



Board of Trustees
REGULAR MEETING
Thursday, Dec. 10, 2020, 5 p.m.

Due to COVID-19, there is no public attendance in person. Instead, please join virtually:

On Your Computer: <https://bit.ly/397foWJ> | Password 827821

On Your Phone: 346-248-7799 | Webinar ID: 832 5876 1544 | Password: 827821

AGENDA

[A] denotes an action item; [D] denotes a discussion item

- 1) Call to Order & Pledge of Allegiance
- 2) Roll Call
- 3) Agenda Approval [A]
- 4) Consent Agenda [A]
 - a. Minutes: 11/19/2020 Regular Meeting
 - b. Financial Report: 11/30/2020
 - c. Disbursements: 11/2020
- 5) Constituent Time

Constituents may address the Board of Trustees about any issue. Please state your name and address for the record. You have three (3) minutes to address the Board of Trustees. Please note that specific questions may not be answered and staff will follow up with you after the meeting. Personal attacks against the Mayor, Trustees or employees will not be tolerated.
- 6) Department Reports – Town Administrator Greg Brinck
 - a. Administration
 - b. Golf Course Pro & Golf Course Superintendent
 - c. Police Department
 - d. Public Works
 - e. Town Clerk & Economic Development
- 7) Financial
 - a. Treasurer’s Report – Trustee & Treasurer Richard L. Udd

12/7/2020 4:51 PM

- 8) Ordinance 2020-07: Business Licensing [A]
- 9) Resolution 26-2020: Business License Fees [A]
- 10) Resolution 28-2020: Capital Improvement Plan [A]
- 11) Resolution 29-2020: Setting Mill Levy [A]
- 12) Resolution 30-2020: Budget Emergency Reserves [A]
- 13) Resolution 31-2020: Budget Appropriations [A]
- 14) Resolution 32-2020: Budget Approval [A]
- 15) Applefest Proposal [D] Possible [A]
- 16) Marijuana [D]
- 17) Trustee Comments
- 18) Upcoming Events
- 19) Adjourn

Town of Cedaredge Board of Trustees
Regular Meeting
Record of Proceedings
November 19, 2020

The Town Board of Trustees met for its Regular Meeting on November 19, 2020 in the Dining Hall of the Cedaredge Civic Center, 140 NW 2nd Street, Cedaredge, Colorado, with a virtual option available via Zoom webinar. A meeting notice was posted in the designated area at Cedaredge Town Hall at least 24 hours prior to the meeting in accordance with the Sunshine Law. All documents included in these minutes by reference are available for review at Cedaredge Town Hall.

Call to Order: Mayor Raymond F. Hanson called the meeting to order at 4:58 pm and led the Pledge of Allegiance.

Roll Call: Present in person were Mayor Raymond F. Hanson; Mayor Pro Tem Patti Michael; Trustees James Atkinson, Cathy Brown, Charlie Howe and Heidi Weissner; Town Administrator Greg Brinck; and Town Clerk Kami Collins; present virtually was Trustee Richard Udd.

Agenda Approval: Mayor Pro Tem Michael moved and Trustee Weissner seconded to approve the agenda as presented.

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously and the Agenda was approved.

Consent Agenda: Mayor Pro Tem Michael moved and Trustee Atkinson seconded to approve the consent agenda (4a through 4c):

- a. Minutes: 10/15/2020 Regular Meeting
- b. Financial Report: 10/31/2020
- c. Disbursements: 10/2020

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously and the Consent Agenda was approved.

Constituent Time: John Steighner, 1350 SE Fairway Drive, emailed comments to Town Clerk Collins prior to the meeting. Kami read his statement into the record.

Renee Grossman, 314 Soper Circle, Basalt, Colorado. Ms. Grossman is the president and CEO of High Q. She suggested that marijuana stores should be allowed in the B1 zoning district and said putting the stores in the downtown core helps with development. She said having the stores in the B1 district is also a safer option.

Public Hearing: 2021 Budget

- a. **Open Public Hearing** – Mayor Hanson opened the Public Hearing at 5:03 pm.
- b. **Draft 2021 Budget Presentation** – Administrator Brinck presented the 2021 Budget.
- c. **Public Comment** - There was no Public Comment.
- d. **Trustee Comment** - Trustee Udd said the budget is realistic and well thought out.
- e. **Adjourn Public Hearing** – Mayor Pro Tem Michael moved and Trustee Weissner seconded to adjourn the Public Hearing. Mayor Hanson adjourned the Public Hearing at 5:25 pm.

Proclamations

- a. Hospice and Palliative Care Month – Mayor Hanson read the proclamation.
- b. Small Business Saturday – Mayor Hanson read the proclamation.

Department Reports:

- a. Administration – Town Administrator Greg Brinck reported that staff has been working very hard to spend the Town’s allocation of the CARES funding. November 23 is the deadline to report our spending plan to DOLA. On December 3rd the Planning and Zoning Commission will have a joint meeting with the Board of Trustees to discuss zoning for marijuana businesses. The December Regular Meeting will be one week earlier on December 10th, in order to have time to certify the budget to the State by the deadline. Administrator Brinck gave an update on the County’s COVID situation. Administrator Brinck said moving forward Department Heads would submit written reports but not give oral reports at the meeting; he summarized each report.
- b. Golf Course Pro – Pro Ira Kramer submitted a written report. Trustee Weissner asked when the assistant superintendent position will be posted; Administrator Brinck said it will be posted by Monday, Nov. 23. Trustee Atkinson asked where it would be posted; Administrator Brinck said it will be posted on golf professional websites. If we don’t get good candidates from those postings we will expand the post distribution. Trustee Udd suggested the post be shared with a local golfer who has contacts in that industry.
- c. Police Department – Chief Joe Roberts submitted a written report.
- d. Public Works – Public Works Director Jerry Young submitted a written report. Mayor Hanson asked that moving forward Mr. Young include information on water and snow levels.
- e. Economic Development/Town Clerk – Kami Collins submitted a written report.

Boards & Commissions:

- a. Cedaredge Tree Board: Reappoint Dave Pipkin

Trustee Udd moved and Trustee Brown seconded reappoint Mr. Pipkin to the Cedaredge Tree Board. Roll Call Vote: Voting ‘aye’ were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted ‘nay.’ Motion passed unanimously and Mr. Pipkin was reappointed to the Cedaredge Tree Board.

Financial:

- a. **Treasurer's Report:** Trustee Richard L. Udd submitted a written report. With 83 percent of the year elapsed we have collected 100.1 percent of planned revenues and spent 69.1 percent of budgeted expenditures. Sales and use taxes collected in August and booked in October were up 28.3 percent from 2019 total sales and use taxes collected year to date are up 34 percent from budget. There has been a larger number of new building starts for the year than anticipated and use taxes are up 74.4 percent from last year. Golf Course revenue is 105.9 percent of budget year to date and expenses are 87.6 percent of budget. It is expected that the Golf Course Fund will end the year in the black. It is also expected that the Town will finish the year with overall revenues significantly exceeding plan and expenditures well within budget. There are no significant expense variations from budget. Operating supplies are up slightly due to COVID-19 PPE but we expect to recover these costs from the CARES act before the end of the year.

- b. **Bank of Colorado banking services:** The Town's current bank, US Bank, is closing its Cedaredge location in January 2021. Mayor Pro Tem Michael asked how long the transition would take; Administrator Brinck said the US Bank account will be kept open for at least one quarter after we transfer, but we will begin writing checks out of the new account immediately. Mayor Pro Tem Michael moved and Trustee Weissner seconded to allow Administrator Brinck to move the accounts from US Bank to Bank of Colorado.

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously to move the Town's banking services to Bank of Colorado.

Agreement: DOWL: The agreement extends the current agreement in place through January 21, 2021. Trustee Atkinson moved and Trustee Howe seconded to approve the Agreement.

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously and the Agreement was approved.

Ordinance 2020-07: Business Licensing: The Ordinance amends Chapter 5.14 of the Cedaredge Municipal Code. Trustee Udd asked for clarification that nonprofits that have a store or other similar outlet that indicates the nonprofits are running a business arm will still be required to have a license and be charged the \$25 fee; Administrator Brinck confirmed that. Administrator Brinck said in earlier conversations, it was the opinion of Town Attorney Carol Viner that we cannot treat nonprofits differently by not charging the fee. The Board asked to have Ms. Viner follow up. Trustee Weissner moved and Trustee Atkinson seconded to table the item until Ms. Viner can clarify.

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously and Ordinance 2020-07 was tabled.

Ordinance 2020-08: Sidewalk Service Food Areas: The Ordinance allows for food and alcoholic beverages to be served on Town right-of-ways. Trustee Weissner asked if a restaurant that is in the process of applying for a liquor license would be allowed to serve alcohol on the Town right of way; Administrator Brinck explained only if the restaurant's liquor license is approved by the State's Liquor Enforcement Division. Trustee Weissner moved and Mayor Pro Tem Michael seconded to adopt Ordinance 2020-08.

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously and Ordinance 2020-08 was approved.

Resolution 22-2020: 2021 Utility Rates: The Resolution sets utility rates for 2021, which include a 3 percent increase on the base rates. Mayor Hanson said the rate increase is necessary in order to plan for future capital improvement projects in the Water Fund. Trustee Udd suggested that each year the Board do a rate study. Trustee Weissner noted that it was an increase in the base rate only and not the usage rates and said it was reasonable action. Trustee Udd moved and Trustee Atkinson seconded to adopt Resolution 22-2020.

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Howe, Udd and Weissner; no Trustees voted 'nay;' Trustee Brown abstained. Motion passed 6-0-1 and Resolution 22-2020 was approved.

Resolution 25-2020: Land Use Development Fee Structure: The Resolution sets fees for land use development applications. Trustee Atkinson moved and Trustee Brown seconded to adopt Resolution 25-2020.

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously and Resolution 25-2020 was approved.

Resolution 26-2020: Business License Fees: The Resolution sets the fees for business licenses and late fees. Trustee Weissner moved and Mayor Pro Tem Michael seconded to table to Resolution until after Ordinance 2020-07 is approved at a future meeting.

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously and Resolution 26-2020 was tabled.

