

Coal Creek Town Board Meeting Agenda

August 8, 2023, 6:30 PM

{CALL TO ORDER}

{PLEDGE OF ALLEGIANCE}

{ROLL CALL}

{APPROVAL OF CHANGES to AGENDA}

{PUBLIC COMMENT}- Limited to 3 Minutes

Floyd Corriz

Leroy Kessler

CONSENT AGENDA Items here may be moved to the agenda for further discussion with a vote of the board.

Meeting Minutes from June 13, 2023, Treasurer's Report

WORKSHOPS/MEETINGS

Aug 9 Mayors Roundtable 2:30 Florence

Aug 16-17 Office Closed for Training

Sept 5 Municipal Court @ 10:00 AM

Sept 9 Tour De' Coal Camps

Sept 12 Board Meeting @ 6:30

{REPORT OF COMMITTEES, BOARDS, COMMISSIONS & DEPT'S}

Mayor

Maintenance

{NEW BUSINESS}

San Isabel Propane Prebuy- Minimum of 500 gallons @ \$2.15/ Gallon

Resolution 3-2023 Appointing a Judge (Following the vote to sign the contract in May)

Resolution 4-2023 Investing with COLOTRUST

MOU For Street project

Tour De' Coal Camps allowance

Christmas Party

{ITEMS TO BE ADDED TO NEXT AGENDA}

{EXECUTIVE SESSION}

ADJOURNMENT}

RESOLUTION NO 3 - SERIES 2023

A RESOLUTION APPOINTING A MUNICIPAL JUDGE FOR THE TOWN OF COAL CREEK, COLORADO

WHEREAS, the Board of Trustees of the Town of Coal Creek has, pursuant to Colorado Code § 13-10-105 provided for the operation of a municipal court and the appointment of a municipal judge.

WHEREAS, the Board of Trustees of the Town of Coal Creek wish to appoint the municipal Judge for a two-year term to transact the business of the court; and

WHEREAS, the original agreement may be extended at the end of the initial term for an additional two (2) year term as many times as needed, upon mutual agreement of the parties.

NOW THEREFORE, be it resolved by the Board of Trustees of the Town of Coal Creek, Colorado, as follows:

Section 1- Appointment of Judge. Diane E. Knutson is hereby appointed as the judge of the Coal Creek Municipal Court for a two- year term effective August 8, 2023.

Section 2-Severability. If any part or provision of this Resolution is judged to be unenforceable or invalid, such judgement shall not affect, impair or invalidate the remaining provisions of this Resolution, it being the Trustee's intention that the various provisions hereof are severable.

Section 3- Conflicting Acts. All acts, orders, and resolutions, or parts thereof, of the Council which are inconsistent or in conflict with this Resolution, are hereby repealed to the extent of only such inconsistency or conflict.

Section 4- Effective Date. This Resolution shall be effective immediately upon its passage, and shall be recorded in the official records of the Town, kept for that purpose and shall be authenticated by the signatures of the Mayor and the Town Clerk.

ADOPTED THIS 8th day of August, A.D. 2023, by a vote of the Board of Trustees of the Town of Coal Creek, Colorado by a vote of ____ in favor, ____ against.

Judy McCormick, Mayor

ATTEST: _____
Diana Taylor, Town Clerk

Resolution 4-2023

A resolution authorizing The Town of Coal Creek to join with other local governments as a Participant in the Colorado Local Government Liquid Asset Trust (the Trust) to pool funds for investment.

WHEREAS, pursuant to Part 7, Article 24 (C.R.S.), it is lawful for any local government to pool any moneys in its treasury that are not immediately required to be disbursed with the same such moneys in the treasury of any other local government in order to take advantage of short-term investments and maximize net interest earnings; and

WHEREAS, the Trust is a statutory trust formed under the laws of the state of Colorado in accordance with the provisions of Parts 6 and 7, Article 24 and Articles 10.5 and 47 of Title 11 of the Colorado Revised Statutes regarding the investing, pooling for investment, and protection of public funds; and

WHEREAS, The Town of Coal Creek desires to become a Participant in the Trust.

