

**REGULAR MEETING AGENDA
FOR THE BOARD OF TRUSTEES
OF THE TOWN OF BUENA VISTA, COLORADO
February 23, 2016**

Work Session Regarding Affordable Housing Update at 6:00 PM

Regular Meeting Begins at 7:00 PM
Buena Vista Community Center – Piñon Room
715 East Main Street, Buena Vista, CO

**THE BOARD OF TRUSTEES MAY TAKE ACTION ON ANY OF THE FOLLOWING AGENDA
ITEMS AS PRESENTED OR MODIFIED PRIOR TO OR DURING THE MEETING, AND
ITEMS NECESSARY TO EFFECTUATE THE AGENDA ITEMS**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. AGENDA ADOPTION**
- V. CONSENT AGENDA**
 - A. Minutes**
 - 1. Regular Meeting – February 9, 2016
 - 2. Planning & Zoning – February 3, 2016
 - 3. Recreation Board – January 13, 2016
 - 4. Tree Board – January 7, 2016
 - 5. Water Board – January 20, 2016
 - B. Should the Board approve adoption of Resolution #19, Series 2016, entitled “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO APPOINTING JUDGES OF ELECTION FOR THE REGULAR MUNICIPAL ELECTION ON APRIL 5, 2016.”**
- VI. POLICY DISCUSSION – Parking Downtown**
- VII. PUBLIC COMMENT**
- VIII. RESPONSE TO PUBLIC COMMENT**
- IX. BUSINESS ITEMS**
 - A. Presentation on Regional Transportation by Dominique Naccarato.**
 - B. Presentation on Buena Vista Chamber of Commerce Visitor Center Website Redesign and Development by Marketing Specialist Susan Wood.**
 - C. Should the Board approve adoption of Ordinance #4, Series 2016, entitled “AN ORDINANCE APPROVING A LEASE AGREEMENT WITH ASCENT AVIATION GROUP, INC. FOR A REFUELER TRUCK AT THE CENTRAL COLORADO REGIONAL AIRPORT.”?**
 - D. PUBLIC HEARING – Should the Board approve adoption of Resolution #20, Series 2016, entitled “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, CONDITIONALLY APPROVING A MINOR DEVELOPMENT FOR THE PROPERTY LOCATED AT 501 S. AND 505 S. RAILROAD STREET, BUENA VISTA, COLORADO.”?**

This Agenda may be Amended

Posted at Buena Vista Town Hall, www.buenavistaco.gov, Post Office, and Public Library on
Friday, February 19, 2016

- E. Should the Board approve adoption of Resolution #21, Series 2016, entitled “**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO, APPOINTING JERRY STEINAUER A REGULAR MEMBER OF THE WATER BOARD.**”?
- F. Should the Board approve adoption of Resolution #22, Series 2016, entitled “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, GRANTING THE AWARD AND APPROVING THE EXECUTION OF A CONTRACT WITH H2O SOLUTIONS, LLC FOR THE CLEANING, INSPECTION AND REPAIR OF THREE (3) DOMESTIC WATER STORAGE TANKS IN BUENA VISTA.**”?
- G. **Advisory Boards & Commissions Manual.**
- H. **Reach Airport Ground Lease.**
- X. **STAFF REPORTS**
 - 1. Town Administrator
 - 2. Town Treasurer
 - 3. Town Clerk
 - 4. Principal Planner
 - 5. Code Enforcement Officer
 - 6. Airport Manager
- XI. **TRUSTEE – STAFF INTERACTION**
- XII. **ADJOURNMENT**

This Agenda may be Amended

Posted at Buena Vista Town Hall, www.buenavistaco.gov, Post Office, and Public Library on
Friday, February 19, 2016

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE TOWN OF BUENA VISTA, COLORADO**

February 9, 2016

CALL TO ORDER 00:

A Regular Meeting of the Board of Trustees was called to order at 7:00 PM on Tuesday, February 9, 2016, at the Buena Vista Community Center, Pinon Room, 715 E. Main Street, Buena Vista, Colorado by Mayor Joel Benson.

ROLL CALL :02

Town Clerk Janell Sciacca proceeded with the roll call and declared a quorum. Present were Mayor Benson and Trustees Keith Baker, Carrie Carey, Eric Gibb, Duff Lacy, Phillip Puckett and David Volpe.

Town Staff present were Administrator Brandy Reitter, Attorney Jeff Parker, Principal Planner Mark Doering, Police Chief Jimmy Tidwell, Fire Chief Dixon Villers, Public Works Director Greg Maggard, Treasurer Mike Hickman, Clerk Janell Sciacca, and IT Director Larry Deffenbaugh.

PLEDGE OF ALLEGIANCE 18:

Mayor Benson led the Pledge of Allegiance.

AGENDA ADOPTION :42

Mayor Benson advised the Board and viewing public that Item H would be removed from consideration as the Town Attorney needed to conduct further review.

Motion #1 by Trustee Puckett, seconded by Trustee Lacy, to adopt the Agenda as amended. **Motion carried, 6-0.**

CONSENT AGENDA 01:20

A. Minutes

1. Regular Meeting – January 26, 2016
2. Beautification – January 7, 2016
3. Planning & Zoning – January 20, 2016
4. Trails Board – January 5, 2016

A. Police Chief Report

B. Fire Chief Report

Motion #2 by Trustee Lacy, seconded by Trustee Puckett, to adopt the Consent Agenda as presented. **Motion carried, 6-0.**

POLICY DISCUSSION – Development Process 01:44

Mayor Benson introduced the Policy Discussion item noting it was added for more deliberate discussions on policy matters. He distributed a description of the intent to the Board which also contained a list of subjects suggested by the Board, Staff and others. The Board will take a half hour to discuss the evening's subject and then move on to the next subject at the next meeting. Tonight's subject is the Development Process.

Doering gave an overview of the Town's current development processes and indicated he would like feedback from the Board on making the processes more efficient. He reviewed a PowerPoint presentation of what the Town desires versus what builders want. Doering also briefly reviewed current processes for exemptions, minor developments, major developments, appeals, annexations, rezonings and PUDs. Doering felt it was important to talk about more efficient processes such as the Board Hearing

the major issues while Staff and the Planning Commission handle minor or more administrative issues. Puckett asked if Doering felt there were any service duplications between the Building Department and Planning Staff relative to the review process. Doering felt that process was fairly efficient. He then stated his belief that the key was to make a really good code that is easily read and understood. Mayor Benson noted that the real question is at what point do items come to the Board. Doering agreed and stated that in another jurisdiction he worked for something like a variance would have been handled administratively by Staff if the applicant met all the requirements. Doering also noted the time consuming process for public notices for public hearings could be eliminated by an administrative process. Mayor Benson asked if the Board would have to amend the code for each different scenario. Doering replied yes, but noted that the Town's consultant felt the current standards for variances was lax and that if the code was fixed and standards were more defined, Staff could administratively approve applications that could meet the improved and harder to meet standards. Baker inquired about fail safes to keep inexperienced Planners which may come along from making big mistakes while still moving forward. Doering replied that some communities have a "bump up" procedure which move matters to the Board when they were controversial or of a more important nature. Mayor Benson asked how that process works. Doering replied the Town could develop its own process. Reitter added that the Town can develop that process with the Board. Puckett questioned what the Board would discuss on a project brought before them that meets all criteria. Doering replied that a zoning request is more discretionary in nature and approval or denial still has to be based upon criteria in the code. Parker added that some applications are not always clear on whether or not they meet criteria depending upon the type of the application. Gibb felt having a public process was somewhat therapeutic and having a set of criteria for Staff to use along with the fact that the Board could bump up an application added comfort for him in giving some discretion to Staff. Benson wanted to touch on subdivisions noting that the sketch plan step is really essential, but felt it would go the Planning & Zoning with Preliminary Plat and Final Plat being combined so that when they come to the Board the issues have been ironed out. Doering noted that in many communities if the applicant and Town agree the Preliminary Plat and Final Plat can be done at the same time because the applicant is willing to do the final engineering up front to get through the process faster. The Board generally agreed to this concept. Gibb's general marching order was for the Planning Department to balance the planning process making it fair, equitable and clear, but also work with the applicants to get to yes. Doering felt that was a good summarization and he would take the Board's comments back to the consultant.

Mayor Benson announced that the topic for the next meeting will be parking downtown.

PUBLIC COMMENT 30:17

Mayor Benson opened the floor to Public Comment at 7:31 PM.

Tom Rollings, 26490 Range Drive, Buena Vista, encouraged the Board to protect the Town's water shed while doing anything possible to gain and acquire water rights for the Town. He relayed a story from Ordway regarding the devastation the loss of water can have on a community. Rollings stated water is paramount and someone will always be after water rights and you can never have enough of them.

Harley Hamilton, 1518 Windwalker Road, Buena Vista, conveyed the Water Board's support of the proposed source water protection plan. He thanked Roy Gertson for his time working on the plan and requested the Board approve it when it comes up for adoption.

Marcus Trustee, 137 Windwalker Road, Buena Vista, appeared as a business owner and Rec Board member. He commented he felt BV was in a unique situation in that there were no public facilities in the past offering rec programs so the private businesses developed those programs and facilities growing to meet the demands. He put together a report that he mailed out several weeks ago to the Board relative to what happens with existing private business and public competition if the Town decides to enter the recreation realm. He felt some services could be duplicated by a Rec Center and asked the Board to provide the Rec Board guidance on how to go about showcasing or satisfying some of the needs outlined by the study.

Mayor Benson closed the floor to Public Comment at 7:40 PM.

RESPONSE TO PUBLIC COMMENT 40:30

Mayor Benson thanked the public for their comments. He told Rollinger he was right on with water and noted the Town is always looks for good water rights to secure. He thanked Hamilton and the Water Board for working on the Source Water Protection Plan. Benson noted the Recreation Center Feasibility Study was being presented this evening and going to the Rec Board for perusal tomorrow and that he made a note to add the subject to the list of policy discussions. Trustee Baker commended everyone who worked on the Source Water Protection Plan stating it was a good piece of Staff work and a policy document that would steer the community for years to come.

BUSINESS ITEMS

A. Chaffee County Building Department 2015 Year-End Update. 42:36

Dan Swallow, Development Director for Chaffee County, reviewed a year-end report on building permits and the development process. Mayor Benson voiced the Town's appreciation for the County Building Department's work with the Town.

B. Emergency Management Mutual Aid. 48:55

Phil Graham, Chaffee County Emergency Manager presented stating he took over the office in December with 25 years of Firefighter and EMS experience and is also part of the Rocky Mountain Type I Incident Management Team. Graham reported that the agreement has very few changes from the 2015 version. Most relevant are those in Article 3. Verbiage in 3.1 and 3.2 was changed relative to resource control to give an Incident Commander more control over committed resources. Reitter felt the proposed changes made a lot of sense. Fire Chief Villers felt the agreement was very needed. Police Chief Tidwell felt Graham was a blessing to the County and stated he was well qualified. Gibb inquired about economic renumeration. Graham replied that the agreement is non-compensatable by statute. However, there could be another agreement made or if the entity using the equipment is being reimbursed for the use of that equipment then the Town would be reimbursed. Benson noted that 2.1 had the wrong dates. Parker advised it should be December 31, 2016 and the beginning term is January 1, 2017.

Motion #3 by Trustee Baker, seconded by Trustee Gibb, to direct the Town to sign the Emergency Management Mutual Aid Agreement. **Motion carried 6-0.**

Fire Chief Villers asked Graham of his knowledge on a rumored Mumford & Sons concert. Graham replied that the County had received an application for concerts to be held on the north end of Buena Vista for Aug 4-7, 2016. The applicant is estimating 20,000 people and Graham felt discussions were necessary to discuss the potential impacts.

C. PUBLIC HEARING – CONTINUED FROM JANUARY 26, 2016 – Should the Board approve adoption of Resolution #14, Series 2016, entitled “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPROVING AN AMENDED FINAL PLAT FOR FILING 1 OF THE COLORADO CENTER PUD.” and should the Board approve adoption of Resolution #15, Series 2016, entitled “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPROVING TWO SUBSTANTIAL PUD MODIFICATIONS FOR THE COLORADO CENTER PUD.” and should the Board approve adoption of Resolution #16 Series 2016, entitled “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPROVING AN AMENDED AND REINSTATED SUBDIVISION IMPROVEMENT AGREEMENT FOR THE AMENDED FINAL PLAT FOR FILING 1 OF THE COLORADO CENTER PUD.”? 58:35

Mayor Benson introduced Item C. Doering presented reviewing a PowerPoint presentation of the proposed requests along with the project analysis. The Planning & Zoning Commission recommended approval of the amended Plat with three conditions, the PUD modifications with one condition and the associated subdivision improvement agreement.

Syd Schieren, Landmark Surveying, was present representing the applicant and stated some of the lot consolidations were being requested to accommodate potential buyers and he worked with Staff on the

process to arrive at this proposal which makes the most sense. There was discussion amongst the Board and Staff relative to development requirements of the previous SIA being included in the current SIA. Parker commented that everything that was in the previous agreement should have been incorporated in the current one including any new obligations related to the new plan. Benson asked if the changing of lots lines affected density in other areas. Doering replied No. Benson asked Staff to keep track of how many EQR are starting to being used. Maggard advised that he is keeping a running tally and could provide that to the Board. Puckett inquired about condition 9 and who determines the estimate for infrastructure costs. Maggard indicated the applicant makes that determination, but he reviews the information to ensure it makes sense and is in reason with his cost estimates. Benson asked about the letter of credit timeline. Parker indicated the Town has the list and cost estimates and the letter of credit remains in effect until the developer finishes and the warranty period is over. Most letters are for a one year time period and the Town will need to track this one for renewal and not let it expire.

Mayor Benson opened the Public Hearing at 8:19 PM and there being no comment, the Public Hearing was closed.

Motion #4 by Trustee Puckett, seconded by Trustee Lacy, to approve Resolution #14 as presented with the three conditions. **Motion carried 6-0.**

Motion #5 by Trustee Baker, seconded by Trustee Lacy, to approve Resolution #15 as presented with the recommended condition. **Motion carried 6-0.**

Motion #6 by Trustee Baker, seconded by Trustee Volpe, to approve Resolution #16 as presented. **Motion carried 6-0.**

- D. Should the Board approve adoption of Resolution #18, Series 2016, entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO, APPOINTING ESTES BANKS, ANNIE DAVIS AND PRESTON LARIMER VOTING MEMBERS OF THE PLANNING AND ZONING COMMISSION.**"? 01:22:10

Mayor Benson introduced Item D.

Motion #7 by Trustee Puckett, seconded by Trustee Lacy, to approve Resolution #18 as presented. **Motion carried 6-0.**

E. PUBLIC HEARING – Source Water Protection Plan. 01:23:08

Mayor Benson introduced Item E. Maggard presented an overview noting this was an expansion of the current Source Water Protection District that allows review of plans going on in the watershed and to provide comments or requirements to mitigate any potential problems. It is a multi-jurisdictional multi-governmental document which includes best management practices to be incorporated for the water shed. Gibb asked for clarification on required or expected cooperation between agencies. Jeff Hollinger, Water Quality Planner with the Upper Arkansas Area Council of Governments (COG) indicated this plan is risk management and provided information on the subject area of the narrative. He distributed a copy of a regional letter Buena Vista submitted in June 2011 asking to be involved in the project which was started by the COG. Hollinger reviewed and addressed the plan priorities and best management practices on pages 17-21. Benson and Gibb wanted to know where the "teeth" are. Maggard replied the "teeth" is that the Town gets the opportunity to review plans and provide comments or stop building permits within any area contained in plan. If the Town deems a project to be in a high susceptible area it can require engineering of septic systems and the like which is in the code now. Hollinger added that the plan establishes a foundation for the Town's Water Supply Protection District Ordinance of 1999. Mayor Benson thanked Hollinger for his presentation and for being part of the process.

Mayor Benson opened the Public Hearing at 8:41 PM and there being no comment, the Public Hearing was closed. Maggard stated that no motion was required this evening and that the next step is to send the plan out to the agencies named in the document for comment, then to the Water Advisory Board and

back to the Board of Trustees for final approval. Reitter added that when this matter comes back to the Board it will have an associated MOU for their review.

F. BLM Trails Management Planning & Coordination. 1:45:00

Mayor Benson introduced Item F and turned it over to Trustee Volpe for an overview. Volpe stated that the BLM Fourmile Trails proposal would not be moving forward as it was a bit more contentious than first thought plus the BLM has many other mandated priorities it is working on. It would be years out before BLM can address the proposal put forth and in light of that the Barbara Whipple system took a big hit with storms and has been deteriorating due to lack of resources and management. Staff and BLM discussed expanding the Cooperative Management Agreement (CMA) and how to take care of the Whipple system as well as bring in additional trails from the Midland Hills Bridge access that was recently obtained. Benson added that the Trails Board motioned to encourage the Board of Trustees to work with BLM to expand the CMA area. Gibb inquired about what the current CMA requires relative to responsibility and what the new one would say. Volpe replied it says the entities will work together. Puckett felt the trail system is an amazing resource for the Town and the Board could not let it erode. Reitter said that BLM has priorities on the trail systems across the river and would do some things but due to their priorities and limited resources they were looking to Town to be more proactive and prioritize. She felt the Ramsour Bridge was a priority and the Town might consider doing it sooner rather than later which would require an amendment to the CMA. Puckett inquired if the Town was letting BLM off the hook by taking ownership. Reitter replied she did not believe so as BLM has plenty to do. Benson felt it was an opportunity to take care of an asset. Gibb asked if the Town was allowed to put Town money into a federal property. Parker said it could be justified legally as a Town benefit. Reitter felt the Town should prioritize first, approach BLM to determine their priorities and then pool/coordinate resources to get things done. Gibb felt the Town should figure out where it wants to go first. Reitter reminded that the scope was really broad and included many different trail user areas so Town should focus on the critical ones which could be identified by the Trail Board. Volpe felt this all depended on CMA maneuverability. Lacy felt the Trail Board should be brought in to designate what the Board should work on.

Motion #8 by Trustee Puckett, seconded by Trustee Lacy, to direct Staff to work with the Trails Board and BLM on setting priorities and coming up with expansion potential for a Cooperative Management Agreement. **Motion carried 6-0.**

G. Recreation Events Center Feasibility Study. 01:58:05

Mayor Benson introduced Item F noting there was a long process to create the study. He noted there was a presentation of the draft not too long ago and the feasibility study is being brought to Board for perusal with the Rec Advisory Board seeing it the next morning. The study was commissioned with Ohlson Lavoie (OLC) after years of discussions and there will be no decisions made at this point.

Reitter presented highlighting important areas of her Staff Report. There were two processes that happened. Meetings were held with the public and Staff and OLC did a survey sample sending out 1,100 surveys and receiving 319 responses. The desired amenities are a pool, exercise floor, walking track, gym and multipurpose rooms. Town cannot afford to build it all at once. OLC recommended a Recreation District. Phase I is 31,500 s.f. at \$8.1 million. Phase II is 16,800 s.f. Operations suggest 4 FTE and Town would support 2 of them which would be part of the Recreation Department. Reitter stated she wanted everyone to have the information and the study is accessible on the Town website. She also commented that OLC did a phenomenal job putting the study together laying out the costs and steps.

Mayor Benson reiterated this is a feasibility study with tonight being the first presentation to the Board. He added that it was important for the public and Recreation Board to digest it. He felt the study was a nice piece of work and very thorough. Lacy stated that this is a very big project with big numbers. Gibb who sits on the Rec Board has a lot of questions but felt the Rec Board needed to digest it and then provide the Trustees good direction to start with. Benson thanked the Staff and public for working on the study.

- H. Should the Board approve adoption of Resolution #19, Series 2016, entitled “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPROVING THE EXECUTION OF A LEASE AGREEMENT FOR A JET A FUEL TRUCK WITH WORLD FUELS, INC.**”? REMOVED FROM CONSIDERATION

The Board took a 5 minute recess at 9:08 PM and returned to regular session at 9:13 PM.

I. Branding Discussion. 02:13:23

Mayor Benson introduced Item I. He advised that the Board met last week for a breakfast discussion on this matter and a proposal was submitted by the Wayfinding Committee to take the existing designs and tweak them working with local artists to make them more directly applicable to the Town's existing and future needs. The committee will bring back their plan to the Board of Trustees in March. The idea is that the Wayfinding Committee will work with local artists and anyone interested in participating should contact Lenny Eckstein at the Deerhammer Distillery. Puckett clarified the Town is not starting over and the target date is the 2nd meeting in March. Carey was glad to hear it. Gibb felt it appropriate to give a solid date so the matter doesn't go on forever and he appreciated the opportunity for the committee to go further and get to a more clear space. Reitter voiced the hope that the committee would communicate with the Town. The Board agreed that was made clear to the committee and Benson suggested a motion. Lacy reiterated this is not a start over and he did not want to make a habit of this type of scenario that when something comes through on a process and there is dislike of the product that the Board extends it trying to make everyone happy. He felt the Board needed to deal with it and either shoot it down or go with it as outside influences could lead to extending a decision forever.

Motion #9 by Trustee Gibb, seconded by Trustee Lacy, to direct the Wayfinding Advisory Committee to work with Staff to tie up loose ends and create a presentation to the Board for its second meeting in March outlining those things they suggest be changed for the Board's consideration. **Motion carried 6-0.**

J. Affordable Housing Discussion. 02:20:53

Mayor Benson introduced item J and reviewed the history. He noted discussions were held on February 4 during the Intergovernmental Meeting relative to an updated housing assessment for leveraging grants but also the formation of a housing task force. Each municipality was to hold public meetings to discuss setting aside money in proportion to their population for an updated housing assessment. The Town's share would be around \$5,000. The Town is to also consider whether or not to pursue an Interagency Working Group on housing.

Gibb inquired how a housing authority gets considered in the future. Reitter replied the interagency committee proposed last week would make recommendations to each of the entities in the County on the structure based on feedback received. That would then result in an IGA by the end of the year to take the effort from a local effort to a regional one. The second thing the committee would be working on is an updated housing needs assessment to replace an outdated assessment completed years ago. She reminded the Board that the last assessment did recommend a regional housing entity. A housing authority is important as it raises additional resources for affordable housing. Gibb supported a working group but he was not sold on a housing authority yet. Reitter replied the matter would be brought back to the Board on February 23 for an official motion supporting the committee and housing needs assessment.

Motion #10 by Trustee Lacy, seconded by Trustee Baker, to give a commitment to the Town's percentage of funding up to \$5000 for the housing needs assessment. After additional discussion, **Motion carried 6-0. Roll call vote:** Trustee Baker, Aye; Trustee Carey, Aye; Trustee Gibb, Aye; Trustee Lacy, Aye; Trustee Puckett, Aye; Trustee Volpe, Aye.

Motion #11 by Trustee Baker, seconded by Trustee Puckett to vote to indicate the Town's support for forming an interagency group to examine a Chaffee County Housing Authority. **Motion carried 6-0**

STAFF REPORTS

Town Administrator 02:35:25

- 2nd Annual All Hands Staff meeting was held earlier in the day with the first Employee of the Year Award being given to Public Works employee Justin Case.
- Working on water and making progress on St. Charles Mesa.
- Town will be dredging the lake in March and it will be refilled.
- Board will hold a meeting February 16 at the Airport at 6PM.

Town Treasurer 02:38:33

- Two big expenditures for period are Police Investigator Unit and Lake Placid Hockey Rink.
- December sales tax number is not in yet and will be in the next report.
- December Unaudited Financial Statements are in packet.
- Received a request for fund balance calculation, availability and reserve which will be emailed out to the Board.
- Notes to Financial Statements highlighting the major expenses also included in packet.

Mayor Benson noted several fee waiver requests in the packet.

Motion #12 by Trustee Lacy, seconded by Trustee Puckett to approve a fee waiver for Optimists Club for multiple events. **Motion carried 5-0.** Gibb abstained.

Motion #13 by Trustee Lacy, seconded by Trustee Volpe to approve a fee waiver for the League of Women Voters for use of the Community Center. **Motion carried 6-0**

Motion #14 by Trustee Baker, seconded by Trustee Lacy to approve a fee waiver for the Stampede Rodeo for the Collegiate Peaks Rodeo. **Motion carried 6-0**

DISCUSSION 02:44:35

Baker reported that he and Maggard attended the Transportation Planning Region Meeting last week and Region 5 Transportation Director Karrie Neet is retiring in a few weeks. Highway 24 River Bridge might be widened instead of replaced, but it will eventually have to be replaced. Highway 24 advertisement date for bids is April 24, but right-of-way issues must be resolved before the bid notice will be done. CDOT was not aware of the proposed concert and they have expressed concerns to the Town Administrator. The passing and turning lanes at Fisherman's Bridge on 301 along with an animal underpass and wildlife fencing will be done next year.

Carey inquired about allowing Staff to handle fee waiver requests. Reitter advised the Board they could adopt a policy to waive fees for non-profits. Staff does keep track of all the fee waivers on an annual basis. Lacy felt it didn't take a large amount of time to handle the requests and it gets the information out to the public as well as shows the Board supports the causes. Benson agreed and felt it helped the Board be better informed about events.

Mayor Benson reported he is going to the CML Policy Committee Meeting in Denver on Friday. Benson also stated he would like to add direction for the Rec Board on the role of private and public business to the policy discussion list.

Lacy stated his appreciation of Doering's report on the Colorado Center and it being precise and to the point. He stated this Board is not afraid to let the Planning Department make decisions, but they have been in the past and this will change from Board to Board.

EXECUTIVE SESSION – An Executive Session to consider the purchase, acquisition, lease, transfer or sale of real, personal or other property, pursuant to C.R.S. § 24-6-402(4)(a), and to determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. §24-6-402(4)(e). **02:52:58**

Mayor Benson read the purpose of the Execution Session and requested a motion at 9:52 PM.

Motion #15 by Trustee Baker, seconded by Trustee Puckett, to move into Execution Session. **Motion carried, 6-0.**

Executive Session was held from 9:53 PM to 10:17 PM. Those present for Executive Session were Mayor Joel Benson, Trustees Keith Baker, Carrie Carey, Eric Gibb, Duff Lacy, Phillip Puckett, David Volpe and Town Administrator Brandy Reitter, Town Attorney Jeff Parker and Town Public Works Director Greg Maggard.

Motion #16 by Trustee Carey, seconded by Trustee Baker, to adjourn from Executive Session. **Motion carried, 6-0.**

The Board returned to regular session at 10:17 PM.

ADJOURNMENT

Motion #17 by Trustee Lacy, seconded by Trustee Volpe, noting that there being no further business to come before the Board, declared that the meeting adjourned at 10:18 PM. **Motion carried, 6-0.**

Respectfully submitted:

Joel Benson, Mayor

Janell Sciacca, CMC
Town Clerk



**Minutes of the Regular Meeting of the
Buena Vista Planning and Zoning Commission
February 3, 2016**

CALL TO ORDER

A regular meeting of the Planning and Zoning Commission was called to order at 6:02pm, Wednesday, February 3, 2016 at the Buena Vista Community Center, Pinon Room, 715 E Main Street, Buena Vista, Colorado by Vice-Chairman Mark Jenkins. Also present were Commissioners Annie Davis and Scott Johnson. Staff Present: Principal Planner Mark Doering and Deputy Town Clerk Melanie Jacobs.

PLEDGE OF ALLEGIANCE

Vice-Chairman Jenkins led in the Pledge of Allegiance.

ROLL CALL

Jacobs proceeded with the roll call and declared a quorum.

AGENDA ADOPTION

Jenkins called for approval of the agenda. **Motion #1** by Davis seconded by Johnson to adopt the agenda as presented. Motion carried.

APPROVAL OF MINUTES

Davis motioned for approval of the January 20, 2016 minutes. **Motion #2** was seconded by Johnson. Motion carried.

PUBLIC COMMENT

Jenkins opened the public comment portion of the hearing at 6:03pm. With no comments received, the public comment portion of the hearing was closed at 6:03pm.

NEW BUSINESS

Mick / Hsu Subdivision

Doering explained that the applicants had submitted a minor subdivision Final Plat that would create three legal residential lots on the properties currently addressed as 501 and 505 South Railroad Street, in the R-2 zone. They were seeking to rectify illegal subdivisions made by previous property owners, who had circumvented the town's subdivision process by having legal descriptions of unapproved lots recorded by the County. No additional public improvements would be needed to serve the third lot, and there are existing homes on two of the three lots. The lots in question are located at the very northern edge of the Airport Protection Overlay (APO) zone, and all are bordered to some extent by floodplain/floodway.

Doering went through the review criteria for a minor subdivision, noting that the development conforms to the town's subdivision and zoning ordinances, and that adequate utility service is available to all three lots. In addition, proper easements already exist or, in the case of the required avigation easement, are created by the Final Plat. Proper drainage control has also been demonstrated.

Doering wrapped up his presentation by stating that staff recommends approval of the application with the following conditions:

- 1) prior to recordation of the Final Plat, the Final Plat drawings shall be corrected to include the 100-year floodplain and floodway on the properties;
- 2) prior to recordation of the Final Plat, an avigation easement on the properties shall be prepared to the satisfaction of the Principal Planner, signed and recorded with the plat; and
- 3) if the application fee is not waived by the Board of Trustees, the applicant shall pay the application fee with the associated required recording fees prior to recordation of the plat.

Applicant Samuel Mick of 501 South Railroad St was present in the audience and rose to speak. He said that he and the other applicants, Danny and Heather Hsu, were not to blame for the situation and that he had pulled various permits over the years but no one from the town had ever noticed the illegal subdivision. Only when he attempted to sell Lot 3 to the Hsus did town staff become aware of the problem. He maintained that he should not have to pay the application fee as he has already borne the cost of hiring a surveyor to prepare the Final Plat. Doering reiterated the need to have the surveyor include the floodplain/floodway on the plat. In response to a question from the Commission about Mick's driveway, which runs from Railroad St through the Hsus' property to Mick's house, Doering stated that the driveway is located in a recorded easement and therefore will not cause any problems with the property in the future.

Applicant Heather Hsu of 505 South Railroad St stood to say that she supported Mick's request to waive the application fee. She also drew attention to two errors on the Final Plat that need to be corrected: there will be no lien holder on Lot 3, and Danny Hsu's name needs to have a 'Jr.' added to it.

Jenkins closed the public hearing after ascertaining that the applicants had concluded their remarks. Johnson asked about the size of the application fee, and Doering replied that the fee for a minor subdivision is \$300. Commissioners agreed that as the applicants were not responsible for the illegal subdivision, they should not be required to pay the town to get the problem fixed.

Davis motioned to recommend that the Board of Trustees approve the Mick / Hsu minor subdivision Final Plat to create three residential lots on the property, subject to the conditions listed on page 4 of the staff report [cited at the top of this page], and additionally to recommend that the application fee be waived. Johnson seconded **Motion #3** and it passed unanimously.

Doering gave the applicants a copy of the Avigation Easement Agreement and stated that he would also forward one to the surveyor.

STAFF / COMMISSION INTERACTION

Doering stated that he has come across a handful of cases in Buena Vista like the one being rectified by the Mick / Hsu subdivision, and that the Planning Department will clean up similar issues as developers come in with applications pertaining to affected properties. Johnson asked if the town can proactively fix these problems; Doering responded that he has no authority to go out and compel property owners to bring their land into conformance with town Code, so he has to wait until some kind of development project is initiated by these land owners before insisting on compliance. He also indicated that Module 2 of the Unified Development Code rewrite would include provision for a Correction Plat application process to be used in such cases, which will be both less cumbersome and less expensive than the minor subdivision process.

Doering then informed the Commission that the Board of Trustees would be discussing Planning application processes as part of its February 9 meeting, and that town staff should receive the initial draft

of Module 2 of the UDC rewrite (which pertains to processes) from the consultants at the end of the week. This Module will go to the Steering Committee in March, and the project should be completed in the spring. In addition, Scott Reynolds has been promoted to Planner I and the town is currently working to fill the now-vacant Planning Technician position.

In response to questions from Commissioners, Doering briefly discussed the difference between floodway and floodplain, and the requirements that go along with avigation easements (generally they stipulate a height restriction on anything located in the APO and forbid property owners from transmitting anything that would interfere with the functions of an aircraft).

Davis remarked that she found the land use meeting with the Trustees on January 26 to have been a good one, and that she appreciated being able to exchange ideas with Board members and to learn where they stand on various issues. Doering stated that he believes there will be an ongoing debate about short-term vs. long-term rentals and that the town may eventually have to step in if short-term rentals become too great a percentage of available housing stock. Jenkins asked whether there would be other opportunities to develop affordable housing in town, given that a sizeable project intended to do just that fell through in 2015. Doering replied that he thought other projects would be brought to the table at some point. He also let the Commission know that there would be a meeting on the evening of February 4 between representatives of Chaffee County, Buena Vista, Salida, and Poncha Springs to discuss the possibility of forming a local Housing Authority. Its purpose would be to address issues such as the pressing need for affordable housing in the area.

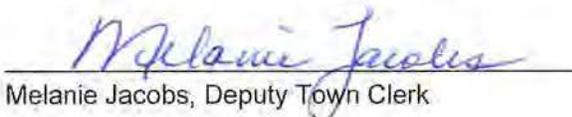
ADJOURNMENT

There being no further business to come before the Commission, Commissioner Johnson motioned to adjourn the meeting at 6:59pm. Commissioner Davis seconded. **Motion #4** was unanimously approved.

Respectfully submitted:



Mark Jenkins, Vice-Chairman



Melanie Jacobs, Deputy Town Clerk

MINUTES FOR THE MEETING OF THE
RECREATION ADVISORY BOARD
Wednesday, January 13, 2016

CALL TO ORDER: A meeting of the Recreation Advisory Board was held on Wednesday, January 13, 2016 at the Buena Vista Community Center, 715 E. Main Street, Buena Vista, Colorado. Earl Richmond called the meeting to order at 7:37am.

Members present were Co-Chair Earl Richmond, Co-Chair McKenzie Lyle, Marcus Trusty, Dan Hamme, Julie Robinson, Lisa Ortega, Gary Crowder, Ashley Blazer, and Luke Urbine. Also in attendance were Parks and Recreation Supervisor Emily Osborn, Recreation Program Coordinator Ashley Davis, Trustee Eric Gibb, and Code Enforcement Officer Ron Dennis. Ed Eberle of the Trails Board was present, as well as Amanda Krost and Jeri Pikul from Mt. Princeton.

APPROVAL OF MINUTES: Dan Hamme moved to approve the December 2015 minutes. Gary Crowder seconded the motion. Unanimous approval.

APPROVAL OF THE AGENDA: The agenda was amended to include an ongoing discussion item concerning the BV REC Mission Statement and outside product offerings. Julie Robinson motioned to approve the agenda as amended. Dan Hamme seconded the motion. Unanimous approval.

PUBLIC COMMENT: Ed Eberle was present to discuss the new Trails Map. The map has evolved over the years from very basic to a four-fold color map included trails and area parks. In 2015 they were distributed in 7 or 8 locations and were gone by the first part of August. The map currently shows Barbara Whipple out to the Wildlife Trail, however, Ed realized that most people that use this map are using the River Park area only. McKenzie suggested that type may need to be larger for reading clarity. Earl suggested that there be a way to delineate the various large area parks with a symbol. Ed is also looking for thoughts on funding for 2017 and Earl suggested that when we get closer to printing that there be more involvement from the Recreation group. Luke was curious if the branding project would include this map. Eric suggested that it would be, but that it is not determined what that might be yet.

DISCUSSION ITEMS:

- I. Discussion re Playground Safety, ADA Compliance, and Dog Licensing Programs: Ron Dennis conducted a visit with the Town's insurance company, CIRSA, and they were concerned about the lack of ADA Accessible playgrounds in Buena Vista. Ron wants to suggest that we keep that in mind going forward with new projects. Emily Osborn reported that Greg Maggard, Public Works Director, is an ADA Liaison and that Columbine Park is almost ADA Compliant. Earl suggested that we have Greg check out the Splash Park to see if it is ADA compliant to satisfy insurance needs until we can get another park qualified. Dan suggested that if we update the Community Center Park we should automatically make it ADA Compliant. Ron stated that he thinks the ADA Compliant filler would only have to be about 6 feet out from the equipment with access to it, as opposed to having to fill the entire area of the park with new material. Eric suggested that the new picnic tables that will go in front of the tennis courts could be ADA Accessible. Ron reported that CIRSA did not find many things wrong with playgrounds other than a few general upkeep items.

Per Town Code, there is a requirement for a dog license. This was put into the Code in 1980, however, most citizens do not know about it. Some of the questions arising are: how time efficient it would be to enforce, if it could possible pay for Dog Park areas/trails, could it bring in extra funds for the Town to use towards different projects, etc. Julie Robinson asked how the Town currently tracks rabies shots because typically

those two items are included in one. Ron wants suggestions as to if he should keep it in the Code and reinstate it, or if it needs to just be edited out. Gary thinks it's a good idea to keep licensing so that it's easier to find the owner or identify the dog, as well as track their health records (distemper, rabies, parvo, etc.). Earl is curious if there is enough staffing to fulfil this process and Ron believes there would be. He also questioned what this means for cats and other pets. Jeri Pikul suggested that maybe some of the funds collected could go to a "dog parking area" like in Telluride and other communities for shoppers in the downtown area. Luke Urbine suggested that Laura Bussing could possible team with the Town to help promote some of these things and promote her business (Gone to the Dogs) at the same time. Amanda Krost stated that, just as a citizen, there are two ends to it and there might be a greater increase in reports of dogs barking, getting loose, etc. and if it really is worth Town time to take care of this.

- II. Discussion re Recreation Supervisor First 30 Day Report- Emily's main task over the first 30 days was to get together with most of the key players in Town to get to know them and get familiar with what they do. She also met with Burke Kaiser about the Collegiate Peaks Trail Run and they are discussing ways to get that event to be more enticing. She has also met with some of the Special Event coordinators from the area and discussing how to partner with them. The Bureau of Land Management and the Forest Service have stated that they will not be doing any new permits for 2016, so that might take some planning to see how to get new events to happen. Emily is also in charge of the health and wellness program for Town Employees. She took time to meet with South Main and they stated that the key to change routes in the boulder park is missing so we need to order a new one. Ron is going to look into the insurance requirements as far as coverage goes for individuals who change the routes and if they have to be certified or not. Earl suggested that Trailhead be part of the champion group for the boulders since they have a staff full of people who climb.
- III. Discussion re Recreation Board Appointments: We have a few terms that were up in December 2015 including Earl Richmond, Julie Robinson, and Luke Urbine. Lisa looked into past minutes from December 2014 and found the process for how to go about nominations. Luke, Earl, and Julie all showed interest in staying a part of the Recreation Advisory Board. Dan Hamme makes a motion to make a recommendation to the Board of Trustees for Luke Urbine, Earl Richmond, and Julie Robinson to maintain their positions. Gary Crowder seconds, unanimous approval.
- IV. Discussion re Lake Placid Ice Rink: The rink is currently located in Phoenix, Arizona and will require two trucks to be able to move it. This will hopefully happen at the end of the month given good weather. They will also be meeting with a local engineer to determine the best location and the best scale while they wait to figure out a larger, future vision. Brandy gave them her blessing to use the lot next to the slab as well. Dan is curious if anyone has connections at ACA or Diesslin Structures to be able to pour concrete and install the entire rink instead of just part. They have a fundraising set up that will go live soon and he feels it will be a pretty rapid expansion. Climax Mine is going to do a price match for funding. It is going to be multi-use during the entirety of the year for soccer, lacrosse, etc. so it has the possibility to be used for a great number of activities.

ONGOING DISCUSSION ITEMS:

- I. Trails Update: See above public comment with Ed Eberle.

- II. Recreation Program Update: Last week was the first day of our Youth Ski League, which has grown to include a middle school club. We have also started drop-in soccer at Darren Patterson, as well as new yoga and dance classes, both for adults and children. Sunday Volleyball continues to grow and the new equipment is finally here, Volleyball League will begin in March. Sponsorship letters were sent out on Friday.
- III. Outside Recreation Providers: Eric suggested that this needs to be a larger discussion Town-wide and at a higher level. Because BV REC already does this, he thinks that the advisory board needs to be the ones who bring it forth to the Board of Trustees. The Board of Trustees need to give town staff direction on this issue: how does the website differ from the softball field, how can we list local service providers where people will see them, etc. Earl stated that there used to be a list on the back page of the old brochure so Ashley will look for examples. Marcus asked where the list was of past sponsors and Ashley reported that Brandy did not agree it should be on the website and had it removed. Luke is frustrated that one person is able to change things that the recreation board has been working on without discussion.
- IV. Mission Statement: Tabled until February meeting. Ashley will send out materials.

ADJOURNMENT:

The meeting adjourned by Earl Richmond at 9:09am.

Respectfully submitted:



Earl Richmond, Co-Chair

Ashley Davis, Recreation Program Coordinator

Buena Vista Tree Advisory Board

Minutes of January 7, 2016

The meeting called to order by Tom Liverman at 2:00 pm.

In attendance were: Phil Puckett, Tom Liverman, Roy Gertson, Dan Murray, Kathryn Hardgrave, Greg Maggard, & Mark Doering

Agenda adoption by Chairman Tom Liverman .

