



**AGENDA
CITY COUNCIL MEETING
DECEMBER 10, 2019**

6:30 pm ~ Council Meeting

Please note that action (including final action) may be taken on any or all of the following items:

Pledge of Allegiance

1. Call to Order

2. Approval of minutes from

- November 26, 2019 meeting
- December 3, 2019 Special meeting

3. Approval of November 2019 bills in the amount of \$788, 139.75

4. Approval of agenda

5. Public Comment

*Note: Regular City Council meeting agendas and council packets are posted on the City's website to keep City residents informed of City Council actions and deliberations that affect the community. Public Comment time is set aside for citizens to address the City Council on matters within the jurisdiction of the City. **Each speaker is allocated three (3) minutes to speak. Speakers may not cede their time to another speaker.** City Council can only take action on matters that are on the Agenda but may place matters brought to their attention at this meeting on a future agenda for consideration. If you have documents to present to the City Council, please provide a minimum of eight (8) copies. . In an effort to allow for a response to the comment, City employees will prepare responses to public comments provided to the City Clerk at least 24 hours prior to the scheduled meeting. You can submit your comments in writing or email. Please submit comments no later than close of business the day before the scheduled meeting addressed to City Clerk at the following email address; lwhite@ci.craig.co.us or drop your written comments at the front business office window to be delivered to the Clerk's office. Please make sure that your name, address and phone number are included with the comment submitted.*

6. Presentations

A. Swearing in of new Police Officers Daron Hashir and Dalton Caudell and new Councilmember Ryan Hess by Municipal Judge Heather Cannon.

7. Consent Agenda

Note: The Consent Agenda consists of proposed actions on business matters which are considered routine and for which approval is based on previously approved City policy or practice. The Consent Agenda will be approved by a single motion to “Approve the Consent Agenda” and Council Members will vote without debate. Council Members may move to remove a Consent Agenda matter for any reason and request that it be handled separately for discussion and consideration. Matters removed from the Consent Agenda will be placed on the agenda as an item of “Other Business” for discussion and consideration.

A. Approval of a Special Events Permit for Craig Rotary for an event to take place January 25, 2020 from 6:00 p.m. to midnight at the Moffat County Fairgrounds Pavilion located at 750 East 4th Street, Craig.

8. Public Hearing

A. Public Hearing regarding the Medical Marijuana Dispensary License application from Rocky Mountain Cannabis dba Craig Cannabis, Inc. Natalie Ricks, is the applicant for the business.

B. Ordinance No. 1103 (2019) ~ an ordinance of the city of Craig, Colorado enacting the city’s retail marijuana establishment ordinance by adopting Chapter 5.70 entitled “Marijuana, Operation of Retail Marijuana Establishments” and repealing Chapter 5.60 entitled “Marijuana, Operation of Commercial Marijuana Establishments Prohibited” of the Craig Municipal Code.

C. Ordinance No. 1104 (2019) ~ an ordinance for the city of Craig, Colorado amending a portion of Chapter 3.16 of the Craig Municipal Code to exclude collection of sales tax for leased vehicles, motor vehicles and off highway vehicles.

D. Ordinance No. 1105 ~ an ordinance amending Sections 13.16.010 of the Craig Municipal Code to increase the Water and Wastewater rates to provide sufficient revenues to maintain the balance of Water and Wastewater Enterprise Funds.

9. Other Business

A. Approval of a Medical Marijuana Dispensary License application from Rocky Mountain Cannabis dba Craig Cannabis, Inc.

B. (SECOND READING) Ordinance No. 1103 (2019) ~ an ordinance of the city of Craig, Colorado enacting the city's retail marijuana establishment ordinance by adopting Chapter 5.70 entitled "Marijuana, Operation of Retail Marijuana Establishments" and repealing Chapter 5.60 entitled "Marijuana, Operation of Commercial Marijuana Establishments Prohibited" of the Craig Municipal Code.

C. (SECOND READING) Ordinance No. 1104 (2019) ~ an ordinance for the city of Craig, Colorado amending a portion of Chapter 3.16 of the Craig Municipal Code to exclude collection of sales tax for leased vehicles, motor vehicles and off highway vehicles.

D. (SECOND READING) Ordinance No. 1105 ~ an ordinance amending Sections 13.16.010 of the Craig Municipal Code to increase the Water and Wastewater rates to provide sufficient revenues to maintain the balance of Water and Wastewater Enterprise Funds.

E. Discussion and possible action on the replacement of the Board Appointments and Council Committees due to the vacated seat of a City Council member.

F. Discussion and possible approval regarding the second council meeting in December.

G. Discussion and possible approval of the Solar Utility IGA.

H. Discussion and possible approval of the IGA between the city of Craig and Moffat County regarding the transfer of the Museum of Northwest of Colorado.

I. Discussion and possible approval of a lease for Total Teamwork Training LLC for office space at the Center of Craig.

10. Staff Reports

A. November 2019 monthly Police report.

B. Water/Wastewater reports for October and November.

11. City Manager/City Attorney Reports

12. Council Reports

13. Adjourn



**CITY COUNCIL MEETING
NOVEMBER 22, 2019
MINUTES**

Mayor Jarrod Ogden brought to order at 6:30 p.m. the second regular meeting of the Craig City Council for the month of November 2019. In addition to Mayor Ogden those present were Councilmembers Chris Nichols, Andrea Camp, Tony Bohrer, Paul James and Steven Mazzuca. Staff present were City Manager Peter Brixius, Finance Director Bruce Nelson, City Attorney Sherman Romney, Chief of Police Jerry Delong, Public Works Director Randy Call, Parks and Recreation Director Dave Pike, Water/Wastewater Director Mark Sollenberger and City Clerk Liz White. Building Official Marlin Eckhoff was absent.

