



AMENDED AGENDA  
HAYDEN TOWN COUNCIL MEETING  
HAYDEN TOWN HALL – 178 WEST JEFFERSON AVENUE  
THURSDAY, DECEMBER 19, 2024  
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=N284bThVSlc4amplZ3oyb0VMTUNKUT09>

Meeting ID: 819 9647 6776

Passcode: 700776

One tap mobile

+16699009128,,81996476776#,,,,\*700776# US (San Jose)

+12532158782,,81996476776#,,,,\*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. \*

STUDY SESSION 5:30 P.M. – 7:30 P.M.

1. LAND USE COUNCILMEMBER TRAINING - THAD RENAUD
2. STAFF REPORTS

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REGULAR MEETING – 7:30 P.M.

- 1a. CALL TO ORDER
- 1b. MOMENT OF SILENCE
- 1c. PLEDGE OF ALLEGIANCE
- 1d. ROLL CALL
- 1e. COUNCILMEMBER REPORTS AND UPDATES

2. PUBLIC COMMENTS

Citizens are invited to speak to the Council on items that are not on the agenda. All individuals who desire to speak during public comments must sign in using the sheet available by the Town Clerk. There is a three-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.

3. PROCLAMATIONS/PRESENTATIONS

- A. Presentation of Promotion of Corporal Matthew Marchbanks

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

#### 4. 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 requests to pull an item from the consent agenda.

- A. Consideration of minutes for the Regular Meeting of December 5, 2024 Page 14
- B. Consideration to approve payment bill vouchers dated 12/12/2024-12/16/2024 in the amount of \$100,769.85 Page 20

#### 5. OLD BUSINESS

Amended Budget 2024

- i. Public Hearing: Amended Budget 2024
- ii. Review and Consider for Approval RESOLUTION 2024-21 - A Resolution Summarizing Expenditures and Revenues for Each Fund and Adopting an Amended Budget for The Town of Hayde, Colorado Beginning on the First Day of January 2024 and ending on the Last Day of December 2024 Page 42

#### 6. NEW BUSINESS

- A. Review and Consider for Approval RESOLUTION 2024-20 – A Resolution of the Town of Hayden, Colorado, Adopting a fee Schedule for Calendar Year 2025 Page 25
- B. Review and Consideration of Board and Commission Assignments Page 44
- C. Review and Consider for approval, IGA Routt County for the Emergency Use of Facilities Page 45

#### 7. PULLED CONSENT ITEMS

#### 8. STAFF AND COUNCILMEMBER REPORTS AND UPDATES (CONTINUED, IF NECESSARY)

#### 9. EXECUTIVE SESSION (IF NECESSARY)

#### 10. ADJOURNMENT



TO: Mayor and Town Councilors

FROM: Thad W. Renaud,  
Town Attorney

DATE: December 19, 2024

RE: Quasi-Judicial Decision Making and *Ex Parte* Communications

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It is important to the integrity of the Town’s making process that decision-makers understand the nature of the various decisions that they are called upon to make, and the potential legal consequences if those decisions are not made in accordance with legal standards, both procedural and substantive. Two issues that often arise in the course of planning and land use decision-making are the nature of quasi-judicial decision making and *ex parte* communications during the course or in the context of that decision-making process. I have prepared this memorandum on these subjects to assist you in considering these issues as they arise in the future.

### **I. Quasi-Judicial Decisions**

A “quasi-judicial” decision is a decision that involves the application of existing legal standards to a particular property or application to use property in a way that affects the property rights of one individual (the owner), but not others. The Town Council makes quasi-judicial decisions when it considers subdivision applications, rezoning applications, site plans and other similar site-specific land use or development applications. These sorts of decisions should be thought of as distinct from “legislative” decision-making, which is the making of decisions about the adoption or modification of laws and regulations of general applicability; being laws that apply equally to all similarly situated properties or individuals. Most of the time, a Town Council is engaged in legislative decision making, but sometimes engages in quasi-judicial decision-making.

From a legal standpoint, the primary differences between a “legislative” and a “quasi-judicial” decision is process under which the decision is required to be made, and the standard under which the decision will be judged by a court of law if challenged.

Legislative decisions are usually not required to be made after a public hearing (only in a meeting that is open to the public), and usually do not require any particular process before they may be made (other than the adoption of an ordinance). Typically, “legislative” decisions can only be legally challenged as be “ultra vires” (beyond the legal authority of the legislative body to have adopted) or as a procedural or substantive due process violation (meaning, usually, that a

person claims that the law unconstitutionally discriminates against them) These sorts of challenges to legislative actions can be the topic of a future work session, but suffice to say that in making legislative decisions, the Town Council has very broad discretion, that is generally limited only by the federal or state constitution, state laws, or the Town Charter.

A quasi-judicial decision, on the other hand, generally must be made only after a public hearing for which notice has been provided under law. In making a quasi-judicial decision, the Town Council applies an existing set of legal standards to a given application (which is usually in the context of land use, but also occurs in licensing decision, such as liquor licensing). A quasi-judicial decision is not given the broad deference by courts that a legislative decision enjoys. Instead, a quasi-judicial decision is subject to challenge under an “arbitrary and capricious” standard that is set forth in Colorado Rule of Civil Procedure 106(a)(4) and defined by the case law of Colorado.

Under Colorado case law, a decision is not “arbitrary and capricious” if it is supported by “competent evidence on the record” that was before the decision-making body. In turn, “competent evidence on the record” has been defined to mean enough evidence to make the issue at hand “fairly debatable” by reasonable people. There need not be a “proof beyond a reasonable doubt” nor even a “preponderance of evidence” in support of a given proposition to meet the competent evidence standard. In this sense, the arbitrary and capricious standard is somewhat deferential to the decision making body.

It is not without its limits, however. To be upheld on appeal to a court, a quasi-judicial decision must express its findings of fact as they relate to the criteria or standards under which the decision is made, and those criteria or standards must be sufficiently specific to avoid a challenge on grounds of vagueness. In other words, those standards must be specific enough to give a property owner reasonable notice of what will or will not be allowed in terms of the use or development of a particular piece of property.

In making a quasi-judicial decision, the Town Council (or Planning Commission, depending on the decision being made) is expected to take on the role of a judge. The individual Councilors are expected to come to the decision-making process without any bias as to the outcome of the proceeding and are to make their decision based only on the evidence presented to them in the hearings held concerning the matter as it relates to the legal standards for making the decision.

The reason for the rule as to bias is that constitutional “due process” requires an unbiased decision-maker (one without what the case law describes as “pre-judgment bias”). The reason for the rule as to the making of a decision based only on evidence presented at a hearing is two-fold. First, constitutional “due process” requires that the parties to a proceeding (be they an applicant or community member) must have the opportunity to rebut or otherwise respond to whatever arguments may be made to a decision-maker concerning the matter at issue. The second is that, because a court in reviewing a quasi-judicial decision must determine whether the

decision is supported by competent evidence on the record, the court expects that all matters that were considered in making that decision be a part of the record of the proceedings.

## II. Ex Parte Communications.

An ex parte communication is a communication made to a decision-maker, outside of a public hearing and not on the record, by a party to a transaction (such as an applicant or member of the community). Ex parte communications are not in and of themselves illegal, or unethical. However, ex parte communications are not fair to anyone who is not a party to them, and they can also adversely affect the very result which the decision-making body seeks to cause. (Meaning that they can cause a court to overturn a decision of the Town Council.)

Ex parte communications typically arise when either developers or development opponents contact Planning Commissioners, City Councilors or Board of Adjustment members in advance of a hearing, to explain their position, offer comment, criticize the other side's position, seek a "reading" on what the decision-making board might think about a particular issue, etc.

Reliance by the decision-making board, or a member thereof, on any ex parte communication taints the hearing process. This is because ex parte communications are made without notice to the other side. They are therefore, by definition, unfair to the other side, because they do not afford the other side an opportunity to respond. In conducting a hearing, the decision-maker may not consider ex parte communications without giving notice thereof to all parties. See *Hartley v. City of Colorado Springs*, 764 P.2d 1216 (Colo. 1988); *Whelden v. Board of County Commissioners of Adams County*, 782 P.2d 853 (Colo. App. 1989); *Sclavenitis v. City of Cherry Hills Village Board of Adjustment and Appeals*, 751 P.2d 661 (Colo. App. 1988). Ex parte communications are particularly insidious because they do not form a part of the record and therefore their effect on the decision-making process cannot be measured or ascertained.

A council or planning commission or board of adjustment must conduct its consideration of land use matters in a manner which affords all of the parties due process. This means that fairness to all parties must be maintained. *Sclavenitis*, supra. The applicant in any land use decision is clearly a party in interest. However, other landowners adjacent to or near the property which is the subject of the land use decision are also parties in interest and have a right to be heard. *Snyder v. City Council of the City and County of Denver*, 531 P.2d 642 (Colo. App. 1975).

Over years of representing municipalities, I have consistently advised planning commissions, councils and boards of adjustment making land use decisions to strongly discourage all ex parte communications. Individual members should not engage in conversations or meetings with developers or citizens to discuss a matter which will be before the planning commission, council or board of adjustment for decision after a public hearing. Rather, all interested parties should routinely be referred to the staff so that the staff may incorporate their comments into the

publicly circulated staff report. All persons should also be encouraged to attend the hearing and to express their views at the hearing. Again, the rationale for this is that publicly expressed views will be heard by all, and any parties in interest with opposing views will have the opportunity to make their objections known in the public forum.

There are, of course, occasions when an ex parte communication cannot be avoided. In such cases, the recipient of the ex parte communication should always announce, at the hearing, the nature, source and content of the communication. Again, the purpose of this is to make the communication public, and to afford all parties in interest the opportunity to make comment on it. It also affords all of the other members of the decision-making body the opportunity to consider the same information made available to an individual member.

In conclusion, I realize that councilors, planning commissioners and members of a board of adjustment are subjected to pressures in this area. However, if a decision-maker wants to preserve the effectiveness of his or her vote, that decision-maker should never engage in conduct which could risk that person's vote being negated, and perhaps even the very decision which the decision-maker supported being overturned.

As always, I am happy to answer any questions or discuss further any of the issues addressed in this memorandum.



TO: Mayor and Town Councilors

FROM: Thad W. Renaud, Town Attorney

DATE: December 19, 2024

RE: Ethics in Government – Conflicts of Interest and Related Ethics Issues

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Questions concerning conflicts of interest and related ethics issues arise with some frequency in the context of governmental decision-making. In Hayden, the conduct of governmental officials is governed by state statutory provisions found at Title 24, Article 18 of the Colorado Revised Statutes (C.R.S.) titled “Code of Ethics”. I have prepared this memorandum on the principal provisions of the state statutes to assist you in considering these issues as they may arise in the future.

### **I. Conflicts of Interest – State Statutory Prohibitions**

Section 24-18-109 of the Colorado Revised Statutes sets out rules of conduct for local government officials and employees. Among other things, it prohibits local government officials from:

Perform[ing] an official act directly and substantially affecting to its economic benefit a business or other undertaking in which he either has a substantial financial interest or is engaged as counsel, consultant, representative or agent.

C.R.S. § 24-18-109(2)(b).

Along similar lines, Section 24-18-109(2)(a), C.R.S., prohibits a local government official or employee from “engaging in a substantial financial transaction for his private business purposes with a person whom he inspects or supervises in the course of his official duties. Likewise, Section 24-18-109(2)(c) prohibits, except under limiting circumstances, a public official or employee from accepting goods or services from a person who at the same time provides good or services to the public entity that the official or employee serves.

This statute is mandatory, and violations of the statute are proof that the actor “has breached his fiduciary duty and the public trust.” In turn, that breach can create monetary liability on the part of the actor under Section 24-18-103, C.R.S. In addition, the result of votes

which reflect a conflict of interest by any one member are voidable, even though the vote of that particular member may not have been a deciding vote.

Other, significant limitations on elected officials' and public employees' activities that are related to conflicts of interest are contained in Section 24-18-104, C.R.S. Those limitations include:

1. A prohibition on disclosure or use of confidential information acquired in the course of the actor's official duties in order to further substantially a personal financial interest; and
2. A prohibition on the receipt of gifts of substantial value or the receipt a substantial economic benefit that is tantamount to a gift that would tend to improperly influence a person to depart from the faithful and impartial discharge of his public duties.

## **II. Conflicts of Interest – What to do if you have one (or think that you may have one)?**

Under Section 24-18-109(3)(a), if a member of a governing body has a conflict of interest (a personal or private interest in a matter proposed or pending before the body) the member must:

1. Disclose the interest to the governing body;
2. Not vote on the matter (“recuse” oneself); and
3. Not attempt to influence the decision of the remaining members of the body on the matter.

If a Council member is uncertain as to whether a conflict of interest exists, I highly recommend that the member first talk with the Town Manager about the issue, as managers tend to have addressed conflicts of interest questions through their service to decision-making bodies. If the Town Manager is not certain about the issue, I recommend inquiring of the Town Attorney. Because conflict of interest questions can be complicated and involve a wide variety of factual scenarios, it is not at all uncommon for councilors or managers to call upon a town attorney for an advisory opinion.

In considering whether to seek counsel about a potential conflict of interest, it is important to remember that there is nothing at all wrong or improper about having a conflict of



interest. Such conflicts can and do arise as a result of a Council member's employment, or the ownership of certain property, or any number of other perfectly appropriate situations or circumstances (particularly in smaller towns). What is wrong and improper is to participate in governmental decision-making when the decision-maker has a conflict of interest.

### **III. Conclusion.**

I hope that all of the foregoing is helpful to you as you consider matters that involve, or potentially involve, conflicts of interest in the governmental decision-making process. Because your consideration of such matters is vitally important to the public's trust in its elected officials, I very much encourage you to inquire of me or the Town Manager whenever you are faced with a situation that may involve a conflict of interest.



TO: Mayor and Members of the Town Council

FROM: Thad W. Renaud,  
Town Attorney

DATE: December 19, 2024

RE: Colorado Open Meetings Law

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One state statute that all local government officials should be aware of is the Colorado Open Meetings Law (§ 24-6-401 *et seq.* C.R.S.). I have prepared this memorandum on that law to assist you in considering issues as they arise in the future.

The Colorado Open Meetings Law contains as its “Declaration of Policy” that:

It is declared to be a matter of statewide concern that the formation of public policy is public business and may not be conducted in secret.

The Colorado Supreme Court has described the Open Meetings Law as “reflect[ing] the considered judgment of the Colorado electorate that democratic government best serves the commonwealth if its decisional processes are open to public scrutiny.” *Benson v. McCormick*, 578 P.2d 651, 653 (Colo. 1978).

The purpose of this memorandum is to answer the most common questions concerning the requirements of the Open Meetings Law, including:

1. Who is covered by the law?
2. What is a “meeting?”
3. When are “executive sessions” permitted?
4. What happens when the law is violated?

### 1. Who is covered by the law?

The operative provision of the Open Meetings Law states that “All meetings of a quorum or three or more members of any local public body, whichever is fewer, at which any public business is discussed or at which any formal action may be taken are declared to be public meetings open to the public at all times.” § 24-6-402(2)(b) C.R.S. In turn, the statute defines a “local public body” to include any board, committee, commission or other policymaking, rulemaking, advisory or formally constituted body of a political subdivision of the state, such as a municipality. § 24-6-402(1)(a), C.R.S. However, “persons on the administrative staff” of a local public body are specifically excluded from the definition of a “local public body.”

### 2. What is a “meeting?”

The statute broadly defines a “meeting” as “any kind of gathering, convened to discuss public business, in person, by telephone, electronically, or by other means of communication.” In a recent case, the Colorado Supreme Court explained that for a gathering to be subject to the Open Meetings Law requirements “there must be a demonstrated link between the meeting and the policy-making powers of the government entity holding or attending the meeting.” *Board of Commissioners of Costilla County v. Costilla County Conservancy District*, 88 P.3d 1188, 1194 (Colo. 2004). This holding is consistent with the provision of the Open Meetings Law that provides that the Open Meetings Law “does not apply to any chance meeting or social gathering at which discussion of public business is not the central purpose.” § 24-6-402(2)(e), C.R.S.

In response to technological advances, in recent years the General Assembly amended the Open Meetings Law to include “electronic” as well as “other means” of communication under the statutory definition of a “meeting.” At the time of this writing, no reported Colorado case has discussed the requirements of public notice of an “e-mail” meeting, or the way in which an interested member of the public might be privy to such a “meeting.” Many municipal attorneys presume, however, that a serial e-mail that travels between three or more members of a local public body and discusses public business may well constitute a “meeting” for which public notice must be given.

### 3. When are “executive sessions” permitted?

Because the underlying principle of the Open Meetings Law is that the formation of public policy is public business, and therefore cannot be conducted in secret, the exceptions to the statute are limited and strictly tailored to situations where the General Assembly has determined that private discussions could serve the public interest. The statute limits private meetings, referred to “executive sessions” to the following situations:

Real and Personal Property: An executive session may be held to discuss the purchase, acquisition, lease, transfer, or sale of property interests, so long as the executive session is not held to conceal an official's personal interest in the property. § 24-6-402(4)(a), C.R.S.