Minutes from the December 3, 2015 meeting were approved by motion from Dan Murray and 2nd by Tom Liverman

Volunteer Time Ledger, 10 hrs for planting guide, & administration

Public Works Report

Public Works Director Greg Maggard completed the Tree City USA and Growth Award applications. Growth Award include projects with the Tree inventory, Tree planting, & wood products recycling programs including firewood & chipping brush for public use. Membership with CTC was completed.

Colorado State Forest Service Report : Kathryn gave the members info on upcoming tree workshops for the Emerald Ash Borer in Boulder Colorado. Dan Murray is interested in attending.

Business;

1. GIS town tree survey; Gregg said the Town Intern planner Liam had started the input of newly planted trees, but further work has ceased since Liam has left his position.
2. Planting Guide 2012 draft was reviewed. Town Planner Mark Doering presented his comments and proposed changes. Further discussion of the complete guide ensued. Roy Gertson will make changes and present a final draft at next Tree board meeting February 4th.
3. Flinchbaugh ditch project was tabled until Jed Selby can present.
4. Officers were accepted as Tom Liverman as President, & Roy Gertson as Secretary. Also recommended 2 year membership terms for Roy Gertson & Jed Selby till December 2017 for Council approval.

Other Business: Greg has applied for DOC Work Crews to address the Rodeo Rd tree snow fence for maintenance of weed fabric.

Final Comments: Greg mentioned the brush burning is proceeding well.

The next meeting will be February 4, 2016, 2 PM at Public Works.

Adjournment

The meeting was adjourned at 3:50 PM by motion by Dan and 2nd from Roy.

Respectfully submitted,



Roy Gertson

Secretary

Buena Vista Water Advisory Board
Minutes of January 20, 2016
Public Works Office Meeting Room
755 Gregg Dr.

Call to Order

The meeting was called to order by Chairman Hamilton at 6:34 p.m.

Attendance and Introductions

In attendance were Harley Hamilton, Roy Gertson, Reed Dils, David Kelly, Jerry Steinauer, Andrew Rice, and Greg Maggard.

Agenda Adoption

Chairman Hamilton called for amendments to the agenda. There were two additions to the agenda: *F. Sponsorship for Upper Arkansas Forum* and *G. Renewal of Membership*. Chairman Hamilton accepted the agenda as amended.

Approval of Minutes

Chairman Hamilton called for a motion to approve the minutes for the November 18, 2015 meeting as presented.

Motion #1 by Gertson, second by Kelly to approve the November 18, 2015 minutes as presented. Motion carried.

Public Comment

Chairman Hamilton called for public comments. There were none.

Business Items

A. St. Charles Mesa Meeting – October 28th

Reitter was not in attendance to give an update, but Maggard said the water attorney is working on a proposal for St. Charles Mesa. He will bring it to the Water Advisory Board meeting next month. He said it will probably be a very simple, basic agreement. This will be on the next agenda.

B. Source Water Protection Plan

Gertson said he will try to get a final copy of the Source Water Protection Plan done by Friday. Revised maps and Chaffee County wildfire plan information will be added. Maggard said there will be a public meeting concerning the Source Water Protection Plan (SWPP) at the February 9, 2016 Board of Trustees meeting. The Board will not make any decisions at that time, but it will be open for public comments. After that, the document will be sent to participating groups for review. It will then be brought back to the Water Advisory Board to approve again, then it

will be sent to the Board of Trustees for approval. Chairman Hamilton asked about enforcement of the plan. Maggard said the Town has to approve building projects within the Water Protection District as part of the County building permit process. Maggard reviews the information and sends a letter of approval to the County.

C. Water Conservation Plan

Maggard said he is working on updating statistics from the 2012 water conservation plan that was never approved.

D. Well #3 Update

Maggard said the fire pit that was discovered while working on Well #3 is 2400 years old, plus or minus 30 years. The Board of Trustees would like to pursue it further. The fire pit will be left as it is for now, and the Board will decide what to do with it in the future. Maggard is working with the contractor to come up with a plan and determine the cost to move the building, which will require plumbing changes. Maggard said one way to preserve the pit would be to cover it up and mark it. They could also put a hut or plexiglass cover over it. He said the archaeologist told him it is unusual to find these pits intact. Chairman Hamilton asked about the cost of investigating further. Maggard said he is trying to get in touch with the Archaeology Department at CSU to see if they might sponsor it. Maggard said they have samples of the pit material that could be sent in to see what kinds of fuels were being burned and what they were eating.

E. Town Lake SWSP

Maggard talked about the Substitute Water Supply Plan (SWSP) for Town Lake. Maggard said he talked to Water Commissioner Brian Sutton. Sutton said Town Lake could be used as a “bucket” for some of the Town’s water. Maggard said Town Lake holds approximately 5 acre-feet. Sutton suggested doing a Substitute Water Supply Plan for the first year or two, then try to make it a water right. Water can be released from Town Lake to augment Well #2. Maggard said he is starting to work on the plan with Cynthia Covell, the water attorney. He said the Town owes 52 acre-feet of water from the last 6 or 7 years. Kelly said the Town can cover evaporation with Arkansas River water, unless there is a call on Cottonwood. If there is a call on Cottonwood, Kelly said the Town could release water from Town Lake and lower the level according to the rate of evaporation until there is no longer a call, then refill with exchange water from the Arkansas. Maggard said they will dredge Town Lake in March. Water from the lake has to be dumped at the end of the year. Kelly said there could be a problem if Town Lake water is used to augment Well #2 in the summer during a drought, because it could result in Town Lake being empty. The Town can borrow water for Town Lake, and release it in the spring. Kelly suggested seeing if the Town could use Thompson ditch water to keep the lake full if water in the lake is being used to augment Well #2 and there is a call on Cottonwood. Maggard wondered if the Town could use water from a hydrant to fill the Lake. Kelly said that could be done, but it would have to be paid for. Water could be stored in the spring by exchange for water the Town owns in the Arkansas, but they would

have to pay back the evaporation rate. Kelly said the amount of water that would have to be released to cover evaporation would probably not change the level of the lake significantly. Rice asked if the Town could release potable water somewhere to make up for water used. Kelly said yes, but water would have to somehow be released into the Trout Creek ditch system. Dils asked if water from Pueblo could be exchanged and used through Twin Lakes.

F. Sponsorship of Upper Arkansas Forum

Dils said he thinks the Town should sponsor the Upper Arkansas River Basin Water Forum at a level of \$250 or \$500. The forum will be held on April 27th and 28th at the Steam Plant in Salida. Dils said the website is www.arbwf.org. He said it could be an opportunity to promote the SWPP.

Motion #2 by Dils, second by Gertson that the Water Advisory Board recommend that the Town sponsor the Forum at the \$500 level. The motion carried.

G. Renewal of Terms

Terms for Dils and Gertson expired in December 2014. Terms for Kelly, Moltz, Rice, Ludwig, and Steinauer ended in December of 2015. Chairman Hamilton's term ends in December of 2017. It was noted the Steinauer should be listed as a member, not an alternate. Ludwig does not want to return next year. Maggard said the Town can advertise for an alternate, since Ludwig will not be on the Board next year.

Motion #3 by Dils, second by Steinauer that the Board reappoint Dils and Gertson for one year, and Kelly, Moltz, Rice, and Steinauer for 2 years (Moltz was not in attendance).

H. Other Water Issues

There were no additional items discussed.

Staff/Counsel Reports

A. Town Administrator – Brandy Reitter

Brandy Reitter was not present. No report given.

B. Public Works Director – Greg Maggard

Maggard gave an update on the water fill station. He said a rep may be here next week to set it up. There will be codes for bulk water accounts, and credit cards will be used to pay for smaller amounts.

Kelly asked if the Town has enough water to meet its needs, because Pueblo is selling water. Maggard said he thinks it is only good for a year, but they are looking into it.

C. Water Counsel – Cynthia Covell

Cynthia Covell was not present. No report given.

Board/Staff Interaction

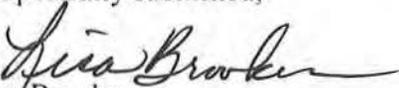
The next Water Advisory Board meeting will be held on February 17, 2016.

Adjournment

Seeing that there was no further business, Chairman Hamilton called for a motion to adjourn.

Motion #3 by Kelly, second by Rice to adjourn the meeting.
Motion carried. The meeting was adjourned at 7:46p.m.

Respectfully submitted,


Lisa Brooker
Administrative Assistant

 2-17-16
Water Chairman Date

TOWN OF BUENA VISTA

RESOLUTION NO. 19
(Series of 2016)

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO APPOINTING JUDGES OF ELECTION FOR THE REGULAR TOWN ELECTION ON APRIL 5, 2016.

WHEREAS, pursuant to Section 31-10-401, C.R.S., provides that at least fifteen days before each municipal election the governing body shall appoint the judges of election and that each judge of election shall be a registered elector of the State of Colorado and at least eighteen years of age; and

WHEREAS, the Town Clerk has searched for possible election judges and the Chaffee County Clerk and Recorder submitted to the Buena Vista Town Clerk the names of qualified registered electors to serve as judges of election; and

WHEREAS, the Town Clerk has reviewed the list of proposed judges of election and found four (4) qualified electors who have acknowledged that they are willing to serve.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO that the persons listed below are hereby appointed as judges of election for the Regular Election to be held on Tuesday, April 5, 2016.

1. Mary Jo Bennetts, 31391 Glenview Drive, Buena Vista, CO, Election Judge
2. Marjorie Gray, 17150 CR 362, Buena Vista, CO, Election Judge
3. Elizabeth B. Harnish, 314 W. Pine Street, Buena Vista, CO, Election Judge
4. Thomas Golson, 14700 CR 261 G, Nathrop, CO, Election Judge

RESOLVED, APPROVED AND ADOPTED this 23rd day of February, 2016.

TOWN OF BUENA VISTA

(Seal)

By _____
Joel Benson, Mayor

ATTEST:

Janell Sciacca, Town Clerk



Town of Buena Vista 2016

Buena Vista Collective Vision Statement

(Developed from Citizens' direct wording, Comp Plan 1996, 2006, 2015. We want all components of this vision and must work to create all components. This is the Context within which Town must make decisions.)

General Community Character

We envision the town as a clean, safe, quiet and secure community that is a desirable place to live, work, and play.

Community Spirit

Our collective community consists of friendly, well-informed, and engaged people who feel they can make a difference and have an impact in determining their future and their quality of life and enjoy freedom of expression.

Community Appearance

The town we envision has a defined sense of place as expressed in its history and architecture.

Community Services

The town of our vision has high-quality education and medical and emergency response services, as well as quality, efficient, and well maintained parks and public buildings. The town's public servants exhibit an excellent level of public service, including approachability, honesty and helpfulness. Our town government and community leaders demonstrate accountability, consistency and visibility. We engage in a high level of cooperation with surrounding governmental and nongovernmental entities.

Environment

We desire a community where urban, rural and agricultural land uses can coexist in a well-planned pattern. Land use decisions are made with thoughtfulness and an eye toward sustainability. We want a healthy community with clean air and water.

Economy

We envision a community in which all citizens enjoy financial prosperity and can find an affordable place to live. The town has a bustling downtown community core with abundant and diverse retail establishments. We continually strive for economic diversity within the community. Our town government is economically stable and viable.

Mission of Buena Vista Town Government

The Town of Buena Vista is to provide high-quality, reliable services for the benefit of our citizens, guests, and employees, while being good stewards of public resources and our natural setting.

Town Government Key Outcome Areas

(These strategic objectives and policies lead toward the Collective Vision Statement, and seek to fulfill the Mission of Town Government. These are what we focus on to establish Goals.)

Economic Vitality

We want to increase prosperity for Buena Vistans via the long-term that encourages sustainability, smart growth, and diversification, capitalizes on our strengths and improves quality of life. We want to identify and address weaknesses.

Infrastructure

We want to ensure that we maintain existing infrastructure when considering new infrastructure.

Community

We want to create a community with a sense of pride and acceptance where all contribute to the social, economic, political life, and feel respected and safe.

Environment

We want to create an environment that is safe, healthy, encourages conservation, and makes for a friendly place where people want to live, work and play.

Water

We want a safe and reliable water supply that comes from diverse sources, and meets the needs of residents and business now and in the future.

Our priority list for 2016 includes, in no particular order:

Continued work on adequate and reliable water supply - Joint Permit with Upper Ark and US Forest Service, St Charles Mesa, other.

Continued honing of Policy Governance - quarterly meetings, Policies adopted, Collective Vision Revisit

Water infrastructure - upper zone tank, right size water lines, HWY 24

Downtown Revitalization - DDA

Hwy 24 - all that is involved

Historic Preservation - CLG designation, funding options

Trail Improvements - Assorted

Continued Airport “Sustainability” and/or “Independence” - Financial planning, settle ground lease, through the fence resolution, snow equipment building

- **Land Use Code rewrite**
- **IGA with county on Growth Area**
- **Broadband Planning**
- **Software upgrades for flow in various departments**
- **Training New Board/Transition**
- **Affordable Housing/Infill**
- **Continue Fire Services up to Par** - fire upgrades, regional emergency management planning



MEMORANDUM

To: Board of Trustees

From: Mark N. Doering, Principal Planner

Date: February 18, 2016

RE: February 23, 2016 Policy Discussion about Downtown Parking

Trustees, in order to help staff facilitate policies and requirements in the proposed Unified Development Code (UDC), staff is seeking direction from the Board on the following topics related to downtown parking. Parking spaces along East Main Street are limited with the existing conditions and development along the street.

While the town would like to see parking support new development, parking will be limited to existing street or at the rear of properties needing development. Please think about the following questions and provide your comments during the policy discussion relating to:

- Should parking be provided/allowed/required elsewhere near Main Street for new development?
- Should parking requirements for Main Street be waived or reduced?
- Should there be a parking fee paid in-lieu of providing parking to allow Town to pursue purchasing or leasing public parking elsewhere?
- Should parking be allowed if provided off alleys for lots abutting Main Street? Even if existing residential is abutting the alley?
- Should loading for businesses be required in alleys? Should dumpsters be allowed in alleys to allow for parking on lots?
- Should parking be required to be asphalt or concrete paved on lots abutting Main Street and elsewhere in town?
- Should there be landscaping required in downtown outside of the right-of-way? Should the requirement be waived or reduced for parking?

TRANSFORMING TOMORROW
TOGETHER



- Communities
- Nonprofits
- Schools
- Stakeholders
- Employees

Climax-Area (CO) Community Investment Fund (CIF)

Your Submitted Application

The application you previously submitted appears below. No further changes may be made to this application. Click here to return to the Welcome page. To print a copy of this completed application click the Print button below.

Contact Information

- * **Salutation** Mrs.
- * **First Name** Dominique
- * **Last Name** Naccarato
 - * **Title** Project Manager
- * **Address** 54 JONES AVE
 - * **City** SALIDA
 - * **State** Colorado
- * **Zip Code** 81201-2951
- * **Telephone** 719-221-4711
- * **E-mail Address** dominique.naccarato@western.edu
- * **Contact Type** Request Contact

Organization Information

- * **Legal Name** Neighbor to Neighbor Chaffee Shuttle
- Department Name** Transit Collective for the Upper Arkansas (T4U) is a project of Neighbor to Neighbor Volunteers Chaffee Shuttle (NTN Chaffee Shuttle), currently being conducted as a Masters in Environmental Management project by Western State Colorado masters candidate, Dominique Naccarato. The project is sponsored by Chaffee County and the Chaffee County Economic Development Corporation.
- * **Address** 54 JONES AVE
 - * **City** SALIDA
 - * **County** Chaffee
 - * **State** Colorado
- * **Zip Code** 81201-2951
- * **Telephone** 719-221-4711
- Website Address** chaffeeshuttle.com

Organization Details

- * **Total Annual Organization Budget** \$300,000.00
- * **Annual Organization Operating Budget Upload**
 - NTNChaffeeShuttle_OrgBudget2015,2016.pdf (45.16 K), uploaded by Dominique Naccarato on 12/10/2015
- Audited Financial Statement Upload**
 - NTN Chaffee Shuttle_Org Financial Review 2014.pdf (26.91 K), uploaded by Dominique Naccarato on 12/13/2015
- Form 990 Upload**
 - NTNChaffeeShuttle_Organization Form 990 2014.pdf (1.63 MB), uploaded by Dominique Naccarato on 12/10/2015
- * **Board Members Upload**
 - NTNChaffeeShuttle_Board 2015.pdf (7.91 K), uploaded by Dominique Naccarato on 12/10/2015

* **Mandatory Guidance Session** Yes

* **Mandatory Guidance Session Details** Dominique Naccarato

Project Information

- * **Project Title** Transit Collective for the Upper Arkansas (T4U)
- * **Grant Amount Requested** \$48,807.00
- * **Project Budget** \$129,960.00
- * **Project Budget Upload**
 - NTNChaffeeShuttle_ProjectBudget_2015.pdf (41.12 K), uploaded by Dominique Naccarato on 12/15/2015
- * **Project Summary** Transit Collective for the Upper Arkansas is a multi-phase initiative to increase public transportation in the Upper Arkansas Valley by leveraging a foothold for a regional transit approach. Phase I will expand proven demand/response service to Lake County from Chaffee Shuttle, resulting in increased partnership between counties and municipalities, and increased organizational infrastructure for mass transit. This application proposes a managed approach that will foster policy buy-in, create economic opportunity and important linkages to existing transit systems, and establish baselines for economic returns and community wellness impacts of a regional transit system. Funding from Freeport-McMoran will capitalize on momentum of a graduate project led by Salida resident Dominique Naccarato and sponsored by Chaffee County and the Chaffee County Economic Development Corporation. Since May, 2015, the project has forwarded transit policy and business planning through stakeholder engagement.
- * **Projected Project Start Date** 05/15/2016
- * **Projected Project End Date** 05/14/2017
- * **Past Project Funding** No
- * **Past Project Funding Details** N/A
- * **Project Community** Climax Molybdenum/Climax Mine Operations (Lake, Summit, Chaffee, Eagle Counties)

Project Outcome & Plan

- * **Community Priority** Community & Economic Development
- * **Colorado Community Priority and Focus Area 1** ---Community & Economic Development: Transportation
- * **Community Outcome 1** ---Community & Economic Development: Increase Partnerships that Benefit the Region
- * **Community Outcome 1 Measurement Details** Transit Collective for the Upper Arkansas (T4U), a project with great momentum, began in May of 2016. Funding from Climax Area Community Investment Funds will ensure continued collaboration of regional transit stakeholders. Project impact will be measured by the formation of a regional transit advisory council in Phase I, which will advance planning of an appropriate transit organizational structure for the Upper Arkansas Valley, resulting in the implementation of checkpoint (fixed route) transit service and hiring a transit manager in Phase II, and the development of a network of regional transit hubs in Phase III.

A collective is a group of entities that are motivated by at least one common issue, and work together to achieve a common objective. T4U will develop cross-functional and cross-sector cooperation, and public-private partnerships in the Upper Arkansas Valley region. The project has proven its ability to foster regional partnerships through stakeholder engagement and a Transit Summit held last fall. Over 20 attendees represented Lake, Chaffee and Custer County government, businesses, city councils, community planning and economic development corporations, along with public land agents from federal and state agencies. Participants engaged in collaborative workshop conversations that generated a value proposition canvas for transit expansion. Stakeholders who were unable to attend the summit participated in informal interviews, and included a Lake County Commissioner, a representative from Leadville's Planning and Zoning Commission, and representatives from major businesses up and down the valley.

Further proof of transit's ability to enhance regional collaboration was garnered from a recent meeting of the Upper Arkansas Tourism Partnership. Comprised of government and business representatives from four counties in Region 13, the meeting resulted in identification of public transportation as one of the top three needs for economic growth in the region.

Colorado Community Priority and Focus Area 2 ---Community & Economic Development: Transportation

Community Outcome 2 ---Community & Economic Development: Increase Public Transportation

Community Outcome 2 Measurement Details Transit Collective for the Upper Arkansas (T4U) will expand public transportation in the Upper Arkansas Valley. In Phase I, T4U will implement demand/response (shared ride) transit service in Lake County, Colorado. Chaffee Shuttle, a 501C3 non-profit, provided 14,232 shuttles in Chaffee County in 2014. Lake County's population is less than half of Chaffee County's, but it is expected that

percentages of transit dependent populations, including mobility-limited, low-income and zero-vehicle household populations, will be higher in Lake than Chaffee County. Therefore, expansion into Lake County will increase Chaffee Shuttle's services by an estimated 25%.

Funding from a Medicaid contract will allow immediate expansion of Chaffee Shuttle into Lake County to serve patients needing access to specialists, including a dialysis unit, at the Heart of the Rockies Regional Medical Center (HRRMC) in Salida, CO. This service will increase public transportation in the region by at least 1,224 shuttles per year, or nine percent of Chaffee Shuttles' total yearly shuttles, if accounting only for Medicaid dialysis patients. However, this number is expected to be much higher due to unaccounted riders who will take advantage of demand/response services in Lake County, a daily shuttle between Lake County and Salida with a stop in Buena Vista, and access to health specialists at HRRMC.

A 2011 study focusing on transit expansion within Chaffee County provided important demographic, economic and ridership baselines for Chaffee County. Funding from Climax Area Community Investment Funds will permit a regional transit study, inclusive of Lake County, to be completed by LSC Transportation Consultants, Inc., and supplementing the 2011 Chaffee County Transit Service Expansion Feasibility Study. Funding will allow a project coordinator and intern to integrate the new feasibility study with the regional partnership efforts outlined in Community Priority Focus Area 1.

*** Need for Project** The Upper Arkansas Valley is experiencing growth, which can be harnessed to develop our economy, but must also consider our community development, pristine public lands, outdoor recreation, and the lack of congestion that draws people to our valley. Transit Collective for the Upper Arkansas Valley (T4U) began researching the need for regional transit in April of 2015, and according to one interviewee, "Transit may be the biggest issue facing our valley in the coming years." This key stakeholder represents one of the areas' largest employers, and his statement mirrors a need expressed by many, for employee accessibility to businesses and affordable housing. Research indicates that transit systems coupled with affordable housing developments result in increased tax credits, and businesses are more attracted to areas with public transportation systems.

Community resilience increases with economic stability of community members. A tool provided by the American Public Transportation Association shows that an average daily commuter can save anywhere from \$3000 to \$7500 per year by using public transportation. Additionally, the Roaring Fork Transit Authority claims a \$4 return on investment for every \$1 invested in public transportation. Transit improvements will economically impact every community member in the valley, but transit dependent populations are especially vulnerable to the transit gap. The 2011 Chaffee County transit study revealed 18% of Chaffee residents are elderly, 3.8% have some sort of mobility limitation, 10% live below the poverty level, and 5.3% are zero-vehicle households. It is expected that a supplemental study for regional transit will show Lake County percentages to be even higher. While our elderly populations continue to grow, Chaffee Shuttles data shows that 50% of riders are under the age of 60. Additionally, area business chambers also confirm that thousands of visitors and tourists per year ask for transit services.

*** Project Activities** Phase I of Transit Collective for the Upper Arkansas (T4U) will couple business and policy planning with expansion of Chaffee Shuttle's demand/response (shared ride) service to Lake County. Some service in Lake County will be supported by Medicaid and will create a regional foothold for planning and community buy-in. Climax CIF funding will support project coordination and establishment of baselines for economic development and community health associated with implementation of a mass transit system. Fundraising will be developed in conjunction with policy lobbying, to be integrated with studies performed by LSC Consultants, Inc., gauging regional transit service expansion feasibility, and supplementing a 2011 transit study. Past experience indicates that novel approaches are needed for implementation of feasibility study recommendations. The outcome, after this year of planning, will be formation of a Transit Advisory Council that is ready to act on a fundraising plan.

Phase II of T4U will involve implementation of plans formed in Phase I, plus formation of a regional transportation organization, and hiring of an experienced transit manager. Fixed route service and a Rural Transportation Authority were suggested by the 2011 Chaffee County Transit Service Expansion Feasibility Study. Policy integration and a fundraising strategy generated in Phase I will support implementation of a supplementary regional plan. This phase is expected to take from one to three years.

Phase III involves implementation of transit hubs in year five of the project. Project stakeholders have identified potential sites, such as the Poncha Springs' Crossroads of the Rockies, the airport in Buena Vista, and the airport in Lake County. Transit hubs can become tourism and commercial centers, with value-added economic and transit oriented development opportunities such as housing, lodging, bike, car and ski rentals, and access to healthy activities such as pedestrian and bike paths.

*** Target Population** The entire Upper Arkansas Valley, including the populations of Lake and Chaffee Counties and beyond, will benefit from a coordinated transit expansion effort. The capacity built through leveraging a preliminary regional foothold will create economic and quality of life improvements for all valley residents. Creating a link to existing transit routes will benefit the entire state of Colorado by increasing access to public lands, recreation and tourism, and other regions.

*** Direct Impact** 25300

*** Capacity To Implement Project** Chaffee Shuttle has provided access to healthcare and to healthy activities to enhance the overall quality of life for "neighbors" within Chaffee County for almost 20 years. Chaffee Shuttle has set the standard for rural transit, being there when needed and exhibiting the commitment and sustainability to continue to meet the transportation needs within a rural community. With a dedicated Board of Directors, Chaffee Shuttle has expanded its organizational budget from \$200,000 in 2012 to \$300,000 in 2015 and now has 15 employees. A proven relationship with Colorado Department of Transportation (CDOT) has funded eight wheelchair accessible vans, and an intercity transit center in Salida, Colorado. This relationship is so valued that CDOT has approached Chaffee Shuttle about needed regional transit expansion.

Transit Collective for the Upper Arkansas (T4U), is the Masters in Environmental Management project of Western State Colorado University student Dominique Naccarato. Dominique is a Salida native and resident, with a vested interest in increasing the resilience of the Upper Arkansas Valley's communities. T4U has accomplished each project goal that was set, with successful stakeholder engagement and capacity development for a regional transit approach. Project sponsors include the Chaffee County Economic Development Corporation, which has a proven track record that led to over \$1,000,000 in financial assistance being made available to local businesses in 2014, leading to the creation of dozens of new jobs.

The Lake County Economic Development Corporation has also actively participated in facilitating communication with community stakeholders. Lake County EDC adds to project capacity through its record of increasing membership and business development. T4U has found that the Upper Arkansas Valley is poised for transit expansion, and the relationships built thus far create a strong platform for capacity to implement.

*** Project Partners** 25 key stakeholders wrote letters of support for Climax CIF funding for Transit for the Upper Arkansas (T4U). The majority are businesses who've identified mass transit as a primary need for our economy. Broader impacts of T4U include leveraging partnership for collective impact, where each actor connects its agenda with a broader goal of economic development. T4U envisions this group of actors become a regional backbone group which will progress to tackle multiple issues of community resilience. Preliminary project steps demonstrate success in this arena. Over 50 regional stakeholders have been identified so far. Of these, 38 have participated in meetings and a recent Transit Summit. Participants include area businesses large and small, city council members, county commissioners, city and county administrators, community planners, economic development corporations and public land agencies including the US Forest Service and Arkansas Headwaters Recreation Area.

Volunteer Need Volunteer participation in Phase I of this project will include in-kind time donation from participating organizations listed in Project Partners. As a major employer in the Upper Arkansas Valley, Freeport-McMoran/Climax in-kind time donation for transit planning efforts would be welcomed and appreciated. Participation provides an opportunity for Climax to help shape a transit system that fits organizational needs, addressing employee cost saving opportunities and affordable housing issues.

Community Sustainability

*** Community Capacity (Short-Term Impact)** Transit for the Upper Arkansas (T4U) will address transit gaps in the Upper Arkansas Valley region. High dependence on the personal automobile affects the elderly, the poor, and those with disabilities who face additional difficulty securing access to reliable transportation. Lack of public transit in rural areas affects low-income individuals seeking access to jobs. In regions like ours, employers can be more than 100 miles away from housing. Chaffee Shuttle addresses some of these concerns through proven demand-response transit in Chaffee County, and T4U will help expand those services to Lake County. It is imperative to capitalize on this expansion, leveraging a regional approach to increase accessibility and connectivity with predictable, fixed route service. Comprehensive planning in both Chaffee and Lake County have identified transportation as a method to address economic development in multiple areas, including commuting and tourism. Thorough planning and well-managed transit expansion can both capitalize on tourism and recreational use to share costs, and increase tourism and recreational access to the region's community members and those visiting our valley. Benefits will extend to affordable housing and workforce development, and will lengthen shoulder seasons and access to healthy activities in the region.

With the growth into Lake County, Chaffee Shuttle will reach maximum capacity. The organization is in need of a transit manager and a proper maintenance barn, as its fleet grows. Increased capacity will allow further collaboration with surrounding communities such as Custer and Fremont counties, and the San Luis Valley. Important links will be made that will benefit the entire state. In turn, these links will strengthen the Upper Arkansas Valley and the sustainability of the transit system. Support from Freeport-McMoran Climax Area Community Investment Funds will allow T4U to take important and timely steps towards filling these gaps.

*** Community Sustainability (Long-Term Impact)** The populations of urban counties of Colorado's Arkansas River Basin are expected to grow 56-66% by the year 2050. Additionally, Vehicle Miles Traveled—one of the widely used measures of travel intensity—are growing faster than the population in Colorado. This growth will lead to increased

travel along highway corridors. Likewise, recreational growth associated with projected population growth in the major cities of Colorado's Front Range is expected to increase, and the outdoor recreation and tourism based economy of the Upper Arkansas Valley will want to take advantage. For now, congestion issues belong mainly to the I-70 travel corridor, where a 97 mile trip is expected to take 6 hours by the year 2035, based on current practices. This congestion is already driving visitors down Highway 24 and Highway 285 to Lake and Chaffee Counties.

The nearby Roaring Fork Transportation Authority (RFTA)—connecting multiple counties in the Roaring Fork Valley from Rifle to Aspen—demonstrates that rural mass transit can be successful. Founded in 1983—now boasting multiple awards, Bus Rapid Transit, and a fleet of 82 vehicles—RFTA had almost five million riders in 2013. Additionally, RFTA has routes servicing public lands, including the Maroon Bells Wilderness. As Aspen's congestion problems of the 80's become the Upper Arkansas Valley's problems of today, we must design a transit system that meets our needs and capitalizes on regional opportunities. Since Aspen's tax base is not our tax base, we can look for novel solutions, including our those within our public lands and national monument. We can learn from RFTA's mistakes, and capitalize on international transit models, for the economic benefit of the entire valley. The result will be sustainable development and directed, innovative economic growth, thru a system that harnesses the attractive potential of the vast public lands in the Upper Arkansas Valley, and brands the region for its resilience and ease of access.

- * **Project Sustainability** The business planning, policy integration and fundraising strategy generated in Phase I of Transit for the Upper Arkansas (T4U) will provide a platform for launch of a regional transportation organization. Continued funding will be necessary, and immediate targets include partnering with Lake County GOCO Inspire Initiative to target transit opportunities associated with youth outdoor activities. Other targets for continued funding include Colorado Department of Transportation, the Federal Highway Administration, and the Alternative Transportation in Parks and Public Lands project. Business planning will reveal opportunities to capitalize on tourism and outdoor recreation transit needs for program income. Vertical integration at transit hubs will also be investigated. Policy lobbying will uncover opportunities for community and governmental support of a regional transit system.
- * **Impact Statement** Transit for the Upper Arkansas (T4U) will increase economic development and community resilience in Lake and Chaffee Counties, and beyond, by addressing a regional transit gap, using a multi-phased and systematic approach, and creating community, business, and policy buy-in.

Statement of Understanding

- * **Statement of Understanding** Yes
- * **Electronic Signature** Dominique Naccarato
- * **Date** 12/15/2015

Need Support?



The Buena Vista Chamber of Commerce and Visitor Center Website Redesign & Development Request for Funding

The Buena Vista Chamber of Commerce and Visitor Center's website is a chief information hub for visitors and local businesses. With thousands of views each month, the Chamber's website serves as a central resource to bring tourists to Buena Vista and surrounding areas.

Yet, in order to properly market Buena Vista and bring visitors to the area, the Chamber desires a new website.

New Website Objectives

Our main objective for the new website is to be more visitor-centered in order to attract more people to the area of Buena Vista. We want to compete with other tourist websites while maintaining our own uniqueness.

The Chamber's new website will serve as the main visitor website for the area of Buena Vista.

Current Website

Our current website, www.BuenaVistaColorado.org, does not serve us well anymore.

Overall, the website needs a fresh look with an intuitive navigation system. The design doesn't reflect the beauty of Buena Vista or convey what Buena Vista has to offer.

The new website also needs to be optimized for SEO so we can post fresh content. We want to make it easier for visitors and community members to find valuable information on our website.

New Website Functionality Requirements

Our new website will need:

- An easy-to-use content management system (CMS)
- Intuitive navigation
- Responsive web design for correct display on all mobile devices
- Clean and focused design that exemplifies the uniqueness and beauty of Buena Vista
- Optimized with SEO best practices
- A blog (imbedded)
- Social media integration (share buttons, follow buttons, etc.)
- All applicable content imported from current site
- Imbedded blog for SEO and to better inform potential visitors, past visitors and residents of Buena Vista
- Banner ad system
- Ability for people to sign up and pay for events

The Buena Vista Chamber of Commerce is requesting \$2,329 from the Town of Buena Vista for a Website Redesign.

The funds provided by The Town of Buena Vista will be applied directly to the Chamber's website redesign and development.

Cost breakdown:

- Custom Website Development: \$6,500
- Email Marketing: \$200 set up + \$50 per month (Total = \$800 per year)
- Hosting and Maintenance: Approx. \$14.95 per month (Total = about \$179 per year)
- Branding: \$500 (consultant to come up with branding initiative for Chamber to brand in conjunction with town)
- Logo Design: \$350

Total Amount for new website: **\$8,329**

The Chamber Currently has \$6,000 for the website.

The additional amount needed to move forward with a website redesign is \$2,329.

**TOWN OF BUENA VISTA, COLORADO
ORDINANCE NO. 4
(SERIES OF 2016)**

AN ORDINANCE APPROVING A LEASE AGREEMENT WITH ASCENT AVIATION GROUP, INC. FOR A REFUELER TRUCK AT THE CENTRAL COLORADO REGIONAL AIRPORT.

WHEREAS, the Town of Buena Vista sells Jet fuel to airplanes at the airport, and is in need of a new jet fuel truck; and

WHEREAS, pursuant to the provisions of C.R.S. §31-15-801, the Board of Trustees desires that the Town enter into a lease agreement with Ascent Aviation Group, Inc. for a 2016 jet fuel tuck.

NOW, THEREFORE, BE IT ORDAINED BY THE TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, THAT:

Section 1: The lease agreement attached hereto as **Exhibit A** is hereby approved and the Mayor is authorized to execute the same.

INTRODUCED, READ, ADOPTED AND ORDERED PUBLISHED this ___ day of _____, 2016.

THIS ORDINANCE SHALL BECOME EFFECTIVE THIRTY DAYS FROM PUBLICATION.

TOWN OF BUENA VISTA, COLORADO

By: _____
Joel Benson, Mayor

ATTEST:

Janell Sciacca, Town Clerk

(SEAL)

REFUELER LEASE AGREEMENT

This Refueler Lease Agreement (this “Lease Agreement”) outlines the terms and conditions under which **Ascent Aviation Group, Inc.**, both for itself and its Affiliates (collectively “Lessor”) agrees to lease refuelers (hereinafter the “Refuelers”) to **Town of Buena Vista** (“Lessee”). The terms and conditions shall continue until modified as provided herein by either of the parties hereto.

Lessor: **Ascent Aviation Group, Inc.**
One Mill Street
Parish, NY 13131

Lessee: **Town of Buena Vista**
27960 CR319
Buena Vista, CO 81211
719-395-8643

Refuelers: See Attached Exhibit “C”.

1. **Term** – This Lease Agreement and all obligations herein shall begin on **March 1st, 2016** and shall continue for a period of at least **five (5) years** or until terminated as provided for herein. After this the initial lease term has expired, this Lease Agreement will renew automatically on a month-to-month basis until terminated by either party giving ninety (90) days advance, written notice to the other.
2. **Payments** – Lessee shall pay Lessor the total sum of, **see Attached Exhibit “C”**, US Dollars per month plus any applicable taxes for the lease of said Refuelers. This sum is payable and due on the first of each month, and any such payment not received by the 10th of each month shall be subject to additional late charges.
3. **Delivery and Return of Refueler** – Lessor will arrange to have the Refuelers delivered to Lessee. At the termination of this Lease Agreement, Lessee shall be responsible for return costs of said Refuelers, not to exceed \$2500.00 for each, in the same good order and condition in which it was received by Lessee, reasonable wear and tear accepted. Lessee is responsible for all costs associated with the application and removal of any customer and/or site specific decals and imaging. Upon non-compliance of said Lease by Lessee, Lessor shall have the right to take possession of said Refuelers at any time.
4. **Condition of Refueler** – It is understood and agreed that the Refuelers provided hereunder will be well-maintained and operable when delivered; but Lessor makes no warranties, express or implied, concerning same. Without making itself a party to any warranties, and without becoming liable thereon, Lessor agrees to make available for the benefit of Lessee any warranties, which Lessor has or may obtain from manufacturers, dealers or sellers of said Refuelers. Lessee or Lessee’s agent will inspect the Refuelers at the point of delivery, prior to accepting it, and represents that it is qualified to do so. A Bill of Lading, signed by Lessee or Lessee’s agent, shall be proof that Lessee has inspected and accepted the Refuelers in satisfactory condition.
5. **Maintenance of Refueler --**
Lessee Maintenance. Lessee agrees to maintain the Refuelers in accordance to the requirements of Exhibit “A” attached hereto and made a part hereunder. Approved changes in maintenance responsibilities will require Exhibit “A” of this Lease Agreement to be modified accordingly by written amendments executed by Lessor and Lessee. If Lessee fails to perform any maintenance or repair for which Lessee is obligated hereunder within ten (10) days after notification and request by the Lessor, the Lessor may (without prejudice to its other rights on account of such breach of this Lease Agreement) perform such maintenance or repair and shall be reimbursed by Lessee on demand for all reasonable, necessary and documented costs incurred by the Lessor relating to the necessary maintenance or repair.

Lessor Maintenance. The Lessor shall provide major repairs and/or replacements, as set forth in Exhibit “B” attached hereto and made a part hereof, for the vehicle drive train (engine, transmission, differential) and product delivery system (pumps, power take-off) which, in Lessor’s sole but reasonable judgment, are not necessitated by Lessee’s neglect, abuse, accident or failure to perform maintenance as provided in this Lease Agreement for a period of twelve (12) months. Lessee shall provide, at Lessor’s request, documentation that all Preventive Maintenance and Inspections, as required by the manufacturer of the Refuelers and this Lease Agreement, have been completed. All other repairs and replacements of the Refuelers which the Lessor deems necessary or desirable shall be made by and at the expense of the Lessee.

6. **Operation of Refueler** – Refuelers shall be used only for dispensing fuel purchased from Lessor unless otherwise agreed to in writing. Lessee shall exercise direct control over all persons who operate the Refuelers and shall insure that such persons operate the Refuelers safely and in accordance with all laws, ordinances, rules and regulations, which apply to the use of refuelers on airports. Lessee agrees to use the Refuelers only for the purpose for which it is intended. The Refuelers may not be driven on public streets and highways nor used by a third party without the express written consent of Lessor.
7. **Inspection of Refueler** – Upon forty-eight (48) hours' notice, Lessee shall afford Lessor and/or its designated representatives access to the premises where the Refuelers is located for the purpose of inspecting the Refuelers and all applicable maintenance or other records relating thereto at any reasonable time during normal business hours and at Lessor's sole cost and expense; provided, however, if Lessee defaults as to its obligation hereunder, no prior notice or other limitation shall apply to Lessor's inspection rights and any such inspection shall be at Lessee's expense. Lessee shall, whenever reasonably requested by Lessor, advise Lessor of the exact location of any and all items of the Refuelers.
8. **Indemnification** – To the fullest extent permitted by applicable law, Lessee shall indemnify, defend and hold harmless Lessor and agents, employees, and successors of any of them or any other entity as required by this Lease Agreement from and against claims, suits, penalties, damages, losses, response costs, administrative order, notice letter, or enforcement action and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of this Lease Agreement provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of the tangible property including clean up or remediation costs due to threat of release, discharge, escape of hazardous substance or waste, including aviation gasoline, jet fuel, pre-blended jet fuel, motor gasoline, diesel fuel and biodiesel fuel but only to the extent caused by the negligent acts or omissions of Lessee or anyone directly or indirectly employed by them or anyone for whose acts they may be liable. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to a party or person.
9. **Insurance** – Lessee shall provide and maintain at all times the following insurance and name Lessor (To be shown as: World Fuel Services, its affiliates, subsidiaries, and the directors, officers, agents and employees of each.) as additionally insured to the extent of this indemnity in respect thereof and this insurance shall be primary and non-contributing over all collectible insurance including self-insurance: Commercial General Liability with limits not less than \$1,000,000 each occurrence and \$2,000,000 annual aggregate. Such coverage must include Airport Premise/Operation and Products/Complete Operations. Other insurance required includes; independent contractors; personal injury liability; contractual liability; workers compensation covering all employees of Lessee; and physical damage coverage covering the value of any leased equipment. As on-site operator, Lessee must provide pollution and remediation liability insurance with limits at least \$1,000,000 that includes coverage for a spill or release cleanup. Certification of such coverage including Commercial Umbrella coverage (if in force), shall be provided by Lessee, and not be changed or canceled without at least thirty (30) days prior written notice to Lessor.
10. **Title to Refueler** – Title to the Refuelers remains with Lessor and or third party throughout the term of this Lease Agreement. Lessee shall not encumber the Refuelers in any way. Lessee does not have any ownership interest in the Refuelers and may not assign the Refuelers or this Lease Agreement to anyone without the express written consent of Lessor, which shall not be unreasonably withheld or delayed. During the term of this Lease Agreement, Lessor shall have the option of substituting the Refuelers identified above with the Refuelers of substantially similar specifications. Substituted Refuelers shall be subject to this Lease Agreement. Substitutions will not cause increases in the amount of the payments due under this Lease Agreement.
11. **Default** – If Lessee defaults in any of its obligations of this Lease Agreement, Lessor shall give notice to Lessee concerning the nature of the default. If such default is not corrected within ten (10) days of such notice (other than a payment default for which no cure period is applicable), Lessor shall have the right to terminate this Lease Agreement. Should this Lease Agreement be terminated for this or for any other reason whatsoever, Lessor shall have the right to take immediate possession of the Refuelers without demand or legal process and free of all rights of Lessee. Lessee specifically waives any right of action it might otherwise have arising out of such entry and repossession, whereupon all rights of Lessee in the Refuelers or its contents shall terminate immediately. In the event of any action, legal or equitable, by either party to enforce this Lease Agreement or any of its provisions, the prevailing party shall be allowed a reasonable attorney's fee to be set by the court and taxed as costs in the action.
12. **Acceleration** - Lessor reserves the right, in addition to all other rights and remedies available to it under the law, in equity or otherwise, to accelerate and demand payment of all amounts due, if Lessee fails to make any payment or otherwise comply with the terms as herein provided, if Lessee is in breach of any other agreement with Lessor, or if Lessor, in its sole discretion, at any time deems itself insecure with regard to the creditworthiness or financial condition of Lessee.
13. **Notices** – All notices required to be given, shall be in writing and posted or hand delivered to the addresses shown above.