NOW, THEREFORE, it is hereby RESOLVED as follows:

- 1) The Town of Coal Creek hereby approves, adopts, and thereby joins as a Participant with other local governments pursuant to Part 7, Article 75, Title 24 of the Colorado Revised Statutes that certain Amended and Restated Indenture of Trust entitled the Colorado Liquid Government Asset Trust dated May 1, 2021 as amended from time to time, the terms of which are incorporated herein by this reference and a copy of which shall be filed with the minutes of the meeting at which this Resolution was adopted; and
- 2) The Designee and Authorized Signatories are those persons listed on the Trust Registration Form attached hereto and incorporated herein. The Authorized Signatories are authorized by the Participant to direct the investment of such Participants' investment funds.
- 3) The Designee and Authorized Signatories may be changed from time to time by written notice to COLOTRUST; and
- 4) The Trust currently has three investment portfolios COLOTRUST PRIME, COLOTRUST PLUS+, and COLOTRUST EDGE. Prior to investing in any of the portfolios offered by the Trust, Participants are encouraged to review the COLOTRUST Information Statements and Investment Policies for each portfolio.

* The undersigned hereby certifies that The Town of Coal Creek, Colorado has enacted: This Resolution on this 8th day of August, 2023, and a copy of which will be sent to COLOTRUST and that such Resolution is a true and correct copy of the original which is in my possession.

Judy McCormick- Mayor

Attest: _____
Diana Taylor- Town Clerk

**MEMORANDUM OF UNDERSTANDING
FOR GRANT APPLICATION REGARDING DESIGN PLANNING AND ROAD
PROJECT CONSTRUCTION**

THIS MEMORANDUM OF UNDERSTANDING ("MOU"), dated for reference purposes this _____ of _____, 2023, is by and between Brookside, CO; Coal Creek, CO; Rockvale, CO; and Williamsburg, CO; all bodies politic and corporate and political subdivisions of the State of Colorado. The above parties may be individually referred to herein as a "Party" and collectively as the "Parties."

RECITALS

- A. Section 18(2)(a) of Article XIV of the Colorado Constitution and C.R.S. §§ 29-1-201, *et seq.*, and 29-20-105 authorize and encourage governments to cooperate with each other for purposes of planning and development and to provide for the joint exercise of functions and services to which each is individually authorized.
- B. The governing board of each Party adopted a resolution supporting, or conditionally supporting, submission of a joint application for a Grant to fund a project for the design and construction of a Road ("Road Project"), which will benefit all Parties.
- C. The Parties have recognized the need for the Road Project through their respective governing boards and have determined to proceed with pursuing Grant funding for the design and construction of the Road Project.
- D. The Parties desire to enter into this MOU and to address the Parties' participation in and financial contributions toward the Road Project in a future agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the recitals, promises, covenants, and undertakings hereinafter set forth, the Parties agree as follows:

- 1. **RECITALS.** The Recitals set forth above are incorporated into and made a part of this MOU.
- 2. **ENFORCEMENT.** The enforcement of this MOU and all rights of action relating to such enforcement, are reserved to the Parties.
- 3. **NO ASSUMPTION OF LIABILITIES.** By entering into and performing under this MOU no Party assumes any liability for the acts or omissions of any other Party or third parties.
- 4. **GOVERNMENTAL IMMUNITY.** Nothing contained in this MOU shall give or allow any claim or right of action by any other third person, nor shall anything contained in this MOU be construed as a waiver of any provision of the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101, *et seq.*, as amended. The Parties intend that any person or entity other than the Parties be deemed an incidental beneficiary only.

5. **OFFICIALS NOT TO BENEFIT.** No elected or employed member of any Party shall be paid or receive, directly or indirectly, any share or part of any benefit that may arise therefrom from this MOU.
6. **NON-APPROPRIATION.** This MOU shall not be interpreted to impose a multi-year obligation on the Parties. Financial commitments, if any, of the Parties under this MOU payable after the current fiscal year are contingent upon funds for this MOU being appropriated, budgeted and otherwise made available by a Party. If any future required funds arise under this MOU but are not budgeted and appropriated in any year subsequent to the fiscal year of the execution of this MOU, a Party may immediately terminate its participation in this MOU by giving the other Parties notice of such non-appropriation.
7. **NO EMPLOYMENT RELATIONSHIP.** By entering into and performing under this MOU no Party is acting as an agent, servant or employee of any other Party.
8. **EXECUTION BY COUNTERPARTS; ELECTRONIC SIGNATURES.** This MOU may be executed in counterparts, each of which shall be deemed an original and shall constitute one and the same instrument. The Parties approve the use of electronic signatures for execution of this IGA. Only the following two forms of electronic signatures shall bind the Parties: (1) Electronic or facsimile delivery of a fully executed copy of a signature page; or (2) The image of the signature of an authorized signer inserted onto PDF format documents. All use of electronic signatures shall be governed by the Uniform Electronic Transactions Act, C.R.S. §24-71.3-101 through §24-71.3-121.
9. **EFFECTIVE DATE.** The Effective Date of this MOU is the date on which it has been fully executed by the Parties.

