



Board of Trustees  
**REGULAR MEETING**  
Thursday, September 21, 2023, 5 p.m.

**Attend in person:**

Cedaredge Civic Center, Grand Mesa Room, 140 NW 2<sup>nd</sup> St.

**Attend virtually:**

On Your Computer: <http://bit.ly/3XFTkbp> | Password: 350717

On Your Phone: 253-215-8782 | Webinar ID: 857 8857 4019 | Password: 350717

**Board Members will meet at the Surface Creek Trail at 4 pm to visit the Cedaredge Public Library's Storywalk**

**AGENDA**

*[A] denotes an action item; [D] denotes a discussion item; [I] denotes an information item*

- 1) Call to Order & Pledge of Allegiance
- 2) Roll Call
- 3) Agenda Approval [A]
- 4) Consent Agenda [A]
  - a. Minutes: 8/17/2023 Regular Meeting and Public Hearing
  - b. Minutes: 9/7/2023 Special Meeting
  - c. Financial Report: 8/31/2023
  - d. Disbursements: 08/2023
- 5) Introduction of new staff: Police Officer Recruit Landon Eckhart [I]
- 6) Proclamation: Suicide Prevention Month [I]
- 7) Constituent Time

*Constituents may address the Board of Trustees about any Town related issue. Please state your name and address for the record. You have three (3) minutes to address the Board of Trustees. Please note that specific questions may not be answered, and Staff will follow up with you after the meeting. Personal attacks against Staff or any Board member will not be tolerated.*

9/19/2023 09:08 AM

- 8) Appointment to Trustee vacancy [A]
  - a. Committee Spreadsheet [I]
- 9) Comment Letter: BLM Fluid Mineral Leases and Leasing Process [A]
- 10) 2024 Draft Budget Considerations [D]
  - a. Cedaredge Police Department
  - b. Northridge Waterline Replacement Loan Repayment Terms
  - c. 2024 Water/Wastewater Utility Increase
- 11) Purchase Request: Radar Speed Signs [A]
- 12) Purchase Request: Caselle Court Module [A]
- 13) Resolution 14-2023: Proposition 123 [A]
- 14) Resolution 15-2023: Design and Engineering Loan Agreement [A]
- 15) Treasurer's Report – Trustee & Treasurer Mick Murray [I]
- 16) Management Report [I] [D] [A]
- 17) Constituent Time

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- 18) Boards, Commissions & Committees
  - a. Planning & Zoning Commission
    - Bylaws Update [A]
- 19) Committee Updates
  - a. Club 20
  - b. Region 10
  - c. Mosquito Abatement Exploratory Committee
- 20) Trustee Comments [I] [D]
- 21) Upcoming Events & Meetings [I]
  - a. Economic Development Advisory Committee  
September 28, 6 pm  
Molly's on Main

9/19/2023 09:08 AM

- b. Delta County Municipal Fall Meeting  
September 29, 10 am – 3 pm  
Bill Heddles Rec Center, Delta

22) Adjourn



Board of Trustees  
**REGULAR MEETING**  
Thursday, August 17, 2023, 5 p.m.

**Call to Order & Pledge of Allegiance:** Mayor Udd called the meeting to order at 5:03 p.m.

**Roll Call:** Present were Mayor Udd, Mayor Pro Tem Atkinson, Trustees Tracy Gist, Greg Hart, Kathy Hirschboeck, and Mick Murray. Let it be shown for the record that Town Administrator Kami Collins and Town Clerk Jess Shelton were also in attendance.

**Agenda Approval:** Trustee Gist moved, and Trustee Murray seconded to approve the agenda. All voted 'aye,' no one voted 'nay,' the motion passed unanimously, and the agenda was approved.

**Consent Agenda**

- a. Minutes: 7/20/2023 Regular Meeting and Public Hearing (pgs. 3-6)
- b. Financial Report: 7/31/2023 (pgs. 7-12)
- c. Disbursements: 07/2023

Mayor Pro Tem Atkinson moved, and Trustee Hirschboeck seconded to approve the consent agenda. All voted 'aye,' no one voted 'nay,' the motion passed unanimously, and the consent agenda was approved.

**Community Groups:**

**Cathy Meskel** 9/11 Memorial Tribute & Candlelight Vigil. Ms. Meskel stated the 9/11 memorial services would be held on September 9 at 7:45 pm in front of the Pondy at 240 W Main Street. Ms. Meskel stated more information would be sent out soon.

**Bill Van Houten**, 9/11 Honor Run. Mr. Van Houten stated this was the third year of the run, and the proceeds go to recipients in need through the 9/11 Honor Run Foundation. Mr. Houten stated funds go locally if there is a local need and then to other areas if there is not a local need.

**Constituent Time**

**Skip Bethurum:** 110 SW 11<sup>th</sup> Avenue. Mr. Bethurum introduced Steve Anderson to the Board. Mr. Bethurum also introduced the Blight Remediation MOU to the Board. Mr. Bethurum asked the board to define the term "blight." Mr. Bethurum stated the Board should not give all the money to the Golf Course and should use some money for the rest of the town.

**Karen Locke:** 1495 SW 3<sup>rd</sup> Street. Ms. Locke stated she was asked if GMAEC (Grand Mesa Arts and Events Center) would be interested in the purchase of the pocket park by the post office. Ms. Locke stated she had some questions. TA Collins answered all of Ms. Locke's questions. TA Collins stated the park could not be given away in exchange for maintenance but could be leased for a minimal amount.

**John Peters:** 112 Phillips Square West Ridgway, Colorado. Mr. Peters stated he wanted to file a grievance against TA Collins for the processing of the Back 9 application. Mr. Peters handed paperwork to Clerk Shelton.

**Tate Locke:** 1110 SE Fairway Drive. Mr. Locke stated he wanted to schedule a meeting with TA Collins.

Mayor Udd requested the Board require staff to give a timeline report on this matter. TA Collins stated she could, but with legal review first.

**Karen Crump:** 165 NW 7<sup>th</sup> Street. Ms. Crump stated she had some road base delivered and when Public Works plowed the road, the road base was moved into a pile. Ms. Crump stated TA Collins stated Public Works would be out with gravel when the weather was nicer.

Mayor Udd directed staff to look at the issue for Ms. Crump.

### **Boards, Committees & Commissions**

Chairperson Skip Bethurum from the Planning & Zoning Commission introduced Steve Anderson to the Board. Mr. Anderson applied for the Planning and Zoning Commission and introduced himself to the Board. Mr. Anderson gave a history of himself.

Mayor Pro Tem Atkinson moved, and Trustee Murray seconded to approve the appointment of Steve Anderson to the Planning and Zoning Commission. All voted 'aye,' no one voted 'nay,' the motion passed unanimously, and Steve Anderson was appointed to the Planning and Zoning Commission.

### **Funding Request for Blight Remediation**

Trustee Hirschboeck moved, and Trustee Gist seconded to approve the Blight Remediation Funding Request. All voted 'aye,' no one voted 'nay,' the motion passed unanimously, and the Blight Remediation Funding Request was approved.

Trustee Hart asked what the intention of the Planning Commission was for the blight remediation. Mr. Bethurum handed out a letter he wrote and a proposal from Bruin Waste. Mr. Bethurum stated he planned to talk to the churches first, and with Sarah Henderson about the matter after that. Mr. Bethurum stated two dumpsters would be placed in different areas and would be in addition to the Community Cleanup September 18-23. Mr. Bethurum stated electronics were a major problem and a smaller dumpster would be used for that purpose. Mr. Bethurum, Commissioner Barnes, and Commissioner Weed would also help with this process.

### **Radar Speed Signs**

Trustee Hirschboeck moved, and Trustee Murray seconded to approve the purchase of the radar speed signs. All voted 'aye,' no one voted 'nay,' the motion passed unanimously, and the purchase of radar speed signs was approved.

Mayor Udd stated he was surprised staff did not ask for the other options available for the sign, such as traffic counters. Public Works (PW) Director Young stated the ability to collect traffic counts and peak times would be helpful. PW Young stated they were asking for two signs, one mobile and one stationery.

Trustee Hart moved, and Trustee Murray seconded to table the purchase of the radar speed signs, until there was clarification on which sign(s) were needed. All voted 'aye,' no one voted 'nay,' the motion passed unanimously, and the purchase of the radar speed sign was tabled.

### **Resolution 11-2023: Amending the Employee Wage Scale**

Mayor Udd stated he did not like new items being provided the night of a meeting. TA Collins stated the direction was given to her yesterday during the budget work session and she followed the direction given to her by providing the information tonight, since it was an agenda item.

Trustee Gist stated it was important to review the information since directions were given the day before.

Trustee Gist stated the discussion needed to be held now and not pushed back further. Trustee Gist stated staff

were an asset to the town and deserved to be paid fairly. Further discussions were held about Resolution 11-2023.

Trustee Hart moved, and Trustee Murray seconded to approve Resolution 11-2023.

Trustee Hart moved and Trustee Gist seconded to amend Resolution 11-2023 with the amendment of bullet point two that leadership staff would be placed five steps behind their current steps and not the three steps in the draft resolution.

**Roll Call vote:** Trustee Gist, Trustee Hart, Trustee Murray, and Trustee Hirschboeck voted 'aye' and Mayor Pro Tem Atkinson and Mayor Udd voted 'nay.' Motion passed and Resolution 11-2023 passed by a majority vote.

Trustee Gist left the meeting room at 6:32 p.m. and returned at 6:33 p.m.

**Resolution 12-2023: Facility Rental and Use Fees**

Trustee Hirschboeck asked about the restrooms at the park being available. TA Collins stated the issue occurred due to vandalism and special cleaning crews had to come in to repair the facilities, but the restrooms are available when the park is being rented.

Trustee Murray moved, and Trustee Hart seconded to approve Resolution 12-2023, Facility Rental and Use Fees. All voted 'aye,' no one voted 'nay,' the motion passed unanimously, and Resolution 12-2023 was approved.

**Resolution 13-2023: Digital Town Seal**

Mayor Pro Tem Atkinson moved, and Trustee Murray seconded to approve Resolution 13-2023. All voted 'aye,' no one voted 'nay,' the motion passed unanimously, and Resolution 13-2023 was approved.

**Opting Into Proposition 123: Funding for Affordable Housing**

DOLA Representative Dana Hlavac explained what the Funding for Affordable Housing was under Proposition 123. Mayor Udd stated Proposition 23 should be sent to the Planning and Zoning Commission to get the plan together and that this will come back as an action item at the next regular Board of Trustees meeting.

**Management Report**

- TA Collins reviewed the written report she submitted.
- Mayor Udd stated he liked the form TA Collins had shown to the Board for those interested in a committee or Board position. Mayor Udd stated he would like to ask if the applicant had attended a meeting for the position for which they are applying. Trustee Hart suggested having the questions bulleted in the letter of interest. TA Collins was directed to update the form and get the form live.
- GOCO did not like the tennis court proposal and did not feel the pickle ball group had not done enough to raise funds and it was not a large enough citizen group that would be affected.
- Trustee Hart asked to have reports on crime data and comparisons from prior years submitted to the Board.
- Mayor Udd and Trustee Hart would like to go to the mountain for a water system tour on August 30. Trustee Murray will not be able to go. Trustee Hirschboeck and Mayor Pro Tem Atkinson did not want to go.
- Trustee Hart would like comparison data on the golf statistics, to go with the new data that Winston has provided for rounds golfed.

**Treasurer's Report** – Trustee & Treasurer Mick Murray. Trustee Murray submitted a written report.

**Trustee Hawbaker Resignation**

Trustee Gist moved, and Trustee Murray seconded to accept Trustee Hawbaker's resignation. All voted 'aye,' no one voted 'nay,' the motion passed unanimously, and the resignation of Trustee Hawbaker was accepted.

### **Vacancy Appointment Process**

The process for advertising the Board vacancy will be the Writing on the Edge, direct emails, advertising in the Delta County Independent, and on social media. The Board would like to see that applicant use the new form that TA Collins had shown earlier. Letters will be due September 15 and then they will be seated on the 21<sup>st</sup>. A special meeting was scheduled for September 19 at 6 p.m. to interview the applicants.

### **Constituent Time**

**Justin Hoffbauer**, 115 NW Fir Avenue, Cedaredge. Mr. Hoffbauer stated cleanup days including tires and mattresses would be good, since those bigger items sit in yards longer. Mr. Hoffbauer suggested having citizens show proof of residency, like a water bill when utilizing the community cleanup dumpsters. Mr. Hoffbauer stated food trucks in town were a way for people to get their footing in the food industry and often led to brick-and-mortar businesses.

**Steve Pierce**, 1525 SE Stonebridge Drive, Cedaredge. Mr. Pierce stated there should be a sign to restrict weight limits on the bridge going West on Deer Trail; there was already one for East bound. Mr. Pierce stated he called for affluent water, and it was easy to do.

### **Committee Updates**

**Mosquito Abatement:** Mayor Udd stated that mosquito trapping has stopped because Delta County could not keep doing it, due to staffing issues. Mayor stated there was only one area that had a positive test. Trustee Hirschboeck asked about the MOU with Orchard City about the mosquito abatement. Trustee Hirschboeck asked to have more social media advertising for the use of the dunks.

**Recreation District:** Mayor Udd stated the Recreation District is busy.

**Region 10:** Mayor Pro Tem Atkinson stated transportation was discussed, but it was more about Region Three and the Gunnison area.

**Economic Development/One Delta County:** Clerk Shelton stated little was occurring with this group and stated the last meeting was cancelled.

