



AGENDA  
HAYDEN TOWN COUNCIL MEETING  
THURSDAY, FEBRUARY 15, 2018  
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 1, 2017 Page 3

3. CONSIDERATION OF BILLS

- A. Consideration to approve payment bill vouchers dated February 10, 2018 Page 7

4. PUBLIC COMMENTS

Citizens are invited to speak to the Council on items that are not on the agenda. There is a 3 minute time limit per person, unless otherwise noted by the Mayor. Please note that no formal action will be taken on these items during this time due to the open meeting law provision; however, they may be placed on a future posted agenda if action is required.

5. PROCLAMATIONS/PRESENTATIONS

6. CONSENT ITEMS

7. OLD BUSINESS

- A. Public Hearing: Ordinance 683 An Ordinance Amending Chapter 13.60 Water and Sewer Rates of the Hayden Municipal Code
- B. Review and Consider Approval 2<sup>nd</sup> Reading of Ordinance 683 An Ordinance Amending Chapter 13.60 Water and Sewer Rates of the Hayden Municipal Code Page 12
- C. Review and Discuss Ryan Domson Request for Exception of Commercial Zoning Requirements
- D. Review and Consider Approval of Intergovernmental Agreement (IGA) with Routt County and Town of Hayden for Routt County Fairgrounds Recreation Vehicle Park (RV Part) Cost Sharing and Waiver Request Page 17

8. NEW BUSINESS

- A. Review and Consider for Submission Associated Governments of Northwest Colorado 2018 Technical Assistance Grant Application Page 21
- B. Review and Consider Approval of Financial Assistance Grant from Community Builders for Economic Strategic Plan Page 28
- C. Review and discuss policy regarding vacation of water/sewer taps or reduction of size of tap

*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.*

- D. Set Joint Meeting with Town Council and Routt County Board of County Commissioners
- E. Set Work Session with Town Council and Hayden Economic Development Commission

9. PULLED CONSENT ITEMS

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

11. EXECUTIVE SESSION

12. ADJOURNMENT

## Staff & Councilmember Reports

### Recreation

Tammie Delaney shared with the Town Council how very exciting it is to see the Trail Plan coming into fruition. The grant was submitted on Sunday and this grant be used as matching funds for another grant. Souper Saturday was this January 27<sup>th</sup> and \$325.00 was raised for Dry Creek Park playground. The Hayden Parks and Recreation Board is in the final stage to have the commercial kitchen installed and up and running. The hood must be installed and inspected by the State of Colorado. With approval HPRB will be moving forward requesting proposals for a concessionaire. Its preparation time for PeeWee Wrestling. The HPRB is working on Hayden Daze from vendor solicitation to entertainment, food and beverages. A to Z Recreation was chosen for Dry Creek Playground construction and will be reviewed as an agenda item for this meeting..

### Police

Chief Tuliszewski, Hayden Police, announced Sandy Boston had reached her 7<sup>th</sup> year service date and is the second longest service employee with Russ Davis being the longest service employee. Hayden Police Department helped with the Hayden High School Snow Coming Pep Rally. HPD is working through the YVRA jet season smoothly and with minimum issues.

### Public Works

Alex reported on the condition of the water plant sharing photos of the plant as the Town works through the current construction project and clarifier repair. The power washer blew a hole in the 20" feed pipe being repaired in the construction project, the contractors made the hole; the pipe was in bad condition and the shared cost of the repair is being negotiated. Streets department continues to groom trails. Water Department has been repaired water main line at Lakeview Village subdivision where the water leak tested as service water rather than ground water. Public Works continues to remove ice on Clover Circle and Harvest Drive. The pump on the Seneca Hill Tank was replaced. JVA called for a survey on the crossings for pipe replacement. Water Department is working on the pipe gallery and the design will be submitted to Colorado State Department in August.

### Administration

Greg Tuliszewski announced that Mathew Mendisco, Town Manager is at the Club 20 Legislative Conference; Mathew wanted to let the Town Council know how great the staff has been working. This week was an All Hands Meeting and the group discussed Municipal Government.

### Councilmembers

Mayor Pro Tem Robinson complimented the Public Works Department on how they handle snow removal and stated it's a complicated issue. In the business of snow removal it can be difficult to predict snow fall (Mother Nature) and there always seems to be an unhappy resident. Mayor Pro Tem Robinson encouraged Public Works to continue the work they are doing.

Staff reports will continue at the end of the meeting.

**Mayor Haskins** called the regular meeting of the Hayden Town Council to order at 7:34 p.m. Mayor Pro Tem Robinson, Councilmembers McMurray, Hagins, Redmond, Forrest, Johnson present. Also present were Town Clerk, Sharon Johnson, Police Chief, Greg Tuliszewski, Public Works Director, Alex Evonitz, and Recreation Coordinator, Tammie Delaney.

Opening Prayer	Mayor Haskins offered the opening prayer.
Pledge of Allegiance	Mayor Haskins led the Pledge of Allegiance.
Minutes – January 18, 2018	Councilmember McMurray moved to approve the minutes of the Regular Town Council Meeting held on January 18, 2017. Councilmember Forrest seconded. Roll call vote. Councilmember Johnson – abstain (absent). Councilmember Redmond – aye. Councilmember Hagins – aye. Councilmember Forrest – aye. Councilmember McMurray – aye. Mayor Pro Tem Robinson – aye. Mayor Haskins – aye. Motion carried.
Consideration of Bill Payment Voucher dated January 23, 2018	Councilmember Hagins moved to approve the bill payment voucher dated January 23, 2018 in the amount of \$22,518.13. Councilmember Johnson seconded. Roll call vote. Mayor Pro Tem Robinson – aye. Councilmember McMurray – aye. Councilmember Forrest – aye. Councilmember Hagins – aye. Councilmember Redmond – aye. Councilmember Johnson – aye. Mayor Haskins – aye. Motion carried.
Consideration of Bill Payment Voucher dated January 25, 2018	Mayor Haskins moved to approve the bill payment voucher dated January 25, 2018 in the amount of \$34,912.66. Councilmember Redmond seconded. Roll call vote. Councilmember Hagins – aye. Councilmember Forrest – aye. Councilmember Redmond – aye. Councilmember Johnson – aye. Councilmember McMurray – aye. Mayor Pro Tem Robinson – aye. Mayor Haskins – aye. Motion carried.
Public Comments	None.
Proclamations/ Presentations	None.
Consent Items	None.
Old Business	
New Business	
Review and Consider Approval of Routt County Request for Waiver to the Hayden Development Code Standards Chapter 7.24.210 Recreation Vehicle Parks (p) (1) Permanent Occupancy for Routt County RV Park at Routt County Fairgrounds	Councilmember McMurray moved to approve the Waiver from Title 16, Article 10, Section 16.10.180.A of the Hayden Land Use Code to permit the applicant's alternative RV rental periods for operation at the Routt County Fairgrounds RV Park with the following conditions: 1. That the periods of stay for any pad site not extend past six months and that any occupant using a pad site for that six month period not be allowed to use the RV park again for at least a period of one month. 2. The County has agreed to share the rental fee for anyone staying past 90 days in an equal amount to 3% of the total rental fee. 3. Routt County and Town of Hayden will participate in an Intergovernmental Agreement (IGA) for the terms of the waiver. Mayor Pro Tem Robinson seconded. Roll call vote. Councilmember Forrest – aye. Councilmember McMurray – aye. Councilmember Hagins – aye.