14. **Governing Law & Venue** – This Lease Agreement, and the rights and obligations of the parties hereto, shall be determined in accordance with the laws of the State of Florida notwithstanding the place where the Refuelers may be used or the place to where it is delivered. In the event of legal action between the parties, the venue of said action shall be the State of Florida. The parties hereto expressly, voluntarily and intentionally waive any right to trial by jury.
15. **Assignment and Waiver**- Lessee shall not assign this Lease Agreement without the written consent of Lessor. The Refuelers may be owned by a third party and leased by Lessor, and this Lease Agreement may be subordinate to such Lease. In the event that such third party becomes entitled to possession of the Refuelers, Lessee agrees to abide by such Lease or enter into a new lease with such third party. As used herein, an "Affiliate" of Lessor is any corporation, partnership, joint venture or other entity in which World Fuel Services Corporation, a Florida corporation, owns, directly or indirectly, an equity interest of fifty percent (50%) or more. The waiver by either party of the breach of any provision hereof shall not constitute a waiver of any subsequent or continuing breach of such provision or provisions.
16. **Entire Agreement** – The terms and conditions of this Lease Agreement constitute the entire agreement among the parties with respect to the Refuelers and supersede all previous negotiations, representations or agreements between the parties, whether written or oral. If any part of this Lease Agreement is deemed to be unenforceable, the remainder of this Lease Agreement shall remain in full force and effect. Only a written instrument executed by Lessor and Lessee may amend this Lease Agreement.

In Witness Whereof, the parties have hereby agreed to all of the above terms and conditions as of the date last indicated below.

Lessor: **ASCENT AVIATION GROUP, INC.**

Lessee: **TOWN OF BUENA VISTA**

By: _____

By: _____

Printed Name and Title

Printed Name and Title

Date: _____

Date: _____

**EXHIBIT "A" ATTACHED TO
REFUELER LEASE AGREEMENT**

Maintenance performed by Lessee to said Refueler(s) is further defined as follows:

The Lessee shall at Lessee's expense, maintain the Refuelers at all times in good, safe and efficient operating condition and to that end shall:

- a. Furnish all fuel, engine oil, hydraulic fluids, lubricants and antifreeze and maintain such lubricants and fluids at prescribed levels. Follow all cold weather starting procedures per engine manufacturer recommendations. This includes but is not limited to use of block heater, glow plugs, using winterized diesel fuel and adding diesel anti-gel.

FUEL REQUIREMENTS: All vehicles model year 2007 and later require ULSD (Ultra Low Sulfur Diesel) containing 15 ppm sulfur or less. Failure to use ULSD in the equipment may cause damage to the engine and other components, including the Diesel Particulate Filter (DPF). Lessee will be responsible for any and all costs to repair damage to World Fuel Services' equipment caused by failure to use ULSD including, but not limited to, transportation, lost rental and repairs. Repairs will be made by a service provider chosen by Lessor.

Acceptable Fuels/Blends: 1980-2006 Model Year Refuelers -- Low Sulfur Diesel (LSD) Fuel 0.05% (500ppm) or LSD blended with Kerosene. 2007 or Newer Refuelers – Ultra Low Sulfur Diesel (ULSD); Ultra Low Sulfur Kerosene (No. 1 Diesel with no more than 15ppm) blended with ULSD to improve cold weather performance; B5 Biodiesel (a blend of up to 5% pure biodiesel with 95% ULSD fuel).

Unacceptable Fuels: 2007 or Newer Refuelers only -- Low Sulfur Diesel (LSD) Fuel 0.05% (500ppm). All other refuelers - Commercial Jet A or JP8 Aviation Fuel; Heating or Furnace Oil; Pure 100% Biodiesel (B100); Biodiesel blends having more than 5% pure biodiesel that are not within ASTM D975 diesel specifications; Biodiesel that does not meet ASTM 6751.

- b. **Exhaust System/Regeneration** - Any vehicle equipped with a Diesel Particulate Filter (DPF) must be operated within manufacturer's parameters. A failure to acknowledge and act upon in-dash indicators may result in unnecessary downtime of the unit and will not qualify for rescue refueler service. DPF exhaust after-treatment systems require routine "**regeneration**" during which time the refueler incorporates high-temperature incineration to eliminate particulate pollution. During "**regeneration**", the refueler needs to be parked safely away from ALL aircraft, public buildings, bulk fuel storage or other as outlined in NFPA 407 current edition. Any circumstances, damages or losses that arise from a failure to follow NFPA 407 current edition procedures will be assumed by Lessee. Any damage or required repairs resulting from failure to follow regeneration procedures will be the responsibility of the Lessee.
- c. Maintain all fluid levels as required by the chassis manufacturer's operation manual. Engine oil and filter changes should be performed every six (6) months or 250 hours, whichever comes first. Lubrication of the chassis, drive shaft and PTO shaft U-joints should be performed at the time of the engine oil and filter change(s).
- d. Tires – Lessee will be responsible for all tire maintenance and replacement.
- e. Provide all normal operating maintenance and repairs, including but not limited to the following:
- (1) Furnish and install spark plugs, ignition points and condenser and adjust timing, and provide any needed repairs to the electronic ignition system.
 - (2) Service air filter, furnishing oil or replacement element as required.
 - (3) Furnish and install oil filter elements at prescribed intervals.
 - (4) Furnish, install and adjust all engine accessory drive belts.
 - (5) Furnish and install cooling system hoses and correct leaks by tightening.
 - (6) Furnish and install light bulbs, sealed beams, fuses, lenses and reflectors.
 - (7) Maintain and charge batteries, replenish water, clean terminals and furnish and install new batteries and cables.
 - (8) Clean engine fuel line sediment bowls and furnish and install fuel filter elements.
 - (9) Inspect and recharge fire extinguishers.

- (10) General tightening of chassis, body and tank.
 - (11) Furnish and install brake fluid as required and adjust and maintain brake systems, including air brakes.
 - (12) Correct leaks in the dispensing apparatus repairable by tightening and/or gasket replacement, including victaulic seals.
 - (13) Drain water pumps as required.
 - (14) Repair and maintain existing dispensing nozzles, and furnish and install new dispensing nozzles, if required.
 - (15) Furnish and install replacement ground wire and connectors.
 - (16) Furnish and install new ground reels.
 - (17) Furnish and install replacement windshield wiper blades, arms and hoses.
 - (18) Meter calibration performed upon arrival and thereafter, as required by state and local ordinance.
 - (19) Replace all broken glass.
 - (20) Furnish and install replacement aviation product filters on an annual basis.
 - (21) Furnish and install worn product hoses.
 - (22) Replace headlights, tank and corner marker lights.
 - (23) Repair and maintain all hydraulic pump and motor systems, including, but not limited to, all pumps, motors, lines, seals, fluids and fluid levels.
 - (24) Repair and maintain Air Conditioning System
 - (25) Repair and maintain Back Up Camera
- f. CAB, TANK AND SKIRTING
- (1) Rust repair
 - (2) Tank mount components
 - (3) Tank manhole cover, intake and exhaust vents
 - (4) Skirting stress cracks
 - (5) Paint
 - (6) Decals
- g. ELECTRONICS
- (1) Timer deadman circuit and relays if applicable
 - (2) ECS and PLC circuit & relays if applicable
 - (3) Wiring, conduit and connectors
- h. COOLING SYSTEM
- (1) Radiator, heater and oil cooler core
- i. FUELING CONTROL SYSTEM
- (1) Primary and secondary control valve internal components (incl. servo)
 - (2) Meter and register internal and external components, including remote displays, keypads, etc.
 - (3) Additive injection maintenance and calibration.
 - (4) Internal valve and vent
 - (5) Low and High level shutoffs
- j. Make all repairs necessitated by Lessee's neglect, abuse or accident.
- k. Operate, maintain, service and repair the Refueler in accordance and consistent with the manufacturer's recommendations, all maintenance and operating manuals or service agreements, including any subsequent amendments or replacements issued by manufacturer.
- l. Clean and wash all Refuelers in a professional manner.

**EXHIBIT "B" ATTACHED TO
REFUELER LEASE AGREEMENT**

Repairs provided by the Lessor to said Refuelers, as stated in Paragraph 5 of this Lease Agreement, are further defined as follows. If any repairs are caused by the Lessee failing to perform maintenance required in Exhibit A, Lessee shall be responsible for all such repairs.

1. ENGINE
 - (a) Block and internal components
 - (b) Cylinder heads, head gaskets and valves
 - (c) Blower or turbo charger assembly
 - (d) Timing chain and gear assembly, gasket and seal
 - (e) Flywheel and ring gear
 - (f) Front and rear crankshaft seal
 - (g) Oil pump and shaft

2. TRANSMISSION
 - (a) Housing and internal components
 - (b) Torque converter
 - (c) Input and output shaft bearings and seals

3. DIFFERENTIAL
 - (a) Housing and internal components (ring gear and pinion assembly)
 - (b) Pinion bearing and seal

4. FRAME, AXLES, WHEELS AND SUSPENSION
 - (a) Chassis frame rails and cross members
 - (b) Springs, load cushions and airbags
 - (c) Walking beams and torsion bars
 - (d) Wheel hubs
 - (e) Axles, king pins and spindles
 - (f) Steering box internal components including bearings and seals

5. BRAKE SYSTEM
 - (a) Air compressor internal components
 - (b) Master cylinder and vacuum booster

6. PRODUCT PUMP, PTO, AND TRANSFER CASE
 - (a) Housing and internal components
 - (b) Input and output shaft bearings and seals

**EXHIBIT "C" ATTACHED TO
REFUELER LEASE AGREEMENT
Town of Buena Vista, CO**

REFUELER DESCRIPTIONS:

Asset # 5631
2016 International 3000 Gallon Jet Refueler
VIN: 1HTMMAANXGH104290
Value: \$210,000.00
Lease Rate: \$2000.00/month
Term: March 1st, 2016- February 28, 2021

In Witness Whereof, the parties have hereby agreed to all of the above terms and conditions stated in **Exhibit "C"**, as of the date last indicated below.

Lessor: **ASCENT AVIATION GROUP, INC.**

Lessee: **TOWN OF BUENA VISTA**

By: _____

By: _____

Printed Name and Title

Printed Name and Title

Date: _____

Date: _____



Town of Buena Vista

210 East Main St.
P.O. Box 2002
Buena Vista, CO 81211
719-395-8643

BOARD OF TRUSTEES STAFF REPORT

REPORT DATE: February 18, 2016

CASE ADDRESS: 501 S Railroad Street and 505 S Railroad Street

HEARING DATE: February 23, 2016

APPLICANT: Sam Mick
Danny and Heather Hsu

REQUESTS: The applicants are requesting approval of a Minor Subdivision to create three residential lots from two parcels. No public improvements are required with this final plat. The applicants are creating a third lot from the existing two parcels that were created outside the Town of Buena Vista Subdivision Ordinance to create three legal lots. Two of the lots have an existing single-family residence and the third lot will be sold from one property owner to the other.

The properties are all zoned R-2 (General Residential District) and are also located in the Airport Protection Overlay (APO) zone district.

Associated with the subdivision request, is a request to waive the application fee, because the applicants filed a subdivision application to correct an illegal subdivision not created by either applicant. One resolution must be approved by the Board of Trustees for the application. Included within that resolution is a section relating to the Board's decision to approve or deny the fee waiver request.

STAFF RECOMMENDATION:

That the Board of Trustees **approve with conditions** the Mick/Hsu Minor Subdivision Final Plat. The conditions require the floodplain be shown on the subdivision plat, that avigation easements for the three properties be executed and recorded, and that the recordation numbers of the avigation easements shown on the final plat. Staff also recommends that the Board not waive the Subdivision Application Fee, but instead require the payment of the fee for a correction plat, which was added to the Town's fees in 2016 and is reduced to \$100.00 from the 2015 fee for a minor subdivision, which was a \$500.00 fee with a \$500.00 deposit. The application was submitted in 2015.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

By a vote of 3-0, the Commission recommended that the Board of Trustees **approve with conditions** the Mick/Hsu Minor Subdivision Final Plat, and recommended the Board approve the fee waiver.

The conditions of approval for the Minor Subdivision Final Plat are:

1. Prior to recordation of the Final Plat, the Final Plat drawings shall be corrected to include the 100-year floodplain and floodway on the properties.
2. Prior to recordation of the Final Plat, an avigation easement on the properties shall be prepared to the satisfaction of the Principal Planner, signed and recorded with the plat.
3. If the application fee is not waived by the Board of Trustees, the applicant shall pay the application fee with the associated required recording fees prior to recordation of the plat.

ATTACHMENTS: February 3, 2016 Planning and Zoning Commission Staff Report
Mick/Hsu Minor Subdivision Final Plat



Town of Buena Vista

210 East Main St.
P.O. Box 2002
Buena Vista, CO 81211
719-395-8643

PLANNING AND ZONING COMMISSION STAFF REPORT

REPORT DATE: January 28, 2016

CASE ADDRESS: 501 S Railroad Street and 505 S Railroad Street

HEARING DATE: February 3, 2016

APPLICANTS: Sam Mick
Danny and Heather Hsu

REQUESTS: The applicants are requesting approval of a Minor Subdivision to create three residential lots from two parcels. No public improvements are required with this final plat. The applicants are creating a third lot from the existing two parcels that were created outside the Town of Buena Vista Subdivision Ordinance to create three legal lots. Two of the lots have an existing single-family residence and the third lot will be sold from one property owner to the other. The properties are all zoned R-2 (General Residential District) and are also located in the Airport Protection Overlay (APO) zone district. Associated with the subdivision request, is a request to waive the application fee, because the applicants filed a subdivision application to correct an illegal subdivision not created by either applicant.

TOWN STAFF: Mark N. Doering, Principal Planner

STAFF RECOMMENDATIONS:

Staff recommends that the Planning and Zoning Commission recommend approval to the Board of Trustees for the Mick/Hsu Minor Subdivision Final Plat. Staff recommends that the applicants also be required to pay the application fee to cover the costs of staff review of the application.

ATTACHMENTS TO THE REPORT:

Attachment A – Vicinity Map
Attachment B – Zoning and Floodplain Map
Attachment C – Final Plat

I. SUMMARY OF REQUESTS

The applicants submitted a Minor Subdivision application to create three lots from two existing parcels. The parcels were created outside of the Town of Buena Vista Subdivision Ordinance and are not currently legally subdivided lots. If the subdivision plat is approved the existing parcels would become legal lots with a third lot being created that would allow for a future single-family home subject to the zoning requirements in place at the time of a building permit for that lot.

The properties are located in the R-2 (General Residential District) and are also located in the Airport Protection Overlay (APO) zone district. Single-family residential uses are allowed in the R-2 and APO zone districts. With the final plat, the applicants will be required to record an avigation easement for the properties with the final plat to acknowledge the air traffic approaching the Central Colorado Regional Airport and to ensure that the uses do not interfere with the airport operations.

The applicants have also requested to waive the application fee for the subdivision. They are submitting the subdivision application to correct the actions of previous land owners that created the existing parcels, without obtaining the required subdivision approval from the Town.

II. PROCESS – REQUIRED APPROVALS

The applicant has submitted a Final Plat application as specified in Section 17-30 of the Town of Buena Vista Subdivision Ordinance. Staff reviewed the application and is forwarding the requests to the Planning and Zoning Commission for a recommendation and then to the Board of Trustees for a final decision on the application. The Board of Trustees will also decide on waiving an application fee.

III. ANALYSIS – MAJOR SUBDIVISION FINAL PLAT

Section 17-28 of the Buena Vista Subdivision Ordinance provides specific review criteria for a final plat. Each criterion is listed in **bold** text, followed by staff's analysis for each in standard text.

1. **The development conforms in all respects to the requirements of the Subdivision Ordinance; and**

The Final Plat complies with the requirements as listed in the ordinance, with the additional requirements listed in the conditions of approval.

2. **New lots to be created by the Minor Development meet the lot size requirements of the Town's zoning ordinance;**

The plat will comply with the R-2 zone district requirements. All of the lots will exceed the minimum lot size and width requirements. Additionally, all of the lots have access to a public road and access to existing utilities. Lot 1 has an existing access easement across Lot 2 to be able to access South Railroad Street.

3. **Adequate utility service is or will be available to serve all new lots, and proper easements for the installation of such utility service exist or will be created; and**

Adequate utility service is available to the existing properties (Lots 1 and 2) and is available to the new proposed lot, Lot 3. Proper easements are currently in place to serve the proposed lots.

The lots are also located within the Airport protection Overlay (APO) zone district and are required to have an avigation easement to acknowledge the airport operations at Central Colorado Regional airport. The APO zone district also requires that the properties do not interfere with aircraft with radio or light interference.

The properties contain floodplain and floodways for Cottonwood Creek. Those areas within the 100-year floodplain and floodway will be reflected on the plat prior to being recorded, and the owners of the lots will be subject to the Town's Flood Regulations in Sections 18-161 through 18-178 of the Town of Buena Vista Municipal Code.

The Town's Flood Regulations require any new construction and/or substantial improvement of any residential structure within the *floodplain* to have the lowest floor elevated to one (1) foot above the base flood elevation and have it certified to the Floodplain Administrator by a registered Colorado Professional Engineer, architect, or land surveyor. Encroachments in *floodways* are prohibited, including fill, new construction, substantial improvements and other development.

A recommended condition of the approval would require the floodplain and floodways to be shown on the properties on the final plat prior to recordation at the Chaffee County Recorder's Office.

4. The applicant has dedicated or will dedicate to the Town those easements and rights-of-way lawfully required by the Town for current and future streets, utilities and bicycle/pedestrian trails; and

No new rights-of-way are required for the subdivision. An avigation easement is required for all of the properties and they will be required to be recorded with the plat.

5. Proper drainage control has been demonstrated.

Drainage control is not required for the existing homes. If future owners develop their properties, including the owner of the vacant lot (Lot 3), drainage controls, including a survey showing the proposed development meeting the Flood Regulations of the Town of Buena Vista (Sections 18-167 through 18-178 of the Municipal Code), will be required at that time.

IV. CONCLUSION AND RECOMMENDATION

Based upon the information and materials provided by the applicant and included in the staff report, staff supports the requested Final Plat. Therefore, staff recommends that the Planning and Zoning Commission recommend approval, with conditions, to the Board of Trustees:

1. Donald and Heather Hsu, and Sam Mick have applied for a Minor Subdivision Final Plat to adjust, combine, and create three residential lots; and
2. Notice of the public hearing for the Final Plat was posted on site, as required by the Subdivision Ordinance; and
3. The request was reviewed by the appropriate referral agencies; and
4. The proposed Final Plat is consistent with the applicable standards set forth in Section 17-28 of the Town of Buena Vista Subdivision Ordinance; and

THEREFORE

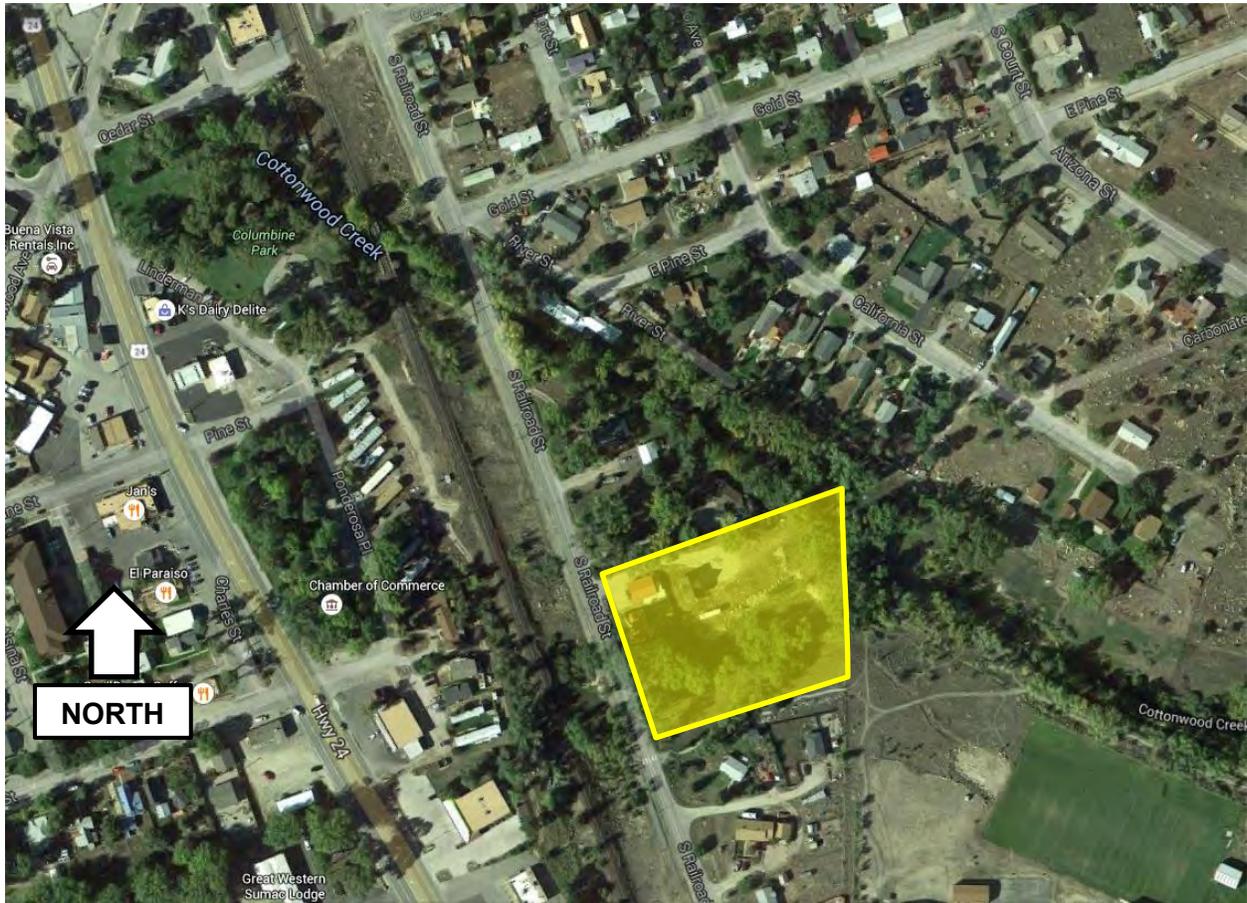
The Planning and Zoning Commission recommends that the Board of Trustees **APPROVE WITH CONDITIONS** the Final Plat to create three residential lots.

The conditions of approval for the Final Plat are:

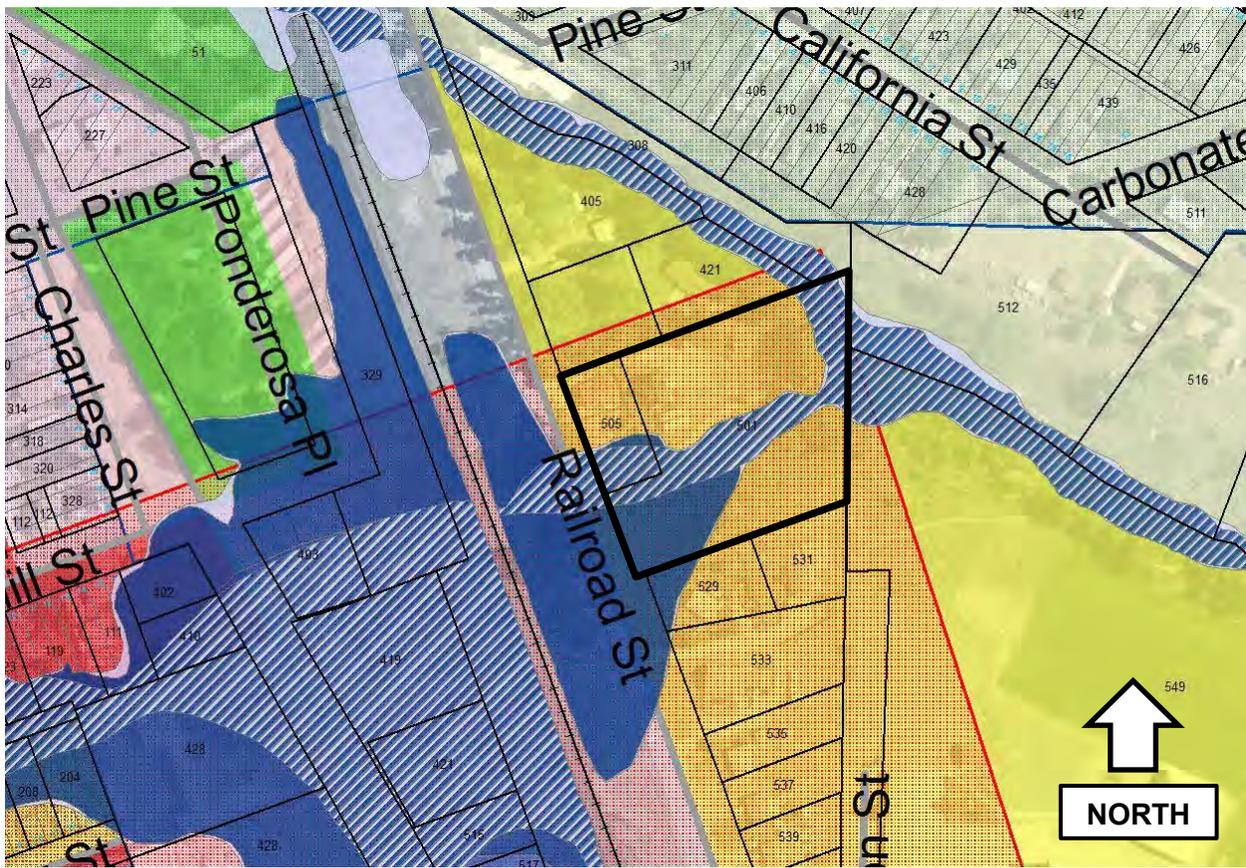
- 1) Prior to recordation of the Final Plat, the Final Plat drawings shall be corrected to include the 100-year floodplain and floodway on the properties.
- 2) Prior to recordation of the Final Plat, an avigation easement on the properties shall be prepared to the satisfaction of the Principal Planner, signed and recorded with the plat..
- 3) If the application fee is not waived by the Board of Trustees, the applicant shall pay the application fee with the associated required recording fees prior to recordation of the plat.

Cc: Sam Mick, applicant
Danny and Heather Hsu, applicant

Attachment A – Vicinity Map



Attachment B – Zoning and Floodplain Map



TOWN OF BUENA VISTA

**RESOLUTION NO. 20
SERIES 2016**

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, CONDITIONALLY APPROVING A MINOR DEVELOPMENT FOR THE PROPERTY LOCATED AT 501 S. AND 505 S. RAILROAD STREET, BUENA VISTA, COLORADO.

WHEREAS, Sam Mick owns 501 S. Railroad Street and Danny and Heather Hsu own 505 S. Railroad Street, both located in Buena Vista, Colorado (collectively the “Property”);

WHEREAS, the Property is located in the R-2 Zone and the Airport Protection Overlay (APO) Districts;

WHEREAS, Sam Mick and Danny and Heather Hsu (collectively the “Owners”) filed application for a minor development for the purpose of creating three lots from the two current lots on the Property;

WHEREAS, on February 3, 2016, the Planning and Zoning Commission recommended conditional approval of the minor development;

WHEREAS, notice of the public hearing before the Board of Trustees was properly posted, mailed and published pursuant to Section 17-28(c) of the Buena Vista Municipal Code (“Code”);

WHEREAS, the Board of Trustees opened the public hearing on February 23, 2016, and took public comment; and

WHEREAS, after reviewing all material provided to it and hearing staff and public comment, the Board of Trustees desires to approve the minor development.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO, as follows:

Section 1. The Board of Trustees, having reviewed the application, all information provided and the criteria for minor development as detailed in Section 17-28 of the Code, makes the following findings:

1. The Final Plat complies with the requirements listed in Section 17-28, with additional requirements approved as conditions in this Resolution.
2. The minor development complies with the R-2 Zone District lot size requirements.

3. Adequate utility service is available for all the lots created by the minor development and all have access to existing utilities. Adequate easements are currently in place to serve the proposed lots.

4. Due to the Property's location in the APO District, the Owners are required to enter into an avigation easement that acknowledges the airport operation at Central Colorado Regional Airport. The APO District also requires that the Owners do not interfere with aircraft with radio or light interference.

5. The Property is also located within the 100 year flood plain and flood way and as such, is subject to the Town's Flood Regulations in Sections 18-161 through 18-178 of the Code, as may be amended.

6. No new rights of way are required for the minor development. All lots have access to a public road. As shown on the minor development Final Plat, access to Lot 2 is provided by an existing easement across Lot 1.

7. Drainage control is not required for existing homes on Lots 1 and 2. If Lot 3 is developed or further development occurs on Lots 1 and 2, drainage controls will be required, including a survey showing that the proposed development is in compliance with the Town's Flood Regulations, as may be amended.

Section 2. The Board conditionally approves the Mick/Hsu Minor Development subject to the following conditions:

1. Prior to recording the Final Plat, the following conditions must be satisfied:
 - a. The Final Plat drawings shall be corrected to include the 100 year floodplain and floodways on the Property.
 - b. An avigation easement, approved by the Town Attorney and the Principal Planner, shall be executed by the Owners and recorded in the records of the Chaffee County Clerk and Recorder.
 - c. A plat note shall be added to the Plat referring to the avigation easement and its reception number.

Section 3. The Board approves the request for the application fee waiver.

ADOPTED this 23rd day of February, 2016.

Joel Benson, Mayor

ATTEST:

Janell Sciacca, Town Clerk

TOWN OF BUENA VISTA, COLORADO

**RESOLUTION NO. 21
(Series of 2016)**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO, APPOINTING JERRY STEINAUER A REGULAR MEMBER OF THE WATER BOARD.

WHEREAS, Sec. 2-282 of the Municipal Code authorizes and directs the Board of Trustees to appoint Water Board members by a majority vote of all members of the Board; and

WHEREAS, the Water Board voted on January 20, 2016 to recommend the Board of Trustees appoint Jerry Steinauer a regular voting member with a two year term.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, that Jerry Steinauer is hereby appointed as a regular voting member of the Water Board, and shall hold such appointment until December 31, 2017, in accordance with the ordinances of the Town of Buena Vista.

RESOLVED, APPROVED, AND ADOPTED this 23rd day of February, 2016.

TOWN OF BUENA VISTA

BY: _____
Joel Benson, Mayor

ATTEST:

Janell Sciacca, Town Clerk



BOARD OF TRUSTEES BACKGROUND PAPER

Resolution

Date: February 23, 2016
Title: Storage Tank Cleaning
Contact: Greg Maggard, Public Works Director

Background: As part of the Town's routine distribution system maintenance program, the Town's three water storage tanks will undergo internal cleaning and maintenance as required on a 5-year cycle.

Process Overview On January 18, 2016 staff published the 2016 Storage Tank Cleaning and Inspection Project request for proposal (RFP) with a budget of \$10,000. The RFP was published in the Chaffee County Times and Rocky Mountain E-Purchasing. Below are the results of the RFP:

- Inland Portable Services, Inc. \$ 4,126.00
- LiquiVision Technology \$ 3,885.00
- Applied Diving Services, Inc. \$ 4,878.00
- CW Divers \$ 3,750.00
- MarCan Underwater Services, LLC \$ 8,250.00
- Liquid Engineering Corporation \$ 5,190.00
- H2O Solutions, LLC \$ 3,400.00
- Potable Divers, Inc. \$ 4,000.00
- Marine Diving Solutions \$ 3,740.00

Recommendation: Staff recommends the Board of Trustees approve the resolution, approving the execution of a contract with H2O Solutions, LLC for the 2016 Tank Cleaning Project in Buena Vista, Colorado.

TOWN OF BUENA VISTA, COLORADO

RESOLUTION NO. 22

Series of 2016

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, GRANTING THE AWARD AND APPROVING THE EXECUTION OF A CONTRACT WITH H2O SOLUTIONS, LLC FOR THE CLEANING, INSPECTION AND REPAIR OF THREE (3) DOMESTIC WATER STORAGE TANKS IN BUENA VISTA.

WHEREAS, The Town of Buena Vista advertised by means of public bid process for the commissioning for the cleaning, inspection, and minor repair of three domestic water storage tanks in Buena Vista followed by a bid opening on February 2, 2016; and

WHEREAS, nine (9) formal bids were received and reviewed by the Public Works Department; and

WHEREAS, the Public Works Department recommends accepting the bid and contracting with H2O Solutions, LLC for a not to exceed amount of \$3,400.00; and

WHEREAS, the Board of Trustees of the Town of Buena Vista has reviewed the recommendation of the Public Works Department, and finds and determines that it would be in the best interests of the Town and its residents to enter into a contract.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, that the contract for the cleaning, inspection, and minor repair of three domestic water storage tanks between the Town of Buena Vista and H2O Solutions, LLC, a copy of which is attached hereto and incorporated herein as Exhibit "A", is approved and the Mayor and/or the Town Administrator are authorized and directed to execute same on behalf of the Town.

RESOLVED, APPROVED, and ADOPTED this 23rd day of February, 2016.

TOWN OF BUENA VISTA, COLORADO

(Seal)

By: _____
Mayor, Joel Benson

ATTEST:

Janell Sciacca, Town Clerk

AGREEMENT FOR SERVICES

THIS AGREEMENT is made and entered into this 23rd day of February, 2016, by and between the TOWN OF BUENA VISTA, 210 East Main Street, Buena Vista, Colorado 81211, a Colorado municipal corporation (the "Town"), and H2O Solutions, LLC, an independent contractor with a principal place of business at 9030 W. Sahara Avenue, Suite 208, Las Vegas, Nevada 89117("Contractor") (each individually a "Party" and collectively the "Parties").

WHEREAS, the Town requires services and materials for a Town project; and

WHEREAS, Contractor has held itself out to the Town as having the requisite expertise and experience to perform the required services, and as a community service, Contractor has agreed to provide its services to the Town free of charge.

NOW, THEREFORE, for the consideration hereinafter set forth, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

I. SCOPE OF SERVICES

A. Contractor shall furnish all labor and materials required for the complete and prompt execution and performance of all duties, obligations, and responsibilities which are described or reasonably implied from the Scope of Services set forth in **Exhibit A**, attached hereto and incorporated herein by this reference.

B. A change in the Scope of Services shall not be effective unless authorized as an amendment to this Agreement. Except as expressly provided in Subsection C, below, no agent, employee, or representative of the Town is authorized to modify any term of this Agreement, either directly or implied by a course of action.

C. Modifications to the Scope of Services and the compensation set forth in Section III shall be effective if authorized in writing by the Town of Buena Vista Public Works Director.

II. TERM AND TERMINATION

This Agreement shall commence on the date first set forth above, and shall continue until Contractor completes the Scope of Services to the satisfaction of the Town, or until terminated as provided herein.

III. COMPENSATION

A. In consideration for the completion of the Scope of Services by Consultant, the Town shall pay Consultant an amount not to exceed Three Thousand Four Hundred Dollars (\$3,400.00). The maximum amount specified herein shall include all fees and expenses incurred by Consultant in performing all services hereunder.

B. Notwithstanding the maximum amount specified in subsection A hereof, Consultant shall only be paid for work performed. If Consultant completes the Scope of Services

for a lesser amount than the maximum amount, Consultant shall be paid the lesser amount, not the maximum amount.

IV. RESPONSIBILITY

A. Contractor hereby warrants that it is qualified to assume the responsibilities and render the services described herein and has all requisite corporate authority and licenses in good standing, required by law.

B. The work performed by Contractor shall be in accordance with generally accepted practices and the level of competency presently maintained by other practicing contractors in the same or similar type of work in the applicable community. The work and services to be performed by Contractor hereunder shall be done in compliance with applicable laws, ordinances, rules and regulations.

C. The Town's review, approval or acceptance of, or payment for any services shall not be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

V. OWNERSHIP

Any materials, items, and work specified in the Scope of Services, and any and all related documentation and materials provided or developed by Contractor shall be exclusively owned by the Town. Contractor expressly acknowledges and agrees that all work performed under the Scope of Services constitutes a "work made for hire." To the extent, if at all, that it does not constitute a "work made for hire," Contractor hereby transfers, sells, and assigns to the Town all of its right, title, and interest in such work. The Town may, with respect to all or any portion of such work, use, publish, display, reproduce, distribute, destroy, alter, retouch, modify, adapt, translate, or change such work without providing notice to or receiving consent from Contractor.

VI. INDEPENDENT CONTRACTOR

Contractor is an independent contractor. Notwithstanding any other provision of this Agreement, all personnel assigned by Contractor to perform work under the terms of this Agreement shall be, and remain at all times, employees or agents of Contractor for all purposes. Contractor shall make no representation that it is a Town employee for any purposes.

VII. INSURANCE

A. Contractor agrees to procure and maintain, at its own cost, a policy or policies of insurance sufficient to insure against all liability, claims, demands, and other obligations assumed by Contractor pursuant to this Agreement. At a minimum, Contractor shall procure and maintain, and shall cause any subcontractor to procure and maintain, the insurance coverages listed below, with forms and insurers acceptable to the Town.

1. Worker's Compensation insurance to cover obligations imposed by applicable law for any employee engaged in the performance of work under this

Agreement, and Employer's Liability insurance with minimum limits of five hundred thousand dollars (\$500,000) each accident, one million dollars (\$1,000,000) disease – policy limit, and one million dollars (\$1,000,000) disease – each employee. Evidence of qualified self-insured status may be substituted for the requirements of this Section.

2. Commercial General Liability insurance with minimum combined single limits of one million thousand dollars (\$1,000,000) each occurrence and one million dollars (\$1,000,000) general aggregate. The policy shall be applicable to all premises and operations, and shall include coverage for bodily injury, broad form property damage, personal injury (including coverage for contractual and employee acts), blanket contractual, products, and completed operations. The policy shall contain a severability of interests provision, and shall include the Town and the Town's officers, employees, and contractors as additional insureds. No additional insured endorsement shall contain any exclusion for bodily injury or property damage arising from completed operations.

C. Such insurance shall be in addition to any other insurance requirements imposed by law. The coverages afforded under the policies shall not be canceled, terminated or materially changed without at least thirty (30) days prior written notice to the Town. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage. Any insurance carried by the Town, its officers, its employees, or its contractors shall be excess and not contributory insurance to that provided by Contractor. Contractor shall be solely responsible for any deductible losses under any policy.

D. Contractor shall provide to the Town a certificate of insurance as evidence that the required policies are in full force and effect. The certificate shall identify this Agreement.

VIII. INDEMNIFICATION

Contractor agrees to indemnify and hold harmless the Town and its officers, insurers, volunteers, representative, agents, employees, heirs and assigns from and against all claims, liability, damages, losses, expenses and demands, including attorney fees, on account of injury, loss, or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with this Agreement if such injury, loss, or damage is caused in whole or in part by, the act, omission, error, professional error, mistake, negligence, or other fault of Contractor, any subcontractor of Contractor, or any officer, employee, representative, or agent of Contractor, or which arise out of a worker's compensation claim of any employee of Contractor or of any employee of any subcontractor of Contractor. Contractor's liability under this indemnification provision shall be to the fullest extent of, but shall not exceed, that amount represented by the degree or percentage of negligence or fault attributable to Contractor, any subcontractor of Contractor, or any officer, employee, representative, or agent of Contractor or of any subcontractor of Contractor.