**Tree Board:** they are super busy and look forward to Applefest.

**Club 20:** Trustee Hart and TA Collins will go to the September meeting, and Mayor Udd would like to attend as well.

### **Trustee Comments**

- Mayor Udd stated he was hoping to see the decision on the Master Plan at this meeting. Mayor Pro Tem Atkinson stated that there was not a quorum, and the meeting was cancelled. The next meeting will be on September 5 and Planning & Zoning would have a decision on September 7.
- Trustee Gist thanked the Board for passing the wage decision.
- Trustee Hart stated he had suggestions on the affluent water in the wintertime. Trustee Hart suggested an "unfinished" section be added to the agenda.
- Trustee Murray also thanked the Board for passing the wage decisions and for the work that was done.
- Mayor Pro Tem Atkinson stated he was against the status of the wage decision because it was a huge hit to the reserves; then stated he was not against it, just not ready to address it. Mayor Pro Tem asked to have a line item on the agenda that served as a running status update, since the Trustee comments were limited. TA Collins asked Mayor Pro Tem to send her the list of items he felt had not been addressed.

Mayor Pro Tem stated prior meeting topics have not been readdressed and should be on the agenda to be answered. TA Collins asked to have the Board send those items to her in an email.

- Trustee Hirschboeck asked for clarification on what Trustee Comments could be.

### **Upcoming Events & Meetings**

Business After Hours, Thursday, August 24, 5:30 p.m.

Golf Course Advisory Board Meeting, Tuesday, August 29, 4:30 p.m.

3<sup>rd</sup> Annual 9/11 Honor Run, Saturday, September 9, 7:30 am

Party in the Park, Saturday, September 9, 5:30-7:30 p.m.

9/11 Memorial Tribute & Candlelight Vigil, Saturday, September 9, 7:45 p.m.

**Adjourn:** Mayor Udd adjourned the meeting at 8:12 p.m.

**Gretchen Atkison** asked to make a comment to the Board after the meeting was adjourned, stating that a golf tournament for scholarships will be on September 9 at the Cedaredge Golf Course.

**Cordell Chapman** also commented to the Board after the meeting stating that a running list of items on the agenda would be good.

Respectfully submitted,

Jess E. Shelton  
Town Clerk



Board of Trustees  
**SPECIAL MEETING**  
Thursday, September 7, 2023, 5 p.m.

Mayor Udd called the meeting to order and led the Pledge of Allegiance at 5:03 pm.

**Roll Call:** Present were Mayor Richard Udd, Mayor Pro Tem Jim Atkinson, Trustees Tracy Gist, Greg Hart, and Kathy Hirschboeck, Town Administrator Kami Collins, Finance Director Tammy Francis, and Town Clerk Jess Shelton.

**Master Plan Contract Award: Bohannan Huston**

Mayor Pro Tem Atkinson moved, and Trustee Hirschboeck seconded to have staff prepare and enter a contract with Bohannan and Huston for the Master Plan.

Further discussions were had, and Mayor Pro Tem Atkinson stated he would like to see the inclusions of the contract broken out.

**Draft Governance Plan:**

Trustee Hart stated the plan covered the governance process and most of the information came from the Town Charter and Town Code, and this document refined it more. Mayor Udd stated Trustee comments should be sent to Trustee Hart. TA Collins stated she will send the Governance Plan in electronic form to the Board.

**Party in the Park:**

The event is scheduled for Saturday the 9<sup>th</sup>. Trustees will start serving at 5:30 pm.

**2024 Draft Budget Updates:**

Discussions were had about the September DRAFT budget.

**Adjourn:** Mayor Udd adjourned the meeting at 8:47 pm.

Respectfully submitted,

Jess E. Shelton  
Town Clerk

# Points of Interest 08/31/2023 Financial Statements

## Prepared by Tammy Francis, Finance Director

With 66.64% of the year elapsed we have collected 50.2% of budgeted revenues and spent 39% of budgeted expenditures. Cash in Bank of Colorado general checking is \$598,926.92, cash in C-Safe Investment Pool is \$33.14, cash in ColoTrust General Investment Pool is \$3,682,805.93, cash in Xpress Bill pay is \$48,225.31, cash in Major Street Improvement reserved checking is \$74,599.53, and cash in ColoTrust Major Street Improvement Reserve Investment Pool is \$878,037.03 at the end of August.

### **GENERAL FUND:**

#### *REVENUE & EXPENDITURES*

Revenues in the General Fund are 72.4% of budget YTD. Expenditures in the General Fund are 51.7% of budget YTD. Revenues exceeded expenditures by \$59,016 for the month of August.

### **WATER FUND:**

#### *REVENUE & EXPENDITURES*

Our revenues in the Water Fund are 24.9% of budget YTD and expenditures are 19.8% of budget YTD. The Water Fund revenues exceeded expenditures by \$58,703 for the month of August.

### **WASTEWATER FUND:**

#### *REVENUE & EXPENDITURES*

Revenues in the Wastewater Fund are 67.9% of budget YTD and expenditures are 58.5% of budget YTD. The Wastewater Fund revenues exceeded expenditures by \$13,833 for the month of August.

### **GOLF COURSE FUND:**

#### *REVENUE & EXPENDITURES*

Revenues in the Golf Course Fund are 76.3% of budget YTD and expenditures are 64.9% of budget YTD. Golf Course Fund expenditures exceeded revenues by \$18,070 for the month of August. The Golf Course Fund required less transfers than originally budgeted. We reversed transfers for January through July 2023 totaling \$18,854.

### **CAPITAL IMPROVEMENT FUND (including Major Street Improvements):**

#### *REVENUE & EXPENDITURES*

Our revenues for the Capital Improvement Fund are 65.6% of budget YTD and expenditures are 29% of budget YTD. Capital Improvement Fund revenues exceeded expenditures by \$10,047 for the month of August.

### **CONSERVATION TRUST FUND (LOTTO):**

#### *REVENUE & EXPENDITURES*

Revenues for the Conservation Trust Fund are 63.3% of budget YTD. Expenditures are 19% of budget YTD.

### **LAW ENFORCEMENT FUND (Back the Badge):**

#### *REVENUE & EXPENDITURES*

Revenues for the Law Enforcement Fund are 64.3% of budget YTD. Expenditures are 60.7% of budget YTD. The Law Enforcement Fund revenues exceeded expenditures by \$9,098 for the month of August.

Full Financial Statements & Disbursements can be located on our website

[www.cedaredgecolorado.com/DocumentCenter](http://www.cedaredgecolorado.com/DocumentCenter) and select the Financial Transparency folder

# Town of Cedaredge

Aug-23

## FUND SUMMARY

Aug-23

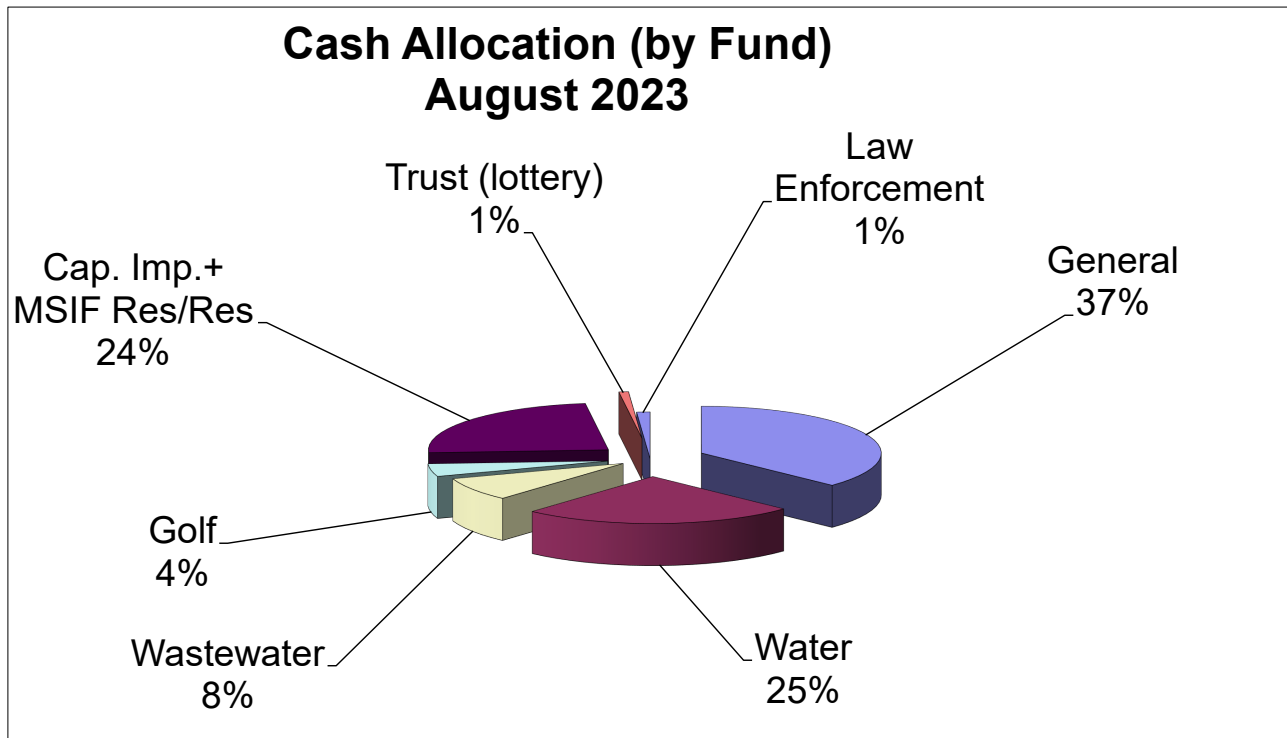
8 Months or 66.64% of fiscal year has elapsed

	Current Year		Year 2023		
	Actual	Budget	Actual YTD	Ann.Budget	% of Budget
<b>General Fund</b>					
-Revenues	\$ 216,774	\$ 180,565	\$ 1,568,273	\$ 2,166,775	72.4%
-Expenditures	\$ 157,758	\$ 224,020	\$ 1,389,279	\$ 2,688,244	51.7%
<b>Net Rev - Expend</b>	<b>\$ 59,016</b>	<b>\$ (43,456)</b>	<b>\$ 178,994</b>	<b>\$ (521,469)</b>	
<b>Water Fund</b>					
-Revenues	\$ 130,286	\$ 290,211	\$ 865,733	\$ 3,482,530	24.9%
-Expenditures	\$ 71,582	\$ 291,167	\$ 691,839	\$ 3,493,998	19.8%
<b>Net Rev - Expend</b>	<b>\$ 58,703</b>	<b>\$ (956)</b>	<b>\$ 173,895</b>	<b>\$ (11,468)</b>	
<b>Wastewater Fund</b>					
-Revenues	\$ 64,994	\$ 63,174	\$ 514,381	\$ 758,090	67.9%
-Expenditures	\$ 51,161	\$ 68,231	\$ 478,896	\$ 818,769	58.5%
<b>Net Rev - Expend</b>	<b>\$ 13,833</b>	<b>\$ (5,057)</b>	<b>\$ 35,484</b>	<b>\$ (60,679)</b>	
<b>Golf Course Fund</b>					
-Revenues	\$ 33,718	\$ 51,363	\$ 470,027	\$ 616,350	76.3%
-Expenditures	\$ 51,788	\$ 52,836	\$ 411,229	\$ 634,035	64.9%
<b>Net Rev - Expend</b>	<b>\$ (18,070)</b>	<b>\$ (1,474)</b>	<b>\$ 58,798</b>	<b>\$ (17,685)</b>	
<b>Cap Imp and Maj St Imp</b>					
-Revenues	\$ 41,518	\$ 34,185	\$ 268,991	\$ 410,216	65.6%
-Expenditures	\$ 31,472	\$ 42,001	\$ 146,326	\$ 504,013	29.0%
<b>Net Rev - Expend</b>	<b>\$ 10,047</b>	<b>\$ (7,816)</b>	<b>\$ 122,666</b>	<b>\$ (93,797)</b>	
<b>Trust Fund (lottery)</b>					
-Revenues	\$ 179	\$ 2,571	\$ 19,518	\$ 30,850	63.3%
-Expenditures	\$ -	\$ 2,292	\$ 5,213	\$ 27,500	19.0%
<b>Net Rev -Expend</b>	<b>\$ 179</b>	<b>\$ 279</b>	<b>\$ 14,304</b>	<b>\$ 3,350</b>	
<b>Law Enforcement Fund</b>					
-Revenues	\$ 25,855	\$ 24,063	\$ 185,614	\$ 288,759	64.3%
-Expenditures	\$ 16,758	\$ 22,500	\$ 163,784	\$ 270,000	60.7%
<b>Net Rev -Expend</b>	<b>\$ 9,098</b>	<b>\$ 1,563</b>	<b>\$ 21,830</b>	<b>\$ 18,759</b>	
<b>TOTAL - ALL FUNDS</b>					
-Revenues	\$ 513,324	\$ 646,131	\$ 3,892,537	\$ 7,753,570	50.2%
-Expenditures	\$ 380,519	\$ 703,047	\$ 3,286,567	\$ 8,436,559	39.0%
<b>Net Rev - Expend</b>	<b>\$ 132,805</b>	<b>\$ (56,916)</b>	<b>\$ 605,970</b>	<b>\$ (682,989)</b>	

