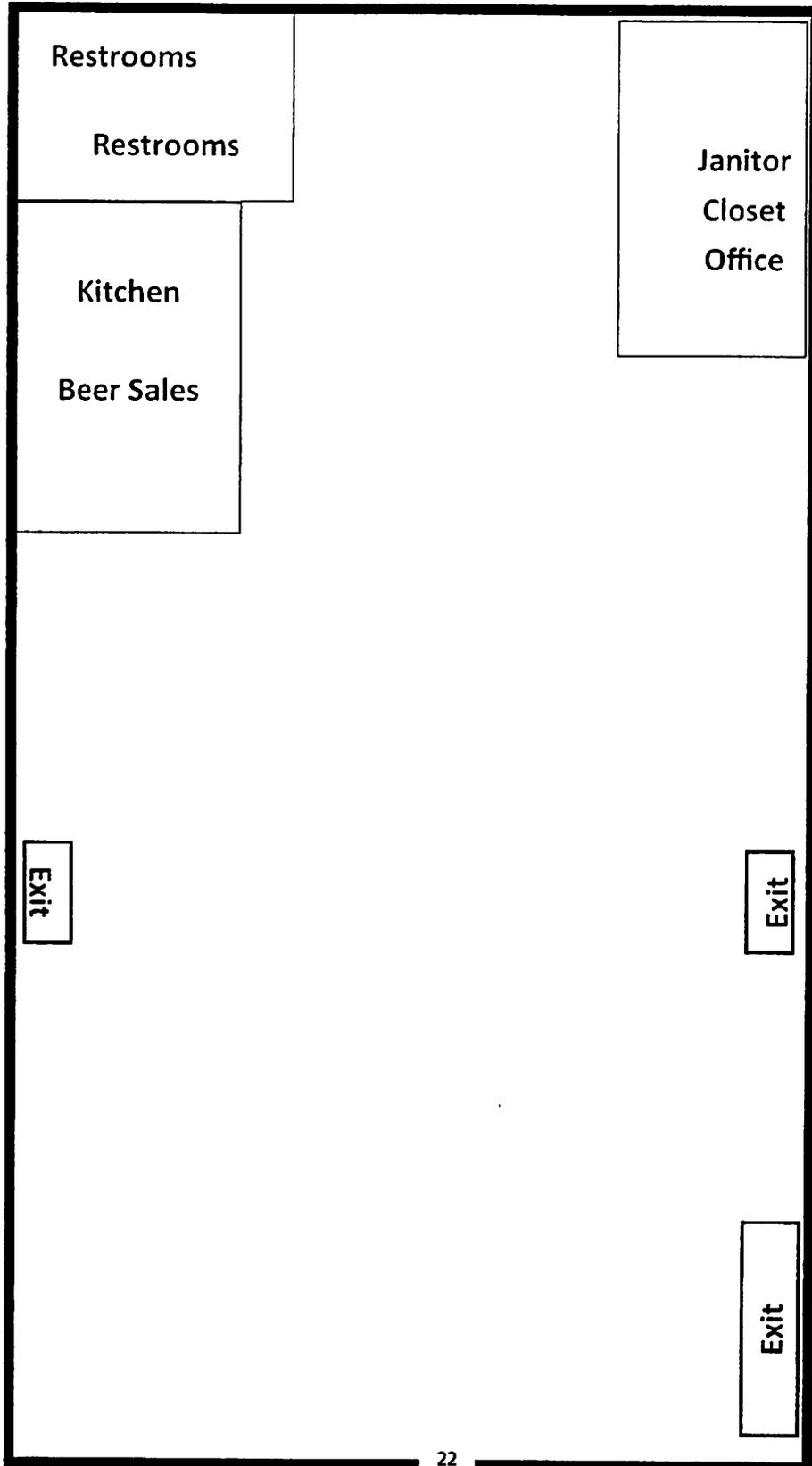
(12-48-102 C.R.S.)