All participated in the Pledge of Allegiance.

Councilman Bohrer moved with a second by Councilman James to approve the minutes from the November 12, 2019 meeting. Ayes: 6. Nays: 0. Motion carried.

Councilman Bohrer moved with a second by Councilman James to approve the agenda as presented. Ayes: 6. Nays: 0. Motion carried.

Public Comment was given from residents: Jennifer Holloway, Shaun Hadley and Vicki Huyser.

Kaitlyn Vaux, Project Coordinator for Trout Unlimited presented to council the proposed lower Elkhead Creek Restoration Project.

Gina Duran introduced the new city of Craig website. It's set to debut on December 2, 2019.

Janean Barva, Jessica Bertram and Katie Grobe from Moffat County Department of Human Services gave a presentation entitled Employment First Workfare.

Councilman Nichols moved with a second by Councilman James to approve the consent agenda as presented. It included the renewal of a Tavern Liquor License for J W Snack's LLC dba J W. Snack's Gulf Coast Bar & B-Que located at 210 East Victory Way, Craig. Renewal of a Hotel & Restaurant Liquor License for Fiesta Jalisco Numero Catorce dba Fiesta Jalisco located at 410 Ranney Street, Craig and a Tavern Liquor License for the O P Bar N Grill dba O P Bar N Grill located at 534 East Victory Way, Craig. No cause shown for denial for all applicants. Ayes: 6. Nays: 0. Motion carried.

Mayor Ogden presented to council for approval a Letter of Support from Friends of NRA for the Craig Trap Club bid. Since this was just a letter of Support, no amendment to the agenda was required. Councilman James moved with a second by Councilman Mazzuca to approve the Letter of Support for improvements and upgrades to the Craig Trap Club. Ayes: 6. Nays: 0. Motion carried.

Finance Director Nelson presented to council for Second Reading Ordinance No. 1102 (2019) ~ an ordinance adopting the 2020 Budget and setting appropriations for the revenues and expenditures and making and fixing the amount of property tax levies for the city of Craig,

Colorado for and during the period beginning the first day of January 2020 and ending the thirty-first day of December 2020. After further discussion, Councilman Nichols moved with a second by Councilwoman Camp to approve the Second Reading of Ordinance No. 1102 (2019) ~ an ordinance adopting the 2020 Budget and setting appropriations for the revenues and expenditures and making and fixing the amount of property tax levies for the city of Craig, Colorado for and during the period beginning the first day of January 2020 and ending the thirty-first day of December 2020. Ayes: 6. Nays: 0. Motion Carried.

City Attorney Romney presented to council for First Reading Ordinance No. 1103 (2019) ~ an ordinance of the city of Craig, Colorado enacting the city's retail marijuana establishment ordinance by adopting Chapter 5.70 entitled "Marijuana, Operation of Retail Marijuana Establishments" and repealing Chapter 5.60 entitled "Marijuana, Operation of Commercial Marijuana Establishments Prohibited" of the Craig Municipal Code. After further discussion, Councilwoman Camp moved with a second by Councilman Mazzuca to approve the First Reading of Ordinance No. 1103 (2019) ~ an ordinance of the city of Craig, Colorado enacting the city's retail marijuana establishment ordinance by adopting Chapter 5.70 entitled "Marijuana, Operation of Retail Marijuana Establishments" and repealing Chapter 5.60 entitled "Marijuana, Operation of Commercial Marijuana Establishments Prohibited" of the Craig Municipal Code. Ayes: 4. Nays: 2. Motion carried. Councilman Bohrer and Nichols voted in the negative.

City Attorney Romney presented to council for First Reading Ordinance No. 1104 (2019) ~ an ordinance for the city of Craig, Colorado amending a portion of Chapter 3.16 of the Craig Municipal Code to exclude collection of sales tax for leased vehicles, motor vehicles and off highway vehicles. After further discussion, Councilman Nichols moved with a second by Councilman James to approve the First Reading of Ordinance No. 1104 (2019) ~ an ordinance for the city of Craig, Colorado amending a portion of Chapter 3.16 of the Craig Municipal Code to exclude collection of sales tax for leased vehicles, motor vehicles and off highway vehicles. Ayes: 6. Nays: 0. Motion carried.

City Manager Brixius presented to council for First Reading Ordinance No. 1105 (2019) ~ an ordinance amending Sections 13.16.010 of the Craig Municipal Code to increase the Water and Wastewater rates to provide sufficient revenues to maintain the balance of Water and Wastewater Enterprise Funds. After further discussion, Councilman Mazzuca moved with a second by Councilman James to approve the First Reading of Ordinance No. 1105 (2019) ~ an ordinance amending Sections 13.16.010 of the Craig Municipal Code to increase the Water and Wastewater rates to provide sufficient revenues to maintain the balance of Water and Wastewater Enterprise Funds. Ayes: 6. Nays: 0. Motion Carried.

Mayor Ogden moved with a second by Councilman Bohrer to table the discussion regarding filling the vacant council seat left by Brian MacKenzie until the December 10th council meeting. The term goes until November 2021. Ayes: 5. Nays: 1. Motion carried. A Special Council meeting was set for December 3rd at 6:30 p.m. Councilmember Nichols voted in the negative.