Resolution 27-2020: Coronavirus Relief Spending: The Resolution allows the Town Administrator to administratively approve eligible CARES expenses for the Cedaredge business community not to exceed \$195,648.79. Mayor Pro Tem Michael moved and Trustee Weissner seconded to adopt Resolution 27-2020.

Roll Call Vote: Voting 'aye' were Mayor Hanson, Mayor Pro Tem Michael and Trustees Atkinson, Brown, Howe, Udd and Weissner; no Trustees voted 'nay.' Motion passed unanimously and Resolution 27-2020 was approved.

Trustee Comments: Trustee Udd said a golf course in Grand Junction was able to utilize CARES funding to purchase additional golf carts and suggested if we receive additional CARES funding that we look into that.

Trustee Atkinson asked if over the winter the carts that don't fit in the golf course storage area be moved to the Public Works facility; Administrator Brinck said that is typical practice in the winter.

Mayor Pro Tem Michael said was unable to attend the Region 10 meeting today.

Mayor Hanson said regarding COVID, the Town will continue to promote safety. He complimented Town staff on their work to inform the community.

Trustee Brown asked if there would be a Work Session in December; Administrator Brinck said it depends on the workload. Mayor Hanson noted the Board typically does not hold a Work Session in December.

Upcoming Events: It was noted that on the list of upcoming events, the Parade of Lights has been cancelled.

Mayor Pro Tem Michael moved to adjourn; Trustee Atkinson seconded. Mayor Hanson adjourned the meeting at 6:12 pm.

Respectfully Submitted,

Kami Collins
Town Clerk

Points of Interest 11/30/2020 Financial Statements
Prepared by Tammy Francis, Finance Director

With 91.67% of the year elapsed we have collected 108.3% of Budgeted Revenues and spent 75.8% of Budgeted Expenditures. Cash in general checking is \$379,464.72, cash in C-Safe Investment Pool is \$697.31, cash in ColoTrust General Investment Pool is \$2,051,538.54, cash in Major Street Improvement reserved checking is \$62,709.64 and ColoTrust Major Street Improvement reserved investment pool account is \$462,049.83 at the end of November.

Disbursement Summary (Check Register):

\$ 91,935.25	Payroll & payroll related expenses
\$ 204,746.61	Non-payroll related expenses
<u>\$ 1,704.40</u>	Bank & credit card processing fees
\$298,386.26	

GENERAL FUND:

REVENUE

Revenues in the General Fund are 107.4% of budget YTD.

EXPENDITURES

Expenditures in the General Fund are 92.1% of budget YTD. Expenditures exceeded revenues by \$54,565 for the month of November.

WATER FUND:

REVENUE & EXPENDITURES

Our revenues in the Water Fund are 107.2% of budget YTD and expenditures are 60.6% of budget YTD. The Water Fund revenues exceeded expenditures by \$14,837 for the month of November.

WASTEWATER FUND:

REVENUE & EXPENDITURES

Revenues in the Wastewater Fund are 94% of budget YTD and expenditures are 68.5% of budget YTD. The Wastewater Fund revenues exceeded expenditures by \$21,451 for the month of November.

GOLF COURSE FUND:

REVENUE & EXPENDITURES

Revenues in the Golf Course Fund are 123% of budget YTD and expenditures are 94.3% of budget YTD. Golf Course Fund revenues exceeded expenditures by \$47,830 for the month of November.

CAPITAL IMPROVEMENT FUND (including Major Street Improvements):

REVENUE & EXPENDITURES

Our revenues for the Capital Improvement Fund are 119.5% of budget YTD and expenditures are 32% of budget YTD for the month of November.

CONSERVATION TRUST FUND (LOTTO):

REVENUE & EXPENDITURES

Revenues for the Conservation Trust Fund are 213.3% of budget YTD. Expenditures are 246% of budget YTD.

Town of Cedaredge

Nov-20

FUND SUMMARY

Nov-20

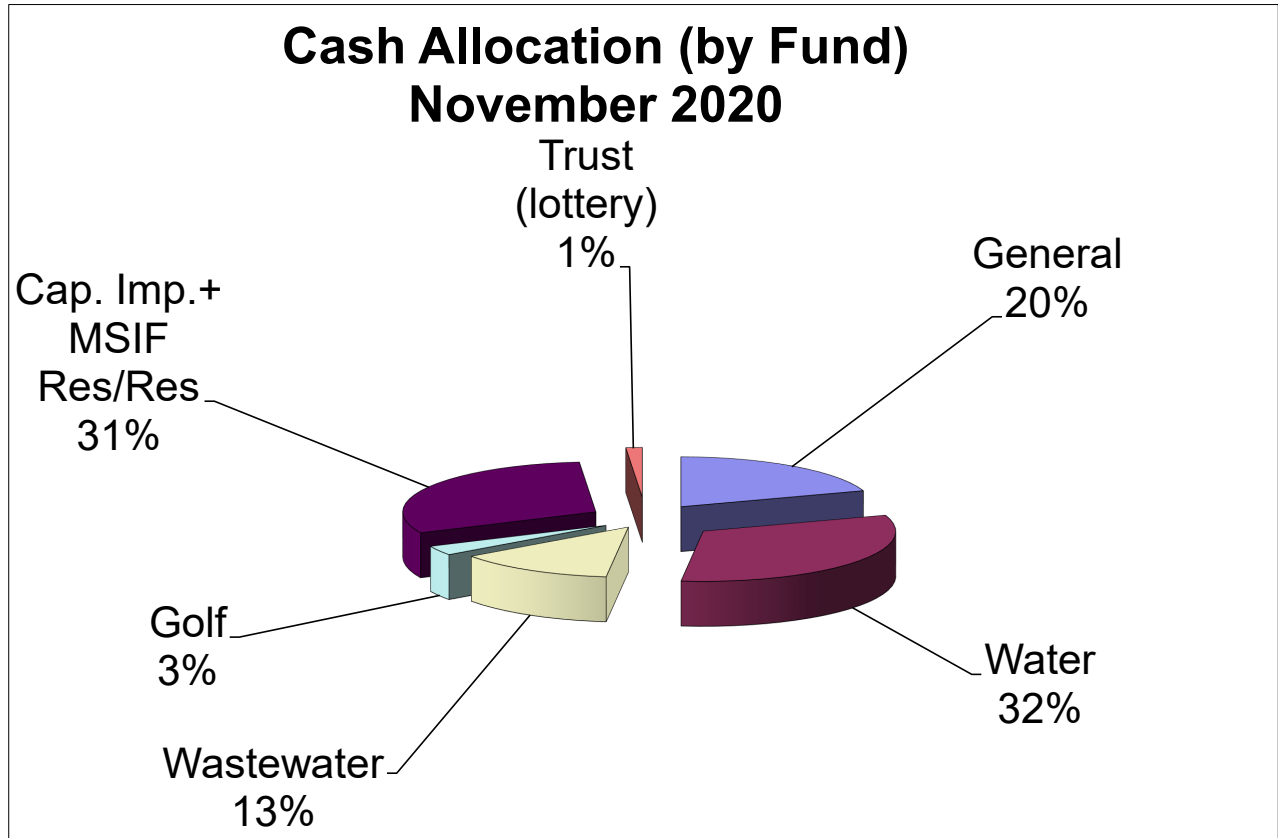
11 Months or 91.67% of fiscal year has elapsed

	Current Month		Year 2020		
	Actual	Budget	Actual YTD	Ann.Budget	% of Budget
General Fund					
-Revenues	\$ 87,961	\$ 111,364	\$ 1,434,595	\$ 1,336,369	107.4%
-Expenditures	\$ 142,526	\$ 119,794	\$ 1,324,569	\$ 1,437,532	92.1%
Net Rev - Expend	\$ (54,565)	\$ (8,430)	\$ 110,026	\$ (101,163)	
Water Fund					
-Revenues	\$ 76,955	\$ 85,590	\$ 1,100,756	\$ 1,027,083	107.2%
-Expenditures	\$ 62,117	\$ 103,906	\$ 756,140	\$ 1,246,873	60.6%
Net Rev - Expend	\$ 14,837	\$ (18,316)	\$ 344,616	\$ (219,790)	
Wastewater Fund					
-Revenues	\$ 59,412	\$ 57,861	\$ 652,490	\$ 694,332	94.0%
-Expenditures	\$ 37,961	\$ 57,306	\$ 471,314	\$ 687,668	68.5%
Net Rev - Expend	\$ 21,451	\$ 555	\$ 181,176	\$ 6,664	
Golf Course Fund					
-Revenues	\$ 79,671	\$ 38,833	\$ 573,198	\$ 466,000	123.0%
-Expenditures	\$ 31,842	\$ 39,455	\$ 446,515	\$ 473,457	94.3%
Net Rev - Expend	\$ 47,830	\$ (621)	\$ 126,683	\$ (7,457)	
Cap. Imp. and (25% S.Tax)					
-Revenues	\$ 4,239	\$ 19,406	\$ 278,182	\$ 232,871	119.5%
-Expenditures	\$ -	\$ 21,350	\$ 82,025	\$ 256,200	32.0%
Net Rev - Expend	\$ 4,239	\$ (1,944)	\$ 196,157	\$ (23,329)	
Trust Fund (lottery)					
-Revenues	\$ 4	\$ 2,283	\$ 58,455	\$ 27,400	213.3%
-Expenditures	\$ 115	\$ 1,333	\$ 39,362	\$ 16,000	246.0%
Net Rev -Expend	\$ (111)	\$ 950	\$ 19,093	\$ 11,400	
TOTAL - ALL FUNDS					
-Revenues	\$ 308,241	\$ 315,338	\$ 4,097,676	\$ 3,784,055	108.3%
-Expenditures	\$ 274,561	\$ 343,144	\$ 3,119,925	\$ 4,117,730	75.8%
Net Rev - Expend	\$ 33,681	\$ (27,806)	\$ 977,752	\$ (333,675)	

Town of Cedaredge
Nov-20

Cash Allocation (current month)

	General	Water	Wastewater	Golf	Cap. Imp.+ MSIF Res/Res	Trust (lottery)	Total
Cash Allocation (current month)	\$592,424	\$959,191	\$396,223	\$90,310	\$914,371	\$41,051	\$2,993,570
Cash Allocation (last month)	\$687,404	\$919,256	\$375,141	\$42,327	\$910,133	\$41,162	\$2,975,422
Change from last month	(\$94,980.22)	\$39,934.84	\$21,082.44	\$47,982.63	\$4,238.79	(\$111.00)	\$18,147.48



