

**AGENDA**  
**DOLORES COLORADO**  
**TOWN BOARD OF TRUSTEES MEETING**  
**TUESDAY NOVEMBER 12TH, 2024, 5:30 P.M.**  
**THE MEETING WILL BE HELD AT THE TOWN HALL 601 CENTRAL AVENUE.**  
**IF YOU WISH TO ATTEND VIRTUALLY, PLEASE VISIT THE TOWN WEBSITE UNDER GOVERNMENT TOWN**  
**BOARD MEETING FOR THE ZOOM LINK**

<https://townofdolores.colorado.gov>

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. ACTION/APPROVAL OF THE AGENDA**

**5. IDENTIFICATION OF ACTUAL OR PERCEIVED CONFLICTS OF INTEREST.**

**6. ACTION/APPROVAL OF THE CONSENT AGENDA:** The Consent Agenda is intended to allow the Board by a single motion approve matters that are considered routine or non-controversial. Here will be no separate discussion of these items unless a Board Member requests an item to be removed from the Consent Agenda and considered separately. Items removed from the Consent Agenda will be Considered under specific Agenda item numbers.

**6.1** Board Minutes for the meetings of October 14<sup>th</sup>, and 28<sup>th</sup> 2024.

**6.2** Proceedings for the month of October 2024.

**6.3** Special Event Permit: Dolores River Boating Advocates January 24<sup>th</sup>, 2025, at the Dolores Community Center, from 5:00 p.m. to 11:00 p.m.

**7. REMOVED CONSENT AGENDA ITEMS**

**8. CITIZENS TO ADDRESS THE BOARD:** This is an opportunity for Citizens to address the Board at this time or during a Public Hearing. Each Person will have 5 minutes. The Town Board encourages public comment by the following sources: Live at the Town Hall, virtually via ZOOM (see the Town Website for the link), or by submitting your comments, via email, to the Town Clerk at [tammy@townofdolores.com](mailto:tammy@townofdolores.com) any time before the dated Board meeting.

## **9. STAFF/COMMITTEE REPORTS/PRESENTATIONS:**

**9.1 Sheriff's Report:** Sheriff Steve Nowlin – written report not available due to computer issues

**9.2 Managers Report:** Manager Leigh Reeves

**9.3 Treasurer's Report:** Treasurer Kelley Unrein

**9.4 Maintenance Director's Report –** Randy McGuire

**9.5 Building Dept Manager's Report –** David Doudy

**9.6 Attorney's Report:** Attorney Jon Kelly

**9.7 Montezuma County Commissione'rs report:** Jim Candelaria

## **10. TRUSTEES REPORTS AND ACTIONS:**

**10.1** Mayor Chris Holkestad - Vacation

**10.2** Mayor Pro Tem Kalin Grigg

**10.3** Trustee Sheila Wheeler

**10.4** Trustee Mark Youngquist

**10.5** Trustee Chris Curry

**10.6** Trustee Linnea Peterson

**10.7** Trustee Marie Roan

## **11. PUBLIC HEARINGS/ORDINANCE ADOPTION:**

**11.2 Discussion/Possible Action Budget:** First reading of the proposed 2025 Budget

**11.3 Discussion/Possible Action of First Reading of Ordinance 582 Series 2024,** to amend the Dolores Land Use Code for provisions related to Accessory Dwelling Units.

## **12. ACTION/APPROVAL RESOLUTIONS:**

**12.1 Discussion/Action of Resolution R625 Series 2024,** approving a contract for Law Enforcement between Montezuma County Commissioners, Montezuma County Sheriff's Department and the Town of Dolores for the year 2025.

**12.2 Discussion/Action of Resolution R626 Series 2024,** approving settlement with Iconergy Company for energy performance contracting services.

**12.3 Discussion/Action of Resolution R627 Series 2024, Action/Approval of Intergovernmental Agreement(IGA),** between Montezuma County and the Town of Dolores, concerning cooperative planning efforts.

## **13. ADMINISTRATIVE BOARD BUSINESS:**

**Planning and Zoning Report October 1st**

**Parks meeting – Townhall November 14<sup>th</sup>, 6pm**

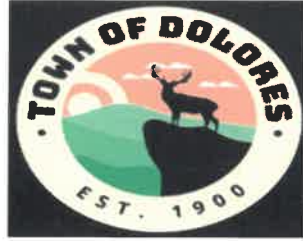
**Dolores Community Center meeting – Townhall November 19<sup>th</sup>, 6pm**

**Board Meeting – workshop – Townhall November 25<sup>th</sup>, 5:30pm**

**Planning and Zoning meeting – Townhall December 3<sup>rd</sup>, 6:30pm**

## **14. ADJOURNMENT:**

# CONSENT AGENDA



## AGENDA

### DOLORES COLORADO

#### TOWN BOARD OF TRUSTEES MEETING

OCTOBER 14TH, 2024, 5:30 P.M.

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**6.1** Board Minutes for the meetings of September 9<sup>th</sup>, and September 23<sup>rd</sup>, 2024.

**6.2** Proceedings for the month of September 2024.

**6.3** Special Event Permit: Dolores Chamber of Commerce, Chamber Awards Banquet to be At the Dolores Community Center November 2<sup>nd</sup>, 2024, from 5:30 p.m. to 10:00 p.m.

**7. REMOVED CONSENT AGENDA ITEMS**

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## **9. STAFF/COMMITTEE REPORTS/PRESENTATIONS:**

**9.1 Sheriffs Report:** Sheriff Steve Nowlin

**9.1 Managers Report/Treasurers:** Manager Leigh Reeves

**9.2 Attorneys Report:** Attorney Jon Kelly

**9.3 Montezuma County Commissioners report:** Jim Candelaria

## **10. TRUSTEES REPORTS AND ACTIONS:**

**10.1** Mayor Chris Holkestad

**10.2** Trustee Kalin Grigg

**10.3** Trustee Sheila Wheeler

**10.4** Trustee Mark Youngquist

**10.5** Trustee Chris Curry

**10.6** Trustee Linnea Peterson

**10.7** Trustee Marie Roan

## **11. PUBLIC HEARINGS/ORDINANCE ADOPTION:**

**11.1 Public Hearing and approval:** Special Event Permit for the Dolores Chamber of Commerce/Dolores Bike Hostel, to be held October 26<sup>th</sup>, 2024, at 507 Central Avenue, from 5:00 p.m. to 11:00 p.m. For the record the premise is posted.

## **12. ACTION/APPROVAL RESOLUTIONS:**

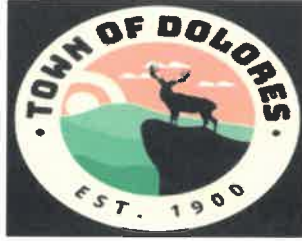
**12.1 Action/Approval of Resolution R623 S2024** Appointing Kelley Unrein the Dolores Town Treasurer effective October 15<sup>th</sup>, 2024.

**12.2 Action/Approval** accepting a special warranty deed between the Town of Dolores and the Dolores Fire Protection District.

## **13. ADMINISTRATIVE BOARD BUSINESS:**

**13.1 2025 Budget Review:** Manager Reeves will discuss the projected 2025 budget and funding grants towards groups requesting donations for the year 2025.

## **14. ADJOURNMENT:**



**MINUTES  
DOLORES COLORADO  
TOWN BOARD OF TRUSTEES MEETING  
OCTOBER 14TH, 2024, 5:30 P.M.**

**THE MEETING WAS HELD AT THE TOWN HALL 601 CENTRAL AVENUE.  
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GOVERNMENT TOWN BOARD MEETING**

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- 1. CALL TO ORDER:** Mayor Holkestad called the meeting to order at 5:33 p.m.
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL:** Board members present: Mayor Chris Holkestad, Trustees Kalin Grigg, Sheila Wheeler, Linnea Peterson, Chris Curry, and Mark Youngquist. Trustee Marie Roan was present virtually.
- 4. ACTION/APPROVAL OF THE AGENDA:** *Trustee Youngquist moved to approve agenda as is, seconded by Trustee Peterson. The motion was approved unanimously.*
- 5. IDENTIFICATION OF ACTUAL OR PERCEIVED CONFLICTS OF INTEREST.** No conflicts were identified.
- 6. ACTION/APPROVAL OF THE CONSENT AGENDA:** The Consent Agenda is intended to allow the Board by a single motion approve matters that are considered routine or non-controversial. Here will be no separate discussion of these items unless a Board Member requests an item to be removed from the Consent Agenda and considered separately. Items removed from the Consent Agenda will be Considered under specific Agenda item numbers.
  - 6.1** Board Minutes for the meetings of September 9<sup>th</sup>, and September 23<sup>rd</sup>, 2024.
  - 6.2** Proceedings for the month of September 2024.
  - 6.3** Special Event Permit: Dolores Chamber of Commerce, Chamber Awards Banquet to be At the Dolores Community Center November 2<sup>nd</sup>, 2024, from 5:30 p.m. to 10:00 p.m.

*Trustee Youngquist moved to approve the consent agenda, seconded by Trustee Curry. The motion was approved unanimously.*

- 7. REMOVED CONSENT AGENDA ITEMS:** No items removed.
- 8. CITIZENS TO ADDRESS THE BOARD:** This is an opportunity for Citizens to address the Board at this

**time or during a Public Hearing. Each Person will have 5 minutes.** The Town Board encourages public comment by the following sources: Live at the Town Hall, virtually via ZOOM (see the Town Website for the link), or by submitting your comments, via email, to the Town Clerk at [tammy@townofdolores.com](mailto:tammy@townofdolores.com) any time before the dated Board meeting.

**8.1 Michael Sawyer** commented to the Board that there has been no commitment from the Board in the interest of the citizens. No effort has been made to bring in new businesses, and lack of maintenance, and unethical behavior. He suggested the Board members get out and visit the Citizens and get opinions and suggestion.

## **9. STAFF/COMMITTEE REPORTS/PRESENTATIONS:**

**9.1 Sheriff's Report:** Sheriff Steve Nowlin gave the calls for service for the month of September. There have been two bear sitings, two locked trash containers were broken.

**9.1 Managers Report/Treasurers:** Manager Leigh Reeves reported the following:

- New Town Hall- the concrete for sidewalks was poured and in service. New asphalt will be on hold until next year in the spring.
- Planning and Zoning- The comprehensive plan was discussed. A public hearing regarding adding an ADU exception process for property in DMU/CMU.
- Up for discussion will be the Towns donating process at the next meeting. The Town donates funds to non-profit groups requesting funding.
- Budget Process 2025 will be discussed. A list of expenditures for the last month will be provided. She stated that she has been working the Mayor Holkestad to ensure the town's financial operations continue to move forward.
- Manager Reeves introduced the newly hired Treasurer/Finance Manager Kelley Unrein. Kelley was interviewed by other Town Administration Mancos, and Cortez, the groups were quite impressed, citing that they would hire if the Town did not.
- Justin Shaffer will be joining the Public Works Team starting October 28<sup>th</sup>. He worked for the Town previously. He possesses a CDL License and has experience in snow plowing.
- Staff will be working with CDOT to move the speed limit sign past the town limits from 18<sup>th</sup> street to 21<sup>st</sup> street.
- Manager Reeves attended a webinar by CCCMA regarding new property tax laws and how the town will be affected.

**9.2 Attorneys Report:** Attorney Jon Kelly cautioned town computer usage in a public area. He reported attending a webinar concerning marijuana and some of the changes coming from the state.

**9.3 Montezuma County Commissioners report:** Jim Candelaria updated the Board on the cook replacement for the Senior lunches. They have had many applications, but no decisions have been made. The County Attorney will be giving classes to Boards on conducting a meeting. The Chicken Creek event was brought up and explained that should be no concern for the Town.

## **10. TRUSTEES REPORTS AND ACTIONS:**

**10.1 Mayor Chris Holkestad;** suggested that all businesses are open, for Halloween the Town

Hall should consider it as well. Concerning new business startups, what ways can the Town Hall assist starting businesses? How can the Town be more business friendly.

**10.2** Trustee Kalin Grigg: commented that it was unfair of Mr. Sawyer for his comments towards the Board and thought that the Board and Staff were doing a great job.

**10.3** Trustee Sheila Wheeler: Asked about the fixed rate for senior rates, she did not like the idea of the clause stating that the town rescind the rate. Manager Reeves explained that the discount has been taken care of. To remove the discount, it would take amending the ordinance. Some of the Board members does not think the discount should not be amended. She inquired about the training of the new Board of Trustees. There was some training completed.

**10.4** Trustee Mark Youngquist made no comment.

**10.5** Trustee Chris Curry talked about a town light pole that was damaged and asked if can be repaired. Remarked on Mr. Sawyers comments would like to correct the situation. He asked Mr. Sawyer what the town could do to make it better.