Councilmember Johnson - aye. Councilmember Redmond – aye. Mayor Pro Tem Robinson – aye. Mayor Haskins – aye. Motion carried.

Review and Consider Action on Ryan Domson Request to Allow Industrial Equipment be placed on Commercial Property located at 150 N. 2<sup>nd</sup> Street, Hayden CO, 81639

After discussion with Ryan Domson and among the Hayden Town Council, a two (2) week extension was given to Ryan Domson. Ryan is to return to the Hayden Town Council with a plan on how the equipment will be handled (covered from sight) and provide benefit to the Town for the consideration of a two year waiver to the Commercial Development Code. This is to be presented to the Town Council at the February 15, 2018 Regular Town Council Meeting.

Review and Consider Approval of Resolution 2018-03 A Resolution Authorizing the Execution of a Consulting Agreement for Professional construction Management Services between the Town of Hayden and Canterbury Construction Management Consulting Services

Mayor Haskins moved to approve Resolution 2018-03 A Resolution Authorizing the Execution of a Consulting Agreement for Professional construction Management Services between the Town of Hayden and Canterbury Construction Management Consulting Services. Mayor Pro Tem Robinson seconded. Roll call vote. Councilmember Johnson – aye. Mayor Pro Tem Robinson – aye. Councilmember McMurray – aye. Councilmember Forrest – aye. Councilmember Hagins – aye. Councilmember Redmond – aye. Mayor Haskins – aye. Motion carried.

Review and Consider for Approval 1<sup>st</sup> Reading of Ordinance 683 Amending Chapter 13.60 Water and Sewer Rates of the Hayden Municipal Code and Set a Public Hearing February 15, 2018

Councilmember McMurray moved to approve 1<sup>st</sup> Reading of Ordinance 683 Amending Chapter 13.60 Water and Sewer Rates of the Hayden Municipal Code and Set a Public Hearing February 15, 2018. Councilmember Redmond seconded. Roll call vote. Councilmember McMurray – aye. Councilmember Forrest – aye. Councilmember Redmond – aye. Councilmember Hagins – aye. Councilmember Johnson – aye. Mayor Pro Tem Robinson – aye. Mayor Haskins – aye. Motion carried.

Review and Consider Approval of Resolution 2018-02 A Resolution Authorizing the Execution of a Consulting Agreement for Professional Playground Construction Services Between the Town of Hayden and A to Z Recreation for Design of the Dry Creek Park

Councilmember Hagins moved to approve Resolution 2018-02 A Resolution Authorizing the Execution of a Consulting Agreement for Professional Playground Construction Services Between the Town of Hayden and A to Z Recreation for Design of the Dry Creek Park Playground. Councilmember McMurray seconded. Roll call vote. Mayor Pro Tem Robinson – aye. Councilmember Hagins – aye. Councilmember Johnson – aye. Councilmember Forrest – aye. Councilmember McMurray – aye. Councilmember Redmond – aye. Mayor Haskins – aye. Motion carried.

Playground

Pulled Consent Items        None.

Staff and Councilmember  
Reports Continued        None.

Executive Session        None.

Adjournment                Mayor Haskins adjourned the meeting at 8:49 p.m.

Recorded by:

\_\_\_\_\_  
Sharon Johnson, Town Clerk

APPROVED THIS 15<sup>th</sup> DAY OF February 2018.