Attorney Conferences: Although the mere presence of an attorney does not justify the executive session, the governing body may call an executive session for the purpose of receiving legal advice on specific legal questions. § 24-6-402(4)(b), C.R.S.

Confidential Matters Under State or Federal Law: If any state or federal law requires confidentiality of a particular matter to be discussed, an executive session may be called. When announcing that it will go into an executive session for this purpose, the governing body must announce the specific statutory citation or rule that requires the confidentiality of the matter to be discussed. § 26-4-402(4)(c), C.R.S.

Security Arrangements or Investigations: The specialized details of security arrangements or investigations may be discussed in an executive session. § 24-6-402(4)(d), C.R.S.

Negotiations: A governing body may call an executive session to determine positions relative to matters that may be subject to negotiations, to develop a strategy for negotiations, or to instruct negotiators. § 24-6-402(4)(e).

Personnel Matters: Personnel matters may be discussed in an executive session. However, if the discussion involves a particular employee, that employee must receive advance notice and may insist that the discussion be held in an open meeting. Also, by definition, a "personnel matters" does not include discussions of any member of a local public body, any elected official, the appointment of any person to fill a vacancy in a local public body or elected office, or discussion of personnel policies that do not require the discussion of particular employees. § 24-6-402(4)(f)(I) and (II), C.R.S.

Documents Protected Under the Open Records Law: Discussions of documents protected under the mandatory non-disclosure provisions of the Open Records Act may be held in an executive session. However, discussion of documents protected under the "work product" or "deliberative process" privileges in the Open Records Act must occur in an open meeting unless an independent basis for an executive session concerning such documents exists. § 24-6-402(4)(g), C.R.S.

The statute also contains detailed provisions concerning the procedure for calling an executive session. Before going into an executive session, the governing body must first announce the topic of discussion, including a specific citation to the section of the Open Meetings Law that authorizes consideration of the announced topic in executive session, as well as "identification of the particular matter to be discussed in as much detail as possible without compromising the purpose for which the executive session is authorized." § 24-6-402(4). An executive session may be held only after an affirmative

vote of two-thirds of a quorum present at the meeting. *Id.* These procedures are of particular importance as The Colorado Court of Appeals has held that failure to comply with the procedural requirements can result in an executive session not being convened. Instead, the session is simply a part of the *open* meeting, and the record of such session is open to public inspection under the Colorado Open Records Act. *Gumina v. City of Sterling*, 119 P.3d 527, 532 (Colo. App. 2004).

#### 4. What happens when the law is violated?

The underlying goal of the Open Meeting Law is to create an atmosphere of openness in public matters, not to “punish” those who violate its provisions. In keeping with that philosophy, the Open Meetings Law contains no criminal sanctions for non-compliance. However, any action taken at a meeting that does not comply with the Open Meetings Law requirements is void. § 24-6-402(8), C.R.S. Courts may also enforce the requirements of the Open Meetings Law through an injunctive order. § 24-6-402(9), C.R.S. Of course, the most serious problem that can arise from an Open Meetings Act violation is the loss of confidence in the government that can arise when official actions are invalidated because laws aimed at assuring open government are violated.

In addition, after an *in camera* review of an executive session record, the court may make public any portions of the record that reveal the body getting substantially off topic or engaging in unlawful decision-making while in executive session. § 24-72-204(5.5) C.R.S.

Finally, if the court finds that a public body has violated the Open Meetings Law, it *must* award the prevailing citizen’s costs and reasonable attorney fees. *Id.* A prevailing public body, on the other hand, may only be awarded its costs and attorney fees if the court finds that the action was frivolous, vexatious, or groundless. § 24-6-402(9), C.R.S.

In conclusion, I would appreciate your noting the fact that Colorado courts have not been called upon to examine many aspects of the Open Meetings Law. Accordingly, judicial guidance when interpreting the statute is somewhat limited. This memorandum is intended to serve as a guide to some of the more fundamental aspects of the law, and I very much encourage you to consult with the Town Manager or me concerning specific questions that may arise from time to time. As always, I am happy to answer any questions or discuss further any of the issues addressed in this memorandum.

Work Session

Staff & Councilmember Reports

HAYDEN CENTER

Sarah Stinson, Director Arts and Events: Tree lighting went very well. Thank you to Public Works and Chief Scurlock. Holiday party is tomorrow, 12/6/24 at 6 p.m. There will be an ugly sweater contest and white elephant gift exchange. Saturday is the Polar Express Movie. Next week is the dance recital on Friday and Saturday. Tuesday at the Arts Council Meeting we reflected on 2024 by and month and decided to focus on what aligns with the mission statement so that we can map out by month. We need to focus on diversifying programming. 2025 will see the kitchen space activated, and more strategic and intentional offerings. It was a good meeting. We have a lot of work to do.

Rhonda Sweetser, Director Parks and Recreation. Hayden Center is up to 443 members. Pop-up classes are going well. February will be the Corn Hole Tournament. The next meeting is in 2025.

POLICE

Chief Scurlock, Chief of Police We have a new Communication Service Officer who started yesterday. I would like to brag on our Judge Collete for doing things the right way. Fair and Equitable.

PUBLIC WORKS

Bryan Richards, Public Works Director. We had our first snow and first plowing. There are new operators on all equipment so we have a learning curve to get up to speed.

PLANNING

Tegan Ebbert, Community Development Director:

ADMINISTRATION

Mathew Mendisco, Town Manager: Reminder that the holiday party is tomorrow. There will be no child care.

Barbara Binetti, Town Clerk: Christie Haight has been promoted to Deputy Town Clerk.

Andrea Salazar, Finance Manager: The airport is ready to ramp up. We have hired a dozen or more employees. (the County reimburses us for the Law Enforcement at the Airport).

Staff reports will continue at the end of the meeting.

**Mayor Banks** called the regular meeting of the Hayden Town Council to order at 7:05 p.m. Mayor Pro Tem Gann, Councilmembers Hicks, Bell, Hayden, Haight, and Carlson were present. Also present were Town Manager, Mathew Mendisco, Finance Manager, Andrea Salazar, Town Clerk, Barbara Binetti, Police Chief, Scott Scurlock, Public Works Director, Bryan Richards, Hayden Center Recreation Director, Rhonda Sweetser, and Hayden Center Arts and Events Director, Sarah Stinson.

**COUNCILMEMBER  
REPORT AND UPDATE**

Thad Renaud delivered a Memo and Explanation of Ex Parte Communication; His main point was to do everything possible to avoid the conversations that could put Councilmembers at risk of Ex Parte Communications. He emphasized that the Councilmembers can hear what the people think but cannot discuss anything with them. It puts the Council at risk un "fundamental fairness issues."

Councilmember Haight asked if the Town's job descriptions actually match the

actual jobs or if people are wearing "multiple hats". She asked that this be put to study and analysis.

Mayor Banks reported on the RTA Formation Committee. He said they are looking at a ballot for November of 2025. They are looking at funding measures like the Roaring Fork and Eagle Valley Programs. Bill Ray is a consultant on the project. He stated that no decisions have been made yet as they are trying to find ways to pay for it. There will be multiple public meeting about the RTA in the next few months. He added that the Rider's fees and sales tax funds the Roaring Fork Rail. Mathew Mendisco is the Mountain Rail Representative

#### OPENING PRAYER

#### MOMENT OF SILENCE

Mayor Banks offered a moment of silence.

#### PLEDGE OF ALLEGIANCE

Mayor Banks led the Pledge of Allegiance.

#### PUBLIC COMMENTS

#### PROCLAMATIONS/ PRESENTATIONS

#### CONSENT ITEMS

A. Consideration of minutes for the Special Meeting of November 20, 2024

Councilmember Bell requested to pull Consent Items B and C for further discussion.

B. Consideration to ratify payment bill vouchers dated 11/25/24 in the amount of \$344,160.10

Mayor Banks moved to approve the consent items pulling items B and C for further discussion. Councilmember Bell seconded. Roll call vote. Councilmember Bell – aye. Councilmember Haight – aye. Councilmember Hicks - aye. Councilmember Carlson – Abstained. Councilmember Hayden – aye. Mayor Pro Tem Gann – aye. Mayor Banks – aye. Motion carried.

C. Consideration to approve payment bill vouchers date 12/1/24 in the amount of \$233,824.07

D. Recommendation to approve the appointment of Thea Wigglesworth and Elizabeth Spinazzola to the Hayden Arts Commission, term expiring November 2026

## OLD BUSINESS

## NEW BUSINESS

A. Budget 2025 Public Hearing open at 7:42 p.m. Having no Public comments, Public Hearing closed at 7:44 p.m.

I. Public Hearing:  
Resolution 2024-17 A  
Resolution Summarizing  
Expenditures and  
Revenues for Each  
Fund and Adopting a  
Budget for the Town of  
Hayden, Colorado for The  
Calendar Year Beginning  
on

The First Day of January  
2025 and Ending on The  
Last Day of December  
2025

Andrea Salazar asked to amend the Agenda for the Resolution to read "2025" instead of "2024"

II. Review and  
Consider for Approval  
Resolution 2024-17 A  
Resolution Summarizing  
Expenditures and  
Revenues For Each  
Fund and Adopting a  
Budget for the Town of  
Hayden, Colorado for The  
Calendar  
Year Beginning on The  
First Day of January 2024  
and Ending on The Last  
Day of December 2024

Mathew Mendisco presented a power point on the proposed budget with a break down via graph presentation, explaining what the various pieces are that make up the budgets via Revenue and Expenses within the General and Enterprise for each category of the Budget. He also spoke about the 2024 Town successes / achievements.

- Population is 2100
- Sales tax and property taxes have increased every year since 2017
- The budget is balanced.
- Police Department, Public Works, and other Staff are on equal earnings as Routt County.
- 27 full time and 22-part employees; growing but with intention/thoughtfully
- No tax increases in the Budget

III. Review and  
Consider for Approval  
Resolution 2024-16 A  
Resolution Levying General  
Property Taxes for  
The Year 2024 To  
Help Defray the Costs of  
Government for The Town  
of Hayden, Colorado for

Mayor Banks asked if it is normal practice to transfer funds from the General to Rec funds is normal Mathew explained that population ceilings affect the ability to generate revenue causing that to be the case. He told the Council that they will see a new fee schedule at the next meeting that will reflect a change in fees to help offset the Rec funding.

Mayor Banks stated that the Council should consider to do an Enterprise transfer for 2025. Since the Town received a very large use tax fee in 2024 for Prairie Runa of approximately one million dollars, a transfer would help the fund catch up.



The  
2025 Budget Year

Mathew stated that the maximum amount would be \$204,000 that could be transferred. Mathew stated that he would add a line item in the Budget and would send it to the Council.

Councilmember Hayden asked if the Town could save money by getting rid of Fluoride in the Town water. He took a tour with Public Works and saw the process and the dangers of the product. Mathew stated that it is included in the resiliency study for 2025.

Mayor Banks moved to approve the amended agenda Resolution 2024-17 A Resolution Summarizing Expenditures and

Revenues For Each Fund and Adopting a Budget for the Town of Hayden, Colorado for The Calendar

Year Beginning on The First Day of January 2025 and Ending on The Last Day of December 2025. Councilmember Bell seconded. Roll call vote. Councilmember Bell – aye. Councilmember Haight – aye. Councilmember Hicks - aye. Councilmember Carlson – aye. Councilmember Hayden – aye. Mayor Pro Tem Gann – aye. Mayor Banks – aye. Motion carried

B. Review and  
Consider for Approval of  
the Tree City USA  
Application.

Bryan Richards stated that this is the 20<sup>th</sup> year in a row that the Town of Hayden has submitted an application. The Tree Board reconvened this years are excited for the anniversary. There has to be a Town Forester who is Kyle Barrett and we must celebrate Arbor Day. Last year they got with Totally Kids to plant a tree and teach about tree care and maintenance. The goal is to go forward with the present 6<sup>th</sup> grade class every year and plant a "class" tree.

Mayor Banks moved to approve the Tree City USA Application, Councilmember Hicks seconded. Roll call vote. Councilmember Bell – aye. Councilmember Haight – aye. Councilmember Hicks - aye. Councilmember Carlson – aye. Councilmember Hayden – aye. Mayor Pro Tem Gann – aye. Mayor Banks – aye. Motion carried

C. REVIEW AND  
CONSIDER FOR  
APPROVAL RESOLUTION  
2024-15. A RESOLUTION  
ACCEPTING THE  
Northwest Business Park  
Phase 1 – Schedule 1  
CONSTRUCTION.

Bryan Richards explained that CRC’s work onside is complete and the subdivision is ready to go. It is common practice to review and approve the work at the finish of the project.

Mayor Banks moved to Approve RESOLUTION 2024-15, A RESOLUTION ACCEPTING THE Northwest Business Park Phase 1 – Schedule 1 CONSTRUCTION. Councilmember Hicks seconded. Roll call vote. Councilmember Bell – aye. Councilmember Haight – aye. Councilmember Hicks - aye. Councilmember Carlson – aye. Councilmember Hayden – aye. Mayor Pro Tem Gann – aye. Mayor Banks – aye. Motion carried

D. Review and  
Consideration for  
Approval Town Council  
Meeting Schedule 2024

Barbara Binetti asked to amend the agenda item to ready "2025" instead of "2025". Mathew Mendisco prosed to start the meetings earlier at 7:00 p.m. and the second meeting of the month to have a 1 hour study session with dinner starting at 6:00

p.m. Council discussed the changes and accepted the proposal.

Mayor Banks moved to Approve the amended agenda item to approve the Town Council Meeting Schedule for 2025. Councilmember Hicks seconded. Roll call vote. Councilmember Bell – aye. Councilmember Haight – aye. Councilmember Hicks - aye. Councilmember Carlson – aye. Councilmember Hayden – aye. Mayor Pro Tem Gann – aye. Mayor Banks – aye. Motion carried

E. Consideration to Approve Resolution 2024-18 A Resolution Designating a Posting Place for Public

Mayor Banks moved to Approve the Resolution 2024-18 A Resolution Designating a Posting Place for Public. Councilmember Hicks seconded. Roll call vote. Councilmember Bell – aye. Councilmember Haight – aye. Councilmember Hicks - aye. Councilmember Carlson – aye. Councilmember Hayden – aye. Mayor Pro Tem Gann – aye. Mayor Banks – aye. Motion carried

F. Review and Consideration for Approval RESOLUTION NO. 2024-20 A RESOLUTION AUTHORIZING THE TOWN MANAGER FOR THE TOWN OF HAYDEN TO ENTER INTO AND CLOSE ALL REAL ESTATE TRANACTIONS INVOLVING THE NORTHWEST COLORADO BUSINESS DISTRICT

Barbara Binetti requested to amend the agenda to read "Resolution 2024-19"

Mathew Mendisco explained that this was so that he could do closings on the behalf of the Council so they would not have to do them personally.

Mayor Banks moved to Approve the amended Resolution 2024-19 AUTHORIZING THE TOWN MANAGER FOR THE TOWN OF HAYDEN TO ENTER INTO AND CLOSE ALL REAL ESTATE TRANACTIONS INVOLVING THE NORTHWEST COLORADO BUSINESS DISTRICT. Councilmember Bell seconded. Roll call vote. Councilmember Bell – aye. Councilmember Haight – aye. Councilmember Hicks - aye. Councilmember Carlson – aye. Councilmember Hayden – aye. Mayor Pro Tem Gann – aye. Mayor Banks – aye. Motion carried

PULLED CONSENT ITEMS

Review of consent items B and C.

Councilmember Bell asked for clarification on inv 240405 Mesa Planning and Design on page 13, what is Sonesta park Pre approval. Mathew explained that we contract with a firm that reviews plans, etc. that are brought to the planning department. This charge is billed back to the developers. It is the same for page 17 Zenobia Consultants.

Councilmember Bell moved to approve the pulled consent items. Mayor Pro Tem Gann seconded. Roll call vote. Councilmember Bell – aye. Councilmember Haight – aye. Councilmember Hicks - aye. Councilmember Carlson – aye. Councilmember Hayden – aye. Mayor Pro Tem Gann – aye. Mayor Banks – aye. Motion carried

STAFF AND  
COUNCILMEMBER  
REPORTS AND UPDATES  
CONTINUED

EXECUTIVE SESSION

ADJOURNMENT

Mayor Banks adjourned the meeting at 9:05 p.m.

Recorded by:

\_\_\_\_\_  
Barbara Binetti, Town Clerk

APPROVED THIS 19<sup>th</sup> day of December, 2024.