IN WITNESS WHEREOF, the Parties have caused this instrument to be duly executed.

TOWN OF BROOKSIDE, CO

TOWN OF COAL CREEK, CO

By: _____

By: _____

TOWN OF ROCKVALE, CO

TOWN OF WILLIAMSBURG, CO

By: _____

By: _____

TOWN OF COAL CREEK
2018 FINANCIAL REPORT

July 31, 2023

July 31

2023

FUND NAME:	ACTUAL		BUDGET		ACTUAL		BUDGET		2023	
	REVENUE		REVENUE		EXPENSE		EXPENSE		BANK	
	YTD	%	ANNUAL	REV	YTD	%	ANNUAL	EXP	BALANCE	

GENERAL FUND	\$	31,954	\$	101,951	31.3%	\$	36,384	\$	101,938	35.7%	\$	48,544
WATER FUND	\$	106,720	\$	152,300	70.1%	\$	32,376	\$	152,300	21.3%	\$	37,837
ROAD FUND	\$	32,305	\$	47,230	68.4%	\$	28,064	\$	47,230	59.4%	\$	41,057
PARK/CTF FUND	\$	2,771	\$	4,063	68.2%	\$	388	\$	4,063	9.5%	\$	6,680
GRANT FUND	\$	-	\$	1,200	0.0%	\$	-	\$	1,200	0.0%	\$	7,243
EMERGENCY FUND	\$	-	\$	2,400	0.0%	\$	-	\$	2,400	0.0%	\$	2,901

TOTAL	\$	173,751	\$	309,144	56.2%	\$	97,212	\$	309,131	31.4%	\$	144,262
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July 31 YTD =58.3% of ANNUAL BUDGET

Town of Coal Creek
Profit & Loss
January through July 2023

General

	Jan - Jul 23
Income	
41510 · State of Colorado Treasurer	39.38
41000 · Fremont County Treasurer	
41005 · Current Tax	18,854.42
41010 · Current Interest	5.68
41015 · Deliquent tax	-24.77
41020 · Deliquent Interest	-1.41
41025 · Specific Ownership	1,540.61
41030 · Net Regs	842.75
41035 · Commissions	-393.23
41040 · Senior/Veteran Exemption	826.90
41000 · Fremont County Treasurer - Other	251.30
Total 41000 · Fremont County Treasurer	21,902.25
42000 · Donations	69.00
43000 · Franchise Tax	8,571.47
43500 · Animal Licenses	800.00
45500 · Building Permits & Licenses	255.60
47000 · Refunds	316.33
Total Income	31,954.03
Gross Profit	31,954.03
Expense	
64200 · UAACOG Matching Grant	85.11
64000 · Co HealthPlanning Grant Expense	
64007 · Senior Meeting Expenses	20.47
64005 · Adult Meeting Expenses	190.00
64003 · Publicity	30.81
Total 64000 · Co HealthPlanning Grant Expense	241.28
64500 · Reimbursable Grant	
64501 · COVID Expense	5,691.35
Total 64500 · Reimbursable Grant	5,691.35
65000 · Professional Fees	
65200 · Accounting Fees	657.50
65100 · Mayor/Trustee Pay	1,150.00
Total 65000 · Professional Fees	1,807.50
63000 · Utilities	
63020 · Propane	551.46
Total 63000 · Utilities	551.46
62000 · Other Expense	47.41
61000 · Repairs & Maintenance	
61074 · Vehicle Fuel	25.78
61055 · Repairs & Maintenance	463.35
61000 · Repairs & Maintenance - Other	15.28
Total 61000 · Repairs & Maintenance	504.41
60000 · Operating Expense	
60076 · Software	595.00
60075 · Recording Fees	88.20
60036 · Events	153.00
60015 · Attorney & Legal Fees	95.00
60025 · Dues & Subscriptions	837.71
60030 · Continuing Education	2,018.78
60035 · Equipment	669.63
60040 · Insurance	4,663.76

