

AGENDA

**TOWN OF HUDSON – TOWN COUNCIL
REGULAR MEETING
November 2, 2016 - 6:00 P.M.**

PLEDGE OF ALLEGIANCE

CALL TO ORDER AND ROLL CALL

ADDITIONS TO AGENDA

CITIZEN'S COMMENTS

1) CONSENT AGENDA

(Consent Agenda Items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda Items unless a Board member or Citizen so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Regular Agenda.)

- a. Town Council Meeting Minutes – October 19, 2016
- b. Payment of Bills

2) GENERAL BUSINESS

- a. PUBLIC HEARING, 2017 Budget
- b. Public Meeting, Residential Trash Service
- c. Resolution 16-29, A RESOLUTION ENACTING A SUPPLEMENTAL BUDGET AND APPROPRIATION FOR THE 2016 BUDGET OF THE TOWN OF HUDSON
- d. Discussion: 2017 Website Upgrade

3) STAFF REPORTS

4) ADJOURNMENT

MINUTES
TOWN OF HUDSON TOWN COUNCIL
REGULAR MEETING
October 19, 2016 - 6:00 P.M.

PLEDGE OF ALLEGIANCE

CALL TO ORDER AND ROLL CALL

Mayor Patch called the meeting to order at 6:00 p.m.

ROLL CALL

Mayor, Raymond Patch - Present
Mayor Pro-Tem, Laura Hargis – Absent
Councilmember, Matt Cole – Present
Councilmember, Christine Hamilton – Present
Councilmember, Julia Stell – Present
Councilmember, Joe Hammock – Present
Councilmember, Maria Chavez – Absent

Town Clerk, Rebecca Utecht took roll call, and a quorum of (4) Councilmembers were present.

Town Staff Present:

Town Manager – Joe Racine
Town Attorney – Corey Hoffmann
Town Clerk – Rebecca Utecht
Economic Development Director – Dan Hamsmith
Utility and Public Works Director – Hunter Fobare
Town Marshal – Brent Flot
Recreation Director – Billie Stam

ADDITIONS TO AGENDA

None

CITIZEN'S COMMENTS

Brent Flot, Town Marshal, presented a local Weld County resident, Brian Wise, an appreciation plaque for his assistance in aiding in a chase that occurred on May 4, 2016. This incident involved two suspects who had been on a two-week spree. They were first encountered on Holly Street in Hudson and they ran north on CR 47 and split directions. One suspect was almost immediately captured and the other was trying to get away in a large farm truck. At this time, Mr. Wise disengaged the airlines and was able to distract the suspect until law enforcement arrived to make the arrest. The Marshal's Department is grateful for these kinds of citizens who go above and beyond to assist law enforcement agencies.

Brent Flot, Town Marshal, introduced his new Deputy, Zach Johnson, to the Town Council. He reported that Deputy Johnson has been doing a great job.

Councilmember Chavez arrived at 6:11 pm.

1) CONSENT AGENDA

(Consent Agenda Items are considered routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda Items unless a Councilmember or Citizen so requests, in which case the items may be removed from the Consent Agenda and considered at the end of the Regular Agenda.)

- a. Town Council Minutes, Regular Meeting, October 5, 2016
- b. Liquor License Renewal – RDS Village
- c. Payment of Bills

Councilmember Stell made a motion, seconded by Councilmember Cole approve the Consent Agenda.

The vote was as follows:

Aye: Councilmembers Cole, Hamilton, Hargis, Stell, Chavez and Mayor Patch.

Nay - None

Mayor Patch declared the motion carried.

2) GENERAL BUSINESS

- a. Agreement for temporary water service, Sparboe Farms

Joe Racine, Town Manager, reported that the Town has been approached by Sparboe Farms regarding municipal water service. Sparboe believes that by blending municipal water with their well water in yet to be determined proportions will be beneficial. The agreement, negotiated over the past several months, provides for up to four successive six-month periods during which Sparboe can purchase Town water at out-of-town rates in order to test the use of water for their production. If at the end of the test period they determine that the Town's water is of benefit, they can apply for a regular out-of-town water tap and pay the required tap fees and raw water fees. There is also a provision in the agreement by which they can retain their tap onto the Town's system for emergency fire protection only should they determine that the town's water is not the solution to their production issues. The terms of such an agreement would have to be worked out should it be implemented. Also provided for in the agreement are the following:

- Sparboe will apply for inclusion into the Northern Colorado Water Conservancy District and its Municipal Subdistrict. (This enables them to be served by CBT water.)
- Payment to the Town of \$3,860 in lieu of raw water dedication fees during the test period.
- Sparboe will pay for all costs of connection to the water line in Oak Street except for the meter which will be provided by the Town
- During the test period, the parties will explore alternative ways in which Sparboe can meet its raw water requirement in the event of a permanent tap.
- The Town will serve two houses on the property on request with the usual tap requirements.

Councilmember Cole made a motion, seconded by Councilmember Stell to approve Agreement for temporary water service, Sparboe Farms

The vote was as follows:

Aye: Councilmembers Cole, Stell, Chavez, Hammock, Hamilton and Mayor Patch.

Nay - None

Mayor Patch declared the motion carried.

b. Case No. 16-09 SPA, Ritchey Storage, Site Plan Amendment

Joe Racine reported that Grant Ritchey has submitted an application for an amendment to his approved site plan for the self-storage facility on north Hudson Drive. The amendment would provide for temporary use of building pads that were to be developed in later phases for outdoor storage of RVs and boats. The Planning Commission conditionally approved the amendment at its October 12th meeting with three conditions. These conditions are as follows:

- 1.) The disputed ownership between CDOT and Weld County be resolved and appropriate action be taken by applicant to submit and Access Permit should Weld County prevail or in the case CDOT there would be no action necessary.
- 2.) Corrections to the amended site plan map be completed prior to recording the document.
- 3.) A time frame of 10 year review period (2026) be set for re-examination of the status of the temporary use of a portion of the site for outdoor storage. Should experience in the operation of the development show a weak market for min-storage and a strong demand for outdoor storage the applicant would submit the applicable documents under I-1 zoning regulations pertaining to the development of outdoor storage space.

Grant Ritchey, Owner of Ritchey Storage, reported that when they started down this path they discussed outside storage and planned to add this pending the growth of the Town. The outside storage will depend on the financials of operating the business. Throughout this project, they have tried to make the facility's appearance as attractive as possible. Everything on the west end of the property will be finished with Phase 1, including all metal buildings and the cement driveways. They have installed two fire hydrants; although only one was required, they did this consecutively for safety and future growth.

Chris Hamilton, Councilmember, abstained from voting.

Councilmember Cole made a motion, seconded by Councilmember Stell to approve Case No. 16-09 SPA, Ritchey Storage, Site Plan Amendment with the conditions recommended by the Planning Commission.

The vote was as follows:

Aye: Councilmembers Cole, Stell, Hammock, Chavez and Mayor Patch.

Nay - None

Mayor Patch declared the motion carried.

c. Contract for Sculpture at the New Town Hall, Bill Bunting

Joe Racine reported that at the last meeting Council had an opportunity to meet Mr. Bill Bunting and to view samples of his artwork. Staff was directed to prepare an agreement to commission Mr. Bunting to craft a metal sculpture of a full-size buffalo to be displayed outside of the new Town Hall. There is an agreement for the Council's consideration, setting the not-to-exceed price of \$17,000 for the sculpture, including installation.

Councilmember Hamilton made a motion, seconded by Councilmember Chavez to approve the Contract for Sculpture at the new Town Hall, Bill Bunting

The vote was as follows:

Aye: Councilmembers Hamilton, Chavez, Cole, Stell, Hammock and Mayor Patch.

Nay - None

Mayor Patch declared the motion carried.

d. Discussion: Public Use of Council Chambers

Billie Stam, Recreation Director, reported that there is some space in the New Town Hall that will be available to our public to host their own events in such as birthday parties, receptions, etc. In the packets, she included a couple room use policies that other towns and cities have, as well as a draft of one for the Town of Hudson. She highlighted areas in pink as the options for those areas; the highlights are the areas of discussion she would like to address.

Corey Hoffmann, Town Attorney, reported that the Town needs to keep in mind that we cannot pick and choose who uses the facility. An indemnity waiver will need to be written and a damage deposit is necessary.

Joe Hammock, Councilmember, reported that if alcohol were allowed at the event one security guard would be required for every 35 people.

Ray Patch, Mayor, reported that the council chamber was built with the intention of public use.

Corey Hoffmann advised Council that the Town cannot restrict a message but an indemnity waiver could address those issues.

Joe Racine reported that the only room that he would like available to the public would be the council chambers. He does not want the public to have access to any internal conference rooms where confidential information could be accessed.

The consensus of the Council was to move forward with specific policies and procedures for the renting the facility to only Hudson residents.

e. Discussion: Preliminary 2017 Budget

Joe Racine reported that the draft 2017 Budget and an explanatory memorandum were emailed to Council separately on October 13th in satisfaction of the requirements of state law. This meeting will be an opportunity for Council to discuss the draft and to ask questions about its content. A public hearing on the budget will be scheduled for the November 2nd meeting, and adoption of the final budget will be scheduled for December 7th. On November 2nd, we will also present to Council a resolution for supplemental appropriations in the Property Tax Special Revenue Fund, the Paving Sales Tax Fund, and the Streets Impact Fee Fund. The first two are necessary because the paving bond refunding included paying off the old bonds that are technically unanticipated expenditures. The supplemental in the impact fee fund

is due to unanticipated revenues and expenses. Staff will continue to work on the document up to the final adoption, including revising the 2016 year end forecast as new information is made available. If any member of the Council has questions or ideas regarding the budget, please feel free to contact me directly to discuss.