\_\_\_\_\_  
Ryan Banks, 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
6615	All Natural of Yampa Valley Inc	002523	Hayden Center Additional Cleanin	12/01/2024	1,295.00		
Total 6615:					1,295.00		
12696	AT&T Mobility	287293429932	Sewer - Cell Phone	11/20/2024	107.01		
12696	AT&T Mobility	287293429932	Streets - Cell Phone	11/20/2024	267.02		
12696	AT&T Mobility	287293429932	Water - Cell Phone	11/20/2024	111.92		
12696	AT&T Mobility	287293429932	Admin - Cell Phone	11/20/2024	245.50		
12696	AT&T Mobility	287293429932	HC Cell Phones	11/20/2024	147.30		
12696	AT&T Mobility	287293429932	EDC - Market Coordinator	11/20/2024	40.34		
12696	AT&T Mobility	287293429932	EDC - Tablet	11/20/2024	36.80		
12696	AT&T Mobility	287293429932	PW - Utility Locate iPad	11/20/2024	20.02		
12696	AT&T Mobility	287293429932	PW - Utility Locate iPad	11/20/2024	20.02		
12696	AT&T Mobility	287293429932	Exec - Phone	11/20/2024	49.10		
12696	AT&T Mobility	287293441320	PD - Cell Phone	11/20/2024	641.74		
Total 12696:					1,686.77		
1200	Bear River Valley Co-Op	25NOV2024	Admin Fuel	11/25/2024	78.68		
1200	Bear River Valley Co-Op	25NOV2024	Streets Fuel	11/25/2024	518.25		
1200	Bear River Valley Co-Op	25NOV2024	Streets - Snow Removal	11/25/2024	272.60		
1200	Bear River Valley Co-Op	25NOV2024	Streets Maintenance	11/25/2024	51.31		
1200	Bear River Valley Co-Op	25NOV2024	Parks - Vehicle Exp	11/25/2024	221.93		
1200	Bear River Valley Co-Op	25NOV2024	Parks - Operating	11/25/2024	275.92		
1200	Bear River Valley Co-Op	25NOV2024	Parks - Field & Turf - Fuel	11/25/2024	74.34		
1200	Bear River Valley Co-Op	25NOV2024	Parks - Trails	11/25/2024	41.65		
1200	Bear River Valley Co-Op	25NOV2024	Water vehicle exp - fuel	11/25/2024	245.94		
1200	Bear River Valley Co-Op	25NOV2024	WTP	11/25/2024	55.87		
1200	Bear River Valley Co-Op	25NOV2024	Sewer Vehicle Expense	11/25/2024	183.94		
1200	Bear River Valley Co-Op	25NOV2024	PD Vehicle Expense	11/25/2024	710.74		
Total 1200:					2,731.17		
13450	Benny and BEE LLC	2024 BP-1	Business Pitch Competition 1st PI	12/12/2024	10,000.00		
Total 13450:					10,000.00		
7900	Browns Hill Engineering &	1458	SCADA Lease - Jan	12/01/2024	2,338.00		
Total 7900:					2,338.00		
1400	Caselle Inc	137241	Admin	12/01/2024	788.80		
1400	Caselle Inc	137241	Water Admin	12/01/2024	394.40		
1400	Caselle Inc	137241	Sewer Admin	12/01/2024	394.40		
1400	Caselle Inc	137241	Hayden Center	12/01/2024	394.40		
Total 1400:					1,972.00		
13397	Cedar Trail Creations	04DEC2024	Arts - Cookies for Santa Plate Inst	12/04/2024	525.00		
Total 13397:					525.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
5440	Central Electric LLC	116324	HC - Sauna Electrical	11/30/2024	2,439.61		
	Total 5440:				2,439.61		
12833	Century Link	716525794	Long Distance - 88318756	12/12/2024	24.68		
	Total 12833:				24.68		
3770	CenturyLink	9595DEC2024	334099595 PD Phone 970-276-25	12/04/2024	120.46		
	Total 3770:				120.46		
13106	Column Software PBC	315EBC08-011	2024 Budget Amendment Notice	12/03/2024	23.24		
	Total 13106:				23.24		
9000	Dowling Land Surveyors	09DEC2024	Wember Sewer Data	12/09/2024	1,050.00		
9000	Dowling Land Surveyors	09DEC2024-1	NWBP Replat	12/09/2024	1,650.00		
	Total 9000:				2,700.00		
13446	Duffy, Bryon & Linda	334.01	Utility Deposit Refund	12/11/2024	49.18		
	Total 13446:				49.18		
13118	Element Print & Design	25265	Hayden Daze Posters	07/08/2024	109.88		
	Total 13118:				109.88		
12931	Flowpoint Enviornmental Systems	WE5215	Bulkwater POS	11/30/2024	318.36		
	Total 12931:				318.36		
12773	Freedom Mailing Services	49233	Utility Billing	11/30/2024	235.36		
12773	Freedom Mailing Services	49233	Utility Billing	11/30/2024	235.35		
	Total 12773:				470.71		
13447	Greg Roberts	INV112121744	PW - High Meadow Hydrant Parts	11/19/2024	887.00		
	Total 13447:				887.00		
12768	Hayden Rental & Repair	3387	Parks - Trailer Rental	12/05/2024	75.00		
	Total 12768:				75.00		
13077	Laman, J. Lynn	06DEC2024	PD - Sewing Patches on Uniforms	12/06/2024	60.00		
	Total 13077:				60.00		
12152	Lucero, Kristen	DEC2024	CAMCA Annual Meeting Reimbur	12/07/2024	411.08		
	Total 12152:				411.08		
8375	MASON SIEDSCHLAW	2729	PD - Monthly Cloud Server	12/01/2024	317.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
Total 8375:					317.00		
13283	Memorial Regional Health	600000676	PW - Jones Physical	10/23/2024	275.00		
Total 13283:					275.00		
9060	Mid-American Research Chemical	0833555-IN	HC - Custodial	11/01/2024	144.14		
Total 9060:					144.14		
2940	Midwest Radar & Equipment	175561	PD Radar Certification	11/23/2024	205.00		
Total 2940:					205.00		
4060	Murray Dahl Beery & Renaud LLP	18897	Legal Review	12/04/2024	3,057.10		
4060	Murray Dahl Beery & Renaud LLP	18897	Deepe/Town Quiet Title Action	12/04/2024	1,480.00		
4060	Murray Dahl Beery & Renaud LLP	18898	Municipal Prosecution	12/04/2024	1,002.43		
Total 4060:					5,539.53		
13380	One Man Band Services	4	HH Tree Removal	12/03/2024	2,800.00		
Total 13380:					2,800.00		
13448	Ophoff, Brooke	04DEC2024	Reimburse - Pottery Glaze Suppli	12/04/2024	22.80		
Total 13448:					22.80		
13256	PDS INC	AR89942	PW - Copier	12/09/2024	51.82		
13256	PDS INC	AR90252	PD - Copier	12/09/2024	22.37		
Total 13256:					74.19		
13334	PVS DX, INC	DE73001039-2	WWTP - Chlorine, Sulfur Dioxide	11/30/2024	120.00		
Total 13334:					120.00		
13194	RubinBrown LLP	1034293	Admin - CPA Services	11/30/2024	1,260.00		
13194	RubinBrown LLP	1034293	Water Admin - CPA Services	11/30/2024	630.00		
13194	RubinBrown LLP	1034293	Sewer Admin - CPA Services	11/30/2024	630.00		
13194	RubinBrown LLP	1034293	HC - CPA Services	11/30/2024	630.00		
Total 13194:					3,150.00		
12155	Salazar, Andrea	22NOV2024	CGFOA Reimbursement	11/22/2024	328.81		
Total 12155:					328.81		
12248	SGS North America, Inc.	52160159613	WWTP Testing	12/04/2024	186.99		
Total 12248:					186.99		
12727	Stand Creative Studio	5013	Annual Accessibility Website Plugi	12/07/2024	540.00		
Total 12727:					540.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
13047	Steadman Group LLC	HAYD1-2410	Region 1 Opioid Facilitation	12/04/2024	6,747.72		
Total 13047:					6,747.72		
12494	Steamboat Springs Auto Parts, In	448021	PW - Trailer Adapter	11/04/2024	15.99		
12494	Steamboat Springs Auto Parts, In	448052	PW - Wiper Blades	11/04/2024	77.47		
12494	Steamboat Springs Auto Parts, In	448087	PW - Window Switch	11/05/2024	96.89		
12494	Steamboat Springs Auto Parts, In	448102	PW - Winterize Water Wagon	11/05/2024	15.16		
12494	Steamboat Springs Auto Parts, In	448103	PW - Window Washer Fluid Pump	11/05/2024	144.99		
12494	Steamboat Springs Auto Parts, In	448579	PW - JD Tractor Repair	11/18/2024	13.99		
12494	Steamboat Springs Auto Parts, In	448862	PW - Heater Repair	11/25/2024	76.94		
12494	Steamboat Springs Auto Parts, In	448953	PW - Snow Cat Oil	11/26/2024	41.97		
12494	Steamboat Springs Auto Parts, In	449026	PW - Tire Machine Repair	11/29/2024	149.97		
Total 12494:					633.37		
3560	Summit Apparel Solutions LLC	6863	Digatize Town Hall Prints	11/14/2024	27.50		
Total 3560:					27.50		
12634	Sunrise Engineering, Inc.	0148588	Washington St Extension Design	12/03/2024	1,868.00		
12634	Sunrise Engineering, Inc.	0148589	NWBP Construction Management	12/03/2024	3,839.00		
Total 12634:					5,707.00		
7505	SymbolArts	0510956	PD - Corporal Position Badge	11/21/2024	140.00		
Total 7505:					140.00		
13352	TransUnion Risk & Alternative	6609912-20241	PD & Court - People Address Sea	12/01/2024	75.00		
Total 13352:					75.00		
13449	Trevor Gann	2024 BP-3	Business Pitch Competition 3rd PI	12/12/2024	3,500.00		
Total 13449:					3,500.00		
13190	Trey Steven Mullen	773	Media/Communications	12/04/2024	1,920.00		
Total 13190:					1,920.00		
3970	W.P.C.I.	S 166820	CDOT Random Drug Testing	11/30/2024	52.00		
Total 3970:					52.00		
4010	Yampa Valley Electric	3101DEC2024	730013101 513 S Poplar Parks	12/12/2024	304.15		
4010	Yampa Valley Electric	3501DEC2024	730013501 513 S Poplar Pond	12/12/2024	147.76		
4010	Yampa Valley Electric	7601DEC2024	780017601 Lake View Parks Elect	12/12/2024	60.45		
4010	Yampa Valley Electric	8001DEC2024	700008001 Wash & Ash Elec	12/12/2024	208.43		
4010	Yampa Valley Electric	8103DEC2024	730008103 3rd St Parks Electric	12/12/2024	238.64		
4010	Yampa Valley Electric	8803DEC2024	780008803 Golden Meadows Pu	12/12/2024	845.08		
4010	Yampa Valley Electric	9402DEC2024	730009402 Key Pump Electric	12/12/2024	100.43		
Total 4010:					1,904.94		
4000	Yampa Valley Regional Airport	2024Q3	Jul Aviation Tax	09/30/2024	7,504.35		
4000	Yampa Valley Regional Airport	2024Q3	Aug Aviation Tax	09/30/2024	6,931.15		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Date Paid	Voided
4000	Yampa Valley Regional Airport	2024Q3	Sep Aviation Tax	09/30/2024	5,068.95		
Total 4000:					19,504.45		
13128	Yampa Valley Sustainability Coun	16664	RC Climate Action Collaborative	12/09/2024	18,493.27		
Total 13128:					18,493.27		
4245	Zirkel Wireless, LLC	296031	DCP Internet #7774	12/01/2024	124.00		
Total 4245:					124.00		
Grand Totals:					100,769.85		

Report Criteria:

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





## Town Council Agenda Item

**MEETING DATE:** December 19, 2024

**AGENDA ITEM TITLE:** Review and Consider Approval of Resolution 2024-20 a resolution adopting fees for the Town of Hayden in 2025.

**AGENDA SECTION:** New Business

**PRESENTED BY:** Mathew Mendisco

**BACKGROUND REVIEW:** The attached resolution is the fee resolution that approves the new fees for 2025 which include all the Town fees for public works, utilities, recreation, admin, and police. These fees were all approved in the revenue numbers in the 2025 budget we just have to take the extra step of approving them via a separate resolution which is required in our home rule charter.

Recommendation: Staff recommends approval of resolution 2024-20 as presented.

RESOLUTION NO. 2024-20

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

RECITALS

1. On October 6, 2005, the Board of Trustees passed an Ordinance establishing rate, fees and charges for the Town of Hayden.
2. The Ordinance provided that a Fee Schedule may be adopted by Resolution and be amended as needed from time to time by Resolution.
3. Changes to the 2025 Fee Schedule, Appendix A, reflects changes to the Town's Administrative Fees, Public Works Fee Schedule, Police Model Traffic Code Fee Schedule, and Water and Sewer Fee Schedule to bring them up to inflationary levels as well as put in place a sustainable water and sewer fee schedule.

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

Section 1. A 2025 Fee Schedule, Appendix A: Administrative Fees attached hereto are hereby adopted.

Section 2. This Resolution shall be in full force and effect upon its adoption on January 1, 2025.

PASSED, APPROVED AND RESOLVED THIS 19<sup>th</sup> DAY OF DECEMBER, 2024.

\_\_\_\_\_  
Ryan Banks, Mayor

ATTEST:

\_\_\_\_\_  
Barbara Binetti, Town Clerk

## Appendix A

**TOWN OF HAYDEN 2023 FEE SCHEDULE**  
**APPENDIX A**  
**Fees, Rates and Charges Imposed Pursuant to Hayden Town Code**

<b>Administration</b>	<b>Amount</b>	<b>Description</b>	
B&W Copies	\$0.20	Per page	
B&W Copies - Senior Citizen	\$0.15	Per page	
Color Copies	\$0.30	Per page	
Color Copies - Senior Citizen	\$0.25	Per page	
Fax	\$0.15	Per page	
Notary Fee	\$6.00	1st document	
Notary Fee	\$2.60	Each additional document	
NSF or Account Closed Fee	\$36.75	Per incident	
Open Records Request:			
Certified Copies	\$1.30	Per page	
Copies	\$0.25	Per page	
Town Attorney	\$147.00	Per hour	
Department Heads	\$42.00	Per hour	
Administrative Personnel	\$31.50	Per hour; first hour is free.	
Town Code	\$105.00	Copy or CD	
Comprehensive Plan	\$52.50	Each	
Zoning Map	\$26.00	Each	
<b>Taxes</b>	<b>Amount</b>	<b>Description</b>	
Telephone Utility Tax	\$1,200.00	Per year	
Cable TV Fee	3%	Gross Sales	
Sales Tax	5%	per Ordinance 702	
Use Tax	2%	On total valuation upon issuance of Building Permit	
Vehicle Rental Tax	3.5%	Of rental price of vehicle	
Accommodations Tax	3.5%	Of purchase price for accommodations	
Natural Gas Franchise Fee	1%	per Ordinance 644	
Excise Tax on Marajuana Cultivation	3.0%	per Ordinance 704	
<b>Licenses</b>	<b>Amount</b>	<b>Description</b>	
Sales Tax License	\$25.00	Per year	
<b>Liquor License Fees</b>			
Per Colorado Department of Revenue Liquor Enforcement Division Fee Schedule DR 8500 (07/01/22)			
<b>Marijuana License Fee</b>			
<b>New</b>	<b>Application Fee</b>	<b>License Fee</b>	
Pre-application Meeting Fee	\$250.00		
Retail Store, Retail Producers Manufacturer & Cultivation Facility	\$2,500.00	\$1,000.00	
Retail Testing Facility	\$500.00	\$1,000.00	
<b>Renewal</b>	<b>Application Fee</b>	<b>License Fee</b>	
Retail Store, Retail Producers Manufacturer & Cultivation Facility		\$1,000.00	
Retail Testing Facility		\$1,000.00	
Cultivation (up to 1800 plants)	\$250.00	\$2,000.00	\$2,250.00
Cultivation Extended Plant Count Tier 2 (1801-3600 plants)	\$250.00	\$1,000.00	\$1250 + \$2250 = \$3500
Cultivation Extended Plant Count Tier 3 (1801-6000 plants)	\$250.00	\$2,000.00	\$2250 + \$2250 = \$4500