**Town of Cedaredge**  
**Aug-23**

**Cash Allocation (current month)**

General	Water	Wastewater	Golf	Cap. Imp.+ MSIF Res/Res	Trust (lottery)	Law Enforcement	Total
\$1,959,410	\$1,297,604	\$423,862	\$229,373	\$1,264,142	\$45,577	\$63,361	\$5,283,328
Cash Allocation (last month)							
\$1,936,678	\$1,233,354	\$410,086	\$245,399	\$1,254,095	\$45,398	\$54,263	\$5,179,274
Change from last month							
\$22,731.22	\$64,249.70	\$13,775.99	(\$16,026.25)	\$10,046.52	\$179.01	\$9,097.66	\$104,053.85



**Available Resources January 1, 2023**

General	Water	Wastewater	Golf	Cap. Imp.+ MSIF Res/Res	Trust (lottery)	Law Enforcement	Total
\$ 1,771,461	\$ 1,438,988	\$ 444,214	\$ 161,421	\$ 1,168,418	\$ 31,273	\$ 63,970	\$ 5,079,745
2023 YTD Revenue less Expenditures							
\$ 178,994	\$ 173,895	\$ 35,484	\$ 58,798	\$ 122,666	\$ 14,304	\$ 21,830	\$ 605,970
<b>Available Resources 2023 YTD</b>							
\$ 1,950,455	\$ 1,612,883	\$ 479,698	\$ 220,219	\$ 1,291,084	\$ 45,577	\$ 85,800	\$ 5,685,715

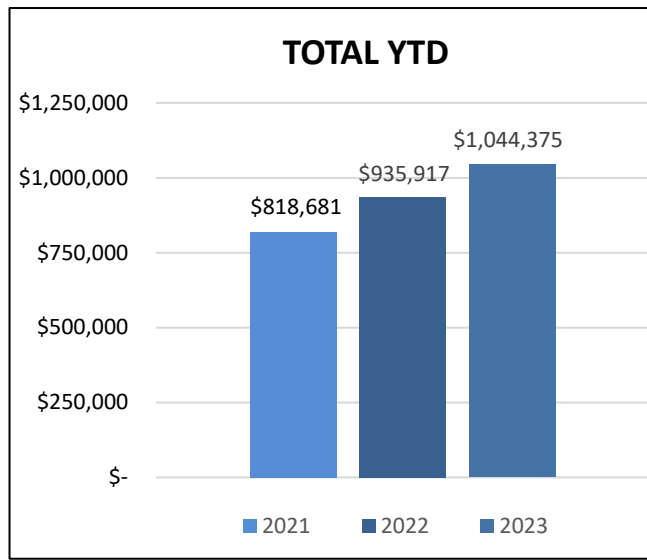
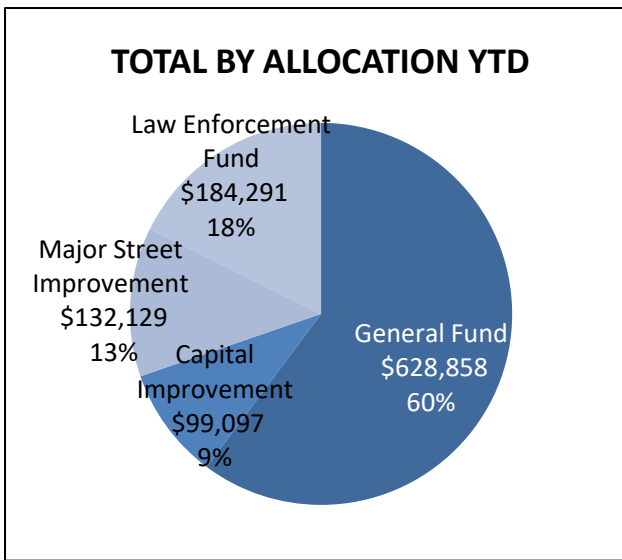
**TOWN OF CEDAREDDGE  
CASH BALANCES**

Institution	Interest Rate	Period	Monthly Interest	Year to Date Interest	Amount	Percentage of total cash
Colotrust General Investment Pool	5.450%	8/31/2023	\$ 17,005.96	\$ 121,489.10	\$ 3,682,805.93	69.71%
C Safe	5.390%	8/31/2023	\$ 3.41	\$ 23.81	\$ 733.14	0.01%
General Checking Bank of Colorado		8/31/2023			\$ 598,926.92	11.34%
Xpress Deposit Account		8/31/2023			\$ 48,225.31	0.91%
<b>Total Combined Cash Accounts</b>			<b>\$ 17,009.37</b>	<b>\$ 121,512.91</b>	<b>\$ 4,330,691.30</b>	81.97%
Colotrust MSIF Investment Pool	5.450%	8/31/2023	\$ 3,914.44	\$ 24,015.45	\$ 878,037.03	16.62%
MSIF Reserve/Restricted Checking Account Cash		8/31/2023			\$ 74,599.53	1.41%
<b>Major Street Improvement Fund Reserved/Restricted Cash</b>			<b>\$ 3,914.44</b>	<b>\$ 24,015.45</b>	<b>\$ 952,636.56</b>	18.03%
* Reserved until 2023						
<b>TOTAL MSIF Cash</b>					<b>\$ 952,636.56</b>	18.03%
* Reserve restricted until end of 2023						
<b>GRAND TOTAL ALL CASH</b>		<b>8/31/2023</b>	<b>\$ 20,923.81</b>	<b>\$ 145,528.36</b>	<b>\$ 5,283,327.86</b>	100.00%

# August 2023 YTD Sales & Use Tax Report

The Town of Cedaredge has a sales tax rate of 2%. Of the 2%, 1.125% is allocated to the general fund, 0.375% is allocated to the capital improvement fund and 0.5% is bond restricted for Main Street debt payments in the major street improvement restricted account. Cedaredge also has a special 5% Marijuana Sales Tax allocated to the general fund. Delta County shares part of the county sales tax and Delta County shares part of the .8% Law Enforcement sales tax with each municipality; this revenue is allocated to the general fund and the Law Enforcement Fund. Total tax collection comes from six main sources 1) General sales including retail and dining. 2) Motor vehicle sales - all vehicles purchased anywhere but registered in Cedaredge. 3) Use tax on construction materials paid at the time of building permit. 4) Share of the County sales tax. 5) Share of the County Law Enforcement sales tax. 6) Special 5% Marijuana sales tax. The following report outlines year to date allocation and compares tax revenues year to date with the previous two years. The monthly budget is what is expected based on the annual budget and the monthly average total sales and use tax revenue during the prior three years.

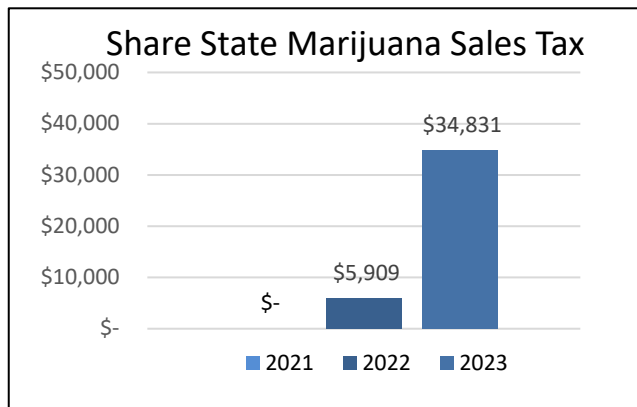
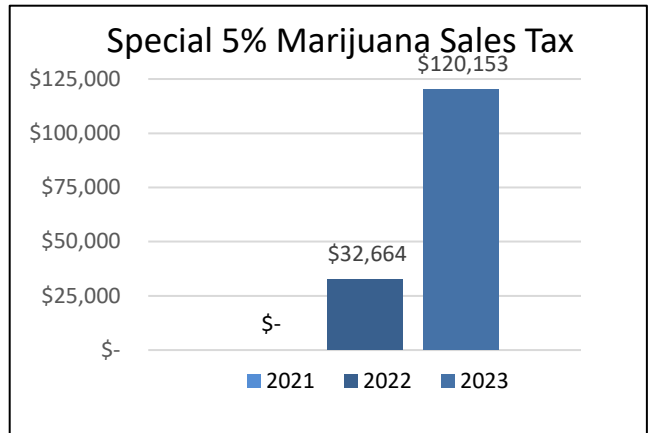
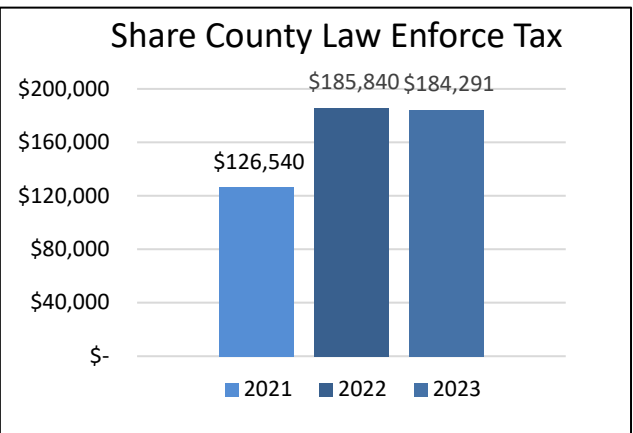
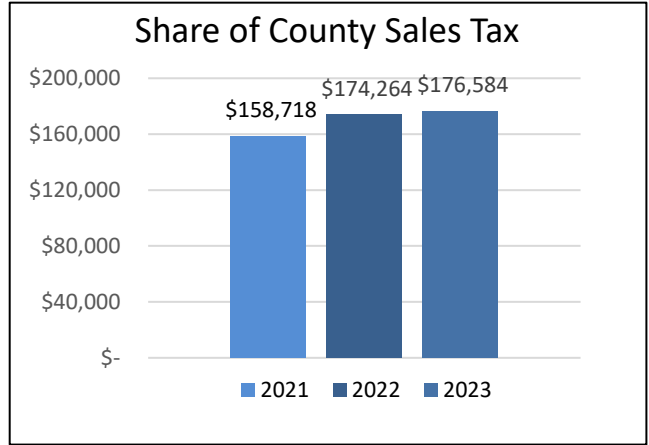
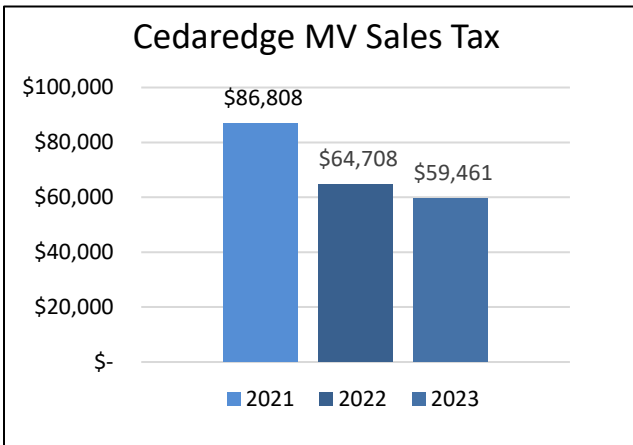
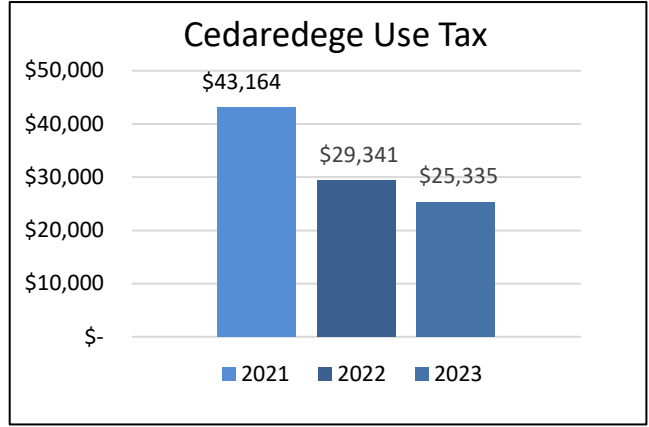
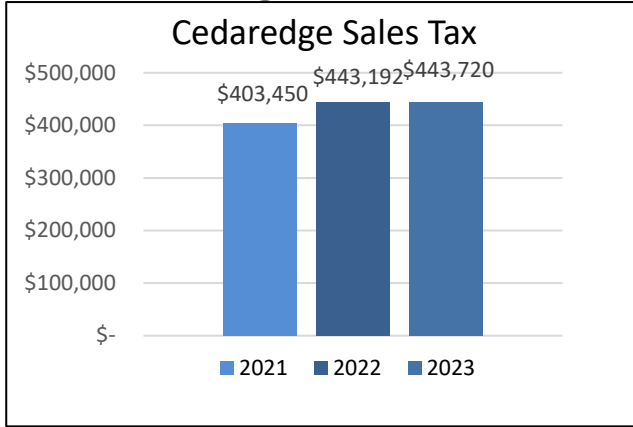
Tax Type	Source	YTD vs. 2022 Variance
General Sales	Retail, food, etc.	0.1%
Motor Vehicle Sales	Any purchase registered in Cedaredge	-8.1%
Use Tax	Construction materials	-13.7%
Share of County Sales Tax	All sales subject to county sales tax	1.3%
Law Enforcement Sales Tax	Town's share Cnty sales tax .8% LE	-0.8%
Marijuana Sales Tax	Special 5% marijuana sales tax	45.9%
Share of State Marijuana Sales Tax	Marijuana (Collections started 6/22)	69.2%
<b>Total</b>		<b>-0.9%</b>