\_\_\_\_\_  
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	Date Paid	Voided
5420	3B Enterprises, LLC	15465	Screened Rock	02/01/2018	631.08		
Total 5420:					631.08		
12253	Airgas USA, LLC	9072014462	Water dist - CO2	01/23/2018	63.01		
Total 12253:					63.01		
1200	Bear River Valley Co-Op	01252018	Streets Vehicle Expense - Fuel	01/25/2018	2,276.41		
1200	Bear River Valley Co-Op	01252018	Water vehicle exp - fuel	01/25/2018	83.08		
1200	Bear River Valley Co-Op	01252018	San Sewer Vehicle expense - Fue	01/25/2018	60.21		
1200	Bear River Valley Co-Op	01252018	PD Vehicle Maintenance - Fuel	01/25/2018	486.47		
Total 1200:					2,906.17		
7900	Browns Hill Engineering &	14403	SCADA Lease agreement Mar	01/29/2018	1,485.00		
Total 7900:					1,485.00		
1400	Caselle Inc	85830	Support Contract March	02/01/2018	366.17		
1400	Caselle Inc	85830	Support Contract March	02/01/2018	183.08		
1400	Caselle Inc	85830	Support Contract March	02/01/2018	183.08		
Total 1400:					732.33		
1650	CEBT	0022337	Sewer Benefits	01/24/2018	959.38		
1650	CEBT	0022337	Streets Benefits	01/24/2018	4,277.11		
1650	CEBT	0022337	Water Benefits	01/24/2018	1,700.25		
1650	CEBT	0022337	Parks Benefits	01/24/2018	1,382.66		
1650	CEBT	0022337	Sewer Admin Benefits	01/24/2018	1,588.68		
1650	CEBT	0022337	Water Admin Benefit	01/24/2018	1,588.68		
1650	CEBT	0022337	Admin Benefits	01/24/2018	4,069.55		
1650	CEBT	0022337	PD Benefits	01/24/2018	8,637.41		
Total 1650:					24,203.72		
3770	CenturyLink	5703JAN18	Water Phones_3058	01/16/2018	33.83		
3770	CenturyLink	5703JAN18	Admin Phones_3741	01/16/2018	296.78		
3770	CenturyLink	5703JAN18	Sewer Phones_4330	01/16/2018	35.15		
Total 3770:					365.76		
5860	CH Diagnostic & Consulting	20180079	Water Testing Services	01/17/2018	375.00		
Total 5860:					375.00		
1560	Club 20	18989	2018 Joint Legislative trip	01/01/2018	100.00		
Total 1560:					100.00		
12423	Colorado Mountain News Media	190809-01	PH Notice Ord 683	02/04/2018	11.09		
12423	Colorado Mountain News Media	I00180125-014	Golden Meadows generator notic	01/25/2018	26.88		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
Total 12423:					37.97		
4890	FedEx	6-067-86948	Water Sample Shipping	01/25/2018	23.75		
Total 4890:					23.75		
12109	Haskins Cleaning	JAN2018	Town Hall Cleaning - Jan	01/30/2018	200.00		
Total 12109:					200.00		
2580	Hayden Merc	01-639795	Shop - shovels and gloves	01/02/2018	61.97		
2580	Hayden Merc	01-643743	PD Veh 716 keys	01/09/2018	3.98		
2580	Hayden Merc	01-644547	WWTP equipment	01/11/2018	9.88		
2580	Hayden Merc	01-648053	Streets - tiedown	01/18/2018	23.99		
2580	Hayden Merc	01-651330	Shop - fluorescent bulb	01/24/2018	34.95		
2580	Hayden Merc	01-654246	Streets - wood for planters	01/30/2018	39.54		
2580	Hayden Merc	02-664021	Work session meal	01/04/2018	56.23		
2580	Hayden Merc	02-673406	Shop - ice melt	01/24/2018	47.95		
2580	Hayden Merc	02-674279	Shop tools	01/26/2018	306.99		
2580	Hayden Merc	03-632269	Sewer admin supplies	01/06/2018	51.22		
2580	Hayden Merc	03-632269	Shop supplies	01/06/2018	129.99		
2580	Hayden Merc	03-632271	Streets vehicle maint	01/09/2018	5.37		
2580	Hayden Merc	03-633315	WWTP equipment	01/11/2018	18.99		
2580	Hayden Merc	03-633401	WWTP equipment	01/11/2018	147.52		
2580	Hayden Merc	03-633556	WWTP equipment	01/16/2018	8.97		
Total 2580:					947.54		
2640	Holloran LLC, Michael J	01202018	Legal Services	01/20/2018	160.42		
Total 2640:					160.42		
4535	InSite Media, Inc	2426	EDC lunch advertising	02/01/2018	1,000.00		
4535	InSite Media, Inc	2426	Social Media	02/01/2018	499.00		
4535	InSite Media, Inc	2426	Web support	02/01/2018	50.00		
4535	InSite Media, Inc	2426	Web support	02/01/2018	50.00		
Total 4535:					1,599.00		
12096	JVA, Inc	66662281	Clarifier professional services	01/01/2018	420.00		
Total 12096:					420.00		
12488	Kilgore Companies	50.06-A	Utility deposit refund	01/10/2018	47.35		
Total 12488:					47.35		
12338	Mendisisco, Mathew	02062018	Travel reimbursement	02/06/2018	245.25		
Total 12338:					245.25		
2960	MJK Sales & Feed Inc	244436	WTP styrofoam	01/18/2018	453.76		
Total 2960:					453.76		
8920	Murdoch's Ranch & Home Craig	149333/19	PW Clothing	01/03/2018	99.99		