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

**TOWN OF HAYDEN 2023 FEE SCHEDULE**

**APPENDIX A**

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

Cultivation Extended Plant Count Tier 4 (6001 - 10200 plants)	\$250.00	\$4,000.00	\$4250 + \$2250 = \$6500
Cultivation Extended Plant Count Tier 5 (10001-13800 plants)	\$250.00	\$8,000.00	\$8250 + \$2250 = \$10500
Cultivation Extended Plant Count Tier 5+ (13801 + in increments of 3600 plants)	\$250.00	1000 per addt'l 3600 plants over 13800 +\$10500	
Retail Testing Facility	\$500.00		
<b>Court</b>	<b>Amount</b>	<b>Description</b>	
Retail Hospitality and Sales Business	\$26.25		
Court Cost	\$52.50	Deferrals	
<b>Public Safety</b>	<b>Amount</b>	<b>Description</b>	
Administrative Citation:			
1st Offense	\$36.00	Per Calendar Year	
2nd Offense	\$73.00	Per Calendar Year	
3rd Offense or more	\$157.00	Per Calendar Year	
Administrative Appeal Fee	Actual Cost plus \$50.00	Deposit of \$200.00 required at time of filing appeal	
False Alarm:			
4th Offense	\$36.00	Per Calendar Year	
5th Offense	\$73.00	Per Calendar Year	
6th Offense or more	\$157.00	Per Calendar Year	
Late Fee	\$21.00 plus 18% per annum		
Police Report	\$0.25	limited by state law	
Research Fees	\$31.00	Per Hour	
Impound Fee	\$31.00	Each	
Animal License - Altered	\$11.00	Each Per year	
Animal License - Unaltered	\$16.00	Each Per year	
Sex Offender Registration	\$75.00	Each	State Law
Sex Offender Re-Registration	\$25.00	Each Per year	State Law
Off Highway Vehicles	\$31.00	Each Per year	
VIN Inspection	\$30.00	At PD	
VIN Inspection	\$50.00	At Residence	
Animal Transport & Handling	\$80.00	When taking animals to Stmbt Shelter	
<b>Public Works</b>	<b>Amount</b>	<b>Description</b>	
Meter Deposit	\$75.00		
Disconnect/Reconnect Fee	\$60.00	Per incident	
Delinquent/Late Fee	\$25.00		
Right-Of-Way Permit	\$100.00	\$2,000 Surety warranty for a two year period; applicable for any road cut or improvements to be accepted for public maintenance	
Vacation of Street/Alley	\$100.00	Each	
Hourly Rate for Personnel	\$56.00 / hr	Per worker	
Vehicle(s) on the job site	\$45.00 / hr	Per vehicle	
Sewer Plant Dump fee	\$0.015/gal		
Highway Banner Fee	\$125	Two Weeks	
Motor Grader	\$130/hr		

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

Model Traffic Code	Charge	Fine	Surcharge
106	Drove (truck/Commercial Vehicle) Where Prohibited	105	12
107	Disregarded (Lawful Order/ Direction) of Police Officer Directing Traffic	SUM	
203	Drove a Defective or Unsafe Vehicle ( <i>Notice Must Accompany Citation</i> )	SUM	
207	Vehicle Not Equipped With (Clearance/Side Marker) (Lamps/Reflectors) as Required	52	7
208	Vehicle Had (Defective/No) Stop Light(s)	52	7
208	Vehicle Not Equipped With Turn Signals as Required	52	7
209	(Improper/No) Red (Flag/Light) on Projecting Load	52	7
210	Failed to Display Required Lights When Parked	31	7
211	(Farm Tractor/Farm Equipment/ Implement of Husbandry/Animal-Drawn Vehicle) Not Equipped With (Lamps/Reflectors) as Required	52	7
212	(Spot Lamps/Fog Lamps/Auxiliary Passing Lamps/Auxiliary Driving Lamps) Failed to Meet Requirements	52	7
212	Improper Use of (Spot Lamps/Fog Lamps/Auxiliary Passing Lamps/Driving Lamps)	52	7
214	Lamps on Service Vehicle (Failed to Meet Requirements/Not Yellow)	52	7
214	Failed to Display Lamps on Service Vehicle as Required	52	7
215	Signal (Lamps/Devices) Failed to Meet Requirements	52	7
215	Vehicle Did Not Have Turn Signals as Required	52	7
216	Vehicle Had No Upper-Lower Beam (Switch/Indicator)	52	7
218	Single-Beam Head Lamps Failed to Meet Requirements	52	7
219	Displayed More Than Four Lamps When Prohibited	52	7
220	Low-Power Scooter Did Not Have (Lamp/ Reflector/Audible Signal/Brake) as Required	52	7
220	Motor-Driven Cycle Not Equipped With Head Lamp as Required	52	7
225	Vehicle Had (Defective/Improper/No) Mufflers	52	7
226	Vehicle Did Not Have Rearview Mirror(s)	52	7
226	Rearview Mirror Did Not Permit Minimum 200 Ft. Vision	52	7
230	Vehicle Did Not Have Emergency Reflective Triangles as Required	52	7
230	Failed to Use (Warning Signal Flashers/Emergency Reflective Triangles) as Required	52	7
231	Drove on Highway With Park Lights When Headlights Required	52	7
233	Alteration of Suspension	84	26
502	Width of (Vehicle/Load) Exceeded 8 Foot 6 Inches	105	26
502	Width of (Vehicle/Load) Exceeded 8 Foot 6 Inches (Commercial Vehicle)	105	26
502	Width of Bus Exceeded 8 Feet 6 Inches	105	26
502	Width of Bus Exceeded 8 Feet 6 Inches (Commercial Vehicle)	105	26
503	Load Projected Beyond Fender of Left Side of Passenger Vehicle	52	7
503	Load Projected Beyond Fender of Left Side of Passenger Vehicle (Commercial Vehicle)	52	7
503	Load Projected More Than 6 Inches on Right Side of Passenger Vehicle	52	7
503	Load Projected More Than 6 Inches on Right Side of Passenger Vehicle (Commercial Vehicle)	52	7
505	Operated Longer Vehicle Combination Where Prohibited	78	26
505	Operated Longer Vehicle Combination Where Prohibited (Commercial Vehicle)	78	26
510	Failed to Have Escort Vehicle When Required By Oversize/Overweight Permit	262	98

510	Failed to Have Escort Vehicle When Required By Oversize/Overweight Permit (Commercial Vehicle)	262	98
510	Failed to Reduce Speed When Required by Oversize/Overweight Weight Permit	262	98
510	Failed to Reduce Speed When Required by Oversize/Overweight Weight Permit (Commercial Vehicle)	262	98
510	(Failed to Obtain/Violation of) Super Load Permit	SUM	
510	(Failed to Obtain/Violation of) Super Load Permit (Commercial Vehicle)	SUM	
512	Damaged (Highway/Highway Structure)	78	26
603	(Failed to Observe/Disregarded) Traffic Control Device	105	12
603	(Failed to Observe/Disregarded) Traffic Control Device (Construction Zone)	210	12
603	Made Turn Where Prohibited by Traffic Control Device	105	12
604	Failed to Obey Lane-Use Control Signal	105	12
604	Failed to Obey Lane-Use Control Signal (Construction Zone)	210	12
604	Made (Right/Left) Turn on Red Light Where Prohibited by Sign	105	12
604	Made (Right/Left) Turn on Red Light Where Prohibited by Sign (Construction Zone)	210	12
604	Failed to Obey Traffic Control Signal	105	12
604	Failed to Obey Traffic Control Signal (Construction Zone)	210	12
604	Failed to Stop for Traffic Control Signal at Place Required	105	12
604	Failed to Stop for Traffic Control Signal at Place Required (Construction Zone)	210	12
604	Failed to Yield Right-of-Way on Right Turn After Stop at Red Light	105	12
604	Failed to Yield Right-of-Way on Right Turn After Stop at Red Light (Construction Zone)	210	12
604	Pedestrian (Disregarded/Failed to Obey) Traffic Control Signal	105	12
604	Pedestrian (Disregarded/Failed to Obey) Traffic Control Signal (Construction Zone)	210	12
605	Failed to Obey Flashing (Red/ Yellow) Signal Light as Required	78	12
605	Failed to Obey Flashing (Red/ Yellow) Signal Light as Required (Construction Zone)	156	12
606	Displayed Unauthorized (Sign/ Signal/Marking/Device)	42	7
606	Displayed Unauthorized (Sign/ Signal/Marking/Device) (Construction Zone)	84	7
609	Gave Improper Hand Signal	31	7
609	Gave Improper Hand Signal (Construction Zone)	62	7
610	Displayed Unauthorized Insignia	52	7
611	Misuse of Authorized Distress Flag	105	17
612	Failed to Proceed (With Caution/as Required) at Inoperative or Malfunctioning Control Signal	78	12
612	Failed to Proceed (With Caution/as Required) at Inoperative or Malfunctioning Control Signal (Construction Zone)	156	12
613	Failed to Pay (Toll/ Fee/ Rate) Established by Regional Transportation Authority	36	12
701	Failed to Yield Right-of-Way as Required at Uncontrolled Intersection	105	12
701	Failed to Yield Right-of-Way as Required at Uncontrolled Intersection (Construction Zone)	210	12
702	Failed to Yield Right-of-Way When Turning Left in Front of Approaching Traffic	78	12
702	Failed to Yield Right-of-Way When Turning Left in Front of Approaching Traffic (Construction Zone)	156	12

HMC	Charge	Fine	Surcharge
4.24.010	Town Animal License – Required	30	7
4.36.010	Animal Running at Large - 1st offense	26	7
4.12.010	Barking – Nuisance Animal Disturbing the peace	52	18
4.12.030	Dogs Disturbing garbage or trash – Nuisance - 1st offense	52	18
4.36.010	Animal Running at Large - 2nd offense	52	18
4.12.030	Dogs Disturbing garbage or trash – Nuisance - 2nd offense	78	26
4.36.010	Animal Running at Large - 3rd offense	78	26
4.12.030	Dogs Disturbing garbage or trash – Nuisance - 3rd offense	105	32
12.12.020	Unlawful for any person to offer for sale, sell, use or explode any fireworks within Town Limits	SUM	0
12.16.050	Unlawful for any person to deposit or cause to be deposited any refuse or rubble on any street, alley, sidewalk, park or any other public ground	SUM	0
14.06.020(1)	Disorderly Conduct – Person who acts violent or Tumultuous Placing Another person in Fear of Safety of his, Life or Health	SUM	0
14.06.020(2)	Disorderly Conduct – Person causes, provokes or engages in a fight	SUM	0
14.06.020(3)	Disorderly Conduct – Person uses abusive, threatening, indecent, profane or vulgar language	SUM	0
14.06.020(4)	Disorderly Conduct – Person makes an offensive gesture or display	SUM	0
14.06.020(5)	Disorderly Conduct – Person looks into any window, door, skylight, or other opening in any	SUM	0
14.06.020(6)	Disorderly Conduct – Person who urinates or defecates on any public or private property	SUM	0
14.06.020(7)	Disorderly Conduct – Person who discharges a firearm or other explosive device in town limits	SUM	0
14.06.020(8)	Disorderly Conduct – Person displayed a deadly weapon in town limits in a manner calculated to threaten or alarm	SUM	0
14.06.020(9)	Disorderly Conduct – Person disturbs the peace or quiet by loud, unusual or unreasonable noise, which serves no legitimate purpose	SUM	0
14.08.010	Concealed Weapons	SUM	0
14.12.030	Curfew – under the age of 16 (10 PM – 5 AM)	SUM	0
14.12.030(a)(1)	Curfew – ages 16 & 17, Sept. 1 – May 31 10 PM – 5 AM (Sun. – Thurs.)	SUM	0
14.12.030(a)(2)	Curfew – ages 16 & 17, Sept. 1 – May 31 – Midnight – 5 AM (Fri – Sat)	SUM	0
14.12.030(a)(3)	Curfew – ages 16 & 17, June 1 – August 31 – Midnight – 5 AM	SUM	0
14.12.050	Parental Responsibility of Town Curfew Ordinance	SUM	0
14.20.020	Destruction of Park Property	SUM	0
14.20.030	Erection of Tent or Building in Park without a Permit	SUM	0
14.20.040	Animals Prohibited in Park (dogs must be on a leash)	SUM	0
14.20.050	Motorized Vehicles – Prohibited	SUM	0
14.20.060	Littering in Park	SUM	0
14.20.070	Alcoholic Beverages in Park – Only 3.2 beer Allowed	SUM	0
14.20.080	Overnight Camping – Not Allowed	SUM	0
14.20.090	Failed to Comply With Posted Rules, Regulations and Safety Regulations for Park	SUM	0
14.24.030 (b)	Unlawful for minor to use by either smoking, ingesting, absorbing, chewing or holding any tobacco product	SUM	0
14.24.030 (c)	Unlawful for minor to purchase, obtain or attempt to purchase any tobacco product by misrepresentation of age or by any other method	SUM	0
14.24.030(a)	Unlawful for minor to possess any tobacco product	SUM	0



14.24.040 (a)	Unlawful for a minor to possess any Marijuana or Marijuana Concentrate	SUM	0
14.24.040(b)	Unlawful for any minor to use, either by smoking, ingesting, absorbing or chewing, any Marijuana or Marijuana Concentrate product	SUM	0
14.24.040(c)	Unlawful for any minor to purchase, obtain, or attempt to purchase or obtain any Marijuana or Marijuana Concentrate product by misrepresentation of age or by any other method	SUM	0
14.32.010	Resisting Officer – Aiding	SUM	0
14.36.010(a)(1)	Trespass - No person shall enter or remain upon land or premises in defiance of a legal request or order	SUM	0
14.36.010(a)(2)	Trespass - No person shall enter onto or upon land or a building that is posted, locked or otherwise fenced or enclosed in such a manner to show the owner does not want any person on the land or in the building	SUM	0
14.36.010(b)	Trespass - No person shall enter any motor vehicle of another without permission of the owner	SUM	0
14.36.010(c)	Trespass - No person shall climb on any building or other structure belonging to or under the possession and control of the Town without authorization from the Chief of Police	SUM	0
14.36.010(d)	Trespass - No person shall enter any property belonging to or under the possession and control of the Town that is fenced or otherwise designed to exclude intruders or is posted with signs that forbid entry	SUM	0
20.08.090	Toy vehicles prohibited on roadway	SUM	0
20.16.020	OHV Ordinance #658 Hour of operation – between the hours of 04:00 AM and 10:30 PM	SUM	0
20.16.030	OHV Ordinance #658 Registration – Must Display a valid annual town registration sticker in a prominent visible location	SUM	0
20.16.050	OHV Ordinance #658 Responsibility – Registered owner shall maintain exclusive control during the operation of the snowmobile	SUM	0
20.16.070	OHV Ordinance #658 Hours of Operations – between the hours of 4 am – 10:30 pm, may operate on all public street and alley within the limits of town, except Jefferson Ave/Highway 40	SUM	0
20.16.080	OHV Ordinance #658 Yield right-of-way – Snowmobiles shall yield right-of-way to all other vehicular and pedestrian traffic	SUM	0
20.16.090	OHV Ordinance #658 Lighting – A minimum of one head light and one tail light shall be on at all times while snowmobile is being operated	SUM	0
22.72.060	Lawn Sprinkling and Irrigation – Unlawful to use water for lawn sprinkling or irrigation when prohibited by restrictions	SUM	0
4.12.020	Interference with Animal Control Officer	SUM	0
4.12.050 (b)	Animal Defecation - timely removal from keeper's property to not cause odor or health violation	SUM	0
4.12.050 (a)	Animal Defecation - immediate removal from public property or private property of another	SUM	0
4.20.020	Exhibit rabies certificate on demand – Required	SUM	0
4.20.040	Fail to Report Animal Bite	SUM	0
4.20.060	Unlawful removal of a quarantined animal	SUM	0
4.24.030	Fail or refuse to exhibit rabies certificate upon demand	SUM	0
4.28.010	Vicious Animal Prohibited	SUM	0
4.28.020	Keeping of livestock prohibited	SUM	0

4.32.010	Violation of potbellied pig requirements	SUM	0
4.44.010	Poisoning of Animals Prohibited	SUM	0
4.44.020	Cruelty to Animals – Abandonment of Animals	SUM	0