**TOWN OF CEDAREDDGE
CASH BALANCES**

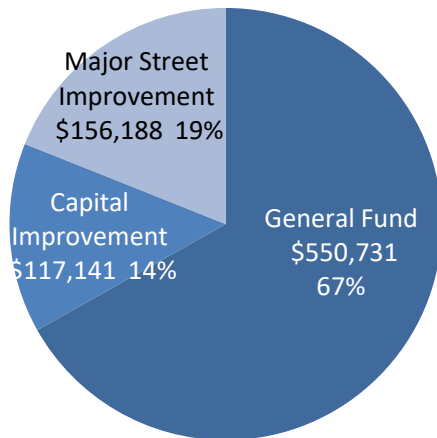
Institution	Interest Rate	Period	Monthly Interest	Year to Date Interest	Amount	Percentage of total cash
Colotrust General Investment Pool	0.14%	11/30/2020	\$ 301.39	\$ 10,928.70	\$ 2,051,538.54	68.53%
C Safe	0.08%	11/30/2020	\$ -	\$ 3.85	\$ 697.31	0.02%
General Checking		11/30/2020			\$ 379,464.72	12.68%
Xpress Deposit Account		11/30/2020			\$ 37,109.94	1.24%
Total Combined Cash Accounts			\$ 301.39	\$ 10,932.55	\$ 2,468,810.51	82.47%
Colotrust MSIF Investment Pool	0.14%	11/30/2020	\$ 69.58	\$ 2,749.41	\$ 462,049.83	15.43%
MSIF Reserve/Restricted Checking Account Cash		11/30/2020			\$ 62,709.44	2.09%
Major Street Improvement Fund Reserved/Restricted Cash			\$ 69.58	\$ 2,749.41	\$ 524,759.27	17.53%
* Reserved until 2023						
TOTAL MSIF Cash					\$ 524,759.27	17.53%
* Reserve restricted until end of 2023						
GRAND TOTAL ALL CASH		11/30/2020	\$ 370.97	\$ 13,681.96	\$ 2,993,569.78	100.00%

November 2020 YTD Sales & Use Tax Report

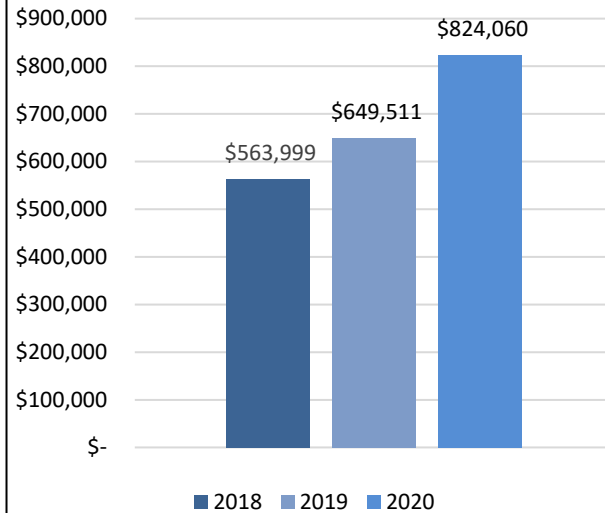
The Town of Cedaredge has a sales tax rate of 2%. Of the 2%, 1.125% is allocated to the general fund, 0.375% is allocated to the capital improvement fund and 0.5% is bond restricted for Main Street debt payments in the major street improvement restricted account. In addition, Delta County shares part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

Tax Type	Source	YTD vs. 2019 Variance
General Sales	Retail, food, etc.	33.3%
Motor Vehicle Sales	Any purchase registered in Cedaredge	4.3%
Use Tax	Construction materials	48.5%
Share of County Sales Tax	All sales subject to county sales tax	20.4%
Total		28.0%

TOTAL BY ALLOCATION YTD



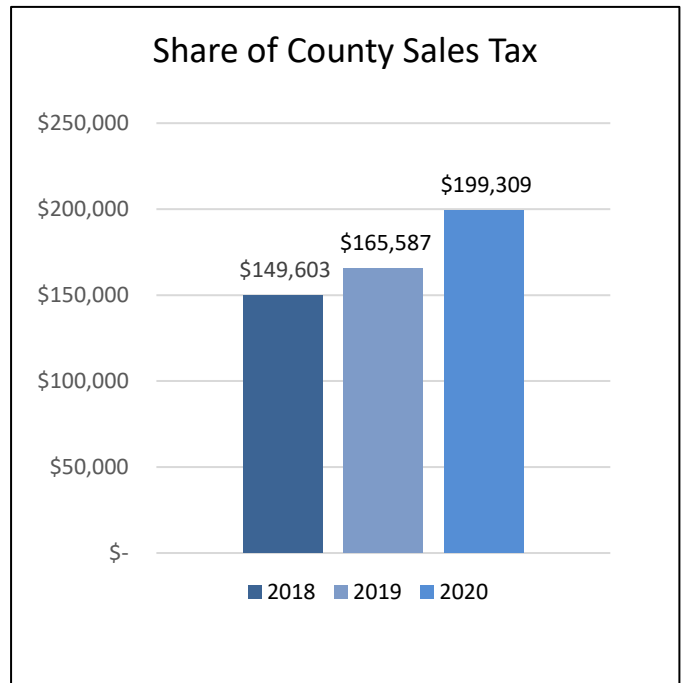
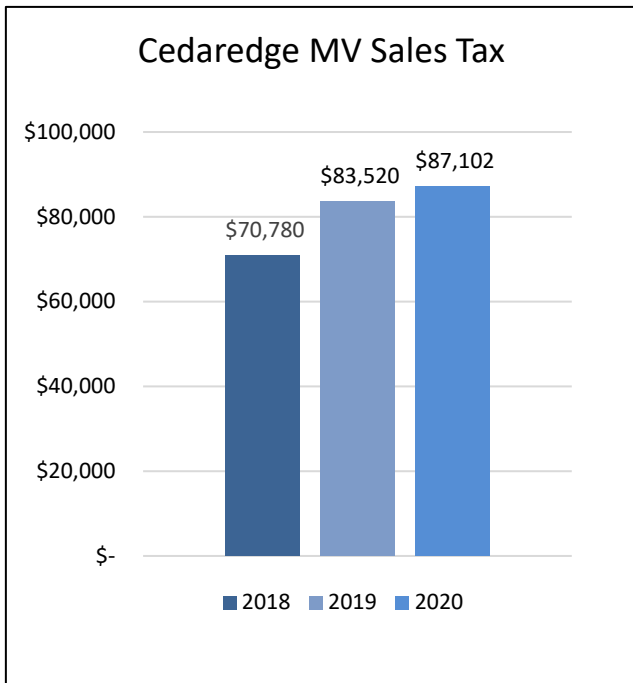
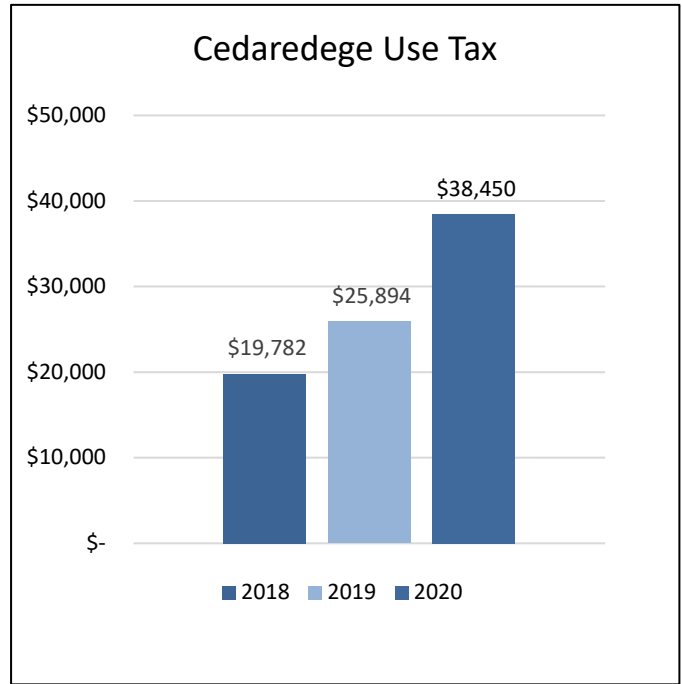
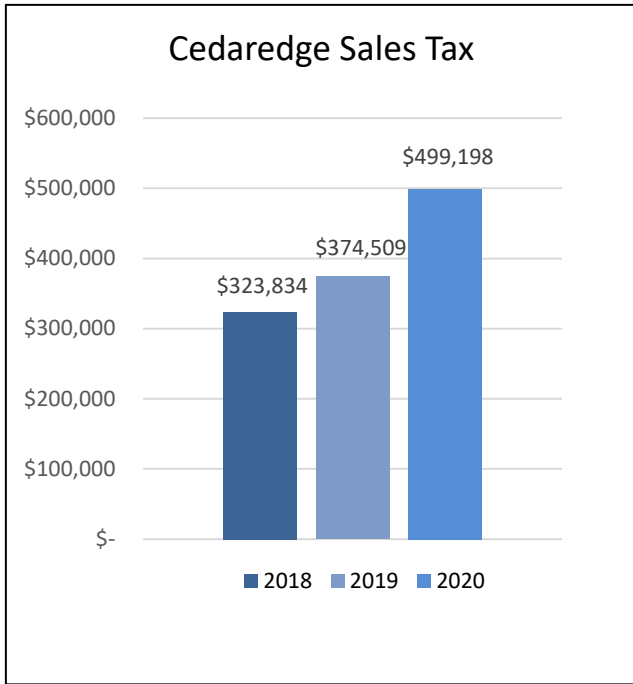
TOTAL YTD



Total Monthly Collection vs. Budget

Month	Actual	Budget	Variance (\$)	Variance (%)
January	\$ 65,171	\$ 46,190	\$ 18,981	41%
February	\$ 70,614	\$ 55,210	\$ 15,404	28%
March	\$ 61,708	\$ 46,708	\$ 15,001	32%
April	\$ 63,504	\$ 44,051	\$ 19,453	44%
May	\$ 72,623	\$ 55,898	\$ 16,725	30%
June	\$ 72,647	\$ 51,749	\$ 20,898	40%
July	\$ 79,069	\$ 61,103	\$ 17,966	29%
August	\$ 82,004	\$ 63,678	\$ 18,326	29%
September	\$ 80,120	\$ 62,282	\$ 17,838	29%
October	\$ 91,622	\$ 65,354	\$ 26,268	40%
November	\$ 84,977	\$ 65,742	\$ 19,235	29%
December	\$ -	\$ 63,304	\$ (63,304)	0%
Total	\$ 824,060	\$ 681,269	\$ 142,791	33%

November 2020 YTD Sales & Use Tax Report





Cedaredge Golf Club

500 SE Jay Ave.
Cedaredge, CO 81413
(970) 856 - 7781

Golf Professional Report

December 2020

Golf Pro Comments

November Golf Revenue was great, showing increases in revenue in the following categories: Greens Fees, Cart Fees, Merchandise Hard Goods, Merchandise Soft Goods, Driving Range, Memberships and the Capital Improvement Fund.