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
8920	Murdoch's Ranch & Home Craig	149356/19	PW Clothing	01/08/2018	99.99		
8920	Murdoch's Ranch & Home Craig	149380/19	PW Clothing	01/16/2018	109.99		
8920	Murdoch's Ranch & Home Craig	F77661/R	PW Clothing	01/05/2018	200.00		
Total 8920:					509.97		
8410	Native Excavating Inc.	125174	Clarifier project valve replacement	01/25/2018	22,460.00		
Total 8410:					22,460.00		
1350	Pinnacol Assurance	18899487	Legislative Work Comp	01/01/2018	3.53		
1350	Pinnacol Assurance	18899487	Court Work Comp	01/01/2018	1.77		
1350	Pinnacol Assurance	18899487	Executive Work Comp	01/01/2018	1.77		
1350	Pinnacol Assurance	18899487	Administration Work Comp	01/01/2018	14.12		
1350	Pinnacol Assurance	18899487	Police Work Comp	01/01/2018	141.24		
1350	Pinnacol Assurance	18899487	Streets Work Comp	01/01/2018	109.46		
1350	Pinnacol Assurance	18899487	Rec Work Comp	01/01/2018	10.59		
1350	Pinnacol Assurance	18899487	Parks Work Comp	01/01/2018	10.59		
1350	Pinnacol Assurance	18899487	Mosquito Work Comp	01/01/2018	7.06		
1350	Pinnacol Assurance	18899487	Water Work Comp	01/01/2018	28.25		
1350	Pinnacol Assurance	18899487	Water Adm Work Comp	01/01/2018	3.53		
1350	Pinnacol Assurance	18899487	Sewer Work Comp	01/01/2018	17.66		
1350	Pinnacol Assurance	18899487	Sewer Adm Work Comp	01/01/2018	3.53		
Total 1350:					353.10		
3270	Quill Corporation	4030187	Office Supplies dry eraser board	01/15/2018	62.99		
3270	Quill Corporation	4049112	Office Supplies - dry erasers	01/15/2018	5.39		
3270	Quill Corporation	4069290	Office Supplies - dry board eraser	01/15/2018	4.38		
Total 3270:					72.76		
12493	Responsis Investigations, LLC	18-01HPD	PD professional services	01/31/2018	1,750.00		
Total 12493:					1,750.00		
12068	RG & Associates, LLC	1013511	General planning	02/02/2018	3,800.00		
12068	RG & Associates, LLC	1013512	Fairground RV Park Waiver	01/31/2018	380.00		
Total 12068:					4,180.00		
10610	SAFEbuilt, Inc.	0037673-IN	Building Department Services	01/31/2018	1,043.37		
Total 10610:					1,043.37		
1770	Schmueser Gordon Meyer, Inc.	2014-325.001-	Managerial Services	01/24/2018	270.00		
Total 1770:					270.00		
12248	SGS Accutest Inc	521-6095262	Water testing	01/24/2018	185.50		
12248	SGS Accutest Inc	521-6095398	Water testing	01/29/2018	232.50		
Total 12248:					418.00		
10930	Standard Plumbing Supply Co.	GYYG46	Water - plumbing parts	01/18/2018	169.48		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
Total 10930:					169.48		
10530	Staples Business Advantage	3366074970	Council chambers table	01/01/2018	183.99		
10530	Staples Business Advantage	3366074971	Board meeting tables	01/01/2018	415.99		
10530	Staples Business Advantage	3366074972	Board meeting tables	01/01/2018	521.98		
10530	Staples Business Advantage	3366764256	Shop Office Supplies	01/22/2018	155.76		
10530	Staples Business Advantage	3366764257	Shop Office Supplies	01/22/2018	54.90		
10530	Staples Business Advantage	3366764258	Shop Office Supplies	01/22/2018	10.59		
Total 10530:					1,343.21		
12494	Steamboat Springs Auto Parts, In	10065-372754	PD vehicle maint	01/12/2018	18.79		
12494	Steamboat Springs Auto Parts, In	10109-372699	Evidence lot - cable ties	01/09/2018	19.48		
12494	Steamboat Springs Auto Parts, In	10109-372850	Parks - snowmobile oil	01/17/2018	51.46		
12494	Steamboat Springs Auto Parts, In	10109-373038	Airport Lift Stn - oil dry	01/29/2018	18.58		
12494	Steamboat Springs Auto Parts, In	10109-373056	Airport lift station supplies	01/30/2018	217.54		
12494	Steamboat Springs Auto Parts, In	10109-373070	Airport Lift Stn - return pump	01/30/2018	.99		
Total 12494:					326.84		
3710	Town of Hayden	JAN2018	11.05 Key Pump D-8	01/30/2018	50.68		
3710	Town of Hayden	JAN2018	15.01 1250 W Jefferson Av	01/30/2018	282.00		
3710	Town of Hayden	JAN2018	92.01 178 W Jefferson 20% Rec	01/30/2018	15.28		
3710	Town of Hayden	JAN2018	92.01 178 W Jefferson 80% Town	01/30/2018	61.12		
3710	Town of Hayden	JAN2018	94.01 Key Pump A-1	01/30/2018	50.68		
3710	Town of Hayden	JAN2018	231.01 229 S 3rd St park	01/30/2018	540.16		
3710	Town of Hayden	JAN2018	232.01 40500 CR 183	01/30/2018	733.60		
3710	Town of Hayden	JAN2018	355.01 1200 W Jefferson Av	01/30/2018	183.40		
3710	Town of Hayden	JAN2018	534.01 101 S Chestnut St	01/30/2018	537.66		
3710	Town of Hayden	JAN2018	761.01 East Ballfield	01/30/2018	183.40		
3710	Town of Hayden	JAN2018	1208.01 513 S Poplar St park	01/30/2018	45.85		
3710	Town of Hayden	JAN2018	2035.01 249 Hawthorne St	01/30/2018	549.60		
3710	Town of Hayden	JAN2018	2036.01 513 S Poplar St	01/30/2018	138.96		
3710	Town of Hayden	JAN2018	2044.01 351 Vista Verde Dr	01/30/2018	91.70		
3710	Town of Hayden	JAN2018	2046.01 326 Lake View Rd	01/30/2018	183.40		
3710	Town of Hayden	JAN2018	2066.01 365 S Poplar St	01/30/2018	67.26		
3710	Town of Hayden	JAN2018	2090.01 Industrial Park A	01/30/2018	45.85		
3710	Town of Hayden	JAN2018	96.01 West Ballfield	01/30/2018	366.80		
Total 3710:					4,127.40		
6540	Tri County Fire Protection	160746	Fire system inspection	01/25/2018	610.00		
Total 6540:					610.00		
3880	Wagner Equipment Co	P04C0301416	Streets vehicle repair parts	01/19/2018	776.10		
Total 3880:					776.10		
10600	Waste Management-SBS #001-85	FEB2018	Residential Trash Service	02/01/2018	12,662.01		
Total 10600:					12,662.01		
12167	WEX Bank	52953259	PD Vehicle Expense - Fuel	01/31/2018	492.78		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
Total 12167:					492.78		
4010	Yampa Valley Electric	1802JAN18	Streets 1510001802	01/30/2018	2,469.19		
4010	Yampa Valley Electric	5501JAN18	Parks 720015501	01/22/2018	69.17		
Total 4010:					2,538.36		
4245	Zirkel Wireless, LLC	4377-2018020	Internet Service Acct 4377 Feb	02/01/2018	79.00		
4245	Zirkel Wireless, LLC	4378-2018020	Internet Service Acct 4378 Feb	02/01/2018	79.00		
Total 4245:					158.00		
Grand Totals:					89,258.49		

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.