704	Failed to Yield Right-of-Way Upon Entering Highway (Use when vehicle enters from any place other than a roadway)	105	12
704	Failed to Yield Right-of-Way Upon Entering Highway (Use when vehicle enters from any place other than a roadway) (Construction Zone)	210	12
706	Disregarded (Railroad Signal/ Crossing Gate/Barricade/Flagman)	78	12
707	Vehicle Carrying Placarded Load of Hazardous Material Failed to Stop at Railroad Crossing.	105	12
707	(School Bus/Commercial Vehicle) Failed to Stop at Railroad Crossing When Required	105	12
708	Unlawful Moving of Heavy Equipment Across Railroad Grade Crossing	52	12
709	Driver Stopped Vehicle in (Intersection/Marked Crosswalk/ Railroad Grade Crossing) When Prohibited	78	12
709	Driver Stopped Vehicle in (Intersection/Marked Crosswalk/ Railroad Grade Crossing) When Prohibited (Construction Zone)	156	12
801	Pedestrian Disregarded Traffic Control Device	31	7
801	Pedestrian Disregarded Traffic Control Device (Construction Zone)	62	7
803	Pedestrian Failed to Yield Right-of-Way to Vehicle	42	7
803	Pedestrian Failed to Yield Right-of-Way to Vehicle (Construction Zone)	84	7
803	Pedestrian Failed to Cross Roadway as Required	42	7
803	Pedestrian Failed to Cross Roadway as Required (Construction Zone)	84	7
806	Drove Vehicle Through or Within Pedestrian Safety Zone	78	12
806	Drove Vehicle Through or Within Pedestrian Safety Zone (Construction Zone)	156	12
807	Driver Failed to Exercise Due Care for Pedestrian	84	12
807	Driver Failed to Exercise Due Care for Pedestrian (Construction Zone)	168	12
808	Pedestrian Failed to Yield Right-of-Way to Disabled Person	105	12
808	Pedestrian Failed to Yield Right-of-Way to Disabled Person (Construction Zone)	210	12
808	Driver Failed to Yield Right-of-Way to Disabled Person	105	12
808	Driver Failed to Yield Right-of-Way to Disabled Person (Construction Zone)	210	12
903	(Failed to Signal as Required/Gave Improper Signal) for (Turn/Stop/ Sudden Decrease in Speed)	78	12
903	(Failed to Signal as Required/Gave Improper Signal) for (Turn/Stop/ Sudden Decrease in Speed) (Construction Zone)	156	12
903	Improper Use of Flashing Turn Signal	78	12
903	Improper Use of Flashing Turn Signal (Construction Zone)	156	12
1001	Failed to Drive Vehicle (on Right Side of Road/in Right-Hand Lane) as Required	78	12
1001	Failed to Drive Vehicle (on Right Side of Road/in Right-Hand Lane) as Required (Construction Zone)	156	12
1002	Failed to Yield One-Half of the Roadway to Oncoming Vehicle	105	12
1002	Failed to Yield One-Half of the Roadway to Oncoming Vehicle (Construction Zone)	210	12
1004	Passed on Right When (Not Permitted/Not Safe)	105	12
1004	Passed on Right When (Not Permitted/Not Safe) (Construction Zone)	210	12
1010	Failed to Drive as Required on (Divided/ Controlled-Access) Highway	73	12
1010	Vehicle Crossed Roadway Dividing (Space/ Median/Barrier) in an Unlawful Manner	73	12
1011	(Illegal Use of/Obstructed) a Runaway Vehicle Ramp	210	34
1201	Improper Starting from a Parked Position	52	7
1201	Improper Starting from a Parked Position (Construction Zone)	104	7

1202	(Stopped/Parked/Left Standing) Vehicle on Paved Portion of Highway	42	7
1202	(Stopped/Parked/Left Standing) Vehicle on Paved Portion of Highway - Airport	85	7
1206	Failed to (Lock Ignition of/Remove Key From) Parked Vehicle	21	7
1206	Parked Vehicle Without Setting Brakes	21	7
1206	Parked Vehicle on Grade Without Turning Wheels to Side of Curb	21	7
1207	(Opened Door/Left Door Open) Into Lane of Traffic (When Not Safe/and Interfered With Traffic)	42	7
1212	Winter Parking Restrictions	21	7
1212	Winter Parking Restrictions - Airport	85	7
1403	Following Too Closely Behind Fire Apparatus	52	7
1403	Following Too Closely Behind Fire Apparatus (Construction Zone)	104	7
1404	Drove Vehicle Over Fire Hose	52	7
1405	Person Rode in Trailer	52	7
1405	Person Rode in Trailer (Construction Zone)	104	7
1407.5	Splash Guards Required	52	12
1408	Operated Motor Vehicle in Recreation Area or District Where Prohibited	16	6
1411	Drove Vehicle While Wearing Earphones	52	7
1413	(Eluded/Attempted to Elude) a Police Officer	SUM	
1414	Moved exempt construction equipment on highway when vision less than 500 feet	52	7
1415	Unlawful Use of Dyed Diesel Fuel (First Offense)	525	164
1415	Unlawful Use of Dyed Diesel Fuel (Second Offense)	1050	328
1415	Unlawful Use of Dyed Diesel Fuel (Third or Subsequent Offense)	5250	1639
1502	Improper Riding on Motorcycle	52	7
1502	Improper Riding on Motorcycle (Construction Zone)	104	7
1503	Illegal Operation of Motorcycle on Lane Roads	52	7
1503	Illegal Operation of Motorcycle on Lane Roads (Construction Zone)	104	7
1504	Person on Motorcycle Clung to Another Vehicle	84	7
1504	Person on Motorcycle Clung to Another Vehicle (Construction Zone)	168	7
1703	Aiding and Abetting - To Wit: (Specify the Offense or Infraction)	SUM	
1704	Directed operator of vehicle contrary to law	78	8
1901	Operated School Bus on Mountainous Terrain With Passengers in (Front Row Seats/Seats Next to Emergency Exit) When School Bus Not Equipped With Supplementary Brake Retarders	36	12
1901	Operated School Bus on Mountainous Terrain With Passengers in (Front Row Seats/Seats Next to Emergency Exit) When School Bus Not Equipped With Supplementary Brake Retarders (Commercial Vehicle)	36	12
1001 (1)(b)	Failed to Yield Right-of-Way When Forced to Drive on Left Side of Road	78	12
1001 (1)(b)	Failed to Yield Right-of-Way When Forced to Drive on Left Side of Road (Construction Zone)	156	12
1003 (1)(a)	Passed on Left in Unsafe Manner	105	12
1003 (1)(a)	Passed on Left in Unsafe Manner (Construction Zone)	210	12
1003 (1)(b)	Driver Failed to Give Way When Overtaken	105	12
1003 (1)(b)	Driver Failed to Give Way When Overtaken (Construction Zone)	210	12
1005 (1)	Passed on Left When Not Clear to Traffic	105	12
1005 (1)	Passed on Left When Not Clear to Traffic (Construction Zone)	210	12
1005 (1)	Passed Without Giving Oncoming Traffic Sufficient Clearance	105	12

1005 (1)	Passed Without Giving Oncoming Traffic Sufficient Clearance (Construction Zone)	210	12
1005 (2)(a)	Passed on (Hill/Curve) When View Obstructed	105	12
1005 (2)(a)	Passed on (Hill/Curve) When View Obstructed (Construction Zone)	210	12
1005 (2)(b)	Passed When (Crossing/Within 100 Ft. of) (Intersection/Railroad Crossing)	105	12
1005 (2)(b)	Passed When (Crossing/Within 100 Ft. of) (Intersection/Railroad Crossing) (Construction Zone)	210	12
1005 (2)(c)	Passed Within 100 Ft. of (Bridge/ Tunnel/ Viaduct) When View Obstructed	105	12
1005 (2)(c)	Passed Within 100 Ft. of (Bridge/ Tunnel/ Viaduct) When View Obstructed (Construction Zone)	210	12
1005 (3)	Passed on Left When Prohibited By (Signs/ Markings)	105	12
1005 (3)	Passed on Left When Prohibited By (Signs/ Markings) (Construction Zone)	210	12
1006 (1)	Drove Vehicle Wrong Way on One-Way Roadway	78	12
1006 (1)	Drove Vehicle Wrong Way on One-Way Roadway (Construction Zone)	156	12
1006 (2)	Drove Vehicle Wrong Way Around Rotary Island	78	12
1007 (1)(a)	Changed Lanes When Unsafe	105	12
1007 (1)(a)	Changed Lanes When Unsafe (Construction Zone)	210	12
1007 (1)(a)	Failed to Drive in Single Lane (Weaving)	105	12
1007 (1)(a)	Failed to Drive in Single Lane (Weaving) (Construction Zone)	210	12
1007 (1)(a)	Changed Lanes When Unsafe (Commercial Vehicle)	105	12
1007 (1)(b)	(Attempted to Pass/Passed) on Shoulder of Right Hand Traffic Lane	105	12
1007 (1)(b)	(Attempted to Pass/Passed) on Shoulder of Right Hand Traffic Lane (Construction Zone)	210	12
1007 (1)(b)	Drove Vehicle in Center Lane When (Unnecessary/Prohibited)	105	12
1007 (1)(b)	Drove Vehicle in Center Lane When (Unnecessary/Prohibited) (Construction Zone)	210	12
1007 (1)(c)	Failed to Drive in Designated Lane	105	12
1007 (1)(c)	Failed to Drive in Designated Lane (Construction Zone)	210	12
1007 (1)(d)	Changed Lanes Where Prohibited by Official Traffic Control Device	105	12
1007 (1)(d)	Changed Lanes Where Prohibited by Official Traffic Control Device (Construction Zone)	210	12
1008 (1)	Following Too Closely	105	12
1008 (1)	Following Too Closely (Construction Zone)	210	12
1008 (1)	Following Too Closely (Commercial Vehicle)	105	12
1008 (2)	Unlawful Following By Vehicle Drawing Another Vehicle	105	12
1008 (2)	Unlawful Following By Vehicle Drawing Another Vehicle (Construction Zone)	210	12
1008 (2)	Unlawful Following by Vehicle Drawing Another Vehicle (Following too Closely)	105	12
1008 (3)	Following Too Closely in Motorcade	105	12
1008 (3)	Following Too Closely in Motorcade (Construction Zone)	210	12
1008 (3)	Following Too Closely in Motorcade (Commercial Vehicle)	105	12
1009 (1)	Coasted Vehicle Down Grade With Gears in Neutral	78	12
1009 (1)	Coasted Vehicle Down Grade With Gears in Neutral (Construction Zone)	156	12
1009 (2)	Coasted Vehicle Down Grade With Clutch Disengaged	78	12
1009 (2)	Coasted Vehicle Down Grade With Clutch Disengaged (Construction Zone)	156	12
1010 (1)	Drove Vehicle on Wrong Side of Divided Highway	78	12
1010 (1)	Drove Vehicle on Wrong Side of Divided Highway (Construction Zone)	156	12
1010 (1)	(Improper Turn/Turned Where Prohibited) Across Median of Divided Highway	78	12

1010 (1)	(Improper Turn/Turned Where Prohibited) Across Median of Divided Highway (Construction Zone)	156	12
1012 (3)(a)	Drove Unauthorized Vehicle In High Occupancy Lane	68	2
1012 (3)(b)	Drove Unauthorized Vehicle in High Occupancy Lane Three or More Times	131	2
106 (3)	Vehicle Exceeded Posted Weight Limitation (Specify Posted and Actual Weights)	105	12
109 (1)	Low-Power Scooter Rider Failed to Obey Provisions of Article 4 (State Violation, i.e., Failed to Signal, or Speeding)	52	13
109 (1)	Low-Power Scooter Rider Failed to Obey Provisions of Article 4 (State Violation, i.e., Failed to Signal, or Speeding) (Construction Zone)	104	13
109 (11)	Failed to Use Bicycle Path When Directed by Official Signs	52	7
109 (11)	Failed to Use Bicycle Path When Directed by Official Signs (Construction Zone)	104	7
109 (11)	Low-Power Scooter Failed to Use Bicycle Path When Directed By Official Signs	52	7
109 (11)	Low-Power Scooter Failed to Use Bicycle Path When Directed By Official Signs (Construction Zone)	104	7
109 (12)	(Parent/Guardian) Knowingly Permitted Child to Violate Section 109	52	7
109 (2)	Rode Low-Power Scooter on other than permanent and regular seat	52	13
109 (2)	Rode Low-Power Scooter on other than permanent and regular seat (Construction Zone)	104	13
109 (3)	Rode Low-Power Scooter with more persons than designed and equipped	52	13
109 (3)	Rode Low-Power Scooter with more persons than designed and equipped (Construction Zone)	104	13
109 (4)	Rode Low-Power Scooter, coaster, roller skates, sled, or toy vehicle attaced to any vehicle upon roadway	52	13
109 (4)	Rode Low-Power Scooter, coaster, roller skates, sled, or toy vehicle attaced to any vehicle upon roadway (Construction Zone)	104	13
109 (5)	Person operating low-power scooter upon roadway to ride as close to right side of roadway; to exercise due care when passing	52	13
109 (5)	Person operating low-power scooter upon roadway to ride as close to right side of roadway; to exercise due care when passing (Construction Zone)	104	13
109 (6)	Persons riding low-power scooters upon roadway rode more than two abreast	52	13
109 (6)	Persons riding low-power scooters upon roadway rode more than two abreast (Construction Zone)	104	13
109 (8)	(Rode/Lead) Animal on Wrong Side of Highway	52	7
109 (8)	(Rode/Lead) Animal on Wrong Side of Highway (Construction Zone)	104	7
109 (9)	Used (Skis/Sled/Skates/Coaster/ Toy Vehicle/ etc.) on Highway	52	7
109 (9)	Used (Skis/Sled/Skates/Coaster/ Toy Vehicle/ etc.) on Highway (Construction Zone)	104	7
109.5 (1)	Operated Low Speed Electric Vehicle Where Prohibited	52	7
109.5 (2)	Operated Low Speed Electric Vehicle on Limited Access Highway	52	7
1101 (1)	Speeding (10-14 MPH Over Prima Facie Limit ) [Commercial Vehicle Only]	141	38
1101 (1)	Speeding (10-14 MPH Over Prima Facie Limit ) [Commercial Vehicle Only] (Construction Zone)	282	38
1101 (1)	Speeding (10-19 MPH Over Posted Limit in Construction/School/Safety Zone)	283	55
1101 (1)	Speeding (10-19 MPH Over Prima Facie Limit )	141	38
1101 (1)	Speeding (1-4 MPH Over Posted Limit in Construction/School/Safety Zone)	84	34
1101 (1)	Speeding (1-4 MPH Over Prima Facie Limit )	42	28
1101 (1)	Speeding (15-19 MPH Over Prima Facie Limit ) [Commercial Vehicle Only]	141	38

1101 (1)	Speeding (15-19 MPH Over Prima Facie Limit ) [Commercial Vehicle Only] (Construction Zone)	282	38
1101 (1)	Speeding (20-24 MPH Over Posted Limit in <i>Construction Zone Only</i> )	567	89
1101 (1)	Speeding (20-24 MPH Over Posted Limit in <i>Construction Zone Only</i> )(Commercial Vehicle)	567	89
1101 (1)	Speeding (20-24 MPH Over Posted Limit in School Zone Only)	420	89
1101 (1)	Speeding (20-24 MPH Over Posted Limit in School Zone Only)(Commercial Vehicle)	420	89
1101 (1)	Speeding (20-24 MPH Over Prima Facie Limit)	210	55
1101 (1)	Speeding (20-24 MPH Over Prima Facie Limit)(Commercial Vehicle)	210	55
1101 (1)	Speeding (25-39 MPH Over Posted Limit in Construction/School/Safety Zone)	SUM	
1101 (1)	Speeding (25-39 MPH Over Posted Limit in Construction/School/Safety Zone)(Commercial Vehicle)	SUM	
1101 (1)	Speeding (25-39 MPH Over Prima Facie Limit )	SUM	
1101 (1)	Speeding (25-39 MPH Over Prima Facie Limit )(Commercial Vehicle)	SUM	
1101 (1)	Speeding (40 MPH or more Over Posted Limit in Construction/School/Safety Zone)	SUM	
1101 (1)	Speeding (40 MPH or more Over Posted Limit in Construction/School/Safety Zone)(Commercial Vehicle)	SUM	
1101 (1)	Speeding (40 MPH Over Prima Facie Limit )	SUM	
1101 (1)	Speeding (40 MPH Over Prima Facie Limit ) (Commercial Vehicle)	SUM	
1101 (1)	Speeding (5-9 MPH Over Posted Limit in Construction/School/Safety Zone)	168	43
1101 (1)	Speeding (5-9 MPH Over Prima Facie Limit )	84	32
1101 (3)	Exceeded Safe Speed for Conditions (Indicate actual speed/safe speed)	105	27
1101 (8)(b)	Speeding (10-14 MPH Over the Maximum 75 MPH Limit ) [Commercial Vehicle Only]	141	38
1101 (8)(b)	Speeding (10-19 MPH Over the Maximum 75 MPH Limit)	141	38
1101 (8)(b)	Speeding (1-4 MPH Over the Maximum 75 MPH Limit)	31	28
1101 (8)(b)	Speeding (15-19 MPH Over the Maximum 75 MPH Limit) [Commercial Vehicle Only]	141	38
1101 (8)(b)	Speeding (20-24 MPH Over the Maximum 75 MPH Limit)	210	55
1101 (8)(b)	Speeding (25-39 MPH Over the Maximum 75 MPH Limit)	SUM	
1101 (8)(b)	Speeding (5-9 MPH Over the Maximum 75 MPH Limit)	84	32
1103 (1)	Impeded Normal Flow of Traffic	52	28
1104 (1)	Exceeded Posted Safe Speed on Elevated Structure	31	28
1105 (1)	Engaged in Speed Contest	SUM	
1105 (1)	Engaged in Exhibition of Speed	SUM	
1105 (2)	Obstructed Highway Incident to a Speed Contest	SUM	
1105 (2)	(Aided in/Facilitated) a Speed Contest	SUM	
1105 (2)	(Aided in/Facilitated) an Exhibition of Speed	SUM	
1204 (1)(a)	Stopping/Standing/Parking on a sidewalk	21	7
1204 (1)(b)	Stopping/Standing/Parking within an intersection	21	7
1204 (1)(c)	Stopping/Standing/Parking on a crosswalk	42	7
1204 (1)(c)	Stopping/Standing/Parking on a crosswalk - Airport	100	7
1204 (1)(d)	Stopping/Standing/Parking Between a safety zone and the adjacent curb or within thirty feet of points on the curb immediately opposite the ends of a safety zone	21	7