3) STAFF REPORTS

Joe Racine reported that the architect provided samples of wood colors for the doors, roll down shutters and trim at the new town hall. He would like Council to look at these before they leave this evening and offer their opinion. In an effort to tie the new town hall into the existing library, the siding panels will match the paint color on the north end of the library. There will be some similar roof pitches and the same outside lettering that the library has will be used on the new town hall. The student landscape design at the Love's triangle is underway. He will be meeting with the engineer next week on the Eastridge drainage design. He has had lengthy discussions with the architects about the required LEED credits at the new town hall. They have discussed a carport over the marshal's six parking spaces, which would have solar panels on the top. This will help get the required LEED credits.

Corey Hoffmann, reported that Greeley rejected the library settlement. He still thinks that this is something that can be decided on paper versus an actual courtroom. The County attorney has met with the City of Greeley attorney regarding this matter.

During the Sunrise Review, the POST Bboard went into executive session, came out, and approved the Town of Hudson's marshal's department, as well as the City of Lone Tree's. The POST Board commented that this review seemed unnecessary and agreed that the statute needs amended. CML will be presenting this issue to Legislature.

He reported that there is a current case pending with the City of Arvada police department against Denver Health involving someone in custody who the jail would not accept. Currently it is a police department's responsibility to pay medical expenses. There is case law on this from the City of Loveland. CIRSA is filing an amicus brief with the support of the City of Northglenn, City of Black Hawk, the Town of Mountain View and the Town of Parker. He asked the Council if the Town of Hudson would also support this. This brief will go to the Colorado Supreme Court in attempt to overturn the current legislation. The consensus of the Council was that the Town of Hudson would support this filing.

Brent Flot, Town Marshal, reported that on all traffic accidents the jail will not accept a party until they have had medical clearance from a hospital. There are currently 51 active warrants in the Hudson area, and 30 in Town limits. He has a couple of arson suspects from the Methodist church fire.

Billie Stam, Recreation Director, reported that she has had good feedback on the painting class. There were 13 children at the fishing derby. The Paint the Plows project was very successful. The house dedication for the Habitat for Humanity Veteran's Build project went very well. There were several American Legion members and military personnel in attendance. The family is supposed to be moving before Halloween. The annual Trunk or Treat will be on October 31, 2016 from 6 – 8 pm by Hudson Academy of Arts and Science. The Lunch with the Mayor went well. The annual Veteran's Day Commemoration will be held on November 12, 2016.

Ray Patch, Mayor, reported the speaker for the Veteran's Day Commemoration would also be available to assist any Veteran's after the presentation with benefit questions or concerns they may have.

Hunter Fobare, Utility and Public Works Director, reported that his staff is working on crack sealing Cedar Street to get the striping done. He presented the Council with some cement and asphalt quotes. This is to get some sidewalk and concrete work done at the new Public Works shop and asphalt repairs done at 2nd Avenue and Ash Street and 1st Avenue and Birch Street. He recommends using DC Construction as they have previously used this company, they do good work and they are local. The reason that their quote is less than the other listed companies is because they do not have to charge for a mobilization fee.

Councilmember Cole made a motion, seconded by Councilmember Stell to approve the work to be completed by DC Construction.

The vote was as follows:

Aye: Councilmembers Hamilton, Chavez, Cole, Stell, Hammock and Mayor Patch.

Nay - None

Mayor Patch declared the motion carried.

Rebecca Utecht, Town Clerk, reported that the Town would like to hire Linnette Barker as a part-time, temporary employee to assist with HR related issues.

The consensus of the Council was to move forward with this offer.

Chris Hamilton, Councilmember, reported that the mailers sent out by the Weld County School District RE-3J in regards to the election were very well done.

Maria Chavez, Councilmember, reported that the Weld Central softball team made it to State playoffs and she would like everyone to sign the poster she created to support the team. This will be hung in the dugout for them.

ADJOURNMENT

The meeting adjourned at approximately 7:16 p.m.

TOWN OF HUDSON, COLORADO

Mayor

ATTEST

Town Clerk

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Check Amount
10/20/2016	52244	1330	American Disposal Services of Co	10012016	Trash Service - 557 Ash Street	10-64-6633	38.00
10/20/2016	52244	1330	American Disposal Services of Co	5716170	WW Trash	75-68-6633	100.00
Total 52244:							138.00
10/20/2016	52245	1354	BBR	03254	Fall Clean Up Days	10-68-6730	3,000.00
Total 52245:							3,000.00
10/20/2016	52246	1353	Bill Bunting	10202016	Buffalo Sculpture for New Town Hall	21-71-7718	8,000.00
Total 52246:							8,000.00
10/20/2016	52247	683	Bratton's Office Equipment Inc.	20689	Office printing	10-64-6633	711.21
Total 52247:							711.21
10/20/2016	52248	30	Century Link	10072016	Telephone Service - 303-536-9311	75-68-6410	86.97
10/20/2016	52248	30	Century Link	10072016	Telephone Service - 303-536-9311	70-64-6410	86.98
10/20/2016	52248	30	Century Link	10072016-2	Telephone Service - 303-536-9365	70-68-6410	54.30
10/20/2016	52248	30	Century Link	10072016-3	Telephone Service - 303-536-4003	75-68-6410	102.94
10/20/2016	52248	30	Century Link	10072016-4	Telephone Service - 303-536-4753	10-64-6410	65.01
Total 52248:							396.20
10/20/2016	52249	16	CNA Surety	10072016	Bond/Policy #68403874	10-64-6310	100.00
Total 52249:							100.00
10/20/2016	52250	36	Colorado Analytical Laboratories I	161004104	Reg 85 Samples	75-68-6633	214.20
10/20/2016	52250	36	Colorado Analytical Laboratories I	161004110	Water Samples	70-68-6633	39.40
Total 52250:							253.60
10/20/2016	52251	1313	Culligan	09302016	WW Drinking Water	75-68-6633	94.95
Total 52251:							94.95
10/20/2016	52252	33	DPC Industries Inc.	737004708-1	WW Chemicals	75-68-6710	361.51
Total 52252:							361.51
10/20/2016	52253	503	Flowmation Inc.	3614	Plc Repair WW	75-68-6633	500.00
Total 52253:							500.00
10/20/2016	52254	1265	Galls LLC	006123326	Light Replacement	10-66-6740	313.28
10/20/2016	52254	1265	Galls LLC	006148928	Brass	10-66-7734	10.22
Total 52254:							323.50
10/20/2016	52255	1273	Grease Monkey	00937-29846	Vehicle Service	10-66-6740	40.16

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Check Amount
Total 52255:							40.16
10/20/2016	52256	1053	Kaiser Permanente	10082016	Scott Bordewyk CDL exam	70-68-6710	212.60
Total 52256:							212.60
10/20/2016	52257	1105	Keene Auto Supply Inc.	361730	Truck Wipers	10-68-6710	297.35
10/20/2016	52257	1105	Keene Auto Supply Inc.	361770	Plow Parts	10-68-6710	122.51
10/20/2016	52257	1105	Keene Auto Supply Inc.	361770	Gator Battery	10-69-6710	116.34
10/20/2016	52257	1105	Keene Auto Supply Inc.	361807	Truck Parts	10-68-6710	13.00
10/20/2016	52257	1105	Keene Auto Supply Inc.	361830	Plow Parts	10-68-6710	24.99
10/20/2016	52257	1105	Keene Auto Supply Inc.	361836	Vehicle Parts	10-68-6710	52.55
Total 52257:							626.74
10/20/2016	52258	803	Key Bank	10182016	H.S.A. Employer Contribution	10-66-6110	1,650.00
Total 52258:							1,650.00
10/20/2016	52259	1352	Matthew Bender & Co Inc	86536818	POST Legend Book	10-66-6710	59.32
10/20/2016	52259	1352	Matthew Bender & Co Inc	86673688	POST Legend Book	10-66-6710	77.14
Total 52259:							136.46
10/20/2016	52260	122	Newman Traffic Signs	TI-0302998	Tree Limb Sign	10-69-6710	192.57
Total 52260:							192.57
10/20/2016	52261	1266	Pinnacle Bank - 7	10012016	GPS Service	10-66-6211	30.00
10/20/2016	52261	1266	Pinnacle Bank - 7	10012016	Office Equipment	10-66-6720	51.45
10/20/2016	52261	1266	Pinnacle Bank - 7	10012016	Business cards	10-66-6710	26.99
10/20/2016	52261	1266	Pinnacle Bank - 7	10012016	Computer virus subscription	10-66-7733	135.13
10/20/2016	52261	1266	Pinnacle Bank - 7	10012016	Office supplies	10-66-6720	57.72
10/20/2016	52261	1266	Pinnacle Bank - 7	10012016	SANE exam to Iowa	10-66-6620	22.95
Total 52261:							324.24
10/20/2016	52262	1243	Plastics Inc.	380220	Meter Parts	70-68-6710	78.84
Total 52262:							78.84
10/20/2016	52263	509	Quill Corporation	8090063	Operating Supplies	10-64-6710	24.16
10/20/2016	52263	509	Quill Corporation	9873303	Operating Supplies	10-64-6710	6.99
10/20/2016	52263	509	Quill Corporation	9873303	Office Supplies	10-68-6720	62.98
10/20/2016	52263	509	Quill Corporation	9920590	Operating Supplies	10-64-6710	79.97
Total 52263:							174.10
10/20/2016	52264	49	SAFEbuilt Inc	0026809-IN	Building Permits and Plan Review Services	10-65-6642	1,790.05
Total 52264:							1,790.05
10/20/2016	52265	1043	Stolfus	2	Pioneer Pre-Annexation Study	10-64-6636	1,122.50