## Total Monthly Collection vs. Budget

Month	Actual	Budget	Variance (\$)	Variance (%)
January	\$ 123,474	\$ 115,227	\$ 8,248	7%
February	\$ 137,177	\$ 124,705	\$ 12,472	10%
March	\$ 114,748	\$ 111,377	\$ 3,371	3%
April	\$ 119,857	\$ 115,311	\$ 4,546	4%
May	\$ 127,105	\$ 128,258	\$ (1,153)	-1%
June	\$ 128,161	\$ 135,088	\$ (6,927)	-5%
July	\$ 141,040	\$ 137,781	\$ 3,259	2%
August	\$ 152,812	\$ 146,877	\$ 5,935	4%
September	\$ -	\$ 147,488		-100%
October	\$ -	\$ 145,345		-100%
November	\$ -	\$ 151,146		-100%
December	\$ -	\$ 139,781		-100%
<b>Total</b>	<b>\$ 1,044,375</b>	<b>\$ 1,598,385</b>	<b>\$ 29,751</b>	<b>3%</b>

# August 2023 YTD Sales & Use Tax Report





# A Proclamation

## Suicide Prevention Awareness Month

**WHEREAS**, suicide is the 12<sup>th</sup> leading cause of death in the United States, the 2<sup>nd</sup> leading cause of death among children and teens ages 10-14 and the 3<sup>rd</sup> leading cause of death among people aged 15-24 (National Alliance on Mental Illness);

**WHEREAS**, in the United States 48,183 people died by suicide in 2021, equivalent to one death every 11 minutes (Centers for Disease Control and Prevention (Centers for Disease Control));

**WHEREAS**, suicide rates increased 37% between 2000-2018, decreased 5% between 2018 and 2020, and returned to their peak rate in 2021 (CDC);

**WHEREAS**, it is estimated that in 2021, 1.7 million adults attempted suicide (Centers for Disease Control);

**WHEREAS**, in 2021, suicide was the 8<sup>th</sup> leading cause of death in Colorado (Centers for Disease Control);

**WHEREAS**, in 2021, Colorado had the 6<sup>th</sup> highest suicide rating of states in the United States - 1,384 people died by suicide in Colorado (Centers for Disease Control);


**WHEREAS**, over 90% of the people who die by suicide have experienced symptoms of a diagnosable & treatable mental health condition, although often that condition was not recognized or treated (National Alliance on Mental Illness);

**WHEREAS**, organizations such as Tri-County Health Network are dedicated to saving lives and bringing hope to those affected by suicide, through research, education, advocacy, and resources for those who have lost someone to suicide or who struggle, and urge that we:

- Recognize suicide as a preventable national and state public health problem and declare suicide prevention to be a priority.
- Acknowledge that no single suicide prevention program or effort will be appropriate for all populations or communities.
- Address the disparity in access to mental healthcare for underserved and underrepresented groups, and advocate for ending these disparities.
- Fund new suicide research to support culturally-informed and evidence-based mental health care and services.

THEREFORE, I, Richard L. Udd, Mayor of the Town of Cedaredge, Colorado, do hereby proclaim September 2023 as Suicide Prevention Month in Cedaredge.

Given under my hand the 21st day of September 2023.



Richard L. Udd

Mayor of the Town of Cedaredge



# Oath of Office

**STATE OF COLORADO  
COUNTY OF DELTA  
TOWN OF CEDAREGE**

I, \_\_\_\_\_, do solemnly swear that I will support the Constitutions of the United States of America and of the State of Colorado, and the Home Rule Charter and the Ordinances of the Town of Cedaredge, and will faithfully perform the duties of Trustee, upon which I am about to enter.

Signature: \_\_\_\_\_

Officer administering affirmation: Jess E. Shelton  
Town Clerk  
September 21, 2023



<b>Non-Town Agency</b>		<b>2022 - 2024</b>	<b>Purpose of Committee</b>
One Delta County: An Economic Alliance	Shelton		Represents Cedaredge interests in countywide economic development efforts
Delta County Juvenile Diversion	Sanders		A Delta County juvenile justice program
Colorado Oil and Gas Commission	Atkinson		Represents local governments within Delta County and comments on oil and gas Issues
Gunnison River Basin Authority	Udd		
Region 10	Hart		Established in 1972, Region 10 is a 501C3 non-profit organization offering public programs in support of eighteen local communities and six counties in western Colorado.
Region 10/Gunnison Valley TPR and Delta County Transportation Advisory Committee	Atkinson		Region 10/Gunnison Valley Regional Transportation and Delta County Transportation Advisory Committee
Club 20 Representative	Hart		A coalition of individuals, businesses, tribes and local governments in 22 Western Slope counties advocating on a state level for Western Slope interests.
<b>Appointment</b>			
Mayor Pro Tem	Atkinson		The Mayor shall appoint one (1) of the Trustees as Mayor Pro Tem, who shall act as Mayor during the absence of the Mayor with all powers herein granted to the Mayor. Such appointment shall be confirmed by a majority of the Trustees present constituting a quorum. If the office of Mayor Pro Tem becomes vacant, then the Mayor shall appoint a new Mayor Pro Tem at the next regular meeting of the Board of Trustees.
Personnel Liaison	Gist		The Mayor shall appoint one (1) of the Trustees as Personnel Liason who will, at the Town Adminsistator's direction, assist with the review of confidential personnel policy and issues as requested.
Treasurer	Murray		The Board of Trustees shall appoint one (1) Treasurer from among its members. The Treasurer shall have the responsibility along with staff to report monthly at a regular Board meeting the financial condition of the Town and its various funds.
Planning & Zoning Commission	Atkinson		
Tree Board	Hawbaker		
Golf Course Advisory Board	Hirschboeck	Atkinson	The Golf Course Advisory Board is tasked with working with the Town Administrator to suggest budget considerations for golf course operations; assist with long-term planning recommendations; and to provide recommendations on other golf-related matters.
<b>Advisory Committee</b>		<b>Purpose of Committee</b>	
Cedaredge Economic Development	Hawbaker	Murray	The Cedaredge Economic Development Advisory Committee's mission is to develop a local vision for economic development and help to craft policy to support the vision. Jess Shelton, Economic Development Coordinator will facilitate meetings.
Recreation Advisory Committee	Gist	Hart	The Recreation Advisory Committee will be relied upon to make recommendations to the Cedaredge Board of Trustees on recreation activities within the Town and support county area existing recreation activities.
Mosquito Abatement District Exploratory Committee	Hirschboeck	Udd	A committee formed to explore the possibility of forming a tax-based mosquito abatement district.

DRAFT

September xx, 2023

U.S. Department of the Interior, Director (630),  
Bureau of Land Management,  
1849 C St. NW, Room 5646,  
Washington, DC 20240

Via: <https://www.regulations.gov/document/BLM-2023-0005-0001>

**RE: Proposed Fluid Mineral Leases and Leasing Process Rule (1004–AE80)**

Dear Director Tracy Stone-Manning,

The Town of Paonia respectfully submits these comments on the Proposed Fluid Mineral Leases and Leasing Process Rule (1004–AE80). The Town commends the Bureau of Land Management (BLM) for addressing necessary fiscal reforms and important conservation goals with this proposed rule, including increased bonding, royalty rates, and minimum competitive lease bid prices, the elimination of non-competitive lease sales, and the end of 11<sup>th</sup> hour lease suspension applications. Speculative leasing is an issue we have long been concerned with since a 30,000 acre lease sale was announced in 2012 primarily on lands with low to moderate development potential for oil and gas that would have surrounded our homes, schools, farms and businesses. The Town of Paonia advocated strongly against this lease sale, a subsequent lease sale in 2013 for 20,000 acres, and another lease sale in 2018. All lease sales were ultimately deferred, and a moratorium is now in place on new oil and gas leasing in the North Fork Valley until the Resource Management Plan Amendment for the Uncompahgre Field Office is issued.

We were therefore pleased to see preferences in the rule for not leasing lands with important fish and wildlife habitats or connectivity areas, historic properties, sacred sites, and other high value leasing lands, and lands with recreation and other important uses or resources. We are however troubled and concerned by the preference for lands with high development potential for oil and gas and proximate to existing oil and gas infrastructure, without any guardrails for ensuring development doesn't take place in these areas, where development may nonetheless be inappropriate for a number of reasons. As a municipality, we recognize the value of clustered development, and preventing industrial development sprawl. However, good land use planning and codes have constraints upon them that provide clear guidance for when development is inappropriate. That is missing from this proposed rule.

**The rule currently does not provide standards for applying the preferences when multiple preferences exist within the same location, nor does it provide explicit thresholds or criteria for when development is inappropriate and lands should not be eligible for leasing.** We are concerned that as drafted, this proposed rule serves as a master leasing rule that will target the upper North Fork Valley for new leasing and concentrate development that will adversely impact the watersheds, airsheds and unparalleled recreational values and negatively impact the town.

## DRAFT

Importantly, while the rule states that leasing decisions must be made in accordance with BLM's multiple use mandate, and requirement to prevent permanent impairment, unnecessary or undue degradation of the lands and their resources, under the Federal Land Policy and Management Act, the rule does not define prevention of "permanent impairment, undue and unnecessary degradation" of lands. Therefore, the rule appears to limit the BLM's discretion in making good land use decisions.

We also understand that BLM is operating under a challenging environment due to the Inflation Reduction Act's mandatory leasing requirement which ties new oil and gas leasing to approval of renewable energy right of ways.

To address these concerns, we recommend amending the rule to include commonsense guardrails and eligibility criteria, such as local economic circumstances, climate impacts, climate goals, local warming, or lands with higher ecological, water and recreational values than oil and gas extraction. For example, lands would not be eligible for leasing if:

- Oil and gas development threatens a municipality's water resources, which include direct and indirect impacts;
- the lands are in a location that have warmed 1.5 degrees Celsius or more;
- the lands have experienced severe or extreme drought for the last 5 years;
- the lands are located in a geologic hazard area and the development has the potential to induce seismicity and activate landslides;
- the infrastructure leading to the lands, including roads and bridges, are vulnerable to collapse due to extreme weather;
- freshwater taken from the watershed for oil and gas development cannot be returned to the hydrological cycle; and
- the recreation, environmental, ecological, or water resources value of the lands is greater than oil and gas extraction.

The Town of Paonia is familiar with water crises, and has imposed a moratorium on water taps. A difficult but necessary land use decision. The Town also has first-hand experience with climate related infrastructure collapse, when Highway 133, the main ingress and egress out of town, collapsed this past Spring due to an unusually wet winter and rapid runoff, which cut the town off from tourism and deliveries for approximately six weeks.

These recommended guardrails are necessary and reasonable to balance competing interests and, in particular in light of the water, ecological, and climate stresses we are currently experiencing in western Colorado. We urge you to amend the rules as stated above to ensure that leasing and development are not unjustly thrust upon areas that are not suitable for such development even if there is high development potential for oil and gas.

Respectfully,

# MEMO

Date: September 19, 2023  
To: Mayor and Board of Trustees  
From: Kami Collins, Town Administrator



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Subject: 2024 Draft Budget Considerations

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## *Cedaredge Police Department*

At the last budget work session, a few members of the Board expressed concern over the amount of General Fund dollars supporting the salaries of the Cedaredge Police Department staff, and asked if the department is possibly overstaffed. While Staff understands the budget expenditure concerns, the department is not overstaffed. Chief Sanders will be in attendance to discuss the staffing levels of CPD and to answer the Board's questions on workload and scope of work. Staff does not recommend cutting CPD staff levels.

## *Repayment terms of the Northridge waterline replacement project*

The Northridge project is estimated to cost \$1,944,500. The Town is holding aside an additional \$194,000 in contingency funds for a total estimated project cost of \$2,139,000. There is no guarantee these contingency funds will be spent. The contingency funds come from the Town's remaining ARPA dollars. These dollars did not come from reserves or water users. These funds were an unexpected and unanticipated disbursement from the federal government in response to COVID-19. The funds were restricted by the federal government to being spent on infrastructure projects.

The project is funded by a \$1 million State Revolving Fund Loan. Of that amount, \$800,000 will be forgiven due to Cedaredge being classified as a disadvantaged community, meaning the Town will pay back only \$200,000 of the loan. The loan is a 30-year term with a fixed rate of 2.25%. The Town also received a \$750,000 DOLA EIAF grant for the project.

The remaining funds to complete the project are \$195,000, plus the reserved \$194,000 contingency funds.

## Other considerations:

- Between 2010-2017, before the Town changed the way it bills for utilities, customers in the Northridge subdivision were charged a \$10/month surcharge on top of base fees for the purpose of saving towards replacement. During this time, the Northridge customers paid into the water system \$68,000. Those funds went into the Water Fund Reserve account.
- It is estimated by Engineering and Public Works that replacing the lines in the Northridge subdivision can save the Town up to 17% of the annual total system water loss. That equates to roughly 4,170,000 gallons of water; it costs roughly \$4,000 in both fixed and variable costs to treat 1 million gallons of water. Thus, replacing the lines can be estimated to save annually \$16,680 in production costs.

- The replaced lines have a life expectancy of 30 years.
- The Town has 81 utility customers on the Northridge lines.

### ***2024 Utility Rate Increases***

The draft budget assumes a 3% increase to base rates in both the Water and Wastewater Funds. The draft Rate Study calls for a 4% increase for both Water and Wastewater. The utilities need to see gradual and regular increases to keep pace with inflationary increases in the costs of running the systems and to plan for future upgrades and improvements. However, Cedaredge utilities are relatively expensive compared to other utilities in the neighboring communities. The Town needs to balance paying for the current and future systems while also being mindful of not overburdening rate payers.