## Town of Hayden

### Town Council Agenda Item

**MEETING DATE:** February 15, 2018

**AGENDA ITEM TITLES:** Public Hearing for Ordinance 683 An Ordinance Amending Chapter 13.60 Water and Sewer Rates of the Hayden Municipal Code; and, Review and Consider Approval of 2<sup>st</sup> Reading of Ordinance 683 An Ordinance Amending 13.60 Water and Sewer Rates and of the Hayden Municipal Code

**AGENDA SECTION:** Old Business

**PRESENTED BY:** Mathew Mendisco

**CAN THIS ITEM BE RESCHEDULED:** No

**BACKGROUND REVIEW:** At the February 1<sup>st</sup>, 2018 Town Council meeting the Town Council approved 1<sup>st</sup> reading of Ordinance 683 which approved a revised schedule that has a net impact of approximately 22% increase of usage fees across the board for all users with regard to the tier usage schedule. Those rates are below:

#### Water Usage Rates

- \$4.00 per thousand gallons of metered usage up to a total of five thousand (5,000) gallons of metered usage per billing period; and
- \$4.50 per thousand gallons of metered usage more than five-thousand one (5,001) gallons up to twelve thousand (12,000) of metered usage per billing period; and
- \$5.00 per thousand gallons of metered usage more than twelve-thousand one (12,001) gallons up to twenty thousand (20,000) of metered usage per billing period; and
- \$5.50 per thousand gallons of metered usage more than twenty-thousand one (20,001) gallons up to one hundred thousand (100,000) of metered usage per billing period; and
- \$6.00 per thousand gallons of metered usage more than one hundred one thousand and one (100,001) gallons up to one hundred and fifty thousand (150,000) of metered usage per billing period; and
- \$6.25 per thousand gallons of metered usage more than one hundred and fifty thousand one (150,001) gallons up to two hundred thousand (200,000) of metered usage per billing period; and
- \$6.50 per thousand gallons of metered usage more than two hundred thousand and one (200,001) gallons and beyond for all usage above two hundred thousand and one (200,001) of metered usage per billing period.

This was an unforeseen issue as we explained and this amendment to our water rates structure will ensure that our rates are a reflection of what was intended in the water rate model. As we stated at the last meeting in the

interim we did adjust billings ASAP via credits to customers so that the rates for everyone were accurate based on the above water tier schedule.

**RECOMMENDATION:** Staff recommends that Council hold the public hearing for Ordinance 683; and, motion to approve the 2<sup>st</sup> Reading of Ordinance 683 An Ordinance Amending Chapter 13.60 Water and Sewer Rates of the Hayden Municipal Code.

**MANAGER'S RECOMMENDATION/COMMENTS:** *I concur with this recommendation.*

ORDINANCE NO. 683

AN ORDINANCE AMENDING CHAPTER, 13.60 WATER AND SEWER RATES OF THE HAYDEN MUNICIPAL CODE

RECITALS

Whereas, 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"); and

Whereas, 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; and

Whereas, The Hayden Town Council has determined fee adjustments for the 2018 are necessary to fund and properly repair, maintain and operate the water and sanitary sewer utility systems and therefore it is necessary to amend 13.60 Water and Sewer Rates of the Hayden Municipal Code updating fees; and

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

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

1. Section 13.60.010, A. is hereby amended by deleting the definitions of "Disabled User" and "Town Board or Board" adding the following definitions:

"Disabled User" is defined as a person that is disabled and head of the household, as demonstrated by application to the Town and presentation of sufficient documentation verifying head of household status, as defined by Internal Revenue Service regulations and or a person living with head of household who is disabled as defined by Social Security Service regulations.

"Town Board or Board" is defined as the Town Council for the Town of Hayden.

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

B. The base rate for water usage is defined below for the specific applications:

1. The water base rate equals forty-five dollars and eight-five cents (\$45.85) for a five-eighths inch (5/8) meter and three-quarter inch (3/4) meter which is equal to one (1) SFE; and
2. The water base rate equals ninety-one dollars and seventy cents (\$91.70) for a one inch (1") meter, which is equal to two (2) SFE's; and
3. The water base rate equals one-hundred eighty-three dollars and forty cents (\$183.40) for a one and half inch (1.5") meter, which is equal to four (4) SFE's; and
4. The water base rate equals three-hundred sixty-six dollars and eighty cents (\$366.80) for a two inch (2") meter, which is equal to eight (8) SFE's; and
5. The water base rate equals seven-hundred thirty-three dollars and sixty cents (\$733.60) for a three inch (3") meter, which is equal to sixteen (16) SFE's.

3. Section 13.60.010, C. is hereby added as follows:

C. The metered rate for water usage is defined below for the specific applications. The metered rate which shall be equal to the following stated amounts for the listed user:

1. \$4.00 per thousand gallons of metered usage up to a total of five thousand (5,000) gallons of metered usage per billing period; and
2. \$4.50 per thousand gallons of metered usage more than five-thousand one (5,001) gallons up to twelve thousand (12,000) of metered usage per billing period; and
3. \$5.00 per thousand gallons of metered usage more than twelve-thousand one (12,001) gallons up to twenty thousand (20,000) of metered usage per billing period; and
4. \$5.50 per thousand gallons of metered usage more than twenty-thousand one (20,001) gallons up to one hundred thousand (100,000) of metered usage per billing period; and
5. \$6.00 per thousand gallons of metered usage more than one hundred one thousand and one (100,001) gallons up to one hundred and fifty thousand (150,000) of metered usage per billing period; and
6. \$6.25 per thousand gallons of metered usage more than one hundred and fifty thousand one (150,001) gallons up to two hundred thousand (200,000) of metered usage per billing period; and
7. \$6.50 per thousand gallons of metered usage more than two hundred thousand and one (200,001) gallons and beyond for all usage above two hundred thousand and one (200,001) of metered usage per billing period.

4. Section 13.60.030, A. is hereby amended by deleting the definition of "Metered Rate Formula" and substituting the following:

"Metered rate formula" means the metered rate as determined by the multiplying the average water usage by meter size times the established water rate by type.

5. Section 13.60.030, B. 5. is deleted and the following substituted:

5. The sewer base rate equals three-hundred forty-one dollars and sixty cents (\$341.60) for a three inch (3") meter, which is equal to sixteen (16) SFE's.

6. Section 13.60.030, C. is deleted and the following substituted:

Section 13.60.030 C The metered rate for sewage usage is defined below for the specific application

1. The metered sewer rate, which shall be equal to an average number of water gallons metered to a user during the seven (7) months defined in the metered rate formula (January-April and October-December), times a multiplier equal to the water metered rate schedule.
2. If no average has been established for a user during the months defined in the metered rate formula, the user shall pay a fee equal to the average as established for all same meter size users until an average for the user can be established.

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 February 15, 2018.

Section 4. Public Hearing. A public hearing on this Ordinance was held on the 15<sup>th</sup> day of February 15, 2018, at 7:30 p.m. at the Hayden Town Hall, 178 West Jefferson Avenue, Hayden, Colorado.

Section 5. Repealed. Ordinance 680 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 1<sup>st</sup> DAY OF FEBRUARY; 2018.