November **2020** - Sales - **\$71,503.23**

November **2019** - Sales - **\$5,356.66**

November 2020 rounds summary - Non-member – **296** Member – **575** Total rounds – **871**

Around the Club

Our 1st Annual Holiday Open House on Saturday & Sunday, November 28th & 29th was a tremendous success!!

2021 Memberships sold to date is **38** of which there are **12** New Members.

Upcoming Outside Outings

Partners Golf Tournament – August 28, **2021**

Cedaredge Rotary Tournament – September 4, **2021**

Report submitted by: Ira Kramer

Fall 2020 Golf Maintenance Report

-Adam Conway

The 2020 season was challenging with COVID restrictions, irrigation issues, staffing, and an aging fleet of equipment. In the fall of 2019 the course was very lush and green going into winter. I've had people ask me why it was that year and not this year. In 2019 I was given more funding to bring the course conditions back from the 2018 drought. This meant a ramped up cultural practice program that season which included: overseeding, use of wetting agents, and a vigorous fertility program. So the turf was fed a much heartier meal plan during that season than what we budgeted on the average year. That said, we still have a pretty good stand of turf. There were many areas we seeded or laid sod this season as we continue to recover from the drought year. Our biggest challenge with consistent playing conditions and healthy turf continues to be the irrigation system. While this may sound as though I am referring to the pipes in the ground, I can assure you there is much more to the problem as it's quite complex. One of the biggest issues is actually in our ability to store a large volume of water. Our current holding pond only has the capacity to store a single night of peak season irrigation water. The system that delivers the water to this holding pond is also very primitive and requires DAILY maintenance. The inlet portion of our system also needs major overhaul. All of these things cost money. That's all this is about. We have looked into every course of action that would get us by and it is time for some major capital improvements. That's the bottom line. As we gear up for winter, I have applied a dormant feed of fertilizer to the entire golf course to help ensure an early green up in the spring thus a healthier turf that's able to withstand the increasing cart traffic. I have also applied a pesticide application to the greens to protect against snow mold which is a potentially devastating disease to creeping bent grass that occurs during winter months. I have also applied sand to the greens to protect them from winter desiccation. I have roped certain areas of the golf course during this closure period due to the fact that in the past we have had issues with people driving ATVs, snowmobiles, cars, or just sneaking out to play golf. During this off season I have my hands full with equipment maintenance. If there are prolonged periods of time with no snow cover then there are several projects on the course I'd like to tackle. The Assistant Superintendent position has been posted and we are hopeful to find a strong candidate by the beginning of the year. I appreciate the Board's support on this issue. It has been something I've needed for a very long time. Next season should be a real push forward with the added technical support. I would like to mention that the Telluride Golf Club has once again blessed us with 2 pieces of working equipment, a Toro Fairway mower that will work perfectly as a backup to our machines as well as a Smithco dedicated Spray rig. Both units are in great running condition and were given to us at no cost by my good friend and fellow superintendent Kevin Cahalane. They have helped us in this way other times through the years and their willingness to support others in the golf industry is much appreciated. I'd like to add that the addition of Ira Kramer as head golf professional as well as his wife Amy has been a major turning point for course operations. His knowledge, hard work, professionalism, and continued support is exactly what this course has been lacking. Looking forward to a great 2021!

Cedaredge Police Department
P.O. Box 398 - 140 N.W. 2nd Street
Cedaredge, Colorado 81413
970-856-4301



Serving with Pride Integrity and Honor

From the Chief's Desk

The month of November for the PD with being shorthanded didn't change much. Everything is still on track for the new hire on 4 January. We are also looking for additional personnel. Starting 1 January 2021 the office hours are changing to Monday thru Thursday, 7am to 5 pm to the public. Office will be closed for administrative access on Friday, Saturday and Sundays. The changing of hours was initiated by the public for earlier and or later hours so people could do their business. Checked statistics and very few people came in on Fridays (less than 2%), and Carrie agreed and liked the new hours.

All Law Enforcement personnel have completed required training for the year and have been recertified for another year by the State.

Comparing this November to November of 2019, the calls for service were up from 68 calls for service to 84; overall incidents were also up from 62 to 69 in 2020. Traffic stops for the month of November were 77, citations issued went up this month from 1 to 7, as well as violations from 1 to 13 in 2020. Also during November, we had 4 cases sent to the DA for charges, and 8 arrests. A full breakdown is attached of this agencies activity for November 2020.

The administrative staff as always did great work this month, here are the trackable type things done on a daily basis.


Dogs registered 6, Total of 451 registered for 2020 (all known dogs have been registered)

Cats registered 0, Total of 16 registered for 2020; all 4 cat traps have been signed out under the TNR program.

3 animal complaints from the public, resolved.

2 Sex Offender verifications completed.

In conclusion, another busy month with even fewer people available to do the work. We made it through and it definitely looks good for the future for us.



Joe Roberts
Chief
Cedaredge Police Department

12/02/20
11:39

Cedaredge Police
Total Traffic Citation Report, by Agency

Page: 462
1

Agency	Citations	Violations
Cedaredge Police Department	7	13
Report Totals	7	13

Report includes:

All dates of issue between `00:00:01 11/01/20` and `00:23:59 11/30/20`
All agencies matching `CPD`
All issuing officers
All areas
All courts
All offense codes
All dispositions
All citation/warning types

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12/02/20
11:46

Cedaredge Police

462

Law Incident Summary Report, by Responsible Officer

Page: 1

Number	Time and Date	Nature	Address	Loctn	Dsp
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Agency: Cedaredge Police Department

Officer: C Gardner

C20-0688	09:49:45	11/02/20	Information	[REDACTED] NW 2ND ST, Cedaredge,	CPDNW CLO
C20-0700	13:06:32	11/04/20	Information	[REDACTED] NW 2ND ST, Cedaredge,	CPDNW CLO
C20-0701	13:23:07	11/04/20	Vin Inspection	[REDACTED] NW 2ND ST, Cedaredge,	CPDNW ACT
C20-0726	09:03:17	11/17/20	Information	[REDACTED] NW 2ND ST, Cedaredge,	CPDNW CLO
Total Incidents for This Officer:				4	

Officer: J Roberts

C20-0692	11:27:25	11/03/20	Medical/Transfe	[REDACTED] SE JAY AVE & SE OLD GO	CPDSE CLO
C20-0694	11:53:24	11/03/20	Welfare Check	[REDACTED] SW 6TH AVE, Cedaredge,	CPDSW TRA
C20-0698	08:50:38	11/04/20	Agency Assist		TRA
C20-0699	07:21:26	11/04/20	Agency Assist	HIGHWAY 92; m22, Austin, C	DIST3 TRA
Total Incidents for This Officer:				4	

Officer: K Long

C20-0687	20:03:18	11/01/20	Agency Assist	[REDACTED] HORSESHOE LN, Austin,	ORC ACT
Total Incidents for This Officer:				1	

Officer: Ke Long

C20-0705	18:10:02	11/06/20	Agency Assist	[REDACTED] S GRAND MESA DR; CEDA	CPDSW CLO
C20-0706	18:46:13	11/06/20	Dui	[REDACTED] S GRAND MESA DR, Cedar	CPDSW CAA
C20-0719	16:06:36	11/13/20	Trafficaccident	[REDACTED] SE EAGLE AVE, Cedaredg	CPDSE CLO
C20-0720	16:49:58	11/13/20	Medical/Transfe	[REDACTED] NE 4TH ST, Cedaredge,	CPDNE ACT
C20-0722	18:11:26	11/14/20	Missing Person	[REDACTED] SW 11TH AVE, Cedaredge	CPDSW INA
C20-0733	13:47:36	11/19/20	Wanted Person	[REDACTED] NW 5TH ST, Cedaredge,	CPDNW CAA
C20-0734	16:58:13	11/19/20	Alarm	[REDACTED] N GRAND MESA DR, Cedar	CPDNE CLO
C20-0735	20:34:51	11/19/20	Information	[REDACTED] SW 13TH AVE, Cedaredge	CPDSW ACT
C20-0738	17:09:27	11/20/20	Agency Assist	[REDACTED] HIGHWAY 65 & HAMILTO	ORC CLO
C20-0739	20:48:09	11/20/20	Alarm	[REDACTED] N GRAND MESA DR, Cedar	CPDNE CLO
C20-0740	16:18:46	11/21/20	Restr/Prot Ord	[REDACTED] S GRAND MESA DR, Cedar	CPDSW CAA
C20-0741	21:00:40	11/21/20	Alarm	[REDACTED] N GRAND MESA DR, Cedar	CPDNE CLO
C20-0751	00:28:25	11/27/20	Medical/Transfe	[REDACTED] SW 3RD AVE, Cedaredge,	CPDSW CLO
C20-0752	16:39:26	11/27/20	Welfare Check	[REDACTED] S GRAND MESA DR; FIRE	CPDSW ACT
C20-0753	00:18:32	11/28/20	Traffic Stop	[REDACTED] W MAIN ST, Cedaredge,	CPDNW CLO
Total Incidents for This Officer:				15	

