



AGENDA
HAYDEN TOWN COUNCIL MEETING
HAYDEN TOWN HALL – 178 WEST JEFFERSON AVENUE
THURSDAY, JUNE 2, 2022
7:30 P.M.

ATTENDEES/COUNCIL MAY PARTICIPATE VIRTUALLY VIA ZOOM WITH THE INFORMATION BELOW:

Join Zoom Meeting

<https://us02web.zoom.us/j/81996476776?pwd=N284bThVSjc4amplZ3oyb0VMTUNKUT09>

Meeting ID: 819 9647 6776

Passcode: 700776

One tap mobile

+16699009128,,81996476776#,,,,,0#,,700776# US (San Jose)

+12532158782,,81996476776#,,,,,0#,,700776# US (Tacoma)

THE TOWN WILL ALSO BROADCAST MEETINGS ON FACEBOOK LIVE AT THE TOWN'S FACEBOOK PAGE AT

<https://www.facebook.com/coloradohayden/>

*OFFICIAL RECORDINGS AND RECORDS OF MEETINGS WILL BE THE ZOOM RECORDING AND NOT FACEBOOK LIVE. FACEBOOK LIVE IS MERELY A TOOL TO INCREASE COMMUNITY INVOLVEMENT AND IS NOT THE OFFICIAL RECORD. *

REGULAR MEETING – 7:30 P.M.

- 1a. CALL TO ORDER
- 1b. OPENING PRAYER
- 1c. PLEDGE OF ALLEGIANCE
- 1d. ROLL CALL

2. CONSIDERATION OF MINUTES

- A. Regular Meeting May 19, 2022

Page 3

3. PUBLIC COMMENTS

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

4. PROCLAMATIONS/PRESENTATIONS

5. CONSENT ITEMS

Consent agenda items are considered to be routine and will be considered for adoption by one motion. There will be no separate discussion of these items unless a Councilmember, member of the audience or Town staff requests the Council to remove an item from the consent agenda.

- | | |
|--|---------|
| A. Consideration to ratify payment bill vouchers dated in the amount of \$122,409.59 | Page 9 |
| B. Consideration to approve payment bill vouchers date in the amount of \$34,265.04 | Page 11 |
| C. Consideration for Approval of the appointment Kathy Coates as Commission Member to the Hayden Economic Development Commission (HEDC). | Page 16 |

6. OLD BUSINESS

- A. Review and Consider for Approval

7. NEW BUSINESS

- A. Public Hearing: Liquor License Application for Town of Hayden, Historic Hayden Granary Page 21
- B. Public Hearing: Liquor License Application for Town of Hayden, Walnut Street Page 29
- C. Review and Consider for Approval Resolution 2022-09 A Resolution Authorizing Issuance of Credit Cards And signers on Credit Cards for the Town of Hayden, Colorado and Business Credit Card Application Addendum Page 32
- D. Review and Consider for Approval of the 1st Reading of Ordinance 716 An Ordinance of the Town Council of the Town of Hayden, Colorado, Adopting and Updated Official Town Zoning Map Page 33

8. PULLED CONSENT ITEMS

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

10. EXECUTIVE SESSION (IF NECESSARY)

11. ADJOURNMENT

Work Session

Discussed the employee benefits as compared to Routt County and Steamboat Springs. Mathew Mendisco, Town Manager, indicated the majority of employees would prefer a COLA versus other options. Council expressed interest in staff reviewing vacation benefits as policies and procedures are undergoing evaluation this year.

Staff & Councilmember Reports

Staff reports will continue at the end of the meeting.

Mayor Wuestewald called the regular meeting of the Hayden Town Council to order at 7:30 p.m. Mayor Pro Tem Reese and Councilmembers Banks, Bowman, Corriveau, Gann, and Hollifield present. Also present were Town Manager, Mathew Mendisco, Town Clerk, Sharon Johnson, Police Chief, Greg Tuliszewski, Public Works Director, Bryan Richards, Community Development Director, Tegan Ebbert, and Finance Manager, Andrea Salazar.

OPENING PRAYER

Mayor Wuestewald offered the opening prayer.

PLEDGE OF ALLEGIANCE

Mayor Wuestewald led the Pledge of Allegiance.

MINUTES – May 4, 2022

Councilmember Gann moved to approve the minutes of the Special Town Council Meeting held on May 4, 2022. Councilmember Banks seconded. Roll call vote. Councilmember Banks – aye. Councilmember Gann – aye. Councilmember Bowman – aye. Councilmember Hollifield – unavailable. Councilmember Corriveau – aye. Mayor Pro Tem Reese – aye. Mayor Wuestewald – aye. Motion carried.

PUBLIC COMMENTS

Emanuel A. Quintero, 180 N Chestnut Street, Hayden CO, started a non-profit to support skateboarding in the community. As the town is changing, they want the skate park to grow as well. They have been collecting donations around town. Donations from community members will go towards the development and maintenance of a new skatepark. June 21st is national skate day and they will have an event.

Walter Magill of Four Points Surveying and 1769 Brome Drive, Steamboat Springs, CO spoke in regards to the proposed annexation of the property known as the Northwest Colorado Business Park (NWCBP). Walter Magill articulated that the 2007 Master Plan did not account for the annexation of the NWCBP property, but that it did plan for a realignment of County Road 51. Walter Magill articulated that he and Bob Zibell would like to collaborate more with the Town on the annexation.

Bob Zibell, 41150 Champagne Lane, Steamboat Springs CO, and property owner near the proposed NWCBP, spoke in regards to the proposed annexation of the property known as the Northwest Colorado Business Park. Bob Zibell stated that he has owned property near the airport for about 18 years in addition to other properties throughout the area. He articulated that the 2007 Plan accounts for the realignment of county road 51, not the creation

of a new road, and that he would like to collaborate with the Town on the annexation.

PROCLAMATIONS/
PRESENTATIONS

None.

CONSENT ITEMS

Consideration of bill payment
voucher - May 4, 2022 in the
amount of \$1,723.63

Councilmember Gann moved to approve the consent items. Councilmember Banks seconded. Roll call vote. Councilmember Corriveau – aye. Councilmember Hollifield – unavailable. Councilmember Bowman - aye. Councilmember Gann – aye. Councilmember Banks – aye. Mayor Pro Tem Reese – aye. Mayor Wuestewald – aye. Motion carried.

Consideration of bill payment
voucher - May 10-12, 2022 in
the amount of \$42,857.00

Consideration of bill payment
voucher - May 13, 2022 in the
amount of \$311,205.96

OLD BUSINESS

Public Hearing
Ordinance 717, An
Ordinance Adopting by
Reference and enacting
a Revised Town Code
For the Town of
Hayden, Colorado;
Providing for the
Repeal of Certain
Ordinances Not
Included Therein;
Providing for the
Adoption of Secondary
Codes by Reference;
Providing a Penalty for
the Violation Thereof;
Providing for the
Manner of Amending
Such Code; and
Providing When Such
Code and Ordinance
Becomes Effective
Immediately

Public Hearing opened at 7:48 p.m.
No public comments.
Public Hearing closed at 7:48 p.m.

Review and Consider
for Approval 2nd
Reading Ordinance 717
An Ordinance Adopting
by Reference
and Enacting a Revised
Town Code for the
Town of Hayden,
Colorado; Providing for
the Repeal of
Certain Ordinances Not
Included Therein;
Providing for the
Adoption of Secondary
Codes by Reference;
Providing a Penalty for
the Violation Thereof;
Providing for the
Manner of Amending
Such Code; and
Setting an effective date
of May 19th, 2022.

Councilmember Banks moved to approve Ordinance 717 An Ordinance Adopting by Reference and Enacting a Revised Town Code for the Town of Hayden, Colorado; Providing for the Repeal of Certain Ordinances Not Included Therein, Providing for the Adoption of Secondary Codes by Reference, Providing a Penalty for the Violation Thereof, Providing for the Manner of Amending Such Code, and setting an effective date of May 19th, 2022. Councilmember Bowman seconded. Roll call vote. Councilmember Bowman – aye. Councilmember Gann – aye. Councilmember Banks – aye. Councilmember Corriveau – aye. Councilmember Hollifield – unavailable. Mayor Pro Tem Reese – aye. Mayor Wuestewald – aye. Motion carried.

NEW BUSINESS
RESOLUTION 2022-06
NORTHWEST COLORADO
BUSINESS PARK ANNEXATION
PETITION

Review and Consider Approval
of Resolution 2022-06 A
Resolution Finding that a
Petition for Annexation is in
Substantial Compliance with
CRS §31-12-107(1) and Setting a
Hearing Date for July 21st, 2022
for the Annexation Petition for
the Northwest Colorado
Business Park Annexation to
the Town of Hayden.

Tegan Ebbert, Community Development Director, indicated that this is the first step towards annexation and requested the council set a date for the public hearing. Mayor Pro Tem Reese asked Mathew Mendisco, Town Manager, about the original letter of intent for this project. Mathew Mendisco, Town Manager, informed Mayor Pro Tem Reese that when this project began, the Town, as approved by the Town Council, had a signed LOI with Bob Zibell for the project but the Town was informed that the price would be above the appraised value of the property so it became too cost prohibitive to move forward.

Councilmember Gann moved to approve Resolution 2022-06, A Resolution Finding that a Petition for Annexation is in Substantial Compliance with CRS §31-12-107(1) and Setting a Hearing Date for July 21st, 2022 for the Annexation Petition for the Northwest Colorado Business Park Annexation to the Town of Hayden. Mayor Pro Tem Reese seconded. Roll call vote. Councilmember Corriveau – aye. Councilmember Hollifield – aye. Councilmember Bowman – aye.

Councilmember Gann – aye. Councilmember Banks – aye. Mayor Pro Tem Reese – aye. Mayor Wuestewald – aye. Motion carried.