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James M. Haskins, Mayor

ATTEST

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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 15<sup>th</sup> DAY OF FEBRUARY, 2018.

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James M. Haskins, Mayor

ATTEST

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Sharon Johnson, Town Clerk





## Town Council Agenda Item

**MEETING DATE:** February 15, 2018

**AGENDA ITEM TITLE:** Review and Consider Approval of Routt County Request for Waiver to the Hayden Development Code Standards Chapter 7.24.210 Recreation Vehicle Parks (p)(1) Permanent Occupancy for Routt County RV Park at Routt County Fairgrounds

**AGENDA SECTION:** New Business

**APPLICANT(S):** Jill Delay, Routt County Fairgrounds Manager

**PRESENTED BY:** Mathew Mendisco, Town Manager; and,  
Ross Culbertson, Hayden Consulting Town Planner

**CAN THIS ITEM BE RESCHEDULE:** Yes, but not recommended

### GENERAL PROCESS:

The Town of Hayden recently adopted the Hayden Development Code on 11/16/2017, which became effective on 12/12/2017. Pursuant to Section 7.04.110(b) "Transition to Hayden Development Code";

*(b) Effective Date. The provisions of the Development Code became effective on December 12, 2017. Development plans approved under previous regulations that received vested property rights by approval of the Council by ordinance shall be valid for the duration of the vested property right, provided that all terms and conditions of such vested property right approval are followed.*

The applicant requests review and a Town Council decision pursuant to Title 16, Article 3 "Zoning", Section 16.03.110.A "Waivers" of the Hayden Land Use Code which states;

*A. Purpose. The Council may authorize waivers from the Code in cases were, due to exceptional conditions peculiar to the site, practical difficulties or an unnecessary hardship is placed on the land owner. Such waiver shall not be granted if it would be detrimental to the public good, create a conflict with the Town Comprehensive Plan, or impair the intent and purpose of this Code.*

**BACKGROUND REVIEW:**

On July 9, 2015, the Planning Commission recommended to the Town Council approval for a Conditional Use Permit (CUP) and Site Plan for the Routt County Fairgrounds RV Park, ("the RV Park"). On November 19, 2015, the Town Council approved the CUP and Site Plan by Resolution No. 2015-36.

The RV Park consists of nine (9) pad sites and parking for recreational tenants in addition to public access and public parking for use of the Fairgrounds Exhibit Hall. The RV Park operates on a rental fee basis for short-term on-site accommodations and is managed by the applicant. Ms. Delay has brought attention to Town Staff the difficulties of negotiating and keeping leased spaces of RV tenants who need longer stays during the extended winter months. Please read the attached Waiver Request Letter for a full explanation of the request.

**Waiver Request:**

The applicant has submitted this Waiver for relief from Title 16, Article 10 "RV Parks", Section 16.10.180.A "Permanent Occupancy" of the Hayden Land Use Code which states;

- A. *No recreational vehicle shall be used as a permanent place of abode, dwelling or business or for indefinite periods of time. Continuous occupancy extending beyond three (3) months in any twelve-month period shall be presumed to be permanent occupancy. No more than one dwelling for occupancy by the Park Manager shall be permitted.*

The above code standard is also codified verbatim in the current Hayden Development Code, within Section 7.24.210(p) "Permanent Occupancy" and will remain an effective standard for future developments unless a Code Text Amendment is deemed necessary.

The applicant understands the intent and reasoning behind the code standard and ensures their management of the RV Park will enforce lease agreement policies prohibiting permanent occupancy conditions. The larger need of the RV Park is to simply extend the seasonal stay period to accommodate a longer spread of winter rental months as indicated in the Waiver Request Letter. The applicant's proposed alternative RV rental periods will accommodate the following stay durations:

- *May through October: Allow a maximum of two sites at any time to be used for monthly rental. This would leave seven sites open for daily rentals.*
- *November through April: Allow all nine sites to be utilized as monthly rentals.*
- *During the Routt County Fair all sites must be vacated for Fair use.*

**Compliance with the Waiver Criteria:**

Pursuant to Article 3, Section 16.03.100.C.1-3“Waiver Criteria for Approval”; The Council is authorized to consider and grant a Waiver by the following standard and criteria conditions; *The condition of any waiver authorized shall be stated in writing in the minutes of the Council with the justifications set forth. Waivers may be granted only if they meet the following criteria:*

1. *The waiver if granted, will not alter the essential character of the neighborhood or district in which the property is located, nor diminish the value, use or enjoyment of adjacent property.*

The applicant’s Waiver is against the code language requiring RV occupancy durations for no more than 3-months. In Staff’s opinion granting the Waiver will not alter the character of the neighborhood nor diminish the value of the property as an RV Park. The increased rental periods will not impact or hinder the use of adjacent properties as the same RV sites will remain open for use or the same tenants will remain occupied. There are no physical changes being made to the RV Park. The County has also agreed to work out a share of the rental fee should someone request a stay past 29 days.

2. *The waiver, if granted, is the minimum waiver of applicable Code provision that will afford relief and is the least modification possible of the Code provisions which are in question.*

The applicant’s proposed alternative RV rental periods are a reasonable option to offer longer-termed winter stays at the RV Park and are within the realm of the original code’s intent.

3. *That such practical difficulties or unnecessary hardship has not been created by the applicant.*

The applicant has operated the RV Park in compliance of the code’s standard from the time of project approval and permitting. The Waiver request is a proactive response by the County to meet an operational need for the Hayden community and the Yampa Valley area (longer term stays at RV parks). The desire to minimally extend RV occupancy stays past a 3-month period is not a hardship created by the applicant.

**RECOMMENDATION:** Staff recommends that the Council **Approve** the Waiver from Title 16, Article 10, Section 16.10.180.A of the Hayden Land Use code to permit the applicant’s alternative RV rental periods for operation at the Routt County Fairgrounds RV Park with the following conditions:

1. That the periods of stay for any pad site not extend past six months and that any occupant using a pad site for that six month period not be allowed to use the RV park again for at least a period of one month.
2. The County has agreed to share the rental fee for anyone staying past 29 days in an equal amount to 3% of the total rental fee.