Officer: M Oreilly

C20-0686	10:24:29	11/01/20	Animal Control	[REDACTED] NW CEDAR AVE, Cedaredg	CPDNW ACT
C20-0703	13:33:55	11/05/20	Wanted Person	[REDACTED] SW 11TH AVE, Cedaredge	CPDSW CAA
C20-0704	17:42:32	11/06/20	Welfare Check	[REDACTED] S GRAND MESA DR; MESA	CPDSE CLO
C20-0708	13:33:07	11/08/20	Juvenile Prob	[REDACTED] SE DEER CREEK DR, Ceda	CPDSE CLO
C20-0716	12:04:44	11/12/20	Civil Problem	[REDACTED] NE 2ND ST, Cedaredge,	CPDNE CLO
C20-0721	13:20:06	11/14/20	Alarm	[REDACTED] S GRAND MESA DR, Cedar	CPDSE CLO
C20-0723	08:26:12	11/15/20	Medical/Transfe	[REDACTED] NW 10TH ST, Cedaredge,	CPDNW CLO
C20-0724	11:30:43	11/15/20	Theft	[REDACTED] SE FRONTIER AVE, Cedar	CPDSE UNF
C20-0732	09:26:08	11/19/20	Wildlife	[REDACTED] SW 8TH CIR, Cedaredge,	CPDSW ACT
C20-0736	08:01:36	11/20/20	Medical/Transfe	[REDACTED] N GRAND MESA DR, Cedar	CPDNE CLO
C20-0737	10:47:23	11/20/20	Medical/Transfe	[REDACTED] S GRAND MESA DR, Cedar	CPDSW CLO
C20-0742	13:40:19	11/22/20	Suspicious	[REDACTED] NW CEDAR AVE, Cedaredg	CPDNW CLO
C20-0754	11:58:21	11/28/20	Wildlife	[REDACTED] NW ASPEN AVE, Cedaredg	CPDNW CLO
Total Incidents for This Officer:				13	

Officer: S Byrge

C20-0689	17:13:22	11/02/20	Vin Inspection	250 1/2 nw 5th St, Cedared	CLO
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Cedaredge Police
Law Incident Summary Report, by Responsible Officer

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Number	Time and Date	Nature	Address	Loctn	Dsp
C20-0690	17:59:46 11/02/20	Registratn Viol	NW 4TH ST, Cedaredge,	CPDNW	CLO
C20-0691	23:46:54 11/02/20	Suspicious	NE 4TH ST, Cedaredge,	CPDNE	CLO
C20-0693	11:52:58 11/03/20	Disturbance	SW 13TH AVE, Cedaredge	CPDSW	CLO
C20-0695	13:21:09 11/03/20	Alarm	N GRAND MESA DR, Cedar	CPDNE	CLO
C20-0696	15:00:00 11/03/20	Medical/Transfe	SE DEER CREEK DR; CHS	CPDSE	CLO
C20-0697	17:22:34 11/03/20	Domestic	SW 13TH AVE, Cedaredge	CPDSW	CAA
C20-0702	16:54:03 11/04/20	Restr/Prot Ordn	SW 9TH ST, Cedaredge,	DIST2	CAA
C20-0707	17:42:54 11/07/20	Traffic Stop	W MAIN ST, Cedaredge,	CPDNW	CLO
C20-0709	17:18:33 11/08/20	Restr/Prot Ordn	W MAIN ST, Cedaredge,	CPDNW	CLO
C20-0710	00:53:18 11/09/20	Suspicious	W MAIN ST;c, Cedaredge	CPDNW	CLO
C20-0711	17:50:11 11/09/20	Welfare Check	NW 6TH ST, Cedaredge,	CPDNW	CLO
C20-0712	16:16:41 11/10/20	Reddi	HIGHWAY 65 & VISTA G	ORC	CLO
C20-0713	17:18:49 11/10/20	Civil Problem	SW 11TH AVE, Cedaredge	CPDSW	CLO
C20-0714	14:08:58 11/11/20	Medical/Transfe	W MAIN ST, Cedaredge,	CPDNW	CLO
C20-0715	16:25:09 11/11/20	Restr/Prot Ordn	SE INDEPENDENCE AVE;Ce	CPDSE	CLO
C20-0717	16:06:36 11/12/20	Trafficaccident	S GRAND MESA DR, Cedar	CPDSW	CLO
C20-0718	22:47:59 11/12/20	Alarm	W MAIN ST; STARRS GUIT	CPDNW	CLO
C20-0725	20:24:04 11/16/20	Agency Assist	W MAIN ST, Cedaredge,	DIST2	CLO
C20-0727	14:09:20 11/17/20	Domestic	SW 13TH AVE, Cedaredge	CPDSW	CAA
C20-0728	20:05:28 11/17/20	Fire	SE HIGH COUNTRY AVE, C	CPDSE	CLO
C20-0729	13:16:50 11/18/20	Information	SW 2ND AVE, Cedaredge,	CPDSW	CLO
C20-0730	14:26:44 11/18/20	Alarm	NE DAISY CT, Cedaredge		CLO
C20-0731	18:33:33 11/18/20	Alarm	SW 11TH AVE, Cedaredge	CPDSW	CLO
C20-0743	15:01:21 11/23/20	Pursuit	E MAIN ST, Cedaredge,	CPD	CLO
C20-0744	16:01:03 11/23/20	Wanted Person	E MAIN ST, Cedaredge,	CPDSE	CAA
C20-0745	21:44:02 11/24/20	Traffic Deer	S GRAND MESA DR, Ceda	CPDSW	CLO
C20-0746	21:45:10 11/24/20	Animal Control	SW 10TH AVE, Cedaredge	CPDSW	CLO
C20-0747	12:24:15 11/25/20	Medical/Transfe	W MAIN ST, Cedaredge,	CPDNW	CLO
C20-0748	14:48:46 11/25/20	M-1 Hold	N GRAND MESA DR, Cedar	CPDNE	CLO
C20-0749	23:02:20 11/25/20	Noise Complaint	SW 13TH AVE, Cedaredge	CPDSW	CLO
C20-0750	16:59:11 11/26/20	Civil Problem	N GRAND MESA DR, Cedar	CPDNE	CLO

Total Incidents for This Officer: 32

Total Incidents for This Agency: 69

Total Incidents for This Report: 69

Report Includes:

All dates between `00:00:01 11/01/20` and `00:23:59 11/30/20`
All agencies matching `CPD`
All officers
All dispositions
All natures
All locations
All cities
All clearance codes
All observed offenses
All reported offenses
All offense codes
All Circumstance codes

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Cedaredge Police
Incident Audit Report

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Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
C20-0686	ANIMAL CONTROL	9505	CPDNW	Active
C20-0687	AGENCY ASSIST	CIVP	ORC	Active
C20-0688	Information	SXOR	CPDNW	Closed Case
C20-0689	VIN INSPECTION	9561		Closed Case
C20-0690	REGISTRATN VIOL	3613	CPDNW	Closed Case
C20-0691	SUSPICIOUS	9553	CPDNE	Closed Case
C20-0692	Medical/transfe	9504	CPDSE	Closed Case
C20-0693	Disturbance	5311	CPDSW	Closed Case
C20-0694	WELFARE CHECK	9563	CPDSW	Transferred
C20-0695	ALARM	9502	CPDNE	Closed Case
C20-0696	Medical/transfe	9506	CPDSE	Closed Case
C20-0697	DOMESTIC	1313	CPDSW	Cleared Adult Arrest
C20-0697	DOMESTIC	5005	CPDSW	Cleared Adult Arrest
C20-0697	DOMESTIC	DOM	CPDSW	Cleared Adult Arrest
C20-0698	AGENCY ASSIST			Transferred
C20-0699	AGENCY ASSIST	5499	DIST3	Transferred
C20-0700	Information	SXOR	CPDNW	Closed Case
C20-0701	VIN INSPECTION	9561	CPDNW	Active
C20-0702	RESTR/PROT ORDR	5002	DIST2	Cleared Adult Arrest
C20-0702	RESTR/PROT ORDR	5016	DIST2	Cleared Adult Arrest
C20-0703	Wanted Person	9560	CPDSW	Cleared Adult Arrest
C20-0704	WELFARE CHECK	9563	CPDSE	Closed Case
C20-0705	AGENCY ASSIST	9506	CPDSW	Closed Case
C20-0706	DUI	5499	CPDSW	Cleared Adult Arrest
C20-0706	DUI	5499	CPDSW	Cleared Adult Arrest
C20-0706	DUI	5499	CPDSW	Cleared Adult Arrest
C20-0707	Traffic Stop	5499	CPDNW	Closed Case
C20-0708	Juvenile Prob	9529	CPDSE	Closed Case
C20-0709	RESTR/PROT ORDR	5002	CPDNW	Closed Case
C20-0709	RESTR/PROT ORDR	5016	CPDNW	Closed Case
C20-0710	SUSPICIOUS	9544	CPDNW	Closed Case
C20-0711	WELFARE CHECK	9563	CPDNW	Closed Case
C20-0712	REDDI	5404	ORC	Closed Case
C20-0713	CIVIL PROBLEM	CIVP	CPDSW	Closed Case
C20-0714	Medical/transfe	9506	CPDNW	Closed Case
C20-0715	RESTR/PROT ORDR	5016	CPDSE	Closed Case
C20-0716	CIVIL PROBLEM	CIVP	CPDNE	Closed Case
C20-0717	TrafficAccident	9600	CPDSW	Closed Case
C20-0718	ALARM	9502	CPDNW	Closed Case
C20-0719	TrafficAccident	9600	CPDSE	Closed Case
C20-0720	Medical/transfe	9504	CPDNE	Active
C20-0721	ALARM	9502	CPDSE	Closed Case
C20-0722	MISSING PERSON	9538	CPDSW	Inactive
C20-0723	Medical/transfe	9504	CPDNW	Closed Case
C20-0724	THEFT	2399	CPDSE	Unfounded
C20-0725	AGENCY ASSIST	9600	DIST2	Closed Case
C20-0726	Information	SXOR	CPDNW	Closed Case
C20-0727	DOMESTIC	5002	CPDSW	Cleared Adult Arrest
C20-0727	DOMESTIC	5016	CPDSW	Cleared Adult Arrest
C20-0727	DOMESTIC	5309	CPDSW	Cleared Adult Arrest
C20-0727	DOMESTIC	DOM	CPDSW	Cleared Adult Arrest
C20-0728	FIRE	2099	CPDSE	Closed Case
C20-0729	Information	INFO	CPDSW	Closed Case
C20-0730	ALARM	9506		Closed Case
C20-0731	ALARM	9502	CPDSW	Closed Case