Mayor Ogden presented to council for discussion the open board appointments left vacant by former councilmember Brian MacKenzie. After further discussion, Councilman Bohrer moved with a second by Councilman Mazzuca to table the discussion regarding the vacant board appointments until the December 10th council meeting. Ayes: 6. Nays: 0. Motion carried.

City Attorney Romney presented Resolution No. 19 (2019) ~ a resolution approving the Moffat County Local Marketing District (“MCLMD”) Operating Plan which includes the budget for the year 2020. After further discussion, Councilman Nichols moved with a second by Councilwoman Camp to approve Resolution No. 19 (2019) ~ a resolution approving the Moffat County Local Marketing District (“MCLMD”) Operating Plan which includes the budget for the year 2020. Ayes: 6. Nays: 0. Motion carried. City Attorney Romney to look at the “MCLMD” bylaws and get back to council at the December 10th council meeting.

Public Works Director Call brought before council for approval the low bid for a Three Line Message Board for the Road & Bridge department from Safety Construction and Supply in the amount of \$17,274.00. After further discussion, Councilwoman moved with a second by Councilman James to approve the low bid from Safety Construction and Supply in the amount of \$17,274.00 for a Three Line Message Board. Ayes: 6. Nays: 0. Motion carried.

Public Works Director Call brought before council for approval the low bid for a Hydro-Vac Trailer and Water Valve & Hydrant Valve Exerciser for the Water department from Ten Point Sales and Marketing in the amount of \$57, 095.00. After further discussion, Councilwoman Camp moved with a second by Councilman Nichols to approve the low bid for a Hydro-Vac Trailer and Water Valve & Hydrant Valve Exerciser for the Water department from Ten Point Sales and Marketing in the amount of \$57, 095.00. Ayes: 6. Nays: 0. Motion carried.

Parks and Recreation Director Pike presented to council for approval a bid for Wayfinding Signs from Platinum Signs in the amount of \$50,010.00. After further discussion, Councilman Nichols moved with a second by Councilman Bohrer to approve the bid from Platinum Signs in the amount of \$50,010.00 Ayes: 6. Nays: 0. Motion carried.

City Manager Brixius discussed with council the Department of Local Affairs Energy Impact Assistance Grant for Phase 1 of the Sludge Handling Improvements Project in 2020. After further discussion, Councilman Nichols moved with a second by Councilman James to approve the submission of the Department of Local Affairs Energy Impact Assistance Grant for Phase 1 of the Sludge Handling Improvements Project in 2020. Ayes: 6. Nays: 0. Motion carried.

Water/Wastewater Director Sollenberger was absent today. He will give his monthly Water/Wastewater report for the month of October at the December 10, 2019 council meeting.

Finance Director Nelson gave his month-end financial report for October 2019.

City Manager Brixius offered various comments on meetings he attended or will be attending. Special kudos went out to Dave Pike for all his work on the permits from CDOT for the wayfinding signs. He updated council on the applications received for Parks & Recreation Director position.

City Attorney Romney offered comments regarding the Intergovernmental Agreement between the city of Craig and Moffat County regarding the museum.

Following some brief reports and comments by council, Councilman Nichols moved with a second by Councilwoman Camp to retire to executive session. Ayes: 6. Nays: 0. Motion carried.

Following their return to open session, Councilman James moved with a second by Councilman Bohrer to adjourn the meeting. Ayes: 6. Nays: 0. Motion carried.



**SPECIAL CITY COUNCIL MEETING
DECEMBER 3, 2019
MINUTES**

Mayor Jarrod Ogden brought to order at 6:30 p.m. the Special City Council Meeting for the month of December 2019. In addition to Mayor Ogden, those present were Councilmembers Chris Nichols, Andrea Camp, Tony Bohrer, Paul James and Steven Mazzuca. Staff present were City Manager Peter Brixius, City Attorney Sherman Romney, Chief of Police Jerry Delong and City Clerk Liz White.

All participated in the Pledge of Allegiance.

Mayor Ogden presented to council for discussion the candidates for the vacated councilmember seat vacated by Brian MacKenzie. After further discussion, Councilman Mazzuca moved with a second by Councilman James to appoint Ryan Hess to fill the vacant seat left by Brian MacKenzie Ayes: 6. Nays: 0. Motion carried.

Being no further business, Councilman James moved with a second by Councilwoman Camp to adjourn the meeting. Ayes: 6. Nays: 0. Motion carried.

CITY OF CRAIG
COUNCIL REPORTS

December 10, 2019

Attached is the Scheduled Payment Report for Month and
Year to date totals ending:

November 30, 2019

Paid bills amount to	\$ 592,105.75
Payables	196,034.00

TOTAL	<u>\$ 788,139.75</u>
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Detail of the Monthly Expenditures is contained in the
attached pages.

Report Criteria:

Summary report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
100							
3B ENTERPRISES	18104	ROAD BASE	11/01/2019	327.60	.00		50-65-36600
3B ENTERPRISES	18105	ROAD BASE	11/01/2019	853.02	.00		50-65-36600
3B ENTERPRISES	18106	ROAD BASE	11/01/2019	889.14	.00		50-65-36600
3B ENTERPRISES	18107	ROAD BASE	11/01/2019	109.10	.00		10-64-36600
3B ENTERPRISES	18178	ROAD BASE	11/20/2019	626.64	.00		50-65-36600
3B ENTERPRISES	18179	WASHED ROCK	11/20/2019	216.38	.00		50-65-36600
3B ENTERPRISES	18180	TOP SOIL	11/20/2019	714.42	.00		10-71-36300
3B ENTERPRISES	18181	WASHED ROCK	11/20/2019	210.30	.00		50-65-36600
Total 100:				3,946.60	.00		
715198							
A & E TIRE INC	620058-00	TIRES	11/21/2019	557.48	.00		10-71-23900
A & E TIRE INC	620489-00	TIRES	11/25/2019	866.20	.00		10-64-23900
Total 715198:				1,423.68	.00		
717824							
A TO Z RECREATION LLC	2706	BREEZE PARK IMPROVE	11/01/2019	24,219.00	24,219.00	11/08/2019	10-71-93400
Total 717824:				24,219.00	24,219.00		
705081							
ACORD CRANE SERVICE	3391	CRANE SVC	10/21/2019	530.00	530.00	12/06/2019	60-66-35800
Total 705081:				530.00	530.00		
235							
ACZ LABORATORIES INC	55738	LAB ANALYSIS	11/18/2019	875.00	.00		60-66-35300
ACZ LABORATORIES INC	55825	LAB ANALYSIS	11/20/2019	204.00	.00		60-66-35300
ACZ LABORATORIES INC	55945	LAB ANALYSIS	11/26/2019	313.60	.00		60-66-35300
Total 235:				1,392.60	.00		
716354							
ADVANCED COPIER SOL	4747	MONTHLY BILLING	11/01/2019	41.66	.00		10-48-39700
Total 716354:				41.66	.00		
714939							
ADVANCED INFOSYSSTE	14954	UTILITY BILLING	11/07/2019	836.47	.00		60-66-32100
Total 714939:				836.47	.00		
380							
AIRGAS USA LLC	9966115517	CYLINDER RENTAL	10/31/2019	58.48	58.48	11/15/2019	50-65-39600
Total 380:				58.48	58.48		
717929							
ALL NATURAL OF YAMPA	272581	CLEANING	11/30/2019	1,637.50	.00		10-50-35800

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
Total 717929:				1,637.50	.00		
718031							
ALL SOUND DESIGNS	14625	A/V & SURVEILLANCE	11/20/2019	26,759.07	26,759.07	11/26/2019	10-50-94700
Total 718031:				26,759.07	26,759.07		
718005							
AMAZON CAPITAL SERVI	13T4-7MMT-N94P	OFFICE SUPPLIES	10/09/2019	19.99	19.99	11/15/2019	10-44-21400
AMAZON CAPITAL SERVI	16KP-F3RQ-CHJG	TRANSFORMER	11/06/2019	20.50	.00		50-65-93500
AMAZON CAPITAL SERVI	19KM-VHF6-3FMN	CREDIT MEMO	11/12/2019	18.35-	.00		10-48-21200
AMAZON CAPITAL SERVI	19KM-VHF6-K7X7	FOLDERS	11/12/2019	15.99	.00		10-48-22900
AMAZON CAPITAL SERVI	1D46-HHXC-46R9	SUPPLIES	11/27/2019	12.99	.00		10-73-22407
AMAZON CAPITAL SERVI	1KRC-6G7X-94WL	SPACE HEATER	11/02/2019	33.99	.00		10-48-21200
AMAZON CAPITAL SERVI	1PCW-QW97-XC7M	PRINTER	11/13/2019	492.34	.00		50-65-21400
AMAZON CAPITAL SERVI	1PTC-NGNX-9VCV	WADERS	11/20/2019	187.77	.00		50-65-22900
AMAZON CAPITAL SERVI	1PTC-NGNX-TNYG	CLOCK	11/20/2019	85.49	.00		10-41-21200
AMAZON CAPITAL SERVI	1VNK-MVQM-W6JJ	TOOLS	11/29/2019	171.86	.00		50-65-37000
AMAZON CAPITAL SERVI	1XKJ-PQH4-LLH4	SCANNER	11/13/2019	321.99	.00		10-73-94400
Total 718005:				1,344.56	19.99		
1200							
AMERICAN LINEN	LGRA2297175	SHIRT SERVICE	11/04/2019	81.55	.00		60-66-22500
AMERICAN LINEN	LGRA2297192	SHIRT SERVICE	11/04/2019	29.47	.00		10-64-22500
AMERICAN LINEN	LGRA2297193	SHIRT SERVICE	11/04/2019	233.40	.00		10-64-22500
AMERICAN LINEN	LGRA2297194	SHIRT SERVICE	11/04/2019	61.14	.00		70-67-22500
AMERICAN LINEN	LGRA2299746	SHIRT SERVICE	11/11/2019	81.55	.00		60-66-22500
AMERICAN LINEN	LGRA2299754	FLOOR MATS	11/11/2019	99.21	.00		10-50-35800
AMERICAN LINEN	LGRA2299768	SHIRT SERVICE	11/11/2019	29.47	.00		10-64-22500
AMERICAN LINEN	LGRA2299769	SHIRT SERVICE	11/11/2019	205.11	.00		10-64-22500
AMERICAN LINEN	LGRA2299770	SHIRT SERVICE	11/11/2019	61.14	.00		70-67-22500
AMERICAN LINEN	LGRA2302349	SHIRT SERVICE	11/18/2019	81.55	.00		60-66-22500
AMERICAN LINEN	LGRA2302367	SHIRT SERVICE	11/18/2019	29.47	.00		10-64-22500
AMERICAN LINEN	LGRA2302368	SHIRT SERVICE	11/18/2019	213.51	.00		10-64-22500
AMERICAN LINEN	LGRA2302369	SHIRT SERVICE	11/18/2019	61.14	.00		70-67-22500
AMERICAN LINEN	LGRA2305020	SHIRT SERVICE	11/25/2019	85.95	.00		60-66-22500
AMERICAN LINEN	LGRA2305028	FLOOR MATS	11/25/2019	99.21	.00		10-50-35800
AMERICAN LINEN	LGRA2305042	SHIRT SERVICE	11/25/2019	29.47	.00		10-64-22500
AMERICAN LINEN	LGRA2305043	SHIRT SERVICE	11/25/2019	205.11	.00		10-64-22500
AMERICAN LINEN	LGRA2305044	SHIRT SERVICE	11/25/2019	61.14	.00		70-67-22500
Total 1200:				1,748.59	.00		
716870							
ANGELO, GEORGE	11212019	PROGRAM REFUND	11/21/2019	105.00	105.00	11/26/2019	10-34-95450
Total 716870:				105.00	105.00		
1270							
APPLIED INDUSTRIAL TE	7017659622	PARTS	11/15/2019	22.16	.00		50-65-36221
APPLIED INDUSTRIAL TE	7017691585	HOSE ASSEMBLY	11/20/2019	19.16	.00		10-64-36100
Total 1270:				41.32	.00		
1920							
ATMOS ENERGY	0129830OCT19	MONTHLY SVC	11/15/2019	2,115.27	2,115.27	11/22/2019	50-65-34500