IX. ILLEGAL ALIENS

A. Certification. By entering into this Agreement, Contractor hereby certifies that, at the time of this certification, it does not knowingly employ or contract with an illegal alien who will perform work under this Agreement and that Contractor will participate in either the E-Verify Program administered by the United States Department of Homeland Security and Social Security Administration or the Department Program administered by the Colorado Department of Labor and Employment to confirm the employment eligibility of all employees who are newly hired to perform work under this Agreement.

B. Prohibited Acts. Contractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement or enter into a contract with a subcontractor that fails to certify to Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement.

C. Verification.

1. If Contractor has employees, Contractor has confirmed the employment eligibility of all employees who are newly hired to perform work under this Agreement through participation in either the E-Verify Program or the Department Program.

2. Contractor shall not use the E-Verify Program or Department Program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.

3. If Contractor obtains actual knowledge that a subcontractor performing work under this Agreement knowingly employs or contracts with an illegal alien who is performing work under this Agreement, Contractor shall: notify the subcontractor and the Town within three (3) days that Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien who is performing work under this Agreement; and terminate the subcontract with the subcontractor if within three (3) days of receiving the notice required pursuant to subsection 1 hereof, the subcontractor does not stop employing or contracting with the illegal alien who is performing work under this Agreement; except that Contractor shall not terminate the subcontract if during such three (3) days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien who is performing work under this Agreement.

D. Duty to Comply with Investigations. Contractor shall comply with any reasonable request by the Colorado Department of Labor and Employment made in the course of an investigation conducted pursuant to C.R.S. § 8-17.5-102(5)(a) to ensure that Contractor is complying with the terms of this Agreement.

E. Affidavits. If Contractor does not have employees, Contractor shall sign the "No Employee Affidavit" attached hereto. If Contractor wishes to verify the lawful presence of

newly hired employees who perform work under the Agreement via the Department Program, Contractor shall sign the "Department Program Affidavit" attached hereto.

X. MISCELLANEOUS

A. Governing Law and Venue. This Agreement shall be governed by the laws of the State of Colorado, and any legal action concerning the provisions hereof shall be brought in Chaffee County, Colorado.

B. No Waiver. Delays in enforcement or the waiver of any one or more defaults or breaches of this Agreement by the Town shall not constitute a waiver of any of the other terms or obligation of this Agreement.

C. Integration. This Agreement constitutes the entire agreement between the Parties, superseding all prior oral or written communications.

D. Third Parties. There are no intended third-party beneficiaries to this Agreement.

E. Notice. Any notice under this Agreement shall be in writing, and shall be deemed sufficient when directly presented or sent pre-paid, first class United States Mail to the party at the address set forth on the first page of this Agreement.

F. Severability. If any provision of this Agreement is found by a court of competent jurisdiction to be unlawful or unenforceable for any reason, the remaining provisions hereof shall remain in full force and effect.

G. Modification. This Agreement may only be modified upon written agreement of the Parties.

H. Assignment. Neither this Agreement nor any of the rights or obligations of the Parties hereto, shall be assigned by either Party without the written consent of the other.

I. Governmental Immunity. The Town and its officers, attorneys and employees are relying on, and do not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*, as amended, or otherwise available to the Town and its officers, attorneys or employees.

J. Rights and Remedies. The rights and remedies of the Town under this Agreement are in addition to any other rights and remedies provided by law. The expiration of this Agreement shall in no way limit the Town's legal or equitable remedies, or the period in which such remedies may be asserted, for work negligently or defectively performed.

K. Subject to Annual Appropriation. Consistent with Article X, § 20 of the Colorado Constitution, any financial obligation of the Town not performed during the current fiscal year is subject to annual appropriation, shall extend only to monies currently appropriated, and shall not constitute a mandatory charge, requirement, debt or liability beyond the current fiscal year.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date first set forth above.

[Remainder of Page Intentionally Blank]

[Signatures on Following Page]

EXHIBIT A SCOPE OF SERVICES

The Town of Buena Vista, Colorado will commission the cleaning, inspection, and minor repair (where applicable) of three (3) welded steel, on-grade drinking water storage tanks.

Project shall be accomplished by a qualified diving team.

The sizes of the tanks are as follows:

- 1.5MG tank - 40' high by 79' diameter, welded steel construction
- 0.75MG tank - 40' high by 56' diameter, welded steel construction
- 0.277MG tank - 20' high by 50' diameter, welded steel construction

Minor repairs are to be completed at the discretion of the owner (Town of Buena Vista).



MEMORANDUM

To: Mayor and Board of Trustees
From: Emily Katsimpalis, Assistant to the Town Administrator
Date: February 23, 2016
RE: Draft Town of Buena Vista Boards and Commissions Manual

Dear Mayor Benson and Trustees,

The Town of Buena Vista staff have embarked on an effort to improve policy documentation throughout all town departments. One area lacking policies and procedures was that for the volunteer Town Board and Commission members. Accordingly, the draft version of a Town Boards and Commissions Manual included in your packet will define the role and structure of Town Advisory Boards and Commissions. It will serve as a guiding document regarding policies and procedures for all volunteers that serve on boards and commissions.

The manual gives an overview of the Town Boards and Commissions, their purpose and duties. It then delves into guidelines for serving on a Board or Commission, gives an overview of Town government, relays procedures and rules for serving on the board, the yearly planning and budget process, explains the staff and trustee liaison roles, gives meeting conduct rules, and conflict of interest information.

This will serve as a manual for all volunteers that serve on Boards and Commissions, similar to the Employee Manual given to all employees upon hire.

One section that may need to be taken out depending on timing is in regards to training and orientation. At present, the Town does not have a standard Orientation and Training for all employees. This is currently in development, as it is a priority for all employees and appointed board members to have a standard orientation upon hire/appointment.

Please review the Boards and Commissions Manual included in your packet. Please provide feedback on the manual by March 11, 2016. A final draft will come before you shortly thereafter, and will be up for adoption via resolution. Thank you for your thoughts and feedback.

Town of Buena Vista
Advisory Boards and Commissions Manual



Created on
February 23, 2016

Welcome

Welcome to the Town of Buena Vista! Your selection as an active member of a board or commission provides you with a valuable opportunity for genuine public service and we thank you for your contribution. Although the specific duties of each board and commission vary widely, there are certain responsibilities common to all board and commission members. These guidelines will assist you in maximizing your contribution to our community.

Introduction

The Town of Buena Vista relies on the active participation of residents volunteering their time and effort to sustain the quality of community we enjoy. Board and commission members exemplify the spirit of volunteerism by lending their talents and resources to benefit town. Appointment to an advisory board or commission in Buena Vista is an honor that brings both responsibility and opportunity. This manual has been designed to provide information on the organization of the Town of Buena Vista and the role served by board and commission members.

Boards and commissions are established by ordinance in the Municipal Code, which sets forth the composition and duties of each body. Qualified candidates fill vacancies, and the Board of Trustees approves appointments. Board and commission member duties include reviewing items and issues at the request of or interest to the public. Town advisory boards and committees serve the community by providing input on various projects and topics on behalf of the Town of Buena Vista. Board and commission members provide recommendations to assist the trustees in making decisions, and also serve as ambassadors to the community, informing and educating the public regarding the purpose of the board or commission and activities of the town.

The following materials provide general information on the town organization and its various boards and commissions, including procedures and laws that apply to their activities. Please contact the Town of Buena Vista at 719-395-8643 to speak with a board or commission staff liaison regarding the role of board and commission members.

Types of Boards and Commissions

Advisory to Board of Trustees

Airport Advisory Board

Beautification Advisory Board

Economic Vitality Advisory Board

Recreation Advisory Board

Tree Advisory Board

Trails Advisory Board

Water Board

Quasi-Judicial

Planning and Zoning Commission

DRAFT

Advisory Boards and Commissions:

Planning and Zoning Commission

- The Planning and Zoning Commission duties include preparing and adopting a master plan for the physical development of the municipality, including any areas outside its boundaries, subject to the approval of the governmental body. The master plan of a municipality shall be an advisory document to guide land development decisions. The planning commission reviews and decides upon variance requests, planned development and other zoning issues and regulations. Full duties and responsibilities are specified in Parts 2 and 3 of Article 23, of Title 31, C.R.S.
- The Planning and Zoning Commission consist of five (5) regular members appointed by the Board of Trustees. Neither the Mayor nor any member of the Board of Trustees can serve on the Planning and Zoning Commission. The Board of Trustees may appoint up to two (2) alternate members of the Planning and Zoning Commission. Alternate members can attend all P&Z meetings and participate in the discussion, yet they have no voting rights on any matters before the P&Z unless a regular member of the P&Z is absent or unable to vote on the matter. Terms are three (3) years.

Airport Advisory Board

- The Airport Board was created with the duties and responsibilities to review policy matters relevant to airport operations and development of facilities at the Buena Vista Airport, and to make recommendations to the Board of Trustees. They also serve as ambassadors to the airport and perform other functions and duties as the Board of Trustees may assign.
- The Airport Board has seven (7) voting members and two (2) alternates appointed by the Board of Trustees. The Airport Board also includes the Airport Manager and a designated Board of Trustees member, both of whom serve as non-voting ex officio members.

Beautification Advisory Board

- The Beautification Advisory Board makes recommendations to the Board of Trustees regarding beautification matters, projects or endeavors and, upon receiving direction from the Board of Trustees, shall implement, organize and coordinate any beautification project for the Town.
- The Beautification Advisory Board has seven (7) voting members and two (2) alternates appointed by the Board of Trustees. The Beautification Advisory Board also includes the Public Works Director and a designated Board of Trustees member, both of whom serve as non-voting ex officio members.

Economic Vitality Advisory Board

- This Economic Vitality Advisory Board acts as the advisory board to the Town of Buena Vista Board of Trustees on matters and policies pertaining to economic development, including goal setting, strategic planning, comprehensive plan updates, marketing and business recruitment, retention and expansion for all business, industrial and commercial areas. The board provides broad policy recommendations, and provides direction and time table for advisory board activities. The board also performs other functions and duties as the Board of Trustees may, from time to time, assign to the board.

- The Economic Vitality Advisory Board has seven (7) voting members and two (2) alternates will be appointed by the Board of Trustees. The Beautification Advisory Board also includes the Airport Manager and a designated Board of Trustees member, both of whom serve as non-voting ex officio members.
- Goal of this board is to advise the Board of Trustees on all matters pertaining to economic development in Buena Vista.

Recreation Advisory Board

- Recreation Advisory Board duties are to make recommendations to the Trustees regarding the operation, improvement, and maintenance of the Town's recreation programs and facilities, and to bring to the attention of the Board of Trustees any matter pertaining to the Town's recreation programs and facilities.
- The Recreation Advisory Board has seven (7) voting members and two (2) alternates will be appointed by the Board of Trustees. The Recreation Advisory Board also includes the recreation staff and a designated Board of Trustees member, both of whom serve as non-voting ex officio members.

Tree Advisory Board

- The Tree Advisory Board duties and responsibilities are to study, investigate, develop and recommend to the Board of Trustees the adoption of a written plan for the care, preservation, pruning, planting replanting, removal or disposition of trees and shrubs in parks, along streets and in other public areas.
- The Tree Advisory Board consists of seven (7) members and two (2) alternates, appointed by the Board of Trustees. The Tree Advisory Board also includes the Public Works Director and a designated Board of Trustees member, both of whom serve as non-voting ex officio members.

Trails Advisory Board

- The Trails Advisory Board shall study, investigate, develop and recommend to the Board of Trustees the adoption of a written plan for the care, preservation, maintenance, and improvement of the Buena Vista trails system. Once a written plan for the BV trails system has been adopted by the Board of Trustees, the Trails Advisory Board shall recommend annual updates and modifications to the plan. The Trails Advisory Board is also responsible for bringing to the attention of the Board of Trustees any action or condition which is in apparent violation of any ordinance of the Town pertaining to trails or matters related to trails, or recommend any specific remedial enforcement action desired by the Trails Advisory Board.
- The Trails Advisory Board consists of seven (7) members and two (2) alternates, appointed by the Board of Trustees. The Trails Board also includes the Public Works Director and a designated Board of Trustees member, both of whom serve as non-voting ex officio members.

Water Advisory Board

- The Water Advisory Board reviews policy matters relevant to stewardship and development of the Town's water rights portfolio, storage, treatment and distribution systems and to make recommendations thereon to the Board of Trustees. The Board also plans for the long-term

water needs of the Town and to make recommendations thereon to the Board of Trustees regarding water rights acquisitions, intergovernmental agreements with other governmental entities regarding development and use of water rights and supplies, water service rates, system development fees, capital development projects and allocation of resources in the Water Fund.

- The Water Board consists of seven (7) members and two (2) alternates, appointed by the Board of Trustees. The Water Board also includes the Public Works Director and a designated Board of Trustees member, both of whom serve as non-voting ex officio members

Representation of a Board or Commission

As an individual member of a board or commission, you must not represent your own views or recommendations as those of the board or commission unless the majority of the body has officially voted to approve such action. Board or commission members making recommendations or expressing views which have not been approved by a majority of the board should indicate they are expressing their individual opinion and are not speaking on behalf of the board or the Town.

Public statements should not contain promises that may be construed to be binding on a board or commission, staff, or the Board of Trustees. When making a public statement, members should remind listeners that board actions are recommendations (unless otherwise provided by law) and that final action will be taken by the Board of Trustees. Remember that your actions and statements as a board or commission member assume special significance. If not responsibly discharged, your actions and statements could result in a situation detrimental to the Town's best interests.

Although board and commission members may be selected, in part, on the basis of representing specific interest groups, each member should represent the overall public good and not that of an exclusive group or interest.

Relationship with other members

On many occasions, the success or failure of the efforts of a board or commission is dependent upon the degree of cooperation among the individual members of the body. You are encouraged to keep the following points in mind in your interactions with other members:

- Show respect for another's point of view.
- Allow others adequate time to present their view fully before making comments.
- Be open and honest.
- Welcome new members and help them become acquainted with their duties.

C.H.A.R.G.E - A checklist for effectiveness

It is a great civic duty to take C.H.A.R.G.E. in the community to improve the quality of life for all. Below is a checklist that you need to consider to ensure that your experience as an advisory board member is effective and enjoyable.

C - Code

Am I familiar with:

- The Municipal Code of the Town of Buena Vista?
- The specific function of my board or commission, as outlined in the town code?
- What my fellow board members and I expect to achieve for the community?
- The name of the trustee liaison and staff liaison to my board or commission?

H – Hierarchy

Do I understand:

- How my board or commission's work affects the community?
- The scope of authority of my board or commission?
- The role of board's staff liaison, town trustee liaison and chairperson?
- My role as a board or commission member?

A – Accountability

Do I understand:

- My board or commission's liability and my own ability as an individual member?
- What constitutes a conflict of interest?
- Exactly how the law requires that a conflict of interest be handled?
- My board's accountability to the public?

R – Responsibility

Do I:

- Attend all board or commission meetings as much as possible?
- Prepare for the meetings by studying the agenda and supplemental materials ahead of time?
- Complete the tasks I have volunteered to take on?
- Know what responsibilities each of us, as individual board members, has to our board colleagues?

G – Goals

Do I know:

- My board or commission's goals for the next 12 months?
- What tasks must be completed to reach each of our goals?
- Deadlines for the tasks for which I am responsible?

E – Evaluation

Have I:

- Discussed with other members and staff what our board or commission can do to improve our performance?

Introduction to Town government

Board of Trustees

The Town of Buena Vista operates under the statutory form of government. The Board of Trustees is the legislative, policy-making body for the Town of Buena Vista. It consists of one mayor and six board members elected at large, with the mayor serving a four-year term. Expiration of terms is staggered, and elections for board members are held every two years. After each biennial election (held in April), the Board elects from among themselves a Mayor Pro Tem, and all members of the board must have resided within the town limits for at least 12 months prior to election. The board takes action by enactment of ordinances, resolutions, and formal motions, which provide direction for the town staff. The board appoints a Town Administrator, Town Attorney, Town Clerk, Town Treasurer and Municipal Judge.

Town Administrator

The Town of Buena Vista operates within a council-administrator form of government. The Town Administrator is the chief executive officer of the town and is responsible for the overall management of town operations.

Functions of the Town Administrator include:

- Implement policy decisions and legislative actions taken by the Board of Trustees
- Make recommendations to Board of Trustees
- Oversee the operations of the town
- Prepares the town budget

Council-Administrator form of government

| | Board of Trustees | Town Administrator |
|------------------------------|--|---|
| Responsible for: | Policy Decisions | Day-to-day operations |
| Hires and Supervises: | Town Administrator Town Attorney Town Clerk Town Treasurer Municipal Judge | All other town staff members/employees |

General provisions

Details about boards and commissions can be found in Chapter 2, Article XIII to XV of the Municipal Code. The Board of Trustees, by ordinance, establishes and appoints boards and commissions to advise on various issues and performs such functions as the trustees may designate. The ordinance establishing each board or commission describes the powers, duties and operating procedures of the board or commission; and establishes the terms of office of the board or commission members, including initial overlapping terms.

All board and commission members are subject to removal, with a majority vote of the board members required to remove a board or commission member before their term has expired. Any vacancy during the unexpired term of any member is filled by the trustees for the remainder of the term. Each board and commission shall choose its own officers among its members. The trustees may change any or all of the powers, duties and procedures of any board or commission and may abolish any board or commission not required by the Municipal Code or law.

Membership limitations

The following limitations and requirements are applied to board and commission membership:

Employees of the Town of Buena Vista may not serve on any board or commission appointed by the Board of Trustees.

Attendance policy

Upon application for and acceptance of appointment, board and commission members demonstrate their intention and ability to attend meetings.

Budget process

Generally, budgets are not established for boards and commissions. However, each year boards and commissions may request funds for projects and initiatives.

Work Plans

An outlined work plan for the coming year will be presented to the Board of Trustees by the second Trustee meeting in October, regardless if there are budget requests to present. The work plan will set out major projects and issues for discussion for the following year. Timelines and scope of review should be provided when possible. If appropriate, an estimate of action to be taken should be included. Work plans should be concise and easily readable. The Board of Trustees will review the work plan for each advisory board.

Timeline of budget process:

| Deadline | Task | Associated definitions |
|--|--|--|
| May 31 | Staff liaison requests possible capital improvement projects (CIP) to update the 5-year CIP plan; associated operation costs are not due at this time. | CIP: A capital improvement is any addition or alteration to real property \$5,000 and over that meets all three of the following conditions: It substantially adds to the value of the real property, or appreciably prolongs the useful life of real property. |
| June 30 | Estimated CIP costs due to staff liaison. | |
| August 1 | Board discusses possible projects and associated costs for upcoming year. | |
| September 1 | Staff liaison requests costs associated with requested budget items for inclusion in the coming years' proposed budget. | |
| October 1 | Board/commission has voted and approved requested budget. Full budget due to staff liaison for inclusion in coming years' proposed budget. | |
| 2nd Trustee meeting in October | Board or commission chair presents budget requests and work plan at Trustee work session. | |

Election of Officers

The election of officers should be held each year during the regular meeting in January or February. Staff liaisons must notify the Town Clerk when new officers are elected.

Staff Liaison Role

Staff support is available to boards and commissions through the assigned as staff liaison to help each group. The boards and commissions' staff liaison is responsible for the following:

- Coordinate the board's annual work plan and budget, with input and guidance from the Town Administrator.
 - If necessary or appropriate, the liaison will work with the Town Administrator to seek direction on the appropriateness of the request and may provide direction to the board on whether the project is possible in the coming budget year.
- Ensure new members are oriented to the board, including procedures and projects.
- Answer questions and research for various policy questions.

- At the request of the Board of Trustees, provide information to board or commission regarding policy changes and distribute updated information to all members.
- Coordinate reserving a meeting space if necessary/requested by the board/commission.
- Advise the Town Administrator of the following:
 - Attendance problems
 - Resignations
 - Meeting schedule/location changes
 - Name/address/phone number changes for board members
 - Staff/name/title/phone number changes for staff liaisons
- Serve as a communications link between the Town Administrator and/or Board of Trustees and board members.
- From time to time, staff liaisons may prepare memorandums to trustees at the request of the board or commission, or Town Administrator. These communications are sent directly to the Board of Trustees. It is the responsibility of the trustees to respond directly to the board or commission if a trustee chooses. The staff liaison is not responsible to monitor or ensure a response from trustees.
- Oversees the procurement of goods and services necessary to execute projects approved by the Board of Trustees.

Trustee Liaison Role

Every two years after the municipal election, the Board of Trustees selects liaisons to the boards and commissions. The role of the Trustee liaison:

- Communicates with the board or commission when needed and serves as the primary two-way communication channel between the Board of Trustees and the advisory board or commission.
- Serve as the primary trustee contact for the advisory board or commission.
- Help resolve questions the board or commission may have about the role of the trustees, municipal government and the advisory board or commission.
- Establishes formal or informal contact with the chairperson of the board or commission and effectively communicates with the staff liaison.
- Provides procedural direction about the trustee's position to the advisory board.
- Serves as trustee contact rather than an advocate for or ex-officio member of the board.
- Identifies and helps resolve any problems that may exist with respect to the function of the board.
- Facilitates the training of new board and commission members by providing suggestions and relevant information to town staff responsible for providing such training.
- Attendance at monthly board meetings is recommended but not required. Attention should not be focused on the trustee liaison and his or her input. (If Trustee liaison participation is critical to a particular item, a direct invitation should be made to the trustee liaison, explaining why participation is deemed to be critical.)

Orientation and Training

Town staff provides yearly training with regard to the structure and operation of town government and the legal and ethical duties and responsibilities of board and commission members. All members of town boards and commissions are required to attend the training, either in person or in such other

fashion as the Town Administrator may deem appropriate (such as viewing a video tape of the live training session). This requirement must be fulfilled within six months of the appointment of any member.

Additionally, staff liaisons should provide new board members with pertinent materials which will assist new members in becoming fully functioning members of the board. Established board members are encouraged to share their experience and knowledge with new members.

Meeting Responsibilities

Conduct of Meetings

It is important that boards and commissions conduct their meetings in a manner that is procedurally correct. It is recommended that boards and commissions follow the procedures for the conduct of meetings as established in *Robert's Rules of Order, Newly Revised* be followed, however, the chairpersons of town boards and commissions permitted to decide on the conduct most appropriate to run an efficient meeting.

Public Input

Each board or commission shall, at or near the beginning of its regular meetings, afford members of the public an opportunity to speak to any matter coming within the purview of the board or commission, regardless of whether such matter is scheduled for consideration at that particular meeting. Time limitations may be imposed by the chairperson of the board or commission on such public input as necessary to conduct the business of the board or commission in a timely and efficient manner.

Open Meetings

Colorado State Statute requires that all meetings of a board or commission, and all meetings of any committee of a board or commission, be open to the public at all times, except when the board or commission is meeting in a validly convened executive session.

The term "meeting" is defined as a gathering of a quorum of three or more members, whichever is fewer, of any board or commission, or any committee of such board or commission, at which any public business is discussed or at which any formal action may be taken. It is important to remember that the open meeting requirements apply to more than just in-person gatherings. They also apply to telephone conference calls, electronic "chat room" conferences, or any other means of communication where conference-like communication can occur. However, the term "meeting" does not include a chance meeting or social gathering at which the discussion of public business is not the central purpose.

Quorum Requirements

In order for a board or commission to conduct any business or take any formal action, it is necessary that a quorum of the membership be present at the meeting. A quorum consists of the majority of the total number of members specified by the Municipal Code to comprise the board or commission. This quorum requirement does not change even if a position on the board or commission is vacant and the Board of Trustees has not appointed a replacement. In the event that a quorum is not present for a meeting, those present can adjourn the meeting to a later date and time. Unless otherwise provided in the board or commission bylaws or Municipal Code, members present at the meeting by speaker phone

shall be counted toward establishing a quorum, and may participate and vote in a non-quasi-judicial portion of the meeting. Attendance by speaker phone for purposes of establishing a quorum or participating and voting in the meeting is not permissible in quasi-judicial portions of meetings.

Minutes

Minutes must be taken at any meeting of a board or commission (or committee of a board or commission) at which the adoption of any proposed policy, position, resolution, rule, regulation, or formal action occurs or could occur. The minutes must be open to public inspection and a copy must be filed with the Town Clerk upon approval.

Approval of Minutes

Any additions, deletions, or corrections to the minutes should be presented by board and staff members.

A motion should be made and seconded to approve the minutes of the last meeting as amended.

The approved minutes should be signed by the chairperson and secretary of the board or commission.

Discussion Items

While the minutes should be as accurate as possible, the secretary is not required to record every remark made at a meeting. The secretary should not make the minutes a verbatim transcript.

The minutes should include a description of each item being discussed. Listing questions and answers during discussion of each item is not necessary; however, comments that summarize board member positions on each item should be included as support for each board member's vote on each issue. The exact wording of any motion made should be included in the minutes and the maker and second of the motion should be noted. If the motion is approved or defeated unanimously, such should be noted. If the vote on a motion is split, the record should reflect those voting in favor of the motion and those voting against the motion.

Adjournment

Recording adjournment of a meeting in the minutes is advisable, since it indicates whether the meeting was finally adjourned, or adjourned to another time prior to the next regular meeting. The adjournment should specify the time the meeting was adjourned to a later date and hour.

Filing and Distribution of Minutes

Written minutes of board and commission meetings are considered permanent records of the municipality. The Municipal Code requires boards and commissions to file minutes with the Town Clerk for incorporation into the records of the municipality. Minutes are approved via the consent agenda by the Board of Trustees.

Conflict of Interest Guidelines

Introduction

The members of town boards and commissions are subject to certain rules of ethical conduct established by the code. The following summary highlights the primary areas of concern addressed by these rules. When in doubt, a board or commission member should ask staff for clarification of any applicable regulations.

Conflicts of Interest

A board or commission member should refrain from voting on or attempting to influence any decision in which he or she has a financial or personal conflict of interest.

Generally, a board or commission member has a financial interest in a decision when the decision entails some foreseeable, measurable financial benefit to the individual member or relative.

Even if a member does not have a financial interest in a decision or recommendation, a personal interest may also create a conflict of interest. The test for a personal interest is whether, in the judgement of a reasonable prudent person, the board or commission member would realize or experience some direct or substantial benefit or detriment different in kind from that experience by the general public. In applying this test in a business context, a board or commission member should check with the town staff before participating in any decision which directly and substantially benefits a business in which he or she either has a substantial financial interest or is engaged as a consultant or representative. Or, if a decision of the town might directly and substantially affect a particular business to its economic detriment, and a board or commission member has a substantial financial interest in a competing firm, the member should also exercise caution in deciding whether to participate in the decision.

Contracts with the Town

Board and commission members and their relatives are prohibited from having a financial interest in sales to the town, but only if they exercise, directly or indirectly, any decision-making or supervisory authority with regard to the goods and services to be sold to the town.

As to purchases from the town, such purchases are permitted only when the property is offered for sale at an established price and not by bid or auction, and the purchase must be on the same terms and conditions as would be available to all members of the general public.

Disclosure of Confidences

Board and commission members sometimes receive confidential information from town staff. Such information should not be used for the private benefit of the board or commission member or any other individual. Additionally, disclosure of the information is prohibited if a reasonable person would consider that the disclosure would injure the financial interests of the town.

Gifts and Favors

The acceptance of honoraria (compensation for speech or participation in public events as an official of the town) is prohibited. The acceptance of any other gift or favor from persons doing business with the

town or desiring to do business with the town is also prohibited if the gift or favor might reasonably be construed as compensation for an official decision or as something that would tend to impair the board or commission member's independence of judgement in the performance of his or her official duties.

The following specific items are excluded from the definition of prohibited gifts or favors and may be accepted:

- Nonpecuniary awards for public service.
- Reimbursement for expenditure for attending job-related conferences or other meetings.
- Invitations to social functions or meetings which are not extraordinary when viewed in the light of the position held by the board or commission member.
- Perishable or nonpermanent items that are insignificant in value, such as meals, lodging, travel, tickets to sporting, recreation, educational or cultural events.
- Salary from outside employment.

Checklist

The following questions are suggested when examining a potential conflict of interest or a question of ethical conduct. If the answer to the question is "yes," the board or commission member should avoid participating in the decision of engaging in the proposed transaction:

- Sales to the town:** Will I or my relative receive some foreseeable, measurable financial benefit? Am I involved in the procurement or supervision?
- Financial interest in a decision:** Will I or my relative receive some foreseeable, measurable financial benefit?
- Personal interests:** Would a reasonably prudent person believe that I or my relative will realize or experience some direct and substantial benefit or detriment from this decision that is different in kind from that experienced by the general public? Will the business that either of us represents directly and substantially benefit? Will a competing firm be directly and substantially harmed?
- Gifts or favors:** Is this gift or favor being offered to me because of a decision I have made or am about to make? Would a reasonably prudent person think that this gift or favor would impair my independence of judgment? (Before deciding to accept a gift, it should fit under one of the exemptions in the code.)
- Confidences:** Am I about to use or disclose a confidence which, in the judgment of a reasonably prudent person, would injure the financial interests of the town? Will I be using it for private gain, either for myself or for another person?

Appeals Procedure

The decisions of certain boards, commissions, and other decision makers can be appealed to the Board of Trustees. Questions regarding the appeal process should be directed to the Town Clerk's Office by calling 719.395.8643 ext.10



Memorandum

To: Buena Vista Town of Trustees

From: Jill Van Deel

Date: February 19, 2016

Subject: Reach Air Medical Airport Ground Lease

The lease being presented for your approval is for the Reach Air Medical Transport Service that will be stationed at the Central Colorado Regional Airport. The ground lease is for a temporary modular facility that will serve as a crew rest quarters for this 24/7 air ambulance service for the next 12-18 months in anticipation of construction of a permanent facility on airport. Reach will serve Chaffee County and surrounding counties, providing air transportation for life threatening emergencies 24 hours a day, 365 days a year. Reach Air Medical Service is part of a four company Network Alliance of 220 locations across 32 states for one low price where you will have no out of pocket expense if you are flown by one of these providers.

CDC – supported research shows a 25% reduction in deaths of severely injured patients who receive care at a trauma center versus a non-trauma center. This air ambulance service will significantly reduce transport time to the appropriate trauma centers.

This lease will also include four to six tie down areas in our general aviation tarmac area as a designated helicopter launch area until a helipad can be constructed east of the tie down area this year.

The helicopter will be sheltered in the Twin Peaks Hangar until a hangar is constructed for Reach, also planned for this year.

Thank you,

Jill Van Deel
Airport Manager

**CENTRAL COLORADO REGIONAL AIRPORT
GROUND LEASE AGREEMENT FOR LAND SPACE AT THE TEMPORARY
MODULAR SITE**

REACH AIR MEDICAL SERVICES

This Lease Agreement is made and signed this 24 day of February, 2016, by and between the Town of Buena Vista ("Landlord") and Reach Air Medical Services, located at 451 Aviation Blvd., Suite 101, Santa Rosa, CA 95403 ("Tenant").

1. **Background.** Landlord owns real estate at the Central Colorado Regional Airport which is described on the attached **Exhibit A** and is also known as Land Space: Temporary Modular Site, in Chaffee County, Colorado (the "Leased Premises").
2. **Grant of Leasehold.** Landlord hereby grants a leasehold interest to Tenant and Tenant hereby agrees to accept the grant of the leasehold interest and hereby agrees to pay rent and to perform the other obligations specified in this Lease.
3. **Lease Term and Holdover.** The term of this Lease shall be for the period from February 24, 2016, through July 31, 2017, (the "Lease Term"). However, in the event the Central Colorado Regional Airport ceases to exist and all of the land presently constituting such Airport is no longer used for aviation purposes, this Lease shall automatically terminate. Any holding over after the term of this Lease, with the consent of Landlord, shall be considered to be a tenancy from month to month, at the same monthly rental as required to be paid by Tenant for the period immediately prior to the expiration of the term of this Lease and shall be otherwise on the terms and conditions specified in this Lease.
4. **Rent.** The rental to be paid by Tenant to Landlord is described as follows:
 - a. \$.35 annually per square foot of land within the Leased Premises, and it is agreed that there are 1,500 square feet of land within the Leased Premises.
 - b. Accordingly, the rent during the primary term of this Lease is six thousand three hundred dollars (\$6,300) annually, which shall be paid in monthly payments of \$525.00, payable in advance, on the first day of each month until paid in full. The rent shall be adjusted annually in accordance with paragraph 4c. below.
 - c. The tenant will pay for 6 (six) general aviation tie downs per day at a rate of \$30.00 per day, that totals nine hundred dollars (\$900.00) a month or an annual payment of \$10,800.
 - d. Rental payments shall be mailed to the Town of Buena Vista at P.O. Box 2002, Buena Vista, CO 81211.
5. **Annual CPI Adjustments.** The rental to be paid during the term of this Lease shall be adjusted annually as follows: on January 1 of each year the rent payable by Tenant for the new year shall be increased by adding an amount determined by multiplying the rent that was paid during the prior year (divided by twelve to produce a per month figure) by a

fraction, the denominator of which shall be the most recent Consumer Price Index figure as hereinafter defined, published prior to the commencement date of the renewal term and the numerator of which shall be the most recent Consumer Price Index figure published prior to the date of adjustment. As used herein, the term "Consumer Price Index" shall mean the United States Department of Labor, Bureau of Labor Statistics, Consumer Price Index, all Urban Consumers, all items, Denver/Boulder/Greeley Urban (1982-84, equals 100), or the successor of that Index. Should Landlord lack sufficient data to make the determination specified in this paragraph on the date of any adjustment, Tenant shall continue to pay the monthly rent payable immediately prior to the adjustment date. As soon as Landlord obtains the necessary data, it shall determine the rent payable from and after the adjustment date and notify Tenant of the adjustment, in writing. In no event shall any adjustment result in a reduction of rent payable to Landlord.

- a. The cash rent shall be due and payable without the necessity of any notice being given by Landlord to Tenant, and if any monthly payment of cash rent is late by more than five (5) days, Landlord shall be entitled to exercise the remedies provided for in paragraph 26 or, if Landlord chooses to accept a late rent payment, it shall be entitled to charge an additional Fifty Dollars (\$50.00) for each day the rent is past due beginning the 6th day after the installment was due.
6. ***Construction of Improvements.*** Tenant shall cause to have erected and/or constructed to or on the Leased Premises the improvements described on the attached Exhibit B (the "Improvements"). The term "Improvements" also includes any structures, fixtures, additions, aprons, parking areas taxiways/taxi lanes, landscape or any other building or site improvement located on the Leased Premises, including, without limitation, any alterations or improvements made pursuant to paragraph 13 below. Construction of the Improvements shall be commenced within six (6) calendar months of the date of this Lease Agreement, and Tenant shall diligently and reasonably proceed with such construction to completion of the Improvements. Commencement of construction shall mean, at a minimum, all of the following: (a) approval by the Town of Buena Vista or Chaffee County (as appropriate) of detailed plans, (b) receipt of a Building Permit and any other required licenses, (c) execution of a contract with a qualified contractor for construction of the Improvements, and (d) actual physical commencement by the said qualified contractor of construction work on the Improvements. Tenant shall complete the Improvements within eighteen (18) calendar months of the date of this Lease Agreement, unless such time is extended in writing by the Landlord. Completion of the Improvements shall mean the substantial completion of the Improvements to the extent they are both ready for occupancy and the Town of Buena Vista or Chaffee County (as appropriate) has issued its certificate of occupancy. Improvements shall have an initial cost of construction of not less than the amount set forth in Exhibit B. The Improvements shall, at a minimum, comply with the requirements of the Central Colorado Regional Airport Rules and Regulations, the Buena Vista Municipal Code provisions establishing standards for the construction of hangars (currently, Article XIV of Chapter 18), the building codes of the Town of Buena Vista or Chaffee County (as appropriate), and any other requirements as set forth in Exhibit B. The plans and specifications for the Improvements shall be approved by the Airport Manager prior to submission for application of a building permit. Upon installation of the Improvements, Tenant shall not remove such Improvements, or any other structures, fixtures or additions to the

Improvements or Leased Premises without the express written permission of Landlord prior to the end of the Lease Term. If Tenant fails to commence or complete the Improvements on the schedule set forth in this paragraph, or fails to comply with any other requirement set forth in this paragraph, Tenant shall be in default as defined in paragraph 26.a.3 below.

7. ***Surrender and Restoration of Leased Premises, Right of First Refusal to Purchase Building and Structures, and Conditions for the Granting of a New Lease Agreement.***

- a. ***Surrender and Restoration of Leased Premises.*** At the end of the term of this Lease, Tenant shall peacefully surrender the Leased Premises in a fully restored condition, including the removal of all Improvements, unless Landlord grants a new lease agreement under the conditions of paragraph 6.d herein. Restoration of the Leased Premises shall also include fine grading to allow for the proper flow of drainage into the appropriate storm water inlet or other system. All components of those Improvements removed from the Leased Premises shall be completely removed from the site and disposed of off airport at the sole cost of Tenant. Complete removal of Improvements and restoration of the Leased Premises shall be complete no later than 30 calendar days after the expiration date of this lease agreement.
- b. ***Other Personal Property.*** Any personal property left on the Leased Premises shall, at the option of Landlord, become the exclusive property of Landlord, without liability for payment, if said personal property remains on the Leased Premises thirty (30) days after termination of this Lease for any reason.
- c. ***Right of First Refusal to Purchase Buildings and Structures Prior to the End of the Term of the Lease.*** Tenant shall not sell the Improvements on the Leased Premises prior to the end of the Lease Term unless it receives a written offer specifying the price and detailing the terms of any such sale, including any owner financing. In the event Tenant receives a written offer to sell the Improvements on the Leased Premises from a third party, which Tenant desires to accept, prior to the end of the Lease Term, Tenant shall give notice to Landlord, pursuant to paragraph 32f. below, and such notice shall include a copy of the third party's written offer. Landlord shall have thirty (30) days after receipt of such notice to match the third party's written offer by advising Tenant in writing that it will do so. If Landlord does match such offer, Landlord and Tenant shall close such transaction on the terms of the third party's offer, substituting only Landlord for the third party. If Landlord does not match the third party's written offer, Tenant may sell to the third party identified in the written offer, on the terms of such written offer, subject to all other requirements of this Lease including, but not limited to, paragraphs 4 and 25. If, however, the sale to the identified third party does not close on the exact terms identified in the written offer, Tenant shall be obligated to re-offer said buildings and structures to Landlord on the changed terms. The failure of Landlord to exercise its right of first refusal on one written offer shall not be deemed a waiver as to future offers if the written offer tendered to Landlord is not fully consummated by the third party identified in the written offer. In no event shall the Tenant or any purchaser remove the Improvements unless requested to do so by the Landlord.

d. ***Conditions for the Granting of a New Lease Agreement.*** This lease shall expire on the last day of the Lease Term as defined in paragraph 3 herein. In the event that Tenant desires to continue occupying the Leased Premises, he/she may request that Landlord grant a new Lease Agreement. Tenant shall be eligible for a new lease Agreement on the Leased Premises provided the following conditions are met by Tenant:

1. **Good Repair.** The Leased Premises and all Improvements are in a state of good repair, including, without limitation, exterior paint, walls, roofs, doors, and interior walls, ceilings, floors, doors, and any other items including those which are structural and/or aesthetic in nature. Landlord reserves the right in its sole discretion to determine what constitutes a state of “good repair”.
2. **Compliance with all other Provisions.** Tenant shall be in compliance with all other provisions of this Lease.

If a new lease is granted, the term of the new lease shall be at the sole discretion of Landlord, and in any case shall not be longer than the estimated useful life of the Improvements as determined by the Landlord in its sole discretion.

8. ***Use; Outside Storage.*** The Leased Premises shall be used only for those activities authorized in the Central Colorado Regional Airport Rules and Regulations, or as otherwise specifically authorized by the Central Colorado Regional Airport Board in writing and no other purpose without Landlord's consent, which may be withheld for any reason. Tenant shall have no right to conduct any hazardous activity. Tenant agrees to conduct its business on the Leased Premises so as to comply with all statutes, ordinances and other governmental regulations. Landlord has made no representations concerning the ability or right of Tenant to use the building under any statute, ordinances or other governmental regulations including the zoning and building ordinances and regulations of the Town of Buena Vista and/or Chaffee county. Tenant agrees to accept any building on the Leased Premises in its present condition, as is, except as otherwise noted herein and agrees to accept all risk with regard to its right to use the premises. Tenant shall not store materials or supplies outside any of the Improvements without first obtaining the written consent of Landlord. Tenant shall comply with all rules and regulations concerning environmental laws and hazardous waste and agrees to indemnify and hold Landlord harmless from all claims for liability, including attorney's fees, premised on Tenant's failure to comply with such laws, rules and regulations. All activities conducted on the Leased Premises, or any other activities conducted by Tenant on or about the Airport, shall conform with acceptable safety standards. Applicable FAA standards shall be used as a guideline.
9. ***Real Estate Taxes.*** Tenant agrees to pay all of the special assessments and the general ad valorem real estate taxes on the Leased Premises, if any, for the land and the Improvements and in addition, Tenant shall pay all personal property taxes during the

term of this Lease. The duty of the Tenant to pay taxes includes any “possessory interest” taxes.