# MEMO

Date: September 19, 2023  
To: Mayor and Board of Trustees  
From: Kami Collins, Town Administrator



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**Subject: Radar Speed Sign Purchase Request**

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[Resolution 24-2018](#) outlines the Town's purchasing policy. Specifically, D of the policy requires that purchases between \$5000.01 - \$50,000 require Board approval if the expense is not budgeted.

Cedaredge Police Department and Transportation are jointly requesting to purchase two flashing radar signs. Please see enclosed spec sheet and price estimate. The request is for \$8,000 to purchase two signs.

For a long time, the Town has wished to purchase flashing speed limit signs which can be moved around Town depending on where Cedaredge Police Department sees increase speeding traffic, or where area residents complain about speeding vehicle traffic (the Town regularly receives complaints of speeding on Main Street and in the golf course neighborhood). The signs have been one of those purchases that have routinely been cut from the budget process due to other priorities taking precedent.

Recently, with the work on Cedar Avenue, with the new paving and the removal of the speed bumps, CPD is concerned with speeding traffic on that road, especially considering school is in session and the street is a highly trafficked street for motor vehicle and pedestrian traffic. In addition to protecting those within the school zones, the signs will be useful in the other potential problem areas around town, and for events such as Serenity Run, Applefest or the 9/11 Honor Run when there is more than usual traffic in town.

Additionally, Public Works will also be able to make use of the signs when there are street or waterline projects that necessitate slower traffic and alerting motorists. The signs would have been helpful in the recent Cedar/5<sup>th</sup> and SW 8<sup>th</sup> street projects.

During the 2023 Budget process, the Board did not earmark all of the anticipated marijuana revenue. As a reminder, marijuana revenue is required to be split between recreation, law enforcement and transportation. This purchase would fill two of those categories, transportation and law enforcement. Of the anticipated \$156,000 in 2023 marijuana revenue, the Board has allocated:

- \$89,000 for recreation (\$85,000 for golf course operations and \$4,000 for tree trimming on Surface Creek Trail)
- \$20,000 for law enforcement (mobile data centers)
- \$15,000 for transportation (flashing crosswalk signs for Hwy. 65)

This leaves \$32,000 not allocated. The Town is on track to collect anticipated budgeted revenues this year. Current financial statements show the Town at 67% of the fiscal year but having

collected 79.18% of anticipated revenue. Admin, Transportation and CPD are requesting \$8,000 of the remaining \$32,000 for this joint transportation/law enforcement need.

In August the Board tabled this decision to wait for an estimate on mobile signs. The following spec sheet is the correct equipment. The signs are mobile in that they can be moved from location to location. They are not on a trailer, but rather on a pole. The signs will likely be used for longer periods of time in one location, but still can be moved as PD and PW need them to.

## TC-600 Radar Speed Sign Specification Sheet

### TC-600 Solar Power

- Operates 24/7 with solar power supply
- Power Supply: Two 12-volt, 18 amp/hour AGM batteries (UL recognized) | Provides up to 14 days of back-up operation on fully charged batteries
- Power consumption: < 2.0 amps (24w) at maximum display intensity
- Idle mode: < 1/2 watt
- Circuit breaker: Multi-circuit | 3 x 10 amp fuses
- Battery status: Check battery charge levels and solar amperage via Wi-Fi
- Low battery cut-off feature provides intelligent battery management
- Solar panel output: 50 watt standard
- Solar charger: Fully integrated charge controller with continuous monitoring and data logging of solar output/ battery charge status
- Charger and battery characteristics matched to operate within the sign's operating temperature range

### LED Display

- 13" tall speed display numbers | 2 or 3 digit capable
- Speed digits easily readable up to 600 feet
- Ideal for roads with traffic speeds of 5-70 mph
- Super bright amber LEDs in full matrix design | Life up to 100,000 hours
- Laser cut flat black mask enhances visibility of LED display when illuminated | Ensures completely dark display when LEDs are off
- Display brightness fully automatic or user adjustable

### Speed Violator Alerts

- Standard alerts: SPEED (3 flash rate options) | Enhanced font | SLOW DOWN | TOO FAST
- Speed display flash rates: MUTCD flash (approx. 55-60 fpm) | slow flash (approx. 90 fpm) | fast flash (approx. 140 fpm)
- *Optional* message alerts: SHARP CURVE | Right or left facing chevrons | SCHOOL ZONE | FINE \$\$\$ | Smiley face | Custom message alert upon request
- Display speed and word message alerts, alternately or individually, based on speed settings
- *Optional* strobe alerts - *Choice of one*: alternating red/blue strobe alert (police flash) or white strobe alert (can simulate a camera flash)

### YOUR SPEED Faceplate

- 28"W x 33"H YOUR SPEED faceplate with 4" high lettering
- *Optional* oversized 30"W x 36"H YOUR SPEED faceplate available
- Manufactured with highest grade reflectivity backing
- Available in white | yellow | fluorescent yellow/green | safety orange

### Radar

- Type: K Band, single direction Doppler radar | FCC part 15 compliant | No license required
- Sensor Range: Detects vehicles up to 1200 feet
- Beam Width: 12 degrees, +/- 2 degrees
- Operating Frequency: 24.125 GHz, +/- 50 MHz
- Accuracy: +/- 1.0 mph
- Speed Detection Range: 5-127 mph | 8-198 kph

### TC-600 AC Power

- Operates 24/7 with AC power supply
- Power supply: Hard wire to 100V-240V power supply
- Power consumption: < 2.0 amp (24w) at maximum display intensity
- Idle mode: < 1/2 watt
- Circuit breaker: Multi-circuit, 10 amp fuse



Standard Alerts



Optional Message and Strobe Alerts



Certified Quality System  
ISO 9001:2015



MUTCD Compliant  
Radar Speed Signs



Proudly Engineered &  
Manufactured in the USA



### **Electronics**

- All power inputs are fused and reverse polarity protected
- All circuit boards are conformally coated for extra protection
- Sign has automatic reset and watch-dog circuitry to return to normal operation without user intervention

### **Radar Speed Sign Housing**

- Dimensions: 18.5"H x 26.25" W x 5.0"D
- Thickness: .1875" to .25" thick, heavy-duty aluminum
- IP65 compliant | NEMA 4 level compliant
- Humidity Maximum: 100% | Non-sealed and ventilated
- Provides maximum protection from the elements and vandalism
- Single-piece cast aluminum housing design | Seamless construction with no welding
- Stainless steel mounting hardware included for poles up to 4.5" OD

### **Weights & Operating Temperature**

- TC-600 solar power radar speed sign: 67 lbs.
- TC-600 AC power radar speed sign: 42 lbs.
- Operating temperature: -40°F to +160°F

## **Standard Features on All Radarsign Brand Models**

### **Bashplate™ with Integrated LED Reflector Cones**

- Heavy duty aluminum shield over LED display to protect components from abuse or vandalism
- Directional beam technology, Radarsign's proprietary design, includes beveled cones around each LED, magnifying the intensity of the light and providing the highest quality viewable display with minimum energy usage

### **Polycarbonate Display Cover**

- .25" thick protective sheet covers entire display area
- Abrasion, graffiti and shatter resistant | Provides UV protection

### **Wi-Fi Enabled**

- Radar speed sign emits it's own Wi-Fi signal | No internet required | Manage sign with smart phone, tablet, or laptop
- Connection range up to 300 feet from sign
- Allows for quick and easy sign operation and data download from most web enabled devices
- Speed is 10x faster and has 10x the range of Bluetooth
- WPA2 encrypted security | Password protected
- OTA software updates (over-the-air) allow the wireless delivery of software updates and upgrades directly to the radar sign

### **Standard Programming**

- Setup functions: Easy to follow digital menu | No mechanical switches to operate
- Daily timers: Allow 5 on/off timer settings per day (4 timers plus the standard setting), also by day of week | Settings allow for lower speed limits for school zone times
- Stealth mode: Display on/off feature allows traffic data collection to continue even when the display is off
- Possum Switch™: Feature allows the sign to "play dead" for 30 minutes if attacked with force
- Maximum speed cutoff: Feature prevents "racing" of sign at high speeds | Choice of flashing dashes or LED display cutoff

### **Warranty**

- 2 year warranty on parts and labor, including batteries | *Exceptions:* Does not cover malicious abuse, theft, or damage due to unauthorized modification | *Optional* third year warranty extension available

## **Optional Scheduling and Data Reporting Features**

### **Advanced Scheduler**

Date driven program allows pre-programming multiple years and multiple schedules for your radar speed signs | Especially useful for school zone scheduling or in areas where events occur on a regular basis

### **Streetsmart Traffic Data Collection & Reporting Software**

*Lifetime license - One time charge - No recurring fees* | *Licensed per sign* - Download, report, organize, and analyze speed and traffic data that is recorded by the radar speed sign | Generate 35 charts and graphs with Excel™ macro | Traffic Data Storage Capacity: Stores data on 5 million vehicles | Retains data for 12 months in sign before writing over oldest data first

### **Cloud Service**

Cellular modem is cloud accessible from anywhere internet is available. Allows remote management of sign settings for entire network of signs | Uploads daily traffic statistics to Radarsign Cloud server (*requires the purchase of Streetsmart data license*) | Provides alerts if batteries run low, or connection is interrupted



**Quotation**

6/26/2023

Quotation for:

Officer Jake Hernandez  
Cedaredge Police Department  
jhernandez@cedaredgecolorado.com



Quantity	Part Number	Description	Price/Each	Totals
1	TC-600S	Solar Power Radar Sign 13" Full Matrix Display: speeds readable at 600 feet 13" LED display - superbright amber with est. 100,000 hour life AA003: Solar panel pole mounting bracket Two 12V 18 amp hour AGM batteries, provides up to 12 days backup operation K Band radar, meets FCC Part 15 rules, detection range up to 1200 feet "SLOW DOWN" & "TOO FAST" speeder alert messages, plus 3 levels of flashing speeds 3/8" thick Bashplate™ (provides the ultimate in vandal protection of sign) Standard timers allow up to 5 settings per day Possum Switch™ allows sign to go dark for 30 minutes if assaulted with force Wi-Fi wireless transmitter, communication range up to 300 feet, No internet required	\$ 3,790.00	\$ 3,790.00
1	AA063	Universal Pivot Pole Mount Bracket set (includes tilt feature) TC-600 only	Included	\$ -
1	RS019	Standard faceplate, 28" x 33", 4" lettering: (White RS019, Fl. Yellow/Green RS020, Orange RS021, or Yellow RS022) & hardware kit (AA062)	Included	\$ -
<b>Additional Options</b>				
0	AA073	Optional Heavy Duty Lock for Universal Pivot Bracket (TC-600, 800, 1100)	\$ 30.00	\$ -
0	AC027	Optional Large pipe clamp set for mounting solar bracket on 4"-6" OD round pole	\$ 14.00	\$ -
0	AC026	Optional Small pipe clamp set for mounting solar bracket on 2.5" - 4" OD round pole	\$ 12.00	\$ -
0	AA061	Optional simulated camera flash & white strobe	\$ 90.00	\$ -
0	AA064	Optional Red/Blue Strobe alert (TC-600 ONLY)	\$ 180.00	\$ -
0	AA068	Optional Smiley face message	\$ 90.00	\$ -
0	AA069	Optional Left/Right chevrons alert	\$ 90.00	\$ -
0	AA070	Optional SHARP CURVE message alert	\$ 90.00	\$ -
0	AA071	Optional FINE \$xxx alert	\$ 90.00	\$ -
0	AA083	Optional SCHOOL ZONE message alert	\$ 90.00	\$ -
0	AA067	Optional Date/Time Calendar Programmer: (Set operation by date for entire year)	\$ 90.00	\$ -
0	EC091	Optional Relay Switch (AC or DC) triggers external devices, or external device triggers radar sign	\$ 90.00	\$ -
0	RH017	Decorative Black Fluted Pole - 12 foot - 4" OD - includes breakaway base and anchor sleeve	\$ 800.00	\$ -
0	SS002	Optional: StreetSmart Data Collection Lifetime license (per sign) 35 charts, graphs, and tables included. Provides weekly, daily, hourly, and 1/2 hour data on # of vehicles, # of speeders, average speeds, peak speeds, 50th & 85th percentile & more. Extended 30 day charts included for trend analysis. No recurring fees. Required to access traffic data.	\$ 275.00	\$ -
<b>Cellular/Cloud Connectivity</b>				
0	RSM01	Opt. Internal Cell Modem: Included ONLY when ordering Cloud Service RS-MODEM1	Included	\$ -
0	RS-MODEM1	1 Year Cloud Service for remote access and programming of radar speed sign and/or beacons. Also uploads traffic data every day. Recurring fee per device, per year. (use w/TC-600). Available in 1, 2 or 3 year agreements (Please indicate number of years)	\$ 400.00	\$ -
<b>Additional Solar Upgrade Panel Options</b>				
1	AA041	50 watt solar panel, standard (includes AA003 mounting bracket)	Included	\$ -
0	RP005	Upgrade to 80 watt solar panel (add AA002 mounting bracket to quote)	\$ 75.00	\$ -
0	AA094	Upgrade to 100 watt solar panel (add AA040 mounting bracket to quote)	\$ 140.00	\$ -
0	AA002	Required Mounting bracket for 65 - 80 watt solar panels	\$ 100.00	\$ -
1	RW002	Two year warranty (includes parts & labor, and backup batteries)	Included	\$ -
<b>Shipping</b>				
1	SHPK	Ground Shipping for TC-600S with solar panel	\$ 145.00	\$ 145.00

Quote valid for 30 days. Pricing does not include any international taxes, fees, or duties.  
Minimum re-stock fee: 15%.