A Special Event Permit issued under this article may be issued to an organization, whether or not presently licensed under Articles 46 and 47 of this title, which has been incorporated under the laws of this state for the purpose of a social, fraternal, patriotic, political or athletic nature, and not for pecuniary gain or which is a regularly chartered branch, lodge or chapter of a national organization or society organized for such purposes and being non profit in nature, or which is a regularly established religious or philanthropic institution, and to any political candidate who has filed the necessary reports and statements with the Secretary of State pursuant to Article 45 of Title 1, C.R.S. A Special Event permit may be issued to any municipality owning arts facilities at which productions or performances of an artistic or cultural nature are presented for use at such facilities.

If an event is cancelled, the application fees and the day(s) are forfeited.

Routt County Fairgrounds
Exhibit Hall

Main entrance





Rouff County Fairgrounds

PO Box 1000 / 395 S. Poplar St., Hayden, CO 81639

970-276-3068 (P) ~ 970-276-1023 (F)

jdelay@co.rouff.co.us ~ www.rouffcountyfair.org ~



RE: Special Events Permit, Liquor License

To Whom It May Concern:

The Rouff County Fairgrounds has contracted with Hayden Parks & Recreation and given them permission to use the Exhibit Hall at 398 S. Poplar Street, Hayden, CO 81639 for a Cornhole Tournament fundraiser Special Event. We concur with the liquor license times and dates for this event in the attached permit application.

Thank you,

Jill Delay

Fairgrounds Manager/Fair Coordinator

Rouff County



Town Council Agenda Item

MEETING DATE: February 18, 2016

AGENDA ITEM TITLE: Waive Fee for Special Event Permit

AGENDA SECTION: New Business

PRESENTED BY: Jill Delay

CAN THIS ITEM BE RESCHEDULED: No

BACKGROUND REVIEW: The Hayden Parks & Recreation Board voted to host a Cornhole Tournament on February 27 as a fundraiser for the new playground they want to put in at Dry Creek Park. They plan on selling alcoholic beverages just as they do at the Hayden Daze celebration. The HPR Board requests that the Town Council waive the \$100 fee for the permit.

RECOMMENDATION:

MANAGER'S RECOMMENDATION/COMMENTS:



Town of Hayden

Town Council Agenda Item

MEETING DATE: February 18, 2016

AGENDA ITEM TITLE: Seneca Hill Water Tank Project – Substantial Completion

AGENDA SECTION: New Business

PRESENTED BY: Greg Tuliszewski

CAN THIS ITEM BE RESCHEDULED: No

BACKGROUND REVIEW: This is documentation in regards to substantial completion of the Seneca Hill Tank and Water System Improvement Project. The Town of Hayden awarded the Seneca Hill Tank and Water System Improvements Project to Duckels Construction by Resolution 2014-24 on July 24, 2014. The Town's consulting engineer, JVA, Inc., and Dukels Construction, Inc. have signed the certification of substantial completion. On November, 24, 2015 a final walk-through was done and JVA, Inc. documented the final punch list requiring attention prior to final completion which is attached.

RECOMMENDATION: It is recommended that the Town of Hayden accept the substantial completion and require the attention by Duckels Construction of the final punch list prior to final completion.

MANAGER'S RECOMMENDATION/COMMENTS: *Concur with the recommendation*

RESOLUTION 2016-08

A RESOLUTION FOR THE ACCEPTANCE OF SUBSTANTIAL COMPLETION THE SENECA HILL TANK AND WATER SYSTEM IMPROVEMENTS PROJECT PROJECT AWARDED TO DUCKELS CONSTRUCTION, INC.