10. ***Insurance on Building.*** Tenant agrees to provide an insurance policy on the building at its full replacement cost, protecting against fire and other hazards including an extended coverage rider. Landlord shall not be obligated to provide any insurance coverage nor shall Landlord be liable for any of Tenant's personal property, contents or fixtures within the building. Tenant has been advised to seek its own insurance for such items.
11. ***Liability Insurance.*** Tenant shall keep in full force and effect, throughout the term of this Lease, at its sole expense, a liability insurance policy providing protection against claims for injuries, death or property damage occurring on the Leased Premises. All insurance premiums for the coverage shall be paid by Tenant. The limits of the liability shall not be less than for the type of activity taking place on the Leased Premises.
12. ***Additional Requirements Regarding Liability Insurance Policies.*** As to all policies of insurance issued in compliance with paragraph 10 above: (a) Landlord shall be listed as an additional insured, (b) the policies shall require 30 days notification to the Landlord in the event of intended cancellation by the insurer, (c) if requested by Landlord, Tenant shall provide evidence of payment of premiums and (d) Tenant shall provide Landlord with a true copy of all such policies.
13. ***Repair and Maintenance of Leased Premises.*** Tenant has inspected and accepts the Leased Premises in its present condition and acknowledges that the Leased Premises, including any buildings, structures, improvements, and additions to be tenantable and in good condition. Tenant shall be responsible for all repairs on the Leased Premises, including the Improvements, if any. In the event Tenant shall fail to commence necessary repairs for which it is responsible, including any repairs to the Improvements or fails to diligently pursue the completion of such repairs, Landlord in addition to all other remedies available under this Lease (and without waiving any other remedies), may make such repairs, the cost of which shall become due and payable as additional rent ten (10) calendar days after notice of such to Tenant. Tenant shall not commit or suffer waste, impairment or deterioration of the Leased Premises or the Improvements thereon or any part thereof, reasonable wear and tear excepted. Tenant shall keep the Leased Premises free of trash and debris, remove snow and ice from the Leased Premises, and otherwise comply with the requirements of any governmental authority.
14. ***Alterations.*** Tenant shall have no right to make improvements or alterations to the Leased Premises or to the Improvements or to construct any buildings, structures, improvements, and additions, or make any alterations thereto, or to any other part of the Leased Premises or to the Improvements without the written consent of Landlord. Landlord shall not unreasonably withhold its consent, so long as the additions and modifications do not change the elevations or footprint of any of the buildings or Improvements and so long as the Improvements meet all other conditions and criteria set forth in this Lease. If approval is given, any such alterations shall be made in a safe and workmanlike manner, shall be paid for promptly by Tenant and shall not give rise to any mechanic's liens. Landlord may condition its consent unless on Tenant furnishing a bond, under terms and conditions that are satisfactory to Landlord, protecting against

mechanic's lien claims. The approval to any single improvement or alteration project shall not constitute Landlord's approval of any subsequent project.

15. **Signs.** Tenant shall not have the right to install signs on the Leased Premises or anywhere else on the Central Colorado Regional Airport, either free standing or attached to the building, without the written consent of Landlord. All signs shall comply with the Central Colorado Regional Airport Rules and Regulations.
16. **Utilities.** Tenant shall be responsible for directly paying all charges for services to any Improvements on the Leased Premises including, but not limited to, water, sewer, electricity, natural gas, telephone and trash removal.
17. **Landlord Not Liable For Damage; Indemnification.** Tenant waives and releases any right it might otherwise have to make any claim against Landlord by reason of damage to any of the property of Tenant or by reason of injury or damage to the person or property of its customers or employees even though such injury or damage occurs by reason of the condition of the building or any other part of the Leased Premises. Moreover, Tenant hereby waives any right it might otherwise have to recover from Landlord, by reason of damage to Tenant's property, or by reason of injury or damage to the persons or property of its customers or employees caused by any actions of the other Tenant or the employees, customers or independent agents of the other Tenant, regardless of whether such actions are intentional, negligent or otherwise. However, nothing in this paragraph 16 shall relieve Landlord from any damage caused by the negligent or willful conduct of Landlord or of persons acting under Landlord's direction.

If any customer, employee or independent contractor of Tenant makes a claim against Landlord of the type referred to in this paragraph 16, Tenant shall be required to hold Landlord harmless from any such claim and shall indemnify Landlord from any liability which he incurs by reason of the claim; this duty of indemnity shall include the duty to defend any such claim and to pay the cost of such defense, but Landlord shall be consulted with regard to the conduct of the defense insofar as the choice of attorneys and other related matters.

18. **Inconvenience During Construction.** Tenant recognizes that from time to time during the term of this Lease, it will be necessary for Landlord to initiate and carry forward extensive programs of construction, reconstruction, expansion, relocation, maintenance and repair in order that the Central Colorado Regional Airport and its facilities may be suitable for the volume and character of air traffic and flight activity which will require accommodation. Such construction, reconstruction, expansion, relocation, maintenance and repair may inconvenience or temporarily interrupt Tenant and its operation at the Central Colorado Regional Airport. Tenant agrees that no liability shall attach to Landlord, its officers, agents, employees, contractors, subcontractors and representatives by reason of such inconvenience or interruption and in further consideration of the premises, Tenant waives any right to claim damages or other consideration.
19. **Damages to Leased Premises.** If the Leased Premises are damaged by fire or other casualty, this Lease shall remain in effect and Tenant shall be obligated to replace any buildings or structures, using any insurance proceeds to fund such repairs or

replacements.

20. **Bankruptcy.** If Tenant is adjudicated bankrupt, or if Tenant makes a general assignment for the benefit of its creditors, or if a receiver is appointed for Tenant's business operated on the Leased Premises, then in any of these events, to the extent permitted by law, Landlord may declare this Lease terminated, but shall not be required to do so. In any case, to the extent permitted by law, neither the Lease nor any interest in the Leased Premises shall pass to any trustee or receiver in bankruptcy or to any other receiver or assignee for the benefit of creditors.
21. **Condemnation.** In the event of condemnation, in whole, or in part, the Landlord shall be entitled to the portion of any award that is attributable to the real estate value and the Tenant shall be entitled to the portion of any award that is attributable to the Improvements constructed by the Tenant and the right to receive any governmental benefits available to a tenant by reason of the disruption of its business from condemnation including, but not limited to, any relocation benefits.
22. **Covenant of Quiet Enjoyment.** Landlord hereby represents that it has the full right and power to enter into this Lease and hereby covenants that Tenant shall have quiet possession of the Leased Premises throughout the term of this Lease so long as Tenant complies with its obligation hereunder.
23. **Subordination.** Landlord shall have the right to encumber the real estate portion of the (but exclusive of the Improvements) Leased Premises either before or after the commencement of the lease term. If Landlord desires to encumber the real estate portion of the Leased Premises, Tenant agrees to promptly execute and deliver any instrument reasonably required by Landlord, or a lender to Landlord, to evidence the subordination of this Lease. However, Tenant shall have the right to condition its delivery of any such instrument on the receipt from any lender requiring the subordination of a written confirmation, in a form suitable for recording, which provides that, notwithstanding any contrary provision of the mortgage or deed of trust in favor of the lender, lender and any person acquiring an interest in the Leased Premises through foreclosure of the mortgage or deed of trust, will not disturb the possession, use or enjoyment of the Leased Premises by Tenant, as long the Improvements will not be encumbered and all obligations of Tenant are fully performed in accordance with terms of this Lease.
24. **Estoppel Certificate.** At the request of either party, the other party shall certify in writing: (a) that this Lease is unmodified and in full force and effect (or, if modified, stating the nature of such modification and certifying that this Lease, as so modified, is in full force and effect) and the date to which the rent and other charges are paid in advance, if any; and, (b) acknowledging that there are not, to the party's knowledge, any uncured defaults on the part of the other hereunder, or specifying such defaults if they are claimed. Any such statement may be conclusively relied upon by any prospective purchaser or encumbrancer of the Leased Premises or any prospective Tenant.

If any party fails or refuses to deliver any such written certificate within ten (10) days after receiving a written request to do so, then the failure shall constitute the equivalent of a representation by the party failing or refusing: (a) that this Lease is in full force and effect, without modification except as may be represented by Landlord; (b) that there are

no uncured defaults in the other party's performance; and, (c) that not more than one (1) month's rent has been paid in advance.

25. ***Landlord's Access.*** Landlord reserves and retains for its officers, employees and authorized representatives, the full and unrestricted right to enter the real estate portion of the Leased Premises at any time and the Improvements with 24 hours prior notice to Tenant, except in the case of emergency, for the purpose of inspecting or protecting such premises and of doing any and all activities which Landlord may deem necessary for the proper general conduct and operation of the Central Colorado Regional Airport. In case of emergency, no notice shall be required. During the last six (6) months of the lease term, the Landlord may exhibit the Leased Premises to prospective tenants.

26. ***Restriction on Assignment and Sublease, Change in Ownership of Tenant Entity.*** Tenant shall have no right to assign its rights under this Lease without the written consent of Landlord and Landlord may withhold the consent for any reason. If Tenant is other than a natural person, prior to the commencement of this Lease, Tenant shall submit to Landlord a copy of its governing documents, including the names and addresses of its present principal owners and the percentage of such entity owned by each owner. During the term of this Lease, if one or more of such principal owners shall no longer be a principal owner of such entity, then this Lease shall terminate at the option of Landlord, unless written approval of such change in ownership is granted by Landlord. "Principal Owner" is defined as anyone who owns at least thirty percent (30%) of Tenant's entity. In the event of a proposed sale, the proposed buyer may request the Landlord to consider an extension of the Term of this Lease.

27. ***Defaults and Remedies.***

- a. Tenant shall be in default of this Lease if at any time after commencement of the Lease term:
 1. Tenant defaults in the payment of any installment of rent or payment of utilities;
 2. Tenant vacates or abandons the Leased Premises or ceases business activities for a period of thirty (30) consecutive days; or
 3. Tenant defaults in the performance of any of its other obligations under this Lease including, but not limited to, the obligations regarding taxes, insurance and maintenance, and if any such other default is not corrected within sixty (60) days after Landlord has given Tenant written notice specifying the default.
- b. Upon any such default Landlord shall have the right to declare the term of this Lease ended, and to re-enter and take complete possession of the Improvements and Leased Premises, whereupon this Lease, and all of the rights of Tenant, shall terminate. If this Lease is so declared terminated, Landlord shall have the right to sue for and recover all rents and other sums due Landlord under the terms hereof at the time of termination, including damages resulting from any breach on the

part of Tenant and if Landlord elects to remove the Improvements, the right to recover for the cost of removal of the Improvements and to restore the Leased Premises pursuant to paragraph 6 a above.

- c. If all or part of the Improvements and Leased Premises are left vacant for a period of sixty (60) consecutive days or if Tenant ceases business activities for a period of sixty (60) consecutive days or if any part of the rent or other obligations of Tenant remains unpaid or unsatisfied or any other default occurs, Landlord may take possession of the Leased Premises or part thereof without thereby terminating this Lease, and re-rent the Improvements and Leased Premises for such rent and on such conditions as are reasonable. In such case, Landlord shall give Tenant credit for all rents so collected less, however, all expenses of repair and re-renting, and Tenant shall be liable for the balance of the rent and other obligations until the expiration of the term of this Lease. At the end of the term the Landlord may remove the Improvements, the right to recover for the cost of removal of the Improvements and to restore the Leased Premises pursuant to paragraph 6 a above.
- d. If Landlord proceeds under either subparagraph a. or c. above, Landlord shall have the right to remove Tenant's personal property from the Leased Premises and take it to a public storage facility or other safe facility as an agent for Tenant. Tenant shall be responsible for paying the cost of any such storage, as well as the cost of transportation, and Tenant hereby waives any right it might otherwise have to make any claim against Landlord for damage to such personal property; for the interruption of Tenant's business by reason of the removal; for reimbursement for the cost of transportation and storage; or for any other damage or injury which Tenant may suffer by reason of Landlord's actions under this subparagraph.
- e. If Tenant defaults with respect to any of its obligations under this Lease, other than the payment of rent, and if such default continues for thirty (30) days after notice thereof to Tenant, Landlord shall have the right to make any payments that are necessary to remove the cause of the default. Tenant shall be obligated to fully reimburse Landlord for any such payment together with interest at the rate of eighteen percent (18%) per annum from the date of payment by Landlord to the date of reimbursement by Tenant.
- f. In the event of default of Tenant, Landlord shall have the right to a Landlord's lien on the Improvements and personal property of Tenant.
- g. The above specification of rights shall not preclude any other right or remedy which Landlord or Tenant may have by law or equity.
- h. No waiver by Landlord or by Tenant of any breach by the other of its or his obligations or covenants hereunder will be a waiver of any subsequent breach.

28. *Environmental Protection Agency (EPA) Central Colorado Regional Airport and State Storm Water Management Regulations.* Tenant shall comply with all EPA, Central

Colorado Regional Airport and State Storm Water Management statutes, rules, plans, policies and regulations.

29. ***Attorney's Fees in the Event of Litigation.*** In the event of a dispute between Landlord and Tenant, which results in litigation, the prevailing party in litigation shall be awarded its costs and reasonable attorney's fees.
30. ***Agreements with the United States.*** This Lease is subject and subordinate to the terms, reservations, restrictions, provisions and conditions of any existing or future agreement between Landlord and the United States relative to the operation or maintenance of the Central Colorado Regional Airport and its appurtenant facilities, the execution of which has been or may be required as a condition precedent to the participation by any Federal agency in the extension, expansion or development of said airport and facilities.
31. ***Airport Rules and Regulations.*** In addition to all provisions of this Lease, Tenant agrees to comply with the following documents now in effect or hereafter adopted or amended: the Central Colorado Regional Airport Rules and Regulations and all other policies, rules and regulations adopted by the Central Colorado Regional Airport Board in the future, all as presently adopted, but also including any and all amendments made after the date of this Lease.
32. ***Federal Aviation Administration Lease Requirements.***
 - a. Tenant for itself, successors in interest and assigns, as a part of the consideration hereof, does hereby covenant and agree "as a covenant running with the land": that (a) no person on the grounds of race, gender disability, color or national origin shall be excluded from the participation in, denied the benefits of, or otherwise be subjected to, discrimination in the use of said facilities; (b) that in the construction of any Improvements on, over, or under such land and the furnishing of services thereon, no person on the grounds of race, gender disability, color or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination; (c) that Tenant shall use this paragraph in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary of State, Part 21, Nondiscrimination in Federally assisted programs on the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.
 - b. Tenant shall furnish its accommodations and/or services on a fair, equal and not unjustly discriminatory basis to all users thereof, and it shall charge fair, reasonable and not unjustly discriminatory prices for each unit or service, provided that Tenant may be allowed to make reasonable and nondiscriminatory discounts, rebates or other similar type of price reductions to volume purchasers.
 - c. Tenant shall make its accommodations and/or services available to the public on fair and reasonable terms without unjust discrimination on the basis of race, creed, color or national origin.

- d. Non-compliance with provisions (a), (b) and (c) in subparagraph a. above after written findings, shall constitute a material breach thereof, and in the event of such non-compliance, Landlord shall have the right to terminate this Lease and the estate hereby created without liability therefor, or at the election of Landlord or the United States, either or both of said Governments shall have the right to judicially enforce said provisions (a), (b) and (c).
- e. Tenant agrees that it shall insert the above four provisions in any lease by which Tenant grants a right to any person, firm or corporation to render accommodations and/or services to the public on the Leased Premises.
- f. Tenant agrees to comply with the notification and review requirements covered in Part 77 of Federal Aviation Regulations in the event any future structure or building is planned for the Leased Premises, or in the event of any plan, modification or alteration of any present or future building or structure situated on the Leased Premises.
- g. It is understood and agreed that nothing contained in this Lease shall be construed to grant or authorize the granting of an exclusive right or privilege within the meaning of Section 308 of the Federal Aviation Act.
- h. There is hereby reserved to Landlord, its successors and assigns, for the use and benefit of the public, a right of flight for the passage of aircraft in the air space above the surface of the Leased Premises, together with the right to cause in said air space such noise as may be inherent to the operation of aircraft, now known or hereafter used for navigation of or flight in the air, using said air space for landing at, taking off from or operating Central Colorado Regional Airport.
- i. Tenant, by accepting this Lease, expressly agrees for itself, its successors and assigns, that it will not erect nor permit the erection of any structure or object nor permit the growth of any tree on the Leased Premises above the elevation set in the Chaffee County Zoning Regulations or in the Town of Buena Vista Zoning Ordinance, as applicable. In the event the aforesaid covenant is breached, Landlord reserves the right to enter upon the Leased Premises and to remove the offending structure or object and cut the offending tree, all of which shall be at the expense of Tenant.
- j. Tenant, by accepting this Lease, expressly agrees for itself, its successors and assigns, that it will not make use of the Leased Premises in any manner which might interfere with the landing and taking off of aircraft from the Central Colorado Regional Airport or otherwise constitute a hazard. In the event the aforementioned covenant is breached, Landlord reserves the right to enter upon the Leased Premises and cause the abatement of such interference at the expense of Tenant.

33. Environmental Survey

- a. Lessee shall have the right, at its expense, to obtain such environmental surveys and studies that it desires. Lessee may terminate this lease upon written notice to Lessor given within the first sixty (60) days of the term if the results of any such environmental surveys or studies are unacceptable to tenant.

34. Miscellaneous.

- a. Time is of the essence in all provisions of this Lease.
- b. Colorado law will be referred to in the interpretation and construction of this Lease and the resolution of all disputes hereunder.
- c. This Lease is binding upon and will inure to the benefit of the parties hereto, their corporate successors, their personal representatives, heirs, devisees, and assigns.
- d. The provisions of this Lease may be amended only in writing signed by both parties.
- e. Paragraph headings are for convenience only and shall not be considered in any controversy involving the meaning and interest of this Lease.
- f. Landlord's obligations hereunder shall extend only to monies currently appropriated and shall not constitute a mandatory charge, requirement or liability in any ensuing fiscal year beyond this current fiscal year. If funds for the purpose of this Agreement are not appropriated for any subsequent fiscal year, any obligations requiring such an appropriation shall be void and unenforceable without penalty or further obligation of the Town. This provision shall supersede any conflicting provisions in this Agreement establishing any monetary obligation beyond the current fiscal year.
- g. Any notice permitted or required by this Lease may be given by personal service of a written notice upon the party to whom the notice is given or by mailing the written notice by certified mail, postage prepaid, to the other party.

Notice to Landlord shall be delivered or mailed to:

Airport Manager
Central Colorado Regional Airport

and notice to Tenant shall be delivered or mailed to:

Personal Guarantee

By his signature on this Lease, _____ personally and individually guarantees performance by Tenant of this Lease including, but not limited to, the rent and all of Tenant's promises, covenants, conditions and obligations.

Date: _____, 200__.

EXHIBIT A

SITE PLAN AND LEASE BOUNDARY

Buena Vista Regional Airport Site Plan

Reach Air Medical Services – Jim Walker, Facilities Manager

Prepared by Ray Lyons, General Contractor – r.lyons2555@gmail.com – 970 379 3020

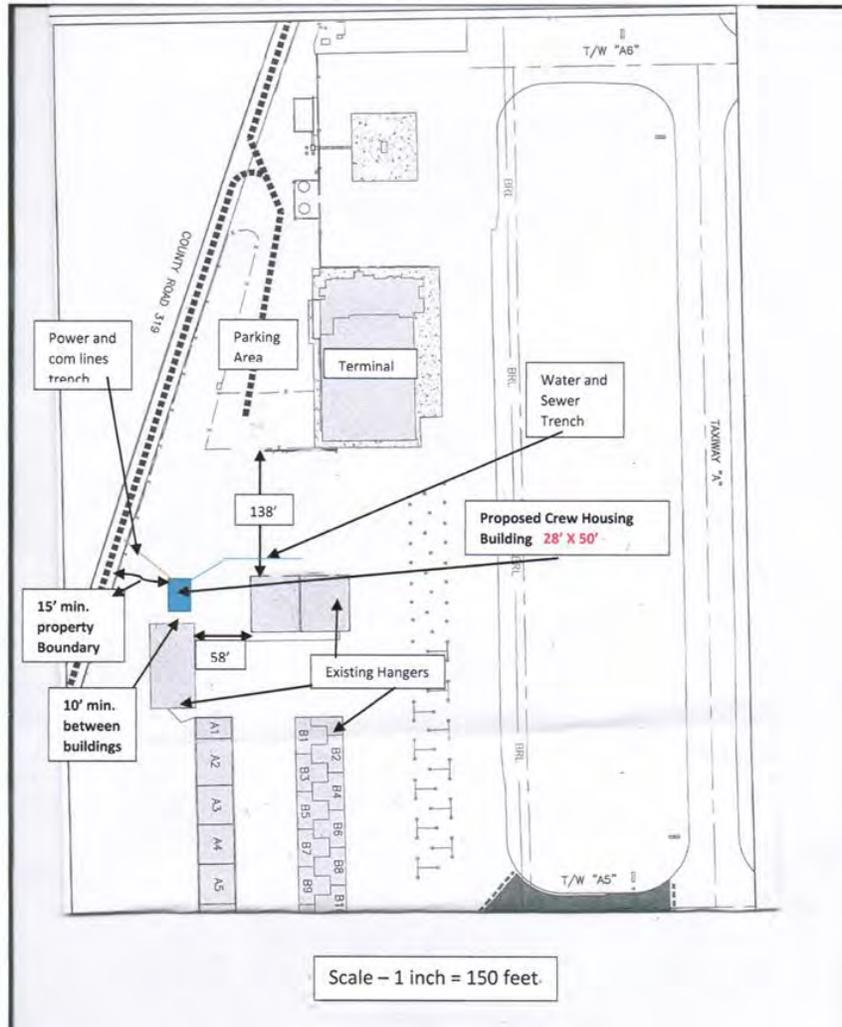


EXHIBIT B

CONSTRUCTION OF IMPROVEMENTS

Central Colorado Regional Airport
Tenant: Reach Air Medical Services
Land Space: Temporary Modular Site

Tenant shall cause to have erected and/or constructed to or on the Leased Premises the following improvements:

1. HANGARS/BUILDINGS:

- a. Installation of a temporary modular unit to be used as crew quarters in support of Reach Air helicopter operations.

2. AIRCRAFT APRON:

- a. Not applicable.

3. ACCESS TAXIWAY/TAXILANE:

- a. Not applicable.

4. AUTOMOBILE PARKING:

- a. Construction of parking is not applicable, however, all parking for personnel is allowed outside of the fence in designated parking areas. Parking is not allowed inside the fence.

5. LANDSCAPING:

- a. Not Applicable.

6. OTHER REQUIREMENTS:

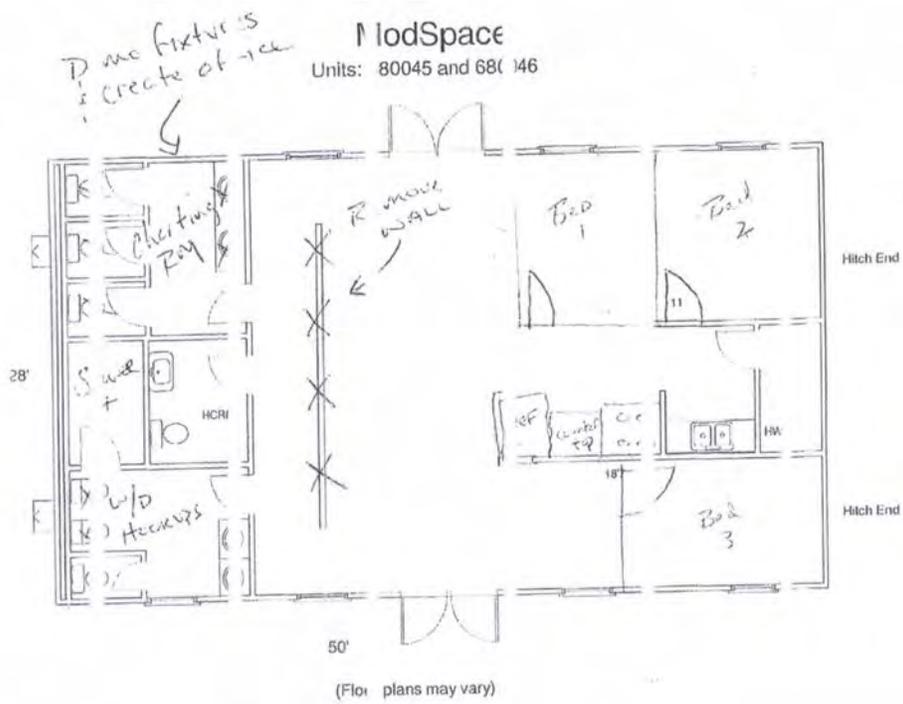
- a. Installation of utilities to include water, sewer, and electric.
- b. Completion of an environmental survey.

7. INITIAL COST OF CONSTRUCTION:

The Improvements noted herein to be constructed on the Leased Premises shall have an initial construction cost of not less than \$_____.

EXHIBIT B

CONSTRUCTION OF IMPROVEMENTS



Version 8-27 013 KB

Colorado Ser: 30#
Ext Siding: Hardie Board
Int wall: Text Drywall
Floor: Stone Carpet
Ceiling: TGrid



Town of Buena Vista
P.O. Box 2002
Buena Vista CO 81211
Phone: (719)395-8643
Fax: (719)395-8644

DATE: February 23, 2016
TO: Mayor and Board of Trustees
FROM: Brandy Reitter, Town Administrator
SUBJECT: TOWN ADMINISTRATOR REPORT

Administration

Reminders:

- April 27 – 28th, Arkansas River Basin Water Forum at the Salida Steamplant.
- June 21- 24th. CML annual conference in Vail, CO.

I will be on vacation February 25 – 28th but will be available via email or phone if need be.

The Treasurer hiring process is underway and staff would like to know how many trustees would like to participate in interviews so we can provide a public notice.

Recreation & Events

Staff met with Madison House Presents regarding the music festival scheduled August 4 – 7th. Town staff will work with Chaffee County to determine the level of service the town will need to provide to support the event. Once that is determined, staff will present a cost recovery plan to event organizers.

Staff met with CBS Sports and the Chaffee County Visitors Bureau to begin the process of developing a commercial associated with the broadcast of the 10th anniversary of the Transrockies Run August 9 – 14th. The commercial will showcase BV and reach 93 million households.

Recreation is installing permit posting boxes in the town parks to eliminate confusion related to use of facilities, and to make the public aware of reservations.

Project updates:

Staff will start the process of designing the Sunset Vista IV Park. An RFP for design services will be published next month. Staff will work with the recreation advisory board on the design. In that process, town will also request a design of the baseball field if the BOT approves of land swap.

Program updates:

- Sponsorships have begun with 6 participants totaling \$1240 in revenue thus far.
- In January, programming generated \$3000.
- Recreation started a new dance program for 3-9 year olds.
- Staff has officially started a partnership with Mt. Princeton for swim lessons in 2016.
- The adult volleyball league and other programs beginning soon.

Main Street & Creative District, Community/Economic Development Initiatives

Staff made a presentation to BVSD on 2/18 regarding the land swap for infill affordable housing. The school board is very supportive and would like for the town to continue finalizing the details of the project.

The Main Street Program is preparing for 2016 projects. The updates are:

- The Main Street work plan for 2016 has been submitted to the state.
- The board of directors had a meeting on Monday, February 8th and discussed beautification of the railroad lot area as a 2016 project.
- Public works will be attending the next meeting on February 29 to talk with the board about availability of PW to help with the project and to recommend next steps for engineering and/or design help for the project.
- Goal is to have the lot beautified by July 4th.

Staff received a scholarship to attend the National Main Street conference May 23-25th in Milwaukee, WI.

This concludes my report. If you have any questions please let me know.

Sincerely,

A handwritten signature in cursive script that reads "Brandy Reitter".

Brandy Reitter, Town Administrator
Town of Buena Vista, CO

Office of the Town Treasurer
Memorandum



To: Board of Trustees, Town of Buena Vista, Colorado
From: Michael J. Hickman, CPA and Town Treasurer
Date: February 17, 2016
Subject: Report Transmittal for the February 23, 2016 Meeting

Town Expenditures

Since the February 4, 2016 report, the Town has issued:

- 76 Accounts Payable checks for Town expenditures for a total of \$99,488.13 (Attachments A1 – A5 check registers).
- ACH withdrawals to the IRS, FPPA, and Colorado Department of Revenue for \$19,978.87 for 1 pay period, ending 1/30/2016 (Attachment B1).
- Net payroll of \$50,947.35 for 1 pay period (Attachments C1 – C2).

The breakdown by Fund for AP and payroll-related check disbursements plus the ACH payments is as follows: *(Note that all expenditures are not expenses since some are reimbursed or are withholdings from employees' gross payroll.)* Attachments D1 – D15 show the payments by fund with the accounting codes the checks were charged to.

| | |
|-----------------------------|----------------------|
| • General Fund - | \$ 66,438.57 |
| • Water Fund - | \$ 29,525.39 |
| • Capital Improvement Fund | \$ 27,780.00 |
| • Airport Enterprise Fund - | <u>\$ 9,851.30</u> |
| • Total all Funds - | <u>\$ 133,595.26</u> |

Large expenditure this period:

Bob Cat of the Rockies for \$17,402.00 for a Utility vehicle with snow plow.

Pinnacol Assurance for \$10,055.04 is for workers compensation premium.

December 2015 Sales Tax attached. Attachments E1 – E3.



By Check Number

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|--|-------------------------------------|--------------|--------------|-----------------|----------------|--------|
| Bank Code: POOL-Pooled Checking | | | | | | |
| 00723 | Andrea Moore | 02/11/2016 | Regular | 0.00 | 235.50 | 19105 |
| 00678 | ATV Mountain Adventures Inc. | 02/11/2016 | Regular | 0.00 | 97.75 | 19106 |
| 000738 | BUENA VISTA AUTOMOTIVE | 02/11/2016 | Regular | 0.00 | 66.00 | 19107 |
| 000030 | Buena Vista True Value | 02/11/2016 | Regular | 0.00 | 1,666.05 | 19108 |
| 000006 | CHAFFEE COUNTY CLERK & RECORD | 02/11/2016 | Regular | 0.00 | 40.00 | 19109 |
| 000257 | CHAFFEE COUNTY FIRE PROTECTION | 02/11/2016 | Regular | 0.00 | 1,250.00 | 19110 |
| 000056 | COMFURT GAS, INC. | 02/11/2016 | Regular | 0.00 | 440.32 | 19111 |
| 00757 | Complete Aviation Fuel Systems Inc. | 02/11/2016 | Regular | 0.00 | 66.43 | 19112 |
| 00756 | Darrell Smith | 02/11/2016 | Regular | 0.00 | 100.00 | 19113 |
| 000397 | DPC INDUSTRIES, INC. | 02/11/2016 | Regular | 0.00 | 818.75 | 19114 |
| 000573 | Elaine Waters | 02/11/2016 | Regular | 0.00 | 155.20 | 19115 |
| 000287 | FRONT RANGE FIRE APPARATUS | 02/11/2016 | Regular | 0.00 | 36.91 | 19116 |
| 00297 | Full Circle Restorative Justice | 02/11/2016 | Regular | 0.00 | 100.00 | 19117 |
| 001088 | Heart of the Rockies Regional Medic | 02/11/2016 | Regular | 0.00 | 2,792.36 | 19118 |
| 001083 | Hoppen Advertising Specialties | 02/11/2016 | Regular | 0.00 | 72.26 | 19119 |
| 00758 | Jerry Hoover | 02/11/2016 | Regular | 0.00 | 200.00 | 19120 |
| 000940 | Justin Case | 02/11/2016 | Regular | 0.00 | 50.00 | 19121 |
| 00623 | MailCom Consulting LLC | 02/11/2016 | Regular | 0.00 | 1,348.95 | 19122 |
| 00084 | Pinnacol Assurance | 02/11/2016 | Regular | 0.00 | 10,055.04 | 19123 |
| 000150 | ROCKY MOUNTAIN LUMBER & HARI | 02/11/2016 | Regular | 0.00 | 23.45 | 19124 |
| 000174 | SANGRE DE CRISTO ELECTRIC ASS'N. | 02/11/2016 | Regular | 0.00 | 10,308.53 | 19125 |
| 00606 | Santander Bank, N.A. | 02/11/2016 | Regular | 0.00 | 464.84 | 19126 |
| 000202 | TOWN OF BUENA VISTA WATER FUJ | 02/11/2016 | Regular | 0.00 | 924.70 | 19127 |
| 001290 | U.S. Postal Service | 02/11/2016 | Regular | 0.00 | 225.00 | 19128 |
| 000695 | UNCC | 02/11/2016 | Regular | 0.00 | 24.31 | 19129 |
| 000857 | Verizon Wireless | 02/11/2016 | Regular | 0.00 | 508.71 | 19130 |

Bank Code POOL Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|----------------|---------------|---------------|-------------|------------------|
| Regular Checks | 26 | 26 | 0.00 | 32,071.06 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 0 | 0.00 | 0.00 |
| Bank Drafts | 0 | 0 | 0.00 | 0.00 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | 26 | 26 | 0.00 | 32,071.06 |

A-1



Town of Buena Vista

Check Register

Packet: APPKT01075 - Tyler Connect 2016 Check

By Check Number

| | | | | | | |
|----------------------|--------------------|---------------------|---------------------|------------------------|-----------------------|---------------|
| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
| 001396 | Tyler Technologies | 02/11/2016 | Regular | 0.00 | 2,400.00 | 19104 |

Bank Code POOL Summary

| | Payable | Payment | | |
|---------------------|----------------|----------------|-----------------|-----------------|
| Payment Type | Count | Count | Discount | Payment |
| Regular Checks | 3 | 1 | 0.00 | 2,400.00 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 0 | 0.00 | 0.00 |
| Bank Drafts | 0 | 0 | 0.00 | 0.00 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | 3 | 1 | 0.00 | 2,400.00 |

A-2



Town of Buena Vista

Check Register

Packet: APPKT01074 - 02/05/2016 Check Run

By Check Number

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---------------------------------|--------------------------------------|--------------|--------------|-----------------|----------------|--------|
| Bank Code: POOL-Pooled Checking | | | | | | |
| 000235 | ACA PRODUCTS | 02/05/2016 | Regular | 0.00 | 40.70 | 19055 |
| 00723 | Andrea Moore | 02/05/2016 | Regular | 0.00 | 625.50 | 19056 |
| 001080 | Atmos Energy | 02/05/2016 | Regular | 0.00 | 3,316.29 | 19057 |
| 00554 | Avery Parsons Elementary School | 02/05/2016 | Regular | 0.00 | 57.00 | 19058 |
| 00628 | Benjamin Adair | 02/05/2016 | Regular | 0.00 | 40.00 | 19059 |
| 001082 | BobCat of the Rockies | 02/05/2016 | Regular | 0.00 | 17,402.00 | 19060 |
| 000363 | BSN Sport Supply Group | 02/05/2016 | Regular | 0.00 | 4,606.32 | 19061 |
| 000432 | BUENA VISTA HIGH SCHOOL | 02/05/2016 | Regular | 0.00 | 90.00 | 19062 |
| 000027 | BUENA VISTA SANITATION DISTRICT | 02/05/2016 | Regular | 0.00 | 596.70 | 19063 |
| 000055 | CCOERA | 02/05/2016 | Regular | 0.00 | 2,854.07 | 19064 |
| 000191 | CenturyLink | 02/05/2016 | Regular | 0.00 | 1,546.25 | 19065 |
| 00118 | CenturyLink -LD | 02/05/2016 | Regular | 0.00 | 58.63 | 19066 |
| 000423 | COLLEGIATE PEAKS BANK | 02/05/2016 | Regular | 0.00 | 505.00 | 19067 |
| 00687 | Colorado East Bank & Trust | 02/05/2016 | Regular | 0.00 | 150.00 | 19068 |
| 001464 | Dean Morgan | 02/05/2016 | Regular | 0.00 | 105.00 | 19069 |
| 00749 | Dennis Giese | 02/05/2016 | Regular | 0.00 | 250.00 | 19070 |
| 00750 | Department of Labor and Employme | 02/05/2016 | Regular | 0.00 | 30.00 | 19071 |
| 00228 | Dixon Villers | 02/05/2016 | Regular | 0.00 | 110.00 | 19072 |
| 00753 | El Paso County Sherriff | 02/05/2016 | Regular | 0.00 | 56.85 | 19073 |
| 00555 | Emily Katsimpalis | 02/05/2016 | Regular | 0.00 | 170.91 | 19074 |
| 00752 | Emily Osborn | 02/05/2016 | Regular | 0.00 | 30.00 | 19075 |
| 00754 | Fireline Training & Consulting | 02/05/2016 | Regular | 0.00 | 537.00 | 19076 |
| 001192 | Galls/Quartermaster | 02/05/2016 | Regular | 0.00 | 408.00 | 19077 |
| 00378 | Garret Robinson | 02/05/2016 | Regular | 0.00 | 40.00 | 19078 |
| 000838 | Gobin's Inc | 02/05/2016 | Regular | 0.00 | 310.70 | 19079 |
| 00600 | Jesse L Mitchell | 02/05/2016 | Regular | 0.00 | 285.00 | 19080 |
| 00751 | Jimmy Tidwell | 02/05/2016 | Regular | 0.00 | 40.00 | 19081 |
| 001180 | Judy Nyberg | 02/05/2016 | Regular | 0.00 | 40.00 | 19082 |
| 00747 | Krasnow LLP | 02/05/2016 | Regular | 0.00 | 250.00 | 19083 |
| 00140 | Liberty National Life Insurance Comj | 02/05/2016 | Regular | 0.00 | 26.04 | 19084 |
| 00748 | Lisa Stahlecker | 02/05/2016 | Regular | 0.00 | 250.00 | 19085 |
| 001309 | Peak Performance Imaging Solution: | 02/05/2016 | Regular | 0.00 | 207.58 | 19086 |
| 001477 | Phillip G. Rodriguez, Jr | 02/05/2016 | Regular | 0.00 | 365.00 | 19087 |
| 001298 | PSH Signs & Graphics | 02/05/2016 | Regular | 0.00 | 63.00 | 19088 |
| 00511 | Randy Hancock | 02/05/2016 | Regular | 0.00 | 40.00 | 19089 |
| 00755 | Richard Ruitter MD | 02/05/2016 | Regular | 0.00 | 300.00 | 19090 |
| 001053 | Riverside Trophies | 02/05/2016 | Regular | 0.00 | 135.90 | 19091 |
| 00300 | Robert J Carland | 02/05/2016 | Regular | 0.00 | 150.00 | 19092 |
| 000178 | SALIDA AUTO PARTS | 02/05/2016 | Regular | 0.00 | 559.29 | 19093 |
| 00720 | South Main Building Company, LLC | 02/05/2016 | Regular | 0.00 | 250.00 | 19094 |
| 00745 | Stephanie McDonald | 02/05/2016 | Regular | 0.00 | 155.00 | 19095 |
| 000175 | Timber & Lawn | 02/05/2016 | Regular | 0.00 | 38.88 | 19096 |
| 000190 | UNLIMITED SANITARY, LLC | 02/05/2016 | Regular | 0.00 | 530.00 | 19097 |
| 00441 | USDA Forest Service | 02/05/2016 | Regular | 0.00 | 140.27 | 19098 |
| 000198 | VISTA AUTO PARTS | 02/05/2016 | Regular | 0.00 | 642.21 | 19099 |
| 00595 | Warrior Kit | 02/05/2016 | Regular | 0.00 | 640.00 | 19100 |
| 000777 | Waste Management of Salida | 02/05/2016 | Regular | 0.00 | 598.55 | 19101 |
| 00714 | Wear Parts & Equip Co., Inc. | 02/05/2016 | Regular | 0.00 | 2,733.36 | 19102 |

A-3

Check Register

| | | | | | | |
|---------------|-----------------|--------------|--------------|-----------------|----------------|--------|
| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
| 00408 | Yvonne Prentiss | 02/05/2016 | Regular | 0.00 | 365.00 | 19103 |

Bank Code POOL Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|----------------|---------------|---------------|-------------|------------------|
| Regular Checks | 64 | 49 | 0.00 | 42,742.00 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 0 | 0.00 | 0.00 |
| Bank Drafts | 0 | 0 | 0.00 | 0.00 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | <u>64</u> | <u>49</u> | <u>0.00</u> | <u>42,742.00</u> |

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Town of Buena Vista

Check Register

Packet: APPKT01072 - 2015 Invoices Paid 02/05/2016

By Check Number

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|--|-------------------------------|--------------|--------------|-----------------|----------------|--------|
| Bank Code: POOL-Pooled Checking | | | | | | |
| 000587 | AIRGAS INTERMOUNTAIN, INC. | 02/05/2016 | Regular | 0.00 | 32.90 | 19045 |
| 000708 | ALPERSTEIN & COVELL P.C. | 02/05/2016 | Regular | 0.00 | 18.50 | 19046 |
| 00746 | Bicycle Colorado | 02/05/2016 | Regular | 0.00 | 10,274.30 | 19047 |
| 000397 | DPC INDUSTRIES, INC. | 02/05/2016 | Regular | 0.00 | 36.00 | 19048 |
| 00402 | Econo Signs LLC | 02/05/2016 | Regular | 0.00 | 1,609.00 | 19049 |
| 001314 | Jviation, Inc. | 02/05/2016 | Regular | 0.00 | 1,465.65 | 19050 |
| 000158 | PUEBLO CITY AND COUNTY HEALTH | 02/05/2016 | Regular | 0.00 | 126.00 | 19051 |
| 000689 | SALIDA HOSPITAL DISTRICT | 02/05/2016 | Regular | 0.00 | 544.85 | 19052 |
| 000201 | WAL- MART Community | 02/05/2016 | Regular | 0.00 | 21.06 | 19053 |
| 000204 | WRIGHT WATER ENGINEERS | 02/05/2016 | Regular | 0.00 | 22,275.07 | 19054 |