Sales Tax Rate:	0%	\$ -
<b>Grand Total</b>	<b>\$</b>	<b>3,935.00</b>

US State sales tax must be collected unless you provide a sales tax exempt form.

Sign Pricing:	
1 x TC600S =	\$3790
2 x TC600S =	\$3743
3 x TC600S =	\$3719
4 or more x TC600S =	\$3695
Ground shipping per sign is \$145	

8100 Southpark Way A-10  
Littleton, Colorado 80120  
Phone: 720-348-6925  
sales@amsignalinc.com

Lael Little  
Radarsign Inside Sales  
Direct: 720-681-6913  
Lael@amsignalinc.com



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## MEMO

Date: September 18, 2023  
To: Mayor and Board of Trustees  
From: Kami Collins, Town Administrator



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**Subject: Purchase Request for Municipal Court software**

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[Resolution 24-2018](#) outlines the Town's purchasing policy. Specifically, D of the policy requires that purchases between \$5000.01 - \$50,000 require Board approval if the expense is not budgeted.

The Town has been limping along for several years on the current software system used to manage the Municipal Court database. These records have high sensitivity and security concerns and necessitate a quality platform to manage the records and database. The current system, Access, crashed the week of September 11<sup>th</sup>, and IT was not able to recover the years of records. In the draft 2024 Budget, Staff has proposed to purchase a module to manage the municipal court database that can be used in the current software system Caselle. This additional module is \$11,375, plus \$1,956 annual operating costs. This is the software system used by many municipalities in the state.

Staff asks for Board approval to purchase the module now. The \$11,375 expenditure would be removed from the 2024 budget.

**RESOLUTION 14-2023**

**A RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE TOWN OF CEDAREDDGE, COLORADO,**

**Expressing the Town's intention to commit to the local jurisdictional requirements of Colorado  
State Proposition 123**

**WHEREAS**, the Town of Cedaredge is a Colorado home rule municipality, governed by its Board of Trustees; and

**WHEREAS**, the people of Colorado passed Proposition 123 (“Prop 123”) to establish a Statewide Affordable Housing Fund as now set forth under Colorado Revised Statute Title 29, Article 32; and

**WHEREAS**, Prop 123 uses state revenue collected pursuant to Article 22 on one-tenth of one percent (0.1%) of federal taxable income, as modified by state law, for the purposes of creating and supplying affordable housing to individuals meeting the criteria set forth in the statute; and

**WHEREAS**, the fund created will provide loans and grants to local governments, non-profits, land trusts, housing authorities and private developers to fund a variety of programs as managed by the respective state agency; and

**WHEREAS**, the proposition requires jurisdictions to opt-in in order to release the funds by declaring a three-year commitment; and

**WHEREAS**, part of the opting-in process requires a broad plan of how the Town will provide for additional affordable housing. As directed by the Planning and Zoning Commission, the plan is to “encourage and assist private enterprise and non-profits to seek out Proposition 123 funding in order to bring affordable housing units to Cedaredge”; and

**WHEREAS**, the Board of Trustees recognizes the need for more affordable housing within its jurisdiction and the opportunity to release funds for use by the Town and/or other community partners by opting in to Proposition 123 funds. The Board of Trustees affirms the Town’s commitment, under C.R.S Title 29, Art. 32, to increase the affordable housing stock by 3% each year or 9% in total for the next three years.

**RESOLVED** this 21st day of September 2023 by the Board of Trustees of the Town of Cedaredge, Colorado.

ATTEST:

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Jess Shelton, Town Clerk

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Richard L. Udd, Mayor



## **Management Report September 2023**

*\*\*\*Indicates Staff's request for Board discussion and/or possible action*

### **Administration**

- The \$1 million Northridge loan has officially closed.
- **\*\*\***In working with the grant writer, the best option for grant funding for the SE Deer Trail bridge is a DOLA grant. I have already been in conversations with the Town's DOLA rep about the project, and he supports the grant application. One of DOLA's requirements is that the Board must give formal direction to Staff to apply for the grant. Staff requests the Board make formal direction, to be noted in the minutes, for Staff to apply for the grant. The grant is due in November, with award notification in late December, and funding available in Spring 2024, which will coincide with the project schedule.
- **\*\*\***At last month's regular meeting during Constituent Time, Karen Locke spoke on behalf of the Grand Mesa Arts & Events Center regarding the conversation by the Board during 8/16/2023 budget work session on the best use of the Post Office Pocket Park. Staff needs direction before moving forward; does the Board support selling the pocket park to a private party, or would the Board like to retain the space either in its current use as a pocket park, or for some new/future use? The Board cannot give away the space; it must be sold. If the Board enters an MOU for the GMAEC to use the space in exchange for maintenance/upkeep, the space must always be open to the public; the GMAEC cannot limit the use of the space to only its patrons.

### **Public Works**

- Flashing crosswalk signs are on hold awaiting the permit from CDOT. The Town has been told the permit is forthcoming.
- Trail reconstruction work is scheduled for after Applefest.
- Received the new wastewater discharge permit and Staff is now able to start removing sludge from the sewer plant. So far, Staff has run approximately 300,000 gallons through the press and taken 25 wet tons to be composted, a process which cost the Town \$750. Two years ago, Denali Water Solutions removed approximately the same amount and charged \$84,000. The Town has some other costs associated with running the press, but the total cost is less than \$5,000 annually for the equivalent in gallons removed.
- Along with the new permit, the Town has additional sampling requirements. CDPHE gave us several deadlines that will need to be met over the next four years. The first one

is February 2024, when the Town must show that we have hired an engineer that will help us determine how to meet the upcoming new limits set.

- Staff completed the waterline on SW 6<sup>th</sup> Street. Staff have now installed a little over 1,400 feet of waterline this summer at a cost of about \$20,000 in materials. For comparison, a similar length project two years ago, the Beech/Birch Alley waterline project, cost the Town \$225,000 when contracted out.
- The Town put in a sealed bid for the water shares in Leon Lake, but was not the high bidder.

### **Police Department**

- CPD has been steady with general calls for service and active patrol. Officers had a total of 188 police related contacts this month with a total of 123 incidents dispatched. All calls that come through Delta County Dispatch are recorded but not all calls for service are recorded officially or documented. CPD made 117 total written records in August of this year. For comparison, total documented incidents for August 2022 were 69. Traffic contacts totaled 42 stops with 12 citations written. These numbers do not account for the total time on calls and follow-up time. These also do not reflect the police contacts that come through the front door daily that do not require official documentation. Please see attached call log comparing August 2023 to August 2022.
- CPD officers were very busy at the schools assisting in several assemblies and ALICE training. CPD officers also love supporting CHS during homecoming week. Officers were present at all events and are pleased to report no major issues occurred.
- Training consisted of Arrest Control Tactics and vehicle pursuits. Chief Sanders completed a 12-hour CORA (Colorado Open Records Act) training with the State of Colorado Attorney General's Office.
- Chief Sanders is happy to announce that CPD has successfully hired a police officer candidate. Landon Eckhart is currently in the Law Enforcement Academy at Technical College of the Rockies and is on track to graduate in December. Landon is a Cedaredge native and is married to a Brie who is a 2<sup>nd</sup> grade teacher at Lincoln Elementary in Delta. Landon was the PD's neighbor for several years living in the house just north of the department. Staff first met Landon when he was in middle school, and they have had a relationship with him ever since. He is doing very well in the academy and has started coming out on the weekends for ride along training with the officers. He and his family are a great addition to the Cedaredge PD team.

### **Golf Course**

- Pro Shop:
  - Started a new marketing campaign Aug 13 – Oct. 13 called “Summer Wind Down” which is 18 holes with a cart for \$40, any day, any time. Please see attached mini marketing report from the Town's contract marketing professional.
  - Scheduled to repair roof leak and recondition asphalt shingles on clubhouse.
  - August rounds report:

- Total August Greens fee revenue: \$29,818 (\$17,025 in 2022; \$18,131 in 2021; \$18,284 in 2020)
  - August Total Rounds: 2018 (Passholder 575; Online 82; Public 829; Employee 41; Specials 157; Voucher 321; Punch Cards; 13)
- Maintenance:
  - Completed second core greens aerification
  - The Superintendent is seeing some germination of the bentgrass seed in the weak areas. He will continue seeding into fall. Seeding of the weaker areas on tees and fairways with ryegrass will also take place.
  - Staff will initiate greens topdressing as soon as the new spreaders arrive; they are anticipated to arrive this week.
  - Repaired another major irrigation issue this week, again on the back 9
  - The volunteers continue to assist and are extremely beneficial to the operation
- Administration:
  - \*\*\*Filing on effluent water: The Board requested information on how the Town can file on effluent water. This has been previously discussed, in 2015 and again in 2020. When the Town files on the water, it is required to have a plan of where the water will be used. Within a certain time period of that filing, it is also required the Town begin using the water in the stated plan of use. The plan of use would need to be approved by the state water court. The cost to do this is difficult to estimate, because the costs are driven by powers outside of the Town's scope. An attorney opined in 2021 the cost would be around \$8,000 if the water court generally agrees with the Town's proposed use. If the water court disagrees, it could cost upwards of \$50,000 to file.

After the water rights are secured, the next issue is the use of the water. When the course is watered, between 900-1,000 gallons of water per minute are used. It is estimated that this effluent water would add about 120 gallons of water per minute, if used for immediate application. For this water to be used for immediate application, the Town would need to invest in a pump and filter station at the maintenance yard, which includes the cost of getting electricity to the maintenance yard. It is roughly estimated this cost is about \$50,000.

The second, better option, would be to capture that water to hold for use in case of a drought. This option is estimated quite high, possibly around \$1 million. A holding pond would need to be built, most logically where the driving range is currently. The same infrastructure as the other option would need to be in place too: pump, filter and electric access. Because the water to be stored is affluent water, that impacts the type of permit the Town holds from CDPHE, which can easily be an 18-month process to get, and then would likely come with additional testing and reporting requirements, which would be additional costs to the budget.

Because the water is affluent the public at all times must not have access to the pond, which means the Town would need to construct a security fence around the perimeter of the pond.

It's my understanding that in the past this option was not deemed viable due to the cost and the relatively small amount of water that will be recognized from the project. However, on advice from Attorney Nerlin, if the Board wishes to explore this option further, the Board can look at putting into the 2024 Budget or Capital Improvement Fund hiring a water attorney and water engineer to really explore this option and present to the Board their findings. This cost is estimated around \$20,000.

Alternatively, a better option to gain clear understanding of all the Town's water resources would be an update to the full water resources plan that was initially done in 2002. This plan would look at current water resources and impacts to future development; could look at things like this effluent consideration and the well at Town Park; and could identify future water acquisition projects. This study costs closer to \$75,000, but for this type of work, DOLA, and potentially other funders, offer 50/50 grants to complete the work.

Cedaredge Police  
Law Total Incident, by Agency, Observed Offenses

Observed Offense	Total Incidents
-----	
Agency: Cedaredge Police Department	
1199 Sexual Assault Child	6
1316 HARASSMENT /INTIMIDATION	1
2299 BURGLARY	1
2303 THEFT SHOPLIFTING	1
2404 VEHICLE THEFT	1
2602 FRAUD SWINDLE	1
2699 SWINDEL/PRETENDED	1
2901 CRIMINAL MISCHIEF BUSINESS	1
2999 CRIMINAL MISCHIEF	1
5016 VIOLATION -COURT/PROTECT ORDER	2
5309 Harassment (All types)	2
5311 Disorderly Conduct/Harassment	4
5499 Traffic Offense (DESCRIBE OFFE	12
5503 DRUGS HEALTH OR SAFETY	1
5707 Trespassing (DESCRIBE OFFENSE)	4
9504 Medical Assist/Call	1
9505 Animal Problem	2
9506 Agency Assist	7
9511 Citizens Assist	4
9535 LOUD PARTY ADULT	2
9543 Parking Problem	1
9553 Suspicion	4
9560 Fugitive of Justice	3
9561 Vehicle Serial # Inspection	11
9563 Welfare Check	5
9564 Traffic Hazard	1
9566 Noise Complaint	1
9600 Traffic Accident (ADD 5499)	4
CE Code Enforcement	2
CIVP Civil Problem	4
DOM Domestic Viol (Support Chr only	1
INFO INFORMATION ONLY	14
MENT Mental Subject	3
PED Pedestrian Contact	1
SUI SUICIDAL THREATS	4
SEXOR Sexual Offender Registration	2
-----	
Total Incidents for This Agency:	117
-----	
Total Incidents for This Report:	117
-----	

Report includes:

- All dates greater than `00:00:01 08/01/23`
- All agencies matching `CPD`
- All natures
- All locations
- All responsible officers
- All dispositions
- All clearance codes
- All observed offenses
- All reported offenses
- All offense codes

All circumstance codes

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\*\*\* End of Report \SpillmanServer\app\tmp\reportTmp\_dsanders\r

Cedaredge Police  
Law Incident Disposition Report, by Disposition

Disposition	Total Incidents
Active	16
Cleared Adult Arrest	9
Closed Case	84
Inactive	3
Unfounded	5
<hr/>	
Total Incidents for This Report:	117