RECITALS

1. The Town of Hayden Home Rule Charter, Article 8-2 Contracts provides that except as otherwise prescribed by the Town Council, the Town Council shall approve all contracts for the Town; and
2. The Town of Hayden Town Council awarded the Seneca Hill Tank and Water System Improvements Project to Duckels Construction, Inc. by Resolution 2014-24 on July 14, 2014; and
3. The Town of Hayden's consulting engineer, JVA, Inc., has signed the certification of substantial completion of the Seneca Hill Tank and Water System Improvements Project constructed by Duckels Construction, Inc.; and
4. The Duckels Construction, Inc. has substantially completed the project and during a final walk-through on November 24, 2015 JVA, Inc., documented the final punch list requiring attention prior to the final completion of the contracted work at the site, attached hereto as Exhibit A; and

NOW, THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF HAYDEN, COLORADO THAT:

Section 1. The Town Council accept the Seneca Hill Tank and Water System Improvements Project in the form of substantially completion the same as attached herewith.

Section 2. Upon completion of the punch list, the Town of Hayden Town Council hereby deems the Seneca Hill Tank and Water System Improvements Project satisfactory, acceptable and complete in place to all requirements as set forth within the Contract Documents.

Section 3. This Resolution shall be in full force and effect upon its passage and adoption.

PASSED, APPROVED, AND RESOLVED THIS 18th DAY OF FEBRUARY, 2016.

James M. Haskins, Mayor

ATTEST:

Sharon Johnson, Town Clerk

**SECTION 00625
CERTIFICATE OF SUBSTANTIAL COMPLETION**

Project: Town of Hayden Seneca Hill Tank and Water System Improvements	
Owner: Town of Hayden	Owner's Contract No.:
Contract: Town of Hayden Seneca Hill Tank and Water System Improvements	Engineer's Project No.: 2292c

This [tentative] [definitive] Certificate of Substantial Completion applies to:

All Work under the Contract Documents: The following specified portions of the Work:
Seneca Hill Water Storage Tank and Booster Chlorination Building

ARFF Waterline and 18" Town Waterline

September 28th, 2015

Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared and is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below.

A [tentative] [definitive] list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

Amended Responsibilities Not Amended

Owner's Amended Responsibilities:

N/A

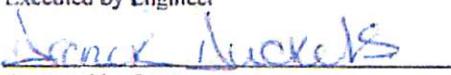
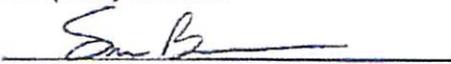
Contractor's Amended Responsibilities:

N/A

The following documents are attached to and made part of this Certificate:

Punchlist dated December 3rd, 2015.

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

 <hr/>	<u>2/9/16</u> <hr/>
Executed by Engineer	Date
 <hr/>	<u>2/9/16</u> <hr/>
Accepted by Contractor	Date
 <hr/>	<u>1-11-16</u> <hr/>
Accepted by Owner	Date



JVA, Incorporated
214 8th Street
Glenwood Springs, CO
81601
Ph: 970.987.0354
Fax: 303.444.1957
Toll Free: 877.444.1951

DATE: December 3rd, 2015
SUBJECT: Substantial Completion & Punchlist – Town of Hayden Seneca Hill Water Tank and Water System Improvements
LOCATION: Town of Hayden
ATTENDEES: Sam Barnes, Bryan Richards, Jaydee Hockaday (Town), Terry (Duckels), Cooper Best (JVA)
JVA JOB NO.: 2292c

Web site: www.jvajva.com
E-mail: Info@jvajva.com

This memo summarizes punch list items that were identified by JVA and the Town during our walk through on November 24th, 2015. The walkthrough included the Seneca Hill Tank site, waterlines, Water Treatment Plant and the Hospital Hill Pump Station. These items are considered substantially complete. The following items require attention prior to the final completion of the contracted work at this site.