**10.6** Trustee Linnea Peterson: Agreed with what Mayor Holkestad said about businesses and how to help. She asked about budgeting more funding for the Dolores Community Center for the kitchen.

**10.7** Trustee Marie Roan had no comment.

## **11. PUBLIC HEARINGS/ORDINANCE ADOPTION:**

**11.1 Public Hearing and approval:** Special Event Permit for the Dolores Chamber of Commerce/Dolores Bike Hostel, to be held October 26<sup>th</sup>, 2024, at 507 Central Avenue, from 5:00 p.m. to 11:00 p.m. For the record, the premise is posted. Mayor Holkestad opened the hearing at 7:08, there was no public comment. *Mayor Holkestad moved to approve a Special Event Permit for the Dolores Chamber of Commerce at the Dolores Bike Hostel, seconded by Trustee Mark Youngquist. The motion was approved by a roll call vote.*

## **12. ACTION/APPROVAL RESOLUTIONS:**

**12.1 Action/Approval of Resolution R623 S2024** Appointing Kelley Unrein the Dolores Town Treasurer effective October 15<sup>th</sup>, 2024. Manager Reeves introduced the resolution. Mayor Holkestad moved to appoint Kelley Unrein as Dolores Town Treasurer, seconded by Trustee Youngquist. The motion was approved unanimously by roll call.

**12.2 Action/Approval of Resolution R624 Series 2024:** designating authorized signatories on all Town of Dolores Bank accounts. Manager Reeves introduced Resolution R624, the purpose of the resolution is to remove/change one of the signers and add a new signor. *Trustee Youngquist moved to approve Resolution R624 Series 2024, seconded by Mayor Holkestad. The motion was approved unanimously.*

**12.2 Action/Approval** accepting a special warranty deed between the Town of Dolores and the Dolores Fire Protection District. Attorney Jon Kelly introduced the special warranty deed between the Town of Dolores and the Dolores Fire Protection District. *Trustee Youngquist moved to approve signing the special warranty deed, seconded by Trustee Wheeler. The motion was approved unanimously.*

## **13. ADMINISTRATIVE BOARD BUSINESS:**

**13.1 2025 Budget Review:** Manager Reeves discussed the upcoming projected 2025 budget and funding grants towards groups requesting donations for the year 2025. The budget discussion is scheduled

to start on November 11<sup>th</sup>, 2024, due to the Veterans Holiday the office will be closed. The Board will take action to move the meeting to the next day, which is November 12<sup>th</sup>, 2024. *Mayor Holkestad moved to change the Board meeting from November 11<sup>th</sup>, 2024, to November 12<sup>th</sup>, 2024, at 5:30 p.m., seconded by Trustee Peterson. The motion passed unanimously.* The November 12<sup>th</sup> meeting will cover some of the budget projects for the 2025 year.

**14. ADJOURNMENT:** Mayor Holkestad adjourned the meeting at 7:34 p.m.

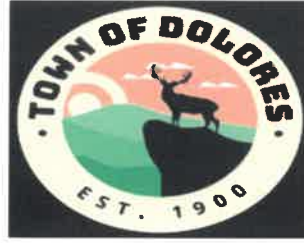
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Mayor Chris Holkestad

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Town Clerk Tammy Neely





**AGENDA  
DOLORES COLORADO  
TOWN BOARD OF TRUSTEES MEETING  
OCTOBER 28TH 2024, 5:30 P.M.**

**THE MEETING WILL BE HELD AT THE TOWN HALL 601 CENTRAL AVENUE.  
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**WORKSHOP: 5:30 P.M.**

- 1. Snow removal strategy**

**BOARD MEETING 6:30 P.M.**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. ACTION/APPROVAL OF THE AGENDA**
- 5. IDENTIFICATION OF ACTUAL OR PERCEIVED CONFLICTS OF INTEREST.**
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- 7. REMOVED CONSENT AGENDA ITEMS:**
- 8. CITIZENS TO ADDRESS THE BOARD:** This is an opportunity for Citizens to address the Board at this time or during a Public Hearing. Each Person will have 5 minutes. The Town Board encourages public

comment by the following sources: Live at the Town Hall, virtually via ZOOM (see the Town Website for the link), or by submitting your comments, via email, to the Town Clerk at [tammy@townofdolores.com](mailto:tammy@townofdolores.com) any time before the dated Board meeting.

**9 STAFF/COMMITTEE REPORTS/PRESENTATIONS:**

**9.1 Lisa Roche** Four Corners Recycling

**9.2 Managers Report:** Leigh Reeves

- GoCo Grant
- Phase II Water Project

**9.3 Attorneys Report:** Jon Kelly

**9.4 Treasurers Report:** Kelley Unrein

**9.5 Commissioner:** Jim Candelaria

**10. TRUSTEES REPORTS AND ACTIONS:**

**10.1** Mayor Chris Holkestad

**10.2** Trustee Kalin Grigg

**10.3** Trustee Sheila Wheeler

**10.4** Trustee Mark Youngquist

**10.5** Trustee Chris Curry

**10.6** Trustee Linnea Peterson

**10.7** Trustee Marie Roan

**11. ADMINISTRATIVE BOARD BUSINESS:**

**11.1 Discussion** Building Codes/Land Use

**12. UPCOMING BOARD, COMMITTEE AND SPECIAL GROUP MEETINGS:**

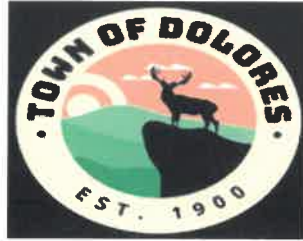
**12.1** Board meeting Tuesday November 12<sup>th</sup> 5:30 p.m.

**12.2** Planning and Zoning Tuesday November 5<sup>th</sup> 6:30 p.m.

**12.3** Dolores Parks/Playground Advisory Committee November 14<sup>th</sup>, 2024, at 6:00 p.m.

**12.4** Dolores Community Center November 25<sup>th</sup>, 2024, at 6:30 p.m.

**15. ADJOURNMENT:**



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**WORKSHOP: 5:30 P.M.**

- 1. Snow removal strategy:** Manager Reeves and Public Works Director Randy McGuire explained to the Board the current snow removal system. Plowing the snow in the middle of Railroad Avenue would not be feasible as it would take away from street snow removal, and the State requires snow to be removed within 24 hours. The Board discussed different options to remove snow more efficiently.

**BOARD MEETING 6:30 P.M.**

- 1. CALL TO ORDER:** Mayor Holkestad opened the meeting at 6:38 p.m.
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL:** Board Members present: Mayor Chris Holkestad, Trustees Mark Youngquist, Kalin Grigg, Chris Curry, Linnea Peterson, and Sheila Wheeler. Trustee Marie Roan was absent.
- 4. ACTION/APPROVAL OF THE AGENDA:** *Trustee Youngquist moved to approve the agenda, seconded by Trustee Peterson. The motion was approved unanimously.*
- 5. IDENTIFICATION OF ACTUAL OR PERCEIVED CONFLICTS OF INTEREST.** **No conflicts were identified.**
- 6. ACTION/APPROVAL OF THE CONSENT AGENDA:** The Consent Agenda is intended to allow the Board by a single motion approve matters that are considered routine or non-controversial. Here will be no separate discussion of these items unless a Board Member requests an item to be removed from the Consent Agenda and considered separately. Items removed from the Consent Agenda will be Considered under specific Agenda item numbers. **No consent agenda at this time.**

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**8.1 County Administrator Travis Anderson** commented to the Board that there were a few issues with the Sheriffs contract. He and Manager Reeves are currently working it out.

**8.2 Jen Stark:** Commented on the budget and expressed her appreciation for this year's dust mitigation and asked the Board to consider it again. She asked that the Town be more attentive when placing the speed bumps. She asked that the Board support Four Coners Recycling and is in support of the program. Because of the increase in population when it comes to the parks, she would like to see increased funding for staff. She would like to see a kiosk at Joe Rowell Park and a lost and found.

**8.3 Susan Lisak Chamber Director and Dolores Rotary Club:** Requested that the Board consider a memorial plaque or bench dedicated to Ruby Gonzales, as she played a big part in the Town of Dolores. The Chamber Banquet is coming up and she asked if the Board would be present.

## 9 STAFF/COMMITTEE REPORTS/PRESENTATIONS:

**9.1 Lisa Roche** Four Corners Recycling informed the Board that Four Corners needs funding and requested the Board consider donating \$3000.00 for the year 2025.

**9.2 Managers Report:** Leigh Reeves updated the Board on the following projects.

- GoCo Grant
- Phase II Water Project. A marketing campaign will be launched to explain to the public about the increase in fees. Currently part of the funding will be coming from CDPHE, Senator Bennet, and DOLA.
- 11<sup>th</sup> Street drainage issue. Manager Reeves explained that there was a French drain installed. The drain cannot manage the volume of water that sometimes goes through it.
- Manager Reeves and County Administrator Travis Anderson will be discussing the issues with the Sheriffs contract.
- There will be a Public Hearing at the next Planning and Zoning Commission meeting regarding adding an ADU exception process for property in DMU/CMU.
- Several Funding/Grant requests have come for 2025 funding. Trustee Youngquist and Grigg will be reviewing the requests.
- The first budget public hearing will be at the November 12<sup>th</sup>, 2024, Board meeting.
- Building and Land Use

**9.3 Attorneys Report:** Jon Kelly reported that he is reviewing the Sheriffs contract and will update

the Board at the next meeting. Attorney Kelly announced that the Town was invited to participate in limited cooperative planning area. This allows the municipality to work with the county 3 miles outside of the town boundaries (a map of proposed boundaries was provided) for future planning of land use development with the county. It was suggested that a presentation to the Planning and Zoning Committee would be beneficial as well. He asked if the Board would be interested and if so, he would draw up an MOU. He is currently working on revisions to the marijuana code.

**9.4 Treasurers Report:** Manager Reeves gave the Treasurers report and sales tax report. Treasurer Unrein suggested an unearned revenue account, which will be used as a liability account, which will leave a trail of expenditure.

**9.5 Commissioner:** Jim Candelaria updated the Board on Coffee with the Commissioners. The turnout was good. The discussion was mainly about the Chicken Creek issue. The limited cooperative planning will be up for discussion at the County Commission meeting on November 25<sup>th</sup>, 2024.

## **10. TRUSTEES REPORTS AND ACTIONS:**

**10.1** Mayor Chris Holkestad discussed a logo contest for the Town. He requested Staff add more to the calendar as in all meetings and events.

**10.2** Trustee Kalin Grigg no comment

**10.3** Trustee Sheila Wheeler stated the bicycle at the park needs repaired. She asked about new tablets or computers. Staff asked the Board if they would be interested in tablets or computers. Tablets were the consensus.

**10.4** Trustee Mark Youngquist no comment

**10.5** Trustee Chris Curry no comment

**10.6** Trustee Linnea Peterson no comment

**10.7** Trustee Marie Roan absent

## **11. ADMINISTRATIVE BOARD BUSINESS:**

**11.1 Discussion** the importance of safety and building codes were discussed.

## **12. UPCOMING BOARD, COMMITTEE AND SPECIAL GROUP MEETINGS:**

**12.1** Board meeting Tuesday November 12<sup>th</sup> 5:30 p.m.

**12.2** Planning and Zoning Tuesday November 5<sup>th</sup> 6:30 p.m.

**12.3** Dolores Parks/Playground Advisory Committee November 14<sup>th</sup>, 2024, at 6:00 p.m.

**12.4** Dolores Community Center November 25<sup>th</sup>, 2024, at 6:30 p.m.

**15. ADJOURNMENT:** Mayor Holkestad adjourned the meeting at 8:24 p.m.

TOWN OF DOLORES

Check Register  
 Reporting All Cash Accounts  
 From: 10/22/2024  
 To: 11/5/2024