Bank Code POOL Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|----------------|---------------|---------------|-------------|------------------|
| Regular Checks | 13 | 10 | 0.00 | 36,403.33 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 0 | 0.00 | 0.00 |
| Bank Drafts | 0 | 0 | 0.00 | 0.00 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | 13 | 10 | 0.00 | 36,403.33 |

A-5

EARNINGS

| Pay Code | Units | Pay Amount |
|----------------------|-----------------|------------------|
| Comp Taken | 5.50 | 108.51 |
| Disab Inc (No Soc) | 8.00 | 296.07 |
| Disability Inc | 25.00 | 777.36 |
| Holiday | 106.00 | 1,950.16 |
| Holiday (No Soc) | 8.00 | 229.52 |
| Holiday Pay | 16.50 | 343.92 |
| Hourly | 1,022.75 | 18,010.61 |
| Hourly (No Soc) | 632.00 | 14,464.88 |
| K-9 Hourly (No Soc) | 2.00 | 30.00 |
| K-9 OT (No Soc) | 5.00 | 112.50 |
| Medical Reimburse | 1.00 | 250.00 |
| On-Call Pay | 286.00 | 286.00 |
| OT-1.50 (No Soc) | 16.50 | 530.30 |
| Overtime-1.50 | 3.00 | 94.26 |
| Overtime-ST (No Soc) | 31.70 | 732.56 |
| Overtime-Straight | 9.50 | 197.25 |
| Salary | 1,057.75 | 29,584.95 |
| Salary (No Soc) | 82.00 | 3,199.87 |
| Sick | 42.00 | 860.64 |
| Vacation | 8.00 | 127.52 |
| Total: | 3,368.20 | 72,186.88 |

BENEFITS

| Pay Code | Units | Pay Amount |
|-----------------|---------------|-------------|
| Comp Earned | 7.25 | 0.00 |
| Salary Holiday | 122.00 | 0.00 |
| Salary Sick | 1.00 | 0.00 |
| Salary Vacation | 41.25 | 0.00 |
| Total: | 171.50 | 0.00 |

TAXES

| Code | Subject To | Employee | Employer |
|----------------------|------------|------------------|-----------------|
| Colorad State Tax... | 64,978.43 | 2,142.00 | 0.00 |
| Federal Withhold... | 64,978.43 | 6,145.91 | 0.00 |
| Medicare Withho... | 68,045.47 | 986.67 | 986.67 |
| Social Security | 49,465.35 | 3,066.86 | 3,066.86 |
| Unemployment | 72,186.88 | 0.00 | 216.56 |
| Total: | | 12,341.44 | 4,270.09 |

1-17-2016 → 1-30-2016
 pay day 2-5-2016
 941

Federal

6,145.91

Med

986.67

✓

986.67

S/S

3,066.86

—

3,066.86

14,252.97

Col

2,142.00

FPPA

3,583.90

19,978.87

DEDUCTIONS

| Code | Subject To | Employee | Employer |
|----------------------|------------|-----------------|------------------|
| AFLAC Post Tax | 0.00 | 112.77 | 0.00 |
| AFLAC Pre-tax | 0.00 | 53.36 | 0.00 |
| CCOERA Afr Tx 457 % | 1,310.95 | 65.55 | 0.00 |
| COERA 457 AMT | 0.00 | 149.75 | 0.00 |
| Correction | 0.00 | 31.20 | 0.00 |
| Dental Child | 0.00 | 30.12 | 90.36 |
| Dental EE only | 0.00 | 0.00 | 261.43 |
| Dental Family | 0.00 | 147.24 | 441.72 |
| Dental Spouse | 0.00 | 94.40 | 283.00 |
| Disability Deduction | 0.00 | 1,073.43 | 0.00 |
| FPPA 457 AMT | 1,807.20 | 126.50 | 0.00 |
| HSA Contribution | 0.00 | 305.00 | 0.00 |
| HSA Employee 1 | 0.00 | 100.00 | 0.00 |
| HSA Employer 1 | 0.00 | 0.00 | 50.00 |
| HSA Employer Contrib | 0.00 | 0.00 | 200.00 |
| Legal Ins Amt | 0.00 | 10.00 | 0.00 |
| Liberty Life | 0.00 | 13.02 | 0.00 |
| Medical HD Child | 0.00 | 154.00 | 462.00 |
| Medical HD EE only | 0.00 | 0.00 | 653.00 |
| Medical HD Family | 0.00 | 400.26 | 1,200.76 |
| Medical HD Spouse | 0.00 | 666.52 | 1,999.52 |
| Medical PPO Child | 0.00 | 160.13 | 480.38 |
| Medical PPO EE only | 0.00 | 0.00 | 5,092.50 |
| Medical PPO Family | 0.00 | 1,247.28 | 3,741.78 |
| Medical PPO Spouse | 0.00 | 692.52 | 2,077.52 |
| Police DDA | 14,694.40 | 0.00 | 382.06 |
| Police Pension Bene | 5,495.07 | 439.61 | 0.00 |
| Police Pension Benef | 2,206.40 | 286.83 | 0.00 |
| Police Pension Renft | 10,192.80 | 917.35 | 0.00 |
| Police Pension ER | 17,894.27 | 0.00 | 1,431.55 |
| Retirement | 36,848.12 | 1,105.44 | 1,105.44 |
| Retirement Loan | 0.00 | 30.27 | 0.00 |
| Retirement Loan 401a | 0.00 | 299.36 | 0.00 |
| Retirement Loan2 | 0.00 | 98.26 | 0.00 |
| Standard Life | 0.00 | 41.56 | 56.50 |
| VSP Child | 0.00 | 3.56 | 10.70 |
| VSP EE | 0.00 | 0.00 | 65.55 |
| VSP Family | 0.00 | 28.80 | 86.20 |
| VSP Spouse | 0.00 | 14.00 | 41.92 |
| Total: | | 8,898.09 | 20,213.89 |

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Packet: PYPKT00737 - PPE 01/30/2016 Payroll
Payroll Set: Town of Buena Vista, CO - 01

| Employee | Employee # | Date | Amount | Number |
|---------------------------------|-------------|------------|----------|--------|
| Dennis, Ronald E | <u>1168</u> | 02/05/2016 | 1,433.77 | 5734 |
| Jacobs, Melanie A | <u>1142</u> | 02/05/2016 | 975.32 | 5735 |
| Katsimpalis, Emily | <u>1156</u> | 02/05/2016 | 1,345.44 | 5736 |
| Reitter, Brandy N | <u>1070</u> | 02/05/2016 | 2,191.11 | 5737 |
| Reitter, Brandy N | <u>1070</u> | 02/05/2016 | 200.00 | 5737 |
| Reitter, Brandy N | <u>1070</u> | 02/05/2016 | 50.00 | 5737 |
| Leary, Tadd W | <u>0102</u> | 02/05/2016 | 831.03 | 5738 |
| Lehmann, Paul J | <u>0143</u> | 02/05/2016 | 908.02 | 5739 |
| Pippert, Jeffrey S | <u>0104</u> | 02/05/2016 | 435.37 | 5740 |
| Van Deel, Jill L. | <u>1094</u> | 02/05/2016 | 1,636.98 | 5741 |
| Sciacca, Janell L | <u>1182</u> | 02/05/2016 | 1,523.34 | 5742 |
| Hickman, Michael J. | <u>0100</u> | 02/05/2016 | 2,049.64 | 5743 |
| Schumann, Jana L | <u>1152</u> | 02/05/2016 | 944.64 | 5744 |
| Hamanaka, Randall T | <u>1172</u> | 02/05/2016 | 137.56 | 5745 |
| Rodriguez, Phillip G | <u>0819</u> | 02/05/2016 | 1,041.81 | 5746 |
| Rodrigues-Prentiss, Mary Yvonne | <u>1105</u> | 02/05/2016 | 965.47 | 5747 |
| Villers, Dixon L | <u>0041</u> | 02/05/2016 | 1,392.68 | 5748 |
| Drawbridge, Patrick K | <u>1108</u> | 02/05/2016 | 699.18 | 5749 |
| Lynch, Amy J | <u>1073</u> | 02/05/2016 | 1,100.89 | 5750 |
| Doering, Mark N | <u>1180</u> | 02/05/2016 | 1,805.64 | 5751 |
| Reynolds, Scott M | <u>1084</u> | 02/05/2016 | 1,170.51 | 5752 |
| Adair, Benjamin W. | <u>1158</u> | 02/05/2016 | 1,511.54 | 5753 |
| Brunell, Seth Andrew | <u>0218</u> | 02/05/2016 | 38.70 | 5754 |
| Carland, Robert J | <u>1134</u> | 02/05/2016 | 1,373.61 | 5755 |
| Carland, Robert J | <u>1134</u> | 02/05/2016 | 30.00 | 5755 |
| Hancock, Randall L | <u>1139</u> | 02/05/2016 | 1,202.08 | 5756 |
| Lee, Amber R | <u>1183</u> | 02/05/2016 | 1,303.56 | 5757 |
| Livingston, Samuel N | <u>0088</u> | 02/05/2016 | 1,745.64 | 5758 |
| Mitchell, Jesse L | <u>1160</u> | 02/05/2016 | 1,374.11 | 5759 |
| Morgan, Dean L. | <u>1120</u> | 02/05/2016 | 1,690.40 | 5760 |
| Nyberg, Judy A | <u>0087</u> | 02/05/2016 | 890.29 | 5761 |
| Robinson, Garret C | <u>1138</u> | 02/05/2016 | 1,437.89 | 5762 |
| Tidwell, Jimmy D | <u>0008</u> | 02/05/2016 | 2,274.04 | 5763 |
| Case, Justin J.R. | <u>0015</u> | 02/05/2016 | 1,351.84 | 5764 |
| Hager, Jesse S | <u>1157</u> | 02/05/2016 | 857.44 | 5765 |
| Maggard, Gregory A | <u>1167</u> | 02/05/2016 | 1,980.26 | 5766 |
| Patton, Allen R | <u>0112</u> | 02/05/2016 | 1,245.40 | 5767 |
| Snyder, Max Quintin | <u>0030</u> | 02/05/2016 | 1,174.55 | 5768 |
| Williams, Shawn L | <u>0073</u> | 02/05/2016 | 1,374.65 | 5769 |
| Davis, Ashley F | <u>1137</u> | 02/05/2016 | 797.25 | 5770 |
| Osborn, Emily A | <u>1181</u> | 02/05/2016 | 1,095.71 | 5771 |
| Deffenbaugh, Larry R | <u>1155</u> | 02/05/2016 | 1,294.99 | 5772 |
| Brooker, Lisa A | <u>1177</u> | 02/05/2016 | 832.61 | 5773 |
| Wilson, Edgar L | <u>0017</u> | 02/05/2016 | 1,232.39 | 5774 |

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Town of Buena Vista

Payroll Check Register Report Summary

Pay Period: 1/17/2016-1/30/2016

Packet: PYPKT00737 - PPE 01/30/2016 Payroll
Payroll Set: Town of Buena Vista, CO - 01

| Type | Count | Amount |
|-----------------|-----------|------------------|
| Regular Checks | 0 | 0.00 |
| Manual Checks | 0 | 0.00 |
| Reversals | 0 | 0.00 |
| Voided Checks | 0 | 0.00 |
| Direct Deposits | 44 | 50,947.35 |
| Total | 44 | 50,947.35 |

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Town of Buena Vista

Board of Trustees Expenditure Report

By Vendor Name

Payment Dates 2/5/2016 - 2/17/2016

| Payment Number | Vendor Name | Payment Date | Account Number | Description (Item) | Amount |
|--|-----------------------------|--------------|----------------|-------------------------------|-----------------|
| Vendor: 000235 - ACA PRODUCTS | | | | | |
| Fund: 03 - Capital Improvement Fund | | | | | |
| 19055 | ACA PRODUCTS | 02/05/2016 | 03-415-4861 | Road Sanding Material (.37 To | 40.70 |
| Fund 03 - Capital Improvement Fund Total: | | | | | 40.70 |
| Vendor 000235 - ACA PRODUCTS Total: | | | | | 40.70 |
| | | | | | |
| Vendor: 000587 - AIRGAS INTERMOUNTAIN, INC. | | | | | |
| Fund: 07 - Airport Enterprise Fund | | | | | |
| 19045 | AIRGAS INTERMOUNTAIN, IN | 02/05/2016 | 07-810-4218 | Airport Nitrogen Tank Rental: | 16.45 |
| 19045 | AIRGAS INTERMOUNTAIN, IN | 02/05/2016 | 07-810-4218 | Airport Nitrogen Tank Rental: | 16.45 |
| Fund 07 - Airport Enterprise Fund Total: | | | | | 32.90 |
| Vendor 000587 - AIRGAS INTERMOUNTAIN, INC. Total: | | | | | 32.90 |
| | | | | | |
| Vendor: 000708 - ALPERSTEIN & COVELL P.C. | | | | | |
| Fund: 02 - Water Enterprise Fund | | | | | |
| 19046 | ALPERSTEIN & COVELL P.C. | 02/05/2016 | 02-710-4410 | Water Legal Fees: Dec 2015 | 18.50 |
| Fund 02 - Water Enterprise Fund Total: | | | | | 18.50 |
| Vendor 000708 - ALPERSTEIN & COVELL P.C. Total: | | | | | 18.50 |
| | | | | | |
| Vendor: 00723 - Andrea Moore | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19105 | Andrea Moore | 02/11/2016 | 01-550-4401 | Yoga & Dance Instruction: 1/3 | 235.50 |
| 19056 | Andrea Moore | 02/05/2016 | 01-550-4401 | Rec: Yoga & Dance Instruction | 216.00 |
| 19056 | Andrea Moore | 02/05/2016 | 01-550-4401 | Rec: Yoga & Dance Instruction | 409.50 |
| Fund 01 - General Fund Total: | | | | | 861.00 |
| Vendor 00723 - Andrea Moore Total: | | | | | 861.00 |
| | | | | | |
| Vendor: 001080 - Atmos Energy | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19057 | Atmos Energy | 02/05/2016 | 01-140-4344 | TH: 12/23/15 - 1/22/16 Natur | 268.03 |
| 19057 | Atmos Energy | 02/05/2016 | 01-210-4344 | PD: 12/23/15 - 1/22/16 Natur | 175.28 |
| 19057 | Atmos Energy | 02/05/2016 | 01-220-4344 | FD: 12/23/15 - 1/22/16 Natur | 456.73 |
| 19057 | Atmos Energy | 02/05/2016 | 01-320-4344 | Comm Ctr: 12/23/15 - 1/22/1 | 439.80 |
| 19057 | Atmos Energy | 02/05/2016 | 01-410-4344 | PW: 12/23/15 - 1/22/16 Natu | 839.67 |
| Fund 01 - General Fund Total: | | | | | 2,179.51 |
| | | | | | |
| Fund: 02 - Water Enterprise Fund | | | | | |
| 19057 | Atmos Energy | 02/05/2016 | 02-715-4344 | Water Dept: 12/23/15 - 1/22/ | 81.15 |
| Fund 02 - Water Enterprise Fund Total: | | | | | 81.15 |
| | | | | | |
| Fund: 07 - Airport Enterprise Fund | | | | | |
| 19057 | Atmos Energy | 02/05/2016 | 07-830-4344 | Airport: 12/23/15 - 1/22/16 N | 1,055.63 |
| Fund 07 - Airport Enterprise Fund Total: | | | | | 1,055.63 |
| Vendor 001080 - Atmos Energy Total: | | | | | 3,316.29 |
| | | | | | |
| Vendor: 00678 - ATV Mountain Adventures Inc. | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19106 | ATV Mountain Adventures Inc | 02/11/2016 | 01-210-4232 | PD: Jan 2016 Car Wash Charg | 67.25 |
| 19106 | ATV Mountain Adventures Inc | 02/11/2016 | 01-410-4232 | PW: Jan 2016 Car Wash Charg | 14.50 |
| 19106 | ATV Mountain Adventures Inc | 02/11/2016 | 01-510-4232 | Parks: Jan 2016 Car Wash Cha | 16.00 |
| Fund 01 - General Fund Total: | | | | | 97.75 |
| Vendor 00678 - ATV Mountain Adventures Inc. Total: | | | | | 97.75 |

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Board of Trustees Expenditure Report

Payment Dates: 2/5/2016 - 2/17/2016

| Payment Number | Vendor Name | Payment Date | Account Number | Description (Item) | Amount | |
|---|------------------------------|--------------|----------------|--------------------------------|---|------------------|
| Vendor: 00554 - Avery Parsons Elementary School | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19058 | Avery Parsons Elementary Sch | 02/05/2016 | 01-550-4704 | Rec: Gym Use: 1/10/16 & 1/2 | 57.00 | |
| | | | | | Fund 01 - General Fund Total: | 57.00 |
| | | | | | Vendor 00554 - Avery Parsons Elementary School Total: | 57.00 |
| Vendor: 00628 - Benjamin Adair | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19059 | Benjamin Adair | 02/05/2016 | 01-550-4432 | Gym Membership Reimb: Feb | 40.00 | |
| | | | | | Fund 01 - General Fund Total: | 40.00 |
| | | | | | Vendor 00628 - Benjamin Adair Total: | 40.00 |
| Vendor: 00746 - Bicycle Colorado | | | | | | |
| Fund: 03 - Capital Improvement Fund | | | | | | |
| 19047 | Bicycle Colorado | 02/05/2016 | 03-510-4813 | SRTS Education Program | 10,050.00 | |
| 19047 | Bicycle Colorado | 02/05/2016 | 03-510-4813 | Helmets for Bike Fleet | 224.30 | |
| | | | | | Fund 03 - Capital Improvement Fund Total: | 10,274.30 |
| | | | | | Vendor 00746 - Bicycle Colorado Total: | 10,274.30 |
| Vendor: 001082 - BobCat of the Rockies | | | | | | |
| Fund: 03 - Capital Improvement Fund | | | | | | |
| 19060 | BobCat of the Rockies | 02/05/2016 | 03-410-4813 | Utility Vehicle with Snow Plo | 17,402.00 | |
| | | | | | Fund 03 - Capital Improvement Fund Total: | 17,402.00 |
| | | | | | Vendor 001082 - BobCat of the Rockies Total: | 17,402.00 |
| Vendor: 000363 - BSN Sport Supply Group | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19061 | BSN Sport Supply Group | 02/05/2016 | 01-550-4704 | Rec: Volleyball Equipment | 4,606.32 | |
| | | | | | Fund 01 - General Fund Total: | 4,606.32 |
| | | | | | Vendor 000363 - BSN Sport Supply Group Total: | 4,606.32 |
| Vendor: 000738 - BUENA VISTA AUTOMOTIVE | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19107 | BUENA VISTA AUTOMOTIVE | 02/11/2016 | 01-210-4232 | PD: Wheel Alignment | 66.00 | |
| | | | | | Fund 01 - General Fund Total: | 66.00 |
| | | | | | Vendor 000738 - BUENA VISTA AUTOMOTIVE Total: | 66.00 |
| Vendor: 000432 - BUENA VISTA HIGH SCHOOL | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19062 | BUENA VISTA HIGH SCHOOL | 02/05/2016 | 01-550-4704 | Rec: Gym Use: 1/3/16 - 1/24/ | 90.00 | |
| | | | | | Fund 01 - General Fund Total: | 90.00 |
| | | | | | Vendor 000432 - BUENA VISTA HIGH SCHOOL Total: | 90.00 |
| Vendor: 000027 - BUENA VISTA SANITATION DISTRICT | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19063 | BUENA VISTA SANITATION DIS | 02/05/2016 | 01-140-4343 | TH: Jan 2016 Sanitation Charg | 78.00 | |
| 19063 | BUENA VISTA SANITATION DIS | 02/05/2016 | 01-210-4343 | PD: Jan 2016 Sanitation Charg | 85.80 | |
| 19063 | BUENA VISTA SANITATION DIS | 02/05/2016 | 01-220-4343 | FD: Jan 2016 Sanitation Charg | 78.00 | |
| 19063 | BUENA VISTA SANITATION DIS | 02/05/2016 | 01-320-4343 | Comm Ctr: Jan 2016 Sanitatio | 39.00 | |
| 19063 | BUENA VISTA SANITATION DIS | 02/05/2016 | 01-410-4343 | PW: Jan 2016 Sanitation Char | 39.00 | |
| 19063 | BUENA VISTA SANITATION DIS | 02/05/2016 | 01-510-4343 | Parks: Jan 2016 Sanitation Ch | 156.00 | |
| | | | | | Fund 01 - General Fund Total: | 475.80 |
| Fund: 07 - Airport Enterprise Fund | | | | | | |
| 19063 | BUENA VISTA SANITATION DIS | 02/05/2016 | 07-830-4343 | Airport: Jan 2016 Sanitation C | 120.90 | |
| | | | | | Fund 07 - Airport Enterprise Fund Total: | 120.90 |
| | | | | | Vendor 000027 - BUENA VISTA SANITATION DISTRICT Total: | 596.70 |
| Vendor: 000030 - Buena Vista True Value | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19108 | Buena Vista True Value | 02/11/2016 | 01-140-4240 | TH: Jan 2016 Hardware | 66.23 | |
| 19108 | Buena Vista True Value | 02/11/2016 | 01-210-4216 | PD: Jan 2016 Hardware | 42.92 | |
| 19108 | Buena Vista True Value | 02/11/2016 | 01-210-4233 | PD: Jan 2016 Hardware | 56.73 | |
| 19108 | Buena Vista True Value | 02/11/2016 | 01-210-4427 | PD: Jan 2016 Hardware | 107.96 | |

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Board of Trustees Expenditure Report

Payment Dates: 2/5/2016 - 2/17/2016

| Payment Number | Vendor Name | Payment Date | Account Number | Description (Item) | Amount |
|--------------------------------------|------------------------|--------------|----------------|----------------------------|-----------------|
| 19108 | Buena Vista True Value | 02/11/2016 | 01-230-4216 | FD: Jan 2016 Hardware | 40.94 |
| 19108 | Buena Vista True Value | 02/11/2016 | 01-320-4240 | Comm Ctr: Jan 2016 Hardwar | 58.43 |
| 19108 | Buena Vista True Value | 02/11/2016 | 01-320-4532 | Comm Ctr: Jan 2016 Hardwar | 463.92 |
| 19108 | Buena Vista True Value | 02/11/2016 | 01-410-4232 | PW: Jan 2016 Hardware | 3.98 |
| 19108 | Buena Vista True Value | 02/11/2016 | 01-410-4233 | PW: Jan 2016 Hardware | 75.96 |
| 19108 | Buena Vista True Value | 02/11/2016 | 01-410-4234 | PW: Jan 2016 Hardware | 15.18 |
| 19108 | Buena Vista True Value | 02/11/2016 | 01-410-4235 | PW: Jan 2016 Hardware | 15.77 |
| 19108 | Buena Vista True Value | 02/11/2016 | 01-410-4240 | PW: Jan 2016 Hardware | 53.91 |
| 19108 | Buena Vista True Value | 02/11/2016 | 01-410-4271 | PW: Jan 2016 Hardware | 25.47 |
| 19108 | Buena Vista True Value | 02/11/2016 | 01-410-4272 | PW: Jan 2016 Hardware | 9.49 |
| 19108 | Buena Vista True Value | 02/11/2016 | 01-510-4240 | Parks: Jan 2016 Hardware | 66.88 |
| Fund 01 - General Fund Total: | | | | | 1,103.77 |

Fund: 02 - Water Enterprise Fund

| | | | | | |
|---|------------------------|------------|-------------|--------------------------|--------------|
| 19108 | Buena Vista True Value | 02/11/2016 | 02-710-4211 | Water: Jan 2016 Hardware | 34.70 |
| 19108 | Buena Vista True Value | 02/11/2016 | 02-710-4216 | Water: Jan 2016 Hardware | 18.99 |
| 19108 | Buena Vista True Value | 02/11/2016 | 02-710-4271 | Water: Jan 2016 Hardware | 17.99 |
| Fund 02 - Water Enterprise Fund Total: | | | | | 71.68 |

Fund: 07 - Airport Enterprise Fund

| | | | | | |
|---|------------------------|------------|-------------|----------------------------|---------------|
| 19108 | Buena Vista True Value | 02/11/2016 | 07-815-4240 | Airport: Jan 2016 Hardware | 124.24 |
| 19108 | Buena Vista True Value | 02/11/2016 | 07-830-4216 | Airport: Jan 2016 Hardware | 29.99 |
| 19108 | Buena Vista True Value | 02/11/2016 | 07-830-4240 | Airport: Jan 2016 Hardware | 17.48 |
| 19108 | Buena Vista True Value | 02/11/2016 | 07-835-4232 | Airport: Jan 2016 Hardware | 52.08 |
| 19108 | Buena Vista True Value | 02/11/2016 | 07-835-4233 | Airport: Jan 2016 Hardware | 232.27 |
| 19108 | Buena Vista True Value | 02/11/2016 | 07-835-4235 | Airport: Jan 2016 Hardware | 17.77 |
| 19108 | Buena Vista True Value | 02/11/2016 | 07-835-4240 | Airport: Jan 2016 Hardware | 16.77 |
| Fund 07 - Airport Enterprise Fund Total: | | | | | 490.60 |

Vendor 000030 - Buena Vista True Value Total: 1,666.05

Vendor: 000055 - CCOERA

Fund: 01 - General Fund

| | | | | | |
|--------------------------------------|--------|------------|---------|-------------------------------|-----------------|
| 19064 | CCOERA | 02/05/2016 | 01-2132 | CCOERA % After-tax contributi | 65.55 |
| 19064 | CCOERA | 02/05/2016 | 01-2132 | COERA 457 Contributions | 109.75 |
| 19064 | CCOERA | 02/05/2016 | 01-2130 | Retirement Loan Repayment | 299.36 |
| 19064 | CCOERA | 02/05/2016 | 01-2130 | Retirement Loan Repayment | 30.27 |
| 19064 | CCOERA | 02/05/2016 | 01-2130 | Retirement Contribution | 1,589.60 |
| Fund 01 - General Fund Total: | | | | | 2,094.53 |

Fund: 02 - Water Enterprise Fund

| | | | | | |
|---|--------|------------|---------|-----------------------------|---------------|
| 19064 | CCOERA | 02/05/2016 | 02-2132 | COERA 457 Contributions | 32.50 |
| 19064 | CCOERA | 02/05/2016 | 02-2130 | Retirement Loan Repayment (| 98.26 |
| 19064 | CCOERA | 02/05/2016 | 02-2130 | Retirement Contribution | 444.04 |
| Fund 02 - Water Enterprise Fund Total: | | | | | 574.80 |

Fund: 07 - Airport Enterprise Fund

| | | | | | |
|---|--------|------------|---------|-------------------------|---------------|
| 19064 | CCOERA | 02/05/2016 | 07-2132 | COERA 457 Contributions | 7.50 |
| 19064 | CCOERA | 02/05/2016 | 07-2130 | Retirement Contribution | 177.24 |
| Fund 07 - Airport Enterprise Fund Total: | | | | | 184.74 |

Vendor 000055 - CCOERA Total: 2,854.07

Vendor: 00118 - CenturyLink -LD

Fund: 01 - General Fund

| | | | | | |
|--------------------------------------|-----------------|------------|-------------|------------------------------|--------------|
| 19066 | CenturyLink -LD | 02/05/2016 | 01-140-4345 | TH: 12/20/15 - 1/19/16 Long | 24.77 |
| 19066 | CenturyLink -LD | 02/05/2016 | 01-210-4345 | PD: 12/20/15 - 1/19/16 Long | 11.34 |
| 19066 | CenturyLink -LD | 02/05/2016 | 01-220-4345 | FD: 12/20/15 - 1/19/16 Long | 0.60 |
| 19066 | CenturyLink -LD | 02/05/2016 | 01-410-4345 | PW: 12/20/15 - 1/19/16 Long | 3.66 |
| 19066 | CenturyLink -LD | 02/05/2016 | 01-550-4345 | Rec: 12/20/15 - 1/19/16 Long | 18.26 |
| Fund 01 - General Fund Total: | | | | | 58.63 |

Vendor 00118 - CenturyLink -LD Total: 58.63

Vendor: 000191 - CenturyLink

Fund: 01 - General Fund

| | | | | | |
|-------|-------------|------------|-------------|-------------------------------|--------|
| 19065 | CenturyLink | 02/05/2016 | 01-140-4345 | Town Hall: Jan 19 - Feb 18 Ph | 390.06 |
|-------|-------------|------------|-------------|-------------------------------|--------|

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Board of Trustees Expenditure Report

Payment Dates: 2/5/2016 - 2/17/2016

| Payment Number | Vendor Name | Payment Date | Account Number | Description (Item) | Amount |
|---|----------------------------|--------------|----------------|--------------------------------|-----------------|
| 19065 | CenturyLink | 02/05/2016 | 01-210-4345 | PD: Jan 19 - Feb 18 Phone Cha | 140.67 |
| 19065 | CenturyLink | 02/05/2016 | 01-220-4345 | FD: Jan 19 - Feb 18 Phone Cha | 470.57 |
| 19065 | CenturyLink | 02/05/2016 | 01-410-4345 | PW: Jan 19 - Feb 18 Phone Ch | 290.20 |
| Fund 01 - General Fund Total: | | | | | 1,291.50 |
| Fund: 02 - Water Enterprise Fund | | | | | |
| 19065 | CenturyLink | 02/05/2016 | 02-710-4345 | Water Dept: Jan 19 - Feb 18 P | 162.88 |
| Fund 02 - Water Enterprise Fund Total: | | | | | 162.88 |
| Fund: 07 - Airport Enterprise Fund | | | | | |
| 19065 | CenturyLink | 02/05/2016 | 07-830-4345 | Airport: Jan 19 - Feb 18 Phone | 91.87 |
| Fund 07 - Airport Enterprise Fund Total: | | | | | 91.87 |
| Vendor 000191 - CenturyLink Total: | | | | | 1,546.25 |
| Vendor: 000006 - CHAFFEE COUNTY CLERK & RECORDER | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19109 | CHAFFEE COUNTY CLERK & RE | 02/11/2016 | 01-115-4470 | Used Ballot Boxes (4) | 40.00 |
| Fund 01 - General Fund Total: | | | | | 40.00 |
| Vendor 000006 - CHAFFEE COUNTY CLERK & RECORDER Total: | | | | | 40.00 |
| Vendor: 000257 - CHAFFEE COUNTY FIRE PROTECTION DIST | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19110 | CHAFFEE COUNTY FIRE PROTE | 02/11/2016 | 01-230-4415 | Fire Sfty Code Compliance/Ins | 1,250.00 |
| Fund 01 - General Fund Total: | | | | | 1,250.00 |
| Vendor 000257 - CHAFFEE COUNTY FIRE PROTECTION DIST Total: | | | | | 1,250.00 |
| Vendor: 00007 - CO. Department of Revenue | | | | | |
| Fund: 01 - General Fund | | | | | |
| DFT0002954 | CO. Department of Revenue | 02/05/2016 | 01-2118 | State WH | 1,725.90 |
| Fund 01 - General Fund Total: | | | | | 1,725.90 |
| Fund: 02 - Water Enterprise Fund | | | | | |
| DFT0002954 | CO. Department of Revenue | 02/05/2016 | 02-2118 | State WH | 230.80 |
| Fund 02 - Water Enterprise Fund Total: | | | | | 230.80 |
| Fund: 07 - Airport Enterprise Fund | | | | | |
| DFT0002954 | CO. Department of Revenue | 02/05/2016 | 07-2118 | State WH | 185.30 |
| Fund 07 - Airport Enterprise Fund Total: | | | | | 185.30 |
| Vendor 00007 - CO. Department of Revenue Total: | | | | | 2,142.00 |
| Vendor: 000423 - COLLEGIATE PEAKS BANK | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19067 | COLLEGIATE PEAKS BANK | 02/05/2016 | 01-2126 | HSA Contributions | 225.00 |
| 19067 | COLLEGIATE PEAKS BANK | 02/05/2016 | 01-2126 | HSA Employer Contributions | 140.00 |
| Fund 01 - General Fund Total: | | | | | 365.00 |
| Fund: 02 - Water Enterprise Fund | | | | | |
| 19067 | COLLEGIATE PEAKS BANK | 02/05/2016 | 02-2126 | HSA Contributions | 40.00 |
| 19067 | COLLEGIATE PEAKS BANK | 02/05/2016 | 02-2126 | HSA Employer Contributions | 30.00 |
| Fund 02 - Water Enterprise Fund Total: | | | | | 70.00 |
| Fund: 07 - Airport Enterprise Fund | | | | | |
| 19067 | COLLEGIATE PEAKS BANK | 02/05/2016 | 07-2126 | HSA Contributions | 40.00 |
| 19067 | COLLEGIATE PEAKS BANK | 02/05/2016 | 07-2126 | HSA Employer Contributions | 30.00 |
| Fund 07 - Airport Enterprise Fund Total: | | | | | 70.00 |
| Vendor 000423 - COLLEGIATE PEAKS BANK Total: | | | | | 505.00 |
| Vendor: 00687 - Colorado East Bank & Trust | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19068 | Colorado East Bank & Trust | 02/05/2016 | 01-2126 | HSA Contributions | 100.00 |
| 19068 | Colorado East Bank & Trust | 02/05/2016 | 01-2126 | HSA Employer Contributions | 50.00 |
| Fund 01 - General Fund Total: | | | | | 150.00 |
| Vendor 00687 - Colorado East Bank & Trust Total: | | | | | 150.00 |

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Board of Trustees Expenditure Report

Payment Dates: 2/5/2016 - 2/17/2016

| Payment Number | Vendor Name | Payment Date | Account Number | Description (Item) | Amount | |
|--|------------------------------|--------------|----------------|--------------------------------|--|-----------------|
| Vendor: 000056 - COMFURT GAS, INC. | | | | | | |
| Fund: 02 - Water Enterprise Fund | | | | | | |
| 19111 | COMFURT GAS, INC. | 02/11/2016 | 02-715-4344 | Water Dept: Propane: 321.4 G | 440.32 | |
| | | | | | Fund 02 - Water Enterprise Fund Total: | 440.32 |
| | | | | | Vendor 000056 - COMFURT GAS, INC. Total: | 440.32 |
| Vendor: 00757 - Complete Aviation Fuel Systems Inc. | | | | | | |
| Fund: 07 - Airport Enterprise Fund | | | | | | |
| 19112 | Complete Aviation Fuel Syste | 02/11/2016 | 07-835-4233 | Airport: Fuel Test Bucket | 66.43 | |
| | | | | | Fund 07 - Airport Enterprise Fund Total: | 66.43 |
| | | | | | Vendor 00757 - Complete Aviation Fuel Systems Inc. Total: | 66.43 |
| Vendor: 00756 - Darrell Smith | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19113 | Darrell Smith | 02/11/2016 | 01-320-3660 | Comm Ctr Security Deposit Re | 100.00 | |
| | | | | | Fund 01 - General Fund Total: | 100.00 |
| | | | | | Vendor 00756 - Darrell Smith Total: | 100.00 |
| Vendor: 001464 - Dean Morgan | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19069 | Dean Morgan | 02/05/2016 | 01-550-4432 | Gym Membership Reimb: Feb | 40.00 | |
| 19069 | Dean Morgan | 02/05/2016 | 01-210-4480 | PD: Per Diem Meals for Traini | 65.00 | |
| | | | | | Fund 01 - General Fund Total: | 105.00 |
| | | | | | Vendor 001464 - Dean Morgan Total: | 105.00 |
| Vendor: 00749 - Dennis Giese | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19070 | Dennis Giese | 02/05/2016 | 01-310-3407 | Excav Permit Deposit Refund: | 250.00 | |
| | | | | | Fund 01 - General Fund Total: | 250.00 |
| | | | | | Vendor 00749 - Dennis Giese Total: | 250.00 |
| Vendor: 00750 - Department of Labor and Employment | | | | | | |
| Fund: 07 - Airport Enterprise Fund | | | | | | |
| 19071 | Department of Labor and Em | 02/05/2016 | 07-830-4220 | Airport: Cert of Operation Pro | 30.00 | |
| | | | | | Fund 07 - Airport Enterprise Fund Total: | 30.00 |
| | | | | | Vendor 00750 - Department of Labor and Employment Total: | 30.00 |
| Vendor: 00228 - Dixon Villers | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19072 | Dixon Villers | 02/05/2016 | 01-230-4481 | Per Diem Meals for Business | 110.00 | |
| | | | | | Fund 01 - General Fund Total: | 110.00 |
| | | | | | Vendor 00228 - Dixon Villers Total: | 110.00 |
| Vendor: 000397 - DPC INDUSTRIES, INC. | | | | | | |
| Fund: 02 - Water Enterprise Fund | | | | | | |
| 19114 | DPC INDUSTRIES, INC. | 02/11/2016 | 02-715-4251 | Water: Caustic Soda 585# Dru | 818.75 | |
| 19048 | DPC INDUSTRIES, INC. | 02/05/2016 | 02-715-4251 | Monthly Chlorine Cylinder Re | 36.00 | |
| | | | | | Fund 02 - Water Enterprise Fund Total: | 854.75 |
| | | | | | Vendor 000397 - DPC INDUSTRIES, INC. Total: | 854.75 |
| Vendor: 00402 - Econo Signs LLC | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19049 | Econo Signs LLC | 02/05/2016 | 01-410-4541 | Sign Posts (50)/Brackets (20) | 1,609.00 | |
| | | | | | Fund 01 - General Fund Total: | 1,609.00 |
| | | | | | Vendor 00402 - Econo Signs LLC Total: | 1,609.00 |
| Vendor: 00753 - El Paso County Sherriff | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19073 | El Paso County Sherriff | 02/05/2016 | 01-210-4415 | Summons Delivery | 56.85 | |
| | | | | | Fund 01 - General Fund Total: | 56.85 |
| | | | | | Vendor 00753 - El Paso County Sherriff Total: | 56.85 |

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Board of Trustees Expenditure Report

Payment Dates: 2/5/2016 - 2/17/2016

| Payment Number | Vendor Name | Payment Date | Account Number | Description (Item) | Amount | |
|---|---------------------------------|--------------|----------------|----------------------------------|---|-----------------|
| Vendor: 000573 - Elaine Waters | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19115 | Elaine Waters | 02/11/2016 | 01-550-4401 | Tai Chi Instruction 1/11/16 - 2 | 155.20 | |
| | | | | | Fund 01 - General Fund Total: | 155.20 |
| | | | | | Vendor 000573 - Elaine Waters Total: | 155.20 |
| Vendor: 00555 - Emily Katsimpalis | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19074 | Emily Katsimpalis | 02/05/2016 | 01-130-4480 | Mileage Reimbursement/Per | 170.91 | |
| | | | | | Fund 01 - General Fund Total: | 170.91 |
| | | | | | Vendor 00555 - Emily Katsimpalis Total: | 170.91 |
| Vendor: 00752 - Emily Osborn | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19075 | Emily Osborn | 02/05/2016 | 01-550-4432 | Gym Membership Reimb: Feb | 30.00 | |
| | | | | | Fund 01 - General Fund Total: | 30.00 |
| | | | | | Vendor 00752 - Emily Osborn Total: | 30.00 |
| Vendor: 00754 - Fireline Training & Consulting | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19076 | Fireline Training & Consulting | 02/05/2016 | 01-230-4480 | Writing Training Session | 537.00 | |
| | | | | | Fund 01 - General Fund Total: | 537.00 |
| | | | | | Vendor 00754 - Fireline Training & Consulting Total: | 537.00 |
| Vendor: 00006 - FPPA Colorado | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| DFT0002945 | FPPA Colorado | 02/05/2016 | 01-2115 | Police Death, Disability, & Acci | 382.06 | |
| DFT0002946 | FPPA Colorado | 02/05/2016 | 01-2131 | Police Pension Benefit (Empl | 439.61 | |
| DFT0002947 | FPPA Colorado | 02/05/2016 | 01-2131 | Police Pension Benefit (Empl | 286.83 | |
| DFT0002948 | FPPA Colorado | 02/05/2016 | 01-2131 | Police Pension Benefit (Empl | 917.35 | |
| DFT0002949 | FPPA Colorado | 02/05/2016 | 01-2131 | Police Pension (Employer Con | 1,431.55 | |
| DFT0002950 | FPPA Colorado | 02/05/2016 | 01-2115 | FPPA 457 Voluntary Contributi | 126.50 | |
| | | | | | Fund 01 - General Fund Total: | 3,583.90 |
| | | | | | Vendor 00006 - FPPA Colorado Total: | 3,583.90 |
| Vendor: 000287 - FRONT RANGE FIRE APPARATUS | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19116 | FRONT RANGE FIRE APPARAT | 02/11/2016 | 01-230-4232 | Fire Hose (1.50") | 36.91 | |
| | | | | | Fund 01 - General Fund Total: | 36.91 |
| | | | | | Vendor 000287 - FRONT RANGE FIRE APPARATUS Total: | 36.91 |
| Vendor: 00297 - Full Circle Restorative Justice | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19117 | Full Circle Restorative Justice | 02/11/2016 | 01-320-3660 | Community Center Security D | 100.00 | |
| | | | | | Fund 01 - General Fund Total: | 100.00 |
| | | | | | Vendor 00297 - Full Circle Restorative Justice Total: | 100.00 |
| Vendor: 001192 - Galls/Quartermaster | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19077 | Galls/Quartermaster | 02/05/2016 | 01-230-4275 | FD: 3-Season Jackets (6) | 408.00 | |
| | | | | | Fund 01 - General Fund Total: | 408.00 |
| | | | | | Vendor 001192 - Galls/Quartermaster Total: | 408.00 |
| Vendor: 00378 - Garret Robinson | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19078 | Garret Robinson | 02/05/2016 | 01-550-4432 | Gym Membership Reimb: Feb | 40.00 | |
| | | | | | Fund 01 - General Fund Total: | 40.00 |
| | | | | | Vendor 00378 - Garret Robinson Total: | 40.00 |
| Vendor: 000838 - Gobin's Inc | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19079 | Gobin's Inc | 02/05/2016 | 01-210-4430 | PD: Jan 2016 Printer Service/E | 138.01 | |
| 19079 | Gobin's Inc | 02/05/2016 | 01-230-4430 | FD: Jan 2016 Printer Service/E | 47.19 | |