Seneca Hill Tank

1. Seeding of the site shall extend to the fence.
2. Provide cathodic protection testing equipment and O&M Manual to the Town
3. Remove rust on tank overflow vent and coat
4. Install Manhole Lid on valve vault
5. Connect High Level sensor to feed water tank and repair sensor penetration seals
6. Provide a copy of all O&M Manuals per the specifications to the Town and JVA
7. Repair building exhaust fan to eliminate noise
8. Install flap gates on drain lines
9. Cap empty electrical conduit in building
10. Calibrate digital and manual tank levels
11. Install building heater and verify correct operation
12. Remove trash and sweep building floor
13. Provide propane for generator operation
14. Remove rust on top tank access hatch and recoat
15. Properly seal conduit on top of tank
16. Verify all spare parts are available onsite per the specifications

Waterline and ARFF Waterline

1. FH#5, properly connect tracer wire to lid
2. Install pole marker on all Fire Hydrants

Water Treatment Plant

1. Label all VFDs for raw water and finished water pumps
2. Verify controls and operations with Browns Hill and Town staff
3. Complete hour meter installation wiring on Raw Water VFDS
4. Provide startup and training by Browns Hill to the Town staff or new SCADA system



Hospital Hill Pump Station

1. Install new control panel, provide startup and test complete operations
2. Complete PRV startup
3. Paint new piping
4. Remove trash and sweep floors
5. Properly seal conduit on radio tower

End of Final Punchlist

The foregoing represents our understanding of the items discussed and the conclusions reached. If no corrections are received within five business days, the project will proceed based on this understanding.



Town Council Agenda Item

MEETING DATE: February 18, 2016

AGENDA ITEM TITLE: 2016 Fee Schedule Adoption / Resolution 2016-09

AGENDA SECTION: New Business

PRESENTED BY: Sharon Johnson, Town Clerk

CAN THIS ITEM BE RESCHEDULED: Not Recommended

BACKGROUND REVIEW: The Ordinance 666 5.22.080 refers to a required pre-application meeting and a pre-application fee as set forth in the Fee Schedule, to defray the costs incurred by the Town in conduction the meeting. The Marijuana Cultivation License has incorporated an individual license fee for the Associated Key/Owner, Occupational Support and Occupational Key in the facility which requires background investigation per state statues. The Fee Schedule may be amended as necessary by the Town Council.

RECOMMENDATION: Move to approve Resolution 2016-09 A Resolution of the Town of Hayden, Colorado Adopting a Fee Schedule for the year 2016.

MANAGER RECOMMENDATION/COMMENTS: *I concur with the recommendation.*

RESOLUTION NO. 2016-09

**A RESOLUTION OF THE TOWN OF HAYDEN, COLORADO ADOPTING A
FEE SCHEDULE**

RECITALS

1. On October 6, 2005, the Board of Trustees passed an Ordinance establishing rate, fees and charges for the Town of Hayden.
2. The Ordinance provided that a Fee Schedule may be adopted by Resolution and be amended as needed from time to time by Resolution.
3. Changes to the 2016 Fee Schedule Appendix A reflect changes to the Town's Marijuana application and license fee
4. The 2016 Fee Schedule Appendix B has not been modified from the 2015 Fee Schedule.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE
TOWN OF HAYDEN, COLORADO THAT:**

Section 1. An amended 2016 Fee Schedule, Appendix A and Appendix B: *Fees, Rates and Charges Imposed Pursuant to the Hayden Town Code*, and attached hereto, are hereby adopted.

Section 2. This Resolution shall be in full force and effect upon its adoption.

PASSED, APPROVED AND RESOLVED THIS 18th DAY OF February 2016.

James M. Haskins, Mayor

ATTEST:

Sharon Johnson, Town Clerk

**2016
FEE SCHEDULE
TOWN OF HAYDEN
APPENDIX A**

Fees, Rates and Charges Imposed Pursuant to the Hayden Town Code

Administration	Amount	Description
Copies	\$0.15	Per page
Copies - Senior Citizen	\$0.10	Per page
Color Copies	\$1.00	Per page
Fax	\$0.50	Per page
Notary Fee	\$5.00	1st document
Notary Fee	\$2.00	Each additional document (during same visit)
NSF or Account Closed Fee	\$35.00	Per incident
Open Records Request:		
Certified Copies	\$1.25	Per page
Copies	\$0.25	Per page
Town Attorney	\$140.00	Per hour
Department Heads	\$40.00	Per hour
Administrative Personnel	\$30.00	Per hour; first hour is free.
Town Code	\$100.00	Copies or CD
Land Use Code	\$50.00	Copies or CD
Comprehensive Plan	\$50.00	Each
Zoning Map	\$10.00	Each
Court	Amount	Description
Court Cost	\$25.00	
Court Cost	\$50.00	Deferrals
Land Use	Application Fees	Deposit/Development Agreement Required
Conditional Use permit	\$200.00	Yes
Textual Amendment to Land Use Code	\$200.00	Yes
Zoning Map Amendment	\$400.00	Yes
Variance	\$200.00	Yes
Planned Unit Development (PUD) Review:		
Sketch Plan	\$1,000 + \$10/lot/dwelling unit/5 acres non residential	Yes
Preliminary Plat	\$1,000 + \$10/lot/dwelling unit/5 acres non residential	Yes
Final Plat	\$750.00	Yes
Concurrent Rezoning	\$300.00	
Subdivision Fees:		
Sketch Plan	\$750 + \$15/lot or dwelling unit	Yes
Preliminary Plat	\$750 + \$15/lot or dwelling unit	Yes
Final Plat	\$500.00	Yes
Minor Subdivision Plat	\$350.00	
Site Plan Fees:	\$200 + .05/sq. ft. for gross bldg. floor area	
Commercial		Yes
Industrial	\$400.00	Yes
Multi Family Residential	\$150 + \$10/unit	Yes
Signage and other Plans	\$50.00	
Annexation	\$1,000.00	Yes
Appeal Charge	\$50.00	
Replat	\$250.00	Yes

NOTE: In the event of a conflict between the fees, rates and charges listed in this Appendix A and the text of any individual section of the Town Code, the provisions of this Appendix shall control.

2016
FEE SCHEDULE
TOWN OF HAYDEN
APPENDIX A

Fees, Rates and Charges Imposed Pursuant to the Hayden Town Code

Liquor License Fees	Local	State	
New Application Fee	\$1,000.00	\$600.00	
Concurrent Review Fee		\$100.00	
3.2% Beer on Premises	\$3.75	\$96.25	
Hotel & Restaurant License	\$75.00	\$500.00	
Retail Liquor Store	\$22.50	\$227.50	
Brew-Pub	\$75.00	\$750.00	
Tavern	\$75.00	\$500.00	
Other License Types	Per State Schedule	Per State Schedule	
Background Investigation	\$7.00		
CBI Fingerprint Fee	\$10.00	\$38.50	
Hotel/Tavern Manager Registration	\$75.00	\$75.00	
Change of Trade Name/Corporate Name		\$50.00	
Corporate/LLC Change (per person)	\$100.00	\$100.00	
Change of Location	\$750.00	\$150.00	
Modification of Premises		\$150.00	
Special Event - 3.2% Beer	\$100.00		
Special Event - Liquor	\$100.00		
Renewal Fee	\$100.00		
Late Renewal Fee	\$500.00		
Temporary Permit	\$100.00		
Transfer of Ownership Fee	\$750.00	\$600.00	
Other Fees	Per State Schedule	Per State Schedule	
Marijuana License Fee			
New	Application Fee	License Fee	
Pre-application Meeting Fee	\$250.00		
Retail/Medical Cultivation Application	\$2,500.00		
Retail/Medical Cultivation License		\$1,000.00	
Renewal	Application Fee	License Fee	Total Due at Application
Cultivation (up to 1800 plants)	\$250.00	\$2,000.00	\$2,250.00
Cultivation Extended Plant Count Tier 2 (1801-3600 plants)	\$250.00	\$1,000.00	\$1250 + \$2250 = \$3500
Cultivation Extended Plant Count Tier 3 (1801-6000 plants)	\$250.00	\$2,000.00	\$2250 + \$2250 = \$4500
Cultivation Extended Plant Count Tier 4 (6001 - 10200 plants)	\$250.00	\$4,000.00	\$4250 + \$2250 = \$6500
Cultivation Extended Plant Count Tier 5 (10001-13800 plants)	\$250.00	\$8,000.00	\$8250 + \$2250 = \$10500
Cultivation Extended Plant Count Tier 5+ (13801 - ? in increments of 3600 plants)	\$250.00	1000 per add'l 3600 plants over 13800 + \$10500	
Late Renewal Application Fee	\$500.00		
Individual License Fee			
Associated Key/Owner	\$1,000.00	One Year License	
Occupational Support	\$150.00	Two Year License	
Occupational Key	\$300.00	Two Year License	
Individual Renewal License Fee			
Associated Key/Owner	\$200.00		
Occupational Support	\$75.00		
Occupational Key	\$150.00		
Nuisances	Amount	Description	