1204 (1)(e)	Stopping/Standing/Parking Alongside or opposite any street excavation or obstruction when stopping, standing, or parking would obstruct traffic	21	7
1204 (1)(f)	Stopping/Standing/Parking On the roadway side of any vehicle stopped or parked at the edge or curb of a street	21	7
1204 (1)(g)	Stopping/Standing/Parking Upon any bridge or other elevated structure upon a highway or within a highway tunnel	21	7
1204 (1)(h)	Stopping/Standing/Parking on any railroad tracks	21	7
1204 (1)(i)	Stopping/Standing/Parking on any controlled-access highway	21	7
1204 (1)(j)	Stopping/Standing/Parking In the area between roadways of a divided highway, including crossovers	21	7
1204 (1)(k)	Stopping/Standing/Parking At any other place where official signs prohibit stopping	21	7
1204 (2)(a)	Standing/Parking Within five feet of a public or private driveway	21	7
1204 (2)(b)	Standing/Parking Within fifteen feet of a fire hydrant	52	7
1204 (2)(b)	Standing/Parking Within fifteen feet of a fire hydrant - Airport	85	7
1204 (2)(c)	Standing/Parking Within twenty feet of a crosswalk at an intersection	21	7
1204 (2)(d)	Standing/Parking Within thirty feet upon the approach to any flashing beacon or signal, stop sign, yield sign, or traffic control signal located at the side of a roadway	21	7
1204 (2)(e)	Standing/Parking Within twenty feet of the driveway entrance to any fire station or, on the side of a street opposite the entrance to any fire station, within seventy-five feet of said entrance when properly signposted	21	7
1204 (2)(f)	Standing/Parking At any other place where official signs prohibit standing	21	7
1204 (3)(a)	Parking with fifty feet of nearest rail at railroad crossing	21	7
1204 (3)(b)	Overtime Parking	21	7
1204 (3)(b)	Parked Where Prohibited	21	7
1204 (3)(b)	No Overnight Parking	26	7
1204 (3)(b)	Overtime Parking - Airport	85	7
1204 (3)(b)	Parked Where Prohibited - Airport	85	7
1204 (3)(b)	No Overnight Parking - Airport	85	7
1204 (3)(b)	Police Only Zone - Airport	85	7
1204 (5)	Improper Moving of Parked Vehicle	16	7
1205 (1)	Parked Vehicle More Than 12 Inches From Curb	21	7
1205 (2)	Parked Vehicle (on Wrong Side of/in Wrong Direction on) Roadway	21	7
1208 (3)(a)	Misuse of Designated Disabled Parking Space	157	34
1208 (3)(a)	Misuse of Designated Disabled Parking Space - Airport	200	34
1208 (3)(d)	Improper Use of Disabled License Plate/Placard to receive Disability Privileges	SUM	34
1208 (9)	Blocked Access To Disabled Ramp/Access	157	34
1211 (1)(a)	Backed Vehicle in Parking Area (When Not Safe/and Interfered With Traffic)	52	7
1211 (1)(a)	Backed Vehicle in Parking Area (When Not Safe/and Interfered With Traffic) (Construction Zone)	104	7
1211 (1)(b)	Backed Vehicle on (Shoulder/Roadway) of Controlled-Access Highway	52	7
1211 (1)(b)	Backed Vehicle on (Shoulder/Roadway) of Controlled-Access Highway (Construction Zone)	104	7
1401 (1)	Reckless Driving	SUM	
1401 (1)	Reckless Driving (Commercial Vehicle)	SUM	
1402 (1)	Careless Driving	105	18



1402 (1)	Careless Driving (Construction Zone)	210	18
1402 (2)(b)	Careless Driving Caused Bodily Injury	SUM	
1406 (1)(a)	(Left/Deposited/Threw) Foreign Matter on Highway	52	12
1406 (1)(a)	(Left/Deposited/Threw) Foreign Matter on Highway (Construction Zone)	104	12
1406 (1)(b)	(Left/Deposited/Threw) Burning Material from a Motor Vehicle	SUM	
1406 (2)	Failed to Remove (Lighted/Burning) Matter (Left/Deposited/Thrown) on Highway	52	12
1406 (2)	Failed to Remove (Lighted/Burning) Matter (Left/Deposited/Thrown) on Highway (Construction Zone)	104	12
1406 (3)	Removed Wrecked or Damaged Vehicle From Highway Without Removing Injurious Substance From Highway	52	12
1406 (3)	Removed Wrecked or Damaged Vehicle From Highway Without Removing Injurious Substance From Highway (Construction Zone)	104	12
1406 (4)	Excavated on Highway Without Authorization	52	12
1406 (4)	Excavated on Highway Without Authorization (Construction Zone)	104	12
1406 (4)	Constructed on Highway Without Authorization	52	12
1406 (4)	Constructed on Highway Without Authorization (Construction Zone)	104	12
1406 (6)	Ice, snow, mud, dirt, debris, rubbish and filth, shall not be permitted, placed, made, maintained or located upon any public street, public highway or public alley	SUM	12
1407 (1)	Spilled Load on Highway/Failed to Cover Load/No Flaps When Required	52	12
1407 (1)	Spilled Load on Highway/Failed to Cover Load/No Flaps When Required (Construction Zone)	104	12
1407 (1)	Spilled Load on Highway/Failed to Cover Load/No Flaps When Required (Commercial Vehicle)	52	12
1407.5 (2)	(Truck/Tractor/Trailer) Did Not Have Splash Guards as Required(Commercial Vehicle)	52	12
1409 (1)	Owner Operated or Permitted to be Operated an Uninsured Motor Vehicle on a Public Highway	SUM	
1409 (2)	Operated an Uninsured Motor Vehicle on a Public Highway	SUM	
1409 (3)	Failed to Present Immediate Evidence of Insurance Upon Request	SUM	
1412 (10)(a)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider on (Sidewalk/Roadway/Crosswalk/Pathway) Failed to Yield Right of Way to Pedestrian	52	7
1412 (10)(a)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider on (Sidewalk/Roadway/Crosswalk/Pathway) Failed to Yield Right of Way to Pedestrian (Construction Zone)	104	7
1412 (10)(b)	Rode Bicycle/Electrical Assisted Bicycle/Electric Scooter on (Sidewalk/ Roadway/Pathway) When Prohibited by (Sign/Device)	42	7
1412 (10)(b)	Rode Bicycle/Electrical Assisted Bicycle/Electric Scooter on (Sidewalk/ Roadway/Pathway) When Prohibited by (Sign/Device) (Construction Zone)	84	7
1412 (11)	Improper Parking of a Bicycle/Electrical Assisted Bicycle/Electric Scooter	21	7
1412 (11)	Improper Parking of a Bicycle/Electrical Assisted Bicycle/Electric Scooter (Construction Zone)	42	7
1412 (3)	Unlawful Number of Persons on Bicycle/Electrical Assisted Bicycle/Electric Scooter	26	7
1412 (3)	Unlawful Number of Persons on Bicycle/Electrical Assisted Bicycle/Electric Scooter (Construction Zone)	52	7

1412 (4)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Attached Himself to Motor Vehicle	84	7
1412 (4)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Attached Himself to Motor Vehicle (Construction Zone)	168	7
1412 (5)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Failed to Ride in Right-hand Lane as Required	26	7
1412 (5)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Failed to Ride in Right-hand Lane as Required (Construction Zone)	52	7
1412 (5)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Failed to Ride on Suitable Paved Shoulder	26	7
1412 (5)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Failed to Ride on Suitable Paved Shoulder (Construction Zone)	52	7
1412 (5)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Failed to Ride on Right Side of Lane When Being Overtaken	26	7
1412 (5)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Failed to Ride on Right Side of Lane When Being Overtaken (Construction Zone)	52	7
1412 (6)(a)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Failed to Ride Single File When Required	26	7
1412 (6)(a)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Failed to Ride Single File When Required (Construction Zone)	52	7
1412 (6)(b)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Failed to Ride in Single Lane When Riding Two Abreast	26	7
1412 (6)(b)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Failed to Ride in Single Lane When Riding Two Abreast (Construction Zone)	52	7
1412 (7)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Failed to Keep at Least One Hand on Handlebars	26	7
1412 (7)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Failed to Keep at Least One Hand on Handlebars (Construction Zone)	52	7
1412 (8)(a)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Made Improper Left Turn	26	7
1412 (8)(a)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Made Improper Left Turn (Construction Zone)	52	7
1412 (8)(b)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Intending to Turn Left Disregarded Official Traffic Control Device	42	7
1412 (8)(b)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Intending to Turn Left Disregarded Official Traffic Control Device (Construction Zone)	84	7
1412 (9)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Failed to Signal Intention to (Turn/Stop)	31	7
1412 (9)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Rider Failed to Signal Intention to (Turn/Stop) (Construction Zone)	62	7
1716 (2)	Failed to Obey Summons to Appear in Court	SUM	
1903 (1)(a)	Failed to Stop for Stopped School Bus Displaying Flashing Red Lights	SUM	
1903 (2)	School Bus Driver Failed to Actuate Visual Signals as Required	SUM	
1903 (5)	School Bus Driver Failed to Stop as Required	SUM	
201 (1)	Number of Persons in Front Seat of Vehicle Obstructed Vision	52	12
201 (1)	Number of Persons in Front Seat of Vehicle Interfered With Driver	52	12
201 (2)	Driver of Vehicle Allowed Passenger to Ride in an Unsafe Manner	84	12
201 (3)	Video Display Visible to Vehicle Operator	52	12

201 (4)	Driver's Vision Obstructed Through Required Glass	52	12
201 (5)	Passenger in Vehicle (Interfered With/Obstructed Vision of) Driver	52	12
201 (5)	Driver of Vehicle Allowed Passenger to Interfere With Driving	52	12
201 (6)	Person (Hung On/Attached Himself) to the Outside of Vehicle	84	12
201 (6)	Driver Permitted Person to (Hang On/Attach Himself) to the Outside of Vehicle	84	12
202 (1)	Drove a (Defective/Unsafe) Vehicle	52	12
204 (1)	Failed to Display Lamps When Required	52	7
205 (1)	Motor Vehicle Not Equipped With Head Lamps as Required	52	7
205 (2)	Motorcycle Not Equipped With Head Lamp as Required	52	7
205 (3)	Height of Headlamp Failed to Meet Requirements	52	7
205.5 (1)(a)	Motor Vehicle has High Intensity Light Improperly Directed	52	18
205.5 (1)(b)	Unauthorized Vehicle Displayed Red/Blue Lamp to Front of Vehicle	52	18
206 (1)	Vehicle Not Equipped With Tail Lamps as Required	52	7
206 (2)	Height of Tail Lamp Failed to Meet Requirements	52	7
206 (3)	Vehicle Had (No/Defective) License Plate Lamps	52	7
206 (4)	Vehicle Failed to Have Reflector as Required	52	7
206 (5)	1958 or Newer Vehicle Failed to Have Two Reflectors as Required	52	7
206 (6)	Height of Reflector Failed to Meet Requirements	52	7
213 (1)	Defective (Audible/Visual Signal) on Emergency Vehicle	52	7
213 (1)	Insufficient (Audible/Visual Signal) on Emergency Vehicle	52	7
213 (4)	(Unauthorized/Improper) Use of Green Light on (Motor/Emergency) Vehicle	52	7
217 (1)	Improper Headlight Distribution	52	7
217 (1)(a)	Failed to Dim Lights When Approaching an Oncoming Vehicle	52	7
217 (1)(b)	Failed to Dim Lights When Following Another Vehicle	52	7
221 (2)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Not Equipped With Front Lamp Visible 500 Feet to Front	26	7
221 (3)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Not Equipped With Red Reflector Visible 600 Feet to Rear	26	7
221 (4)	Bicycle/Electrical Assisted Bicycle/Electric Scooter Not Equipped With Side Reflective Material or Lamps	26	7
221 (6)	Unlawful use of (siren / whistle) upon a bicycle	26	7
221 (7)	Bicycle not equipped with adequate brake	26	7
222 (1)	Improper Auxiliary (Signal Lamps/Audible Signal) on (Volunteer Firefighter Vehicle/Volunteer Ambulance Attendant)	52	7
222 (1)	Misuse of Auxiliary (Signal Lamps/Audible Signal) by (Volunteer Firefighter/ Volunteer Ambulance Attendant)	52	7
223 (1)(b)	(Motorcycle/Motorized Bicycle/ Bicycle with Motor) Not Equipped With One Brake	52	7
223 (1)(c)	(Trailer/Semi-trailer) Did Not Have Breakaway Brakes as Required	52	7
223 (1)(d)	(Motor Vehicle/Trailer/Semi-Trailer) Did Not Have Service Brake as Required	52	7
223 (2)	Performance of (Service/Hand) Brake Did Not Meet Requirements	52	7
224 (1)	Vehicle Had (No/Defective) Horn	52	7
224 (2)	Operated Vehicle With Unauthorized Audible Signal	52	7
224 (3)	Unlawful Use of (Siren/Whistle) upon a Low-Power Scooter	52	7
224 (5)(a)	Failed to Exercise More Than Ordinary Care and Caution In Approaching, Overtaking, or Passing Snowplow	52	7

225 (1.5)	(No/Inadequate) Muffler on Vehicle Equipped With an Engine Compression Brake (Jake Brake) (Commercial Vehicle)	525	195
226 (2)	Load Obstructed View to Rear – No Mirrors	52	7
227 (1)	Material on (Windshield/Front Side Windows) Presented (Nontransparent/Metallic/Mirrored) Appearance ( <i>Note: Metallic/ Mirrored Applies to Any Window</i> )	78	18
227 (2)	Vehicle Had (No/Defective) Windshield Wipers	52	7
227 (3)(b)	Person (Installed/Covered/Treated) (Windows/ Windshield) with Material that Does Not Meet Requirements	SUM	18
228 (1)	Solid Rubber Tire Failed to be at Least One Inch Thick	52	7
228 (3)	Tire had (Block/Flange/Cleat/Spike) Protruding From Rubber	52	7
228 (5)	Operated a Vehicle With (Improper/Unsafe) Tires	52	7
228 (6)	Operated Vehicle on Highway with Tires Designed for Non-Highway Use	52	7
228 (7)	Sold a Vehicle With (Improper/Unsafe) Tires	SUM	
229 (4)	Vehicle Not Equipped With (Front Windshield/ Safety Glass in Front Windshield)	52	7
232 (1)	Low-Power Scooter (Operator/ Passenger) Had No Protective Eye Wear as Required	52	7
232 (3)	Motorcycle Not Equipped With Passenger Footrests	52	7
234 (1)	Failed to Display Slow-Moving Vehicle Emblem	52	7
234 (3)	Misused Slow-Moving Vehicle Emblem	52	7
235 (2)(a)	Operated a Commercial Vehicle on a Public Highway in Violation of the Department of Public Safety Rules and Regulations Governing Safety Standards (Commercial Vehicle)	52	18
236 (2)(a)(I)	Failed to (Provide/Properly Use) An Approved Child Restraint System (4 - 7 Years of Age) (Primary Offense)	68	18
236 (2)(a)(II)	Failed to (Provide/Properly Use) Rear Facing Child Restraint System in Rear Seat of Vehicle(Less Than 1 Year Old and Less Than 20 lbs.) (Primary)	68	18
236 (2)(a)(III)	Failed to (Provide/Properly Use) (Forward/Rear) Facing Child Restraint System (1 - 3 Years of Age/ More Than 20 lbs. but Less Than 40 lbs.) (Primary)	68	18
236 (2)(b)	Failed to (Provide/Properly Use) Seatbelt/Child Restraint 8-15 Years of Age	68	18
237 (2)	Operated a Vehicle When Safety Belt Not Fastened	78	7
237 (2)	Operated a Vehicle When Front Passenger Safety Belt Not Fastened	78	7
502 (2)(a)	Load of Loose Hay Exceeded 12 Ft. Width	105	26
502 (2)(a)	Load of Loose Hay Exceeded 12 Ft. Width (Commercial Vehicle)	105	26
502 (2)(b)	Load of Small Rectangular Hay Bales on a Single Vehicle Exceeded (10 Foot 6 Inches in Width)	105	26
502 (2)(b)	Load of Small Rectangular Hay Bales on a Single Vehicle Exceeded (10 Foot 6 Inches in Width) (Commercial Vehicle)	105	26
502 (3)	Vehicle Had (Chains/Rope/Wire) (Swinging/ Dragging/Projecting)	105	26
504 (1)	Height of Vehicle Exceeded 14 Feet 6 Inches on Designated Highway	105	26
504 (1)	Height of Vehicle Exceeded 14 Feet 6 Inches on Designated Highway (Commercial Vehicle)	105	26
504 (2)	Single Vehicle Exceeded 45 Feet in Length	105	26
504 (2)	Single Vehicle Exceeded 45 Feet in Length (Commercial Vehicle)	105	26
504 (3)	Bus Exceeded 60 Feet in Length	105	26
504 (3)	Bus Exceeded 60 Feet in Length (Commercial Vehicle)	105	26
504 (4)	Combination of Vehicles Exceeded (Four Units/70 Feet in Length)	105	26