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Cedaredge Police
Incident Audit Report

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Incident#	Nature of Incident	Offense Code	Loctn Code	Disposition
C20-0732	WILDLIFE	DOW	CPDSW	Active
C20-0733	Wanted Person	9560	CPDNW	Cleared Adult Arrest
C20-0734	ALARM	9502	CPDNE	Closed Case
C20-0735	Information	INFO	CPDSW	Active
C20-0736	Medical/transfe	9504	CPDNE	Closed Case
C20-0737	Medical/transfe	9504	CPDSW	Closed Case
C20-0738	AGENCY ASSIST	9506	ORC	Closed Case
C20-0739	ALARM	9502	CPDNE	Closed Case
C20-0740	RESTR/PROT ORDR	5002	CPDSW	Cleared Adult Arrest
C20-0740	RESTR/PROT ORDR	5016	CPDSW	Cleared Adult Arrest
C20-0741	ALARM	9502	CPDNE	Closed Case
C20-0742	SUSPICIOUS	9553	CPDNW	Closed Case
C20-0743	Pursuit	1313	CPD	Closed Case
C20-0743	Pursuit	4801	CPD	Closed Case
C20-0743	Pursuit	5099	CPD	Closed Case
C20-0743	Pursuit	5499	CPD	Closed Case
C20-0743	Pursuit	ELUD	CPD	Closed Case
C20-0743	Pursuit	RECK	CPD	Closed Case
C20-0744	Wanted Person	9560	CPDSE	Cleared Adult Arrest
C20-0745	Traffic deer	9600	CPDSW	Closed Case
C20-0746	ANIMAL CONTROL	9505	CPDSW	Closed Case
C20-0747	Medical/transfe	9506	CPDNW	Closed Case
C20-0748	M-1 HOLD	MENT	CPDNE	Closed Case
C20-0749	Noise Complaint	9535	CPDSW	Closed Case
C20-0750	CIVIL PROBLEM	CIVP	CPDNE	Closed Case
C20-0751	Medical/transfe	9504	CPDSW	Closed Case
C20-0752	WELFARE CHECK	9563	CPDSW	Active
C20-0753	Traffic Stop	5499	CPDNW	Closed Case
C20-0754	WILDLIFE	DOW	CPDNW	Closed Case

Total Incidents: 84

Report includes:

All dates reported between `00:00:01 11/01/20` and `00:23:59 11/30/20`
All agencies matching `CPD`
All nature of incidents
All offenses observed
All offenses reported
All offense codes
All dispositions
All responsible officers
All locations

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12/02/20
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Cedaredge Police
Traffic Citation Summary Report, by Agency

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Number	Time/Date	Street, City	Defendant
Agency: Cedaredge Police Department			
C7331	21:00:00 11/06/20	██████████ GRAND MESA DR,	██████████
Offenses:	42-4-1007	LANE USE VIOL	Pending
	42-4-1008	FOLLOWING TOO CLOSE	Pending
	42-4-1301(1) (A)	DROVE-INFLU ALCOHOL	Pending
C7335	16:24:00 11/13/20	██████ SE EAGLE AVE, Cedaredge,	██████████
Offenses:	703	FAILED TO YIELD RIGHT OF WAY	Pending
C7336	17:15:00 11/21/20	██████ GRAND MESA DR, Cedaredge	██████████
Offenses:	18-6-803.5	Violation of Restraining Order	Pending
	18-8-212(2)	BAIL VIOL ON MISD	Pending
C7337	00:36:40 11/28/20	██████ 2ND ST & W MAIN ST, Ced	██████████
Offenses:	1409(3)	FAILED TO PRSNT EV OF INSURNC	Pending
C7356	17:55:00 11/07/20	██████████ ST, Cedaredge, CO	HATLEY, RENE A.
Offenses:	1101(1)B	SPEED 10-19	[No code entered]
C7357	16:30:00 11/12/20	██████ S GRAND MESA DR, Cedaredge	██████████
Offenses:	1402	CARELESS DRIVING	[No code entered]
C7358	15:00:00 11/17/20	██████ SW 13TH AVE, Cedaredge, CO	██████████
Offenses:	18-6-801	Domestic Violence	[No code entered]
	18-6-803.5	Violation of Restraining Order	[No code entered]
	18-8-212(2)	BAIL VIOL ON MISD	[No code entered]
	18-9-111	Harassment	[No code entered]

Total citations for this agency: 7
Total offenses for this agency: 13

Total citations for this report: 7
Total offenses for this report: 13

Report Includes:

- All citation dates between `00:00:01 11/01/20` and `00:23:59 11/30/20`
- All agencies matching `CPD`
- All officers
- All areas
- All types
- All courts
- All violations

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PUBLIC WORKS

160 SE High Country Ave.
Cedaredge, CO 81413
(970) 856 - 5012

December 2020

Water

This past year has been a roller coaster for sure! With everything that has gone on, we still managed to have a busy and productive year. Public Works installed 18 new water and sewer taps, far exceeding our projected amount. We also have two more approved that still may be installed before the end of the year.

Public Works responded to, and repaired, 16 water leaks this past year. The last one was on Thanksgiving Day. This year we had a couple of water leaks that landed on either weekends or evenings, and I could not be more proud of how responsive our off time Public Works employees were in those times. The number of water leak repairs was down slightly from last year, but is typical for a normal year.

We completed two major projects at the water plant this year. The first being the rebuild of Last Chance Reservoir, and the second being the upgrade to our backwash valve control. I have spoken quite a bit about Last Chance, but the backwash control update is exciting too, because it sets a path for many future plant upgrades that will bring our plant up to date on the technology end of things.

Sewer

The sewer plant has ran extremely well this year. We again had some minor issues in the spring when the water temperature changes, but we were able to handle them better this year than last. For the past several months, we have been consistently removing 97-99% of the solids and keeping our Nutrient levels far below our permit limits.

This past year we also completed our annual goal of jetting 20% of our sewer collection lines. This is a goal that we set for ourselves annually that helps prevent emergency callouts. These types of callouts are never fun to respond to...

Transportation/Trails

Our annual snowplowing and roadside mowing/spraying hours remained about average to most years. With fewer employees than years past, we felt very busy! We also went through more cold patch material for repairing potholes than we have in many years.

All in all it was a great year, and look forward to 2021!

Report submitted by: Jerry Young



**Town Clerk/Economic Development Report
December 2020**

It's been a short month since our last meeting, but all normal work continues! Most of note is that in our COVID business grants, as of this writing, we've reimbursed about \$60,000 to local businesses and nonprofits. We extended the grant deadline and I am currently working with an additional 3-5 businesses/organizations to assist with grant funds. I will have a final accounting for you on this program next month. I have received a rough draft edit of the golf course promotional video and hope to have the final video done very soon.



Treasurer's Report for November 2020

With 91.67% of the year elapsed we have collected 108.3% of Budgeted Revenues and spent 75.8% of Budgeted Expenditures.

Sales and Use taxes collected in September and booked in November were up 29% from 2019. Total Sales and Use taxes collected year to date are up 33% from budget.

Golf Course revenue is 121% of budget year to date due in part to an excellent response to pre-season pass sales offering. I expect the Golf Course Fund will end the year with substantial reserves.

Revenues exceeded expenditures for all funds for the month of November except the General Fund where reported expenditures exceeded revenues by \$54,565 due to erroneously booking a portion of the tax revenue in October instead of November and for \$30,725 in reimbursements to our local businesses for COVID related expenses. We will recover these reimbursements from the CARES Act funding. In reality, the General Fund was balanced in November.

I expect that we will finish the year with overall revenues exceeding plan by 30% and expenditures well within budget.

There are no significant expense variations from budget. Operating supplies are up slightly due to COVID-19 PPE but we expect to recover these costs from the CARES Act before the end of the year.

All expenditures for November were allocated properly and I have reconciled the bank statements with the cash accounts.

Date: December 10, 2020

MEMO

To: Board of Trustees

From: Greg Brinck



Subject: Business Licensing

Staff proposed an update to our business licensing process to provide staff with greater ability to enforce our business licensing code, to ensure equity among all businesses, and to eliminate staff time licensing all service or member oriented nonprofits.

Town Attorney Carol Viner, Kami Collins, and I worked on the proposed Ordinance and fee schedule to achieve the three goals stated above. It has built in enforcement and penalties for businesses operating without a license, has removed the burden of registering all service and member nonprofits through business licensing, and defined business in a way that is equitable.

At last month's meeting, the Board moved to table the Ordinance 2020-07 and Resolution 26-2020 to get an opinion on exempting nonprofits from business licensing fees.

The amended code would be a policy change for a few businesses that previously were exempt from the \$25 annual fee because they are nonprofits. Town Attorney Carol Viner does not recommend exempting nonprofits from the license fee because the Town would be applying our fees equitably to all businesses although if it is the desire of the Board, the Ordinance can be rewritten.

ORDINANCE NO 2020-07

AN ORDINANCE OF THE TOWN OF CEDAREdge REPEALING AND REPLACING CHAPTER 5.14 OF THE CEDAREdge MUNICIPAL CODE CONCERNING BUSINESS LICENSING AND SETTING FORTH NEW PENALTIES FOR VIOLATIONS.

WHEREAS, the Board of Trustees of Cedaredge, Colorado, adopted Ordinance 2006-07, providing for the business licensing, and subsequently adopted amended business licensing regulations in Ordinance 2009-07 and Ordinance 2010-10; and

WHEREAS, the Board of Trustees of the Town of Cedaredge, Colorado, desires to update the regulations concerning business licensing to streamline the process.

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF CEDAREdge, COLORADO that:

SECTION 1: ORDINANCE

Chapter 5.14 is repealed and replaced to read as follows:

Chapter 5.14

LICENSING OF BUSINESSES

Sections:

- 5.14.010 Definitions.
- 5.14.020 License Required.
- 5.14.030 Application.
- 5.14.040 Administration.
- 5.14.050 Revocation.
- 5.14.060 Licensee Duties.
- 5.14.070 Exemptions.
- 5.14.080 Penalties.
- 5.14.090 Fees

5.14.010 Definitions.

The following terms shall have the meaning specified herein below for the purposes of this chapter:

Business is any activity conducted by person(s) within the Town of Cedaredge, for profit or financial benefit or gain, either directly or indirectly, including any trades, vocations, occupations, professions, enterprises, establishments, sale, supply or distribution of commodities, services, or other related financial transactions.