Report Includes:

- All dates greater than `00:00:01 08/01/23`
- All nature of incidents
- All offenses observed
- All offenses reported
- All offense codes
- All agencies matching `CPD`
- All responsible officers
- All locations
- All cities

\*\*\* End of Report \SpillmanServer\app\tmp\reportTmp\_dsanders\r

Cedaredge Police  
Incident Audit Report

Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
C23-0456	WELFARE CHECK	9563	CPDSW	Closed Case
C23-0457	CITIZEN ASSIST	9511	CPDSE	Closed Case
C23-0458	THEFT	2303	CPDSW	Cleared Adult Arrest
C23-0459	VIN INSPECTION	9561	CPDSE	Closed Case
C23-0460	VIN INSPECTION	9561	DIST2	Closed Case
C23-0461	VIN INSPECTION	9561	CPDNW	Closed Case
C23-0462	VIN INSPECTION	9561	CPDSE	Closed Case
C23-0463	CRIM MISCHIEF	2901	CPDNW	Closed Case
C23-0463	CRIM MISCHIEF	2901	CPDNW	Closed Case
C23-0464	Attempt-Locate	4902	CPDSE	Active
C23-0465	Information	INFO	CPDSE	Closed Case
C23-0466	Information	INFO	CPDSE	Active
C23-0467	CITIZEN ASSIST	9511	CPDNW	Closed Case
C23-0468	SUSPICIOUS	9553	CPDNW	Closed Case
C23-0469	AGENCY ASSIST	9506	DIST2	Closed Case
C23-0470	CIVIL PROBLEM	CIVP	CPDNW	Closed Case
C23-0471	Information	INFO	CPDNE	Closed Case
C23-0472	CRIM MISCHIEF	2999	CPDNW	Cleared Adult Arrest
C23-0473	Traffic Stop	5499	CPDSW	Closed Case
C23-0474	SUICIDE/ATTEMPT	SUI	CPDSW	Closed Case
C23-0475	SUSPICIOUS	9553	CPDNW	Active
C23-0476	Disturbance	5311	CPDNW	Active
C23-0477	ANIMAL CONTROL	9505	CPDSE	Closed Case
C23-0478	SUSPICIOUS	9553	CPDNE	Closed Case
C23-0479	Traffic Stop	5499	CPDSW	Closed Case
C23-0480	SUICIDE/ATTEMPT	SUI	CPDSW	Active
C23-0481	WELFARE CHECK	9563	CPDNW	Unfounded
C23-0482	Code Enforce	CE	CPDSW	Closed Case
C23-0483	VIN INSPECTION	9561	CPDNW	Closed Case
C23-0484	Information	SXOR	CPDNW	Closed Case
C23-0485	Information		CPDNW	Closed Case
C23-0486	Information	INFO	CPDSW	Active
C23-0487	Disturbance	5311	CPDNW	Closed Case
C23-0488	ANIMAL CONTROL	9505	CPDNW	Unfounded
C23-0489	Wanted Person	9560	CPDNW	Closed Case
C23-0490	Code Enforce	CE	CPDSE	Cleared Adult Arrest
C23-0491	Traffic Stop	5499	CPDSW	Closed Case
C23-0492	DRUG VIOLATION	5503	CPDSW	Active
C23-0493	Medical/transfe	9504	CPDNW	Closed Case
C23-0494	Information	INFO	CPDSE	Unfounded
C23-0495	CITIZEN ASSIST	9511	CPDNW	Closed Case
C23-0496	AGENCY ASSIST	9506	DIST2	Closed Case
C23-0497	Wanted Person	9560	CPDSW	Cleared Adult Arrest
C23-0498	CIVIL PROBLEM	CIVP	CPDSE	Active
C23-0499	TrafficAccident	9600	CPDSW	Closed Case
C23-0500	WELFARE CHECK	9563	CPDSW	Closed Case
C23-0501	SUICIDE/ATTEMPT	SUI	CPDSW	Closed Case
C23-0502	Noise Complaint	9535	CPDNW	Unfounded
C23-0503	AUTO THEFT	INFO	CPDSE	Inactive
C23-0504	Information	INFO	CPDSE	Closed Case
C23-0505	WELFARE CHECK	9563	CPDSW	Closed Case
C23-0506	VIN INSPECTION	9561	CPDNW	Closed Case
C23-0507	TrafficAccident	9600	CPDSW	Closed Case
C23-0508	Information	INFO	CPDNE	Closed Case
C23-0509	HARASSMENT	5309	CPDNW	Active

Cedaredge Police  
Incident Audit Report

Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
C23-0510	Disturbance	5311	CPDNE	Closed Case
C23-0511	VIN INSPECTION	9561	CPDSE	Closed Case
C23-0512	WELFARE CHECK	9563	CPDSW	Closed Case
C23-0513	Wanted Person	9560	CPDNW	Cleared Adult Arrest
C23-0514	VIN INSPECTION	9561	CPDNW	Closed Case
C23-0515	DOMESTIC		CPDSE	Cleared Adult Arrest
C23-0515	DOMESTIC	DOM	CPDSE	Cleared Adult Arrest
C23-0516	TrafficAccident	9600	CPDSW	Closed Case
C23-0517	Traffic Stop	5499	DIST2	Closed Case
C23-0518	HARASSMENT	5309	CPDNW	Active
C23-0519	SUSPICIOUS	1316	CPDSW	Inactive
C23-0519	SUSPICIOUS	9553	CPDSW	Inactive
C23-0520	TRESPASS	5707	CPDNW	Closed Case
C23-0521	Ped Contact	PED	CPDSW	Closed Case
C23-0522	SUSPICIOUS	9553	CPDSE	Closed Case
C23-0523	TRESPASS	5707	CPDSE	Closed Case
C23-0524	Traffic Stop	5499	CPDNE	Closed Case
C23-0525	BURGLARY	2299	CPDSE	Cleared Adult Arrest
C23-0525	BURGLARY	5707	CPDSE	Cleared Adult Arrest
C23-0526	AGENCY ASSIST	9506	DIST2	Closed Case
C23-0527	CIVIL PROBLEM	CIVP	CPDSE	Active
C23-0528	FRAUD	2602	CPDSW	Closed Case
C23-0529	RESTR/PROT ORDR	5016	CPDNW	Cleared Adult Arrest
C23-0530	VIN INSPECTION	9561	CPDSW	Closed Case
C23-0531	Information	SXOR	CPDNW	Closed Case
C23-0532	Traffic Stop	5499	CPDSE	Closed Case
C23-0533	Information	INFO	CPDSE	Closed Case
C23-0534	Noise Complaint	9566	CPDNW	Closed Case
C23-0535	WELFARE CHECK	9563	CPDNW	Unfounded
C23-0536	AGENCY ASSIST	9506	ORC	Closed Case
C23-0537	M-1 HOLD	MENT	CPDSW	Closed Case
C23-0538	VIN INSPECTION	9561	CPDNE	Closed Case
C23-0539	Parking Problem	9543	CPDSE	Closed Case
C23-0540	TRESPASS	5707	CPDSE	Closed Case
C23-0541	M-1 HOLD	MENT	CPDSW	Closed Case
C23-0542	CIVIL PROBLEM	CIVP		Closed Case
C23-0543	Information	INFO	CPDNW	Closed Case
C23-0544	Noise Complaint	9566	CPDSW	Closed Case
C23-0545	Information	INFO	CPDSW	Closed Case
C23-0546	Information	INFO		Closed Case
C23-0547	AGENCY ASSIST	9506	ORC	Closed Case
C23-0547	AGENCY ASSIST	9563	ORC	Closed Case
C23-0548	AGENCY ASSIST	9506	DIST2	Closed Case
C23-0549	AGENCY ASSIST	9506	DPD	Closed Case
C23-0550	Information	INFO	CPDSE	Closed Case
C23-0551	CIVIL PROBLEM	9511	CPDSE	Closed Case
C23-0552	TRAFFIC HAZARD	9564	CPDSE	Closed Case
C23-0553	TrafficAccident	9600	CPDSE	Closed Case
C23-0554	RESTR/PROT ORDR	5016	CPDSW	Cleared Adult Arrest
C23-0555	TRAFFIC	5499	CPDSE	Closed Case
C23-0556	VIN INSPECTION	9561	CPDSW	Active
C23-0557	Information	INFO	CPDSE	Closed Case
C23-0558		5499	CPDNE	Closed Case
C23-0559	Information	INFO	CPDSW	Closed Case
C23-0560	Traffic Stop	5499	CPDNW	Closed Case

Cedaredge Police  
Incident Audit Report

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Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
C23-0561	THEFT FROM AUTO	2305	CPDSE	Inactive
C23-0561	THEFT FROM AUTO	5707	CPDSE	Inactive
C23-0562	Disturbance	5311	CPDSW	Closed Case
C23-0563	VIN INSPECTION	9561	CPDSW	Active
C23-0564	TRAFFIC	5499	CPDNE	Closed Case
C23-0565	SEX OFFENSE	1199	CPDNW	Active
C23-0566	Elder Abuse		CPDNW	Active
C23-0567	FRAUD	2699	CPDSW	Closed Case
C23-0568	CIVIL PROBLEM	CIVP	CPDNW	Closed Case
C23-0569	VIN INSPECTION	9561	CPDSW	Closed Case
C23-0570	AUTO THEFT	2404	CPDSE	Active
C23-0571	Traffic Stop	5499	CPDNE	Closed Case
C23-0572	Traffic Stop	5499	CPDNE	Closed Case

Total Incidents: 123

Report includes:

All dates reported greater than `00:00:01 08/01/23`  
All agencies matching `CPD`  
All nature of incidents  
All offenses observed  
All offenses reported  
All offense codes  
All dispositions  
All responsible officers  
All locations

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2022

Cedaredge Police  
Incident Audit Report

Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
C22-0494	Juvenile Prob	9529	DIST2	Active
C22-0495	Code Enforce	CE	CPDSW	Closed Case
C22-0496	Information	SXOR	CPDNW	Closed Case
C22-0497	AGENCY ASSIST	9504	DIST2	Closed Case
C22-0498	VIN INSPECTION	9561	CPDSE	Closed Case
C22-0499	Traffic Stop	5499	DIST2	Closed Case
C22-0500	THEFT	2399	CPDNE	Closed Case
C22-0501	SUSPICIOUS	9553	CPDSW	Closed Case
C22-0502	Information	SXOR	CPDNW	Closed Case
C22-0503	Traffic Stop	5499	CPDSW	Closed Case
C22-0504	Traffic Stop	5499	CPDSE	Closed Case
C22-0505	ERROR	5707	CPDSE	Closed Case
C22-0506	BURGLARY	2203	CPDSE	Closed Case
C22-0507	CITIZEN ASSIST	9511	CPDNW	Closed Case
C22-0508	ANIMAL CONTROL	9505	CPDSW	Closed Case
C22-0509	VIN INSPECTION	9561	CPDSW	Closed Case
C22-0510	WELFARE CHECK	9563	CPDNW	Closed Case
C22-0511	CITIZEN ASSIST	9511	CPDSW	Active
C22-0513	ANIMAL CONTROL	9505	CPDSW	Closed Case
C22-0514	HARASSMENT	5309	CPDSW	Closed Case
C22-0515	VIN INSPECTION	9561	CPDSW	Closed Case
C22-0516	Information	SXOR	CPDNW	Closed Case
C22-0517	HARASSMENT	5309	CPDSW	Closed Case
C22-0518	DOMESTIC	DOM	CPDNW	Closed Case
C22-0519	ERROR	5309	CPDNW	Closed Case
C22-0520	Information	INFO	CPDSW	Closed Case
C22-0521	AGENCY ASSIST	9506	DIST2	Closed Case
C22-0522	Disturbance	5311	CPDNE	Closed Case
C22-0523	WELFARE CHECK	9563	CPDNE	Closed Case
C22-0524	SUICIDE/ATTEMPT	9504	CPDNE	Closed Case
C22-0525	TRESPASS	5707	CPDSE	Closed Case
C22-0526	ANIMAL CONTROL	9505	CPDSW	Closed Case
C22-0527	THEFT	2399	CPDSW	Closed Case
C22-0528	VIN INSPECTION	9561	CPDNW	Closed Case
C22-0529	SUSPICIOUS	9553	CPDNW	Closed Case
C22-0530	SUSPICIOUS	9553	CPDNW	Closed Case
C22-0531	MARIJUANA	3564	CPDNW	Closed Case
C22-0532	MARIJUANA	3564	CPDNW	Closed Case
C22-0533	THEFT	2399	CPDSE	Closed Case
C22-0534	CRIM MISCHIEF	2999	CPDNW	Closed Case
C22-0535	ERROR		CPDNW	Closed Case
C22-0536	Medical/transfe	9504	CPDSW	Closed Case
C22-0537	ALARM	9502	CPDSE	Closed Case
C22-0538	CITIZEN ASSIST	9511	CPDSE	Closed Case
C22-0539	WELFARE CHECK	9563	CPDNW	Closed Case
C22-0540	Information	INFO	CPDNE	Closed Case
C22-0541	THEFT	2999	CPDSW	Closed Case
C22-0542	VIN INSPECTION	9561	CPDSW	Closed Case
C22-0543	CITIZEN ASSIST	9511	ORC	Closed Case
C22-0544	CIVIL PROBLEM	CIVP	CPDNW	Closed Case
C22-0545	CITIZEN ASSIST	9511	CPDNW	Closed Case
C22-0546	TrafficAccident	9506	DIST2	Closed Case
C22-0547	ALARM	9502	CPDSW	Closed Case
C22-0548	THEFT	2399	CPDNE	Closed Case
C22-0549	TRAFFIC	9600	CPDSE	Closed Case