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
ATMOS ENERGY	04E089815OCT19	MONTHLY SVC	11/15/2019	366.88	366.88	11/22/2019	50-65-34500
ATMOS ENERGY	10M785834OCT19	MONTHLY SVC	11/15/2019	46.07	46.07	11/22/2019	60-66-34500
ATMOS ENERGY	1123787OCT19	MONTHLY SVC	11/08/2019	28.02	28.02	11/22/2019	10-72-34500
ATMOS ENERGY	12T959710OCT19	MONTHLY SVC	11/07/2019	461.23	461.23	11/22/2019	10-75-34500
ATMOS ENERGY	12T959717OCT19	MONTHLY SVC	11/15/2019	225.34	225.34	11/22/2019	60-66-34500
ATMOS ENERGY	13W936387OCT19	MONTHLY SERVICE	11/06/2019	94.88	94.88	11/22/2019	10-64-34500
ATMOS ENERGY	14Y791190OCT19	MONTHLY SERVICE	11/07/2019	233.13	233.13	11/22/2019	70-67-34500
ATMOS ENERGY	14Y815036OCT19	MONTHLY SVC	11/05/2019	83.84	83.84	11/22/2019	10-71-34500
ATMOS ENERGY	15D067978OCT19	MONTHLY SVC	11/05/2019	281.95	281.95	11/22/2019	10-71-34500
ATMOS ENERGY	6590990OCT19	MONTHLY SERVICE	11/05/2019	306.98	306.98	11/22/2019	10-64-34500
ATMOS ENERGY	9732464OCT19	MONTHLY SVC	11/15/2019	238.49	238.49	11/22/2019	50-65-34500
ATMOS ENERGY	G0017922OCT19	MONTHLY SVC	11/08/2019	154.77	154.77	11/22/2019	10-72-34500
ATMOS ENERGY	R084516OCT19	MONTHLY SVC	11/05/2019	501.51	501.51	11/22/2019	10-50-34500
ATMOS ENERGY	T671245OCT19	MONTHLY SERVICE	11/05/2019	220.83	220.83	11/22/2019	50-65-34500
ATMOS ENERGY	W816385OCT19	MONTHLY SERVICE	11/05/2019	92.46	92.46	11/22/2019	10-64-34500
Total 1920:				5,451.65	5,451.65		
2010							
AUTO RADIATOR SERVIC	20755	REPLACEMENT	11/15/2019	185.00	.00		10-64-36100
Total 2010:				185.00	.00		
2300							
AXIS STEEL INC	61768	HR ROUND	11/19/2019	17.60	.00		60-66-36425
Total 2300:				17.60	.00		
716729							
BACK FLOW PARTS USA	153791	BACKFLOW PART	11/15/2019	384.00	.00		10-71-36400
Total 716729:				384.00	.00		
714989							
BAKER, ALICIA	11252019	PER DIEM	11/25/2019	38.00	38.00	11/26/2019	10-73-22409
Total 714989:				38.00	38.00		
717788							
BLIZZARD BROADCASTI	19110266	ADVERTISING	11/30/2019	165.00	.00		10-41-96000
BLIZZARD BROADCASTI	19110267	ADVERTISING	11/30/2019	165.00	.00		10-41-96000
Total 717788:				330.00	.00		
4040							
BOYKO SUPPLY	162400	ICE MELT	11/04/2019	1,251.25	.00		10-71-22100
BOYKO SUPPLY	162498	CLEANING SUPPLIES	10/08/2019	14.46	14.46	11/22/2019	10-75-22900
BOYKO SUPPLY	162520	CLEANING SUPPLIES	10/08/2019	50.00	50.00	11/22/2019	10-75-22900
BOYKO SUPPLY	163667	CLEANING SUPPLIES	11/12/2019	50.40	.00		50-65-22300
Total 4040:				1,366.11	64.46		
717748							
BRASFIELD, SIDNEY	11212019	PROGRAM REFUND	11/21/2019	105.00	105.00	11/26/2019	10-34-95450
Total 717748:				105.00	105.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
48360							
BSN SPORTS	906983699	EQUIPMENT	11/07/2019	1,005.91	.00		10-73-22406
Total 48360:				1,005.91	.00		
717954							
BULLDOG TOWING & RE	2128	TOWING	10/26/2019	150.00	.00		10-51-31700
Total 717954:				150.00	.00		
716606							
CALCHEM ENTERPRISE	19619	CHEMICALS	11/18/2019	16,494.76	.00		50-65-22100
Total 716606:				16,494.76	.00		
5200							
CASELLE INC	98471	SUPPORT	11/01/2019	1,880.00	1,880.00	11/08/2019	10-48-39700
Total 5200:				1,880.00	1,880.00		
5280							
CDW GOVERNMENT, INC	VQC6405	BACKUP	11/05/2019	125.72	.00		50-65-35800
CDW GOVERNMENT, INC	VRG5715	BACKUP	11/08/2019	2,146.12	.00		50-65-35800
CDW GOVERNMENT, INC	VRJ3725	PARTS	11/08/2019	122.54	.00		60-66-93500
CDW GOVERNMENT, INC	VRL7845	PARTS	11/09/2019	1,479.44	.00		50-65-93500
CDW GOVERNMENT, INC	VVG7346	PARTS	11/20/2019	184.00	.00		50-65-93500
Total 5280:				4,057.82	.00		
5565							
CENTURYLINK	1481134855	MONTHLY SERVICE	11/23/2019	28.86	28.86	12/06/2019	60-66-34700
CENTURYLINK	1744NOV19	MONTHLY SERVICE	11/13/2019	42.61	42.61	11/26/2019	10-50-34700
CENTURYLINK	2964NOV19	MONTHLY SERVICE	11/13/2019	78.54	78.54	11/26/2019	50-65-34700
CENTURYLINK	4463NOV19	MONTHLY SERVICE	11/13/2019	210.52	210.52	11/26/2019	10-64-34700
CENTURYLINK	5111NOV19	MONTHLY SERVICE	11/13/2019	182.65	182.65	11/26/2019	60-66-34700
CENTURYLINK	6026NOV19	MONTHLY SERVICE	11/13/2019	140.93	140.93	11/26/2019	10-75-34700
CENTURYLINK	6340NOV19	MONTHLY SERVICE	11/13/2019	252.46	252.46	11/26/2019	50-65-34700
Total 5565:				936.57	936.57		
5750							
CHAMBER OF COMMERC	925	SPREE BUCKS	11/26/2019	15,000.00	15,000.00	12/06/2019	10-41-96000
Total 5750:				15,000.00	15,000.00		
5770							
CHAOS INK	12420	SHIRTS	10/15/2019	209.00	209.00	12/06/2019	10-73-22406
CHAOS INK	12421	SHIRTS	10/15/2019	459.95	459.95	12/06/2019	10-73-22406
CHAOS INK	12431	SHIRTS	10/17/2019	168.30	168.30	12/06/2019	10-73-22406
CHAOS INK	12432	SHIRTS	10/17/2019	433.00	433.00	12/06/2019	10-73-22406
Total 5770:				1,270.25	1,270.25		
6012							
CIRSA	192028	LIABILITY	11/15/2019	2,500.00	2,500.00	11/22/2019	10-47-81400
Total 6012:				2,500.00	2,500.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
6013							
CIRSA WC	W19719	WC CLAIMS	11/15/2019	14.40	14.40	11/22/2019	10-47-81400
Total 6013:				14.40	14.40		
6023							
CITY OF CRAIG	11302019	NOVEMBER EXPENSE R	11/30/2019	4,907.93	4,907.93	12/06/2019	10-51-33700
Total 6023:				4,907.93	4,907.93		
6024							
CITY OF CRAIG/MEDICAL	11152019	REIMBURSE FOR NON M	11/15/2019	95.66	95.66	11/15/2019	80-1015
Total 6024:				95.66	95.66		
704427							
COLO DEPT OF AGRICUL	10741-2020	2020 PESTICIDE RENEW	11/08/2019	50.00	50.00	11/15/2019	60-66-33300
Total 704427:				50.00	50.00		
6625							
COLO MUNICIPAL LEAGU	1480-2020	2020 MEMBERSHIP DUE	11/05/2019	6,716.00	.00		10-45-33300
Total 6625:				6,716.00	.00		
62420							
COLORADO MOUNTAIN	367138-11012019	RETAIL	11/07/2019	894.00	.00		10-44-33700
COLORADO MOUNTAIN	367269-11012019	INTERNET	11/30/2019	195.00	.00		10-44-33700
COLORADO MOUNTAIN	415623-11012019	RETAIL	11/07/2019	238.34	.00		10-44-33700
COLORADO MOUNTAIN	500498-10232019	CLASSIFIED LEGAL	11/07/2019	39.70	.00		10-45-33300
COLORADO MOUNTAIN	501645-10252019	CLASSIFIED LEGAL	11/07/2019	27.04	.00		10-45-33300
COLORADO MOUNTAIN	501649-10252019	CLASSIFIED LEGAL	11/07/2019	25.90	.00		10-45-33300
COLORADO MOUNTAIN	501970-10292019	CLASSIFIED	11/21/2019	828.13	.00		10-72-33700
COLORADO MOUNTAIN	504047-11012019	CLASSIFIED LEGAL	11/07/2019	23.54	.00		10-64-33100
COLORADO MOUNTAIN	504074-11012019	CLASSIFIED LEGAL	11/14/2019	46.63	.00		50-65-33700
COLORADO MOUNTAIN	507375-11062019	CLASSIFIED LEGAL	11/30/2019	76.95	.00		10-71-33700
COLORADO MOUNTAIN	508235-11082019	RETAIL	11/14/2019	75.00	.00		10-44-33700
COLORADO MOUNTAIN	509194-11132019	CLASSIFIED LEGAL	11/21/2019	32.42	.00		10-64-33100
COLORADO MOUNTAIN	509214-11132019	CLASSIFIED LEGAL	11/21/2019	19.31	.00		10-45-33100
COLORADO MOUNTAIN	510352-11142019	INTERNET	11/30/2019	630.00	.00		10-44-33700
COLORADO MOUNTAIN	510982-11152019	CLASSIFIED LEGAL	11/21/2019	54.69	.00		10-45-33100
COLORADO MOUNTAIN	518114-11292019	CLASSIFIED LEGAL	11/30/2019	53.10	.00		10-41-33200
COLORADO MOUNTAIN	518132-11292019	CLASSIFIED LEGAL	11/30/2019	47.82	.00		10-41-33200
COLORADO MOUNTAIN	518152-11292019	CLASSIFIED LEGAL	11/30/2019	34.62	.00		10-41-33200
COLORADO MOUNTAIN	518201-11292019	CLASSIFIED LEGAL	11/30/2019	64.19	.00		50-65-33100
Total 62420:				3,406.38	.00		
6650							
CONSOLIDATED ELECTR	1534-538707	PARTS	11/06/2019	22.36	.00		50-65-93500
CONSOLIDATED ELECTR	1534-538802	TOOLS	11/11/2019	96.72	.00		10-71-23400
CONSOLIDATED ELECTR	1534-538814	PARTS	11/11/2019	84.90	.00		10-71-36332
CONSOLIDATED ELECTR	1534-538994	PARTS	11/19/2019	85.64	.00		10-71-22900
Total 6650:				289.62	.00		
6658							
COOK CHEVROLET INC	135257	MIRROR	11/11/2019	392.71	.00		10-64-36100