Number	Seq	Date	Void	Vendor Name	Invoice Number	Comments	Amount	Manual Chk
28701		10/23/2024		Amber Lansing	102324AL	Fencing	\$4,071.32	
28702		10/24/2024		CATERPILLAR FINANCIAL SERVICES COR	36045907		\$2,088.46	
28703		10/24/2024		SHORT ELLIOTT HENDRICKSON	476393		\$300.83	
28704		10/24/2024		MOUNTAINLAND SUPPLY COMPANY	S106541369		\$77.11	
28705		10/24/2024		PARTNERS IN PARTS	015236		\$224.11	
28706		10/24/2024		PVS DX, INC	747001991-24		\$1,260.82	
28707		10/24/2024		FLYERS ENERGY, LLC	CFS-4032593		\$689.02	
28708		10/28/2024		KIM DAVES	102724KD		\$37.50	
28709		10/30/2024		WASTE MANAGEMENT OF NM	0438969-4989-2	420 Central Ave.	\$466.23	
28710		11/01/2024		JON LEWIS KELLY, P.C.	11124JK		\$2,050.00	
28711		11/01/2024		Michelle Dudeck	110124MD	Refunded Damage Deposit	\$100.00	
28712		11/01/2024	Voided	Thomas Geyer	103124TG	VOID*	\$12.95	
28713		11/01/2024		CEBT PAYMENTS	2024-11		\$9,649.00	
28714		11/01/2024		USA BLUEBOOK	00512670	PVC	\$499.48	
28715		11/01/2024		AT&T MOBILITY	287297557507TX10282024		\$238.23	
28716		11/01/2024		NETFORCE PC, INC.	24739		\$1,432.00	
28717		11/01/2024		Donna Rogers	110124DR	Parks and Rec Deposit Reimbursement	\$100.00	
28718		11/01/2024		DOLORES CHAMBER OF COMMERCE	110124DC		\$500.00	
28719		11/01/2024		Donna Pharo	110124DP	Deposit Refund	\$100.00	
28720		11/01/2024		VISTA GRANDE RHC	110124VG	Deposit Refund	\$100.00	
28721		11/01/2024		ROTARY CLUB OF DOLORES	110124DRC	Deposit Refund	\$500.00	
28722		11/01/2024		BANKCARD CENTER	102424VISAa		\$3,345.55	
28723		11/01/2024		Cedar Networks (Ting) Internet	356280		\$9,093.00	
28724		11/01/2024		WAGNIER ENTERPRISE	DCC10A24		\$750.00	
28725		11/01/2024		CRUZAN CONSTRUCTION CO.	4874	Draw #5 Flanders	\$44,378.00	
28726		11/01/2024		DOLORES CHAMBER OF COMMERCE	110124DC		\$200.00	

\* Indicates Out Of Sequence Check Number

TOWN OF DOLORES

Check Register  
Reporting All Cash Accounts  
From: 10/22/2024  
To: 11/5/2024

Number	Seq	Date	Void	Vendor Name	Invoice Number	Comments	Amount	Manual Chk
EFT Check Count: 0      Amount: \$0.00 Regular Check Count: 25      Amount: \$82,250.66 25      \$82,250.66 Voided Check Count: 1      Amount: \$12.95								

Signature \_\_\_\_\_

These invoices are approved for payment.

\* Indicates Out Of Sequence Check Number

TOWN OF DOLORES

Billing Period Report

For 10/1/2024 - 10/31/2024

Include Write Off Accounts: False

*To Be collected in Nov.*

Rate Code Totals

Rate Code	Amount	Usage	Count
<b>SEWER</b>			
CS1 COMM IN TOWN	\$2,742.13	413,800	62
S01 RESIDENT IN TOWN	\$12,214.72	1,480,300	328
S02 RESIDENT OUT OF TOWN	\$702.96	57,500	12
S03 RESIDENT IN TOWN 1K	\$260.68	170,000	7
S1K COMMSEWER1KMETER	\$2,739.94	807,000	29
S90 SENIOR LI DISCOUNT	\$1,368.57	205,400	49
S95OUT	\$43.93	600	1
SEWER BASE RATE ONLY RESIDENT IN TOWN	\$111.72	48,400	3
SOJ JEAN JOHNSON AGREEMENT	\$0.00	1,100	1
	<b>\$20,184.65</b>	<b>3,184,100</b>	<b>492</b>
<b>WATER</b>			
C05 COMM.TAP IN TOWN	\$68.68	0	2
CW1 COMM IN TOWN	\$3,083.58	377,800	62
CW3 CM1K IN TOWN	\$2,586.43	471,000	24
MF1 100 GAL MULTI FAMILY INTOWN	\$815.82	117,500	20
MF2 1K MULTI FAMILY INTOWN	\$2,556.12	511,000	11
MF3 1K OUT OF TOWN MULTI FAMILY	\$115.08	10,000	2
MF4 100 GAL MULTI FAMILY OUT OF TOWN	\$493.73	17,300	10
R01 RESIDENT IN TOWN	\$12,549.32	1,445,500	313
R02 RES. TOWN TAP	\$274.72	0	8
R03 RESIDENT OUT TOWN	\$1,916.38	161,800	33
RK1 RESIDENT 1K METER	\$375.98	50,700	6
TW1 TOWN WATER	\$0.00	30,900	11
TW2 TOWN WATER 1 K	\$0.00	229,000	3
W90 SENIOR LI DISCOUNT	\$1,441.41	206,400	49
W95OUT	\$87.86	1,400	2
WATER BASE RATE ONLY RESIDENT IN TOWN	\$103.02	48,400	3
WD WATER DOCK 1K	\$0.00	186,000	1
	<b>\$26,468.13</b>	<b>3,864,700</b>	<b>560</b>
	<b>\$46,652.78</b>	<b>7,048,800</b>	<b>1,052</b>



# TOWN OF DOLORES

## Payment Application Report

From 10/01/2024 to 10/31/2024

Billing Cycle: 1

Subtotal by Service Type Applied To: True

Including Complete and Incomplete Batches

Transaction Type: (Any)

Payment Type: (Any)

*payments in October*

### Billing Payments

<b>Service Type SEWER Total:</b>	<b>Charges Applied To: 490</b>	<b>\$(20,689.80)</b>
<b>Service Type WATER Total:</b>	<b>Charges Applied To: 605</b>	<b>\$(32,019.81)</b>
<b>Billing Payments Total:</b>	<b>Charges Applied To: 1,095</b>	<b>\$(52,709.61)</b>
<b>Grand Total:</b>	<b>Charges Applied To: 1,095</b>	<b>\$(52,709.61)</b>

\* Denotes an overpayment

^ Customer does not have an account.

**TOWN OF DOLORES**

**Payment Application Report**

From 10/01/2024 to 10/31/2024

Billing Cycle: 1

Subtotal by Transaction Type Applied To: True  
Including Complete and Incomplete Batches

Transaction Type: (Any)

Payment Type: (Any)

**Other Receipt Payments**

*Payments in October - Not including credit card revenues.*

Applied To BUILDING PERMIT Total:	Charges Applied To: 6	\$(1,163.42)
Applied To BUSINESS LICENSE Total:	Charges Applied To: 4	\$(100.00)
Applied To COMNET FRANCHISE Total:	Charges Applied To: 1	\$(831.57)
Applied To COURT FINES Total:	Charges Applied To: 1	\$(90.00)
Applied To DEVELOPMENT FEE Total:	Charges Applied To: 3	\$(540.00)
Applied To EMPIRE FRANCHISE Total:	Charges Applied To: 1	\$(4,095.70)
Applied To LIQUOR LICENSE Total:	Charges Applied To: 2	\$(200.00)
Applied To MISC-GENERAL Total:	Charges Applied To: 40	\$(10,841.10)
Applied To MISC-WATER Total:	Charges Applied To: 1	\$(76.35)
Applied To PARKS AND REC REVENUE Total:	Charges Applied To: 1	\$(50.00)
Applied To PROP TAX-OWNERSHIP Total:	Charges Applied To: 1	\$(1,243.26)
Applied To PROPERTY TAX Total:	Charges Applied To: 1	\$(508.96)
Applied To R&B TAX Total:	Charges Applied To: 1	\$(67.65)
Applied To WATER DOCK Total:	Charges Applied To: 20	\$(2,541.75)

\* Denotes an overpayment

^ Customer does not have an account.

# TOWN OF DOLORES

## Payment Application Report

From 10/01/2024 to 10/31/2024

Billing Cycle: 1

Subtotal by Transaction Type Applied To: True

Including Complete and Incomplete Batches

Transaction Type: (Any)

Payment Type: (Any)

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<b>Other Receipt Payments Total:</b>	<b>Charges Applied To: 83</b>	<b>\$(22,349.76)</b>
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<b>Grand Total:</b>	<b>Charges Applied To: 83</b>	<b>\$(22,349.76)</b>
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\* Denotes an overpayment

^ Customer does not have an account.

# Application for a Special Events Permit

Departmental Use Only

State Only Permit/State Property

In order to qualify for a Special Events Permit, You Must Be a Qualifying Organization Per 44-5-102 C.R.S. and One of the Following (See back for details.)

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Social | <input type="checkbox"/> Athletic                           | <input type="checkbox"/> Philanthropic Institution          |
| <input type="checkbox"/> Fraternal         | <input type="checkbox"/> Chartered Branch, Lodge or Chapter | <input type="checkbox"/> Political Candidate                |
| <input type="checkbox"/> Patriotic         | <input type="checkbox"/> National Organization or Society   | <input type="checkbox"/> Municipality Owned Arts Facilities |
| <input type="checkbox"/> Political         | <input type="checkbox"/> Religious Institution              |   |

<b>LIAB</b> Type of Special Event Applicant is Applying for:	<b>DO NOT WRITE IN THIS SPACE</b>
2110 <input checked="" type="checkbox"/> Malt, Vinous And Spirituous Liquor \$25.00 Per Day	Liquor Permit Number
2170 <input type="checkbox"/> Fermented Malt Beverage \$10.00 Per Day	

1. Name of Applicant Organization or Political Candidate: **Dolores River Boating Advocates** State Sales Tax Number (Required)

2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) <b>PO Box 1173 Dolores, CO 81323</b>	3. Address of Place to Have Special Event (include street, city/town and ZIP) <b>Dolores Community Center 400 Riverside Dolores, CO 81323</b>
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4. Authorized Representative of Qualifying Organization or Political Candidate: **Amber Clark**  
 Date of Birth: **01/14/80** Phone Number: **970-799-8704**

Authorized Representative's Mailing Address (if different than address provided in Question 2.)  
 same as above

5. Event Manager: **Anne Beach**  
 Date of Birth: **12/01/56** Phone Number: **970-946-6507**

Event Manager Home Address (Street, City, State, ZIP): **114 Lakeside Dr. Cortez, CO 81321**  
 Email Address of Event Manager: **annebeach1@gmail.com**

6. Has Applicant Organization or Political Candidate been issued a Special Event Permit this Calendar Year?  
 No  Yes How many days? \_\_\_\_\_

7. Is the premises for which your event is to be held currently licensed under the Colorado Liquor or Beer codes?  
 No  Yes License Number \_\_\_\_\_

8. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed?  Yes  No

List Below the Exact Date(s) for Which Application is Being Made for Permit

Date	Hours From	To	Date	Hours From	To	Date	Hours From	To	Date	Hours From	To	Date	Hours From	To
01/24/25	5 P.m.	11 P.m.												

**Oath of Applicant**

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

Signature: Title: **Executive Director** Date: **10/17/24**

**Report and Approval of Local Licensing Authority (City or County)**

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended.  
**THEREFORE, THIS APPLICATION IS APPROVED.**

Local Licensing Authority (City or County): \_\_\_\_\_ Telephone Number of City/County Clerk: \_\_\_\_\_  
 City  County

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY**

Liability Information			
License Account Number	Liability Date	State	Total
		-750 (999)	\$

## Application Information and Checklist

**The following supporting documents must be attached to this application for a permit to be issued:**

- Appropriate fee.
- Diagram of the area to be licensed (not larger than 8 1/2" X 11" reflecting bars, walls, partitions, ingress, egress and dimensions. **Note:** If the event is to be held outside, please submit evidence of intended control, i.e., fencing, ropes, barriers, etc.
- Copy of deed, lease, or written permission of owner for use of the premises.
- Certificate of good corporate standing (NONPROFIT) issued by Secretary of State within last two years; or
- If not incorporated, a NONPROFIT charter; or
- If a political Candidate, attach copies of reports and statements that were filed with the Secretary of State.

- Application must first be submitted to the Local Licensing Authority (city or county) at least thirty (30) days prior to the event.
- Public notice of the proposed event and procedure for protesting issuance of the permit shall be conspicuously posted at the proposed location for at least (10) days before approval of the permit by Local Licensing Authority. (44-5-106 C.R.S.)
- State Licensing Authority must be notified of approved applications by Local Licensing Authorities within ten (10) days of approval.
- Check payable to the Colorado Department Of Revenue

### Qualifications for Special Events Permit

(44-5-102 C.R.S.)

A Special Event Permit issued under this article may be issued to an organization, whether or not presently licensed under Articles 4 and 3 of this title, which has been incorporated under the laws of this state for the purpose of a social, fraternal, patriotic, political or athletic nature, and not for pecuniary gain or which is a regularly chartered branch, lodge or chapter of a national organization or society organized for such purposes and being non profit in nature, or which is a regularly established religious or philanthropic institution, and to any political candidate who has filed the necessary reports and statements with the Secretary of State pursuant to Article 45 of Title 1, C.R.S. A Special Event permit may be issued to any municipality owning arts facilities at which productions or performances of an artistic or cultural nature are presented for use at such facilities.