504 (4)	Combination of Vehicles Exceeded (Four Units/70 Feet in Length) (Commercial Vehicle)	105	26
504 (4.5)	(Saddle Mount Combination/Laden Truck Tractor Semitrailer Combination /Auto or Boat Transporter) Exceeded (Four Units/Maximum Lawful Length)	105	26
504 (4.5)	(Saddle Mount Combination/Laden Truck Tractor Semitrailer Combination /Auto or Boat Transporter) Exceeded (Four Units/Maximum Lawful Length) (Commercial Vehicle)	105	26
504 (5)	Load Projected Beyond Grill Assembly or Front Wheels	105	26
504 (5)	Load Projected Beyond Grill Assembly or Front Wheels (Commercial Vehicle)	105	26
504 (5)	Projecting Load on Vehicle Obstructed Driver's Vision	105	27
504 (6)	Rear Projection of Load Exceeded 10 Feet	105	26
504 (6)	Rear Projection of Load Exceeded 10 Feet (Commercial Vehicle)	105	26
506 (1)	Unlawful Drawbar	52	7
506 (2)	Failed to Use White Flag on Tow (Chain/ Cable/Rope)	52	7
506 (3)	Failed to Use Safety Chain or Cable on Towed Vehicle	52	7
509 (3)	(Refused/Failed) to Stop for Weighing (Load/Vehicle)	78	18
509 (3)	(Refused/Failed) to Stop for Weighing (Load/Vehicle) (Commercial Vehicle)	78	18
607 (1)(a)	(Attempted to/Removed/Altered/Defaced/Knocked Down/Injured) Traffic Control (Sign/Device)	52	18
607 (1)(a)	(Attempted to/Removed/Altered/Defaced/Knocked Down/Injured) Traffic Control (Sign/Device) (Construction Zone)	104	18
608 (1)	Failed to Use Turn Signals	78	7
608 (1)	Failed to Use Turn Signals (Construction Zone)	156	7
608 (2)	Vehicle Not Equipped With Turn Signals as Required	52	7
608 (2)	Vehicle Not Equipped With Turn Signals as Required (Construction Zone)	104	7
703 (3)	(Disregarded/Failed to Stop as Required at) Stop Sign at Through Highway	105	12
703 (3)	Failed to Stop/Yield Right-Of-Way as Required at Stop Sign at Intersection/Junction of Roadway	105	12
703 (3)	Failed to Stop/Yield Right-Of-Way as Required at Stop Sign at Intersection/Junction of Roadway (Construction Zone)	210	12
703 (4)	Failed to Yield at Yield Intersection	105	12
703 (4)	Failed to Yield at Yield Intersection (Construction Zone)	210	12
705 (1)	Failed to Yield Right-of-Way to Emergency Vehicle	105	18
705 (1)	Failed to Yield Right-of-Way to Emergency Vehicle (Construction Zone)	210	18
706 (1)	Disregarded Stop Sign at Railroad Crossing	78	12
707 (1)	(School Bus/Commercial) Driver (Failed to Stop/Used Improper Gear) at Railroad Crossing When Required	105	12
707 (1)	(School Bus/Commercial) Driver (Failed to Stop/Used Improper Gear) at Railroad Crossing When Required(Commercial Vehicle)	105	12
710 (1)	Failed to Yield Right-of-Way to Pedestrian Upon Emerging From (Alley/Driveway/ Building)	84	12
710 (1)	Failed to Yield Right-of-Way to Pedestrian Upon Emerging From (Alley/Driveway/ Building) (Construction Zone)	168	12
710 (2)	Failed to Yield Right-of-Way to Pedestrian Upon Entering (Alley/Driveway/Building)	84	12
710 (2)	Failed to Yield Right-of-Way to Pedestrian Upon Entering (Alley/Driveway/Building) (Construction Zone)	168	12

710 (3)	Drove Vehicle Upon Sidewalk	78	12
711 (1)	Drove Vehicle Improperly on Mountain Highway	105	12
711 (2)	Failed to Yield Right-of-Way to Ascending Vehicle on Narrow Mountain Highway	105	12
712 (1)	Failed to Yield Right-of-Way to Authorized (Vehicle/Pedestrian) in Highway Work Area	84	12
712 (1)	Failed to Yield Right-of-Way to Authorized (Vehicle/Pedestrian) in Highway Work Area (Construction Zone)	84	12
712 (2)	Failed to Yield Right-of-Way to Authorized Service Vehicle Displaying Flashing Yellow Light	84	12
712 (2)	Failed to Yield Right-of-Way to Authorized Service Vehicle Displaying Flashing Yellow Light (Construction Zone)	84	12
712 (3)	Disregarded instructions / signals of flag – person in highway work area	78	12
712 (3)	Disregarded instructions / signals of flag – person in highway work area (Construction Zone)	156	12
802 (1)	Failed to Yield Right-of-Way to Pedestrian in Crosswalk	52	7
802 (1)	Failed to Yield Right-of-Way to Pedestrian in Crosswalk (Construction Zone)	104	7
802 (3)	Pedestrian Suddenly (Walked/Ran/Rode Bicycle) Into Path of Vehicle	42	7
802 (3)	Pedestrian Suddenly (Walked/Ran/Rode Bicycle) Into Path of Vehicle (Construction Zone)	84	7
802 (4)	Passed Vehicle Stopped for Pedestrian in (Marked/Unmarked) Crosswalk	52	7
802 (5)	Failed to Yield Right-of-Way to Pedestrian at Steady Walk Signal	42	7
802 (5)	Failed to Yield Right-of-Way to Pedestrian at Steady Walk Signal (Construction Zone)	84	7
805 (1)	(Pedestrian/Animal Rider) Failed to (Walk/ Ride) (Along/Upon) Roadway as Required	42	7
805 (1)	(Pedestrian/Animal Rider) Failed to (Walk/ Ride) (Along/Upon) Roadway as Required (Construction Zone)	84	7
805 (2)	Pedestrian Solicited Rides in Roadway	42	7
805 (2)	Pedestrian Solicited Rides in Roadway (Construction Zone)	84	7
805 (3)	Pedestrian on Highway Under the Influence of (Alcohol/controlled Substance)	52	7
805 (3)	Pedestrian on Highway Under the Influence of (Alcohol/controlled Substance) (Construction Zone)	104	7
805 (4)	Animal Rider on Highway Under the Influence of (Alcohol/Controlled Substance)	52	7
805 (4)	Animal Rider on Highway Under the Influence of (Alcohol/Controlled Substance) (Construction Zone)	104	7
805 (7)	Vehicle (Endangered/Impeded) Traffic to Pick Up Pedestrian	52	7
805 (7)	Vehicle (Endangered/Impeded) Traffic to Pick Up Pedestrian (Construction Zone)	104	7
805 (8)	(Pedestrian/Animal Rider) Failed to Yield to Emergency Vehicle	52	7
805 (8)	(Pedestrian/Animal Rider) Failed to Yield to Emergency Vehicle (Construction Zone)	104	7
901 (1)(a)	Made Right Turn (From/In To) Wrong (Position/Lane)	78	12
901 (1)(a)	Made Right Turn (From/In To) Wrong (Position/Lane) (Construction Zone)	156	12
901 (1)(b)	Made Left Turn (From/In To) Wrong (Position/Lane)	78	12
901 (1)(b)	Made Left Turn (From/In To) Wrong (Position/Lane) (Construction Zone)	156	12
901 (1)(c)	Made Improper Left Turn at Multi-turn Intersection	78	12
901 (1)(c)	Made Improper Left Turn at Multi-turn Intersection (Construction Zone)	156	12
901 (2)	Failed to Turn as Required by Traffic Control Device	78	12

901 (2)	Failed to Turn as Required by Traffic Control Device (Construction Zone)	156	12
901 (2)	Failed to Turn From Turn-Only Lane	78	12
901 (2)	Failed to Turn From Turn-Only Lane (Construction Zone)	156	12
902 (1)	Made U-Turn on Hill or Curve	78	12
902 (1)	Made U-Turn on Hill or Curve (Construction Zone)	156	12
902 (2)	Made Unsafe U-Turn at Intersection	78	12
902 (2)	Made Unsafe U-Turn at Intersection (Construction Zone)	156	12
902 (3)	Made U-Turn Where Prohibited	78	12
902 (3)	Made U-Turn Where Prohibited (Construction Zone)	156	12







902 (3)	Made U-Turn Where Prohibited	70	11

Meter Size	AWWA (capacity )	Factor based on 5/8	Factor based on 3/4	Tap Fee Factor 3/4	Water 55%	Sewer 45%
5/8 inch	20	1.00	0.67			
3/4 inch	30	1.50	1.00	\$18,519.60	10,242	8,278
1 inch	50	2.50	1.67	\$26,764.05	17,104	9,660
1-1/2 inch	100	5.00	3.33	\$61,671.60	34,106	27,566
2 inch	160	8.00	5.33	\$98,711.60	54,590	44,122
3 inch	300	15.00	10.00	\$185,200.00	102,420	82,780
4 inch	500	25.00	16.67	\$308,728.40	170,734	137,994
6 inch	1,000	50.00	33.33	\$617,271.60	341,366	275,906
8 inch	1,600	80.00	53.33	Subject to Negotiation		
10 inch	2,300	115.00	76.67	Subject to Negotiation		
12 inch	4,300	215.00	143.33	Subject to Negotiation		
14 inch	6,400	320.00	213.33	Subject to Negotiation		
16 inch	9,160	458.00	305.33	Subject to Negotiation		
18 inch	14,650	732.50	488.33	Subject to Negotiation		
20 inch	18,500	925.00	616.67	Subject to Negotiation		

RATE CODE	
101	WATER USE
102	WATER USE - SENIOR/DISABLED
103	WATER USE - OUT OF TOWN
104	WATER USE - OUT OF TOWN SENIOR/DISABLED
107	WATER USE - BULK WATER STATION
111-118	WATER USE - UNMETERED all meter size classifications
201	WATER BASE - 3/4" and 5/8" METER (1 SFE)
202	WATER BASE - 3/4" and 5/8" SENIOR/DISABLED (1 SFE)
204	WATER BASE - OUT OF TOWN
205	WATER BASE - OUT OF TOWN SENIOR/DISABLED
206	WATER BASE - 1" METER (2 SFES)
210	WATER BASE - 1" METER (2 SFES) SENIOR/DISABLED
207	WATER BASE - 1.5" METER (4 SFES)
208	WATER BASE - 2" METER (8 SFES)
209	WATER BASE - 3" METER (16 SFES)
211	WATER BASE - 4" METER (16.67 SFES)
301	SEWER USE - AVERAGE X WATER USE RATE
302	SEWER USE SENIOR/DEABLED - AVERAGE X WATER USE RATE
303	SEWER USE OUT OF TOWN - AVERAGE X WATER USE RATE
304	SEWER USE OUT OF TOWN SR/DS AVERAGE X WATER USE RATE
306	SEWER USE UNESTABLISHED - 3/4" & 5/8"

307	SEWER USE UNESTABLISHED - 3/4" & 5/8" SENIOR/DISABLED
308	SEWER USE UNESTABLISHED - 3/4" & 5/8" OUT OF TOWN
309	SEWER USE UNESTABLISHED - 3/4" & 5/8" OUT OF TOWN SR/DS
310	SEWER USE UNESTABLISHED - 1" METER
311	SEWER USE UNESTABLISHED - 1.5" METER
312	SEWER USE UNESTABLISHED - 2" METER
313	SEWER USE UNESTABLISHED - 3" METER
401	SEWER BASE - 3/4" & 5/8" METER (1 SFE)
406	SEWER BASE - 3/4" & 5/8" METER (1 SFE) SENIOR/DISABLED
407	SEWER BASE - OUT OF TOWN
408	SEWER BASE - OUT OF TOWN SENIOR/DISABLED
402	SEWER BASE - 1" METER (2 SFES)
409	SEWER BASE - 1" METER (2 SFES) SENIOR/DISABLED
403	SEWER BASE 1.5" METER (4 SFES)
404	SEWER BASE 2" METER (8 SFES)
405	SEWER BASE 3" METER (16 SFES)
410	SEWER BASE 4" METER (16.67 SFES)
501	RESIDENTIAL TRASH SERVICE
502	SENIOR/DISABLED TRASH SERVICE
503	RESIDENTIAL TRASH SERVICE EXTRA CONTAINER
504	SENIOR/DISABLED TRASH SERVICE EXTRA CONTAINER
1901	PENALTY
2001	DISCONNECT/RECONNECT FEE
2101	BROKEN METER/MXU CHARGE

RATE	
\$0.00503	0-5,000 GALLONS
\$0.00566	5,001-12,000 GALLONS
\$0.00628	12,001-20,000 GALLONS
\$0.00692	20,001-100,000 GALLONS
\$0.00754	100,001-150,000 GALLONS
\$0.00786	150,001-200,00 GLLONS
\$0.00817	200,001+ GALLONS
\$0.00301	0-5,000 GALLONS
\$0.00339	5,001-12,000 GALLONS
\$0.00377	12,001-20,000 GALLONS
\$0.00415	20,001-100,000 GALLONS
\$0.00453	100,001-150,000 GALLONS
\$0.00471	150,001-200,00 GLLONS
\$0.00490	200,001+ GALLONS
\$0.01005	0-5,000 GALLONS
\$0.01131	5,001-12,000 GALLONS
\$0.01257	12,001-20,000 GALLONS
\$0.01382	20,001-100,000 GALLONS
\$0.01508	100,001-150,000 GALLONS
\$0.01571	150,001-200,00 GLLONS
\$0.01634	200,001+ GALLONS
\$0.00603	0-5,000 GALLONS
\$0.00678	5,001-12,000 GALLONS
\$0.00754	12,001-20,000 GALLONS
\$0.00830	20,001-100,000 GALLONS
\$0.00905	100,001-150,000 GALLONS
\$0.00943	150,001-200,00 GLLONS
\$0.00980	200,001+ GALLONS
\$0.02513	PER GALLON
\$0.00214	PER GALLON TECHNOLOGY SERVICE FEE
CALCULATED MONTHLY	
\$57.62	
\$34.58	
\$57.62	
\$34.58	
\$87.03	
\$52.22	
\$172.79	
\$345.70	
\$630.83	
\$914.71	
WATER USE RATE 101	
WATER USE RATE 102	
WATER USE RATE 103	
WATER USE RATE 104	
\$17.16	

\$7.46
\$32.43
\$13.86
\$20.98
\$105.55
\$49.05
\$608.24
\$26.83
\$16.09
\$26.83
\$16.09
\$40.24
\$24.14
\$80.49
\$160.97
\$295.13
\$427.93
\$42.27
\$28.39
\$27.76
\$27.76
18% PER ANNUM
\$60.00
ACTUAL COST OF METER/MXU

## Hayden Center Membership Pricing and Benefits Sheet

495 W Jefferson Ave. PO Box 190

Hayden Colorado 81639 970-276-0500



Below is the pricing for the Hayden Center, Recreation Division. Benefits of membership include full access to weight and cardio rooms, gymnasium and to all fitness classes. Adult memberships include 24 Hour Access.

Users must be 13 years old or older to use the fitness area (all cardio & weight equipment).  
Users 12 years old must attend with an adult. Gym (basketball/volleyball) users 11 years and younger require adult supervision.