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08/03/23

Accrual Basis

Town of Coal Creek
Profit & Loss
January through July 2023

	Jan - Jul 23
60050 · Meeting Expense	522.53
60055 · Office Supplies	1,742.38
60060 · Payroll Expense	13,535.30
60061 · Payroll Tax Expense	2,086.35
60080 · Tech Suppoort	300.00
60090 · Uniforms	136.91
60000 · Operating Expense - Other	10.88
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Total 60000 · Operating Expense	27,455.43
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Total Expense	36,383.95
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Net Income	-4,429.92
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(click on column headers to sort on that column)

[Ask a Financial Question](#)

*Safar
Street
Part of General*

Payment Request

Payment Request Number	Date Submitted	Status	Requested	Funding Amount Approved	Paid Payment (Disbursements)
Q1 - Payment Request - Interim 1	3/9/2023	Paid	\$ 1,521.33	\$ 1,521.33	\$ 1,521.33
Q1 - Payment Request - Quarterly – Jan-Mar 2023	3/30/2023	Paid	\$ 2,451.00	\$ 2,451.00	\$ 2,451.00
Q2 - Payment Request - Interim 1	4/17/2023	Paid	\$ 16,548.54	\$ 16,548.54	\$ 16,548.54
Q2 - Interim #4	5/1/2023	Paid	\$ 16,605.00	\$ 16,605.00	\$ 16,605.00
Q2 - Interim #5	5/9/2023	Paid	\$ 33,482.02	\$ 33,482.02	\$ 33,482.02
Q2 - Interim #6	5/31/2023	Paid	\$ 40,282.96	\$ 40,282.96	\$ 40,282.96
Q2 - Interim #7	7/3/2023	Paid	\$ 8,695.39	\$ 8,695.39	\$ 8,695.39
Total			\$ 119,586.24	\$ 119,586.24	\$ 119,586.24

Create a New Payment Request

Payment (Disbursements)

Date	Number	Description	Payment Request	Status	Payment (Disbursements)	Deposit	Balance
		Official Award Amount				\$ 200,000.00	\$ 200,000.00
3/15/2023	Q1 Interim 1	202300003101	Q1 - Payment Request - Interim 1	Paid	\$ 1,521.33		\$ 198,478.67
Total					\$ 119,586.24	\$ 200,000.00	\$ 80,413.76

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08/03/23

Accrual Basis

Town of Coal Creek
Profit & Loss
January 2022 through July 2023

Colorado Health Foundation
Part of General Acct

	Jan '22 - Jul 23
Income	
47300 · Colorado Health Planning Grant	35,000.00
Total Income	35,000.00
Gross Profit	35,000.00
Expense	
64000 · Co HealthPlanning Grant Expense	
64008 · Beautification of Lot	1,207.05
64007 · Senior Meeting Expenses	784.35
64005 · Adult Meeting Expenses	2,291.10
64004 · Incentives	4,904.74
64003 · Publicity	274.51
64001 · Fall Festival Kickoff	1,645.47
Total 64000 · Co HealthPlanning Grant Expense	11,107.22
60000 · Operating Expense	
60060 · Payroll Expense	7,714.69
60061 · Payroll Tax Expense	604.03
Total 60000 · Operating Expense	8,318.72
Total Expense	19,425.94
Net Income	15,574.06

Town of Coal Creek
Profit & Loss
January through July 2023

Water

	Jan - Jul 23
Income	
41510 · State of Colorado Treasurer	8,695.39
40000 · Water Fund Income	
40030 · Water Sales	95,739.27
Total 40000 · Water Fund Income	95,739.27
42500 · Management Fee from Water	2,400.00
47000 · Refunds	-114.90
Total Income	106,719.76
Gross Profit	106,719.76
Expense	
7000 · City of Florence	
7015 · Water tap fee	14,280.00
7030 · Cost Assess	893.54
7020 · Debt Retirement	24,724.44
7010 · Water	14,610.70
Total 7000 · City of Florence	54,508.68
63000 · Utilities	
63050 · Trash	245.00
63040 · Telephone	504.37
63020 · Propane	574.63
63010 · Electricity	2,392.07
Total 63000 · Utilities	3,716.07
62000 · Other Expense	
62071 · Line Locate	16.78
62065 · Water Management Fee to General	2,400.00
62070 · Water System Testing	255.54
62030 · DWRF Loan Interest Expense	7,059.55
62050 · Parts	3,028.22
Total 62000 · Other Expense	12,760.09
61000 · Repairs & Maintenance	420.00
60000 · Operating Expense	
60021 · Returned Check	71.00
60076 · Software	1,239.00
60025 · Dues & Subscriptions	1,610.00
60030 · Continuing Education	124.00
60035 · Equipment	216.10
60040 · Insurance	1,331.97
60055 · Office Supplies	5.36
60060 · Payroll Expense	15,181.49
60061 · Payroll Tax Expense	1,191.77
Total 60000 · Operating Expense	20,970.69
Total Expense	92,375.53
Net Income	14,344.23