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
Total 6658:				392.71	.00		
6659							
COOK FORD INC	108886	BLEND DOOR MOTOR	11/07/2019	17.14	.00		10-64-36100
COOK FORD INC	108937	PARTS	11/14/2019	223.13	.00		10-64-36100
COOK FORD INC	108938	PARTS	11/14/2019	488.53	.00		10-64-36100
COOK FORD INC	108957	CREDIT	11/15/2019	30.00-	.00		10-64-36100
COOK FORD INC	108958	CREDIT	11/15/2019	60.00-	.00		10-64-36100
COOK FORD INC	108962	ANTIFREEZE	11/18/2019	42.42	.00		10-64-36100
COOK FORD INC	108987	PARTS	11/21/2019	60.62	.00		10-64-36100
Total 6659:				741.84	.00		
717299							
COOK, ADAM	11212019	REFUND OVERPAYMENT	11/21/2019	17.40	17.40	11/22/2019	90-9170
Total 717299:				17.40	17.40		
6670							
COPY SHOP COMPUTER	17891	SUPPLIES	11/25/2019	637.93	.00		10-73-21400
Total 6670:				637.93	.00		
6945							
CRAIG STEEL	24921	FLAT	11/04/2019	16.80	.00		10-64-36200
CRAIG STEEL	24922	ANGLE	11/04/2019	16.80	.00		10-64-36200
Total 6945:				33.60	.00		
717152							
CRAIG SUPER CAR WAS	2025OCT19	CAR WASH	11/09/2019	91.83	.00		10-51-36100
Total 717152:				91.83	.00		
701519							
CRUM ELECTRIC SUPPL	2120496-00	EQUIPMENT	11/26/2019	126.00	.00		60-66-35800
CRUM ELECTRIC SUPPL	2120496-01	EQUIPMENT	11/26/2019	935.00	.00		60-66-35800
CRUM ELECTRIC SUPPL	2120496-02	EQUIPMENT	11/26/2019	1,635.00	.00		50-65-35800
CRUM ELECTRIC SUPPL	2120496-03	EQUIPMENT	11/26/2019	315.00	.00		60-66-35800
CRUM ELECTRIC SUPPL	2123156-00	WARRANTY REPLACEME	11/07/2019	29.23	.00		60-66-36425
CRUM ELECTRIC SUPPL	2128283-00	ETHERNET SWITCH	11/20/2019	455.98	.00		60-66-36200
CRUM ELECTRIC SUPPL	2131159-00	EQUIPMENT	11/04/2019	406.96	.00		60-66-36425
CRUM ELECTRIC SUPPL	2131159-01	PARTS	11/04/2019	604.42	.00		60-66-36425
CRUM ELECTRIC SUPPL	2131159-02	PARTS	11/14/2019	617.04	.00		60-66-36425
CRUM ELECTRIC SUPPL	2139539-00	POWER SUPPLY	11/22/2019	105.12	.00		50-65-36220
Total 701519:				5,229.75	.00		
718073							
DAIGLE, JOY	11212019	PROGRAM REFUND	11/21/2019	105.00	105.00	11/26/2019	10-34-95450
Total 718073:				105.00	105.00		
26410							
DANA KEPNER COMPAN	1505745-01	MEASURING CHAMBER	11/11/2019	2,274.62	.00		50-65-36223