OFFICE OF THE SECRETARY OF STATE  
OF THE STATE OF COLORADO

**CERTIFICATE OF FACT OF GOOD STANDING**

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

Dolores River Boating Advocates

is a

Nonprofit Corporation

formed or registered on 06/19/2013 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20131356064 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 10/02/2024 that have been posted, and by documents delivered to this office electronically through 10/07/2024 @ 08:41:41 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 10/07/2024 @ 08:41:41 in accordance with applicable law. This certificate is assigned Confirmation Number 16449654 .



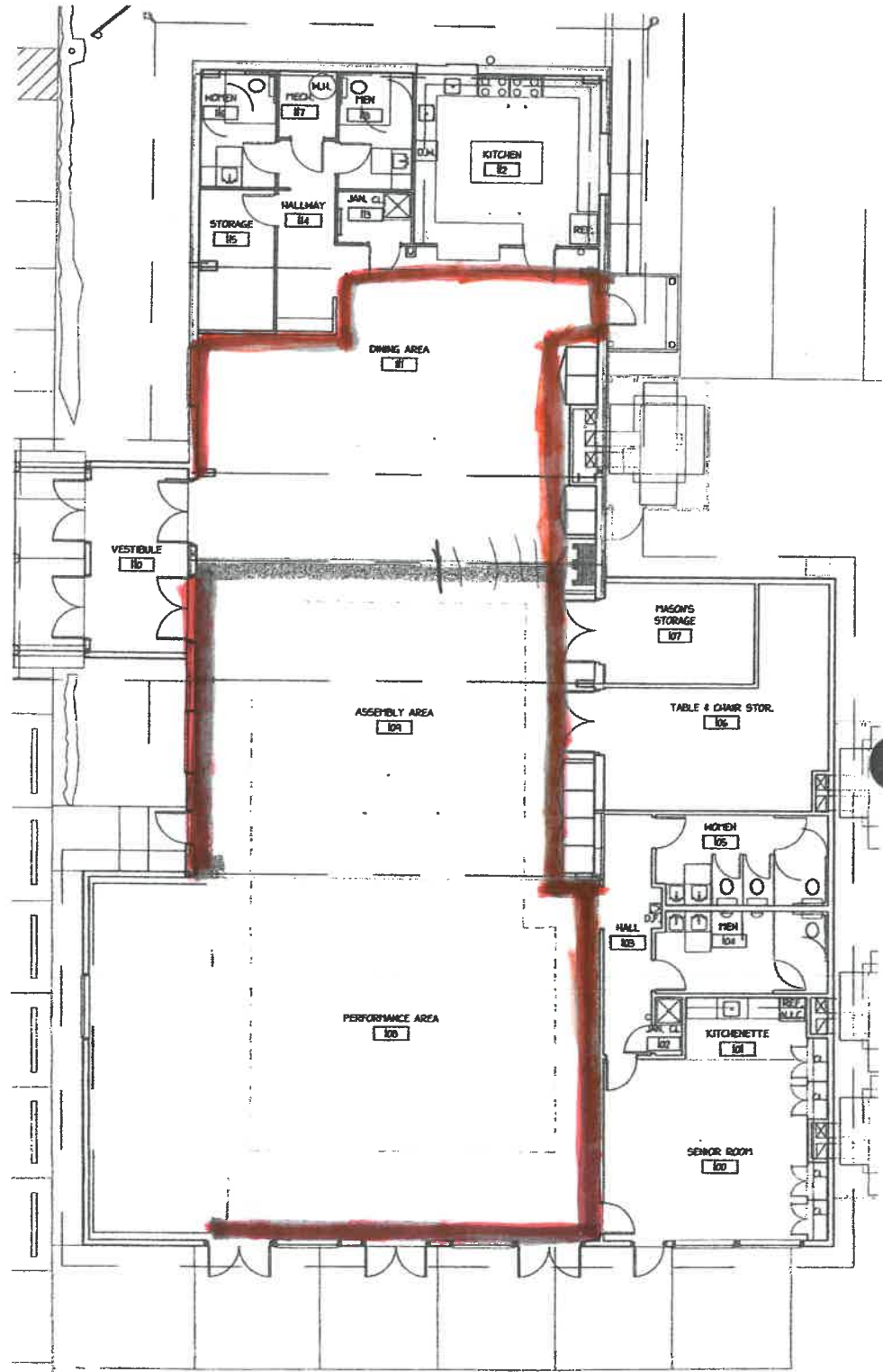
*Jena Griswold*

Secretary of State of the State of Colorado

\*\*\*\*\*End of Certificate\*\*\*\*\*

*Notice: A certificate issued electronically from the Colorado Secretary of State's website is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's website, <https://www.coloradosos.gov/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our website, <https://www.coloradosos.gov> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."*





# DOLORES COMMUNITY CENTER CONTRACT

Name: Dolores River Boating Fundraiser  
 Name and Address of Renter or Event Holder (Same as on Permit or Rental Form): \_\_\_\_\_

Event Contact Person: Anne Beach / Amber Clark  
970-946-6507  
*Authorized to sign all documents*

Daytime Phone Number: 970-799-8704  
 Email Address: Annebeach1@gmail.com

Open Sunday - Thursday until 10 p.m.  
 Friday - Saturday 11 p.m.

**Event Information**

Date(s): \_\_\_\_\_ Time: \_\_\_\_\_  
 Location of Event: 400 Riverside Ave. Dolores, CO 81323

Detailed Description of Event: Fundraiser

Total Attendance (per day) including all participants, volunteers and employees:

Day 1	200	250	Day 3		Day 5		Day 7	
Day 2	200	50	Day 4		Day 6		Day 8	
<b>Total Attendance ALL Event Days:</b>								

**Event Exposures**

1. Have you held this event or a similar event in the past?  Yes  No
2. If yes, have accidents, incidents, claims, or losses arisen from such event?  Yes  No
3. Is there an admission fee charged?  Yes  No
4. Will food/non-alcoholic beverages be served?  Yes  No
5. Will food/non-alcoholic beverages be sold?  Yes  No
6. Will there be a caterer?  Yes  No
7. Please list/describe entertainment activities that will be occurring, if any:

We will have a band, silent auction, costume contest, refreshments, food & dancing

The event premium includes a premium charge for the owner/lessor as additional insured. Event Holder agrees to add the Facility owner as an additional insured.

Event Holder Signature:

Date: 10/7/2024



I agree to the following conditions:

- A. All contracts for the use of the Dolores Community Center must be signed and fees paid 14 days prior to use. If the event is cancelled for any reason between 5 and 10 days prior to use, 25% of the monies shall be charged to cover the cost of handling, inconvenience, and the unavailability of the facility to others before any refunds are made. Any cancellations between 1 and 4 days prior to use will be charged 50%, and any cancellations within 24 hours of event will be charged 75%.
- B. I hereby understand I will be responsible for the cleaning of the facility (unless I have chosen a package in which cleaning is included) and for damages as a result of the activity and that a charge will be taken from the deposit fee (if required) to cover additional cleanup and damage. If I have not paid a deposit, or the cost of cleaning or damages is more than the collected deposit, I understand that I will be liable and will be made to pay for any additional cleaning and damages.
- C. Alcoholic beverages may be served at private parties. If the event is open to the public, the user must have approval from the Dolores Community Advisory Board of Directors and must have an approved Colorado Liquor License (obtained by application with the Town of Dolores). The License must be displayed at the event. Alcoholic beverages are not allowed outside the building unless permitted by your State Liquor License.
- D. All events must end by 11 p.m. Friday and Saturday and 10 p.m. Sunday-Thursday unless prior approval has been given by the Dolores Community Advisory Board of Directors. No alcohol may be served after midnight.
- E. This use and fee schedule is subject to revisions but in no way will affect events already scheduled and paid for. I understand that if over 75 people are attending the event, I must choose a package deal that includes cleaning and setup.
- F. I, the undersigned, agree to save and hold harmless the Town of Dolores and the Board of Directors from any and all claims and demands arising out of the use of the premises, and will defend any cause of action brought to enforce any such claims or demands against the Town of Dolores and Board of Directors.

Date confirmed: Jan 24/25 Times confirmed: Both Full Days  
Room confirmed: Full Facility Number of expected guests: 200

1200.00 Usage / Package Fees  
\_\_\_\_ Equipment Fees  
\_\_\_\_ Other Fees  
\_\_\_\_ Subtotal  
- 500.00 Discount (only 1 may be applicable) (Non-profit, Benefit, Regular user (10 or more times annually))  
300.00 Damage / Cleaning Deposit (refundable)  
1000.00 Total Due

Contract is not in effect until signed by the Town of Dolores Representative and full payment received.

[Signature] Amber Clarke 10/7/24  
Signature of Responsible Party Printed Name Today's Date  
[Signature] 10/03/2024  
Signature of Town Representative Today's Date

Liquor Liability Exposures:

\_\_\_\_\_ *No alcoholic beverages will be served or sold at this event.*

1. Type of alcoholic beverages available (please choose all that apply):

- Beer       Wine/Champagne       Mixed Drinks/Full Bar

2. How long will alcoholic beverages be available for consumption?

4 hrs.

3. Will you charge a fee or collect a ticket?

Yes       No

4. Do you receive a donation?

Yes       No

5. Estimated sales receipts for alcoholic beverages:

\$ 2K

6. Do you have a caterer or vendor serve or sell the alcoholic beverages?

Yes       No

7. If yes, have you received a Certificate of Insurance from the caterer or vendor showing they have liquor liability insurance?

Yes       No

8. How many different locations within the building will alcoholic beverages be available?

one

9. Are you required to obtain or have a liquor license for your event?

Yes       No

10. What Management Practices do you have in place to monitor and control the consumption of alcoholic beverages?

- Alcoholic beverages must be purchased and consumed in a confined area where persons below the legal drinking age are not permitted.

Yes       No

- Everyone must show identification to receive an alcoholic beverage.

Yes       No

- Individuals over the legal drinking age receive a wristband or other form of identification.

Yes       No

- There is a limit of two servings provided to any one individual per visit to the concession.

Yes       No

- Staff monitors the consumption and is instructed not to serve anyone who is apparently intoxicated.

Yes       No

- The concession or bar is closed at least one hour prior to the end of the event.

Yes       No



## Town Manager's Report

Date: November 6th, 2024

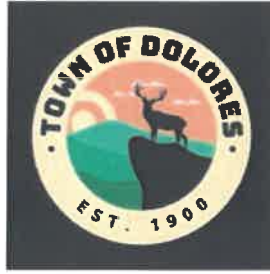
To: Board of Trustees

From: Leigh Reeves

- In conjunction with Kelley:
  - FEMA – Randy and David met with Dean Mathews. The date to tie in the generator is the week of In light of Trustee Wheelers question about what the siren means I have contacted Jim Spratlin and Sheriff Nowlin to finalize a plan. We can then start an information campaign to let everyone know.
  - We received receipts from Paul Major of Rural Homes and have sent the documentation to Nicola from DOLA to so we can get some money from DOLA and pay some money to Paul Majors so this will be completed.
  - CDOT Mainstreet Grant for the Flanders park restroom has \$4.66 remaining to be claimed. We are on target to have the bathroom completed by November 30<sup>th</sup>.
  - CDPHE – We received final payment of roughly \$88K
  - Fishing is Fun – Ken and I met with Rock man Billy Goode. We also met with BARR engineering to prepare our Army Corps 404 permit to do work in the river. BARR sent a contract for the engineering and cost of obtaining a permit. It is attached for your perusal.
  - GOCO grant meeting is Thursday at Noon via Zoom. I met with Mike Wight to go through our 3-minute presentation. We are highlighting 3 pts: community involvement, need for funding and engagement for kids.



- We received the contract for police protection for next year. It is in the packet. Before you tonight is R625 Series 2024 a resolution to adopt the Sheriff's contract for 2025. It is my recommendation that we sign and move forward. We will have 2 officers dedicated to the Town for 80 hours per week. When I met with Deputy Cox and the county yesterday, they may need to furlough between 10-20 officers until January to make up for a shortfall in this year's budget. This will have long-term implications because those officers will find other jobs in the area or elsewhere.
- P&Z had a public hearing last night to move forward Ordinance 582 Series 2024, to amend the Dolores LUC for changes related to ADUs. The first reading for that ordinance will be before you on Tuesday. This will allow ADUs to be added to properties in the CMU and DMU through the conditional use process. At the December 3<sup>rd</sup> meeting will create a working document to address the need for a new Comprehensive Plan.
- Applications for funding of Dolores non-profits are due on Nov 11<sup>th</sup>. Kalin, Mark, Kelley and I will be going through them to make a recommendation to the board for approval at the November 25<sup>th</sup> meeting.
  - Dolores Public Library - \$5K
  - Four Corners Recycling - \$3K
  - Galloping Goose - \$5K
  - K-9 Rescue
  - Montezuma Leadership Network
- We will have our first budget public hearing on November 12<sup>th</sup>, 2024. We will



also have to vote on an amendment to this year's budget, which will come to you on December 9<sup>th</sup>, our last meeting of the year. We will be over by the amounts we discussed earlier in the year and some additional because of cleaning up of grants. These are unforeseen items that were agreed to or could no longer wait to be completed. Additionally, there were items agreed to by the previous town manager that had overruns.