Review and Consider Approval of Resolution 2022-07 A Resolution of the Town of Hayden, Colorado Adopting a Financial Commitment to the HWY 40 Multi-Modal Improvement Project

Bryan Richards, Public Works Director, presented the resolution as a commitment to support the Highway 40 multimodal improvement project. The current grant application to the local transportation region is for \$175,000. Bryan Richards explained that the Town was recently awarded \$1,000,000 towards this project and has received more funding in previous years. Construction is anticipated to start early 2023, but raising construction costs may impact how much of the project can be completed until additional financial sources are secured.

Councilmember Banks moved to approve. Councilmember Gann seconded. Roll call vote. Councilmember Banks– aye. Councilmember Gann – aye. Councilmember Bowman - aye. Councilmember Hollifield – aye. Councilmember Corriveau – aye. Mayor Pro Tem Reese – aye. Mayor Wuestewald – aye. Motion carried.

Review and consideration for approval Submission a Letter of Support for the CDOT FY2022 MPDG Rural Surface Transportation Grant Proposal for US40 Safety and Mobility Improvements

Bryan Richards, Public Works Director, explained that this letter of support will go towards a project that will improve safety near Granby, but would also support the creation of multiple passing lanes between Craig and Hayden and between Hayden and Steamboat Springs.

Councilmember Corriveau moved to approve Submission of a Letter of Support for the CDOT FY2022 MPDG Rural Surface Transportation Grant Proposal for US40 Safety and Mobility Improvements.

Councilmember Bowman seconded. Roll call vote. Councilmember Gann – aye. Councilmember Bowman – aye. Councilmember Hollifield - aye. Councilmember Banks – aye. Councilmember Corriveau – aye. Mayor Pro Tem Reese – aye. Mayor Wuestewald – aye. Motion carried.

Review and consideration for approval of the Poplar Street Bridge Renovation and Pedestrian Improvement Project Design Contract with Sunrise Engineering Incorporated

Bryan Richards, Public Works Director, presented the Poplar Street Bridge Renovation project. Two years ago, a temporary fix was completed to prevent asphalt from failing into Dry Creek. Funding has been secured to renovate the bridge and address pedestrian safety concerns. The sidewalk only goes halfway across the bridge and the bridge is often utilized by children due to the proximity to the school. An RFQ was released for engineering and design of the project. Two proposals were submitted and they were reviewed with a scoring criterion. Bryan recommends awarding the contract to Sunrise Engineering.

Councilmember Gann moved to approve the Poplar Street Bridge Renovation and Pedestrian Improvement Project Design Contract with Sunrise Engineering Incorporated. Councilmember Corriveau seconded. Roll call vote. Councilmember Gann– aye. Councilmember Bowman – aye. Councilmember Banks - aye. Councilmember Corriveau – aye. Councilmember Hollifield – unavailable. Mayor Pro Tem Reese – aye. Mayor Wuestewald – aye. Motion carried.

Review and consideration for approval employee compensation

A brief discussion extended from the work session and the Council settled on a COLA of 4%, effective the first payroll of June.

Mayor Wuestewald moved to approve a 4% COLA for all Town employees effective the first payroll of June 2022. Councilmember Gann seconded. Roll call vote. Councilmember Bowman – aye. Councilmember Banks – aye. Councilmember Corriveau – aye. Councilmember Hollifield – aye. Councilmember Gann – aye. Mayor Pro Tem Reese – aye. Mayor Wuestewald – aye. Motion carried.

Review and consideration for approval Resolution 2022-08 A Resolution Authorizing the Reinstatement of the Town of Hayden, Colorado Water Conservation Program

Mathew presented the water conservation program – this approval will make the program permanent. Discussion of Dry Creek Park. Dry Creek uses water from the irrigation ditch or Dry Creek Pond, not town water, but that staff do their best to stick to the watering schedule when maintaining Dry Creek Park for public use.

Mayor Wuestewald moved to approve. Councilmember Corriveau seconded. Roll call vote. Councilmember Hollifield – aye. Councilmember Corriveau – aye. Councilmember Banks – aye. Councilmember Gann – aye. Councilmember Bowman – aye. Mayor Pro Tem Reese – aye. Mayor Wuestewald – aye. Motion carried.

PULLED CONSENT ITEMS

None.

STAFF AND COUNCILMEMBER REPORTS CONTINUED

POLICE

Chief of Police Tuliszewski: When someone is experiencing a mental health crisis, the police are usually the first responders. Hayden Police Department recently held a Crisis Intervention Training course to better prepare officers to deescalate and stabilize those experiencing mental health crises. This was funded by grants. Evaluations from the training were shared with the Town Council.

ADMINISTRATION

Andrea Salazar, Finance Manager: RFP for a CPA will go out early next week. The contractor change will happen mid-summer. Sunday morning West Routt Fire District is having a pancake breakfast.

Mathew Mendisco, Town Manager: Mathew discussed mosquito mitigation efforts. By request, Mathew found a product that is approved for use on organic farmland. The spraying company recommended this product. Mathew recommended the Town utilize this product and focus primarily on truck spraying to allow residents to opt out of spraying near their property as much as feasible. If this product is not effective, staff can explore other options. Mosquito monitoring will still happen to check for diseases. This plan will be communicated in the monthly newsletter. Mathew provided an overview of grant funding. The Town was recently awarded \$1,000,000 to complete the Highway 40 multi-modal improvement project. Allesha, Best and Brightest Fellow, is working with Colorado

Creative Industries to secure gap funding for the Hayden Center. A new round of funding will be coming to the Office of Just Transition so staff will be planning grant applications for those funds. A hybrid quarterly newsletter went out that had an online option as well as physical copies placed in high-traffic areas. The Town is continuously working to improve communication.

Sharon Johnson, Town Clerk: Cleanup Day was a success. There was less demand for trash than previous years. 2025 will be the 100-year anniversary of Hayden Cleanup Days. Sharon thanked the Public Works department for their support of the event, including the waste management team.

EXECUTIVE SESSION

ADJOURNMENT

Mayor adjourned the meeting at 8:55 p.m.

Recorded by:

Andrea Salazar, Deputy Town Clerk

APPROVED THIS 2nd DAY OF June 2022.

Zachary Wuestewald, Mayor

Report Criteria:

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

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
2440	Atmos Energy	0332MAY2022	Water plant gas 3013140332	05/12/2022	546.76	05/24/2022	
2440	Atmos Energy	1967MAY2022	Streets gas 3016201967	05/12/2022	238.51	05/24/2022	
2440	Atmos Energy	2144MAY2022	Sewer plant gas 3016202144	05/12/2022	183.02	05/24/2022	
2440	Atmos Energy	2411MAY2022	Parks Gas 3016202411	05/12/2022	39.27	05/24/2022	
2440	Atmos Energy	2626MAY2022	Town Hall 3016202626	05/12/2022	96.09	05/24/2022	
2440	Atmos Energy	2886MAY2022	Crandall Pump House 301620288	05/12/2022	135.55	05/24/2022	
2440	Atmos Energy	2910MAY2022	Hayden Center 4040912910	05/13/2022	2,630.25	05/24/2022	
2440	Atmos Energy	3349MAY2022	Dry Creek Lift gas 3016203349	05/12/2022	24.03	05/24/2022	
2440	Atmos Energy	3590MAY2022	Parks gas 3016203590	05/12/2022	171.34	05/24/2022	
2440	Atmos Energy	5208MAY2022	Golden Meadows gas 301250520	05/13/2022	57.51	05/24/2022	
2440	Atmos Energy	7423MAY2022	PD gas 3017767426	05/12/2022	244.53	05/24/2022	
Total 2440:					4,366.86		
12742	BOK Financial	05252022	Gen Obligation Bonds Series 2018	05/25/2022	56,795.00	05/25/2022	
Total 12742:					56,795.00		
1650	CEBT	INV 0049086	Sewer Benefits	05/23/2022	1,927.57	05/24/2022	
1650	CEBT	INV 0049086	Streets Benefits	05/23/2022	6,601.27	05/24/2022	
1650	CEBT	INV 0049086	Water Benefits	05/23/2022	3,089.01	05/24/2022	
1650	CEBT	INV 0049086	Parks Benefits	05/23/2022	3,405.53	05/24/2022	
1650	CEBT	INV 0049086	Rec Benefits	05/23/2022	6,675.82	05/24/2022	
1650	CEBT	INV 0049086	Sewer Admin Benefits	05/23/2022	2,090.51	05/24/2022	
1650	CEBT	INV 0049086	Water Admin Benefit	05/23/2022	2,090.51	05/24/2022	
1650	CEBT	INV 0049086	Admin Benefits	05/23/2022	6,336.43	05/24/2022	
1650	CEBT	INV 0049086	Planning Benefits	05/23/2022	2,143.00	05/24/2022	
1650	CEBT	INV 0049086	PD Benefits	05/23/2022	13,364.98	05/24/2022	
1650	CEBT	INV 0049086	HC - Arts Benefits	05/23/2022	2,159.52	05/24/2022	
1650	CEBT	INV 0049086	HC Rec Benefits	05/23/2022	2,141.85	05/24/2022	
Total 1650:					52,026.00		
12833	Century Link	292782116	Long Distance - 88318756	05/12/2022	42.40	05/24/2022	
Total 12833:					42.40		
3770	CenturyLink	5703MAY2022	Water Phones_3058	05/16/2022	36.86	05/24/2022	
3770	CenturyLink	5703MAY2022	Admin Phones_3741	05/16/2022	358.35	05/24/2022	
3770	CenturyLink	5703MAY2022	Sewer Phones_4330	05/16/2022	38.67	05/24/2022	
Total 3770:					433.88		
1645	Charter Communications	009668405092	PD TV 0096684	05/09/2022	22.92	05/24/2022	
Total 1645:					22.92		
1655	STANDARD INSURANCE COMP	750748MAY20	Sewer LTD	05/17/2022	65.54	05/24/2022	
1655	STANDARD INSURANCE COMP	750748MAY20	STREETS LTD	05/17/2022	117.40	05/24/2022	
1655	STANDARD INSURANCE COMP	750748MAY20	WATER LTD	05/17/2022	85.24	05/24/2022	
1655	STANDARD INSURANCE COMP	750748MAY20	HC LTD	05/17/2022	180.27	05/24/2022	
1655	STANDARD INSURANCE COMP	750748MAY20	PARKS LTD	05/17/2022	47.11	05/24/2022	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
1655	STANDARD INSURANCE COMP	750748MAY20	SWR ADM LTD	05/17/2022	43.46	05/24/2022	
1655	STANDARD INSURANCE COMP	750748MAY20	WTR ADM LTD	05/17/2022	43.46	05/24/2022	
1655	STANDARD INSURANCE COMP	750748MAY20	ADMIN LTD	05/17/2022	86.44	05/24/2022	
1655	STANDARD INSURANCE COMP	750748MAY20	PD LTD	05/17/2022	281.64	05/24/2022	
1655	STANDARD INSURANCE COMP	750748MAY20	EDC LTD	05/17/2022	.32-	05/24/2022	
1655	STANDARD INSURANCE COMP	750748MAY20	PLNG LTD	05/17/2022	.64-	05/24/2022	
Total 1655:					949.60		
6085	Xerox Corporation	016239289	ADMIN COPIER/PRINTER	05/05/2022	220.13	05/24/2022	
6085	Xerox Corporation	016239290	PD COPIER/PRINTER	05/05/2022	265.82	05/24/2022	
Total 6085:					485.95		
4010	Yampa Valley Electric	0401MAY2022	PD electric 660020401	05/19/2022	37.45	05/24/2022	
4010	Yampa Valley Electric	0502MAY2022	West End Lift elec 660020502	05/19/2022	184.77	05/24/2022	
4010	Yampa Valley Electric	1002MAY2022	Dry Creek Lift electric 720021002	05/19/2022	199.73	05/24/2022	
4010	Yampa Valley Electric	1401MAY2022	Seneca Hill electric 660021401	05/19/2022	184.05	05/24/2022	
4010	Yampa Valley Electric	3101MAY2022	Parks Electric 730013101	05/17/2022	343.43	05/24/2022	
4010	Yampa Valley Electric	3202MAY2022	Airport Lift electric 660013202	05/19/2022	334.29	05/24/2022	
4010	Yampa Valley Electric	3406MAY2022	Town Hall Electric 740003406	05/19/2022	371.28	05/24/2022	
4010	Yampa Valley Electric	3501MAY2022	Parks Electric 730013501	05/17/2022	152.38	05/24/2022	
4010	Yampa Valley Electric	5501MAY2022	Parks electric 720015501	05/19/2022	47.71	05/24/2022	
4010	Yampa Valley Electric	6002MAY2022	Community Tree electric 7600160	05/19/2022	37.45	05/24/2022	
4010	Yampa Valley Electric	6201MAY2022	Shop electric 760016201	05/19/2022	322.21	05/24/2022	
4010	Yampa Valley Electric	7601MAY2022	Parks electric 780017601	05/17/2022	37.45	05/24/2022	
4010	Yampa Valley Electric	7702MAY2022	Sewer electric 760007702	05/19/2022	1,612.16	05/24/2022	
4010	Yampa Valley Electric	7802MAY2022	Water electric 660007802	05/19/2022	1,304.76	05/24/2022	
4010	Yampa Valley Electric	8001MAY2022	Wash & Ash Elec 700008001	05/17/2022	200.04	05/24/2022	
4010	Yampa Valley Electric	8103MAY2022	Parks Electric 730008103	05/17/2022	170.28	05/24/2022	
4010	Yampa Valley Electric	8803MAY2022	Golden Meadows electric 780008	05/17/2022	932.35	05/24/2022	
4010	Yampa Valley Electric	8901MAY2022	Hospital Hill electric 720008901	05/19/2022	37.55	05/24/2022	
4010	Yampa Valley Electric	9402MAY2022	Key Pump Electric 730009402	05/17/2022	60.43	05/24/2022	
4010	Yampa Valley Electric	9902MAY2022	Crandall Pump electric 72000099	05/19/2022	717.21	05/24/2022	
Total 4010:					7,286.98		
Grand Totals:					122,409.59		