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
Total 26410:				2,274.62	.00		
717421							
DENNISON, RYAN	11212019	2019 CLOTHING ALLOWA	11/21/2019	250.00	250.00	11/22/2019	10-73-22500
Total 717421:				250.00	250.00		
705383							
DEX MEDIA EAST	120356004NOV19	ADVERTISING	11/03/2019	197.30	197.30	11/15/2019	70-67-33700
Total 705383:				197.30	197.30		
717965							
DILLON, SHARYN	11212019	PROGRAM REFUND	11/21/2019	23.00	23.00	11/26/2019	10-34-95450
Total 717965:				23.00	23.00		
716528							
DRY CREEK SUBDIVISIO	58	Q4 RENT OCT- DEC 19	11/05/2019	3,000.00	3,000.00	11/22/2019	21-87-53100
Total 716528:				3,000.00	3,000.00		
716274							
EITEL, CAROL	11052019	PROGRAM REFUND	11/05/2019	160.00	160.00	11/08/2019	10-34-95450
EITEL, CAROL	11212019	PROGRAM REFUND	11/21/2019	160.00	160.00	11/26/2019	10-34-95450
Total 716274:				320.00	320.00		
11505							
ELAM CONSTRUCTION, I	669907	ASPHALT MIX	09/26/2019	1,335.17	.00		10-64-36600
Total 11505:				1,335.17	.00		
717206							
ELKHEAD SUPPLY INC	25821	SUPPLIES	11/04/2019	12.24	.00		10-64-23200
Total 717206:				12.24	.00		
701525							
EMBROIDERY SHOPPE	8268	AWARD	11/05/2019	56.00	56.00	11/08/2019	10-51-35900
Total 701525:				56.00	56.00		
717688							
EMPLOYERS COUNCIL	317572	MEMBERSHIP DUES	11/11/2019	5,800.00	5,800.00	11/22/2019	10-45-33300
Total 717688:				5,800.00	5,800.00		
715112							
EYECARE SPECIALTIES	11192019	BUSINESS GRANT PROG	11/19/2019	15,000.00	15,000.00	11/22/2019	10-41-96000
Total 715112:				15,000.00	15,000.00		
13050							
FASTENAL COMPANY	COSTE50698	PARTS	11/07/2019	80.17	.00		10-71-36300
FASTENAL COMPANY	COSTE50745	PARTS	11/14/2019	5.60	.00		10-64-36100