- Kelley has been working with Ampstun to get our accounts reconciled. It is literally taking hours with technical support on the phone with no good answers. They are escalating to their back-end software programmers. This issue has been going since June. There was a journal entry made for Dec 2022 to make something match. It is highly unusual to have to make journal entries like this. This is making our preparations of the budget rather difficult.
- Before you tonight is Resolution R626 – Series 2024 A resolution approving settlement of TOD account with Iconergy Company for Energy performance Audit Contracted Services. This resolves an agreement made in 2021 to audit our water meters. 20 meters of varying sizes were removed for efficiency testing. It was determined that they were not inefficient. The contract to replace all meters in town was cancelled. The subcontractor that removed the water meters went bankrupt and our meters were lost. We owe Iconergy \$14K and they owe us \$7K so we are going to call it even with this agreement.
- Finally, tonight we have Resolution 627 – Series 2024. This is a resolution to enter into a MOU(Memo of Understanding) with the county around affordable housing. The county has requested this to be in compliance with DOLA standards for anyone in the county/Dolores who wants to get or report on affordable housing in Montezuma county.

**TREASURER'S REPORT**  
**TOWN OF DOLORES**  
November , 22024

Petty Cash	\$300.00
Hi-Fi Savings Account	\$831,963.89
Checking Account	\$226,755.11
Conservation Trust Fund	\$35,817.39
ColoTrust	\$1,131,291.06
Bonds	\$589,117.33
Community Center Checking	\$42,904.17
Business Account (AFLAC)	\$77.41
<b>Total</b>	<b>\$2,858,226.36</b>
October Total	\$2,800,270.23

<b>GRANT REIMBURSEMENTS OUTSTANDING</b>			
DOLA (1/30-8/2)	Town Hall Remodel/Demo	\$	103,457.04
FEMA (5/2/23-7/26/24)	Sirens	\$	17,066.69
DOLA (1/30-8/2)	Affordable Housing	\$	3,853.57
Brownfiled	Town Hall Abatement	\$	-
	<b>SUBTOTAL</b>	<b>\$</b>	<b>124,377.30</b>

<b>GRANT FUNDS REIMBURSED: October</b>		<b>\$</b>	<b>193,490.04</b>
Town Hall EIAF 09575	\$	4,766.29	10/15/2024
Town Hall EIAF 09575	\$	24,464.75	10/15/2024
Town Hall EIAF 09575	\$	74,266.00	10/17/2024
Town Hall Abatement	\$	89,993.00	10/31/2024

## Maintenance Daily Report October 2024

- 1 Plants. Pulled the monthly wastewater plant samples, the bacti water samples and the chlorine samples. Mowed JRP. Jet rodded sewer mains. Finished the turbidity report. Worked on sprinklers at JRP.
- 2 Plants. Calibrated the turbidity meters at the water plant .Jet rodded the storm drains. Repaired an air leak at the water plant. Serviced the 2024 Ram 1500. Completed the Quarterly water tank inspection.
- 3 Plants. Picked up trash and cleaned the restrooms. Placed Picnic tables back at the pavilion. Removed water tank from the Kenworth truck for the winter. Jet rodded sewer mains. Used 19500 gallons. Replaced the lock on the community Center dumpster.
- 4-6 Plants. Audra. Audra got called out for quarter jam at the water dock on Friday.
- 7 Plants. Picked up trash and cleaned the restrooms. Completed the DMRs for the sewer plant. Serviced the online meters at the water tank. Jet rodded the sewer mains.
- 8 Plants. Jet rodded sewer mains Built bed rails for the new truck.
- 9 Plants. Pulled the weekly chlorine samples. Jet rodded sewer mains. Filled potholes. Winterized the sweeper truck.
- 10 Plants. Continued Jet rodding. Met with martin at the townhomes. Used 14000 gallons of water. Prepped the 120 M Motor grader for winter.
- 11-13 Plants. Randy.
- 14 Plants. Picked up trash and cleaned the restrooms. Rebuilt the chlorin feed pump at the wastewater plant. Serviced the 2015 Ford F 150. Jet rodded sewer mains.
- 15 Plants. Continued jet rodding. Winterize sprinkler system at Triangle and Riverside Parks. Repaired an air leak on the air compressor.
- 16 Plants. Pulled the weekly chlorine samples. Finished jet rodding sewer mains. Used 10000 gallons of water. Winterize sprinklers at Flanders Park and the drip system at JRP.
- 17 Plants. Picked up trash and cleaned the restrooms. Repaired a broken sprinkler line at JRP. Started to winterize sprinklers at JRP. Replaced cracked coolant tank on the loader. Checked sewer main on N 9<sup>th</sup> for a customer on the line. Trapped gophers.
- 18-20 Plants. Audra got called out for a leaking fire hydrant leaking on Riverside Ave.
- 21 Plants. Picked up trash and cleaned the restrooms. Winterized the jet rodder. Hung out shut off notices to customers. Blew out sprinklers at JRP. Trapped gophers in JRP.

- 22 Plants. Read meters. Finished winterizing sprinklers at JRP. Stabilized the kitchen door awning at the Community Center. Trimmed trees at the Community Center. Trapped gophers.
- 23 Plants. Pulled the weekly chlorine samples. Prepped the old international truck for sale. Serviced the air compressor. Changed the cutting edges on the loader. Prepped the 120 J motor grader for winter. Trimmed trees at JRP. Lubed the backhoe.
- 24 Plants. Picked up trash and cleaned the bathrooms. Filled potholes Replaced bad U-joints on the 94 Ford Dump truck. Adjusted the blower belts at the wastewater plant. Trapped gophers.
- 25-27 Plants. Randy
- 28 Plants. Picked up trash and cleaned the restrooms. Cleaned up the Chevy 2500 for auction. Mounted tools on the new work truck (1500 Dodge Ram) Hauled spoils pile out of the water plant yard. Started service on the roller. Attended the Workshop.
- 29 Plants. Cleaned the storm drains. Cleaned the water plant building.
- 30 Plants. Cleaned the wastewater treatment plant building. Drained streets. Trapped gophers. Pulled the weekly chlorine samples.
- 31 Plants. Picked up trash and cleaned the restrooms. Repaired the chlorine leak at the well. Serviced the online meters at the water tank. Bladed streets. Trapped gophers.



## **Town board November 11, 2024**

### **Building Official/Building Inspector report**

#### **Current projects:**

1. #1110 – Unit A final
2. #1160 – Footer inspection
3. #1162 – Water line inspection
4. #1158 – Rough-in plumbing
5. #1159 – Wire and insulation inspection
6. #1138 – Final Inspection
7. #1140 – Underground plumbing inspection
8. #1144 – Footer inspection

#### **New permits: Five permits - \$439.00**

1. #1160 – Foundation
2. #1161 – Grease trap
3. #1162 – Water Line replacement
4. #1163 – Re-roofing
5. #1164 – Solar System

#### **Consultations - Phone and in person**

30 Phone and in-person

#### **Construction Inspections**

8 construction inspections of permits issued.

#### **Future projects on the horizon:**

Possible demo of a single family residential and replacement with new residential

#### **Business Inspections**

0

## **Food trailer/truck inspections**

0

## **STR Inspections**

One re-inspect

## **Internet Technology**

We are waiting on the last components of the AV/IT upgrade to the board room

## **SPECIAL PROJECTS**

1. Flanders Park Bathroom
  - a. Windows are in
  - b. Siding is completed
  - c. Stain and painting are going on
  - d. Roofing is done

## **STR's**

We will be contacting the next person on the list for a STR as one of the applicants removed their application.

## **Compliance issues**

Still working on grease trap compliance

**TOWN OF DOLORES, COLORADO**  
**ORDINANCE NO. 582 SERIES 2024**

**AN ORDINANCE TO AMEND THE DOLORES LAND USE CODE TO AMEND  
PROVISIONS RELATED TO ACCESSORY DWELLING UNITS**

WHEREAS, pursuant to C.R.S. § 31-23-301, the Town of Dolores (“Town”) possesses the authority to zone, rezone, change, supplement, and revise the zoning classifications or designation of property and to regulate land uses within the Town.

WHEREAS, the Town is authorized by C.R.S. § 31-23-301 to regulate zoning and land use within the Town’s boundaries, and the Town has in fact adopted a comprehensive zoning scheme.

WHEREAS, the Dolores Town Board identifies provisions of the Land Use Code pertaining to accessory dwelling units that make it difficult for certain landowners to make reasonable use of their properties and unnecessarily inhibit the Town’s ability to address its affordable housing crisis; and

WHEREAS, the Planning Commission has held numerous meetings to study issues around accessory dwelling issues; and,

WHEREAS, after public notice and final public hearing on November 5, 2024 as required by the Dolores Land Use Code and applicable law and regulations, the Town of Dolores Planning and Zoning Commission has recommended approval of proposed amendments set forth in Exhibit A, attached hereto and incorporated herein by reference.

WHEREAS after public notice and public hearing, the Town of Dolores Board of Trustees finds that the proposed amendments to the remaining provisions of the Town of Dolores Land Use Code promote the health, safety and welfare and are in the best interests of the citizens of the Town of Dolores and should be adopted.

WHEREAS, the Board of Trustees wishes to exercise its express statutory authority to amend the Town of Dolores Land Use Code as set forth herein in order to address concerns that the current code unnecessarily imposes restrictions on accessory dwelling units and inhibits the goal of promoting affordable housing.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF DOLORES:**

SECTION 1. The Town of Dolores Land Use Code as adopted by Ordinance 556-2021 on December 13, 2021 and Ordinance 557-2022 on February 14, 2022 is hereby amended as provided on Exhibit A, attached hereto and incorporated herein by reference.

SECTION 2. The Dolores Land Use Code shall otherwise remain in full force and effect except as expressly amended herein.

SECTION 3. If any section, paragraph, clause or provision of this Ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of any such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance.

SECTION 4. This Ordinance shall take effect December 26, 2024 or thirty (30) days after final publication whichever is later.

**PUBLIC HEARING.** This ordinance shall be considered for second or final reading on the 25<sup>th</sup> day of November, 2024, in the Town Board Chambers in Town Hall, Dolores, Colorado, at which time and place all persons may appear and be heard concerning the same.

Passed adopted and approved on the first reading on November 12<sup>th</sup> 2024.

**DOLORES BOARD OF TRUSTEES:**

By: \_\_\_\_\_

Attest:

By: \_\_\_\_\_

Passed adopted and approved on the second and final reading this 25<sup>th</sup> day of November, 2024.

**DOLORES BOARD OF TRUSTEES:**

By: \_\_\_\_\_

Attest:

By: \_\_\_\_\_

**Dolores Accessory Dwelling Unit and Accessory Use or Structure LUC Updates**

**1. Table 4.3 is amended as follows:**

**Table 4.3: Accessory Uses**

	LL R	ne w	R1	ne w	MR F	MH P	GB 1+ GB 2	GH	LI	ne w	P	R 10	R35		
	LL R1	LL R2	NR 1	NR 2	NR 3	M HP	D M U	CM U	IN D		P1	P2	R 10	R 35	<b>Add. Use Stand.</b>
<b>Key</b>	<b>/P/ Permitted, /PL/ Permitted with Use Limitations, /--/ Not Permitted /C/ Conditional Use Review</b>														
<b>Dwelling</b>															
Accessory Dwelling Unit [1]	P	P	P	C	C	--	C	C	--	--	--	P	P		Sec. 4.6.A
Caretaker or guard residence, accessory Shelter [2]	--	--	--	--	--	--	--	--	P	--	P	--	--		
Short-Term Rental	PL	PL	PL	PL	PL	--	PL	PL	PL	--	--	PL	PL		Sec. 4.5.B
<b>General</b>															
Accessory Use or Structure	P	P	P	P	P	P	C	C	P	--	P	P	P		Sec. 4.6.B
Drive-Thru	--	--	--	--	--	--	--	P	--	--	--	--	--		Sec. 4.6.D

**2. Section 4.6.A is amended as follows:**

**4.6. A. Accessory Dwelling Units**

**1. Applicability**

Accessory dwelling units (ADUs) in applicable zones are permitted as follows:

- (a) In the LL1, LL2, and NR1 districts: One ADU per lot is permitted with a single-unit detached dwelling or duplex. Where each duplex unit is on an individual lot, each lot may have an ADU.
- (b) In the NR2, NR3, DMU, and CMU districts: One ADU is permitted on lots with a single-unit detached dwelling only.