Business Registry means a list of all registered businesses within the Town of Cedaredge which shall be maintained by the Town and available for public inspection.

Casual Sale refers to an individual, single, or incidental transaction which does not constitute carrying on of a business within the Town.

Itinerant Business means any retail or wholesale business conducted in a building, tent, from a truck, van or trailer, on a parking lot or vacant parcel of land, with or without property owner permission, within the Town of Cedaredge, no more than four times per year.

License means a document given to a business that has registered with the Town.

Person(s) means any natural person or non-natural entity, including but not limited to a corporation, partnership, LLC, trust, unincorporated association, or joint venture.

Special Event means a promotional event conducted and promoted in whole or in part by the Town of Cedaredge for the purpose of promoting the health, safety, welfare, culture and economy of the town. Special events include, without limitation, carnivals, fairs, concerts and any other special events that promote tourism or commerce in the town.

5.14.020 License Required.

- A. Any Business or Itinerant Business must register with the Town and obtain a License prior to conducting any business activity within the Town of Cedaredge municipal boundaries, regardless of where the principal place of business is located.
- B. It is the duty of each such licensee, on or before January 1 of each year, to obtain a renewal thereof if the licensee remains in business or is liable to account for the sales, use or excise tax provided for in this Code. All registered businesses are given a 30-day grace period to re-register.
- C. Any store front must post their business license in a conspicuous place upon the premises for which the license is issued.
- D. A person engaged in two or more businesses at the same location can operate under one license so long as they register each business.

5.14.030 Application.

Upon receipt of a complete application for business license, the Town Clerk will issue a license within fifteen (15) working days of receipt thereof and post to the business registry.

5.14.040 Administration.

The power to administer this Chapter is vested in the Town Clerk, who is authorized to do the following:

- A. Collect license fees and issue receipts.
- B. Adopt all forms for applications, exemptions and licenses, and prescribe the information to be provided on such forms.
- C. Promulgate and enforce all reasonable rules and regulations necessary to the operation and enforcement of this Chapter.

5.14.050 Revocation.

The Town may revoke the license, after giving written notice to the owner of any business, profession, occupation or accommodation who has failed to pay the fee in accordance with this chapter or who violates any Town code, federal, state or county regulations. Upon revocation of the license, the owner's right and privilege to conduct the business, profession, occupation or accommodation within the Town is terminated.

5.14.060 Licensee Duties.

Every person or organization to whom a license is issued pursuant to this chapter shall:

- A. Comply with the terms and conditions of this chapter.
- B. Comply with all laws and regulations applicable to such licensed business.
- C. Operate business in a location zoned or permitted for the business operations.
- D. Avoid improper and illegal practices or conditions which could affect the public good, welfare, health, safety or morals.

5.14.070 Exemptions.

The provisions of this chapter shall not apply to the following:

- A. A casual sale such as a delivery in the Town of Cedaredge of property or goods purchased or acquired in good faith from such person at his regular place of business outside the Town where no intent by such person is shown to exist to evade the provisions of this chapter.
- B. A Business operating during a Town-approved Special Event held within a specified boundary or location and recognized as a participant by registration, application or sponsorship.

- C. Individuals operating a Business who are nineteen (19) years of age and under.
- D. Sub-contractors working for a General Contractor on specific jobsites so long as the General Contractor is on the Business Registry. Sub-contractors independent of General Contractor are not considered sub-contractors and are not exempt from these regulations.
- E. Any Itinerant Business.

5.14.080 Penalties

- A. It is unlawful to conduct any Business within the municipal boundaries of the Town of Cedaredge without first obtaining a license as required by this chapter.
- B. A late fee for failure to comply with any provision of Chapter shall accrue five (5) days after a license is required including any grace period.
- C. The Town may issue a summons and complaint sixty (60) days after the business license fee is due, charging a person with failure to comply with this Chapter.
- D. A violation of any part of this Chapter is punishable by a penalty of \$50.00 for a first offence, \$100.00 for a second offense and in accordance with the Town's general penalty under Chapter 1.16.020 of this Code, except no jail time will be given, for a third offense.
- D. Any person found guilty of transacting any business without a license will not be excused or exempt from the payment of the license fee which is due and unpaid at the time of such conviction of nonpayment of fees. This license fee is restitution in addition to the penalty assessed for the conviction. The license fee and the penalty for a first and second offense are mandatory and may not be suspended by the court.

5.14.090 Fees.

The Board of Trustees, by resolution, will establish appropriate fees for the license, renewals, and late fees, from time to time.

SECTION 2: EFFECTIVE DATE.

The provisions of this Ordinance shall become effective thirty days following notice publication pursuant to Cedaredge Home Rule Charter Section 1-8.

SECTION 3: SEVERABILITY.

If any clause, sentence, paragraph, or part of this ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent

jurisdiction invalid, such judgment shall not affect application to other persons or circumstances.

Introduced, read, passed and ordered published according to the Town Charter this 10th day of December 2020 by the Board of Trustees of the Town of Cedaredge, Colorado.

Raymond F. Hansen, Mayor

ATTEST:

Kami Collins, Town Clerk

RESOLUTION 26-2020

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

Business License Fee Schedule

WHEREAS, the Board of Trustees of the Town of Cedaredge, Colorado adopted Ordinance 2020-07 repealing and replacing Chapter 5.14 of the Cedaredge Municipal Code concerning Business Licensing and setting forth new penalties for violations, and

WHEREAS, section 5.14.090 provides that the Board of Trustees, by resolution, will establish appropriate fees for the license, renewals, and late fees, and

WHEREAS, the Board of Trustees finds late fees are important to encourage timely renewals.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Cedaredge, Colorado that the business license fee schedule is.

New License/Renewal	\$25.00/year
Late Fee	\$10.00

Resolved this 10th day of December 2020 by the Board of Trustees of the Town of Cedaredge, Colorado.

Attest:

Raymond F. Hanson; Mayor

Kami Collins; Town Clerk

RESOLUTION 28 -2020

**A RESOLUTION OF THE
BOARD OF TRUSTEES OF THE TOWN OF CEDAREGE, COLORADO,
Approving the Capital Improvement Plan for 2021**

WHEREAS, the Capital Improvement Plan for the Town of Cedaredge, Colorado, for the fiscal year beginning January 1, 2021, and ending December 31, 2021, has been prepared and submitted to the Board of Trustees for approval; and

WHEREAS, the Board of Trustees shall provide for the development and adoption of a capital improvements plan each year, and

WHEREAS, the capital program plan shall be revised and extended each year with regard to capital improvements still pending or in the process of construction or acquisition, and

WHEREAS, the plan shall at a minimum include significant capital improvement projects, planned or proposed, for the next five (5) years, including estimated costs and sources of revenue proposed to finance such improvements, and

WHEREAS, such plan shall be utilized by the Board of Trustees as a guide in drafting and adopting the annual budget, and

WHEREAS, the capital program shall include the estimated annual cost of operating and maintaining the facilities to be constructed or acquired, and

WHEREAS, the capital program shall include the methods to measure the outcomes and performance of the capital plan related to the long-term goals of the community.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Cedaredge, Colorado, that the 2021 Capital Improvement Plan be accepted and made a part of the public record of the Town of Cedaredge this 10th day of December 2020 by the Board of Trustees of the Town of Cedaredge.

Raymond F. Hanson, Mayor

ATTEST

Kami Collins, Town Clerk

Date: December 10, 2020

MEMO

To: Board of Trustees
From: Greg Brinck
Town Administrator



Subject: Setting the Mill Levy

The Town of Cedaredge is required to annually certify the Mill Levy to Delta County in accordance with C.R.S. 31-20-101 et. seq. Delta County then collects property taxes on behalf of the Town of Cedaredge.

The Delta County Assessor sends the Town of Cedaredge the gross assessed valuation of all property within the Town. This was received on December 1, 2020 and the Town is required to certify the Mill Levy prior to December 15, 2020.

The Town of Cedaredge is limited in the amount of property tax it can collect due to TABOR. The TABOR formula for limiting revenue is the previous year's revenue times the sum of a local growth percentage plus inflation.

$$\text{Previous Year's Revenue} \times (\text{local growth} + \text{inflation}) = \text{Next year's revenue limit}$$

If the Town levied the full mill available (7.980) it would exceed the revenue limits imposed by TABOR so the Town will use a temporary reduction in our mill (.663). This allows the Town to collect the full amount allowable under TABOR without reducing the Town's ability to levy the Town's full mill in the future.

RESOLUTION 29-2020

**A RESOLUTION OF THE
BOARD OF TRUSTEES OF THE TOWN OF CEDAREGE, COLORADO,
Regarding Setting the Mill Levy**

WHEREAS, based on the assessed valuation of \$19,947,841 for taxable property for the year 2021 in the Town of Cedaredge as certified by the Delta County Assessor; and

WHEREAS, the Board of Trustees has determined that the mill levy shall be set at 7.980 mills; and that a temporary Mill Levy Rate Reduction shall be set at 0.663 mills; and the total temporary mill levy for 2021 shall be set at 7.330 mills.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF CEDAREGE, COLORADO that the Town Administrator is hereby authorized and directed to immediately certify to the Delta County Commissioners, Delta, CO, that the total tax levy for the Town of Cedaredge is set at 7.330 mills as set forth herein.

PASSED AND APPROVED this 10th day of December 2020 by the Board of Trustees of the Town of Cedaredge.

Raymond F. Hanson, Mayor

ATTEST

Kami Collins, Town Clerk

RESOLUTION 30-2020

**A RESOLUTION OF THE
BOARD OF TRUSTEES OF THE TOWN OF CEDAREGE, COLORADO,
Regarding Emergency Reserves for 2021**

WHEREAS, Section 20(5) of article X of the Colorado Constitution requires taxing entities to make certain reserves for spending for declared emergencies only in the following funds:

FUND	AMOUNT
General Fund	\$1,683,215
Capital Improvement Fund	\$310,200
Trust Fund	\$65,000
Total	\$2,058,415

WHEREAS, 3% of approved expenditures of \$2,058,415 equivalent to **\$61,753** is required.