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Check Amount
Total 52265:							1,122.50
10/20/2016	52266	1152	Talk Shop Inc.	19822	Phone System Repairs	10-64-6650	168.00
Total 52266:							168.00
10/20/2016	52267	1355	The Art Spot	945	Adult Paint Class	10-69-6710	400.00
Total 52267:							400.00
10/20/2016	52268	131	Tribune The	4817544-2	Notice of Public Hearing	10-64-6620	34.74
10/20/2016	52268	131	Tribune The	4817545-2	Ordinance 16-06	10-64-6620	14.52
10/20/2016	52268	131	Tribune The	4817546-2	Ordinance 16-07	10-64-6620	14.52
10/20/2016	52268	131	Tribune The	4817547-2	Publishing - Ordinance 16-08	10-64-6620	15.68
Total 52268:							79.46
10/20/2016	52269	1327	United Site Services	114-4508716	Pond RR	10-69-6415	197.85
Total 52269:							197.85
10/20/2016	52270	99	USA BlueBook	075098	Safety Equipment	10-68-6710	40.74
10/20/2016	52270	99	USA BlueBook	075098	Safety Equipment	75-68-6710	44.74
Total 52270:							85.48
10/20/2016	52271	1215	Veris Environmental	J004067	Sludge Hauling	75-68-6633	7,040.00
10/20/2016	52271	1215	Veris Environmental	J004080	Sludge Hauling	75-68-6633	1,170.00
Total 52271:							8,210.00
10/20/2016	52272	293	Virulent Solutions Inc.	10182016	Computer, Server Updates and Maintenance	10-64-6633	1,045.00
Total 52272:							1,045.00
10/25/2016	52273	114	S. E. Weld County Chamber of Co	10182016	Chamber Meeting Luncheon x 4	10-69-6730	40.00
Total 52273:							40.00
10/25/2016	52276	2	Atmos Energy	10202016-2	Natural Gas Utility - 258 5th Ave.	10-68-6412	30.85
Total 52276:							30.85
10/27/2016	52277	27	United States Postal Service	10272016	Utility Bill Mailing	70-64-6722	69.36
10/27/2016	52277	27	United States Postal Service	10272016	Utility Bill Mailing	75-64-6722	69.36
Total 52277:							138.72
10/28/2016	52278	1103	Ablao Law LLC	697	Judicial Services	10-62-6633	300.00
Total 52278:							300.00
10/28/2016	52279	1358	Bradley Asphalt Services, Inc	10202016	Prison Road Crack Seal	10-68-6633	9,247.00

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Check Amount
Total 52279:							9,247.00
10/28/2016	52280	386	Brighton Lock & Key Service	38488	Shallow Well Lock	70-68-6710	18.00
Total 52280:							18.00
10/28/2016	52281	1338	CHARITY YOUNG	10272016	Cell Phone Service	10-64-6411	25.00
10/28/2016	52281	1338	CHARITY YOUNG	10272016	Milage	10-69-6213	102.60
Total 52281:							127.60
10/28/2016	52282	36	Colorado Analytical Laboratories I	161004105	Water Samples	70-68-6633	189.00
Total 52282:							189.00
10/28/2016	52283	214	Colorado State Treasurer	10312016	Unemployment Insurance	10-61-6036	5.89
10/28/2016	52283	214	Colorado State Treasurer	10312016	Unemployment Insurance	10-62-6036	1.66
10/28/2016	52283	214	Colorado State Treasurer	10312016	Unemployment Insurance	10-64-6036	217.46
10/28/2016	52283	214	Colorado State Treasurer	10312016	Unemployment Insurance	10-65-6036	41.72
10/28/2016	52283	214	Colorado State Treasurer	10312016	Unemployment Insurance	10-66-6036	127.36
10/28/2016	52283	214	Colorado State Treasurer	10312016	Unemployment Insurance	10-67-6036	3.47
10/28/2016	52283	214	Colorado State Treasurer	10312016	Unemployment Insurance	10-68-6036	107.92
10/28/2016	52283	214	Colorado State Treasurer	10312016	Unemployment Insurance	10-69-6036	48.09
10/28/2016	52283	214	Colorado State Treasurer	10312016	Unemployment Insurance	25-64-6036	129.31
10/28/2016	52283	214	Colorado State Treasurer	10312016	Unemployment Insurance	70-64-6036	25.52
10/28/2016	52283	214	Colorado State Treasurer	10312016	Unemployment Insurance	70-68-6036	72.66
10/28/2016	52283	214	Colorado State Treasurer	10312016	Unemployment Insurance	75-64-6036	25.52
10/28/2016	52283	214	Colorado State Treasurer	10312016	Unemployment Insurance	75-68-6036	53.30
Total 52283:							859.88
10/28/2016	52284	1273	Grease Monkey	00937-30196	Oil Change - 2007 Chevrolet Silverado	75-68-6633	43.25
Total 52284:							43.25
10/28/2016	52285	1359	Harmony Gardens	557625	Memorial Trees	10-69-6633	3,964.25
Total 52285:							3,964.25
10/28/2016	52286	1356	ICMA	10262016	ICMA membership	10-64-6211	766.86
Total 52286:							766.86
10/28/2016	52287	1357	Leonor Mota	10282016	Park deposit refund	10-48-4810	25.00
Total 52287:							25.00
10/28/2016	52288	1116	Raymond Patch	10282016	Milage	10-64-6213	64.80
Total 52288:							64.80
10/28/2016	52289	1346	Sanderson & Stewart	41910	Professional Services	10-64-6636	1,328.90
Total 52289:							1,328.90

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Check Amount
10/28/2016	52290	1212	Santander Leasing LLC	1891488	Street Sweeper Payment	10-68-7734	9,348.10
Total 52290:							9,348.10
10/28/2016	52291	285	Town of Hudson	10182016	Water for Habitat houseq	10-68-6418	96.87
10/28/2016	52291	285	Town of Hudson	10272016	Water for Habitat houseq	10-68-6418	89.93
10/28/2016	52291	285	Town of Hudson	10272016-2	Water - 1175 6th Ave	10-64-6418	5,841.30
10/28/2016	52291	285	Town of Hudson	10272016-2	Water & Sewer - 557 Ash Street	10-64-6418	79.23
10/28/2016	52291	285	Town of Hudson	10272016-2	Water & Sewer - 258 5th Avenue	10-68-6418	50.20
10/28/2016	52291	285	Town of Hudson	10272016-2	Water - 650 Cherry Street	10-64-6418	2,414.65
10/28/2016	52291	285	Town of Hudson	10272016-2	Water - Cementary	10-68-6418	15.34
Total 52291:							8,587.52
10/28/2016	52292	131	Tribune The	4832205	Final Settlement	10-64-6620	33.26
10/28/2016	52292	131	Tribune The	4832206	Budget Notice 11-2-16	10-64-6620	18.64
Total 52292:							51.90
10/28/2016	52293	5	United Power	10122016	Reverse Osmosis Plant	70-68-6413	1,659.36
10/28/2016	52293	5	United Power	10122016	Hudson Pump Station	70-68-6413	307.76
10/28/2016	52293	5	United Power	10122016	Lift Station	75-68-6413	725.23
10/28/2016	52293	5	United Power	10122016	650 Cherry St Basketball Court lights	10-69-6413	20.00
10/28/2016	52293	5	United Power	10122016	Hudson St Lighting	10-68-6412	1,303.73
10/28/2016	52293	5	United Power	10122016	Gazebo	10-69-6413	22.83
10/28/2016	52293	5	United Power	10122016	Ball field Lights	10-69-6413	20.00
10/28/2016	52293	5	United Power	10122016	I76 Access Well	70-68-6413	161.05
10/28/2016	52293	5	United Power	10122016	1100 5th Ave	70-68-6413	33.95
10/28/2016	52293	5	United Power	10122016	Water Pump Station	70-68-6413	325.20
Total 52293:							4,579.11
10/28/2016	52294	536	Verizon Wireless	9973418631	Cell Phone Service - Mayor Patch	10-61-6411	52.45
10/28/2016	52294	536	Verizon Wireless	9973418631	Cell Phone Service - Admin	10-64-6411	17.24
10/28/2016	52294	536	Verizon Wireless	9973418631	Cell Phone Service- Marshal	10-66-6411	262.58
10/28/2016	52294	536	Verizon Wireless	9973418631	Cell Phone Service - Rec Director Stam	10-69-6411	52.45
10/28/2016	52294	536	Verizon Wireless	9973418631	Wastewater Cell Phone Service	75-68-6411	42.21
10/28/2016	52294	536	Verizon Wireless	9973418631	Water Cell Phone Service	70-64-6411	42.21
10/28/2016	52294	536	Verizon Wireless	9973418631	Water Ops Cell Phone Service	70-68-6411	42.20
Total 52294:							511.34
10/28/2016	52295	1122	Zamar Screen Printing Inc.	15962	Nate Uniforms	10-68-6710	87.50
Total 52295:							87.50
Grand Totals:							70,722.60

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

MEMORANDUM

2.a.