**2. Ownership and Occupancy**

- (a) The property owner shall live in either the primary or accessory dwelling unit.
- (b) The accessory dwelling unit shall not be sold separately or subdivided from the primary dwelling unit or lot unless both lots created by the subdivision conform to the minimum lot size for the zone district where located.

**3. Dimensional Standards and Location**

- (a) All new and existing ADUs must be located in a habitable structure that meets applicable Town building and life safety codes. ADUs shall not be located in:
  - (1) Non-habitable areas within buildings or accessory structures (e.g., shed, garage),
  - (2) Commercial (office/retail) or industrial (warehouse) spaces, or
  - (3) Outdoors in a temporary structure (e.g., tent, yurt, treehouse, or other similar structure) or in a recreational vehicle, mobile home, travel trailer, commercial or passenger vehicle or trailer, or any portable storage unit.
- (b) ADUs must have separate water and sewer taps.
- (c) The ADU shall be located on the same lot as the primary unit and the primary unit must be constructed prior to the accessory dwelling unit.
- (d) Accessory dwelling units may be internal or attached to the primary dwelling unit or separate, detached accessory dwelling unit that may or may not be attached to a detached garage.

### **3. Section 13.11 is amended as follows:**

#### **Section 13.11 Conditional Use Permits**

##### **A. Purpose**

A conditional use is a use that may or may not be appropriate in a given zone district depending upon the circumstances and the conditions imposed upon the approval of the use. The conditional use permit process allows the Town to consider and establish appropriate conditions to reasonably mitigate adverse impacts of the use upon the proposed site and surrounding properties.

##### **B. Applicability**

1. Conditional use permits may be approved for the uses indicated as conditional uses in Tables 4.1 and 4.3 for the applicable zoning district. Any change or expansion of an approved conditional use shall require application for a new conditional use permit.
2. A conditional use permit may not be used to change the maximum density or intensity allowed in the underlying zone district. Accessory dwelling units are exempt from the density calculation for any lot.

## C. Procedures

### 1. Common Procedures

The common procedures for conditional use permits are identified in Table 13.2 and are summarized here for applicant convenience.

### 2. Specific Procedures

(a) The Zoning Administrator shall distribute the complete conditional use application to appropriate referral agencies, which may include the following:

- (1) Electric power association
- (2) Dolores School District
- (3) Dolores Fire Protection District
- (4) If the property on which the proposed conditional use is located is within a potential hazard area, Colorado Geological Survey comment may be requested.
- (5) If the property on which the proposed conditional use is located is within a wildlife habitat area, Colorado Parks & Wildlife comment may be requested.

(b) Notice Requirements

- (1) Published notice of the P&Z public hearing shall be provided at least 10 days prior to the hearing date.
- (2) Mailed notice of P&Z public hearing shall be provided at least 15 days before the hearing date.
- (3) Published notice of the Board of Trustees public hearing shall be provided at least 15 days before the hearing date.



## D. Decision Criteria

When considering an application for conditional use permit, the Planning and Zoning Commission and Board of Trustees shall consider whether the application complies with following criteria:

- (a) The proposed use is consistent with the Dolores Comprehensive Plan;
- (b) The proposed use complies with all applicable provisions of the LUC;
- (c) The proposed use will not have a negative impact on the value of surrounding property or the general neighborhood;
- (d) The location and size of the use, the nature and intensity of the operation involved or conducted in connection with is, and the location of the site with respect to streets giving access to it are such that the conditional use will not dominate the immediate

neighborhood so as to prevent the development and use of neighborhood property in accordance with the applicable zoning district regulations. In determining whether the use will dominate the immediate neighborhood, consideration shall be given to:

- (1) The location, nature, and height of buildings, structures, walls, and fences on the site; and
- (2) The nature and extent of the proposed landscaping and buffering on the site.
- (3) Whether adequate utility, drainage, and other necessary facilities have or will be provided; and
- (4) Whether adequate access roads or entrance and exit drives will be provided and shall be designed to prevent traffic hazards and minimize traffic congestion.

**4. Section 2.6, General Definitions is amended to include the following, in alphabetical order:**

“Tiny home” means a structure that meets the following, unless provided otherwise by C.R.S.:

- (I) Is permanently constructed on a vehicle chassis;
- (II) Is designed for long-term residency;
- (III) Includes electrical, mechanical, or plumbing services that are fabricated, formed, or assembled at a location other than the site of the completed home;
- (IV) Is not self-propelled; and
- (V) Has a square footage of not more than four hundred square feet.

A tiny home is not:

- (I) A manufactured home as defined in C.R.S. 24-32-3302(20),
- (II) A recreational park trailer,
- (III) A recreational vehicle,
- (IV) A semitrailer, or
- (V) An intermodal shipping container.

“Tiny house” means a modular factory built residential structure not built on a permanent chassis that is 400 square feet or less; designed for long-term occupancy; built to the International Residential Code; and attached to a permanent foundation.



**TOWN OF DOLORES  
RESOLUTION # R625  
SERIES 2024**

**RESOLUTION APPROVING CONTRACT FOR LAW ENFORCEMENT SERVICES BETWEEN MONTEZUMA COUNTY BOARD OF COUNTY COMMISSIONERS, THE MONTEZUMA COUNTY SHERIFF'S OFFICE AND THE TOWN OF DOLORES**

WHEREAS, The Town of Dolores is a statutory town with the authority to enter into contracts generally with the Board of County Commissioners) in particular to provide law enforcement services for the Town pursuant to CRS Section 30-11-410.

WHEREAS CRS Section 31-4-304 and 306 permits a statutory town to employ a Town Marshal for law enforcement services but does not require the Town to do so.

WHEREAS Colorado law grants the County Sheriff authority to enforce the laws of the state of Colorado throughout the county, having concurrent jurisdiction in those municipalities with their own law enforcement officers and a duty to provide law enforcement services in municipalities that lack a town marshal or police force.

WHEREAS the Town of Dolores has historically found it beneficial to the citizens and businesses in the Town of Dolores to contract with the Montezuma County Sheriff to provide law enforcement services within the corporate limits of the Town of Dolores and wishes to continue that contractual relationship.

WHEREAS the Town of Dolores has historically provided the County Sheriff with offices for a substation.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF DOLORES, THAT:

Section 1. The Board of Trustees of the Town of Dolores does hereby approve the contract for law enforcement services described in Exhibit A, attached hereto and commits the funds from the Town's General Fund for these services in the 2025 fiscal year.

Section 2. The Town Manager and Mayor are authorized to execute the Contract attached hereto on behalf of the Town of Dolores.

Passed, adopted and approved \_\_\_\_\_, 2024.

THE BOARD OF TRUSTEES OF THE TOWN OF DOLORES:

By: \_\_\_\_\_, Mayor Chris Holkestad

Attest: \_\_\_\_\_, Town Clerk Tammy Neely

**2025 CONTRACT FOR LAW ENFORCEMENT SERVICES BETWEEN MONTEZUMA  
COUNTY BOARD OF COUNTY COMMISSIONERS, THE MONTEZUMA COUNTY  
SHERIFF'S OFFICE AND THE TOWN OF DOLORES**

THIS CONTRACT, made and entered into \_\_\_\_\_, 2025, effective January 1, 2025 by and between the Montezuma County Board of County Commissioners, and the Montezuma County Sheriff's Office, hereinafter referred to as "County", and the Town of Dolores Board of Trustees, hereinafter referred to as "Town."

WHEREAS, the Town wishes to enter into a Contract with the County for the provision of law enforcement services by the County within the Town of Dolores; and,

WHEREAS, the County agrees to provide law enforcement services according to the terms and conditions set forth below; and,

WHEREAS, the Colorado Constitution and Statutes of the State of Colorado authorizes political subdivisions to contract with each other to provide services; and,

WHEREAS, Colorado Revised Statutes §29-1-203 permits governments to enter into cooperative agreements for the provision of services; and Colorado Revised Statutes §30-11-410 permits the governing body of a municipality and the Board of County Commissioners to contract for the purpose of providing law enforcement by the Sheriff within the boundaries of the municipality.

Therefore, the Town of Dolores Board of Trustees and the Montezuma County Board of County Commissioners, Montezuma County Sheriff's Office in consideration of the mutual covenants, promises and conditions set forth below agree as follows:

**COUNTY**

1. Montezuma County, agrees to provide law enforcement services within the Town limits of Dolores.
  - (a) Sheriff shall provide law enforcement services only of the type coming within the jurisdiction of the Montezuma County Sheriff pursuant to Colorado Statutes and Town of Dolores ordinances.
  - (b) The standard level of service provided by the County shall be the same basic level of service which is provided by the Sheriff for the unincorporated areas in Montezuma County subject to the good faith discretion of the Montezuma County Sheriff's Office in consideration of emergency or unexpected law enforcement needs elsewhere in Montezuma County. County will provide as part of this Contract an average of eighty (80) hours per week of directly committed patrol service within the Town.

2. The County agrees to provide certain personnel as follows:

a) One (1) or more staff who shall be responsible for the supervision and operation of the law enforcement services provided.

b) Deputy Sheriff's Officers sufficient to provide the law enforcement services under this Contract, to include any additional deputies for part-time summer duty, may be provided for special events or daily operations at a cost of \$65 hour.

c) The specific law enforcement services provided to Town by the County may include the following:

(1) General enforcement of the Traffic Laws contained in the Colorado Model Traffic Code as adopted by the Town; and,

(2) Investigation of traffic accidents, pursuant to the Model Traffic Code and Colorado Statutes; and,

(3) Maintenance of a law enforcement records system sufficient to enable provision of law enforcement services under the terms of this contract; and

(4) Collection and proper storage of all evidence related to law enforcement services provided according to this contract; and,

(5) Other services upon request that are within the capabilities and cost limitations of this contract; and,

(6) Enforcement of Town ordinances; and,

(7) Liquor License and Marijuana License background checks for new and renewal license applications as requested by the Town.

(8) Community Policing programs, efforts and initiatives.

d) The rendition of services, in the terms of the standard of performance, the discipline of Deputies, and other matters incidental to the performance of such services and control of personnel so employed, shall at all times be and exclusively remain, vested in the Montezuma County Sheriff and not in the Town. Deputies assigned by the Sheriff will be both permanently assigned or with other Deputies on a rotating basis. Deputies assigned to the Town shall be, in terms of overall duties as Sheriff Deputies, also providing service in unincorporated areas of the County surrounding the Town of Dolores and may be required to patrol or respond to calls for service or emergencies within a reasonable distance outside of the Town limits. All emergency calls in and to the Town of Dolores will be given the same priority as emergency calls in other areas of the County. The County agrees that all Deputies utilized to provide law enforcement services shall be certified in accordance with Part 6 of Article 32, Title 34, Colorado Revised Statutes, "Concerning Standards and Training

for Certification of Peace Officers (POST CERTIFIED).

3. The Sheriff agrees to provide and supply all labor, supervision, and equipment necessary to maintain the level of service to render herein. The County of Montezuma, State of Colorado, through the Montezuma County Sheriff's Office, shall furnish the following supplies under the terms of the Contract for, tires, fuel and oil, telephone, printing, vehicle repair and maintenance and training for personnel.
4. The Sheriff agrees to provide a monthly written report to the Town detailing law enforcement service activities provided under this Contract. Said report should, at a minimum, detail number, and type of criminal complaints, hours of patrol service, hours of investigative service, number and type of traffic tickets issued, accident investigations. This report is due before the regularly scheduled Town Board meetings.
5. The Sheriff or his designated representative will appear before the Dolores Town Board each month, or when requested by the Board.
6. The Sheriff will at all times maintain an adequate policy of liability insurance. The County agrees to provide adequate insurance coverage, naming as an additional insured the Town of Dolores against the following type of claims:
  - (a) Pursuant to the Worker's Compensation Act, §8-40-202(2)(b)(IV), C.R.S., as amended, the County understands that it and its employees and servants are not entitled to Worker's Compensation benefits from the Town of Dolores. The County further understands that it is solely obligated for the payment of Federal and State Income Tax on any moneys earned pursuant to this Law Enforcement IGA.
7. The County shall provide the necessary insurance coverage on all patrol vehicles used in the Town of Dolores for the provision of law enforcement services under this Contract.