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Board of Trustees Expenditure Report

Payment Dates: 2/5/2016 - 2/17/2016

| Payment Number | Vendor Name | Payment Date | Account Number | Description (Item) | Amount |
|---|-------------|--------------|----------------|-------------------------------|---------------|
| 19079 | Gobin's Inc | 02/05/2016 | 01-410-4430 | PW: Jan 2016 Printer Service/ | 125.50 |
| Fund 01 - General Fund Total: | | | | | 310.70 |
| Vendor 000838 - Gobin's Inc Total: | | | | | 310.70 |

Vendor: 001088 - Heart of the Rockies Regional Medical Center

| Fund: 01 - General Fund | | | | | |
|--|-------------------------------|------------|-------------|-------------------------------|-----------------|
| 19118 | Heart of the Rockies Regional | 02/11/2016 | 01-210-4435 | Rent Prnt: Jan 2016 713 E. Ma | 2,792.36 |
| Fund 01 - General Fund Total: | | | | | 2,792.36 |
| Vendor 001088 - Heart of the Rockies Regional Medical Center Total: | | | | | 2,792.36 |

Vendor: 001083 - Hoppen Advertising Specialties

| Fund: 01 - General Fund | | | | | |
|--|-------------------------------|------------|-------------|--------------------|--------------|
| 19119 | Hoppen Advertising Specialtie | 02/11/2016 | 01-210-4430 | PD: Business Cards | 72.26 |
| Fund 01 - General Fund Total: | | | | | 72.26 |
| Vendor 001083 - Hoppen Advertising Specialties Total: | | | | | 72.26 |

Vendor: 00004 - IRS

| Fund: 01 - General Fund | | | | | |
|---|-----|------------|---------|----------------------|------------------|
| DFT0002951 | IRS | 02/05/2016 | 01-2117 | Federal Withholding | 4,984.76 |
| DFT0002952 | IRS | 02/05/2016 | 01-2116 | Social Sec W/H & exp | 4,505.36 |
| DFT0002953 | IRS | 02/05/2016 | 01-2116 | Medicare W/H & Exp | 1,592.54 |
| Fund 01 - General Fund Total: | | | | | 11,082.66 |
| Fund: 02 - Water Enterprise Fund | | | | | |
| DFT0002951 | IRS | 02/05/2016 | 02-2117 | Federal Withholding | 619.36 |
| DFT0002952 | IRS | 02/05/2016 | 02-2116 | Social Sec W/H & exp | 938.74 |
| DFT0002953 | IRS | 02/05/2016 | 02-2116 | Medicare W/H & Exp | 219.54 |
| Fund 02 - Water Enterprise Fund Total: | | | | | 1,777.64 |
| Fund: 07 - Airport Enterprise Fund | | | | | |
| DFT0002951 | IRS | 02/05/2016 | 07-2117 | Federal Withholding | 541.79 |
| DFT0002952 | IRS | 02/05/2016 | 07-2116 | Social Sec W/H & exp | 689.62 |
| DFT0002953 | IRS | 02/05/2016 | 07-2116 | Medicare W/H & Exp | 161.26 |
| Fund 07 - Airport Enterprise Fund Total: | | | | | 1,392.67 |
| Vendor 00004 - IRS Total: | | | | | 14,252.97 |

Vendor: 00758 - Jerry Hoover

| Fund: 07 - Airport Enterprise Fund | | | | | |
|---|--------------|------------|-------------|----------------------|---------------|
| 19120 | Jerry Hoover | 02/11/2016 | 07-830-4216 | Grill for HAATS BBQs | 200.00 |
| Fund 07 - Airport Enterprise Fund Total: | | | | | 200.00 |
| Vendor 00758 - Jerry Hoover Total: | | | | | 200.00 |

Vendor: 00600 - Jesse L Mitchell

| Fund: 01 - General Fund | | | | | |
|---|------------------|------------|-------------|-------------------------------|---------------|
| 19080 | Jesse L Mitchell | 02/05/2016 | 01-550-4432 | Gym Membership Reimb: Feb | 40.00 |
| 19080 | Jesse L Mitchell | 02/05/2016 | 01-210-4480 | PD: Per Diem Meals for Traini | 245.00 |
| Fund 01 - General Fund Total: | | | | | 285.00 |
| Vendor 00600 - Jesse L Mitchell Total: | | | | | 285.00 |

Vendor: 00751 - Jimmy Tidwell

| Fund: 01 - General Fund | | | | | |
|--|---------------|------------|-------------|---------------------------|--------------|
| 19081 | Jimmy Tidwell | 02/05/2016 | 01-550-4432 | Gym Membership Reimb: Feb | 40.00 |
| Fund 01 - General Fund Total: | | | | | 40.00 |
| Vendor 00751 - Jimmy Tidwell Total: | | | | | 40.00 |

Vendor: 001180 - Judy Nyberg

| Fund: 01 - General Fund | | | | | |
|---|-------------|------------|-------------|---------------------------|--------------|
| 19082 | Judy Nyberg | 02/05/2016 | 01-550-4432 | Gym Membership Reimb: Feb | 40.00 |
| Fund 01 - General Fund Total: | | | | | 40.00 |
| Vendor 001180 - Judy Nyberg Total: | | | | | 40.00 |

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Board of Trustees Expenditure Report

Payment Dates: 2/5/2016 - 2/17/2016

| Payment Number | Vendor Name | Payment Date | Account Number | Description (Item) | Amount | |
|--|--------------------------------|--------------|----------------|--------------------------------|--|-----------------|
| Vendor: 000940 - Justin Case | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19121 | Justin Case | 02/11/2016 | 01-130-4415 | Employee of the Year Award | 50.00 | |
| | | | | | Fund 01 - General Fund Total: | 50.00 |
| | | | | | Vendor 000940 - Justin Case Total: | 50.00 |
| Vendor: 001314 - Jviation, Inc. | | | | | | |
| Fund: 07 - Airport Enterprise Fund | | | | | | |
| 19050 | Jviation, Inc. | 02/05/2016 | 07-850-4875 | AEJ AIP Master Plan: Dec 201 | 1,465.65 | |
| | | | | | Fund 07 - Airport Enterprise Fund Total: | 1,465.65 |
| | | | | | Vendor 001314 - Jviation, Inc. Total: | 1,465.65 |
| Vendor: 00747 - Krasnow LLP | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19083 | Krasnow LLP | 02/05/2016 | 01-310-3407 | Excavation Permit Deposit Ref | 250.00 | |
| | | | | | Fund 01 - General Fund Total: | 250.00 |
| | | | | | Vendor 00747 - Krasnow LLP Total: | 250.00 |
| Vendor: 00140 - Liberty National Life Insurance Company | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19084 | Liberty National Life Insuranc | 02/05/2016 | 01-2127 | Liberty Life Insurance | 13.02 | |
| 19084 | Liberty National Life Insuranc | 02/05/2016 | 01-2127 | Liberty Life Insurance | 13.02 | |
| | | | | | Fund 01 - General Fund Total: | 26.04 |
| | | | | | Vendor 00140 - Liberty National Life Insurance Company Total: | 26.04 |
| Vendor: 00748 - Lisa Stahlecker | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19085 | Lisa Stahlecker | 02/05/2016 | 01-310-3407 | Excavation Permit Deposit Ref | 250.00 | |
| | | | | | Fund 01 - General Fund Total: | 250.00 |
| | | | | | Vendor 00748 - Lisa Stahlecker Total: | 250.00 |
| Vendor: 00623 - MailCom Consulting LLC | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19122 | MailCom Consulting LLC | 02/11/2016 | 01-130-4430 | Jan. BV Flyer | 158.70 | |
| 19122 | MailCom Consulting LLC | 02/11/2016 | 01-550-4416 | Jan. Rec Flyer | 158.70 | |
| | | | | | Fund 01 - General Fund Total: | 317.40 |
| Fund: 02 - Water Enterprise Fund | | | | | | |
| 19122 | MailCom Consulting LLC | 02/11/2016 | 02-710-4205 | Jan. Water Bill Processing and | 769.70 | |
| 19122 | MailCom Consulting LLC | 02/11/2016 | 02-710-4430 | Jan. Water Bill Processing and | 261.85 | |
| | | | | | Fund 02 - Water Enterprise Fund Total: | 1,031.55 |
| | | | | | Vendor 00623 - MailCom Consulting LLC Total: | 1,348.95 |
| Vendor: 001309 - Peak Performance Imaging Solutions | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19086 | Peak Performance Imaging So | 02/05/2016 | 01-110-4430 | BOT: Jan 2016 Copier Charges | 55.39 | |
| 19086 | Peak Performance Imaging So | 02/05/2016 | 01-120-4430 | Clerk: Jan 2016 Copier Charge | 51.11 | |
| 19086 | Peak Performance Imaging So | 02/05/2016 | 01-130-4430 | Admin: Jan 2016 Copier Charg | 11.10 | |
| 19086 | Peak Performance Imaging So | 02/05/2016 | 01-135-4430 | Finance: Jan 2016 Copier Char | 1.32 | |
| 19086 | Peak Performance Imaging So | 02/05/2016 | 01-310-4430 | Planning: Jan 2016 Copier Cha | 14.69 | |
| 19086 | Peak Performance Imaging So | 02/05/2016 | 01-410-4430 | PW: Jan 2016 Copier Charges | 0.05 | |
| 19086 | Peak Performance Imaging So | 02/05/2016 | 01-550-4430 | Rec: Jan 2016 Copier Charges | 67.88 | |
| | | | | | Fund 01 - General Fund Total: | 201.54 |
| Fund: 02 - Water Enterprise Fund | | | | | | |
| 19086 | Peak Performance Imaging So | 02/05/2016 | 02-710-4430 | Water Dept: Jan 2016 Copier | 6.04 | |
| | | | | | Fund 02 - Water Enterprise Fund Total: | 6.04 |
| | | | | | Vendor 001309 - Peak Performance Imaging Solutions Total: | 207.58 |
| Vendor: 001477 - Phillip G. Rodriguez, Jr | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19087 | Phillip G. Rodriguez, Jr | 02/05/2016 | 01-230-4481 | FD: Per Diem Meals for G300/ | 330.00 | |

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Board of Trustees Expenditure Report

Payment Dates: 2/5/2016 - 2/17/2016

| Payment Number | Vendor Name | Payment Date | Account Number | Description (Item) | Amount |
|--|--------------------------|--------------|----------------|--------------------------------|------------------|
| 19087 | Phillip G. Rodriguez, Jr | 02/05/2016 | 01-550-4432 | Gym Membership Reimb: Feb | 35.00 |
| Fund 01 - General Fund Total: | | | | | 365.00 |
| Vendor 001477 - Phillip G. Rodriguez, Jr Total: | | | | | 365.00 |
| Vendor: 00084 - Pinnacol Assurance | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19123 | Pinnacol Assurance | 02/11/2016 | 01-130-4140 | Worker's Comp 2016 Premiu | 10,055.04 |
| Fund 01 - General Fund Total: | | | | | 10,055.04 |
| Vendor 00084 - Pinnacol Assurance Total: | | | | | 10,055.04 |
| Vendor: 001298 - PSH Signs & Graphics | | | | | |
| Fund: 03 - Capital Improvement Fund | | | | | |
| 19088 | PSH Signs & Graphics | 02/05/2016 | 03-510-4848 | Splash Park Signs (2) | 63.00 |
| Fund 03 - Capital Improvement Fund Total: | | | | | 63.00 |
| Vendor 001298 - PSH Signs & Graphics Total: | | | | | 63.00 |
| Vendor: 000158 - PUEBLO CITY AND COUNTY HEALTH DEPT. | | | | | |
| Fund: 02 - Water Enterprise Fund | | | | | |
| 19051 | PUEBLO CITY AND COUNTY H | 02/05/2016 | 02-710-4424 | Water Lab Testing: Dec 2015 | 126.00 |
| Fund 02 - Water Enterprise Fund Total: | | | | | 126.00 |
| Vendor 000158 - PUEBLO CITY AND COUNTY HEALTH DEPT. Total: | | | | | 126.00 |
| Vendor: 00511 - Randy Hancock | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19089 | Randy Hancock | 02/05/2016 | 01-550-4432 | Gym Membership Reimb: Feb | 40.00 |
| Fund 01 - General Fund Total: | | | | | 40.00 |
| Vendor 00511 - Randy Hancock Total: | | | | | 40.00 |
| Vendor: 00755 - Richard Ruitter MD | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19090 | Richard Ruitter MD | 02/05/2016 | 01-230-4415 | Jan 2016 Physician Director Fe | 300.00 |
| Fund 01 - General Fund Total: | | | | | 300.00 |
| Vendor 00755 - Richard Ruitter MD Total: | | | | | 300.00 |
| Vendor: 001053 - Riverside Trophies | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19091 | Riverside Trophies | 02/05/2016 | 01-310-4211 | Name Plate/Name Sign | 20.00 |
| 19091 | Riverside Trophies | 02/05/2016 | 01-230-4430 | Engraved signs (3)/Desk Wedg | 115.90 |
| Fund 01 - General Fund Total: | | | | | 135.90 |
| Vendor 001053 - Riverside Trophies Total: | | | | | 135.90 |
| Vendor: 00300 - Robert J Carland | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19092 | Robert J Carland | 02/05/2016 | 01-210-4480 | PD: Per Diem Meals for Traini | 110.00 |
| 19092 | Robert J Carland | 02/05/2016 | 01-550-4432 | Gym Membership Reimb: Feb | 40.00 |
| Fund 01 - General Fund Total: | | | | | 150.00 |
| Vendor 00300 - Robert J Carland Total: | | | | | 150.00 |
| Vendor: 000150 - ROCKY MOUNTAIN LUMBER & HARDWARE | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19124 | ROCKY MOUNTAIN LUMBER & | 02/11/2016 | 01-410-4272 | Streets: Concrete Mix | 23.45 |
| Fund 01 - General Fund Total: | | | | | 23.45 |
| Vendor 000150 - ROCKY MOUNTAIN LUMBER & HARDWARE Total: | | | | | 23.45 |
| Vendor: 000178 - SALIDA AUTO PARTS | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19093 | SALIDA AUTO PARTS | 02/05/2016 | 01-230-4232 | FD: Jan 2016 Auto Parts | 111.70 |
| 19093 | SALIDA AUTO PARTS | 02/05/2016 | 01-410-4232 | PW: Jan 2016 Auto Parts | 12.82 |
| 19093 | SALIDA AUTO PARTS | 02/05/2016 | 01-410-4233 | PW: Jan 2016 Auto Parts | 233.78 |
| 19093 | SALIDA AUTO PARTS | 02/05/2016 | 01-510-4232 | Parks: Jan 2016 Auto Parts | 183.44 |
| Fund 01 - General Fund Total: | | | | | 541.74 |

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Board of Trustees Expenditure Report

Payment Dates: 2/5/2016 - 2/17/2016

| Payment Number | Vendor Name | Payment Date | Account Number | Description (Item) | Amount |
|--|-----------------------------|--------------|----------------|----------------------------------|------------------|
| Fund: 02 - Water Enterprise Fund | | | | | |
| 19093 | SALIDA AUTO PARTS | 02/05/2016 | 02-710-4232 | Water Dept: Jan 2016 Auto Pa | 17.55 |
| Fund 02 - Water Enterprise Fund Total: | | | | | 17.55 |
| Vendor 000178 - SALIDA AUTO PARTS Total: | | | | | 559.29 |
| Vendor: 000689 - SALIDA HOSPITAL DISTRICT | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19052 | SALIDA HOSPITAL DISTRICT | 02/05/2016 | 01-210-4451 | Prisoner ER Charge | 544.85 |
| Fund 01 - General Fund Total: | | | | | 544.85 |
| Vendor 000689 - SALIDA HOSPITAL DISTRICT Total: | | | | | 544.85 |
| Vendor: 000174 - SANGRE DE CRISTO ELECTRIC ASS'N. | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19125 | SANGRE DE CRISTO ELECTRIC | 02/11/2016 | 01-140-4341 | TH: Jan 2016 Electric Charges | 315.66 |
| 19125 | SANGRE DE CRISTO ELECTRIC | 02/11/2016 | 01-210-4341 | PD: Jan 2016 Electric Charges | 509.70 |
| 19125 | SANGRE DE CRISTO ELECTRIC | 02/11/2016 | 01-220-4341 | FD: Jan 2016 Electric Charges | 282.99 |
| 19125 | SANGRE DE CRISTO ELECTRIC | 02/11/2016 | 01-320-4341 | Comm Ctr: Jan 2016 Electric C | 421.12 |
| 19125 | SANGRE DE CRISTO ELECTRIC | 02/11/2016 | 01-410-4340 | PW: Jan 2016 Electric Charges | 4,971.68 |
| 19125 | SANGRE DE CRISTO ELECTRIC | 02/11/2016 | 01-410-4341 | PW: Jan 2016 Electric Charges | 569.89 |
| 19125 | SANGRE DE CRISTO ELECTRIC | 02/11/2016 | 01-510-4341 | Parks: Jan 2016 Electric Chrg | 736.34 |
| 19125 | SANGRE DE CRISTO ELECTRIC | 02/11/2016 | 01-515-4341 | Rodeo Grounds: Jan 2016 Elec | 80.29 |
| 19125 | SANGRE DE CRISTO ELECTRIC | 02/11/2016 | 01-520-4341 | Cemetery: Jan 2016 Electric C | 16.80 |
| 19125 | SANGRE DE CRISTO ELECTRIC | 02/11/2016 | 01-550-4341 | Rec: Jan 2016 Electric Charges | 88.85 |
| Fund 01 - General Fund Total: | | | | | 7,993.32 |
| Fund: 02 - Water Enterprise Fund | | | | | |
| 19125 | SANGRE DE CRISTO ELECTRIC | 02/11/2016 | 02-715-4341 | Water Dept: Jan 2016 Electric | 846.75 |
| Fund 02 - Water Enterprise Fund Total: | | | | | 846.75 |
| Fund: 07 - Airport Enterprise Fund | | | | | |
| 19125 | SANGRE DE CRISTO ELECTRIC | 02/11/2016 | 07-830-4341 | Airport: Jan 2016 Electric Cha | 1,468.46 |
| Fund 07 - Airport Enterprise Fund Total: | | | | | 1,468.46 |
| Vendor 000174 - SANGRE DE CRISTO ELECTRIC ASS'N. Total: | | | | | 10,308.53 |
| Vendor: 00606 - Santander Bank, N.A. | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19126 | Santander Bank, N.A. | 02/11/2016 | 01-110-4430 | BOT: Lease Payment #11 Savin | 76.90 |
| 19126 | Santander Bank, N.A. | 02/11/2016 | 01-120-4430 | Clerk: Lease Payment #11 Savi | 182.62 |
| 19126 | Santander Bank, N.A. | 02/11/2016 | 01-130-4430 | Admin: Lease Payment #11 Sa | 34.99 |
| 19126 | Santander Bank, N.A. | 02/11/2016 | 01-135-4430 | Finance: Lease Payment #11 S | 6.28 |
| 19126 | Santander Bank, N.A. | 02/11/2016 | 01-310-4430 | Planning: Lease Payment #11 | 47.01 |
| 19126 | Santander Bank, N.A. | 02/11/2016 | 01-410-4430 | PW: Lease Payment #11 Savin | 0.32 |
| 19126 | Santander Bank, N.A. | 02/11/2016 | 01-550-4430 | Lease Payment #11 Savin Copi | 95.84 |
| Fund 01 - General Fund Total: | | | | | 443.96 |
| Fund: 02 - Water Enterprise Fund | | | | | |
| 19126 | Santander Bank, N.A. | 02/11/2016 | 02-710-4430 | Water: Lease Payment #11 Sa | 20.88 |
| Fund 02 - Water Enterprise Fund Total: | | | | | 20.88 |
| Vendor 00606 - Santander Bank, N.A. Total: | | | | | 464.84 |
| Vendor: 00720 - South Main Building Company, LLC | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19094 | South Main Building Company | 02/05/2016 | 01-310-3407 | Excavation Permit Deposit Ref | 250.00 |
| Fund 01 - General Fund Total: | | | | | 250.00 |
| Vendor 00720 - South Main Building Company, LLC Total: | | | | | 250.00 |
| Vendor: 00745 - Stephanie McDonald | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19095 | Stephanie McDonald | 02/05/2016 | 01-550-4704 | Rec: Pickleball Instruction: Ses | 155.00 |
| Fund 01 - General Fund Total: | | | | | 155.00 |
| Vendor 00745 - Stephanie McDonald Total: | | | | | 155.00 |

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Board of Trustees Expenditure Report

Payment Dates: 2/5/2016 - 2/17/2016

| Payment Number | Vendor Name | Payment Date | Account Number | Description (Item) | Amount | |
|--|--------------------------|--------------|----------------|--------------------------------|--|-----------------|
| Vendor: 000175 - Timber & Lawn | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19096 | Timber & Lawn | 02/05/2016 | 01-410-4235 | Oil Mix/File | 38.88 | |
| | | | | | Fund 01 - General Fund Total: | 38.88 |
| | | | | | Vendor 000175 - Timber & Lawn Total: | 38.88 |
| Vendor: 000202 - TOWN OF BUENA VISTA WATER FUND | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19127 | TOWN OF BUENA VISTA WATE | 02/11/2016 | 01-140-4342 | TH: Jan 2016 Water Charges | 30.45 | |
| 19127 | TOWN OF BUENA VISTA WATE | 02/11/2016 | 01-150-4920 | Chamber: Jan 2016 Water Ch | 30.45 | |
| 19127 | TOWN OF BUENA VISTA WATE | 02/11/2016 | 01-210-4342 | PD: Jan 2016 Water Charges | 60.90 | |
| 19127 | TOWN OF BUENA VISTA WATE | 02/11/2016 | 01-220-4342 | FD: Jan 2016 Water Charges | 91.35 | |
| 19127 | TOWN OF BUENA VISTA WATE | 02/11/2016 | 01-320-4342 | Comm Ctr: Jan 2016 Water Ch | 97.65 | |
| 19127 | TOWN OF BUENA VISTA WATE | 02/11/2016 | 01-410-4342 | PW: Jan 2016 Water Charges | 35.35 | |
| 19127 | TOWN OF BUENA VISTA WATE | 02/11/2016 | 01-510-4342 | Parks: Jan 2016 Water Charge | 456.75 | |
| 19127 | TOWN OF BUENA VISTA WATE | 02/11/2016 | 01-520-4342 | Cemetery: Jan 2016 Water Ch | 30.45 | |
| 19127 | TOWN OF BUENA VISTA WATE | 02/11/2016 | 01-550-4342 | Rec: Jan 2016 Water Charges | 60.90 | |
| | | | | | Fund 01 - General Fund Total: | 894.25 |
| Fund: 07 - Airport Enterprise Fund | | | | | | |
| 19127 | TOWN OF BUENA VISTA WATE | 02/11/2016 | 07-830-4342 | Airport: Jan 2016 Water Chrg | 30.45 | |
| | | | | | Fund 07 - Airport Enterprise Fund Total: | 30.45 |
| | | | | | Vendor 000202 - TOWN OF BUENA VISTA WATER FUND Total: | 924.70 |
| Vendor: 001396 - Tyler Technologies | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19104 | Tyler Technologies | 02/11/2016 | 01-135-4480 | Finance: Tyler Connect Registr | 800.00 | |
| 19104 | Tyler Technologies | 02/11/2016 | 01-135-4480 | Finance: Tyler Connect 2016 R | 800.00 | |
| | | | | | Fund 01 - General Fund Total: | 1,600.00 |
| Fund: 02 - Water Enterprise Fund | | | | | | |
| 19104 | Tyler Technologies | 02/11/2016 | 02-710-4480 | Water: Tyler Connect 2016 Re | 800.00 | |
| | | | | | Fund 02 - Water Enterprise Fund Total: | 800.00 |
| | | | | | Vendor 001396 - Tyler Technologies Total: | 2,400.00 |
| Vendor: 001290 - U.S. Postal Service | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19128 | U.S. Postal Service | 02/11/2016 | 01-135-4205 | First-Class Presort Permit Ren | 225.00 | |
| | | | | | Fund 01 - General Fund Total: | 225.00 |
| | | | | | Vendor 001290 - U.S. Postal Service Total: | 225.00 |
| Vendor: 000695 - UNCC | | | | | | |
| Fund: 02 - Water Enterprise Fund | | | | | | |
| 19129 | UNCC | 02/11/2016 | 02-710-4415 | Jan 2016 Transmissions: 17 | 24.31 | |
| | | | | | Fund 02 - Water Enterprise Fund Total: | 24.31 |
| | | | | | Vendor 000695 - UNCC Total: | 24.31 |
| Vendor: 000190 - UNLIMITED SANITARY, LLC | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19097 | UNLIMITED SANITARY, LLC | 02/05/2016 | 01-510-4343 | Port-O-Let Svc: Boat Ramp/Fri | 530.00 | |
| | | | | | Fund 01 - General Fund Total: | 530.00 |
| | | | | | Vendor 000190 - UNLIMITED SANITARY, LLC Total: | 530.00 |
| Vendor: 00441 - USDA Forest Service | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19098 | USDA Forest Service | 02/05/2016 | 01-550-4701 | 2016 XC Skiing Recreation Eye | 140.27 | |
| | | | | | Fund 01 - General Fund Total: | 140.27 |
| | | | | | Vendor 00441 - USDA Forest Service Total: | 140.27 |
| Vendor: 000857 - Verizon Wireless | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19130 | Verizon Wireless | 02/11/2016 | 01-130-4346 | Admin: Jan 19 - Feb 18, 2016 | 29.28 | |
| 19130 | Verizon Wireless | 02/11/2016 | 01-210-4346 | PD: Jan 19 - Feb 18, 2016 Cell | 340.22 | |
| 19130 | Verizon Wireless | 02/11/2016 | 01-230-4346 | FD: Jan 19 - Feb 18, 2016 Cell | 42.44 | |

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Board of Trustees Expenditure Report

Payment Dates: 2/5/2016 - 2/17/2016

| Payment Number | Vendor Name | Payment Date | Account Number | Description (Item) | Amount | |
|---|------------------------------|--------------|----------------|--------------------------------|------------------|------------------|
| 19130 | Verizon Wireless | 02/11/2016 | 01-410-4346 | PW: Jan 19 - Feb 18, 2016 Cell | 29.28 | |
| Fund 01 - General Fund Total: | | | | | 441.22 | |
| Fund: 07 - Airport Enterprise Fund | | | | | | |
| 19130 | Verizon Wireless | 02/11/2016 | 07-830-4346 | Airport: Jan 19 - Feb 18, 2016 | 67.49 | |
| Fund 07 - Airport Enterprise Fund Total: | | | | | 67.49 | |
| Vendor 000857 - Verizon Wireless Total: | | | | | | 508.71 |
| Vendor: 000198 - VISTA AUTO PARTS | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19099 | VISTA AUTO PARTS | 02/05/2016 | 01-410-4232 | PW: Jan 2016 Auto Parts | 68.51 | |
| 19099 | VISTA AUTO PARTS | 02/05/2016 | 01-410-4233 | PW: Jan 2016 Auto Parts | 295.22 | |
| 19099 | VISTA AUTO PARTS | 02/05/2016 | 01-510-4232 | Parks: Jan 2016 Auto Parts | 18.91 | |
| Fund 01 - General Fund Total: | | | | | 382.64 | |
| Fund: 02 - Water Enterprise Fund | | | | | | |
| 19099 | VISTA AUTO PARTS | 02/05/2016 | 02-710-4233 | Water Dept: Jan 2016 Auto P | 94.72 | |
| Fund 02 - Water Enterprise Fund Total: | | | | | 94.72 | |
| Fund: 07 - Airport Enterprise Fund | | | | | | |
| 19099 | VISTA AUTO PARTS | 02/05/2016 | 07-835-4232 | Airport:: Jan 2016 Auto Parts | 164.85 | |
| Fund 07 - Airport Enterprise Fund Total: | | | | | 164.85 | |
| Vendor 000198 - VISTA AUTO PARTS Total: | | | | | | 642.21 |
| Vendor: 000201 - WAL- MART Community | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19053 | WAL- MART Community | 02/05/2016 | 01-210-4216 | PD: Office Supplies | 21.06 | |
| Fund 01 - General Fund Total: | | | | | 21.06 | |
| Vendor 000201 - WAL- MART Community Total: | | | | | | 21.06 |
| Vendor: 00595 - Warrior Kit | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19100 | Warrior Kit | 02/05/2016 | 01-210-4275 | PD: Point Blank Concealable A | 640.00 | |
| Fund 01 - General Fund Total: | | | | | 640.00 | |
| Vendor 00595 - Warrior Kit Total: | | | | | | 640.00 |
| Vendor: 000777 - Waste Management of Salida | | | | | | |
| Fund: 01 - General Fund | | | | | | |
| 19101 | Waste Management of Salida | 02/05/2016 | 01-140-4347 | TH: Jan 2016 Refuse Collectio | 26.90 | |
| 19101 | Waste Management of Salida | 02/05/2016 | 01-210-4347 | PD: Jan 2016 Refuse Collectio | 79.05 | |
| 19101 | Waste Management of Salida | 02/05/2016 | 01-220-4347 | FD: Jan 2016 Refuse Collectio | 55.65 | |
| 19101 | Waste Management of Salida | 02/05/2016 | 01-320-4347 | Comm Ctr: Jan 2016 Refuse C | 96.60 | |
| 19101 | Waste Management of Salida | 02/05/2016 | 01-410-4347 | PW: Jan 2016 Refuse Collectio | 152.00 | |
| 19101 | Waste Management of Salida | 02/05/2016 | 01-510-4347 | Parks: Jan 2016 Refuse Collec | 167.35 | |
| 19101 | Waste Management of Salida | 02/05/2016 | 01-520-4347 | Cemetery: Jan 2016 Refuse C | 21.00 | |
| Fund 01 - General Fund Total: | | | | | 598.55 | |
| Vendor 000777 - Waste Management of Salida Total: | | | | | | 598.55 |
| Vendor: 00714 - Wear Parts & Equip Co., Inc. | | | | | | |
| Fund: 07 - Airport Enterprise Fund | | | | | | |
| 19102 | Wear Parts & Equip Co., Inc. | 02/05/2016 | 07-835-4233 | Airport: Urethane Blades | 2,733.36 | |
| Fund 07 - Airport Enterprise Fund Total: | | | | | 2,733.36 | |
| Vendor 00714 - Wear Parts & Equip Co., Inc. Total: | | | | | | 2,733.36 |
| Vendor: 000204 - WRIGHT WATER ENGINEERS | | | | | | |
| Fund: 02 - Water Enterprise Fund | | | | | | |
| 19054 | WRIGHT WATER ENGINEERS | 02/05/2016 | 02-710-4410 | Monthly Water Engineering S | 5,054.50 | |
| 19054 | WRIGHT WATER ENGINEERS | 02/05/2016 | 02-730-4562 | Monthly Water Engineering S | 2,633.80 | |
| 19054 | WRIGHT WATER ENGINEERS | 02/05/2016 | 02-710-4410 | Monthly Water Engineering S | 8,537.11 | |
| 19054 | WRIGHT WATER ENGINEERS | 02/05/2016 | 02-710-4412 | Monthly Water Engineering S | 4,673.16 | |
| 19054 | WRIGHT WATER ENGINEERS | 02/05/2016 | 02-730-4562 | Monthly Water Engineering S | 1,376.50 | |
| Fund 02 - Water Enterprise Fund Total: | | | | | 22,275.07 | |
| Vendor 000204 - WRIGHT WATER ENGINEERS Total: | | | | | | 22,275.07 |

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Board of Trustees Expenditure Report

Payment Dates: 2/5/2016 - 2/17/2016

| Payment Number | Vendor Name | Payment Date | Account Number | Description (Item) | Amount |
|---------------------------------------|-----------------|--------------|----------------|------------------------------|--------------------------|
| Vendor: 00408 - Yvonne Prentiss | | | | | |
| Fund: 01 - General Fund | | | | | |
| 19103 | Yvonne Prentiss | 02/05/2016 | 01-230-4481 | FD; Per Diem Meals for G300/ | 330.00 |
| 19103 | Yvonne Prentiss | 02/05/2016 | 01-550-4432 | Gym Membership Reimb; Feb | 35.00 |
| Fund 01 - General Fund Total: | | | | | <u>365.00</u> |
| Vendor 00408 - Yvonne Prentiss Total: | | | | | <u>365.00</u> |
| Grand Total: | | | | | <u><u>133,595.26</u></u> |

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Report Summary

Fund Summary

| Fund | Payment Amount |
|-------------------------------|-------------------|
| 01 - General Fund | 66,438.57 |
| 02 - Water Enterprise Fund | 29,525.39 |
| 03 - Capital Improvement Fund | 27,780.00 |
| 07 - Airport Enterprise Fund | 9,851.30 |
| Grand Total: | 133,595.26 |

Account Summary

| Account Number | Account Name | Payment Amount |
|----------------|--------------------------|----------------|
| 01-110-4430 | Printing Services | 132.29 |
| 01-115-4470 | Election Forms / Supplie | 40.00 |
| 01-120-4430 | Printing Services | 233.73 |
| 01-130-4140 | Workers Compensation I | 10,055.04 |
| 01-130-4346 | Cell Phone Service | 29.28 |
| 01-130-4415 | Professional Fees for Ou | 50.00 |
| 01-130-4430 | Printing Services | 204.79 |
| 01-130-4480 | Travel & Training Costs | 170.91 |
| 01-135-4205 | Postage | 225.00 |
| 01-135-4430 | Printing Services | 7.60 |
| 01-135-4480 | Travel & Training Costs | 1,600.00 |
| 01-140-4240 | Building Maintenance Su | 66.23 |
| 01-140-4341 | Electricity | 315.66 |
| 01-140-4342 | Water | 30.45 |
| 01-140-4343 | Sewer | 78.00 |
| 01-140-4344 | Natural Gas / Propone | 268.03 |
| 01-140-4345 | Telephone Service | 414.83 |
| 01-140-4347 | Trash Disposal | 26.90 |
| 01-150-4920 | Chamber Building Water | 30.45 |
| 01-210-4216 | Operating Supplies | 63.98 |
| 01-210-4232 | Vehicle Maintenance Su | 133.25 |
| 01-210-4233 | Equipment Maintenance | 56.73 |
| 01-210-4275 | Uniform / Work Wear | 640.00 |
| 01-210-4341 | Electricity | 509.70 |
| 01-210-4342 | Water | 60.90 |
| 01-210-4343 | Sewer | 85.80 |
| 01-210-4344 | Natural Gas / Propone | 175.28 |
| 01-210-4345 | Telephone Service | 152.01 |
| 01-210-4346 | Cell Phone Service | 340.22 |
| 01-210-4347 | Trash Disposal | 79.05 |
| 01-210-4415 | Professional Fees for Ou | 56.85 |
| 01-210-4427 | Maintenance Services Pr | 107.96 |
| 01-210-4430 | Printing Services | 210.27 |
| 01-210-4435 | Building Rent | 2,792.36 |
| 01-210-4451 | Prisoner Medical Treatm | 544.85 |
| 01-210-4480 | Travel & Training Costs | 420.00 |
| 01-2115 | FPPA Payables | 508.56 |
| 01-2116 | FICA Payable | 6,097.90 |
| 01-2117 | FWH Payable | 4,984.76 |
| 01-2118 | SWH Payable | 1,725.90 |
| 01-2126 | Health Savings Account | 515.00 |
| 01-2127 | Liberty Life Ins Payable | 26.04 |
| 01-2130 | CCOERA Payable | 1,919.23 |
| 01-2131 | FPPA Payable - Retireme | 3,075.34 |
| 01-2132 | CCOERA 457 Payable | 175.30 |
| 01-220-4341 | Electricity | 282.99 |
| 01-220-4342 | Water | 91.35 |
| 01-220-4343 | Sewer | 78.00 |
| 01-220-4344 | Natural Gas / Propone | 456.73 |

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Account Summary

| Account Number | Account Name | Payment Amount |
|----------------|---------------------------|----------------|
| 01-220-4345 | Telephone Service | 471.17 |
| 01-220-4347 | Trash Disposal | 55.65 |
| 01-230-4216 | Operating Supplies | 40.94 |
| 01-230-4232 | Vehicle Maintenance Su | 148.61 |
| 01-230-4275 | Uniform / Work Wear | 408.00 |
| 01-230-4346 | Cell Phone Service | 42.44 |
| 01-230-4415 | Professional Fees for Ou | 1,550.00 |
| 01-230-4430 | Printing Services | 163.09 |
| 01-230-4480 | Travel & Training Costs | 537.00 |
| 01-230-4481 | Restaurant Meals for Tra | 770.00 |
| 01-310-3407 | Deposits | 1,000.00 |
| 01-310-4211 | Office Supplies | 20.00 |
| 01-310-4430 | Printing Services | 61.70 |
| 01-320-3660 | Community Center Rent | 200.00 |
| 01-320-4240 | Building Maintenance Su | 58.43 |
| 01-320-4341 | Electricity | 421.12 |
| 01-320-4342 | Water | 97.65 |
| 01-320-4343 | Sewer | 39.00 |
| 01-320-4344 | Natural Gas / Propone | 439.80 |
| 01-320-4347 | Trash Disposal | 96.60 |
| 01-320-4532 | Office Furniture Purchas | 463.92 |
| 01-410-4232 | Vehicle Maintenance Su | 99.81 |
| 01-410-4233 | Equipment Maintenance | 604.96 |
| 01-410-4234 | Equipment Gas & Oil | 15.18 |
| 01-410-4235 | Maintenance Supplies | 54.65 |
| 01-410-4240 | Building Maintenance Su | 53.91 |
| 01-410-4271 | Small Tool Purchases | 25.47 |
| 01-410-4272 | Sign Maintenance Suppli | 32.94 |
| 01-410-4340 | Street Lighting | 4,971.68 |
| 01-410-4341 | Electricity | 569.89 |
| 01-410-4342 | Water | 35.35 |
| 01-410-4343 | Sewer | 39.00 |
| 01-410-4344 | Natural Gas / Propone | 839.67 |
| 01-410-4345 | Telephone Service | 293.86 |
| 01-410-4346 | Cell Phone Service | 29.28 |
| 01-410-4347 | Trash Disposal | 152.00 |
| 01-410-4430 | Printing Services | 125.87 |
| 01-410-4541 | Sign Purchases | 1,609.00 |
| 01-510-4232 | Vehicle Maintenance Su | 218.35 |
| 01-510-4240 | Building Maintenance Su | 66.88 |
| 01-510-4341 | Electricity | 736.34 |
| 01-510-4342 | Water | 456.75 |
| 01-510-4343 | Sewer | 686.00 |
| 01-510-4347 | Trash Disposal | 167.35 |
| 01-515-4341 | Electricity | 80.29 |
| 01-520-4341 | Electricity | 16.80 |
| 01-520-4342 | Water | 30.45 |
| 01-520-4347 | Trash Disposal | 21.00 |
| 01-550-4341 | Electricity | 88.85 |
| 01-550-4342 | Water | 60.90 |
| 01-550-4345 | Telephone Service | 18.26 |
| 01-550-4401 | Contract Labor | 1,016.20 |
| 01-550-4416 | Advertising / Public Rela | 158.70 |
| 01-550-4430 | Printing Services | 163.72 |
| 01-550-4432 | Memberships / Dues | 420.00 |
| 01-550-4701 | Special Interest/Trip/Eve | 140.27 |
| 01-550-4704 | Sports/Athletics | 4,908.32 |
| 02-2116 | FICA Payable | 1,158.28 |