TO: Town Council
FROM: Joe Racine, Town Manager
Date: November 2, 2016
Subject: PUBLIC HEARING, DRAFT 2017 BUDGET

Attachment

I am pleased to present to the Council with the preliminary budget for fiscal year 2017. The budget represents a DRAFT to be presented for public hearing at the November 2nd meeting.

The 2017 budget is both a financial plan for the coming year and an appropriation, i.e., authorization to spend money raised from taxes, fees, grants and other sources, for services, projects and programs that benefit the community. The Town remains in sound financial condition, with solid fund balances in the non-enterprise funds and a busy schedule of projects. The Budget contains the following:

- This Summary Budget Message
- A summary of the budget appropriation by fund
- Individual sections with fund details
- A schedule of fees for the coming fiscal year

Staff prepared this preliminary budget in accordance with the requirements of the Colorado Revised Statutes, using a modified accrual basis of accounting.

The budget contains three years of budget detail: 2015 actual revenues and expenses, based on the annual audit; 2016 budget and year-end projection; 2017 budget. Budget decisions were based on feedback from the annual citizen survey, anticipated costs and revenues, priorities expressed by the Council at its retreat and at budget work sessions, and observed needs in the community.

This memo is to provide the Council with a synopsis of the significant items in each of the funds that are changed from the 2016 Budget. It does not describe every change that was made nor does it describe funding for routine activities. Hudson citizens and members of the Council are always welcome at any time to ask questions or to offer comments about the budget and the budget adoption process. Hard copies of the budget are available at Town Hall and the budget will be posted on the Town's website. As always, I encourage any trustee who has questions or who would like to discuss the overall budget to contact me at any time.

Budget Assumptions

Budgeting for the remainder of 2016 and for fiscal year 2017 requires a set of assumptions. Base sales tax revenue is assumed to total \$650,000, an increase of \$500,000 from the 2015 budget, plus anticipated new revenue from the motel and from the pizza restaurant. Building activity includes completion of the Love's Best Western motel, four new houses and a small amount of miscellaneous commercial activity, including the proposed pizza restaurant, all by the end of 2016. Building activity for 2017 is assumed to be fourteen new houses plus 10,000 square feet of miscellaneous new commercial construction. New home building activity in 2016 and conversations with builders raise the expectation that additional home building will occur next year.

Supplemental Appropriation

When anticipated year-end expenses in any fund exceed the budgeted (appropriated) amount, it is necessary to pass a resolution increasing that fund's appropriation. This happens when unanticipated expenses occur or new projects or programs are implemented that were not included in the original budget.

In 2016 a budget supplement that will be needed is for the Street Impact Fee Fund. A resolution regarding the needed supplement is presented for consideration at this meeting. The supplement addresses the cash exchange from the refunding of the paving bonds and the impact fee project in Hudson Hills.

The construction of houses in Hudson Hills and the collection of impact fees from those houses has made it possible to begin to address the problem of pavement cracking in the subdivision. The supplement will make it possible to do \$14,000 worth of crack repairs in 2016. With receipt of additional impact fees in 2017 we will be able to continue that work.

The paving bond refunding will also show expenses in funds 22 and 23 due to the expense of paying off the old 2009 bonds. This will bring expenses in those two funds over the appropriation, and will require a supplemental appropriation resolution.

Revenues

Sales tax and property tax continue to be primary sources of revenue for operations and capital projects. During the first ten months of 2016, sales tax revenues total more than \$587,000. The twelve month trailing total sales tax collections in October 2016 were \$706,000, an indicator of the continued trend for steady growth in this revenue source. In 2017 we should begin to receive revenue from the sales tax on hotel rooms at the Best Western motel.

The anticipated total retail sales tax collection for fiscal year 2016 is anticipated to be

about \$700,000. Budgeted revenue projections are typically conservative in order to ensure a positive balance in each fund at the end of the year. The budget anticipates sales tax revenue of \$731,000 in 2017, including new revenue from the motel.

Property tax revenue in 2017, based on the preliminary assessed valuation received from the Weld County Assessor, indicates a 49% decrease for 2017. While this may seem an extreme reduction, representing about a half million dollars in each of the General Fund and in the Property Tax Special Revenue Fund, it represents about a 5% increase over the 2014 property tax receipts. Council might consider the 2015 and 2016 property tax revenues a “spike” in revenues that enabled the Town to move forward with the town hall project.

The reduction in assessed valuation was due to both a reduction in prices for oil and gas, and a reduction in mineral production. It will not materially affect the Town’s ability to provide high quality services.

It is very important to understand the volatile nature of oil and gas revenue. Net revenues from mineral production are subject to a one-time tax in the year in which minerals are extracted. Minerals remaining in the ground are not subject to property tax. Oil and gas wells typically produce significantly larger amounts in the first year or two in which they are in operation, quickly dropping off to steady annual production that is on the order of 10 percent of the first year’s production. It is likely that tax revenue over the years will experience significant ups and downs as a result, depending on oil and gas activity within the Town’s boundaries. The Town must continue to be vigilant in monitoring oil and gas activity in and around the community in order to realistically anticipate the revenues from mineral-related tax and the cost of managing the impacts from construction and operation of area wells.

In 2016 the Town received \$250,000 in unanticipated revenue in the Wastewater Fund from the sale of the Town’s five acre lot in the Hudson Industrial Park to BNSF.

Other revenues for the Town come from fees for utilities and services, franchises, licenses, grants for capital projects, court fines, and miscellaneous state and federal sources.

Town Hall Project

The largest single capital project anticipated in 2016/17 is construction of a new Town Hall on a site reserved for this building next to the new library. The project, overlapping the 2016 and 2017 fiscal years, is funded in part by a grant of up to \$1,748,220 from the State’s Energy and Mineral Impact Assistance Fund. While the entire cost of the project was included in the 2016 budget, an assumed proration of expenses and grant revenues was split between the expected year end 2016 and 2017 in the Budget. There are no immediate plans for the disposition of the old Town Hall site.

Town Hall project expenses and proportionate grant revenues are budgeted in three funds: construction in Fund 22; design fees in the General Fund; other miscellaneous fees for contingency, legal and owner's representative costs in Sales Tax Capital Fund 21.

Citizen Survey

Results of the annual citizen survey were distributed to the Council at a recent meeting and discussed at the Council retreat. The purpose of the survey is to gather ideas and concerns from the community about needs for projects and programs, and to better understand the overall satisfaction with the services provided by the Town. The 2016 budget was prepared with citizen comments in mind. I recommend that the Council consider the survey responses during the course of the year.

Staffing

The 2017 budget includes the following staffing levels:

Staffing Levels (not including Library)		
	2016 (actual EOY)	2016, proposed
Full-Time	15	16
Part-Time	3	4
Seasonal	0	0

Library staffing is not included in this table. It is funded by a pass-through of funds under an agreement with the High Plains Library District. While Library finances and staff are managed by the Hudson Library Board, Library funds are budgeted and appropriated by the Town Council.

The increase of one FTE is due to the addition of a third Deputy in the Marshal's department. The part time employee change is due to engaging former Town Clerk, Linnette Barker, on a part-time, as-needed basis. This should only amount to a few hours per month.

The following is a summary of significant changes in the 2017 budget.

10 GENERAL FUND

Fund Balance

Council has a standing policy of a General Fund balance equal to one year of operating expense, assuming the Town maintains the budgeted level of service. The fund balance in the General Fund is often looked at as the Town's "operating expense." With that perspective, the raw numbers in the draft budget do not achieve that goal, with \$1,952,062 in expenses and \$1,130,315 in budgeted fund balance, 58% of the stated goal. However, I suggest to Council that the total General Fund expense is not "operating expense," and the fund balance does not represent the actual worth of the General Fund.

There are several General Fund items totaling about \$148,000 that are one-time expenses (mostly related to the new Town Hall) or infrequent, non-recurring expenses that could have been budgeted elsewhere in the budget that could be removed from consideration in setting the fund balance goal. Combined with the decrease in fund revenue this year of about \$500,000 due to oil and gas reductions in price and production accounts for most of the shortfall.

One-time 2017 General Fund Expenses that might not be considered in calculating fund balance:

Town Hall Architect	\$	14,667
LEED Consultant on Town Hall		35,330
Town Hall soil testing		3,000
New network server		10,000
Town Hall furniture		75,000
Park Plan (net after grant)		<u>10,000</u>
TOTAL	\$	163,007

Revenues

General Fund revenues come from many sources. Primary sources are 1.5 cents of the 4 cent sales tax and property tax from the 14.377 mill levy. In 2017 the budgeted revenue from sales tax in this fund is anticipated to be \$304,500. Property tax revenue is anticipated at \$518.816, down 49% from 2016.

Council – 61

Funds are again budgeted here for two trustees to attend the annual CML conference. Also, there are funds for a 2017 Council retreat. Other items are essentially the same as the previous year.

Court – 62

No significant changes.

Elections – 63

There is no anticipated election in 2017.

Administration – 64

This sub-fund provides for the core administrative functions of the Town. Payment of certain expenses related to the Town Hall project are the only significant changes in this sub-fund.