**TOWN**

8. Town of Dolores, its officers, agents and employees will fully cooperate with County to facilitate the provision of law enforcement services according to this Contract.
9. The Town agrees to pay County for all the costs of booking and jail detention. In the event that the Dolores Municipal Judge incarcerates a defendant or an arrest is made by Deputies for Town Municipal Ordinance violations for jail the Town agrees to pay the standard rate as approved by the Board of County Commissioners, for jail sentences or holding of Municipal Court defendants awaiting arraignment after arrest.
10. The Town agrees that all prosecution of Municipal offenses in the Dolores Municipal Court shall be done by the Town of Dolores through either their general counsel or prosecutor.

11. The Town agrees to pay the County for the law enforcement services provided under the Contract the sum of \$275,000.00. The Town of Dolores hereby agrees to pay the Contract amount starting January 1, 2025 and will be billed in quarterly installments in the amount of \$68,750.
  
12. The Town of Dolores agrees to provide, furnish and maintain an adequate space for the Montezuma County Sheriff to conduct the activities associated with the provision of law enforcement services under this contract to include electricity, water, sewer, telephone and internet services.
  
13. The Town of Dolores shall not be liable for the direct payment of any salaries, wages or other compensation any personnel performing services herein for said County and all persons employed in the performance of Sheriff services and functions as herein set forth, notwithstanding their commission as Town Law Enforcement Officers, shall be deemed to be Sheriff employees and no person employed for the herein described purposes shall have the benefit of any Town employee benefit, pension, civil service, Workers Compensation and Unemployment Compensation or other status or right.
  
14. For purposes of this Contract and in conformance with State Law, the Montezuma County Sheriff is hereby commissioned as the Dolores Town Marshall and all County Deputies provided law enforcement services in the Town of Dolores are hereby commissioned as Town Deputies.
  
15. The Contract shall be effective from January 1, 2025 to December 31, 2025.
  
16. If the Town and the County fail to approve this Contract on or before the 15th day of September in the year in which it is submitted, this Contract shall terminate on December 31 of that same year.
  
17. This Contract may be renewed for successive twelve (12) month periods upon the written agreement of all parties to the terms and conditions of the renewed Contract, including any revision of rates and charges. Otherwise, this Contract will automatically terminate by its own terms.
  
18. The Town shall have the right to terminate this Contract at any time provided the Town provides County with ninety (90) days written notice of its intention to terminate. The Sheriff shall have the right to cancel this Contract at any time provided the County provides the Town with ninety (90) days written notice of County's intent to terminate.
  
19. The Montezuma County Sheriff shall be the Contact person for the County related to Law Enforcement services rendered, the County Administrator shall be the contact for the contract and billing. The Town Manager shall be the contact person for the Town.

**TOWN OF DOLORES**

By \_\_\_\_\_  
Mayor Town of Dolores

Date \_\_\_\_\_

Attest:

\_\_\_\_\_  
Town Clerk

**MONTEZUMA COUNTY SHERIFF'S OFFICE**

By \_\_\_\_\_  
Steven D. Nowlin, Sheriff  
Montezuma County, Colorado

Date \_\_\_\_\_

**BOARD OF MONTEZUMA COUNTY COMMISSIONERS**

By \_\_\_\_\_  
Chairman  
Montezuma Board of County Commissioners

Date \_\_\_\_\_

Attest:

\_\_\_\_\_  
Kim Percell, Clerk  
Clerk of the Board of Montezuma County Commissioners

**Town of Dolores  
Resolution No R626  
2024**

**A RESOLUTION APPROVING SETTLEMENT OF ACCOUNT ICONERGY COMPANY  
FOR ENERGY PERFORMANCE CONTRACTING SERVICES**

WHEREAS, the Town of Dolores (the “Town”) has the authority to enter into contracts for any lawful municipal purpose pursuant to C.R.S. § 31-15-101.

WHEREAS, the Town received a grant through the Colorado Energy Office which requires a contract with a pre-qualified Energy Service Company to conduct an energy audit.

WHEREAS pursuant to the grant, the Town issued awarded a contract for services to Iconergy to conduct an energy audit.

WHEREAS a dispute has arises with Iconergy hereby the a subcontractor has lost the original meters pulled in the court of conducting the energy audit.

WHEREAS Iconergy has proposed a resolution whereby the Town will agree to purchase new meters in exchange for a release of liability for the remaining balance of the contract, which are of approximately equal amounts.

WHEREAS a letter agreement to this effect is attached hereto as Exhibit 1.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF DOLORES, THAT:

Section 1. The Town Board of Trustees hereby accepts Iconergy’s proposal to resolve the dispute over the missing water meters and liability under the contract in the form of the letter agreement attached hereto as Exhibit 1 and authorizes the Town Manager to execute the same on the Town’s behalf.

Passed, adopted and approved this 12<sup>th</sup> day of November, 2024.

THE BOARD OF TRUSTEES OF THE TOWN OF DOLORES:

By: \_\_\_\_\_ Chris Holkestad, Mayor

Attest: \_\_\_\_\_ Tammy Neely, Town Clerk



www.Iconergy.com  
 1905 Sherman Street, #1040  
 Denver, CO 80203  
 (303) 942-1713

October 1, 2024

**VIA EMAIL**

Town of Dolores  
 601 Central Avenue  
 PO Box 630  
 Dolores, CO 81323

Attn: Leigh Reeves, Town Manager

**Subject: Town of Dolores IGA closeout**

Dear Leigh,

In response to our correspondence and discussions on closing out the "Town of Dolores Energy Performance Contracting Services" project initiated on July 7, 2021, and to settle the remaining water meter issues, Iconergy proposes that the contract be settled as described in the IGA agreement for projects that do not go forward to implementation along with the additional settlement components described herein.

Article 4.B.i.a. Payment for performance of IGA only without authorization of Energy Performance Contract.

If the Governing Body decides not to proceed with an Energy Performance Contract, the Political Subdivision shall pay the Contractor for the due performance of the IGA from available funds which have been specifically appropriated for this purpose by the Governing Body in the ordinance or resolution authorizing the Political Subdivision to enter into this Contract. The Political Subdivision reserves the right to use such information from the Investment Grade Audit Report as it deems appropriate. Any unilateral use by the Political Subdivision of the Investment Grade Audit Report and any related underlying data for completing, using, maintaining or adding to any facilities of the Political Subdivision shall be at the sole risk of the Political Subdivision and without liability to the Contractor or Contractor consultants.

Iconergy has not billed Dolores for any work to date. The cost for the IGA is listed in Exhibit B of the IGA Contract and the tables are shown below.

**EXHIBIT B, TABLE 1 - BASE COST TABLE**

Building Name & Address	Building Type	Building Age	Building Gross Square Feet-GSF	Bldg. Audit \$/SF	Bldg. Total Audit \$
Town Buildings	Various	Various	17425	.30	\$5,228.
BASE COST TOTAL Buildings and sqft is based on buildings 1-5 listed in Attachment A of the RFP.					



**EXHIBIT B, TABLE 2 - NON-TYPICAL FACILITY COST TABLE**

<b>AMR/AMI Meter Project IGA Pricing Table</b>			
<b>IGA Cost Component</b>	<b>Quantity</b>	<b>Type of Fee</b>	<b>Fee</b>
Billing System Data Analysis	Perform System Analysis	Lump sum based on estimated hours required for data acquisition and "clean-up".	\$1000
Water Meter Surveys		Cost based on quantity of meters to be tested, highly dependent on access.	\$1000 - \$2000
5/8' x 3/4" Meter Testing	15 meters	Cost based on quantity of meters to be tested.	\$65 per meter
1" – 1.5" Meter	5 meters	Cost per meter.	\$95 per meter
Modeling and Benefits Determination	Engineering Up to 10 hrs	Based on total hours required for modeling and analysis.	Not to exceed \$1,300
Engineering Studies for State or other Grants/Loans	Engineering Fees as needed	Engineering time to collect and apply water systems data for various applications for grants, loans, etc. (Needs assessment, planning grant application, loan docs, environmental determination, etc )	Up to \$3500 if grants/CDPHE/CWPDA funding applications are prepared during the IGA. Usually paid by grant proceeds.
<b>Total Meter IGA Cost:</b>			Not to exceed \$9,500

**TOTAL COST OF IGA:     14,728.00**

Work was completed under the IGA up to the point of the grant application process. Therefore, the total billable cost to Iconergy for the IGA is reduced by \$3,500. The resulting amount due to Iconergy for the IGA is \$11,228. The Executed IGA contract is attached for reference.

As previously discussed, for the AMI analysis component of the IGA, Iconergy installed pilot water meters and endpoint devices in locations where existing meters were removed for testing. The intent was that when the project moved forward, these meters would be left in place as the system was upgraded to this AMI technology. During the delays due to COVID, lack of DOLA grant funding, changes in plans for the Town Hall and changes in leadership, the project was stagnant for over a year. With new leadership, Iconergy was told that the AMI project was still being considered. In February, 2024 Iconergy was requested to replace the original meters by a letter from the Dolores Attorney. Prior to this notification, Iconergy had been informed by the subcontractor that removed the meters for testing and was storing the meters, that the meters had been lost. Iconergy received a quote to replace the meters but the distributor suggested that if the meters were procured directly from the Town, they could provide a government discount. Our understanding is that the cost of the meters sold directly to the Town would be approximately \$10,100. In discussion with the Town's meter department, it was mentioned that the Town could install the meters once received.

Since the cost directly to Dolores for the new meters is roughly \$1,100 less than the cost owed to Iconergy for the IGA contract work, our suggestion and request for an amicable close out of the IGA



contract is for the Town to direct purchase and self-install for the replacement meters. Iconergy would then dismiss the costs owed by Dolores to Iconergy for the work completed under the IGA contract and both parties agree that the project is closed.

Please let me know if you have any questions.

Sincerely,

Carl Hurst  
Director  
720-556-6838

Signatures below indicate acceptance by the parties.

Town of Dolores:

Iconergy, Ltd.

X

X *Douglas R. Hargrave*

**TOWN OF DOLORES  
RESOLUTION # R627  
SERIES 2024**

**RESOLUTION APPROVING AND AGREEMENT BETWEEN THE TOWN OF DOLORES AND  
MONTEZUMA COUNTY COLORADO REGARDING AN INTERGOVERNMENTAL AGREEMENT  
POLICY CONCERNING COOPERATIVE PLANNING EFFORTS**

WHEREAS, The Town of Dolores is a statutory town with the authority to enter into contracts and intergovernmental agreements in general.

WHEREAS, The Town is expressly authorized to enter into agreements and establish policy with the county government in which the Town is located pursuant to Title 29, Article 20 C.R.S., in order to cooperate regarding the planning or regulating the development of land including, but not limited to, the joint exercise of planning, zoning, subdivision, building, and related regulations.

WHEREAS The Town wishes to enter into the cooperative agreement with Montezuma County in the form attached hereto as Exhibit 1 for the purposes therein expressed.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF DOLORES, THAT:

Section 1. The Board of Trustees of the Town of Dolores does hereby approve the intergovernmental agreement attached hereto as Exhibit 1 pertaining to joint land use planning entitled Intergovernmental Agreement Policy Concerning Cooperative Planning Efforts and authorizes the Mayor and Town manager to execute the same on behalf of the Town.

Section 2. the provisions of the Intergovernmental Agreement Policy Concerning Cooperative Planning Efforts shall be the policy of the Town and of Dolores and the Board of Trustees directs and empowers the Planning and Zoning Commission and Town staff to carryout the provisions thereof.

Passed, adopted, and approved November 12, 2024.

THE BOARD OF TRUSTEES OF THE TOWN OF DOLORES:

By: \_\_\_\_\_, Mayor Chris Holkestad

Attest: \_\_\_\_\_, Town Clerk Tammy Neely

## **Intergovernmental Agreement Policy Concerning Cooperative Planning Efforts**

This Intergovernmental Agreement Policy (“IGA Policy”) concerning cooperative planning efforts dated \_\_\_\_\_, is between Montezuma County, Colorado (the “County”) and the Town of Dolores, Colorado, a Home Rule Municipality (the “Town”).

### **Section 1. Overview**

- A. The Town and County are authorized and encouraged pursuant to Title 29, Article 20 C.R.S., to cooperate or contract with one another for the purposes of planning or regulating the development of land including, but not limited to, the joint exercise of planning, zoning, subdivision, building, and related regulations.
- B. Planning, directing, and maintaining areas of urban development in a thoughtful and deliberate manner involves cooperation in land use planning by both the Town and County.

**Section 2. Definitions:** The following terms shall have the meanings set forth as set forth herein:

Board of County Commissioners shall mean the Board of County Commissioners of Montezuma County.

Town Board shall mean the Town Board of Trustees of the Town of Dolores.

Town Boundary shall mean the legally established municipal boundaries of the Town of Dolores.