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of the Town of Cedaredge, Colorado as follows:

Section 1. The sum of **\$61,753** is hereby reserved for spending for declared emergencies for 2021.

Section 2. The unused portion of the 2020 reserve shall apply to the reserve for declared emergencies for 2021.

ADOPTED AND APPROVED by a vote of not less than a majority of the members of the Board of Trustees of the Town of Cedaredge at their regular meeting held on the 10th day of December 2020.

Raymond F. Hanson, Mayor

ATTEST

Kami Collins, Town Clerk

RESOLUTION 31-2020

**A RESOLUTION OF THE
BOARD OF TRUSTEES OF THE TOWN OF CEDAREGE, COLORADO,
Regarding Appropriating Sums of Money to the General Fund, Water Fund,
Wastewater Fund, Golf Course Fund, Capital Improvement Fund, and
Conservation Trust Fund for the 2021 Budget**

WHEREAS, the Board of Trustees has adopted the annual budget in accordance with Local Government Budget Laws, on the 10th day of December 2020; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budgets to and for said expenditures, so as not to impair the operation of the Town of Cedaredge.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Cedaredge, Delta County, Colorado:

	AMOUNT		FUND		FUND
THAT	\$1,683,215	is hereby appropriated from revenues and reserves/fund balances of the	General Fund	for the expenditures of the	General Fund;
THAT	\$3,650,037	is hereby appropriated from revenues and reserves/fund balances of the	Water Fund	for the expenditures of the	Water Fund
THAT	\$865,407	is hereby appropriated from revenues and reserves/fund balances of the	Wastewater Fund	for the expenditures of the	Wastewater Fund
THAT	\$517,724	is hereby appropriated from revenues and reserves/fund balances of the	Golf Course Fund	for the expenditures of the	Golf Course Fund
THAT	\$310,200	is hereby appropriated from revenues and reserves/fund balances of the	Capital Improvement Fund	for the expenditures of the	Capital Improvement Fund
THAT	\$65,000	is hereby appropriated from revenues and reserves/fund balances of the	Trust Fund	for the expenditures of the	Trust Fund

Resolved this 10th day of December 2020 by the Board of Trustees of the Town of Cedaredge, Colorado.

Raymond F. Hanson, Mayor

ATTEST

Kami Collins, Town Clerk

RESOLUTION 32-2020

**A RESOLUTION OF THE
BOARD OF TRUSTEES OF THE TOWN OF CEDAREDDGE, COLORADO,
Approving the Budget for 2021**

WHEREAS, the annual budget for the Town of Cedaredge, Colorado, for the fiscal year beginning January 1, 2021, and ending December 31, 2021, has been prepared and submitted to the Board of Trustees for approval; and

WHEREAS, the Board of Trustees held a public hearing on said proposed budget on the 19th day of November 2020 at 5:00 p.m.; and

WHEREAS, whatever increases have been made in the expenditures, increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Cedaredge, Colorado, that the estimated reserves and revenues for each fund are:

FUND	RESERVES	+	REVENUES	=	TOTAL
General Fund	\$798,264		\$1,690,316		\$2,488,580
Water Fund	\$1,236,410		\$2,918,784		\$4,155,194
Wastewater Fund	\$385,919		\$862,900		\$1,248,819
Golf Course Fund	\$52,916		\$518,950		\$571,866
Capital Improvement Fund	\$941,364		\$337,585		\$1,278,949
Trust Fund	\$45,316		\$23,300		\$68,616
Total	\$3,460,190		\$6,351,835		\$9,812,025

THAT the estimated expenditures for each fund are:

FUND	AMOUNT
General Fund	\$1,683,215
Water Fund	\$3,650,037
Wastewater Fund	\$865,407
Golf Course Fund	\$517,724
Capital Improvement Fund	\$310,200
Trust Fund	\$65,000
Total	\$7,091,582

THAT the budget as submitted, amended, and herein above summarized by fund, hereby is approved and adopted as the budget of the Town of Cedaredge for the year 2021;

THAT said budget shall be signed by the Mayor and the Town Clerk and made a part of the public records of the Town of Cedaredge. PASSED AND ADOPTED this 10th day of December 2020 by the Board of Trustees of the Town of Cedaredge.

Raymond F. Hanson, Mayor

ATTEST

Kami Collins, Town Clerk

MEMO

Date: December 9, 2020
To: Mayor and Board of Trustees
From: Kami Collins, Town Clerk/ED Coordinator



Subject: Cedaredge Applefest Proposal

I would like the Board to consider the Town assuming the ownership and management of Cedaredge Applefest, under the Economic Development department. The festival has historically been organized by the Cedaredge Area Chamber of Commerce, however the entity is dissolving at the end of the year; please see attached letter from the Chamber Board explaining more. I sit on the Board of Directors for the Chamber, and have been a part of the conversations about dissolving and about the future of Applefest.

I think it makes a lot of sense for the Town to assume the festival:

- Under the Town's management, there will be more funds available to reinvest in the community. The Chamber uses 100% of Applefest revenue to support a staff salary. If the Town manages the event, staff salaries are already accounted for in the budget, which means we can pay for Applefest expenses out of vendor fees (probably utilizing sponsorship as well), and reinvest the profits at the conclusion of the event into the community.
 - I think conservatively we will have an annual profit of \$5,000 - \$8,000
 - Some ideas for the profits are a dedicated donation amount to the Surface Creek Community Foundation to support our local nonprofits; funding priority Economic Development projects; or investing in local businesses with mini grants, loans, programs, incentives, etc.
 - I would like the Economic Development Advisory Committee to be involved in the conversation about how to reinvest the profits
- The Chamber provided the last four years financial records. On average, festival expenses were about \$23,000 per year and the income was \$54,000
 - The Chamber had a lot of in-kind support that may or may not translate if the Town assumes the festival, so that may increase our expenses; to be conservative I would add a 10% increase to costs
 - I would like to beef up the sponsorship component of the festival
 - The Town's expenses will be an increase in staff time. Early in the year, the bulk of the work will fall on me and some will naturally fall on the Administrative team as we field phone calls/office visits about the event. As we get closer to the event, I will need more assistance from Public Works (specifically the week of the event, and during the event itself); as well as assistance from the Police Department during the event.
 - Potentially we might need a part time staff person around August to help with the increased daily workload of the event

- The Town has historically been involved in the festival as a supporting partner, so specific staff members are already familiar with the event and its operation
 - Administration helped the Chamber with liquor licenses, sales tax information and support, and general support
 - Public Works helped with electricity set up and janitorial services during the event
 - An off duty officer was hired by the Chamber to provide overnight security
 - Parks/streets were maintained prior to the event by Town staff
 - Additionally, I am a former director of the Chamber and organized Applefest previously. I've also organized other festivals and fundraising events in the county; I have the experience to organize Applefest, utilizing a community event committee

- While the Town has supported the festival in the past, with us organizing it, we can have a hand in crafting the event to better meet the safety concerns that the Chamber was unable to do due to expense and lack of volunteers, specifically event security and parking
 - If the Town organized the event, we would also have tighter control over vendors, specifically vendors that don't pay their fair share of sales tax.

- The Chamber is offering the Town many of its supplies, if we take over management of the event, including a 40'x20' Weatherport tent, beer garden fencing and posts; three spider boxes; and miscellaneous supplies

I feel confident that the Town can manage this event while maintaining an important community aspect that no one wants to see go away. Having been both staff and a Board member of the Chamber, I am familiar with not only the event, but the desires of the community and vendors who rely on Applefest for vital income. I appreciate your consideration of allowing my department to have a greater role in this special community event!



December 4, 2020

Dear Mayor Hanson and Trustees for the Town of Cedaredge,

The year 2020 has been very challenging for many of our community's businesses, nonprofits and charities; the Cedaredge Area Chamber of Commerce is no exception. We, too, were greatly affected financially with the pandemic. With the cancellation of Applefest this year, we have had to take a hard look at how we can be a sustainable and effective part of our community.

More than simply COVID, the way our community and our country conducts business is changing. With the continued evolution of technology and social media, this has changed the way in which businesses network, market and obtain information. This alone has certainly made an impact on participation and membership over the last several years, and even more in this year of the COVID-19 pandemic. Additionally, our Board recognizes that the Chamber is duplicating many of the efforts of the Town of Cedaredge Economic Development Department. With the changing business landscape, a lack of funds to continue to pay an executive director, and a lack of Board members to move towards an all-volunteer Chamber, the Chamber Board of Directors has made the very hard decision to dissolve the Chamber and cease all activities as of December 31, 2020.

The Chamber's major accomplishment and success is the annual Applefest festival. In the past year, we have discussed ways to improve Applefest as an event, but also improve the event to better serve the community. Our board has had much conversation about returning some of the Applefest profit back to the community in the form of grants to nonprofits and business support funds. It is a great idea, an idea we are all excited about, but we cannot turn over a significant portion of the funds, as that money is used to support staff salary. Given the scope of work and the popularity and size of the event, depending solely on a volunteer board to manage the event is not feasible.

With the dissolution of the Chamber, we are concerned about the future of Applefest. Applefest is an amazing community resource and event that should not dissolve. One idea is to form an independent 501c3 whose sole purpose is to organize and manage the festival going forward. This option would have similar constraints to the Chamber model, primarily that revenue from the event would pay primarily staff costs, and won't leave a much profit to reinvest in the community.

A second idea that we would very much like to explore with you is for the Town to assume management of the festival. The CACC Board of Directors believes the Town of Cedaredge would be a perfect fit to take over Applefest, under the management of the Economic Development department. We feel the Town already has a solid structure in place to absorb the

festival, and by taking on the event, the Town could dedicate the profit to economic development in Cedaredge. We have explored the possibility at length with Kami Collins, who said she feels her department is equipped to handle the event, and has ideas on how to handle a smooth transition in management.

We recognize this is a new and different approach to Applefest, and is something your Board must carefully consider. We know you will have many questions; we welcome the opportunity to discuss with your Board the feasibility of this proposal.

We look forward to speaking with you soon!

Sincerely,

CACC Board of Directors