



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

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

Page

4. CONSENT ITEMS

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.

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 3
- B. Consideration to approve payment bill vouchers dated 12/12/2024-12/16/2024 in the amount of \$100,769.85 Page 9

5. OLD BUSINESS

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
- B. 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 14
- C. Review and Consideration of Board and Commission Assignments Page 33
- D. Review and Consider for approval, IGA Routt County for the Emergency Use of Facilities Page 34

7. PULLED CONSENT ITEMS

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

9. EXECUTIVE SESSION (IF NECESSARY)

10. ADJOURNMENT

Work SessionStaff & Councilmember ReportsHAYDEN 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 20th 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 6th 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 TRANSACTIONS 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 TRANSACTIONS 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 19th 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 19th 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

Administration	Amount	Description	
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	
Taxes	Amount	Description	
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	
Licenses	Amount	Description	
Sales Tax License	\$25.00	Per year	
Liquor License Fees			
Per Colorado Department of Revenue Liquor Enforcement Division Fee Schedule DR 8500 (07/01/22)			
Marijuana License Fee			
New	Application Fee	License Fee	
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	
Renewal	Application Fee	License Fee	
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		
Court	Amount	Description	
Retail Hospitality and Sales Business	\$26.25		
Court Cost	\$52.50	Deferrals	
Public Safety	Amount	Description	
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	
Public Works	Amount	Description	
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.

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

BASIC APPLICATION FEES: 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.

HOURLY FEES: 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 **\$105 per hour**.

ADDITIONAL FEES: 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.

RENEWAL FEES: 50% of the Basic Application Fee will be charged to process renewals that are authorized under the original conditions of approval.

AGREEMENT FOR PAYMENT: 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.

APPROVALS CONTINGENT ON FULL PAYMENT OF ALL APPLICABLE FEES: 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.

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

**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	
AFTER THE FACT REVIEW: 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.		
MULTIPLE PROCESSES: 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 concurrent multiple processes based upon the scope and complexity of each affected application and the cost to the Town to complete the reviews.		
CRITERIA FOR WAIVER OF FEES FOR SPECIAL PROJECTS: 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		

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)	

Description
Per hour/daily rate
Per hour/daily rate
Per hour/daily rate
Per hour/daily rate
Per hour/daily rate
Per hour/daily rate
Per hour/daily rate
Per hour/daily rate
Per hour/daily rate
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Per hour/daily rate
Per hour/daily rate
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Per hour/daily rate
Per hour/daily rate
Per hour/daily rate
Minimum 2 Hours
Minimum 2 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 19th 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 Authoity
Hayden Arts Commission
Routt County Climate Action Collabortive
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

December __, 2024

Routt County

Jay Harrington
County Manager