- The network server in town hall is five years old. With the relocation to the new facility, it is timely to replace the old server. \$10,000 is provided for a new machine, including software and installation.
- An increase from a budgeted \$8,000 to an estimated \$12,000 for monthly computer system maintenance, software installation, troubleshooting and repairs, etc.
- \$20,000 is included to cover miscellaneous expenses related to the move into the new Town Hall.
- \$75,000 estimated to furnish the new Town Hall.
- \$50,007 in prorated architectural expenses for the new Town Hall, carried over from 2016.
- \$5,000 to cover the engineering cost of updating the Town's Standards and Specifications manual.
- \$7,000 as a preliminary estimate of the annual cost of upgrading and hosting the Town's website if we do a four year contract.

Planning and Zoning – 65

This sub-fund includes expenses for long range planning, development review, building inspection and economic development. It is always difficult to anticipate the level of development revenues and expenses that will occur a year in advance.

Police – 66

The Police sub-fund includes hiring and equipping a third Deputy in the Town Marshal department, Weld Sheriff indirect support services, animal control, and code enforcement. The case load handled by the Marshal's department warrant the added staff. There are significant startup costs associated with hiring, training and equipping in-house police staff.

- \$15,000 as the annual contract price for code enforcement services through SafeBUILT Colorado.
- \$4,000 for lease of a patrol car. Staff is looking into the possibility of leasing rather than purchasing vehicles.

Cemetery – 67

No significant changes.

Street Maintenance – 68

This sub-fund shows a net increase in expenses from the 2016 budget. Highlights of the budget include:

- \$14,000 for the two town cleanup events. Will be watching this item to see if there is a significant cost savings by chipping tree limbs rather than renting dumpsters for them.
- \$5,000 for the annual cost of re-stripping the downtown parking spaces.

Events and Recreation – 69

- \$24,350 for all town events, including a festival, town hall lighting, spring and fall fishing derbies, senior programming and miscellaneous activities at the community center.
- \$40,000 for a park plan update, to be offset in part by a grant from Great Outdoors Colorado.
- \$2,500 to cover the cost of the resident rates at the Fort Lupton recreation center.
- \$4,000 for park tree maintenance and replacement.
- \$5,000 for miscellaneous recreation equipment.

21 SALES TAX CAPITAL FUND

Revenues to the Sales Tax Capital Fund are 0.5 cents of the Town's 4 cent sales tax. Only capital projects can be funded with this money. For 2017 the following projects are proposed, some of which were carried over from 2016:

- \$4,500 – Drainage cross pan at Main and Grape.
- \$15,000 – Beech Street tree lawn
- \$250,611 to cover contingency and owner's representative costs for the Town Hall project.

- \$17,000 for the sculpture at the new Town Hall.

22 PROPERTY TAX SPECIAL REVENUE FUND

Anticipated revenue to this fund of \$576,157 in 2017 will come from the property tax 16.966 mill levy. This is a 49% reduction from 2016 revenues due to reductions in oil and gas prices and production in 2015. It is a primary source of funding for capital projects. Other revenue to the fund is the proceeds from the Energy Impact Grant for the new town hall.

In 2017 the following are proposed:

- \$1,725,000 in debt service EXPENSE for the paving project Revenue Bonds as refunded in 2016.
- Prorated estimate of \$912,440 in Energy and Mineral Impact Assistance Grant REVENUE for reimbursement for eligible expenses overlapping into 2017.
- Prorated estimate of \$1,609,330 in direct town hall building EXPENSE for the estimated cost of the project that overlaps into 2017.
- Offsetting revenue and expense in 2016 to account for sale of new paving bonds and payoff of the old bonds.
- Debt service EXPENSE for the paving project General Obligation Bonds ends in 2017 and new refunded bond debt service consolidated in Fund 23 in 2017.
- \$10,000 EXPENSE for culverts on a low spot on the portion of CR16 that was included in the Lloyd Land Annexation. Carried forward and moved to this fund in 2017 from fund 23.
- \$40,000 for design, equipment and installation of a security system at the new Town Hall, including interior and exterior cameras, alarms, motion sensors and access control.
- \$10,000 for design and installation of IT wiring and equipment at the new Town Hall.
- \$15,000 for design, equipment and installation of audio visual wiring and equipment at the new Town Hall.
- \$5,000 for relocation and additions to the phone system at the new Town Hall.
- \$84,267 transfer to the Water fund for debt service on the water system.

23 PAVING SALES TAX FUND

The Paving Sales Tax Fund was set up by the voters to receive 2 cents of the Town's 4 cent sales tax revenue. It is to be used exclusively for construction and maintenance of streets. In 2017 the following are anticipated:

- \$406,000 in sales tax REVENUE (50% of the total sales tax collected).

- \$1,435,000 in debt service EXPENSE for the paving project Revenue Bonds as refunded in 2016.
- Offsetting revenue and expense in 2016 to account for sale of new paving bonds and payoff of the old bonds.
- \$200,000 as the Town's contribution to the CDOT Hwy 52 widening project.
- \$400,000 for the reconstruction of Hudson Drive, north of Hwy 52.
- \$ 37,392 in total annual principal and interest payments on year three of the 5-year street sweeper lease-purchase. This item was moved here in 2017 from the general fund. Appropriate street "maintenance" expense to post to this fund since the sweeper is used exclusively for maintenance of paved streets.

24 CONSERVATION TRUST FUND

Revenues to the Conservation Trust Fund come from the Colorado Lottery. Funds must be used for parks, open space and outdoor recreation. In 2017 the budget proposes the following:

- Estimated revenue of \$17,900 from the Lottery.
- \$10,000 EXPENSE for miscellaneous park development projects.
- \$5,000 EXPENSE for a porta-potty enclosure at the park, carried over from 2016.
- \$60,000 for construction of a playground at the Town Hall/Library site.

25 LIBRARY FUND

The Library Fund is included in the Town budget, but is managed by the Hudson Library Council.

60 CAPITAL RESERVE FUND

Revenues for this fund come from use tax on building materials. In 2017 the fund anticipates use tax revenue of \$115,000. Other revenues include grant funds that we receive from time to time for capital projects. The fund is segmented into three sub-funds: Facilities; Streets; Parks.

Facilities – 04

- \$3,200 EXPENSE for flowers in downtown and memorial planters.
- \$5,000 for miscellaneous projects.

Streets – 08

There are no street projects anticipated to be funded by this sub-fund in 2017.

Parks – 09

- \$5,000 EXPENSE (carry over from 2016) to irrigate the east end of the park.
- \$10,000 EXPENSE for miscellaneous park projects.

Three impact fee funds are in place for money received from new development to mitigate impacts. Due to the uncertain nature of building development, the funds only anticipate and appropriate money on the basis of the best information available at the time the budget is completed. Any expenditures from these funds is dependent on actual collection of fees during the year. In 2017 the only expenses are in the Street Impact Fee Fund. Revenues collected from new houses in Hudson Hills will be dedicated to repairing the cracks in the streets.

61 PARK IMPACT FEE FUND

No projects programmed in 2016.

62 FACILITIES IMPACT FEE FUND

No projects programmed in 2016.

63 STREETS IMPACT FEE FUND

- \$50,000 in street repairs in Hudson Hills, depending on the actual impact fee collections from that development.

70 WATER FUND

The Water Fund provides for the acquisition, treatment and distribution of potable water to the Town's customers. Revenues to this fund come primarily from tap fees, raw water fees and monthly user billings. Revenues to this fund from user fees should cover the fixed and variable operating costs of the system and reserves. There appears to be about an \$150,000 per year shortfall in operating and capital revenues that will need to be corrected by a rate increase and customer growth. There has been no indication that the prison will be re-occupied in 2017.

The Water Fund has been operating by inappropriately allocating one time revenues for recurring operational expenses. This is not an acceptable condition. The Town cannot continue to sell water for less than the cost of production. As we discussed, the budget plans for a rate study in 2017 that would be a basis for a rate adjustment.

The Operating and Capital sub-funds are expected to end the year 2017 with a total accrued shortfall of about \$550,000 (about \$300,000 in operations and about \$250,000 in

capital). It is important that this be reversed and that the shortfall be eliminated over the next four to five years.

The fund is divided into four sub-funds: Administration; Operation and Maintenance; Capital; and Acquisition.

Administration – 04

This sub-fund provides for general administrative expenses for the water system. Budgeted EXPENSES are anticipated to be somewhat less than last year.

- With anticipated new demand from the motel and from the pizza restaurant, the budget anticipates user fee revenues of about \$412,000.
- Bulk water sales are anticipated to be minimal.
- \$25,000 for a water rate study.

Operation and Maintenance – 08

The O&M sub-fund provides for the operation of the Town's water treatment and distribution system, including the reverse osmosis plant, the Fort Lupton filter plant, storage tanks, and the three booster stations. The O&M EXPENSES are anticipated to be about the same as last year.

- Total operating revenue is expected to be about \$421,000.
- O&M cost for the system is expected to be nearly \$500,000.
- \$19,000 for RO plant membrane replacement.
- \$40,000 for our share of the CBT system operation.
- \$67,000 estimated share of Ft. Lupton plant operation.