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
13097	Abid, Rohail	1204.16	Utility Deposit Refund	05/26/2022	75.00		
Total 13097:					75.00		
12122	Air Compressor Service Inc	54366	Lift Parts	05/16/2022	76.02		
Total 12122:					76.02		
12253	Airgas USA, LLC	9125484020	Grinder Wheels	05/04/2022	115.60		
Total 12253:					115.60		
13096	Bentley, Erin	419.07	Utility Deposit Refund	05/01/2022	72.77		
Total 13096:					72.77		
1310	Boyko Supply Co	193279	PD Papertowels	05/11/2022	48.32		
1310	Boyko Supply Co	193386	Parks - Janitorial Supplies	05/18/2022	309.02		
1310	Boyko Supply Co	193386-1	Parks - Janitorial Supplies	05/20/2020	112.25		
Total 1310:					469.59		
7900	Browns Hill Engineering &	23245	Controller for Effluent Valve	05/20/2022	819.60		
Total 7900:					819.60		
13089	Calihan, Elizabeth	913.07	Utility Deposit Refund	05/18/2022	2.40		
Total 13089:					2.40		
12906	Capital One	1642026112	PD - CIT	05/19/2022	662.30		
12906	Capital One	1642026112	Wrestling Party	05/19/2022	32.20		
12906	Capital One	1642026112	HC - Kitchen Supplies	05/19/2022	39.80		
12906	Capital One	1642026112	TC - M&M's	05/19/2022	11.96		
12906	Capital One	1642026112	HC - Wrestling Tourney	05/19/2022	105.34		
Total 12906:					851.60		
3770	CenturyLink	2067MAY2022	Dry Creek Lift Phone 9702762067	05/19/2022	31.99		
3770	CenturyLink	2559MAY2022	West End Phone 9702762559 417	05/19/2022	35.99		
Total 3770:					67.98		
9230	Chaosink	15596	Cog Run shirts	05/06/2022	356.40		
Total 9230:					356.40		
13066	Community Planning Strategies, L	2022-0092	Planning Services	05/18/2022	885.00		
Total 13066:					885.00		
13041	Design 2B Fit Inc	23398	Treadmill Replacement	05/12/2022	3,890.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
Total 13041:					3,890.00		
9000	Dowling Land Surveyors	05232022	Industrial Park Survey	05/23/2022	1,750.00		
Total 9000:					1,750.00		
2150	DPC Industries Inc	737001560-22	Chlorine/Sulfur Dioxide	05/03/2022	955.00		
2150	DPC Industries Inc	DE73000334-2	Chlorine/Sulfur Dioxide	04/30/2022	90.00		
Total 2150:					1,045.00		
6955	Erickson, Colette	04302022	CMJA Travel Reimbursement	04/30/2022	240.36		
Total 6955:					240.36		
12982	Fan Base	2309	Monthly Retainer/Social Media	05/16/2022	2,850.00		
Total 12982:					2,850.00		
4890	FedEx	7-753-72674	Water Sample Shipping	05/12/2022	25.98		
Total 4890:					25.98		
12151	Ferguson Enterprises, Inc	7930114	HC - Water Fountain Filters	05/12/2022	151.42		
Total 12151:					151.42		
12931	Flowpoint Enviornmental Systems	WE2872	Bulkwater POS Apr	04/30/2022	306.00		
Total 12931:					306.00		
13058	Friends of the Chief Foundation In	1669	Arts - Contract Wages May	04/29/2022	3,200.00		
Total 13058:					3,200.00		
13072	Frontier Station Inc	23243	Parks - Gaskets, Teejet	05/24/2022	55.90		
Total 13072:					55.90		
2330	Galls LLC	020889330	PD - Danner lookout EMS/CSA	04/11/2022	186.96		
Total 2330:					186.96		
2640	Holloran LLC, Michael J	MAY2022	Legal Services - Meadow Village/T	05/20/2022	189.58		
Total 2640:					189.58		
13090	Imaging Concepts of Central Utah	267017	HC Printer	05/13/2022	128.20		
Total 13090:					128.20		
13091	Jeffrey Matthew Malchow	1032	TIPS Training	05/20/2022	300.00		
Total 13091:					300.00		
5470	Lee's Keys Plus LLC	17595	HC Re Key Locksmith Services	04/28/2022	548.50		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
Total 5470:					548.50		
13094	Lewis, Moana	913.06	Utility Deposit Refund	05/25/2022	46.56		
Total 13094:					46.56		
8375	MASON SIEDSCHLAW	2348	Adobe Licenses	04/26/2022	358.75		
Total 8375:					358.75		
12159	MD Appliance & Refrigeration	8615	Dry Creek Ice Machine R&M	05/15/2022	277.68		
Total 12159:					277.68		
6530	Murray, Meredith	MAY2022	Training reimbursement	05/19/2022	275.07		
Total 6530:					275.07		
1350	Pinnacol Assurance	20892230	Legislative Work Comp	05/20/2022	22.54		
1350	Pinnacol Assurance	20892230	Court Work Comp	05/20/2022	11.27		
1350	Pinnacol Assurance	20892230	Executive Work Comp	05/20/2022	11.27		
1350	Pinnacol Assurance	20892230	Administration Work Comp	05/20/2022	90.15		
1350	Pinnacol Assurance	20892230	Police Work Comp	05/20/2022	698.65		
1350	Pinnacol Assurance	20892230	Streets Work Comp	05/20/2022	473.28		
1350	Pinnacol Assurance	20892230	Rec Work Comp	05/20/2022	180.30		
1350	Pinnacol Assurance	20892230	Parks Work Comp	05/20/2022	225.37		
1350	Pinnacol Assurance	20892230	Water Work Comp	05/20/2022	180.30		
1350	Pinnacol Assurance	20892230	Water Adm Work Comp	05/20/2022	22.54		
1350	Pinnacol Assurance	20892230	Sewer Work Comp	05/20/2022	112.69		
1350	Pinnacol Assurance	20892230	Sewer Adm Work Comp	05/20/2022	22.54		
1350	Pinnacol Assurance	20892230	HC Work Comp	05/20/2022	383.10		
Total 1350:					2,434.00		
3260	QA Balance Services Inc	13708	Sewer Plant Scale Balancing	05/11/2022	397.00		
3260	QA Balance Services Inc	13709	Calibration	05/11/2022	338.00		
Total 3260:					735.00		
7350	Routt County Communications	2022-02	PD - Radio	05/01/2022	210.00		
Total 7350:					210.00		
13092	Rowley, Pamela	287.02	Utility Deposit Refund	05/18/2022	11.33		
Total 13092:					11.33		
13095	Scroggs, Catherine	2023.23	Utility Deposit Refund	05/25/2022	4.60		
Total 13095:					4.60		
13093	Simon, Darcy	MAY2022	Reimb Passport to World Dance C	05/26/2022	200.00		
Total 13093:					200.00		
10530	Staples Business Advantage	8066253639	PD - Office Supplies	05/14/2022	76.05		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
Total 10530:					76.05		
12459	United Companies	1459157	Gravel	05/11/2022	438.99		
Total 12459:					438.99		
7070	USA BlueBook	977891	Sewer - Chemicals	05/12/2022	185.99		
7070	USA BlueBook	977891	Water Chemicals	05/12/2022	143.61		
7070	USA BlueBook	977891	Sewer - Office Supplies	05/12/2022	30.95		
Total 7070:					360.55		
8740	Visa	05232022	HC - Return Fitness Equipment	05/23/2022	38.95-		
8740	Visa	05232022	Admin - Return Office Supplies	05/23/2022	35.56-		
8740	Visa	05232022	Track Wrestling - Battle for the Bu	05/23/2022	525.00		
8740	Visa	05232022	Parks - Restroom R&M	05/23/2022	532.90		
8740	Visa	05232022	HC - Phones	05/23/2022	191.09		
8740	Visa	05232022	HC - Easels, Paint, Canvas	05/23/2022	291.93		
8740	Visa	05232022	Wrestling Party	05/23/2022	119.90		
8740	Visa	05232022	Baseballs	05/23/2022	199.76		
8740	Visa	05232022	HC - Canopies	05/23/2022	449.98		
8740	Visa	05232022	Baseball Scorebook	05/23/2022	21.98		
8740	Visa	05232022	HC - Fitness Class Equipment	05/23/2022	14.54		
8740	Visa	05232022	HC - Fitness Class Equipment	05/23/2022	16.99		
8740	Visa	05232022	Admin - Dropbox Credit	05/23/2022	105.76-		
8740	Visa	05232022	Admin - Apple	05/23/2022	.99		
8740	Visa	05232022	Admin - 3 Wire Bill & Gill	05/23/2022	70.72		
8740	Visa	05232022	Admin - YVRA Parking	05/23/2022	1.00		
8740	Visa	05232022	Admin - Leadership	05/23/2022	925.00		
8740	Visa	05232022	Admin - CANVA	05/23/2022	12.99		
8740	Visa	05232022	Admin - Winonas	05/23/2022	84.55		
8740	Visa	05232022	Admin - Big Iron	05/23/2022	7.59		
8740	Visa	05232022	Admin - Big Iron	05/23/2022	5.53		
8740	Visa	05232022	Admin - Sheraton	05/23/2022	40.00		
8740	Visa	05232022	PW - Phone Case	05/23/2022	49.97		
8740	Visa	05232022	PW - WWTP Class B	05/23/2022	100.00		
8740	Visa	05232022	PW - WWTP Class D	05/23/2022	100.00		
8740	Visa	05232022	PW - CCWP WW Operator S	05/23/2022	50.00		
8740	Visa	05232022	Parks - Dog Pots	05/23/2022	114.60		
8740	Visa	05232022	PD - NASRO Conference	05/23/2022	500.00		
8740	Visa	05232022	PD - Training	05/23/2022	34.85		
8740	Visa	05232022	PD - CIT Training	05/23/2022	28.30		
8740	Visa	05232022	PD - CIT Training	05/23/2022	12.46		
8740	Visa	05232022	PD - CIT Training	05/23/2022	191.87		
8740	Visa	05232022	PD - CIT Training	05/23/2022	99.58		
8740	Visa	05232022	PD - CIT Training	05/23/2022	57.34		
8740	Visa	05232022	PD - CIT Training	05/23/2022	6.23		
8740	Visa	05232022	PD - USPS	05/23/2022	7.38		
8740	Visa	05232022	PD - CORA Training	05/23/2022	200.00		
8740	Visa	05232022	PD - Lodging Training	05/23/2022	327.00		
8740	Visa	05232022	Ord 717 Public Hearing	05/23/2022	27.50		
8740	Visa	05232022	Dropbox 3 licenses	05/23/2022	45.00		
8740	Visa	05232022	Ord 717 Adoption	05/23/2022	18.32		
8740	Visa	05232022	Mailchimp	05/23/2022	22.50		
8740	Visa	05232022	Chamber Supplies	05/23/2022	24.49		
8740	Visa	05232022	TH Office Supplies	05/23/2022	198.49		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
8740	Visa	05232022	TH Ink Stamp	05/23/2022	6.29		
8740	Visa	05232022	Dropox 7 Licenses	05/23/2022	98.23		
8740	Visa	05232022	Dropbox 7 Licenses Annual	05/23/2022	1,359.67		
8740	Visa	05232022	PW - Safety Harness	05/23/2022	105.99		
8740	Visa	05232022	Community Garden	05/23/2022	124.99		
8740	Visa	05232022	Community Garden	05/23/2022	92.98		
8740	Visa	05232022	PW - Safety Harness	05/23/2022	287.28		
8740	Visa	05232022	Business Cards	05/23/2022	53.02		
8740	Visa	05232022	TH - Flags	05/23/2022	166.00		
8740	Visa	05232022	Town Zoning Amendment Notice	05/23/2022	20.08		
8740	Visa	05232022	Business Cards	05/23/2022	34.30		
8740	Visa	05232022	Admin - USPS	05/23/2022	174.00		
8740	Visa	05232022	HC - Paint Brushes	05/23/2022	29.97		
8740	Visa	05232022	PD - Midway USA	05/23/2022	200.00		
Total 8740:					8,300.85		
9960	Warning, Tanya	JUNE2022	Janitorial Services	06/01/2022	750.00		
Total 9960:					750.00		
10600	Waste Management-SBS #001-85	0665827-2535-	HC - Yard Service	05/16/2022	1,113.95		
Total 10600:					1,113.95		
12287	Wild Goose Coffee LLC	041128	EDC Meeting	05/19/2022	11.80		
Total 12287:					11.80		
Grand Totals:					34,265.04		

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.



Town of Hayden

Town Council Agenda Item

MEETING DATE: June 2, 2022

AGENDA ITEM TITLE: Review and Consider for Approval of the appointment Kathy Coates as Commission Member to the Hayden Economic Development Commission (HEDC).

AGENDA SECTION: Consent Agenda

PRESENTED BY: Tegan Ebbert

CAN THIS ITEM BE RESCHEDULED: Yes.

BACKGROUND REVIEW: Kathy Coates has applied to be part of the Hayden Economic Development Commission. She has lived in Hayden since 2021 and in Routt County for 20+ years. Her background includes work with the Steamboat Chamber as their membership director and most recently as the campus budget manager for Colorado Mountain College in Steamboat Springs. Along with years of experience, Kathy brings with her an excitement and dedication to seeing the Town of Hayden grow successfully.

Kathy attended the 5/17/22 HEDC meeting and has met with staff individually in order to familiarize herself with the current activities of the commission.

There is currently an opening for a regular HEDC member with a two year term.

RECOMMENDATION: Approval of the appointment Kathy Coates as Commission Member to the Hayden Economic Development Commission.

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

Boards and Commissions Application

Attached is information about serving for the Town of Hayden on the Planning Commission, the Board of Adjustments, Economic Development Commission, Hayden Parks and Recreation Board, Town Council (as an appointed position between elections).

Each member serving on a commission or board must reside in the Town of Hayden.

If you are interested in serving on a commission or board, please complete the application and questionnaire and return it to the Town Clerk at the address above.

Planning Commission

Number of members:	5 regular members and 2 alternate members
Length of term:	6 years
Meeting Schedule:	2 nd and 4 th Thursday of each month at 7:00 p.m. (as necessary)
Residency requirement:	Must reside in the Town of Hayden

Board of Adjustments

Number of members:	5 members
Length of term:	4 years
Meeting date & time:	TBD by request
Residency requirement:	Must reside in the Town of Hayden

Economic Development Commission

Number of members:	7 regular members and 2 alternate members
Length of term:	1 year
Meeting Schedule:	3 rd Tuesday of each month at 7:00 p.m.
Residency requirement:	Reside or be a business owner within the Town of Hayden

Hayden Parks and Recreation Board

Number of members:	9 regular members and 1 alternate member
Length of term:	4 years
Meeting Schedule:	4 th Tuesday of each month at 7:00 p.m.
Residency requirement:	Must reside in the Town of Hayden

Hayden Arts Commission

Number of members: 5 regular members and 3 alternate members
Length of term: 2 years
Meeting Schedule: TBD
Residency requirement: None, but must have a passion for the arts

Town Council (appointments to fill a vacancy only)

Number of members: 7 members
Length of term: Mayor 2 years, Councilmember 4 years (alternating elections)
Meeting Schedule: 1st and 3rd Thursday of each month at 7:00 p.m.
Residency requirement: Must have resided in the Town of Hayden for at least two years
Other requirements: 21 years of age and a registered elector in the Town of Hayden

Application for Commission or Board

On which of the Commissions or Boards are you interested in serving on?