**Attachments**

RC Fairgrounds RV Park - Waiver Application

RC Fairgrounds RV Park - Waiver Request Letter

RC Fairgrounds RV Park – Rental Agreement

Routt County RV Park Site Plan

**MANAGER’S RECOMMENDATION/COMMENTS:** I concur with this recommendation



Town of Hayden

Town Council Agenda Item

MEETING DATE: February 15, 2018

AGENDA ITEM TITLE: Associated Governments of Northwest Colorado Technical Assistance Grant

AGENDA SECTION: New Business

PRESENTED BY: Mathew Mendisco

CAN THIS ITEM BE RESCHEDULED: Yes, but not recommended

BACKGROUND REVIEW: AGNC offers a Technical Assistance Grant with a limit of \$9,000 per applicant that can be used for the following:

1. **Increase Economic Competitiveness:** Any project designed to meet the needs of main street/downtown that will help improve the local economy and help support the local sales tax base. Projects may include small capital projects, downtown assessments, marketing and promotions, business support, etc.
2. **Improve Safety and Health:** Any project designed to address safety or health concerns in a community such as small capital improvements, planning/analysis, or research.
3. **Improve planning and investment:** Any research, planning, analysis, community survey, meeting facilitation, or special land use project designed to develop a better understanding of future needs, current conditions, and to develop appropriate policies.
4. **Increase organizational capacity:** Support organizational development through trainings, community surveys, meeting facilitation, or financial analysis as examples.

Documentation of cash expenditures, and selection of contractors/consultants must comply with the following:

1. If a project involves Construction Plans and Specs (Engineer or Architectural Services), such construction plans and specifications shall be drawn up by a qualified engineer or architect licensed in the State of Colorado, or pre-engineered in accordance with Colorado law, and hired by the mini-grant grantee through a competitive selection process.
2. If a project involves a Construction Selection Process, a construction contract shall be awarded to a qualified construction firm through a formal selection process with the mini-grant grantee being obligated to award the construction contract to the lowest responsible bidder meeting the mini-grant grantee's specifications.

3. If a project involves retention of Consultant Services, a contract shall be awarded to a qualified firm through a formal Request For Proposal (RFP) or competitive selection process.
4. Submit quarterly status reports outlining project status, anticipated completion date, and a review of the budget to date.
5. Submit a copy of all invoices and expenses paid for contract services at the completion of the project. Reimbursement will occur when the project is complete.

Recipients of cash awards will sign a letter of agreement including these guidelines. This is a reimbursement grant in that grant funds will be sent to the grantee once the project is completed.

Staff would like to apply for the "Increase Economic Competitiveness and Improve planning and investment" category to help fund our downtown Placemaking Improvements that are planned for later this summer. Right now we are estimating these improvements will be around 18K and we would like to apply for the full 9K to improve the downtown area with flowers, benches, chairs, planters, and improvements to the Walnut Street Park and Joyce Cless Memorial Park.

**RECOMMENDATION:** Council motion to authorize staff to complete the AGNC Technical Assistance Grant with final submittal in the amount of \$9,000 and authorize the Town Manager to sign the final application for submittal.

**MANAGER'S RECOMMENDATION/COMMENTS:** Staff concurs with the recommendation above.



ASSOCIATED GOVERNMENTS  
OF NORTHWEST COLORADO

## **ASSOCIATED GOVERNMENTS OF NORTHWEST COLORADO 2018 TECHNICAL ASSISTANCE GRANT APPLICATION**

Funded by the Associated Governments of Northwest Colorado  
in cooperation with the Colorado Department of Local Affairs  
Energy and Mineral Impact Assistance Program

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Associated Governments of Northwest Colorado (AGNC) is soliciting proposals for technical assistance projects from its membership. A total of \$90,000 is available to fund 2018 technical assistance projects for AGNC full membership only.

This Grant Application Package contains the following:

- ◆ 2018 Technical Assistance Grant Guidelines
- ◆ 2018 Technical Assistance Grant Application Form

Applications for AGNC's Technical Assistance Grant Program are **due by 5:00 p.m., Friday, March 9, 2018. All grant applicants will be required to make a five-minute presentation via conference call.** Funding will be provided for projects that begin after May 15<sup>th</sup>, 2018 and are completed by January 31, 2019. This is a reimbursement grant program and funds will be paid to grantees when the project is complete and all required documentation is submitted.

Please submit completed applications to:

**Associated Governments of Northwest Colorado  
Attn: Lydia Gross  
P.O. Box 593  
Grand Junction, CO 81502  
e-mail to: [admin@agnc.org](mailto:admin@agnc.org)**

If you have any questions regarding AGNC's Technical Assistance Grant Program, please contact Bonnie Petersen or Lydia Gross at 970-665-1095.

## 2018 TECHNICAL ASSISTANCE GRANT GUIDELINES

### Eligibility:

- ◆ Grants are only awarded to towns or counties that are members in good standing of the Associated Governments of Northwest Colorado (AGNC).
- ◆ Only one application per member jurisdiction will be considered for funding each cycle/year.
- ◆ To be eligible for funding, each applicant must give a presentation and answer questions related to their grant proposal.
- ◆ *After the grants have been awarded, any change in scope to a funded project must be submitted in writing to the AGNC Executive Committee for approval.*
- ◆ *Project status reports are due to AGNC no later than June 15<sup>th</sup>, August 15<sup>th</sup>, October 15<sup>th</sup> and December 15<sup>th</sup>.*

### Types of Grants:

- ◆ Cash awards will be made up to \$9,000 to be determined by the AGNC Executive Committee, totaling no more than \$90,000 for all grant awards combined.
- ◆ Grant funding will be paid on a reimbursement basis only.
- ◆ The AGNC board reserves the right to adapt these guidelines to serve the needs of communities and to make adjustments to the amount of available funding.