Capital – 11

Capital projects in this sub-fund include:

- \$66,000 yet to be spent in 2016 for installation of a water main extension and pipe reconfiguration on north Hudson Drive at the Ritchey Storage project.
- \$30,772 EXPENSE for the 2nd annual installment on the 5-year water meter replacement lease-purchase. This was moved to new line items for 2017, breaking out the principal and interest portions of the payment.
- \$800,000 for construction and \$100,000 for engineering design services was included to implement the two major recommendations of the water system model: new 12" line to west side of I-25; decommissioning of elevated water tanks and addition of

VFD controlled pumps for system pressure. A corresponding funding source was anticipated as well to offset the cost. No funding has been identified at this time, but staff will attempt to find funding. The projects will not be pursued if funding is not secured.

- \$15,000 for first year of a 4-year program to install meter pits on houses that have indoor meters.

Water Acquisition – 14

- \$20,611 estimated EXPENSE carried over from 2016 for completion of the \$35,611 long range water supply plan being performed by Clear Water Solutions.
- The annual per-unit maintenance cost for our CBT water is moved to this sub-fund in 2017. The cost per unit has been increased by the Northern Colorado Water Conservancy District to \$42.20 per unit for our 662 units of CBT.

75 WASTEWATER FUND

The Wastewater Fund provides for the operation and maintenance of the Town's wastewater treatment facility, lift stations and collection facilities. As in the Water Fund, the revenues from user fees are not currently sufficient to cover the cost of operating the system and to build a prudent reserve. The staff is always looking for economies and ways to run the system more economically. However, addition of new customers and rate increases will be necessary to resolve the problem.

Administration – 04

This sub-fund provides for general administrative expenses for the wastewater system.

- \$25,000 for a wastewater rate study.

Operation and Maintenance – 08

This sub-fund provides for general operation of the wastewater system. There are no significant changes in this sub-fund.

Capital – 11

This sub-fund provides for replacement and improvement of wastewater facilities.

- \$45,000 for conversion of the west lift station to variable frequency drives. This was carried forward from 2016.

MEMORANDUM

2.b.

To: Town Council
From: Dan Hamsmith, Director of Economic Development *DA*
Date: November 2, 2016
Subject: Residential Trash Service

Attachment

On Wednesday, October 26, the Town Clerk's Office received four responses to the town's Request for Proposals (RFP) for an Exclusive Residential Refuse, Recyclables & Yard Waste Collection Service. For background purposes, sixteen companies were mailed a copy of the RFP, of which the remaining eight companies indicated that they would not be submitting a proposal and the other four companies did not respond.

Because the RFP was designed to allow maximum flexibility with regard to the companies' responses, it is somewhat difficult to provide a detailed analysis that provides like comparisons for all of the services proposed by each of the four companies. With that being said, I am going to provide you with an analysis that shows what the average household would have to pay per each companies' proposal. I will also try to identify the pros and cons of each company.

PROPOSAL #1 – AMERICAN DISPOSAL SERVICES (ADS) (provides quarterly billing)

SCENARIO A: Customer Provided Containers (up to 5-32 gallon containers)

Monthly Cost: \$23.75 / Month (refuse, recyclables*, yard waste)

Bulky Item Costs: \$35 / per item

SCENARIO B: ADS Provided Containers (one container; each additional container \$1 / Month)

Monthly Cost: \$26.75 / Month (refuse, recyclables*, yard waste)

SCENARIO C: Agricultural Zoned Areas

2 Yard Dumpster: \$75 / Month

3 Yard Dumpster: \$85 / Month

4 Yard Dumpster: \$95 / Month

ADDITIONAL POINTS OF CONSIDERATION:

- Spring / Fall Clean-Ups: \$340 / per roll off hauled up to 4 tons; \$25 for each additional ton over the four ton limit.
- \$35 per bulky item.

* Due to the "opt-in" nature of this proposal and historic recycling participation rates, it may be beneficial to continue to provide the community drop-off recycling program.

MEMORANDUM

November 2, 2016

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PROS

- Current service provider, they know the area
- Will conduct business on Mondays within RFP specified hours

CONS

- We have received customer service complaints about this company from our residents

PROPOSAL #2 – BUNTING DISPOSAL (billing cycle not indicated)

SCENARIO A: Customer Provided Containers or Bags (up to 3-30 gallon can limit + 3 bags)

Monthly Costs: \$15 / month (only for household, lawn & garden trash only)

Additional \$2 per extra 30 gallon can / 3 bags

Senior Rate: \$13.00 / month (up to 3-30 gallon can limit + 3 bags)

SCENARIO B: Bunting Disposal Provided Containers

Monthly Costs: \$20 / month (96 gallon toter + 3 bags or 1-30 gallon can)**

Additional \$2 per extra 30 gallon can / 3 bags

Monthly Costs: \$16 / month (60 gallon toter + 3 bags or 1-30 gallon can)**

Additional \$2 per extra 30 gallon can / 3 bags

Senior Rate: \$18 / month (96 gallon toter)

Senior Rate: \$14 / month (60 gallon toter)

SCENARIO C: Agricultural Zoned Areas

2 Yard Dumpster: \$60 / month**

3 Yard Dumpster: \$70 / month**

4 Yard Dumpster: \$90 / month**

** Recycling costs not included.

ADDITIONAL POINTS OF CONSIDERATION:

- Prices for bulky items various according to item. Prices range from \$10 to \$95 per item.
- Recycling Service 14 gallon toter: \$10 / month***
- Recycling Service 60 gallon toter: \$15 / month***
- Spring / Fall Clean-Ups:
 - 20 Yard Roll Off - \$400 per dump
 - 30 Yard Roll Off - \$450 per dump

*** Recycling will only be offered if at least 50% of residents will be participating.

PROS

- Family run business

CONS

- Appears to indicate a Friday pick-up schedule

MEMORANDUM

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PROPOSAL #3 – REPUBLIC SERVICES (provides quarterly billing)

SCENARIO A: Republic Services Provided Containers

Monthly Costs: \$16.75 / month (1-96 gallon toter for household refuse)

Additional 96 gallon toter \$7 each / month

Monthly Costs: \$0.00 / month (1-96 gallon toter for recycling)

Additional 96 gallon toter no charge

Yard Waste Collection – Republic Services will provide (1) Spring and (1) Fall yard waste clean-up for Town residents and is included as part of the proposal.

ADDITIONAL POINTS OF CONSIDERATION:

- \$15 per bulky item

PROS

- Cost effective recycling program
- Republic Services will provide the up-front capital necessary to deliver (1) new 96 gallon trash toter and (1) new 96 gallon recycling toter to each resident
- Republic Services will replace first damaged toter at no cost to customer

CONS

- Provides cart-only system; does not allow customer provided containers to be used
- Hours of operation (7a-7p) fall outside of RFP specified hours (8a-3p)
- Republic Services will charge customer \$60 per toter replacement from the second damaged unit on.
- \$5.25 billing processing fee charged to each customer per quarter

PROPOSAL #4 – WASTE MANAGEMENT (provides for “Net 30” billing cycle)

SCENARIO A: Waste Management Provided Containers

Monthly Costs: \$11 / month 1st 96 gallon toter (household refuse)

\$11 / month 2nd 96 gallon toter (household refuse)

\$4 / month 1st 96 gallon toter (recycling)

\$4 / month 2nd 96 gallon toter (recycling)

\$6.50 / month 1st 96 gallon toter (yard waste)****

\$6.50 / month 2nd 96 gallon toter (yard waste)****

Total Monthly Costs Range: \$21.50 / month {3 – 96 gallon toters for refuse (1), recycling (1) and yard waste(1)}

\$43 / month {6 – 96 gallon toters for refuse (2), recycling (2) and yard waste (2)}

**** Yard waste collection will take place April-October, but cost is spread out over 12 months

2, 3 and 4 Yard Dumpsters Available but listed as Commercial Refuse & Recycling Collection

Refuse: 2 Yard - \$29.44 / month

3 Yard - \$44.17 / month

4 Yard - \$58.88 / month

Recycling: 2 Yard - \$48.50 / month

3 Yard - \$72.74 / month

MEMORANDUM

November 2, 2016

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4 Yard – \$96.99 / month

ADDITIONAL POINTS OF CONSIDERATION:

- Spring / Fall Clean-Ups – 30 Yard Roll Offs, \$295 / Haul / Per Occurrence

PROS

- Waste Management provided the most complete and detailed proposal
- Waste Management provided detailed information on customer service training and processing
- Great use of technology in field and in office providing for very effective and efficient operations
- Will conduct business on Mondays within RFP specified hours

CONS

- Curbside bulky item pickup is not proposed; recommends using Spring / Fall Clean-ups
- Provides cart-only system; does not allow customer provided containers to be used

Hard copies of the RFP responses are available for viewing at any time. I also have digital copy available as well.

If Council would like, we could advertise, in our next town newsletter, an option for public input at your Wednesday, November 16th meeting after which you could select the finalist for this professional services contract. With that being said, our goal is to award the contract and finalize all paper work within the month of November so the new service provider has time to meet their obligation to begin a customer outreach / education program 30 days prior to the start of service in January 2017.

I look forward to answering any questions you may have.