Town of Coal Creek
Profit & Loss
January through July 2023

road

	Jan - Jul 23
Income	
42600 · Management Fee from Road	2,400.00
41000 · Fremont County Treasurer	
41005 · Current Tax	18,769.50
41010 · Current Interest	5.66
41015 · Deliquent tax	-24.65
41020 · Deliquent Interest	-1.40
41025 · Specific Ownership	1,533.69
41035 · Commissions	-404.76
41040 · Senior/Veteran Exemption	823.18
41045 · Road & Bridge	1,056.70
Total 41000 · Fremont County Treasurer	21,757.92
46000 · HUTF	8,147.55
Total Income	32,305.47
Gross Profit	32,305.47
Expense	
63000 · Utilities	
63020 · Propane	882.76
63010 · Electricity	1,319.34
Total 63000 · Utilities	2,202.10
62000 · Other Expense	
62050 · Parts	606.92
Total 62000 · Other Expense	606.92
61000 · Repairs & Maintenance	
61074 · Vehicle Fuel	462.61
61075 · Vehicle Maintenance/ Repair	6,220.17
61060 · Road Management Fee to General	2,400.00
Total 61000 · Repairs & Maintenance	9,082.78
60000 · Operating Expense	
60040 · Insurance	618.25
60055 · Office Supplies	26.88
60060 · Payroll Expense	14,387.84
60061 · Payroll Tax Expense	1,129.41
60000 · Operating Expense - Other	9.38
Total 60000 · Operating Expense	16,171.76
Total Expense	28,063.56
Net Income	4,241.91

Town of Coal Creek
Profit & Loss
January through July 2023

CTF

	Jan - Jul 23
Income	
44500 · CTF	2,770.90
Total Income	2,770.90
Gross Profit	2,770.90
Expense	
60000 · Operating Expense	
60060 · Payroll Expense	360.00
60061 · Payroll Tax Expense	28.26
Total 60000 · Operating Expense	388.26
Total Expense	388.26
Net Income	2,382.64

June & July

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08/03/23

Accrual Basis

Town of Coal Creek
Expenses by Vendor Summary
June through July 2023

Bills
Paid

	Jun - Jul 23
Alta Convenience	182.05
Amanda Murray	75.00
Amazon	558.81
Axis Business Technologies	15.00
Big D Superfoods	116.65
Black Hills Energy	1,043.31
Canon Rental	1,207.05
CIRSA	2,697.21
City of Florence	13,128.92
Colorado Dept of Motor Vehicle	20.26
Colorado Municipal Clerks Association	597.38
Core and Main	2,559.00
Dennis Cox	75.00
Dollar General	11.79
Express Toll	83.65
Florence True Value	5.58
Fremont County Clerk & Recorder	56.70
Fremont County Treasurer	37.41
gWorks	259.00
Hydra Shield	379.61
Ideastage	153.00
IIMC	185.00
Intuit	70.00
John Papen	300.00
Judy McCormick	125.00
Marriott	1,765.49
Mohrs wood	9.05
MTC Equipment	29,800.00
National Pen Company	131.79
O'Reilly	407.67
Optimum Overwatch	5,000.00
Paul Higgs	75.00
Pueblo Dept. of Public Health	21.00
Quill	352.51
San Isabel	642.39
Sean Murray	75.00
Second-61	60.00
Spectrum	158.72
To Cash	521.88
Town of Coal Creek	300.00
True Value Hardware & Trailers	1,549.92
Twin Enviro	1,226.00
UNCC	5.16
USA BLUEBOOK	344.78
Vivian Lackey	75.00
TOTAL	66,463.74