NOTE: In the event of a conflict between the fees, rates and charges listed in this Appendix A and the text of any individual section of the Town Code, the provisions of this Appendix shall control.

**2016
FEE SCHEDULE
TOWN OF HAYDEN
APPENDIX A**

Fees, Rates and Charges Imposed Pursuant to the Hayden Town Code

Administrative Citation:		
1st Offense	\$35.00	Per Calendar Year
2nd Offense	\$70.00	Per Calendar Year
3rd Offense or more	\$150.00	Per Calendar Year
		Deposit of \$200.00 required at
Administrative Appeal Fee	Actual Cost plus \$50.00	time of filing appeal
False Alarm:		
4th Offense	\$35.00	Per Calendar Year
5th Offense	\$70.00	Per Calendar Year
6th Offense or more	\$150.00	Per Calendar Year
Late Fee	\$20.00 plus 18% per annum	
Public Safety		
	Amount	Description
Fingerprints	\$10.00	Per card
Police Report	\$5.00	Photos \$1.00 each
Impound Fee	\$30.00	Each
Animal License - Altered	\$5.00	Per year
Animal License - Unaltered	\$10.00	Per year
Photos	\$1.00	Per photo
Sex Offender Registration	\$75.00	Each
Sex Offender Re-Registration	\$25.00	Each
Off Highway Vehicles	\$30.00	Per year; September 1 - August
Public Works		
	Amount	Description
Meter Deposit	\$75.00	
Disconnect Fee	\$30.00	Per incident
Reconnect Fee	\$30.00	Per incident
Water Meter	Actual cost of meter	
Water Tap Fee	\$7,300.00	Per EQR - see 13.08
Sewer Tap Fee	\$5,900.00	Per EQR - see 13.08
Street Cuts	\$50.00	Plus \$0.25/linear foot
Vacation of Street/Alley	\$100.00	Each
Hourly Rate for Personnel	\$52.00 / hr	Per worker
Vehicle(s) on the job site	\$40.00 / hr	Per vehicle
Taxes and Licenses		
	Amount	Description
Sales Tax License	\$25.00	Per year
Animal License - Altered	\$5.00	Per year
Animal License - Unaltered	\$10.00	Per year
Entertainment License	\$5.00	Per event
Peddlers License	\$25.00	Per day
Fireworks License	\$500.00	Bond
Telephone Utility Tax	\$1,200.00	Per year
Cable TV Fee	3%	Gross Sales
Sales Tax - Town	4%	
Use Tax	2%	On total valuation upon issuance of Building Permit
Vehicle Rental Tax	3.5%	Of rental price of vehicle
Accommodations Tax	3.5%	Of purchase price for accommodations
Natural Gas Fee	1%	per Ordinance 644
Excise Tax on Marajuana Cultivation	7.5%	per Ordinance 668

NOTE: In the event of a conflict between the fees, rates and charges listed in this Appendix A and the text of any individual section of the Town Code, the provisions of this Appendix shall control.