	ANNUAL MEMBERSHIP PAID IN FULL	SEASONAL MEMBERSHIP 3 MONTHS	SINGLE MONTH No Further Commitment
Youth (3 -17 yrs)	\$302.00	\$85.00	\$32.00
College/Vo-Tech/Trade School	\$403.00	\$113.00	\$42.00
Adult (18+yrs)	\$504.00	\$163.00	\$53.00
Senior (65+yrs)	\$454.00	\$128.00	\$47.00
Couple	\$806.00	\$227.00	\$84.00
Senior Couple (65+yrs)	\$706.00	\$199.00	\$74.00
Family (1 Adult & dependents up to 24 yrs old)	\$857.00	\$236.00	\$89.00
Family (2 Adult & dependents up to 24 yrs old)	\$908.00	\$255.00	\$95.00

Annual Memberships come with six (6) complimentary Guest Passes  
(unused Guest Passes do not carry over to renewals)

\$10 Day Pass fee per person

\* 3% fee is charged for all credit card transactions

Prices effective 1/1/2025

N:\Hayden Center\Membership Fees\2025 Membership Fees





**Development Fee Schedule  
Town of Hayden  
Appendix B**

<p><b>BASIC APPLICATION FEES:</b> The Basic Application Fees listed shall be paid in full at the time of application. An application will not be deemed and scheduled for review until the Basic Application Fee has been paid in full. The Basic Application Fee is designed to cover basic filing, inspection, publication and processing costs. It also includes the minimum amount of staff time typically required for an application of that type.</p>																																												
<p><b>HOURLY FEES:</b> Hourly Fees will be charged for staff time not covered by the Basic Application Fees. Staff time will be charged at a minimum rate of <b>\$105 per hour</b>.</p>																																												
<p><b>ADDITIONAL FEES:</b> Additional Fees may be charged at the discretion of the Town Manager for professional consultants, special research/analysis or when deemed necessary and reasonable based on the nature and character of the review required or where unusual issues are presented which may require additional review. Fees for independent consultants and studies may include an additional 15% administrative charge.</p>																																												
<p><b>RENEWAL FEES:</b> 50% of the Basic Application Fee will be charged to process renewals that are authorized under the original conditions of approval.</p>																																												
<p><b>AGREEMENT FOR PAYMENT:</b> Applicants shall submit an Agreement for Payment of Development Review Expenses in a form approved by the Town Manager and the associated deposit identified therein concurrently with application materials as such is required as noted below.</p>																																												
<p><b>APPROVALS CONTINGENT ON FULL PAYMENT OF ALL APPLICABLE FEES:</b> This includes any and all Basic Application Fees, Hourly Fees, Surcharges and/or Additional Fees. Approvals with outstanding balances that exceed 35 days may be deemed null and void.</p>																																												
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%; text-align: center;">Development Use Process</th> <th style="width: 30%; text-align: center;">Basic Application Fees</th> <th style="width: 30%; text-align: center;">Notes</th> </tr> </thead> <tbody> <tr> <td>Pre-Application Conference</td> <td style="text-align: center;">\$260</td> <td>Fee will be applied to subsequent application if such moves forward</td> </tr> <tr> <td>Code Text Amendment</td> <td style="text-align: center;">\$315</td> <td>Agreement for Payment of Expenses Required</td> </tr> <tr> <td>Rezoning/Zoning Map Amendment</td> <td style="text-align: center;">\$525</td> <td>Agreement for Payment of Expenses Required</td> </tr> <tr> <td>Conditional Use Permit</td> <td style="text-align: center;">\$525</td> <td>Agreement for Payment of Expenses Required</td> </tr> <tr> <td>Temporary Use Permit</td> <td style="text-align: center;">\$105</td> <td></td> </tr> <tr> <td colspan="3">Planned Unit Development (PUD) Review:</td> </tr> <tr> <td>    PUD/PUD Amendment</td> <td style="text-align: center;">\$1,050</td> <td>Agreement for Payment of Expenses Required</td> </tr> <tr> <td>    Concurrent Rezoning</td> <td style="text-align: center;">\$315</td> <td></td> </tr> <tr> <td colspan="3">Subdivision Fees:</td> </tr> <tr> <td>    Sketch Plan</td> <td style="text-align: center;">\$1,050 + \$10/lot/dwelling unit</td> <td>Agreement for Payment of Expenses Required</td> </tr> <tr> <td>    Preliminary Plat</td> <td style="text-align: center;">\$1,575 + \$15/lot/dwelling unit</td> <td>Agreement for Payment of Expenses Required</td> </tr> <tr> <td>    Final Plat</td> <td style="text-align: center;">\$630</td> <td>Agreement for Payment of Expenses Required</td> </tr> <tr> <td>    Administrative &amp; Minor Subdivision Plat</td> <td style="text-align: center;">\$475</td> <td>Agreement for Payment of Expenses Required</td> </tr> </tbody> </table>			Development Use Process	Basic Application Fees	Notes	Pre-Application Conference	\$260	Fee will be applied to subsequent application if such moves forward	Code Text Amendment	\$315	Agreement for Payment of Expenses Required	Rezoning/Zoning Map Amendment	\$525	Agreement for Payment of Expenses Required	Conditional Use Permit	\$525	Agreement for Payment of Expenses Required	Temporary Use Permit	\$105		Planned Unit Development (PUD) Review:			PUD/PUD Amendment	\$1,050	Agreement for Payment of Expenses Required	Concurrent Rezoning	\$315		Subdivision Fees:			Sketch Plan	\$1,050 + \$10/lot/dwelling unit	Agreement for Payment of Expenses Required	Preliminary Plat	\$1,575 + \$15/lot/dwelling unit	Agreement for Payment of Expenses Required	Final Plat	\$630	Agreement for Payment of Expenses Required	Administrative & Minor Subdivision Plat	\$475	Agreement for Payment of Expenses Required
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**Development Fee Schedule  
Town of Hayden  
Appendix B**

Site Plan Fees:		
Minor Site Plan	No charge	Fees collected with Building Permit application
Major Site Plan:		
Commercial	\$420 + .05/sq ft for gross bldg area over 5,000	Agreement for Payment of Expenses Required
Industrial	\$630	Agreement for Payment of Expenses Required
Multi-Family Residential:		
Apartments/Condos	\$315 + \$10/unit	Agreement for Payment of Expenses Required
Townhomes	\$260 + \$15/unit	Agreement for Payment of Expenses Required
Historic Site Designation	\$50	
Wireless Telecommunications	\$525	Agreement for Payment of Expenses Required
Appeal	\$150	Appeals pursuant to §7.16.140 require an Agreement for Payment of Expenses
Variance	\$420	Agreement for Payment of Expenses Required
Right-of-Way Vacation	\$420	Agreement for Payment of Expenses Required; Concurrent Final Plat may be required.
Annexation	\$2,100	Agreement for Payment of Expenses Required
Signs	\$75	
<p><b>AFTER THE FACT REVIEW:</b> An additional charge equal to the total applicable Basic Application Fee(s) shall be applied to all applications for Approvals that are received after the start of construction or operation. These additional fees will not be used to offset any Hourly Fees that may apply.</p>		
<p><b>MULTIPLE PROCESSES:</b> In general, an application will be charged the total of all applicable Basic Application Fees at the time of application. However, the Town Manager may adjust the aggregate of fees for <b>concurrent multiple processes</b> based upon the scope and complexity of each affected application and the cost to the Town to complete the reviews.</p>		
<p><b>CRITERIA FOR WAIVER OF FEES FOR SPECIAL PROJECTS:</b> Fees may be reduced or waived by the Town Manager. In general, but not limited to, the following categories will be used to determine if a fee reduction or waiver is appropriate: a. Projects of public entities; b. Projects of non-profit entities that will have a substantial benefit to the citizens of the Town of Hayden; or c. Projects initiated by the Town of Hayden</p>		

## Facility Hayden Center Rates

All fees subject to change without notice

Room Name	Amount
Auditorium*	\$131/\$788
Gymnasium (half gym/whole gym)	\$63/\$105
Gymnasium Event**	
Concession Stand (In lobby)	\$12/\$158
Kitchen*	\$53/\$315
Magnolia Room	\$53/\$315
Pine Room	\$53/\$315
Cottonwood Conference Room	\$53/\$315
Art Studio*	\$79/\$473
Birch Room	\$47/\$284
Cedar Room	\$26/\$158
Oak Room	\$37/\$105
Willow Room	\$37/\$221
Aspen Room	\$37/\$221
Olive Room	\$37/\$221
Maple Room	\$47/\$284
Dance Studio*	\$53/\$315
Yampa River Room	\$47/\$284
Fitness Room A	\$37/\$221
Fitness Room B	\$37/\$221
Mat Room	\$37/\$221
Staffing, Set Up and Clean Up (regular Center hours)	\$26
Staffing, Set Up and Clean Up (after regular Center hours)	\$42

## Facility Community Center Rates

All fees subject to change without notice

Room Name	Cost per Day
Auditorium*	\$788
Gymnasium (half gym/whole gym)	\$378/\$630
Gymnasium Event**	
Concession Stand (In lobby)	\$158
Kitchen*	\$315
Magnolia Room	\$315
Pine Room	\$315
Cottonwood Conference Room	\$315
Art Studio*	\$474
Birch Room	\$284
Cedar Room	\$158
Oak Room	\$105

Willow Room	\$221
Aspen Room	\$221
Olive Room	\$221
Maple Room	\$284
Dance Studio*	\$315
Yampa River Room	\$284
Fitness Room A	\$221
Fitness Room B	\$221
Mat Room	\$221
Staffing, Set Up and Clean Up (regular Center hours)	
Staffing, Set Up and Clean Up (after regular Center hours)	



RESOLUTION NO. 2024-21

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING AN AMENDED BUDGET FOR THE TOWN OF HAYDEN, COLORADO FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2024 AND ENDING ON THE LAST DAY OF DECEMBER 2024

RECITALS

**WHEREAS**, A proposed draft budget was delivered to the Hayden Town Council on September 26, 2023, for its consideration and further discussion happened during budget work sessions on October 18, 2023 and regular meeting November 16, 2023; and

**WHEREAS**, Upon due and proper notice, published or posted in accordance with the Town of Hayden Home Rule Charter, said proposed budget was open for inspection by the public at a designated place, and a public hearing was held on December 7, 2023, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget; and

**WHEREAS**, the 2024 budget was adopted on December 7, 2023 and the mill levy was certified with Routt County; and

**WHEREAS**, projected numbers for the year 2024 as well as updates to capital projects have necessitated a budget amendment of the following funds to reflect a true and accurate budget for the fiscal year 2024

**NOW, THEREFORE, BE IT RESOLVED BY THE HAYDEN TOWN COUNCIL AS FOLLOWS:**

**Section 1.** That estimated expenditures for each fund are as follows:

General Fund	\$5,500,000
Enterprise Fund	\$2,125,000
Recreation, Parks, Hayden Center Fund	\$1,075,544
Conservation Trust Fund	\$113,000
Capital Improvement Fund	\$11,000,000

**Section 2.** That estimated revenues for each fund are as follows:

General Fund	\$7,200,000
Enterprise Fund	\$2,175,000
Recreation, Parks, Hayden Center Fund	\$1,075,544
Capital Improvement Fund	\$11,000,000

Section 3. That the amended budget is submitted, and hereinabove summarized by fund, is hereby approved and adopted as the budget of the Town of Hayden for the year 2024

Section 4. That the budget hereby approved and adopted shall be signed by the Mayor and the Town Clerk and made a part of the public records of the Town.

PASSED, APPROVED AND RESOLVED THIS 19<sup>th</sup> DAY OF DECEMBER, 2024

\_\_\_\_\_  
Ryan Banks, Mayor

ATTEST:

\_\_\_\_\_  
Barbara Binetti, Town Clerk



**ENTITY**

Associated Governments of Northwest Colorado  
Yampa Valley Regional Airport Advisory Commission  
Hayden Economic Development Commission  
Hayden Parks and Recreation Board  
Northwest Colorado Council Of Government  
Club 20  
Colorado Municipal League  
Hayden School District  
West Routt Forward  
Northwest Colorado Business Park GID  
Hayden Housing Authority  
Hayden Arts Commission  
Routt County Climate Action Collaborative  
Yampa/White Basin Round Table  
Mountain Rail Coalition  
Regional Transportation Authority

AGNC  
YVRAAC  
HEDC  
HPRB  
NWCCOG  
Club 20  
CML  
HSD RE-1  
WRF  
NWCBP GID  
HHA  
HAC  
RC CAP  
YWBRT  
MRC  
RTA

**REPRESENTATIVE**

Mathew  
Gann  
Bell  
Gann  
Mathew  
Mathew  
Mathew  
Hicks  
Mayor  
TC  
TC  
Carlson  
Mathew  
Mathew  
Mayor

**INTERGOVERNMENTAL AGREEMENT BETWEEN THE TOWN OF HAYDEN AND  
ROUTT COUNTY FOR THE EMERGENCY USE OF FACILITIES**

This Intergovernmental Agreement (“IGA”) is made and entered into effective this \_\_\_\_ day of December, 2024, by and between the Town of Hayden, a Colorado home rule municipal corporation, hereafter “Town”, and Routt County, a Colorado statutory county, hereafter (“County”).

**WHEREAS**, Part 2 of Article 1 of Title 29 of the Colorado Revised Statutes, as amended, authorizes and enables governments of the State of Colorado to cooperate or contract with one another to provide any function, service, or facility lawfully authorized to each of the cooperating or contracting governments; and

**WHEREAS**, the parties are each political subdivisions of the State of Colorado and are authorized by the Constitution and statutes of the State of Colorado to provide law enforcement and communication services to their respective citizens and to maintain and operate facilities to support the provision of said services; and

**WHEREAS**, the Town owns and operates the Hayden Police Department (“HPD”) located at 249 Hawthorne St., Hayden, CO 81639; and

**WHEREAS**, the County operates the Routt County Communications Department (“Dispatch”) at the Combined Law Enforcement Facility (CLEF) in Steamboat Springs, which provides emergency dispatch services to various law enforcement, fire, and other service providers throughout Routt County; and

**WHEREAS**, the parties agree that it would be mutually beneficial to the parties and the citizens of Routt County that Dispatch be provided the ability to utilize HPD facilities during emergent events or as otherwise mutually agreed by the parties.

**NOW, THEREFORE, IT IS AGREED** by and between the parties hereto as follows:

**SECTION 1. FACILITIES.** Dispatch will be provided the ability to use the areas shown on the attached Floor Plan. The dates and times of use will be communicated between Dispatch managers and the Hayden Police Chief on an as-needed basis, however, the Chief shall have ultimate authority over the use of the Facilities. Facilities do not include equipment used by Dispatch other than chairs, desks, or other general office amenities already present at HPD.

**SECTION 2. ACCESS.** Certified Dispatcher will be provided access to an external key lock box. The lock box contains keys which may be used to enter the \_\_ door. Dispatch supervisors and managers shall ensure the security of all entryways at all times as well as the keys used by Dispatch.

**SECTION 3. PARKING.** Dispatch employees may utilize open parking spaces at the HPD not otherwise reserved.

**SECTION 4. EQUIPMENT.** While Dispatch may use general office amenities already present at HPD, the County is solely responsible for the equipment mobilized to HPD by Dispatch to include laptops, computers, and telephones. Damage caused to HPD amenities, including office equipment, shall be subject to the reimbursement provisions below.

**SECTION 5. INSURANCE AND WORKERS COMPENSATION.** The Town and County each maintain insurance policies for their respective facilities and employees. This IGA is not intended to require any changes in current coverages by either party or impact either parties changes to policies, if any, in the future. County employees shall be covered by County's workers compensation and shall not be considered employees of Town for any reason or purpose.

**SECTION 6. REIMBURSEMENT.** The parties agree that use of the Facilities, including utilities, as provided herein are for the mutual benefit of the parties and that no further consideration is required. However, County shall reimburse Town for any damage to the Facilities, reasonable wear and tear excepted, resulting from Dispatch's use of the Facilities. Reimbursement for damage will be based on replacement at actual value. The County is not responsible for damage related to weather or forces not in its or its employees' control.

**SECTION 7. TERMINATION.** Either Party may terminate this IGA upon three (3) days written notice to the other Party. County shall be afforded the opportunity to remove any of its equipment during that time period and County shall thereafter surrender any keys, cards, or other equipment provided by Town for the use of the Facilities.

**SECTION 8. NOTICES.** Electronic mail to and from the Hayden Police Chief and to and from the Director of Emergency Management shall be deemed sufficient notice under this IGA.

**SECTION 9. RELATIONSHIP OF PARTIES; GOVERNMENTAL IMMUNITY.** The Parties enter into this IGA as separate, independent governmental entities and maintain such status throughout. No officer, agent or employee of either Party shall be deemed an officer, agent, or employee of the other Party. No term or condition of this Agreement shall be construed or interpreted as a waiver, express or implied, of the immunities, rights, benefits, protections, or other provisions of the Colorado Governmental Immunity Act, §24-10-101, *et seq.*, C.R.S.

**SECTION 10. BENEFICIARIES; ASSIGNMENT.** This IGA is made for the sole and exclusive benefit of the Parties, their successors and assigns, and is not made for the benefit of any third party. The Parties covenant and agree that they will not assign this IGA, any interest or part thereof or any right or privilege pertinent thereto.

**SECTION 11. ENTIRE AGREEMENT.** This IGA embodies the entire agreement of the Parties. No changes, amendments or modifications of any of the terms or conditions of this IGA shall be valid

unless reduced to writing and executed by both Parties. This provision notwithstanding, the Hayden Police Chief and the Routt County Director or Emergency Management may work together in such a manner to reasonably carry out the intent of this IGA without further written amendments thereto.

**IN WITNESS HEREOF**, this Intergovernmental Agreement has been executed by:

December \_\_, 2024

Town of Hayden

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December \_\_, 2024

Routt County

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Jay Harrington  
County Manager