☐ Planning & Zoning Commission ☐ Board of Adjustments ☒ Economic Development Commission

☐ Hayden Parks and Recreation Board ☐ Town Council (appointed position between elections)

☐ Arts Commission

Is this a reappointment request? _____ If yes, how long have you served? _____

NAME: Kathleen (Kathy) Coates

ADDRESS: [REDACTED], Hayden, CO 81639

MAILING ADDRESS: PO Box 744, Hayden, CO 81639

CONTACT PHONE: 970-[REDACTED] WORK PHONE: same

EMAIL ADDRESS: coatesk696@gmail.com DATE OF BIRTH: [REDACTED]

HOW LONG HAVE YOU LIVED IN HAYDEN? 4 months OCCUPATION: Retired for now

DATE YOUR ARE AVAILABLE TO START: June 2022

I hereby certify and affirm that all the information contained in this application is true, complete and correct. I understand that false or misleading statements or the omission of important information made on this application or any time during the process may disqualify me from serving for this position. I understand that the Town Council must appoint members to all Boards and Commissions.

Kathleen A. Coates 5/26/22
Applicant's Signature Date

1. Tell us briefly about yourself, why you are interested in being appointed and what experience or education would you bring to this Commission or Board?

I have been in Steamboat for 22 years until I moved to Hayden. I have a Bachelor's degree, have lived and worked in MA, MO, CA, PA, CO and NE giving me a huge education about the US. In the 1980s, I was a "coach and presenter" for Right Mgmt in Philadelphia. Huge layoffs started in insurance and banking, and north of Philadelphia, Bethlehem Steel was starting the process of closing their company. I was involved in training people how to find jobs and working on creating new industries in Philly for laid off workers. Small businesses employ the most people, so when I came to Steamboat in 2000 I became the Chamber Membership Director just as Sept 11th happened. It made our businesses ask "what if" and internet shopping became more accepted. Personally, I watched as the "location neutral" and entrepreneurial push became serious in Steamboat. Lots of changes then.

Employment is critical for people to survive anywhere and I would like to work with the development and growth of new, small companies in Hayden. Change is coming again.

2. Why do you wish to be appointed/reappointed to this Commission or Board?

I would like to be appointed to the Hayden Econ Dev Commission because of the volume of change that is starting in the business community both in growth and the closing of the coal industry. I have seen the business bumps in the road during growth and downsizing. I still feel strongly that employment is critical to people's lives. This Commission seems like a useful place for my business skills. We are in another huge shift to remote work from offices that I hope will be a bonus in attracting entrepreneurs and small businesses to the area.

<p>3. Are you aware of the time commitment and do you have the personal time to devote to this Commission or Board?</p> <p>Yes and yes. I am taking some time off from working for pay to get settled in Hayden.</p>
<p>4. The Town Council strives to keep a balance of knowledge and new opinions and ideas on all boards. What makes you a good candidate for reappointment rather than bringing in a new person? (for those seeking reappointment only)</p> <p>N/A</p>
<p>5. What other Boards have you served on?</p> <p>I have been on many more planning committees than Boards. I am often the person reporting to the Board on research or progress on a project.</p>

Application for a Special Events Permit

Departmental Use Only

In order to qualify for a Special Events Permit, You Must Be a Qualifying Organization Per 44-5-102 C.R.S. and One of the Following (See back for details.)

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Social | <input type="checkbox"/> Athletic | <input type="checkbox"/> Philanthropic Institution |
| <input type="checkbox"/> Fraternal | <input type="checkbox"/> Chartered Branch, Lodge or Chapter | <input type="checkbox"/> Political Candidate |
| <input type="checkbox"/> Patriotic | <input type="checkbox"/> National Organization or Society | <input type="checkbox"/> Municipality Owned Arts Facilities |
| <input type="checkbox"/> Political | <input type="checkbox"/> Religious Institution | |

LIAB Type of Special Event Applicant is Applying for:		DO NOT WRITE IN THIS SPACE	
2110 <input checked="" type="checkbox"/> Malt, Vinous And Spirituous Liquor	\$25.00 Per Day	Liquor Permit Number	
2170 <input type="checkbox"/> Fermented Malt Beverage	\$10.00 Per Day		
1. Name of Applicant Organization or Political Candidate Historic Hayden Granary, Inc.		State Sales Tax Number (Required) 98321805	
2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) PO Box 1025 Hayden, CO 81639		3. Address of Place to Have Special Event (include street, city/town and ZIP) Hayden Granary 198 East Lincoln Ave. Hayden, CO 81639	
4. Authorized Representative of Qualifying Organization or Political Candidate Tammie Delaney		Date of Birth [REDACTED]	Phone Number 970-[REDACTED]
Authorized Representative's Mailing Address (if different than address provided in Question 2.) [REDACTED] Hayden, CO 81639			
5. Event Manager Nick LaGorga, Yampa Valley Entertainment		Date of Birth [REDACTED]	Phone Number 970-[REDACTED]
Event Manager Home Address (Street, City, State, ZIP) [REDACTED] Hayden, CO 81639		Email Address of Event Manager nick@yampavalleyentertainment	
6. Has Applicant Organization or Political Candidate been Issued a Special Event Permit this Calendar Year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes How many days? 7 (used 4)		7. Is the premises for which your event is to be held currently licensed under the Colorado Liquor or Beer codes? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes License Number _____	
8. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed? <input type="checkbox"/> Yes <input type="checkbox"/> No			
List Below the Exact Date(s) for Which Application is Being Made for Permit			
Date 06/18/22 Hours From 2 p.m. To 12a.m.	Date 07/09/22 Hours From 2p.m. To 12a.m.	Date 07/14/22 Hours From 2.m. To 12a.m.	Date 07/29/22 Hours From 2.m. To 12a.m.
Date 08/13/22 Hours From 2p.m. To 12a.m.	Date 08/30/22 Hours From 2p.m. To 12a.m.	Date 09/10/22 Hours From 2p.m. To 12a.m.	Date Hours From .m. To .m.
Date Hours From .m. To .m.	Date Hours From .m. To .m.	Date Hours From .m. To .m.	Date Hours From .m. To .m.
Oath of Applicant I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.			
Signature		Title Managing Trustee	Date 5/16/22
Report and Approval of Local Licensing Authority (City or County) The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended. THEREFORE, THIS APPLICATION IS APPROVED.			
Local Licensing Authority (City or County)		<input type="checkbox"/> City <input type="checkbox"/> County	Telephone Number of City/County Clerk
Signature		Title	Date
DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY			
Liability Information			
License Account Number	Liability Date	State	Total
		-750 (999)	\$.

(Instructions on Reverse Side)

Application Information and Checklist

The following supporting documents must be attached to this application for a permit to be issued:

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

- ☐ Application must first be submitted to the Local Licensing Authority (city or county) at least thirty (30) days prior to the event.
- ☐ Public notice of the proposed event and procedure for protesting issuance of the permit shall be conspicuously posted at the proposed location for at least (10) days before approval of the permit by Local Licensing Authority. (44-5-106 C.R.S.)
- ☐ State Licensing Authority must be notified of approved applications by Local Licensing Authorities within ten (10) days of approval.
- ☐ Check payable to the Colorado Department Of Revenue

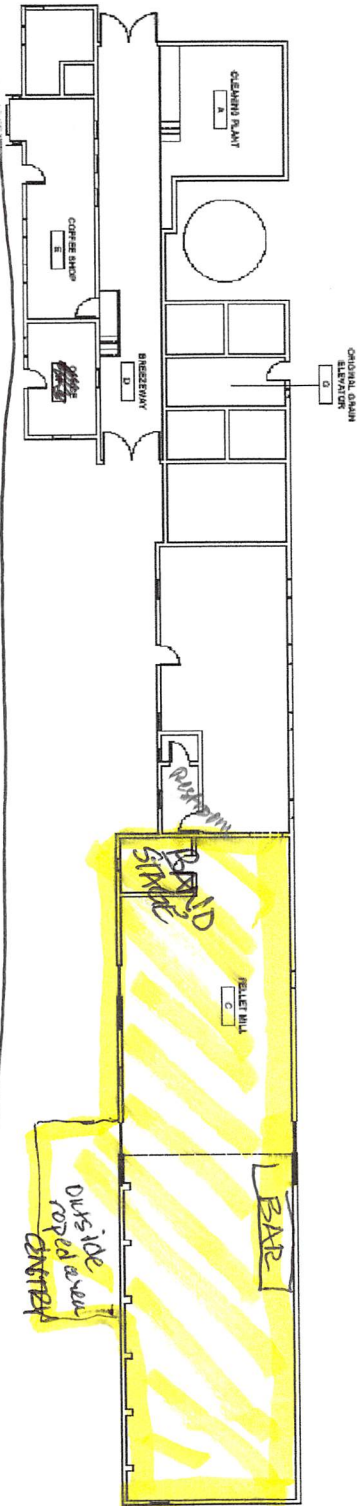
Qualifications for Special Events Permit

(44-5-102 C.R.S.)