Account Summary

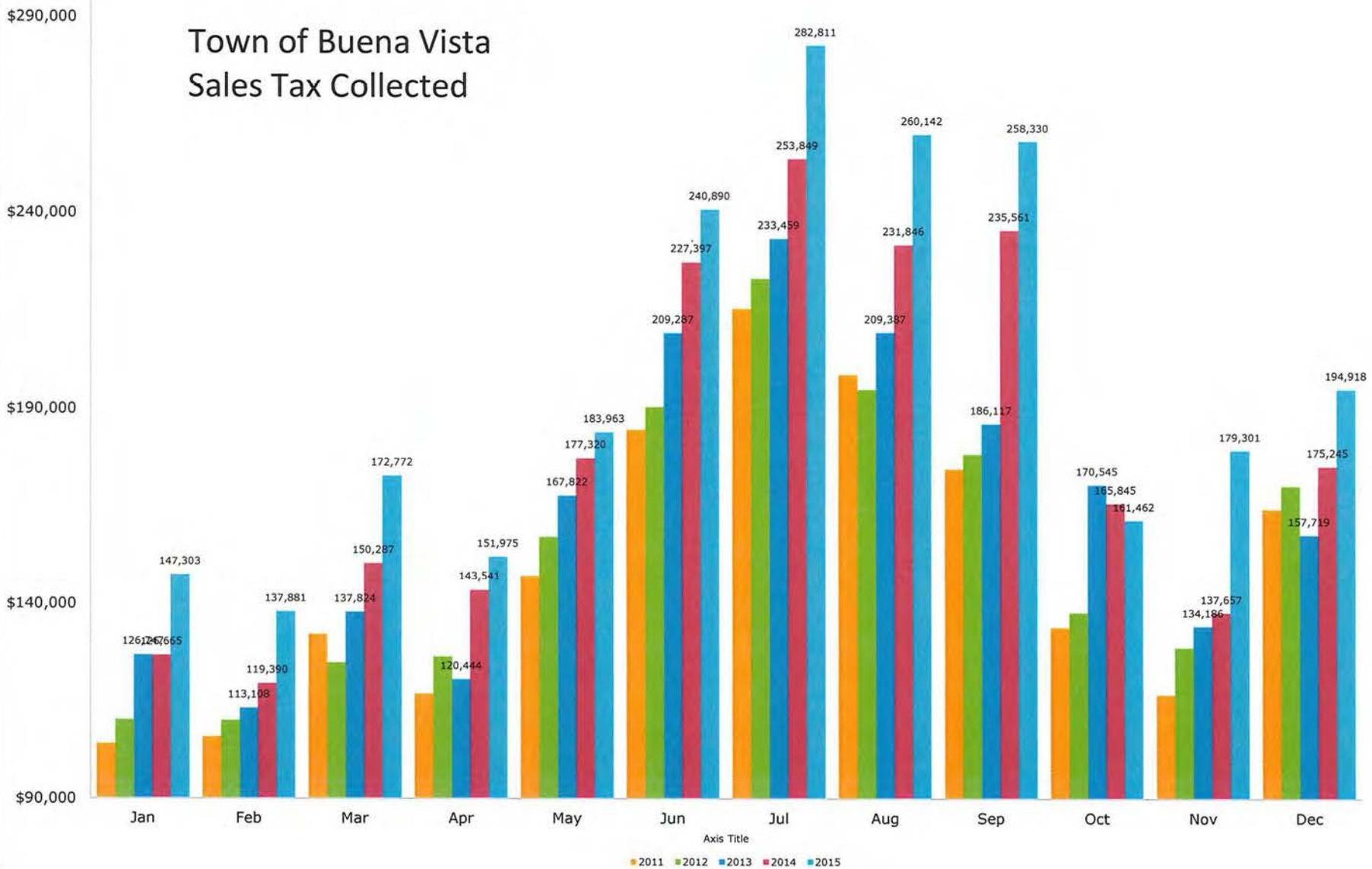
| Account Number | Account Name | Payment Amount |
|----------------|--------------------------|-------------------|
| 02-2117 | FWH Payable | 619.36 |
| 02-2118 | SWH Payable | 230.80 |
| 02-2126 | Health Savings Account | 70.00 |
| 02-2130 | CCOERA Payable | 542.30 |
| 02-2132 | CCOERA 457 Payable | 32.50 |
| 02-710-4205 | Postage | 769.70 |
| 02-710-4211 | Office Supplies | 34.70 |
| 02-710-4216 | Operating Supplies | 18.99 |
| 02-710-4232 | Vehicle Maintenance Su | 17.55 |
| 02-710-4233 | Equipment Maintenance | 94.72 |
| 02-710-4271 | Small Tool Purchases | 17.99 |
| 02-710-4345 | Telephone Service | 162.88 |
| 02-710-4410 | Legal | 13,610.11 |
| 02-710-4412 | Engineering Fees | 4,673.16 |
| 02-710-4415 | Professional Fees for Ou | 24.31 |
| 02-710-4424 | Laboratory Testing Fees | 126.00 |
| 02-710-4430 | Printing Services | 288.77 |
| 02-710-4480 | Travel & Training Costs | 800.00 |
| 02-715-4251 | Chemicals | 854.75 |
| 02-715-4341 | Electricity | 846.75 |
| 02-715-4344 | Natural Gas / Propone | 521.47 |
| 02-730-4562 | Water Well | 4,010.30 |
| 03-410-4813 | Light Equipment Purchas | 17,402.00 |
| 03-415-4861 | Street Reconstruction > | 40.70 |
| 03-510-4813 | Safe Route to School | 10,274.30 |
| 03-510-4848 | Park & Rec Amenities | 63.00 |
| 07-2116 | FICA Payable | 850.88 |
| 07-2117 | FWH Payable | 541.79 |
| 07-2118 | SWH Payable | 185.30 |
| 07-2126 | Health Savings Account | 70.00 |
| 07-2130 | CCOERA Payable | 177.24 |
| 07-2132 | CCOERA 457 Payable | 7.50 |
| 07-810-4218 | Oxygen / Nitrogen Suppl | 32.90 |
| 07-815-4240 | Building Maintenance Su | 124.24 |
| 07-830-4216 | Operating Supplies | 229.99 |
| 07-830-4220 | Licenses & Permits | 30.00 |
| 07-830-4240 | Building Maintenance Su | 17.48 |
| 07-830-4341 | Electricity | 1,468.46 |
| 07-830-4342 | Water | 30.45 |
| 07-830-4343 | Sewer | 120.90 |
| 07-830-4344 | Natural Gas / Propone | 1,055.63 |
| 07-830-4345 | Telephone Service | 91.87 |
| 07-830-4346 | Cell Phone Service | 67.49 |
| 07-835-4232 | Vehicle Maintenance Su | 216.93 |
| 07-835-4233 | Equipment Maintenance | 3,032.06 |
| 07-835-4235 | Maintenance Supplies | 17.77 |
| 07-835-4240 | Building Maintenance Su | 16.77 |
| 07-850-4875 | Land Acquisition | 1,465.65 |
| | Grand Total: | 133,595.26 |

Project Account Summary

| Project Account Key | Payment Amount |
|---------------------------|-------------------|
| **None** | 133,554.56 |
| Annual Street Maintenance | 40.70 |
| Grand Total: | 133,595.26 |

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Town of Buena Vista Sales Tax Collected



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Town of Buena Vista
Sales Tax Receipts Recorded by Month Earned
 (Note: Taxes are received 2 months After Earned)

| | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2,010 | 2011 | 2,012 | 2,013 | 2014 | YTD 2014 Actual | 2015 Budget | 2015 Actual | YTD 2015 Actual | Monthly % Increase/ (Decrease) over 2014 | Monthly % Increase/ (Decrease) over Budget | YTD \$ Increase (Decrease) over 2014 | YTD % Increase (Decrease) over 2014 |
|-----------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---|---|---|--|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | % | % | \$ | % |
| January | | | | | | | | | | | | | | | | | | | |
| Town | 51,666 | 45,347 | 53,595 | 56,619 | 54,215 | 61,583 | 56,880 | 56,963 | 65,477 | 73,041 | 72,116.48 | 72,116.48 | 70,106.86 | 86,245.79 | 86,245.79 | 19.59% | 23.02% | 14,129.31 | 19.59% |
| County | 42,497 | 37,144 | 43,601 | 43,457 | 51,427 | 46,456 | 42,667 | 47,034 | 44,665 | 53,707 | 54,548.44 | 54,548.44 | 53,976.94 | 61,057.31 | 61,057.31 | 11.93% | 13.12% | 6,508.87 | 11.93% |
| Total | 94,163 | 82,490 | 97,197 | 100,076 | 105,642 | 108,039 | 99,546 | 103,997 | 110,142 | 126,747 | 126,664.92 | 126,664.92 | 124,083.80 | 147,303.10 | 147,303.10 | 16.29% | 18.71% | 20,638.18 | 16.29% |
| February | | | | | | | | | | | | | | | | | | | |
| Town | 50,140 | 49,585 | 51,610 | 57,742 | 57,957 | 60,358 | 58,661 | 58,961 | 63,139 | 64,139 | 67,267.87 | 139,384.35 | 65,292.51 | 81,063.40 | 167,309.19 | 20.51% | 24.15% | 27,924.84 | 20.03% |
| County | 37,605 | 40,273 | 42,237 | 46,576 | 50,179 | 44,873 | 44,037 | 46,821 | 46,782 | 48,968 | 52,122.47 | 106,670.91 | 51,474.10 | 56,817.69 | 117,875.00 | 9.01% | 10.38% | 11,204.09 | 10.50% |
| Total | 87,745 | 89,858 | 93,847 | 104,317 | 108,135 | 105,231 | 102,697 | 105,783 | 109,921 | 113,108 | 119,390.34 | 246,055.26 | 116,766.61 | 137,881.09 | 285,184.19 | 15.49% | 18.08% | 39,128.93 | 15.90% |
| March | | | | | | | | | | | | | | | | | | | |
| Town | 59,411 | 65,641 | 60,544 | 67,724 | 63,916 | 66,628 | 67,177 | 78,995 | 71,073 | 78,542 | 86,804.24 | 226,188.59 | 84,690.82 | 98,344.83 | 265,654.02 | 13.29% | 16.12% | 39,465.43 | 17.45% |
| County | 47,987 | 46,929 | 52,606 | 53,626 | 57,446 | 53,210 | 53,289 | 53,043 | 53,628 | 59,281 | 63,483.05 | 170,153.96 | 63,194.67 | 74,426.75 | 192,301.75 | 17.24% | 17.77% | 22,147.79 | 13.02% |
| Total | 107,398 | 112,570 | 113,150 | 121,349 | 121,362 | 119,838 | 120,466 | 132,038 | 124,701 | 137,824 | 150,287.29 | 396,342.55 | 147,885.49 | 172,771.58 | 457,955.77 | 14.96% | 16.83% | 61,613.22 | 15.55% |
| April | | | | | | | | | | | | | | | | | | | |
| Town | 48,614 | 51,460 | 56,332 | 59,357 | 66,793 | 64,249 | 66,075 | 68,656 | 77,493 | 70,687 | 83,602.07 | 309,790.66 | 81,511.28 | 91,976.41 | 357,630.43 | 10.02% | 12.84% | 47,839.77 | 15.44% |
| County | 39,212 | 42,215 | 43,060 | 48,193 | 50,729 | 45,059 | 44,900 | 48,144 | 48,809 | 49,757 | 59,938.93 | 230,092.89 | 59,538.24 | 59,998.41 | 252,300.16 | 0.10% | 0.77% | 22,207.27 | 9.65% |
| Total | 87,826 | 93,675 | 99,393 | 107,549 | 117,522 | 109,307 | 110,975 | 116,801 | 126,302 | 120,444 | 143,541.00 | 539,883.55 | 141,049.53 | 151,974.82 | 609,930.59 | 5.88% | 7.75% | 70,047.04 | 12.97% |
| May | | | | | | | | | | | | | | | | | | | |
| Town | 60,982 | 69,992 | 76,923 | 80,228 | 83,237 | 85,630 | 85,922 | 84,721 | 99,470 | 101,801 | 109,140.22 | 418,930.88 | 106,868.96 | 113,008.14 | 470,638.57 | 3.54% | 5.74% | 51,707.69 | 12.34% |
| County | 46,701 | 48,504 | 52,354 | 56,254 | 58,877 | 54,185 | 51,783 | 62,270 | 57,669 | 66,021 | 68,179.89 | 298,272.78 | 68,040.34 | 70,955.32 | 323,255.48 | 4.07% | 4.28% | 24,982.70 | 8.38% |
| Total | 107,683 | 118,496 | 129,277 | 136,483 | 142,114 | 139,815 | 137,705 | 146,991 | 157,139 | 167,822 | 177,320.11 | 717,203.66 | 174,909.30 | 183,963.46 | 793,894.05 | 3.75% | 5.18% | 76,690.39 | 10.69% |
| June | | | | | | | | | | | | | | | | | | | |
| Town | 85,524 | 85,781 | 101,602 | 91,580 | 107,406 | 106,067 | 113,047 | 116,073 | 117,145 | 130,737 | 144,056.06 | 562,986.94 | 141,538.07 | 149,896.18 | 620,534.75 | 4.05% | 5.91% | 57,547.81 | 10.22% |
| County | 60,028 | 60,835 | 66,669 | 68,550 | 72,564 | 67,973 | 72,658 | 68,609 | 73,332 | 78,551 | 83,341.09 | 381,613.87 | 80,681.96 | 90,993.88 | 414,249.36 | 9.18% | 12.78% | 32,635.49 | 8.55% |
| Total | 145,552 | 146,616 | 168,270 | 160,130 | 179,970 | 174,040 | 185,705 | 184,682 | 190,477 | 209,287 | 227,397.15 | 944,600.81 | 222,220.02 | 240,890.06 | 1,034,784.11 | 5.93% | 8.40% | 90,183.30 | 9.55% |
| July | | | | | | | | | | | | | | | | | | | |
| Town | 91,515 | 103,173 | 106,294 | 112,231 | 114,323 | 122,744 | 132,347 | 135,853 | 142,004 | 145,907 | 160,767.91 | 723,754.85 | 156,368.93 | 181,767.99 | 802,302.74 | 13.06% | 16.24% | 78,547.89 | 10.85% |
| County | 62,172 | 65,476 | 67,033 | 74,123 | 80,597 | 73,001 | 78,528 | 79,700 | 81,212 | 87,553 | 93,081.20 | 474,695.07 | 90,916.42 | 101,042.88 | 515,292.24 | 8.55% | 11.14% | 40,597.17 | 8.55% |
| Total | 153,688 | 168,649 | 173,326 | 186,353 | 194,920 | 195,745 | 210,875 | 215,553 | 223,217 | 233,459 | 253,849.11 | 1,198,449.92 | 247,285.35 | 282,810.87 | 1,317,594.98 | 11.41% | 14.37% | 119,145.06 | 9.94% |
| August | | | | | | | | | | | | | | | | | | | |
| Town | 83,452 | 90,696 | 98,039 | 101,820 | 110,582 | 111,141 | 110,976 | 124,938 | 124,451 | 129,206 | 146,475.36 | 870,230.21 | 144,940.27 | 163,582.54 | 965,885.28 | 11.68% | 12.86% | 95,655.07 | 10.99% |
| County | 54,903 | 59,491 | 62,766 | 69,825 | 74,726 | 66,260 | 68,476 | 73,702 | 70,378 | 80,180 | 85,371.10 | 560,066.17 | 85,776.29 | 96,559.87 | 611,852.11 | 13.11% | 12.57% | 51,785.94 | 9.25% |
| Total | 138,356 | 150,186 | 160,805 | 171,645 | 185,308 | 177,401 | 179,453 | 198,640 | 194,829 | 209,387 | 231,846.46 | 1,430,296.38 | 230,716.56 | 260,142.41 | 1,577,737.39 | 12.20% | 12.75% | 147,441.01 | 10.31% |
| September | | | | | | | | | | | | | | | | | | | |
| Town | 78,182 | 83,616 | 95,423 | 107,171 | 92,765 | 101,199 | 96,770 | 110,062 | 111,695 | 114,969 | 154,030.24 | 1,024,260.45 | 151,441.76 | 164,354.64 | 1,130,239.92 | 6.70% | 8.53% | 105,979.47 | 10.35% |
| County | 54,254 | 58,195 | 66,723 | 67,710 | 66,261 | 63,213 | 59,411 | 64,566 | 66,706 | 71,148 | 81,530.36 | 641,596.53 | 81,813.85 | 93,975.69 | 705,827.80 | 15.26% | 14.87% | 64,231.27 | 10.01% |
| Total | 132,436 | 141,810 | 162,146 | 174,880 | 159,026 | 164,412 | 156,180 | 174,628 | 178,401 | 186,117 | 235,560.60 | 1,665,856.98 | 233,255.61 | 258,330.33 | 1,836,067.72 | 9.67% | 10.75% | 170,210.74 | 10.22% |
| October | | | | | | | | | | | | | | | | | | | |
| Town | 59,867 | 63,910 | 70,896 | 68,256 | 77,047 | 74,224 | 78,290 | 81,468 | 83,618 | 108,316 | 101,027.93 | 1,125,288.38 | 98,814.00 | 96,587.52 | 1,226,827.44 | -4.40% | -2.25% | 101,539.06 | 9.02% |
| County | 44,598 | 47,290 | 49,207 | 51,851 | 55,672 | 48,045 | 46,899 | 52,453 | 54,063 | 62,229 | 64,816.94 | 706,413.47 | 64,570.82 | 64,874.00 | 770,701.80 | 0.09% | 0.47% | 64,288.33 | 9.10% |
| Total | 104,465 | 111,200 | 120,104 | 120,107 | 132,719 | 122,269 | 125,189 | 133,921 | 137,681 | 170,545 | 165,844.87 | 1,831,701.85 | 163,384.82 | 161,461.52 | 1,997,529.24 | -2.64% | -1.18% | 165,827.39 | 9.05% |
| November | | | | | | | | | | | | | | | | | | | |
| Town | 50,477 | 57,096 | 51,959 | 65,615 | 63,803 | 65,160 | 77,080 | 68,469 | 77,659 | 78,751 | 81,556.28 | 1,206,844.66 | 79,479.95 | 110,238.84 | 1,337,066.28 | 35.17% | 38.70% | 130,221.62 | 10.79% |
| County | 42,002 | 43,518 | 32,376 | 49,791 | 49,592 | 48,488 | 53,995 | 48,053 | 51,006 | 55,435 | 56,100.48 | 762,513.95 | 55,578.16 | 69,062.41 | 839,764.21 | 23.10% | 24.26% | 77,250.26 | 10.13% |
| Total | 92,479 | 100,614 | 84,335 | 115,405 | 113,396 | 113,648 | 131,075 | 116,522 | 128,665 | 134,187 | 137,656.76 | 1,969,358.61 | 135,058.11 | 179,301.25 | 2,176,830.49 | 30.25% | 32.76% | 207,471.88 | 10.53% |
| December | | | | | | | | | | | | | | | | | | | |
| Town | 70,641 | 79,545 | 88,520 | 95,558 | 101,287 | 91,009 | 88,225 | 103,362 | 107,223 | 91,311 | 101,643.27 | 1,308,487.93 | 99,946.58 | 116,240.13 | 1,453,306.41 | 14.36% | 16.30% | 144,818.48 | 11.07% |
| County | 53,295 | 59,572 | 70,760 | 64,099 | 64,201 | 58,308 | 60,065 | 61,006 | 63,040 | 66,409 | 73,601.80 | 836,115.75 | 74,338.21 | 78,677.50 | 918,441.71 | 6.90% | 5.84% | 82,325.96 | 9.85% |
| Total | 123,936 | 139,117 | 159,279 | 159,657 | 165,488 | 149,318 | 148,290 | 164,368 | 170,263 | 157,720 | 175,245.07 | 2,144,603.68 | 174,284.80 | 194,917.63 | 2,371,748.12 | 11.23% | 11.84% | 227,144.44 | 10.59% |
| State Audit Recovery | | | | | 20,927 | 207,178 | | | | | | | | | | | | | |
| FY Town | 790,471 | 845,841 | 911,737 | 963,899 | 1,014,258 | 1,009,992 | 1,238,627 | 1,088,521 | 1,140,448 | 1,187,408 | 1,308,487.93 | 1,308,487.93 | 1,281,000.00 | 1,453,306.41 | 1,453,306.41 | | | 144,818.48 | 11.07% |
| FY County | 585,254 | 609,441 | 649,392 | 694,054 | 732,270 | 669,071 | 676,708 | 705,401 | 711,290 | 779,239 | 836,115.75 | 836,115.75 | 829,900.00 | 918,441.71 | 918,441.71 | | | 82,325.96 | 9.85% |
| FY Total | 1,375,725 | 1,455,282 | 1,561,129 | 1,657,953 | 1,746,528 | 1,679,063 | 1,915,335 | 1,793,923 | 1,851,738 | 1,966,647 | 2,144,603.68 | 2,144,603.68 | 2,110,900.00 | 2,371,748.12 | 2,371,748.12 | | | 227,144.44 | 10.59% |

E-2

E-2

Town of Buena Vista - Capital Improvement Fund
 Sales Tax Receipts Recorded by Month Earned
 - 1/2% Street Dedicated Sales Taxes started July, 2010
 (Note: Taxes are received 2 months After Earned)

| Month earned | 2010 Actual \$ | 2011 Budget \$ | 2011 Actual \$ | 2012 Actual | YTD | 2013 Actual | YTD | YTD | 2015 Budget | 2015 Actual | YTD | Monthly | Monthly | YTD | YTD | |
|------------------------|-------------------|-------------------|-------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--|--|--|--|
| | | | | | 2012 Actual | | 2013 Actual | 2014 Actual | | | 2014 Actual | 2015 Actual | % Increase/ (Decrease) over 2014 | % Increase/ (Decrease) over Budget | \$ Increase (Decrease) over 2014 | % Increase/ (Decrease) over 2014 |
| January | - | 13,967.75 | 14,240.80 | 16,369.18 | 16,369.18 | 18,260.18 | 18,260.18 | 18,029.12 | 18,029.12 | 19,010.14 | 21,561.45 | 19.59% | 13.42% | 3,532.33 | 19.59% | |
| February | - | 14,405.13 | 14,740.34 | 15,784.68 | 32,153.86 | 16,034.82 | 34,295.00 | 16,816.97 | 34,846.09 | 18,412.75 | 20,265.85 | 41,827.30 | 20.51% | 10.06% | 6,981.21 | 20.03% |
| March | - | 16,496.54 | 19,748.75 | 17,768.26 | 49,922.12 | 19,635.60 | 53,930.60 | 21,701.06 | 56,547.15 | 21,806.47 | 24,586.21 | 66,413.51 | 13.29% | 12.75% | 9,866.36 | 17.45% |
| April | - | 16,225.79 | 17,164.10 | 19,373.27 | 69,295.39 | 17,671.76 | 71,602.36 | 20,900.52 | 77,447.67 | 20,455.56 | 22,994.10 | 89,407.61 | 10.02% | 12.41% | 11,959.94 | 15.44% |
| May | - | 21,099.66 | 21,180.23 | 24,867.55 | 94,162.94 | 25,450.13 | 97,052.49 | 27,285.05 | 104,732.72 | 27,786.64 | 28,252.03 | 117,659.64 | 3.54% | 1.67% | 12,926.92 | 12.34% |
| June | - | 27,760.59 | 29,018.24 | 29,286.32 | 123,449.26 | 32,684.15 | 129,736.64 | 36,014.02 | 140,746.74 | 34,604.67 | 37,474.04 | 155,133.68 | 4.05% | 8.29% | 14,386.94 | 10.22% |
| July | 33,086.64 | 32,499.97 | 33,963.16 | 35,501.10 | 158,950.36 | 36,476.70 | 166,213.34 | 40,191.98 | 180,938.72 | 38,179.13 | 45,442.00 | 200,575.68 | 13.06% | 19.02% | 19,636.96 | 10.85% |
| August | 27,744.04 | 27,252.11 | 31,234.54 | 31,112.63 | 190,062.99 | 32,301.61 | 198,514.95 | 36,618.84 | 217,557.56 | 34,244.13 | 40,895.64 | 241,471.32 | 11.68% | 19.42% | 23,913.76 | 10.99% |
| September | 24,192.42 | 23,763.46 | 27,515.52 | 27,923.83 | 217,986.82 | 28,742.34 | 227,257.29 | 38,507.56 | 256,065.12 | 30,889.53 | 41,088.66 | 282,559.98 | 6.70% | 33.02% | 26,494.86 | 10.35% |
| October | 19,572.59 | 19,225.54 | 20,366.93 | 20,904.57 | 238,891.39 | 27,078.98 | 254,336.27 | 25,256.98 | 281,322.10 | 29,321.82 | 24,146.88 | 306,706.86 | -4.40% | -17.65% | 25,384.76 | 9.02% |
| November | 19,269.97 | 18,928.29 | 17,117.23 | 19,414.82 | 258,306.21 | 19,687.83 | 274,024.10 | 20,389.07 | 301,711.17 | 21,855.70 | 27,558.72 | 334,265.58 | 35.16% | 26.09% | 32,554.41 | 10.79% |
| December | 22,056.25 | 21,665.17 | 25,840.45 | 26,803.83 | 285,110.04 | 22,827.80 | 296,851.90 | 25,410.82 | 327,121.99 | 25,833.45 | 29,060.03 | 363,325.61 | 14.36% | 12.49% | 36,203.62 | 11.07% |
| Transfer from Gen Fund | 350,000.00 | | | | | | | | | | | | | | | |
| YTD Collections | | 253,290.00 | 272,130.30 | 285,110.04 | 285,110.04 | 296,851.90 | 296,851.90 | 327,121.99 | 327,121.99 | 322,400.00 | 363,325.61 | 363,325.61 | | | 36,203.62 | 11.07% |



MEMORANDUM

To: Mayor and Board of Trustees
From: Janell Sciacca, Town Clerk
Melanie Jacobs, Deputy Town Clerk
Date: February 19, 2016
RE: January 2016 Clerk's Office Actions

January 2016 official actions for the Town Clerk's Office are as follows:

LIQUOR LICENSES

- **Special Events License(s) Issued:**
 - **Alliance for Domestic Abuse** for Chocolate Lover's Fundraiser at High Country Bank, 516 US Highway 24 on February 6, 2016 between 12:00 PM and 10:00 PM.
- **License(s) Renewed:**
 - **LaValle's Gas & Liquors, Inc.**, Liquor Store, 543 N. Highway 24, owner Jeffrey LaValle.

BUSINESS LICENSES

- **New License(s) Issued:**
 - **Colorado Central Telecom** – (BV / Ralph Abrams) – Internet Service Provider
 - **Automatic-Access, Inc.** – (Colorado Springs / Sherry Benda) – Automatic Pedestrian Doors
 - **Little Market on Main** – (BV / Larkin Wiegert & Tom Liverman) – Groceries
 - **Glass Eye Art** – (BV / Karen Heise) – Fused Glass Art
- **Licenses(s) Renewed:**
 - 55 Business Licenses were renewed during the month of January.

CEMETERY

- Ownership of four (4) burial sites transferred.
- One (1) interment.

NOTARY SERVICES PERFORMED

- 34 Notaries were performed in January.

ELECTION

- Four (4) Candidate Nomination petitions were certified valid for the Town Trustee positions.
- One (1) Issue Committee was registered.

OTHER DUTIES

- One (1) oath administered to new Town Police Officer.



PLANNING DEPARTMENT MONTHLY REPORT

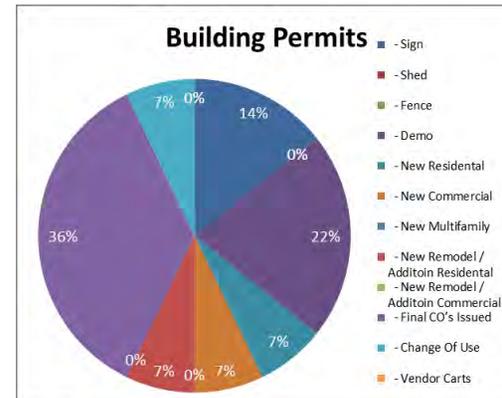
January 2016

Projects coming before the Board of Trustees in the near future:

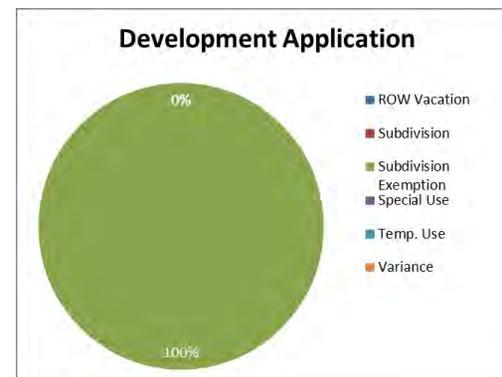
- Unified Development Code (UDC) rewrite – second module due to Planning Department Staff in February. After staff revision, the Steering Committee should see it in March.

| Staff Levels | |
|------------------------------------|------------|
| Principal Planner, Mark Doering | Full Time |
| Planner I, Scott Reynolds | Full Time |
| Planning Tech, Vacant | Full Time |
| Planning Assistant, Melanie Jacobs | 50% |
| 2016 Total Revenue | \$1,555.90 |

| Building Permit Totals | | | |
|--|----------|-----------------|------------|
| Type | Jan-16 | | |
| | # | \$ | Total 2016 |
| Town Permits | | | |
| - Sign | 2 | \$ 200 | \$ 200 |
| - Demo | 1 | \$ 0.00 | \$ 0.00 |
| Building Permits (Commercial and Residential) | | | |
| - New Residential | 1 | \$ 321.80 | \$ 321.80 |
| - New Commercial | 1 | \$ 288.69 | \$ 288.69 |
| - New Remodel / Addition Residential | 1 | \$ 56.00 | \$ 56.00 |
| - Final CO's Issued | 5 | \$ 0.00 | \$ 0.00 |
| Total | 6 | \$880.90 | |



| Development Project Totals | | | |
|----------------------------|----------|-----------------|------------|
| Type | Jan-16 | | |
| | # | \$ | Total 2016 |
| Subdivision | 1 | \$675.00 | \$675.00 |
| Total | 1 | \$675.00 | |





Town of Buena Vista

Post Office Box 2002

Buena Vista, Colorado 81211

Phone: (719) 395-8643

Fax: (719) 395-8644

DATE: February 18, 2016

TO: Mayor and Board of Trustees

FROM: Ron Dennis, Code Enforcement Officer

SUBJECT: Code Enforcement Report – February 2016

Code Enforcement Activities:

Enforcement activities have focused on citizen complaints and the continuance of open cases. Code enforcement's primary focus in 2015 has been laying the groundwork for successful implementation of enforcement programs for 2016.

- Year to date (January 1 to February 18, 2016)
 - 9 Cases opened
 - 6 Cases closed
 - 22 ongoing open cases (i.e. occupied tiny homes, vacant hoarder property, long term RV occupation. etc.)
 - Snow removal initiative on Main Street and related areas – Contacted 6 business and property owners, plus sent letters to 3 absentee property owners to remind them of snow removal obligations during recent snow events

Ongoing Enforcement projects:

- Completing drafts of revisions to nuisance codes (Chapter 7 of BV municipal code)
 - Developed template for fine/fees schedule for code violations
 - Developing Chapter 7 nuisance codes: Article VI - Dogs
 - Assisting with review draft of BV Unified Development Code
- Coordinating 2016 Farm Animal permit program
- Developing community involvement initiatives
 - Programs include expanding community clean up day at Public Works, "Adopt a Street" program, "Adopt a Neighbor" program
- Developing draft of a Noxious Weed Management Plan (required by State code)
- Chairperson for Town's safety committee.
 - Developing safety programs to comply with insurance/regulatory guidelines.
 - Coordinating and developing Emergency Action Plan for Town Employees



To: Board of Trustees, Town of Buena Vista, CO
Airport Advisory Board

February 16th, 2016

From: Jill Van Deel / Airport Manager

Subject: Airport Report

- **Korean Helicopter Testing-** Korean helicopter manufacturer Korea Aerospace Industry (KAI) will be arriving mid-April to spend approximately six weeks testing their KUH-1 Surion. The Surion is a twin-engine transport utility helicopter. I have been preparing the Scope of Work and Contract documents.
- **Fort Carson Helicopter Operations** – I have been in talks with Fort Carson 4th Infantry Division 10th Special Forces group Flight Operations concerning KAEJ being a routine refueling stop during operations. This will be hugely beneficial as the aircraft flown by Fort Carson burn enormous amounts of fuel. This arrangement was made possible by a recommendation by HAATS to Fort Carson.
- **Hangar Floor Resurfacing** - We have received sample kits of epoxy floor coating and are currently experimenting with them to determine the best product. I had an estimate performed last year for resurfacing of the epoxy floor in the hangar. The estimate came in at \$75,000. Removing the old epoxy surface is the difficult part of this project. We are in the process of locating an industrial grinder to do the project in-house utilizing airport staff, if not, we may have to hire a concrete company to remove old epoxy and prepare surface for new epoxy. Utilizing staff we may be able to resurface the hangar floor for \$15,000. We also plan to cross train town staff so that other departments may have the ability to epoxy their facilities as needed.
- **Reach Air Facility** - Reach Air double-wide modular was delivered on February 9th. It has been positioned and prepped for electrical, gas, and sewer connections. Reach Air will be operating out of this modular for a 6 month to 1 year trial period until construction of six new box hangars is complete, of which they will occupy two. One hangar will be used for storage of aircraft while the other will be used as a crew rest area. During the trial period, aircraft will be stored in Mark Muller's hangar and a crew of 3 will be stationed 24/7 in the modular facility.

Reach Air representatives have made numerous visits in preparation of moving operations to KAEJ.

- **Hangar Door Re-engineering-** The Town-owned hangar doors are 20 feet high. We lose out on many possible hangar fees because of our inability to house most large business jets. We would like to be able to accommodate aircraft with tails up to 26 feet in height. The most likely and affordable way to accomplish this is to re-engineer the middle portion of the existing doors to accommodate the high tail of larger aircraft. We have had a representative of an airport architecture and engineering firm make a visit and are now awaiting his recommendation.
- **Car Rental** – We are exploring options to get another car rental agency to base rental cars at the airport.

- **2016 Traffic Count**

Total Aircraft Operations Through February 2016: 232

Total Persons Using Airport: 214

Total Based Aircraft: 30

- **Fuel Sales through February 2016**

2016 – 1,513 gallons

Thank you,

Jill Van Deel

February 18, 2016

To: Buena Vista Town Board of Trustees

From: Chaffee County Democratic Party

Re: Rental Fee

This is a request for a waiver of the rental fee for the Pinion Room usage on March 19, 2016. We are requesting that we be granted non profit status as a non profit organization.

Thank you,

A handwritten signature in cursive script, appearing to read "Jim Osborne", followed by a horizontal line extending to the right.

Jim Osborne

Chaffee County Democratic Chairman



P.O. Box 942 • Salida, CO 81201
719-539-7700
www.ltua.org email: info@ltua.org

February 5, 2016

Emily Osborn
Recreation Supervisor
Town of Buena Vista, CO
PO Box 2002
Buena Vista, CO 81211

Dear Emily,

On behalf of Greater Arkansas River Nature Association (GARNA) and the Land Trust of the Upper Arkansas (LTUA), I am writing to request a fee waiver for our event scheduled for Saturday, March 5, 2016 at the Buena Vista Community Center. We are both 501 c3 organizations.

We would like to use this space from 5-9 PM as a part of the Wild and Scenic Film Festival. This is a fund raiser for our two organizations. We expect to have about 130 people in attendance. The scheduled fee for use of the Pinon Room is \$77.00

Thank you for considering this request

Sincerely,

Andrew J. Mackie
Executive Director



The Wild & Scenic Film Festival held each January in Nevada City, California is a kick-off for Wild & Scenic On Tour which travels to more than 140 communities and continues to grow every year. The films are too good, and the messages too powerful to keep them to ourselves. The Wild & Scenic Film Festival is a call to action. At Wild & Scenic, film-goers are transformed into a congregation of committed activists, dedicated to saving our increasingly threatened planet. We show environmental and adventure films that illustrate the Earth's beauty, the challenges facing our planet, and the work communities around the world are doing to protect the environment. Through film, Wild & Scenic On Tour is building a grassroots network connected by a common goal—to inspire people and unite communities to heal the earth.

Hosting this event is a proven way for the Greater Arkansas River Nature Association (GARNA) and Land Trust of the Upper Arkansas (LTUA) to engage a new and diverse audience, or to raise funds to further specific campaigns. Film is a powerful medium which can educate, inspire, and motivate people to go out and make a difference in their community and around the world. Since Wild & Scenic was launched, host groups have used the event to raise over a million dollars to support their local environmental campaigns.



GARNA's mission is to foster stewardship of the resources of the greater Arkansas River region through education, volunteerism and experiences. We accomplish our mission through formal partnerships with natural resource agencies and work with local, like-minded organizations. GARNA envisions an informed community that promotes the conservation of the unique natural, cultural and historic resources of the region. Activities include public education programs, the Upper Arkansas Valley Youth Ecological Literacy Program, volunteer work through the Friends of Fourmile and Upper Arkansas Wilderness Volunteers, and the Chaffee County Heritage Area/Collegiate Peaks Scenic & Historic Byway. GARNA projects include the Stage & Rail Trail, Northern Chaffee County Connections and the Salida Community Garden. For more information, please visit garna.org



LTUA's mission is to protect in perpetuity the important natural, agricultural, scenic, historic lands, and the water resources and riparian areas in Lake, Chaffee, Fremont, Saguache and Park Counties. Working in partnership with private landowners and other entities, the Land Trust of the Upper Arkansas is committed to establishing a foundation of conservation for our land and water resources, ranching heritage, wildlife, cultural history, and scenic beauty, while helping bridge the challenges of change through responsible initiatives and education programs for future generations. A small, regional, diverse organization that works on behalf of all the residents of Central Colorado to make sure we keep the integrity of our special places and resources, we are able to keep overhead low and put more resources into our projects. For more information, please visit ltua.org.

February 17, 2016

Board of Trustees

Town of Buena Vista, Colorado

The Greater Arkansas River Nature Association (GARNA) has reserved the Pinon Room of the Buena Vista Community Center for the evening of March 16, 2016 in order to present an educational program by Dr. Vincent Matthews on Colorado's Glacial Geology. This is one of a series of educational programs presented by GARNA and is open to the general public.

As a 501(c)(3) nonprofit organization, GARNA respectfully requests that the Board of Trustees waive the room fee for this event. Thank you for your consideration.

A handwritten signature in black ink, appearing to read "John McCarthy". The signature is written in a cursive style with a large initial "J" and "M".

John McCarthy

Member of the GARNA Board of Directors

HOPE

HELPING OTHERS. PROTECTING EVERYONE

2-16-2016

To Whom It May Concern:

My name is Beth Ritchie. I have lived in Buena Vista since August of 1997. I am a Veterinarian and have my own mobile veterinarian business. I am married to Joe Ritchie and have two sons Gavin and Galen.

I have started a non-profit organization called HOPE : Helping Others Protecting Everyone to help "The A21 Campaign" increase awareness of human trafficking throughout the world. We have meetings, awareness events and fundraisers to spread the word about the tragic 27 million slaves in the world today. We also do awareness skits and talk to the kids in our schools to help them be more aware and safe in our changing world.

Our first event was a Freedom Walk on October 18th, 2014. We had another Freedom Walk this past October 2015 and are planning one for 2016.

We are going to teach the Human Trafficking Curriculum from the A21 campaign for the first time this March to the whole community in the Community Center. We want it to be a free event so many will take advantage of the opportunity. It would help our budget if we do not have to pay for the event site rental and would be very grateful for your help.

We not only hope that the A21 campaign will be successful in abolishing injustice in the 21st century but we are dedicated to helping them to that end.

Join us in the fight for freedom for millions of men, women and children.

Sincerely,

Beth Ritchie

YOUR LOCAL CHAPTER OF THE A21 CAMPAIGN

Web: www.bvhope.org

Email: buenavistahope@gmail.com

www.thea21campaign.org

Facebook: BVHOPE

Instagram: BV_A21_HOPE



2015 Accomplishments & Achievements

The Chaffee Shuttle (serving Chaffee County)

- 11857 Shuttles around town – Salida, Poncha Springs, Buena Vista
 - 6573 shuttles to individuals over 60 years
 - 5284 shuttles to individuals under 60 years
 - Represents more than 48% of total shuttles
 - 1584 wheelchair shuttles
 - 32% of shuttles are medical related
 - 500 shuttles to out-of-town medical appointments
 - 1152 shuttles to employment and educational training
 - This demonstrates a continuing trend with individuals requiring transportation to work, to volunteer and to education

Bus from Alamosa and Gunnison to Denver and Airport

- Customers continue to overwhelmingly praise service to Denver and the extension on to Airport. Ridership has increased with the bus often traveling at capacity during peak times.

The Chaffee Shuttle Arkansas River Route (Canon City & Pueblo)

- Increased ridership in its 4th year of operation
 - An average of 165 passengers per month (service 7 days/week)

What's New!

- The Chaffee Shuttle now has eight wheelchair accessible vehicles in its fleet.
- Pending the completion of the dialysis unit at HRRMC, The Chaffee Shuttle plans to assist individuals needing transportation from Buena Vista.