Cedaredge Police  
Incident Audit Report

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Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
C22-0550	CRIM MISCHIEF	2999	CPDSW	Active
C22-0551	HARASSMENT	5309	CPDNW	Closed Case
C22-0552	WELFARE CHECK	9563	CPDNE	Closed Case
C22-0553	SUSPICIOUS	9553	CPDNW	Closed Case
C22-0554	DOMESTIC		CPDSW	Cleared Adult Arrest
C22-0554	DOMESTIC	1008	CPDSW	Cleared Adult Arrest
C22-0554	DOMESTIC	1316	CPDSW	Cleared Adult Arrest
C22-0554	DOMESTIC	3550	CPDSW	Cleared Adult Arrest
C22-0554	DOMESTIC	5005	CPDSW	Cleared Adult Arrest
C22-0554	DOMESTIC	7399	CPDSW	Cleared Adult Arrest
C22-0554	DOMESTIC	DOM	CPDSW	Cleared Adult Arrest
C22-0555	BURGLARY	2203	CPDSW	Cleared Adult Arrest
C22-0555	BURGLARY	2308	CPDSW	Cleared Adult Arrest
C22-0555	BURGLARY	2901	CPDSW	Cleared Adult Arrest

Total Incidents: 69

Report includes:

All dates reported between `00:00:01 08/01/22` and `23:59:59 08/31/22`  
All agencies matching `CPD`  
All nature of incidents  
All offenses observed  
All offenses reported  
All offense codes  
All dispositions  
All responsible officers  
All locations

\*\*\* End of Report \\SpillmanServer\app\tmp\reportTmp\_cgardner\r



## Social Media Snapshot, Update and Goals

		June 1 2023	September 18 2023	Goal By December 31 2023
Facebook 	Followers	854	903	1,050
	Likes	780	840	
	Reach	10,780	17,288	12,936
	Number of Posts	(Jan 1-May 31 2023) 21	(June 1-Sept 18 2023) 39	NA
Instagram 	Likes	NA	57	300
	Reach	NA	257	goal not set
	Number of Posts	(Jan 1-May 31 2023) NA	(June 1-Sept 18 2023) 39	NA

## Marketing Activities

### Website:

- An initial review of content and update of elements that were not displaying correctly.
- Timely posting of all events and promotions on the calendar and in the gallery.
- Worked with GolfNow to do an initial improvement of page SEO scores.
- In August conducted more thorough review of all SEO and readability scores for all pages, increasing all from “needs improvement” to “OK” or “good”, where possible. This included adding or adapting the text, adjusting layouts, adding images, adding alt text to images and so on.

### Print Advertising:

- Formulated a print advertising campaign and purchased High Country Shopper ad space, online ad placement and social media placement. Four weeks of placements purchased.
- Worked with Winston Howe to formulate and submit editorial for Fall Golf to the High Country Shopper.
- Considering placement in the Delta County Independent.
- Considering placement in additional outlets including the Montrose Mirror and West of 105.
- Gained access to GolfNow email marketing platform.
- Formulated and sent out first Newsletter mail blast to 4,300 email addresses.

### Social Media:

- Social media snapshot formulated.
- Golf course Instagram profile established.
- Formulated graphs template for social media posts.
- Formulated and posted just under 40 posts to both Facebook and Instagram. Some posts were shared to relevant message boards.
- Ensured posts followed ADA compliance guidelines.
- Boosted Social media campaign for Fall Golf promotion.

### Other:

- Formulated flyers for in-house events and promotions to coordinate with graphics.

### To Do List:

- Establish or gain control of profiles on Yelp, Google Reviews, and other travel review sites.
- Continue to improve SEO scores on website pages.
- Establish a cadence for email blasts and content, grow marketing list.
- Continue social media posting, with a plan for the winter season.

**BYLAWS**  
**Town of Cedaredge Planning & Zoning Commission**

**INTRODUCTION**

1. The name of this organization shall be the “Town of Cedaredge Planning & Zoning Commission” hereafter referred to as the “Commission.”
2. The Commission is created for the purpose as stated herein with these Bylaws and pursuant to C.R.S 31-23-202, and amendments thereto.
3. The provisions of these Bylaws shall apply to and govern the Commission.

**PURPOSE**

The purpose of the Commission includes:

- Taking the lead in preparing the Town's Master Plan.
- Providing written Resolutions and/or Ordinances drafts as directed by the Town Board of Trustees.
- Providing recommendations to the Town Board of Trustees regarding variances and exceptions to the Town’s Land Use Code.
- Insuring that each land use development proposal meets the goals and standards set out in the Municipal Codes, and any applicable land use development policy.

**MISSION STATEMENT**

Town of Cedaredge Planning and Zoning Commission Vision and Mission: To retain the community character with its natural mesa openness and create positive economic and living opportunities for current and future residents.

**PRINCIPAL OFFICE**

The principal office of the Commission shall be Cedaredge Town Hall, but meetings of the Commission may be held at such places in the Town of Cedaredge, or other places as the Commission shall direct.

**JURISDICTIONAL AREA**

The jurisdictional area of the Commission shall be limited to the town limits of the Town of Cedaredge.

**AREA OF INFLUENCE**

The review and comment area of the Commission shall be extended to include the defined area of influence outside of the jurisdictional area.

**MEMBERSHIP**

1. Qualifications: The members of the Commission should be invested in the Cedaredge community and its future, striving to make land use decisions in a proactive manner looking towards the community’s long-term future. Commission members shall, at a minimum:
  - a. Be residents in the jurisdictional area of the Commission, and have lived in the area for at least two years;
  - b. Be at least 25 years old;
  - c. Be a registered elector;
  - d. Be able to read and understand the Land Use Code in conjunction with Staff reports and recommendations;
  - e. Make land use decisions based on the Mission Statement, and decisions which represent the best possible outcome for the entire community and welcomes steady, thoughtful growth.

2. **Composition:** The Commission is composed of five members and up to two members of the Board of Trustees of the Town as ex officio members. The Board of Trustees shall appoint Commissioners.
3. **Terms of Service:** The terms of the ex officio member shall correspond to their official tenure. The terms of non-officio members shall be three years. Members may seek additional, subsequent terms, to be appointed by the Board of Trustees. No Commissioner shall serve more than three consecutive terms.
4. **Members' Duties:** Each member shall have the responsibility of attending all regular and special meetings of the Commission in order that the Commission can conduct business in an effective, efficient, and responsible manner. Each member shall fulfill other duties and obligations as assigned by the Chair of the Commission. Unexcused absences for more than three regular meetings in a calendar year by a member shall constitute grounds for dismissal from the Commission. Each member of the Commission who has knowledge of the fact that he/she will not be able to attend the scheduled meeting of the Commission shall notify the Chair or the Town Administrator. Only the Chair of the Commission or the Town Administrator may authorize excused absences. The Town Clerk will keep a record of attendance.
5. **Vacancies:** Vacancies occurring on the Commission shall be filled by recommendation from the Commission to the Board of Trustees for appointment, and such appointees shall complete the unexpired term.
6. **Compensation:** With exception to ex-officio members, members the Commission shall be entitled to be compensated for their services as follows:
  - a. Effective Date January 1, 2015.
  - b. Each member shall receive twenty-five (\$25.00) dollars per month.
  - c. In the event additional compensation is approved by the Town Board for public hearings, the planning members present at the public hearing will be compensated an equal portion of fees specifically charged to the applicant for the purpose of a public hearing by the Planning & Zoning Commission.
  - d. No compensation will be paid for the month if the member fails to report to the scheduled regular meeting unless excused in advance by the Commission Chair or Town Administrator.
  - e. A decrease or increase in compensation shall be adopted by ordinance.
7. **Reimbursement:** In addition, members of the Commission shall be reimbursed for transportation and actual expenses (up to, but not exceeding state or Town policies for reimbursement) incurred while conducting Commission business. Members shall be reimbursed for allowable expenses incurred in attending or conducting Commission business. Members may be reimbursed for the actual expenses while attending conferences or meetings in another city, county or state, providing that (a) such conference or meeting is deemed necessary or beneficial by the Board of Trustees, (b) the conference or meeting deals with planning or related problems, and (c) there are sufficient funds available in the adopted budget. All meetings, trainings or other planning activities must first be approved by the Commission; all expenses must be authorized by the Town Administrator.

### **OFFICERS**

1. **Elective officers:** The elected officers of the Commission shall be the Chair and Vice-Chair, who shall be elected annually. The Commission may create and fill such other offices as it may determine.
2. **Eligibility:** Any member, except ex officio members, of the Commission may hold an elective office.
3. **Duties of the Chair:** The Chair shall have the usual executive power of supervision and management of the Commission. The Chair shall at a minimum:
  - a. Preside at all meetings of the Commission.
  - b. Call special meetings of the Commission in accordance with these Bylaws.

- c. Sign documents of the Commission.
  - d. See that all actions of the Commission are properly taken.
  - e. Assign members to specific tasks as necessary to conduct Commission research.
  - f. Be the public representative of the Commission.
4. Duties of the Vice-Chair: During the absence, disability, or disqualification of the Chair, the Vice-Chair shall exercise or perform all duties and be subject to all responsibilities of the Chair.
  5. Terms of office: All elective officers shall be for one (1) year with eligibility for re-election. The term shall commence to run following the annual meeting.
  6. Vacancies: The Vice-Chair shall succeed the Chair if the Chair vacates their office before their term is completed. The Vice-Chair shall serve for the un-expired term. The Commission shall appoint a member of the Commission to fill any un-expired term for the office of Vice-Chair.
  7. A member of the Town Staff shall serve as the Secretary to the Commission. The Staff member shall at a minimum:
    - a. Keep the minutes of the Commission in an appropriate manner.
    - b. Give or serve all notices required by law or the Bylaws.
    - c. Prepare and distribute the agenda for all meetings of the Commission.
    - d. Be custodian of all Commission business.
    - e. Inform the Commission of correspondence relating to Commission business and attend to such correspondence.

### MEETINGS

1. Regular Meetings: The first Tuesday of each month shall be the regular meeting time of the Commission. The Chair of the Commission or Town Administrator may cancel any regular meeting for which there is a lack of official business. All meetings of the Commission shall be open to the public.
2. Special Meetings: Special meetings may be called by the Chair or any two (2) members upon written request to the Town Administrator. The Town Administrator shall notify all members at least twenty-four (24) hours in advance of a special meeting.
3. Annual Meeting: The regular meeting held in June shall be known as the annual meeting, and such meeting shall provide for the election of officers, receiving annual report (if any) and reviewing member tasks (if any).
4. Virtual meetings are allowed as specified under Ordinance 2021-05.
5. Quorum: A quorum shall not be fewer than three members.
6. Official Action: No action of the Commission is official unless authorized by a majority of the members of the Commission attending a regular or properly called special meeting. In the event that a quorum is not present or an “official action” by the Commission is not obtained, the members present shall consider all applications before the Commission and any action taken by the members present shall be forwarded to the Board of Trustees as an “unofficial action.” Recommendation to the Board of Trustees can still be made under this “unofficial action.”
7. Order of Business: The order of business shall be as follows unless otherwise ordered by the Chairperson:
  - a. Call to order
  - b. Approval of minutes
  - c. Constituent Time
  - d. Unfinished applications
  - e. New applications
  - f. Other
    - i. Personal appearances
    - ii. Reports
    - iii. Regulations/Ordinances
  - g. Adjournment

8. Public hearings: The order of public hearings shall be but is not limited to:
  - a. Summary presentation by the Town Administrator, Town Planner or other Town Staff
  - b. Applicant presentation
  - c. Questions from Commissioners to Staff or Applicant
  - d. Public Comment
  - e. Staff Rebuttal
  - f. Applicant Rebuttal
  - g. Questions from Commissioners to Staff or Applicant
  - h. Commission Deliberations
  
9. Rules of order: Robert’s Rules of Order or Parliamentary Procedure shall govern Commission proceedings unless otherwise specified in the Bylaws.

**VOTING PRIVILEGES**

1. Voting right: Each member of the Commission, except for the ex-officio member(s), shall have one (1) vote, and each member shall exercise their voting right in a manner specified by the Chair. Proxies shall not be allowed.
2. Conflict of interest: Any member of the Commission who has the potential of a conflict of interest on any matter that is on the Commission’s agenda shall immediately give notice of such conflict to the Commission, voluntarily excuse themselves, vacate their seat, and refrain from discussing and voting on such matters. At any time, the Commission may, by majority vote of the members present, disqualify any member from participating on any issue for which the Commission agrees that such member has a conflict of interest.

**FINANCIAL ADMINISTRATION**

Authority to expend money: The Commission shall have the authority to expend, under regular Town procedures, with the authority of the Town Administrator.

**AMENDMENTS**

These Bylaws may be amended at any meeting of the Commission by official action, provided that notice of proposed amendments is given to each member in writing at least two (2) weeks prior to said meeting. Amendment of these Bylaws shall require an affirmative two-thirds majority vote of the members present and voting.

Amended this 21<sup>th</sup> day of September 2023.

\_\_\_\_\_  
Wayne “Skip” Bethurum, Chair

Attest: \_\_\_\_\_  
Kami Collins, Town Administrator

\_\_\_\_\_  
Richard L. Udd, for the Board of Trustees