### Use of Grant Funds:

- ◆ Eligible projects must begin no sooner than May 15<sup>th</sup>, 2018 and be completed no later than January 31, 2019, with all documentation for reimbursement submitted at that time.
- ◆ Funding will be awarded to projects that help a community make a positive and visible impact on a community. Eligible projects will fit into one or more of the following categories, and must demonstrate positive outcomes for the community:
  1. **Increase Economic Competitiveness:** Any project designed to meet the needs of main street/downtown that will help improve the local economy and help support the local sales tax base. Projects may include small capital projects, downtown assessments, marketing and promotions, business support, etc.
  2. **Improve Safety and Health:** Any project designed to address safety or health concerns in a community such as small capital improvements, planning/analysis, or research.
  3. **Improve planning and investment:** Any research, planning, analysis, community survey, meeting facilitation, or special land use project designed to develop a better understanding of future needs, current conditions, and to develop appropriate policies.
  4. **Increase organizational capacity:** Support organizational development through trainings, community surveys, meeting facilitation, or financial analysis as examples.
- ◆ Funds may be used to hire contractors and pay related expenses. Examples of eligible uses of funds include main street related projects, small scale capital projects, research, special land use planning projects, training, community surveys, and meeting facilitation.



- ◆ **Grant funds may not be used to supplant regularly budgeted staff or project funds.**
- ◆ **Grant funds may not be used to purchase equipment (rolling stock, office equipment, normal operating equipment, etc.) or real property of any type.**
- ◆ **The mini-grant program requires a dollar for dollar cash match.**
- ◆ Documentation of cash expenditures, and selection of contractors/consultants must comply with the following:
  1. If a project involves Construction Plans and Specs (Engineer or Architectural Services), such construction plans and specifications shall be drawn up by a qualified engineer or architect licensed in the State of Colorado, or pre-engineered in accordance with Colorado law, and hired by the mini-grant grantee through a competitive selection process.
  2. If a project involves a Construction Selection Process, a construction contract shall be awarded to a qualified construction firm through a formal selection process with the mini-grant grantee being obligated to award the construction contract to the lowest responsible bidder meeting the mini-grant grantee's specifications.
  3. If a project involves retention of Consultant Services, a contract shall be awarded to a qualified firm through a formal Request For Proposal (RFP) or competitive selection process.
  4. Submit quarterly status reports outlining project status, anticipated completion date, and a review of the budget to date.
  5. Submit a copy of all invoices and expenses paid for contract services at the completion of the project. Reimbursement will occur when the project is complete.
- ◆ Recipients of cash awards will sign a letter of agreement including these guidelines. This is a reimbursement grant in that grant funds will be sent to the grantee once the project is completed.

# **AGNC 2018 TECHNICAL ASSISTANCE GRANT APPLICATION**

1. **Jurisdiction** \_\_\_\_\_

2. **Name of Person Completing Application** \_\_\_\_\_

**Address** \_\_\_\_\_

**Phone Number** \_\_\_\_\_ **e-mail address** \_\_\_\_\_

3. **Project Title** \_\_\_\_\_

4. **Name of Person Responsible for Completion of Project:** \_\_\_\_\_

\_\_\_\_\_

**Address** \_\_\_\_\_

**Phone Number** \_\_\_\_\_ **e-mail address** \_\_\_\_\_

5. Total Cost of Project \$ \_\_\_\_\_

Amount Requested \$ \_\_\_\_\_ Cash Match Provided \$ \_\_\_\_\_

6. **Please provide the following information. Use a separate attachment if necessary (two pages maximum):**

- A. Briefly describe the project. Why is the project needed at this time? How does the implementation of this project address the need?
  
- B. Explain why this project is important to your community and/or the AGNC Region. What measurable results do you expect? How will these results be measured?
  
- C. How will this project make a positive and visible impact on your community? Which of the four categories listed above under "Use of Grant Funds" does your project fit best? Explain.
  
- D. How many people or lives will be improved either directly or indirectly through the completion of this project? Explain.
  
- E. Assuming the project is funded, when will it begin and what is the timeframe for completion?
  
- F. How could this project be useful to other jurisdictions in the region? Is it something that could be replicated by another jurisdiction?
  
- G. Provide a budget for your project clearly listing both revenues and expenses in a table format.
- H. What is your jurisdiction's 2018 General Fund Budget Total: \$ \_\_\_\_\_? 26

What is your jurisdiction's 2018 General Fund - Fund Balance (do not include restricted funds i.e. TABOR reserve) \$ \_\_\_\_\_?  
COMMENTS: \_\_\_\_\_  
\_\_\_\_\_

*Signature of Jurisdiction's AGNC Representative:* \_\_\_\_\_

**Applications are due before 5:00 p.m., Friday, March 9, 2018 to:**

**AGNC  
Attn: Lydia Gross  
P.O. Box 593  
Grand Junction, CO 81502  
Or e-mail to: [admin@agnc.org](mailto:admin@agnc.org)**



Town of Hayden

Town Council Agenda Item

MEETING DATE: February 15, 2018

AGENDA ITEM TITLE: Review and Consider Approval of Financial Assistance Grant from Community Builders for Economic Strategic Plan

AGENDA SECTION: New Business

PRESENTED BY: Mathew Mendisco

CAN THIS ITEM BE RESCHEDULED: No applications are due February 22, 2018

BACKGROUND REVIEW: During 2017 the Town had two reports completed in regards to our economic development efforts which were the Community Assessment completed by the Office of Economic Development and International Trade (OEDIT) and the Community Placemaking report which was completed by DOLA, OEDIT, and Community Builders.

As the Council and the HEDC look to move Hayden towards a more resilient economy one of the final steps will be to pull all of this information along with the economic data indicators into one single report that can be used much like the Comprehensive Plan.

Community Builders offers a financial assistance grant titled "BUILDING RESILIENT ECONOMIES - Communities are striving to become more competitive and strengthen their economies through local job growth and retention, as well as diversification of local industries. Our "Place Value" study revealed a new paradigm for economic development, one that centers around creating quality, authentic places that attract people, in addition to growing good jobs locally. Community Builders' assistance helps communities better understand this fresh approach to economic development and develop strategies that respond to it.

Example activities:

- Understand economic drivers and opportunities
- Diagnose barriers to job / business growth and retention
- Create strategic action plans
- Analyze community assets
- Develop placemaking strategies"

After discussion with the Community Assessment team staff feels that this would be the next logical step, and with the Placemaking process already completed we can focus on the four main bullet points to complete a document that can help guide the Town's economic development efforts moving forward.

**RECOMMENDATION: Council motion to authorize staff to apply for the Community Builders financial assistance grant, specifically the resilient communities grant.**

**MANAGER'S RECOMMENDATION/COMMENTS:** Staff concurs with the recommendation above.