A Special Event Permit issued under this article may be issued to an organization, whether or not presently licensed under Articles 4 and 3 of this title, which has been incorporated under the laws of this state for the purpose of a social, fraternal, patriotic, political or athletic nature, and not for pecuniary gain or which is a regularly chartered branch, lodge or chapter of a national organization or society organized for such purposes and being non profit in nature, or which is a regularly established religious or philanthropic institution, and to any political candidate who has filed the necessary reports and statements with the Secretary of State pursuant to Article 45 of Title 1, C.R.S. A Special Event permit may be issued to any municipality owning arts facilities at which productions or performances of an artistic or cultural nature are presented for use at such facilities.

Floor Plans

FLOOR PLAN - LEVEL 01
1/16" = 1'-0"



Lincoln Ave



Hayden Granary LLC

Rental Information & Contract – Meeting & Event Space

Thank you for choosing The Hayden Granary for your Meeting & Event!
This contract must be read and signed by a person (the “Renter”) who **will be responsible and present** at the event for which the contract is filled out. By signing you agree to follow The Hayden Granary’s facility rental policies completely and take full responsibility for ensuring all members of your party are aware of same policies.

Facilities and Availability- Meetings and special events are conducted at The Hayden Granary Event Hall location, which is the only section of the property specifically designated for events. Additional areas may be available with advance permission from Hayden Granary Staff. The Hayden Granary Event Hall is available between the hours of 7:00am to 7:00pm on an hourly; half-day or full-day rate.

Hayden Granary Rates:

- \$750 for full-day & evening / 16 hours (day & evening 8am-12am)
- \$250 for evening / 4 hours (evening 6pm-10pm)
- \$150 for half-day / 4 hours (daytime 7am-7pm)
- \$ 40 per hour up to 3 hours

The Granary Barn will seat 150 people.

The Granary Package includes the use of The Hayden Granary Event Hall building, food preparation area, parking, and restroom. One restroom is provided, additional portable toilets are available at an additional cost.

- Renters are expected to leave the rental property in its original state.
- Renters can decorate and set-up the facility as they wish with prior consent of Hayden Granary Staff within the rental times. Exceptions to the time restrictions can be made if there are no other events that will conflict with the decorating. All decorations must be removed at the end of the event.

Damage/Cleaning Deposit-The damage/cleaning deposit will be paid in the form of a separate check equal to \$250 due when the contract is signed and is required to hold a specific date for the event. This check will not be cashed and will be returned, in its entirety, within 30 days, to the renter upon completion of the rental event if the policies described in this contract are upheld.

Booking and Payment of Rentals

1. A rental is not booked until a signed contract and 50% deposit is received.
2. The rental fee must be paid in full 30 days prior to the rental date.
3. If a rental is scheduled within 30 days of its date, the rental fee must be paid in full, along with the damage deposit, to be booked.
4. If a rental is cancelled 30 days or less in advance of the rental date the deposit check will be returned, but The Granary will retain 50% of the total rental fee.

____td____ I understand the policies as they apply to Booking and Payment and will follow them accordingly.

Rental Guidelines

The Hayden Granary is first and foremost a historic community icon in a residential neighborhood. Please keep this in mind when planning your event. We request that you keep your event as low-impact as possible and that all guests show respect for the historic building and surrounding neighbors. Renter agrees to rent the facility as is and understands that the facility may not be accessible to all invited guests.

The Hayden Granary is adjacent to an active rail line. Safety for all is paramount.

ABSOLUTELY NO ONE IS PERMITTED TO ACCESS THE RAILROAD TRACKS AT ANY TIME BEFORE, DURING, OR AFTER THE EVENT.

1. Prohibited Items

Prohibited items correspond to those prohibited by governmental jurisdictions including local, state and national regulations.

2. Miscellaneous

The Hayden Granary reserves the right to use damage/cleaning deposit to cover costs of repairs or replacements if The Hayden Granary facility or site incurs damage during any event due to breakage and/or if any of The Hayden Granary property is lost or stolen during the event or if The Hayden Granary staff is required to remove any decoration. Unless previously arranged, all pets, with the exception of canine-assistants or service animals, are prohibited.

3. Tables and Chairs

The Hayden Granary can provide a limited number of tables and chairs (see Hayden Granary Staff for details and numbers). If you require additional/different tables or chairs for your event you must rent them from a local supplier. If a signature is required at the time of delivery a Hayden Granary staff member will sign to acknowledge delivery but not verify specific quantities delivered. Please contact Hayden Granary Staff for rental delivery dates and times.

____td____ I understand the policies as they apply to Rental Guidelines and will follow them accordingly.

4. Liability

Renter agrees that The Hayden Granary, its owners, staff, and members shall not be liable to Renter for any loss or damage done to Renter or Renter's personal property by negligent, intentional or wanton acts or omissions of any guests (invited or uninvited) at Renter's event thereof or any third person. Renter further agrees that Hayden Granary, its owners, staff, and members shall also not be liable to Renter for any error of judgment or for any mistake of fact or law, or for anything which it may do or refrain from doing pursuant to this Agreement, except in cases of the intentional misconduct or gross negligence of Hayden Granary or its employees.

__td__ I understand the policies as they apply to Liability and will follow them accordingly.

5. Miscellaneous:

- A. This Agreement contains the entire Agreement between the parties, and all prior discussions and communications are deemed merged herein. No salesman, employee, agent or representative of The Hayden Granary, or any independent broker or other person has any authority to amend or modify the terms hereof or to make any agreement, representation or promise, to be binding upon Hayden Granary, unless the same is contained herein or is added by written instrument signed by Renter and Hayden Granary.
- B. The titles of paragraphs are for convenience only and do not limit or expand the terms of this Agreement.
- C. The failure of Hayden Granary or Renter to insist, in any case, upon the strict performance of any of the covenants of this Agreement by the other party shall not be construed to be a waiver or relinquishment for the future of the right to insist on strict performance with respect to a later failure of the same or other covenants.
- D. This Agreement shall be construed under Colorado law. Any litigation under this Agreement shall be brought only in the District or County Court for Routt County, Colorado, and the parties hereto expressly agree to such exclusive venue and jurisdiction.
- E. If either party hereto commences any proceedings to interpret or enforce any of the provisions of this Agreement, in addition to any other relief awarded by the Court, the substantially prevailing party shall be awarded its reasonable attorney's fees, costs and expenses incurred in such proceedings.

__td__ I understand the policies as they apply to Miscellaneous and will follow them accordingly.

Renter Contact Information:

Name: Historic Hayden Granary Inc

Today's Date 5/16/2022

Address: 198 East Lincoln

City: Hayden

State: CO

Zip: 81639

Phone: (day) 970-846-1404 (eve) _____

Rental Information:

Event Date: 7 Saturdays

6/18/22 (Summer Concert)

7/9/22 (Summer Concert)

7/14/22 (Strings Music Performance)

7/29/22 (PikNik Theater Performance)

8/13/22 (Summer Concert)

8/30/22 (Summer Concert Play-off)

9/10/22 (Ride The Cog Benefit)

Rental begins at 6am and ends at 12a.m

Total hours: 18

Event begins at 2 pm and ends at 12 am Number of people 150

Rental fee 7 days at \$750 – currently \$0.00 – fee waived

Additional hours purchased _____ x \$40.00/hour = _____

Rental Total \$0.00 – waived as of 5/16/22

I, the undersigned, have read and agree to the facility rental guidelines as set forth in this Agreement.

Renter Signature:

_____ 

Date: 5/16/22

The Granary Staff Signature:

_____ 

Date: 5/16/22

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

Historic Hayden Granary Inc

is a

Nonprofit Corporation

formed or registered on 07/02/2019 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20191543664 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 05/13/2022 that have been posted, and by documents delivered to this office electronically through 05/16/2022 @ 15:31:21 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 05/16/2022 @ 15:31:21 in accordance with applicable law. This certificate is assigned Confirmation Number 14024562 .



Jena Griswold

Secretary of State of the State of Colorado

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

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

Application for a Special Events Permit

Departmental Use Only

In order to qualify for a Special Events Permit, You **Must Be a Qualifying Organization Per 44-5-102 C.R.S. and One of the Following** (See back for details.)

- | | | |
|------------------------------------|---|--|
| <input type="checkbox"/> Social | <input type="checkbox"/> Athletic | <input type="checkbox"/> Philanthropic Institution |
| <input type="checkbox"/> Fraternal | <input type="checkbox"/> Chartered Branch, Lodge or Chapter | <input type="checkbox"/> Political Candidate |
| <input type="checkbox"/> Patriotic | <input type="checkbox"/> National Organization or Society | <input checked="" type="checkbox"/> Municipality |
| <input type="checkbox"/> Political | <input type="checkbox"/> Religious Institution | |

LIAB Type of Special Event Applicant is Applying for:

2110 ☒ Malt, Vinous And Spirituous Liquor

\$

2170 ☒ Fermented Malt Beverage

\$

DO NOT WRITE IN THIS SPACE

Liquor Permit Number:

20220623HCArts

1. Name of Applicant Organization or Political Candidate

TOWN OF HAYDEN

State Sales Tax Number (Required)

01201472-0000

2. Mailing Address of Organization or Political Candidate
(include street, city/town and ZIP)

PO Box 190
Hayden, CO 81639

3. Address of Place to Have Special Event
(include street, city/town and ZIP)

Walnut Street
Hayden, CO 81639

4. Authorized Representative of Qualifying Organization or Political Candidate

Rachel Wattles

Date of Birth

Phone Number

970-276-0504

Authorized Representative's Mailing Address (if different than address provided in Question 2.)