Town Code shall mean the most recently adopted Land Use and Development regulations of the Town of Dolores, as may be amended from time to time.

Town Planning and Zoning Commission shall mean the Town of Dolores’ Planning and Zoning Commission.

Cooperative Planning Area (the “CPA”) shall mean the unincorporated area identified in the Cooperative Planning Area Map that surrounds the existing Town Boundary, which may be amended from time to time based on newly annexed land into the Town.

Cooperative Planning Area Map (the “CPA Map”) shall mean the map attached hereto and incorporated as Exhibit A and as may be amended from time to time by both the Town and County.

Cooperative Planning Committee (the “CPC”) refers to a committee comprised of various members of the Town and County’s professional staff in planning, engineering, public works, and other staff or agencies as may be needed. This committee meets to review, discuss, and provide guidance on Development Applications within the CPC. In lieu of a formal meeting, an exchange of emails and review comments may be determined sufficient by the committee for specific Development Applications.

County Planning and Zoning Commission shall mean Montezuma County's Planning and Zoning Commission.

County Code shall mean the most recently adopted Montezuma County Land Use Code, as may be amended from time to time.

Development Applications.

- County development applications shall relate to applications within the unincorporated areas of the County and include all land use applications under the County Code, including new subdivisions, amendments, or boundary line adjustments, zoning or rezoning requests, high impact permits, special use permits, and related applications.
- Town development applications shall relate to applications within the incorporated areas of Dolores and include all annexation petitions, initial zoning requests, and applications requiring approval in connection with a petition for annexation.

**Section 3. Goals**

This IGA Policy is to be used as a tool to:

1. Establish a process cooperation between the Town and County to manage land uses.
2. Direct urban level development to areas within the CPA, surrounding the Town.
3. Consider urban level development where greater efficiency in the delivery of urban public services can be provided within the CPA.
4. Influence urban development so that it occurs within or will be annexed into the Town.
5. Provide predictability to landowners and residents concerning where future services may be provided and where urban level development will be permitted.
6. Preserve open lands and agricultural land-uses around the Town and within the County.
7. Protect local culture, urban and rural character, natural resources, public lands, and conservation areas.

**Section 4. Revisions to the Cooperative Planning Area (CPA)**

The Town and County may revise the CPA following review of the CPA Map boundaries. The Town and County shall conduct this review at least once every five years. Any adoption of an amendment of the CPA Map boundaries shall be made after public hearings by both the Town and County in accordance with the applicable laws and regulations.

**Section 5. Interim Review of Development Applications.**

Until such time that the Town and County adopt a permanent review process pursuant to Section 7 hereof, the Town and County shall cooperate in the review of Development Applications, within the CPA in the following manner:

- 5.1 Development Applications to the County within the CPA but Outside the Town Boundaries.
  - a. In the event of a scheduled preapplication meeting request by the applicant to the County, County planning staff should contact CPC members and invite them to attend the scheduled meeting.
  - b. Upon receipt of a complete Development Application, County planning staff shall forward a referral of the application to the Town planning staff and shall advise Town staff of the anticipated County Planning and Zoning Commission and/or the Board of County

Commissioners public meetings. The County shall provide no less than 14 calendar days for the Town to review and provide comments.

- c. Following a complete application, County planning staff shall schedule a CPC meeting to discuss the application. An applicant's attendance at this meeting is at the discretion of the CPC.
- d. The Town shall provide any comments it may have with the Development Application to the County at least 10 days prior to the first scheduled public meeting on the application.

#### 5.2 Development Applications to the Town within the CPA but Outside the Town Boundaries.

- a. In the event of a scheduled preapplication meeting request by the applicant to the Town, Town planning staff should contact CPC members and invite them to attend the scheduled meeting.
- b. Upon receipt of a complete Development Application, Town planning staff shall forward a referral of the application to the County planning staff and shall advise County staff of the anticipated Town Planning and Zoning Commission and/or Town Board public meetings. The Town shall provide no less than 14 calendar days for the County to review and provide comments.
- c. Following a complete application, Town planning staff shall schedule a CPC meeting to discuss the application. An applicant's attendance at this meeting is at the discretion of the CPC.
- d. The County shall provide any comments it may have concerning the Development Application to the Town at least 10 days prior to the first scheduled public meeting on the application.

### **Section 6. Development of a CPA Master Plan.**

The Town and County are encouraged to collaborate in the preparation of a master plan (also referred to as a "comprehensive development plan" under C.R.S.) for the CPA. This master plan will define a land use plan for the area, including appropriate densities, transitions, and buffering to foster the logical extension of public infrastructure and transition to the rural and agricultural context of Montezuma County. This master plan shall also identify the location of major roadways, intersections, and the location of public utility mains. The master plan may include additional land use and infrastructure planning measures as deemed necessary by the Town and County.

### **Section 7. Permanent Process for the Review of Development Applications.**

The Town and County shall work to establish a permanent review process of Development Applications within the CPA, after utilizing and evaluating the interim process under Section 5 above.

### **Section 8. Criteria.**

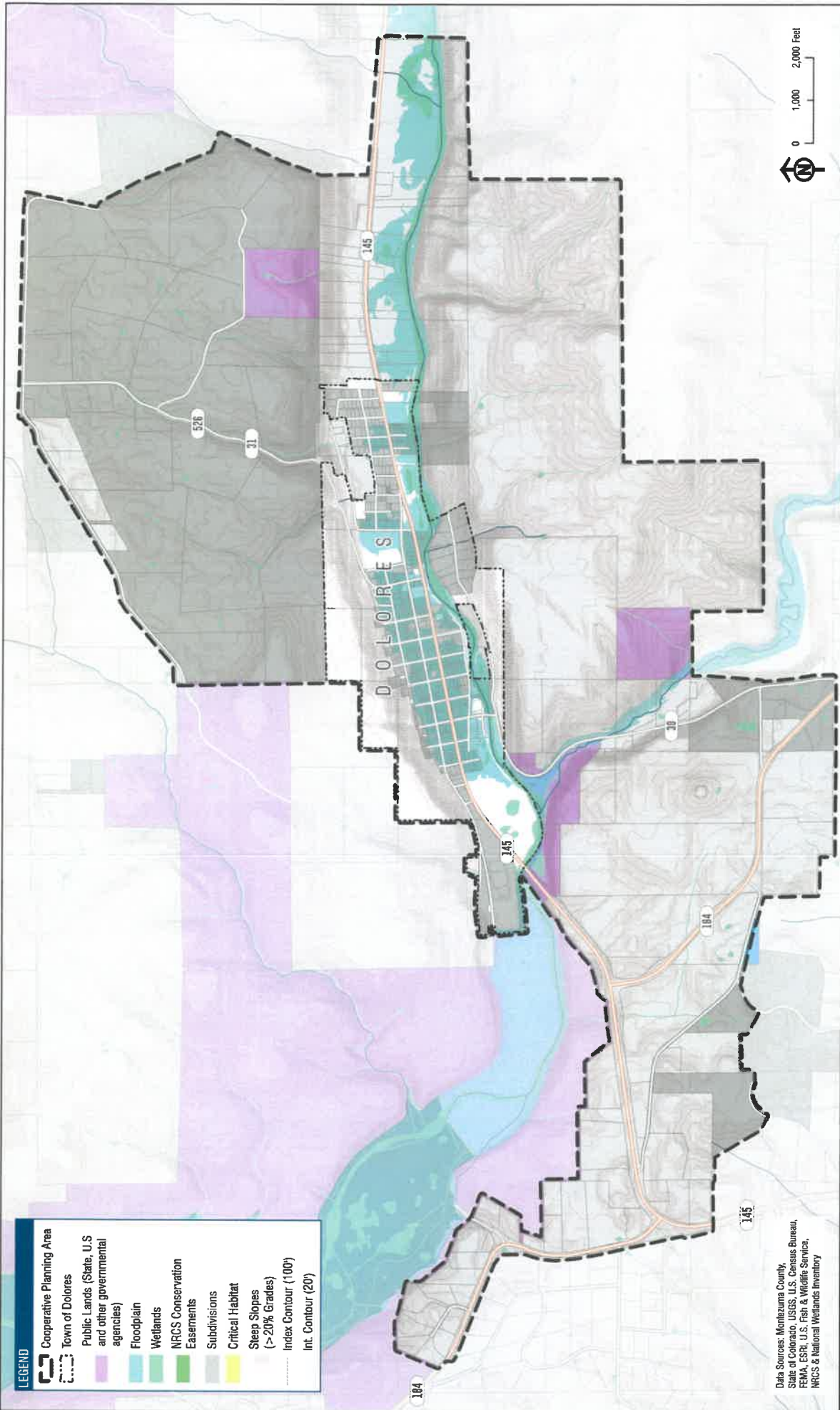
- A. The County adopted land use regulations and the Urban Service Zone zoning designation intended to apply appropriate design and development standards within areas adjacent to the Town. This affords greater efficiency in the delivery of municipal services should the Town annex parcels or provide necessary services in these areas. The Town and County should closely review the criteria and standards to confirm these match expectations should a project annex to the Town in the future.
- B. When a Development Application is adjacent to the Town, located within the CPA, and can meet the Statutory requirements for contiguity, the Town and County are encouraged to work together

and guide an applicant to annex their property into the Town and connect to public utilities, whether that be the Town's services or a separate district.

**Section 9. Term and Termination of IGA Policy.**

The initial term of this agreement shall commence upon execution of the agreement by both parties for a period of five (5) years. Thereafter, its' term shall automatically be extended for a consecutive five (5) year term and so on, unless either party gives written notice of termination to the other party to this agreement, not later than 30 days prior to the date of renewal.

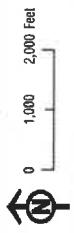
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**LEGEND**

- Cooperative Planning Area
- Town of Dolores
- Public Lands (State, U.S. and other governmental agencies)
- Floodplain
- Wetlands
- NRCS Conservation Easements
- Subdivisions
- Critical Habitat
- Steep Slopes (>20% Grades)
- Index Contour (100')
- Int. Contour (20')

Data Sources: Montezuma County, State of Colorado, USGS, U.S. Census Bureau, FEMA, ESRI, U.S. Fish & Wildlife Service, NRCS & National Wetlands Inventory





Report to the Board of Trustees on the  
Planning & Zoning Commission meeting held  
October 1, 2024

Discussions of potential interest to the Board and items for upcoming P&Z meeting agendas:

Agenda Item/Description		Discussion
9.	Commissioner updates	<p>Commissioner Powell reported on the site visits made by History Colorado staff members Sara Kappel and Laurel Schlegel). The group discussed owners of historic properties become eligible for History Colorado’s grants and tax credits.</p> <p>At this point Dolores has:</p> <ul style="list-style-type: none"> <li>• developed a historic register and ordinance</li> <li>• worked with a qualified historic-preservation professional to inventory 50 historic properties, and</li> <li>• applied for and received several grants from the State Historical Fund.</li> </ul> <p>However, the Town has not been designated a “Certified Local Government,” nor does it have the capacity to develop grant proposal on behalf of property owners, or to administer awarded grants or tax credit applications.</p> <p>The group expressed interest in continuing to research relationships with other organizations interested in preserving their communities’ historic properties.</p>
11.	Discussion	<p>a. Decide if the proposed “accessory dwelling unit structure conditional permit standards and processes” amendment language is to be presented to the Board of Trustees for adoption: <u>This discussion was tabled until the November 5 meeting of P&amp;Z because the language for the ordinance was not ready for review and discussion.</u></p> <p>b. Discuss the comprehensive plan to identify the content that can be prepared in-house: The commissioners began this discussion, led by Manager Reeves. Topics covered included Comprehensive Plan Sub plans, Weed Management, Watershed Management, Hazards Mitigation, and public outreach and education. <u>The discussion will continue at the November 5 P&amp;Z meeting.</u></p>
12.	Future agenda items:	<p>These items are being retained on the agenda until the Commissioners and Staff have the capacity to discuss, plan or revamp.</p> <ul style="list-style-type: none"> <li>• Development of a process to work with staff to edit the Special Exception Permit Application form to align completely, explicitly, and precisely with the current Comprehensive Plan and Land Use Code: Group discussion, facilitated by the Manager. This item is carried over from July.</li> </ul>

	Parking Lot	<ol style="list-style-type: none"><li>1. Updates to the Town’s Comprehensive Plan, including funding for a new Comprehensive plan and other steps to move forward. Attention focused on ensuring “representative” community involvement</li><li>2. Updates to subplans linked to the Town’s Comprehensive Plan, including: funding, weed management, watershed management, hazards mitigation, etc.</li><li>3. Discussion of possible revisions to LUC language for mixed-use districts and accessory dwellings.</li><li>4. Public outreach and education</li><li>5. Parking in town</li></ol>
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