TOWN OF HUDSON, COLORADO

**REQUEST FOR PROPOSALS
FOR AN EXCLUSIVE RESIDENTIAL
REFUSE, RECYCLABLES AND
YARD WASTE COLLECTION SERVICE
FOR THE TOWN OF HUDSON**

PROPOSAL PACKAGE RESPONSES

**PROPOSALS DUE OCTOBER 26, 2016
AT 4:00PM**

**TOWN CLERK'S OFFICE
HUDSON TOWN HALL
557 ASH STREET, PO BOX 351
HUDSON, COLORADO 80642**

COMPANY	YES	NO	NO RESPONSE
1. Alpine Waste & Recycling		X	
2. Western Disposal		X	
3. Pro Disposal			X
4. Waste Management	X		
5. Northern Colorado Disposal		X	
6. Waste Connections			X
7. Lies Waste System		X	
8. American Disposal Systems	X		
9. Bunting Disposal Services	X		
10. Gallegos Sanitation, Inc.		X	
11. Republic Services	X		
12. Ram Waste Services		X	
13. Wolf Waste Removal		X	
14. One Way Disposal			X
15. 5280 Waste Solutions, LLC		X	
16. Gray Brothers			X

MEMORANDUM

2.c.

To: Council
From: Joe Racine, Town Manager
Date: November 2, 2016
Subject: Resolution No. 16-29, 2016 Budget Supplementary Appropriation

Attachment

The attached Resolution No. 16-29 amends the 2016 Budget and Appropriation to account for the refunding of the paving bonds and for street repair work to be done in Hudson Hills. The refunding paid sales tax revenue bonds and general obligation bonds that were sold in 2009 to pay for the town-wide paving project. The Resolution accounts for revenue received from the new bond purchasers, allocating half of the revenue to each of the two funds: Fund 22, Property Tax Special Revenue Fund; and Fund 23, the Paving Sales Tax Fund. Additional appropriation is added to each of these funds to ensure that they end the year with a positive fund balance. Fund 22 also includes expenses and grant revenues for construction of the new Town Hall.

When we prepared the 2016 budget, we did not anticipate spending any of the money in the Streets Impact Fund. However, with the construction of homes in Hudson Hills and the collection of impact fees from the builder of those homes, we are able to proceed with much-needed crack repair work in the subdivision. The resolution anticipates spending \$20,000 on crack repairs in 2016. This will repair approximately 25% of the cracks. We will continue to address this problem as revenues are received from new home development.

The following are the changes to the 2016 budget:

Fund 22, Property Tax Special Revenue Fund

- Adds \$1,820,641 in budgeted and anticipated year end 2016 revenue
- Adds \$900,000 in 2016 expenses/appropriation

Fund 23, Paving Sales Tax Fund

- Adds \$1,820,641 in budgeted and anticipated year end 2016 revenue
- Adds \$1,400,000 in 2016 expenses/appropriation

Fund 63, Streets Impact Fee Fund

- Adds \$20,000 in 2016 expenses/appropriation

RESOLUTION NO.

16-29

TITLE: A RESOLUTION ENACTING A SUPPLEMENTAL BUDGET AND APPROPRIATION FOR THE 2016 BUDGET OF THE TOWN OF HUDSON

WHEREAS, the Town refunded two bond issues and in the process received revenue from the new issue and incurred the unanticipated expense of paying off the bonds; and

WHEREAS, the Town used impact fee revenue from the construction of new houses to repair streets in the development in which the houses were located.

NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF HUDSON, COLORADO, AS FOLLOWS:

Section 1. The 2016 budget for the Town of Hudson, Colorado, is hereby amended by enacting a supplemental budget and appropriation as follows:

- a. Fund Code 22, Property Tax Special Revenue Fund, Total Expenditures and Fund Transfers Out, and Appropriations are increased to \$4,004,605.00, and anticipated revenue is increased by the amount of the bond sale proceeds, \$1,820,641.
- b. Fund Code 23, Paving Sales Tax Fund, Total Expenditures and Fund Transfers, and Appropriations are increased to \$1,861,920.00, and anticipated revenue is increased by the amount of the bond sale proceeds, \$1,820,641.
- c. Fund Code 63, Streets Impact Fee Fund, Total Expenditures and Fund Transfers, and Appropriations are increased to \$20,000.00.

INTRODUCED, READ and PASSED this 2nd day of November, 2016.

TOWN OF HUDSON, COLORADO

Raymond Patch, Mayor

ATTEST:

Rebecca Utecht, Town Clerk

MEMORANDUM

2.d.

To: Town Council
From: Dan Hamsmith, Director of Economic Development *DA*
Date: November 2, 2016
Subject: Website Rebuild Recommendation

Attachments

At your last regularly scheduled meeting on October 19th, a workshop was held to discuss upgrade options for the town's website. Per Council's request, I was asked to provide two recommendations for moving forward. Based upon my in-depth research, discussions with company representatives and follow-up calls to various references, I am comfortable making the following recommendations:

Recommendation #1 *(See attachments for details)*

Company: CivicPlus

Package: Premium Package *(custom design featuring 22 functionality modules)*

Pricing Plan: CivicPlus Advantage Plan – 3 Year Payment Option

- Year #1 - \$7,683
- Year #2 - \$7,683
- Year #3 - \$7,683
- Year #4 - \$3,701

(5% increase will be added each year to the annual service fee starting on year #4.)

Package includes one-time development cost, annual service fee which includes: hosting, security, recurring re-design every 4 years, system updates and enhancements, 24/7 client support, 3 days of remote training with CivicPlus Professional Trainer, and migration of all existing pages of content from our current website.

Recommendation #2 *(See attachments for details)*

Company: CivicPlus

Package: Core Package *(template design featuring 11 functionality modules)*

Pricing Plan: CivicPlus Advantage Plan – 3 Year Payment Option

- Year #1 - \$4,390
- Year #2 - \$4,390
- Year #3 - \$4,390

(5% increase will be added each year to the annual service fee starting on year #4.)

Package includes one-time development cost, annual service fee which includes: hosting, security, system updates and enhancements, 24/7 client support, 5 hours of group virtual training with CivicPlus Professional Trainer, and migration of up to 20 pages of existing content from our current website.

MEMORANDUM

November 2, 2016

Page 2 of 2

As you noticed, both recommendations identify CivicPlus as the service provider, the primary difference being the level of functionality between the Primary Package and the Core Package. In addition to the website demonstrations I printed for each of you at your last meeting, I have attached the current Colorado client list to this memo. After reviewing the attached materials and calling up some of the websites that CivicPlus has developed, I am confident that you will appreciate, like I have, all that CivicPlus has to offer its clients.

I look forward to our discussion and taking the next step to creating a better on-line experience for our residents, business owners and all that look to Hudson as their future home.

Why Choose CivicPlus?

- **The undisputed market leader**
 - Serving Local Governments for 20 years
 - Over 2,300 Local Governments trust CivicPlus
 - Over 50,000 Local Government Employees log in daily to our CivicEngage (CMS)
 - In 2015, 330 municipalities selected CivicPlus and joined the CivicPlus family
 - 300 Quality/Usability awards over the last decade by government associations like 3CMA & ICMA
 - CivicPlus is recommended by many associations around the country as the best provider for website and CMS services
 - Invest \$3M annually in our technology platform
 - 2 Million/annually invested in our CivicEngage (CMS)
 - 1 Million/annually invested into our security
 - Over 180+ enhancements delivered in 2015 alone
 - 24/7/365 support and security monitoring
- **Flexibility to develop unique and specific projects**
 - 100% Dedicated to Partner ROI Goals
 - After launch, you have a dedicated Account Manager at CivicPlus that checks in to make sure you are getting the most out of your CivicPlus Solution/Investment.
 - 100% Custom Content Production
 - Our Production team takes our direction from you, if you would like us to start from scratch with content we can or we can enhance what you have today. Every page that is built as part of our process is hand touched by one of our experts directed by your team.
 - 100% Custom Implementation
 - Before you go-live, we ensure that everyone is comfortable with the workflows, online interactions, and is fully trained on their role.
- **CivicPlus - CivicEngage (CMS)**
 - 100% Mobile Responsive Design
 - CivicPlus sites are 100% mobile responsive, that includes every module and every page within your website will scale down to any mobile device.
 - Ease of use/back end functionality
 - Over 50,000 municipal employees log into our CivicEngage (CMS) every day to manage and update their website. This is critical information as you want a universal system that is tailor made and can be easily managed and maintained by all internal staff members.

Why Choose CivicPlus?

- Live Edit
 - With CivicPlus you can edit anything you see on the website live from the front end and save drafts without having to publish edits. This will save hours of your staff's time.
- Search
 - Our search functionality only pulls results from within your site, it still has a predictive search like Google without the additional draw backs of Google's search.
- Calendar
 - Gives you the ability to create as many calendars within your organization as you want while allowing your citizens to subscribe to individual calendars that are relevant or of interest to them.
- Resizing/Timestamping Pictures
 - Drag and size with a click of a button, you don't have to know or optimize the aspects of a picture. Our solution does all of this for you, right on the page. You can also time stamp your pictures and automatically give your pictures a sun-rise and sun-set date without having to manually change which pictures you want to appear on your site at any given time.