Town of Hayden PO Box 190 Hayden, CO 81639

5. Event Manager

Rachel Wattles

Date of Birth

Phone Number

970-276-0504

Event Manager Home Address (Street, City, State, ZIP)

Town of Hayden|Hayden Center 495 W Jefferson Ave Hayden, CO 81639

Email Address of Event Manager

rachel.wattles@haydencolorado.org

6. Has Applicant Organization or Political Candidate been
Issued a Special Event Permit this Calendar Year?

☒ No ☐ Yes How many days? _____

7. Is the premises for which your event is to be held currently licensed under the
Colorado Liquor or Beer codes?

☒ No ☐ Yes License Number _____

8. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed? ☒ Yes ☐ No

List Below the Exact Date(s) for Which Application is Being Made for Permit

Date 6/23/22	Date	Date	Date	Date
Hours From 5:00p.m.	Hours From .m.	Hours From .m.	Hours From .m.	Hours From .m.
To 10:00p.m.	To .m.	To .m.	To .m.	To .m.
Date	Date	Date	Date	Date
Hours From .m.	Hours From .m.	Hours From .m.	Hours From .m.	Hours From .m.
To .m.	To .m.	To .m.	To .m.	To .m.
Date	Date	Date	Date	Date
Hours From .m.	Hours From .m.	Hours From .m.	Hours From .m.	Hours From .m.
To .m.	To .m.	To .m.	To .m.	To .m.

Oath of Applicant

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

Signature *Rachel Wattles*

Title

Arts Director

Date

5/5/22

Report and Approval of Local Licensing Authority (City or County)

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended.

THEREFORE, THIS APPLICATION IS APPROVED.

Local Licensing Authority (City or County)

Town of Hayden

☒ Town
☐ County

Telephone Number of City/County Clerk

970-276-3741

Signature

Title

Town Clerk

Date

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

Liability Information

License Account Number	Liability Date	State	Total
		-750 (999)	\$

Application Information and Checklist

The following supporting documents must be attached to this application for a permit to be issued:

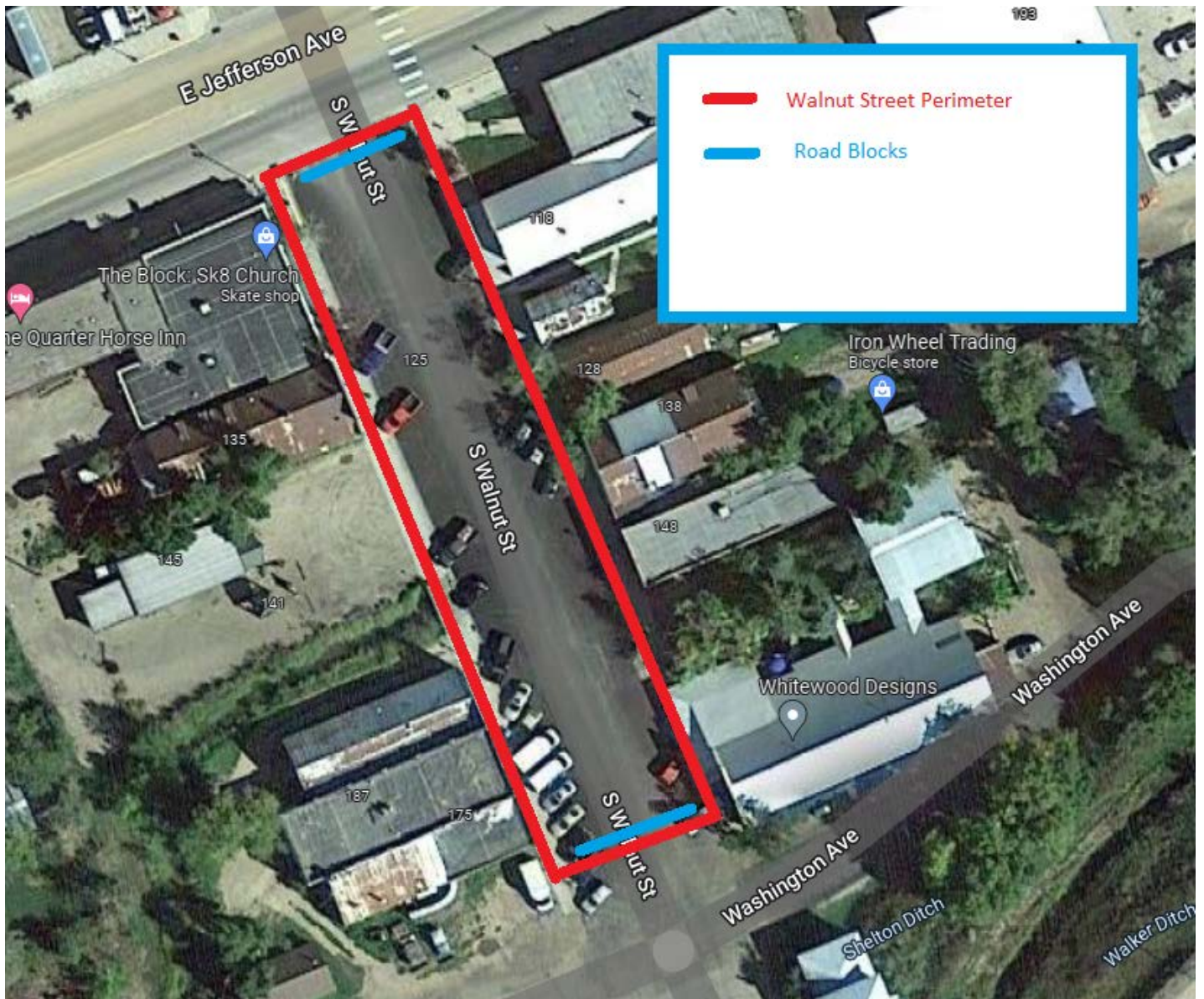
- ☒ Appropriate fee.
- ☐ Diagram of the area to be licensed (not larger than 8 1/2" X 11" reflecting bars, walls, partitions, ingress, egress and dimensions. **Note:** If the event is to be held outside, please submit evidence of intended control, i.e., fencing, ropes, barriers, etc.
- ☒ Copy of deed,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

- ☒ Application must first be submitted to the Local Licensing Authority (city or county) at least thirty (30) days prior to the event.
- ☒ Public notice of the proposed event and procedure for protesting issuance of the permit shall be conspicuously posted at the proposed location for at least (10) days before approval of the permit by Local Licensing Authority. (44-5-106 C.R.S.)
- ☒ State Licensing Authority must be notified of approved applications by Local Licensing Authorities within ten (10) days of approval.
- ☒ Check payable to the Colorado Department Of Revenue

Qualifications for Special Events Permit

(44-5-102 C.R.S.)

A Special Event Permit issued under this article may be issued to an organization, whether or not presently licensed under Articles 4 and 3 of this title, which has been incorporated under the laws of this state for the purpose of a social, fraternal, patriotic, political or athletic nature, and not for pecuniary gain or which is a regularly chartered branch, lodge or chapter of a national organization or society organized for such purposes and being non profit in nature, or which is a regularly established religious or philanthropic institution, and to any political candidate who has filed the necessary reports and statements with the Secretary of State pursuant to Article 45 of Title 1, C.R.S. A Special Event permit may be issued to any municipality owning arts facilities at which productions or performances of an artistic or cultural nature are presented for use at such facilities.



RESOLUTION 2022-09

A RESOLUTION AUTHORIZING ISSUANCE OF CREDIT CARDS AND SIGNERS ON CREDIT CARDS FOR THE TOWN OF HAYDEN, COLORADO AND BUSINESS CREDIT CARD APPLICATION ADDENDUM

RECITALS

1. The Town Council has determined that it is necessary for certain personnel of the Town of Hayden to obtain credit cards for Town of Hayden related purchases and travel.
2. The Town Council has recommended that credit cards be issued to specific Town of Hayden employees.
3. The Town Council recognizes that Town of Hayden personnel authorized to be issued credit cards will change periodically.
4. The Town Council recognizes that Plat Valley Bank may discontinue particular products and offer new products as an addendum to the application.

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

Section 1. Personnel authorized to obtain Town of Hayden credit cards are as follows:

Mathew Mendisco, Town Manager
Greg Tuliszewski, Police Chief
Sharon Johnson, Town Clerk
Josh Jones, Recreation Director
Bryan Richards, Public Works Director
Rachel Wattles, Creative Arts Director
Tegan Ebbert, Planning and Economic Development Director

Section 2. Credit limits for department heads shall not exceed \$3,000 per user. Town Manager shall not exceed 9,000.

Section 3. Individual card holders may grant written permission for other Town of Hayden personnel to use their credit card for purchases related to the operations of the Town of Hayden.

Section 4. The business credit card product will change to the new bank product with a 1% cash reward and 1% increase in the annual percentage rate for interest.

Section 5. This Resolution shall be in full force and effect upon its passage and adoption.

INTRODUCED, PASSED, APPROVED, AND ADOPTED THIS 2nd DAY OF JUNE, 2022.

Zachary Wuestewald, Mayor

ATTEST:

Andrea Salazar, Deputy Town Clerk



Town of Hayden

Town Council Agenda Item

MEETING DATE: June 2, 2022

AGENDA ITEM TITLE: Review and Consider for Approval of 1st Reading of Ordinance No. 716, An Ordinance Adopting an updated official Town Zoning Map.

AGENDA SECTION: New Business

PRESENTED BY: Tegan Ebbert, Community Development Director.

CAN THIS ITEM BE RESCHEDULED: Not preferred.

BACKGROUND REVIEW: This item is being proposed to adopt a corrected, updated Town Zoning Map. Zoning amendments have been approved since the most recent official Town Zoning Map was adopted in 2017. Adopting an updated official Town Zoning Map will reflect those prior changes. In addition, it was realized that erroneous zoning was applied to a parcel on the most recent version of the Town Zoning Map.

Through research conducted by the prior Planning Director, it was determined that the zoning applied to a particular parcel was inaccurate and ambiguity exists pertaining to the accurate zone district. Staff recommend that Residential Medium Density (RMD) zoning, without a PUD overlay, be applied to this parcel in order to align with the adopted Future Land Use Map and clarify the zone district applied to the property. The parcel is identified on the proposed map with RMD.

The adoption of the updated official Town Zoning Map will correct and clarify the zoning on the inaccurate parcel and reaffirm the zoning on all other parcels.

This request was presented to the Town Planning Commission at a Public Hearing on May 26, 22. Planning Commission voted to recommend the approval to adopt an updated official Town Zoning Map.

A Town Council public hearing will be held at the June 16, 2022 for the Council's consideration for approval of the updated official Town Zoning Map and of the second reading of Ordinance No. 716.

RECOMMENDATION: Move to approve 1st Reading of Ordinance 716, An Ordinance Adopting an updated official Town Zoning Map and set a date of June 16, 2022 for a Public Hearing.

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

ORDINANCE NO. 716

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAYDEN, COLORADO, ADOPTING AN UPDATED OFFICIAL TOWN ZONING MAP

RECITALS

WHEREAS, pursuant to the Title 7, Hayden Development Code (HDC), of the Hayden Municipal Code governing the use, subdivision and development of real property codes within the Town limits, the Town of Hayden (Town) maintains a Zoning Map that graphically identifies the location of zoning districts in Town; and

WHEREAS, since 2017, and pursuant to the provisions of the HDC, the Town has approved several zoning changes and approved incorporating such zoning changes into the Zoning Map; and

WHEREAS, the Zoning Map was last updated to reflect the zoning changes and the incorporation into such map in 2017; and

WHEREAS, the Town adopted revisions to the HDC that incorporated updated language and changes that impact the Zoning Map; and

WHEREAS, the Town has initiated an application to update the Zoning Map to reflect all of the zoning and HDC changes approved by ordinance prior to the date thereof (the “Application”), as reflected in the Updated Zoning Map, attached hereto as Exhibit A; and

WHEREAS, the Planning Commission recommended the Town Council approve and adopt the Updated Zoning Map; and

WHEREAS, the Town Council finds that the Updated Zoning Map accurately reflects the zoning changes approved by ordinance prior to the date of the Application and not result in any other zoning change; and

WHEREAS, the Town Council wishes to approve and adopt the Updated Zoning Map, and believes that doing so is in the best interests of the Town.

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

Section 1. Recitals Incorporated. The above and foregoing recitals are incorporated herein by reference and adopted as findings and determinations of the Town Council.

Section 2. Enacted. Town Council hereby approves and adopts the Updated Zoning Map attached as **Exhibit A** as the Town’s official Zoning Map.

Section 3. Repealer. All other ordinances or portions thereof inconsistent or conflicting with this ordinance or any portion hereof is hereby repealed to the extent of such inconsistency or conflict.

Section 7. Effective Date. This Ordinance, immediately on final passing and adoption, shall be published in accordance with Section 3-3h of the Home Rule Charter and recorded in the Town Book of Ordinances kept for that purpose, authenticated by the signatures of the Mayor and Town Clerk. This Ordinance shall be in full force and effect after its publication in accordance with Section 3-3h of the Hayden Home Rule Charter.

Section 8. Public Hearing on Ordinance No. 716. A public hearing on this Ordinance will be held on June 16, 2022 at the regular meeting of the Hayden Town Council beginning at 7:30 p.m. at the Hayden Town Hall, 178 West Jefferson Avenue, Hayden, Colorado.

INTRODUCED, READ AND ORDERED PUBLISHED PURSUANT TO SECTION 3-3(d) OF THE HAYDEN HOME RULE CHARTER, BY THE TOWN COUNCIL OF THE TOWN OF HAYDEN, COLORADO, UPON A MOTION DULY MADE, SECONDED AND PASSED AT IT'S REGULAR SCHEDULED MEETING ON June 2, 2022, and setting a public hearing for June 16, 2022 at the Council Chambers of the Hayden Town Hall, located at 178 West Jefferson Avenue, Hayden, Colorado.

BY: _____
Zachary Wuestewald, Mayor

ATTEST: _____
Sharon Johnson, Town Clerk

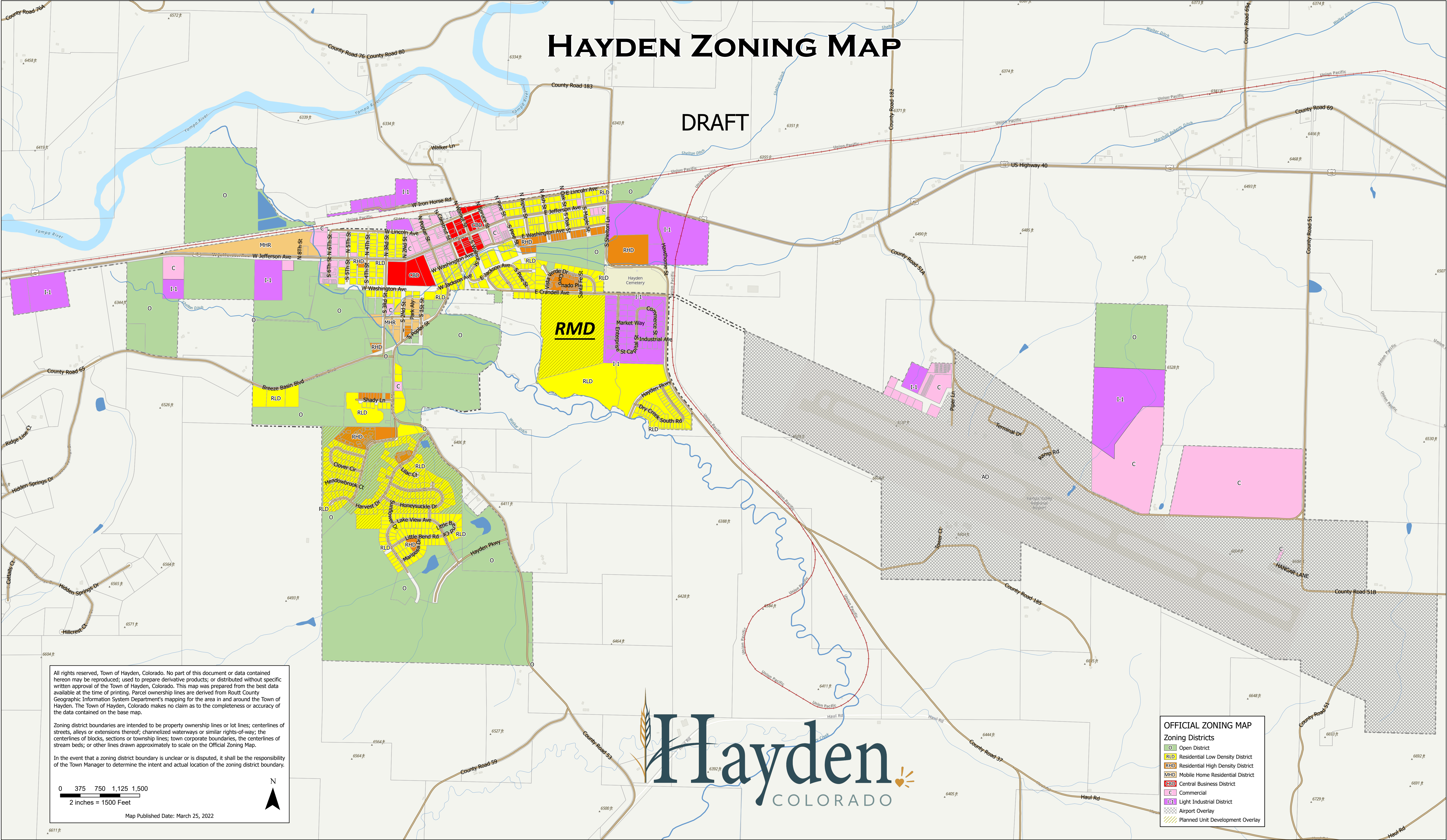
FINALLY ADOPTED, PASSED, APPROVED, AND ORDERED PUBLISHED PURSUANT TO SECTION 3-3(h) OF THE HAYDEN HOME RULE CHARTER, BY THE TOWN COUNCIL OF THE TOWN OF HAYDEN, COLORADO, UPON A MOTION DULY MADE, SECONDED AND PASSED AT ITS REGULAR MEETING HELD AT THE TOWN OF HAYDEN, ON THE 16th DAY OF June, 2022.

BY: _____
Zachary Wuestewald, Mayor

ATTEST: _____
Sharon Johnson, Town Clerk

HAYDEN ZONING MAP

DRAFT



All rights reserved, Town of Hayden, Colorado. No part of this document or data contained hereon may be reproduced; used to prepare derivative products; or distributed without specific written approval of the Town of Hayden, Colorado. This map was prepared from the best data available at the time of printing. Parcel ownership lines are derived from Routt County Geographic Information System Department's mapping for the area in and around the Town of Hayden. The Town of Hayden, Colorado makes no claim as to the completeness or accuracy of the data contained on the base map.

Zoning district boundaries are intended to be property ownership lines or lot lines; centerlines of streets, alleys or extensions thereof; channelized waterways or similar rights-of-way; the centerlines of blocks, sections or township lines; town corporate boundaries, the centerlines of stream beds; or other lines drawn approximately to scale on the Official Zoning Map.

In the event that a zoning district boundary is unclear or is disputed, it shall be the responsibility of the Town Manager to determine the intent and actual location of the zoning district boundary.

0 375 750 1,125 1,500
2 inches = 1500 Feet
Map Published Date: March 25, 2022

- OFFICIAL ZONING MAP
Zoning Districts
- O Open District
 - RLD Residential Low Density District
 - RHD Residential High Density District
 - MHR Mobile Home Residential District
 - CBD Central Business District
 - C Commercial
 - I-1 Light Industrial District
 - AO Airport Overlay
 - Planned Unit Development Overlay