Premium Package - Features and Functionality

Modules	Functionality
Agenda Center	Action Items Queue
Alerts Center & Emergency Alert Notification	Audit Trail / History Log
Archive Center	Automated PDF Converter
Bid Postings	Automatic Content Archiving
Blog	Dynamic Sitemap
Business/Resource Directory	Dynamic Breadcrumbs
Calendar	Expiring Items Library
Citizen Request Tracker	Graphic Link Administration
Community Connection	Live Edit
Community Voice	Menu Management
Document Center	Mouse-over Menu Structure
CivicPayments	Mobile Responsive Design
Facilities and Reservations	Online Editor for Editing and Page Creation (WYSIWYG)
Frequently Asked Questions	Printer Friendly/Email Page
Forms Center	RSS
Job Postings	Site Search and Entry Log
My Dashboard	Slideshow
Notify Me™ email and 500 SMS subscribers	User & Group Administration Rights
Photo Galley	Website Statistics
Quick Links	
Spotlight	
Staff Directory	



Premium – Module Details

- Agenda Center – Create and Display agendas and minutes for various civic organizations
- Alert Center – Post emergency or important information on your website to notify citizens via email and SMS.
- Bid Postings – Simple and easy to use method of posting your bids
- Blog – Post opinions/information about various community topics and allow citizen comments and subscriptions
- Business / Resource Directory – List municipal contact information and community resources
- Calendar – Create multiple calendars and events to inform citizens of upcoming activities.
- Citizen Request Tracker™ – Allow users to report a problem and provide follow-up communication with the point of contact
- Community Voice™ – Interact with citizens about projects in your community
- Document Center – Organize and house documents in one central location
- CivicPayments – Allow customers to have the ability to process payment transactions vis the website
- Facilities & Reservations – Showcase community facilities and allow reservations online
- Form Center – Create custom online forms that can be completed and submitted online
- Frequently Asked Questions (FAQs) – Answer the most frequently asked questions from your visitors
- Job Postings – Post available jobs online and accept online applications
- My Dashboard – Allow users to personalize their dashboard to stay updated on news, events, and information they care about
- NotifyMe™ - Send out mass emails and SMS to subscribers of specific lists. *(Includes 500 SMS subscribers)*
- News Flash - Post organizational news items, right on your home page, that are important to your citizens
- Photo Gallery - Store and display photos
- Quick Links - Place links on any page
- Spotlight – Allows you to highlight important text or widgets in a compact, easy-to-update module
- Staff Directory - Detailed contact information for your staff and office



Town of Hudson, Colorado Pricing Estimate



*Below is a pricing estimate that CivicPlus is offering to the Town of Hudson, Colorado.
All Quotes are in US Dollars and Valid for 45 Days from October 12, 2016*

Premium Package Pricing:

- One-time development cost: \$21,000 – Colorado Partner Discount (\$5,000) = **\$16,000**
- Annual service fee: **\$3,525**
 - Annual service fee includes: Hosting, Security, Recurring re-design every 4 years, System Updates, Enhancements, and 24/7 Client support
- 3 days of remote training with CivicPlus Professional Trainer
- Migration of all existing pages of content from the URL: <http://www.hudsoncolorado.org/>

5% increase will be added each year to the annual service fee starting on year 2.

Optional - CivicPlus Advantage Plan - 3 Year Payment Option

The one-time development cost of \$16,000 will be divided up over 3 years and each payment includes the annual service fee of \$3,525 for years 1, 2, and 3.

- Year 1: \$7,683
- Year 2: \$7,683
- Year 3: \$7,683
- Year 4: \$3,701

5% increase will be added each year to the annual service fee starting on year 4.



Core Package - Features and Functionality

Modules	Functionality
Admin Home/Dashboard	Action Items Queue
Calendar	Dynamic Sitemap
Document Center	Dynamic Breadcrumbs
Form Center	Links to Social Media Accounts
Frequently Asked Questions (FAQ)	Live Edit
Image Center	Mobile Responsive Design
News Flash	Online Editor for Editing and Page Creation (WYSIWYG)
Notify Me (Email only)	Printer Friendly/Email Page
Quick Links	Site Search and Entry Log
Slideshow	Statistics
Staff Directory	User & Group Administration Rights

Core – Module Details

- Calendar – Create multiple calendars and events to inform citizens of upcoming activities.
- Document Center – Organize and house documents in one central location
- Form Center – Create custom online forms that can be completed and submitted online
- Frequently Asked Questions (FAQs) – Answer the most frequently asked questions from your visitors
- My Dashboard – Allow users to personalize their dashboard to stay updated on news, events, and information they care about
- News Flash - Post organizational news items, right on your home page, that are important to your citizen
- NotifyMe™ - Send out mass emails to subscribers of specific lists.
- Quick Links - Place links on any page
- Links to social media – Social media sites can be iconically featured and linked to your profile on those websites
- Staff Directory - Detailed contact information for your staff and office
- Site Analytics - Administrators will be trained on the use and analysis of web statistics, provided through Google Analytics.



Town of Hudson, Colorado Pricing Estimate



*Below is a pricing estimate that CivicPlus is offering to the Town of Hudson, Colorado.
All Quotes are in US Dollars and Valid for 45 Days from October 12, 2016*

Core Package Pricing:

- One-time development cost: \$11,492 – Colorado Partner Discount (**\$2,500**) = **\$8,992**
- Annual Service fee: **\$2,090**
 - Annual service fee includes: Hosting, Security, System updates, Enhancements, and 24/7 Client support.
- Five hours of group virtual training with CivicPlus Professional Trainer
- Migration of up to 20 pages of existing content from the URL: <http://www.hudsoncolorado.org/>

5% increase will be added each year to the annual service fee starting on year 2.

Optional - CivicPlus Advantage Plan, 3 Year Payment Option

The one-time development cost of \$8,992 will be divided up over 3 years and each payment includes the annual of \$2,090 for years 1, 2, and 3.

- Year 1: \$4,390
- Year 2: \$4,390
- Year 3: \$4,390
- Year 4: \$2,194

5% increase will be added each year to the annual service fee starting on year 4.



CIVICPLUS
HELPING COMMUNITIES ENGAGE & INTERACT

Colorado Client Listing

Name	Client Since
Arapahoe County CO	8/24/2011
Archuleta County CO	8/22/2011
Avon CO	9/20/2007
Basalt CO	10/30/2013
Brighton CO	3/29/2013
Brighton CO : Brighton Arts and Culture	4/5/2013
Brighton CO : Brighton Performing Arts	10/29/2014
Broomfield City and County CO (Consolidated)	3/30/2012
Buena Vista CO	7/9/2014
Burlington CO	10/9/2011
Carbon Valley Park and Recreation District CO	12/15/2014
Castle Rock CO	8/5/2009
Castle Rock CO : Red Hawk Ridge Golf Course	5/20/2014
Cedaredge CO	1/22/2008
Clear Creek County CO	9/1/2011
Colorado Metro Mayors Caucus CO	10/12/2011
Commerce City CO	12/9/2009
Cordillera Metro District CO	7/29/2016
Cortez CO	1/28/2013
Cortez CO	1/28/2013
Dacono CO	3/12/2010
Delta County CO	11/1/2003
Delta County CO	11/1/2003
Durango CO	1/24/2012
Eagle CO	11/22/2004
El Paso-Teller County 911 Authority CO	3/31/2015
Erie CO	12/15/2009
Firestone CO	1/24/2013
Fort Lupton CO	9/26/2013
Fort Morgan CO	6/24/2009
Frederick CO	1/31/2013
Glendale CO	12/20/2012
Glenwood Springs CO	5/4/2015
Grand County CO	6/3/2013
Greenwood Village CO	1/1/2005
Gunnison County CO	3/21/2013
Johnstown CO	7/10/2006
Lafayette CO	9/20/2011
Lochbuie CO	12/23/2013
Lyons CO	2/19/2015
Monte Vista CO	10/9/2011
Montrose CO	12/19/2007
Montrose County CO	10/20/2011
Montrose CO : Montrose Chamber of Commerce	12/19/2007
Montrose CO : Montrose Downtown Development Authority	5/21/2009
Montrose CO : Montrose Economic Development	12/19/2007



CIVICPLUS
HELPING COMMUNITIES ENGAGE & INTERACT

Colorado Client Listing

Name	Client Since
Montrose CO : Montrose Visitors and Convention Bureau	12/19/2007
Monument CO	10/9/2011
Morrison CO	4/3/2013
Morrison CO : Morrison CO Museum	10/1/2013
North Metro Fire Rescue CO	6/8/2012
Orchard City CO	4/6/2006
Ouray County CO	4/15/2013
Park County CO	10/13/2009
Parker CO	3/13/2009
Parker CO : Parker - PACE Center	3/13/2009
Parker CO : Parker Water & Sanitation District	12/4/2013
Pikes Peak Board of Cooperative Education Services CO	4/25/2016
Pitkin County CO	6/30/2014
Platteville CO	10/30/2015
Pueblo CO	10/21/2010
Pueblo CO : Pueblo Memorial Hall	10/17/2012
Pueblo CO : Pueblo Senior Resource Development Agency	7/29/2011
Pueblo West CDP CO	12/17/2015
Reunion Metropolitan District CO	2/14/2011
Rifle CO	9/12/2006
Rio Blanco County CO	6/11/2015
Routt County CO	2/22/2012
San Miguel County CO	9/18/2014
Sheridan CO	1/27/2010
Snowmass Village CO	12/17/2012
Snowmass Village CO : Snowmass Transportation	11/25/2013
Snowmass Village CO : Parks Recreation and Trails	7/17/2014
South Adams County Water and Sanitation CO	12/1/2008
South Metro Fire Rescue Authority CO	3/29/2013
Southgate Water & Sanitation District CO	8/19/2014
Steamboat Springs CO	12/13/2011
Summit County CO	8/30/2011
Telluride CO	2/23/2012
Tri-County Health Department CO	8/28/2013
Wellington CO	3/27/2015
West Metro Fire Protection District CO	7/15/2010
Wheat Ridge CO	7/19/2008
Windsor CO	1/22/2008
Winter Park CO	6/17/2015