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
Total 13050:				85.77	.00		
13900							
FISHER SCIENTIFIC COM	2764869	LAB SUPPLIES	11/07/2019	303.64	.00		60-66-22119
Total 13900:				303.64	.00		
714931							
FORBES CERTIFIED WEL	53319	WELDING	11/06/2019	1,129.50	.00		10-64-35800
Total 714931:				1,129.50	.00		
4325							
GCR TIRES & SERVICE	755-53187	TIRES	11/05/2019	756.54	.00		10-64-23900
GCR TIRES & SERVICE	755-53392	TIRES	11/15/2019	2,253.12	.00		70-67-23900
GCR TIRES & SERVICE	755-53475	TIRES	11/20/2019	2,201.12	.00		70-67-23900
GCR TIRES & SERVICE	755-53554	FLAT REPAIR	11/25/2019	15.00	.00		10-64-36100
Total 4325:				5,225.78	.00		
717697							
GEIS, GERARD	11052019	PER DIEM	11/05/2019	13.00	13.00	11/15/2019	50-65-38100
Total 717697:				13.00	13.00		
718075							
GODDARD, MICHAEL	11212019	PROGRAM REFUND	11/21/2019	20.00	20.00	11/26/2019	10-34-95450
Total 718075:				20.00	20.00		
717643							
GONZALEZ, GUADALUPE	11112019	TR-2017-0070 D MARTIN	11/11/2019	100.00	100.00	11/15/2019	10-35-00000
Total 717643:				100.00	100.00		
16400							
GRAINGER	9347922651	PARTS	11/06/2019	36.81	.00		50-65-36220
Total 16400:				36.81	.00		
717918							
GREATAMERICA FINANCI	25909366	COPIER PAYMENT	11/12/2019	164.84	164.84	12/06/2019	10-73-32100
Total 717918:				164.84	164.84		
716682							
GREEN, JESSE	11252019	2019 CLOTHING ALLOWA	11/25/2019	250.00	250.00	11/26/2019	10-64-22500
Total 716682:				250.00	250.00		
718058							
GROUND ENGINEERING	196588.0-2	US 40 SIDEWALK PROJE	11/19/2019	3,625.00	3,625.00	11/22/2019	20-81-96000
Total 718058:				3,625.00	3,625.00		
718065							
HAGAR CONSTRUCTION	11082019	REFUND CONTRACTOR	11/08/2019	75.00	75.00	11/08/2019	10-32-12300

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
Total 718065:				75.00	75.00		
717253							
HATTEN ENTERPRISES L	11044	OIL	11/13/2019	55.48	.00		50-65-36300
Total 717253:				55.48	.00		
716340							
HERRING, LAURIE	11152019	PER DIEM	11/15/2019	.00	.00		10-73-22409
Total 716340:				.00	.00		
717293							
HOLBROOK, JOEL	11062019	2019 CLOTHING ALLOWA	11/06/2019	300.00	300.00	11/08/2019	50-65-22500
Total 717293:				300.00	300.00		
20950							
INDUSTRIAL HEALTH SE	119951	DOT	10/31/2019	89.80	89.80	11/15/2019	70-67-35100
INDUSTRIAL HEALTH SE	119952	NON-DOT	10/31/2019	129.00	129.00	11/15/2019	10-51-35300
Total 20950:				218.80	218.80		
718076							
INNESS, STEPHANIE	11212019	PROGRAM REFUND	11/21/2019	20.00	20.00	11/26/2019	10-34-95450
Total 718076:				20.00	20.00		
22119							
INTERNAT'L CODE COUN	3246351	MEMBERSHIP RENEWAL	11/07/2019	135.00	135.00	11/22/2019	10-49-33300
Total 22119:				135.00	135.00		
22200							
INTERSTATE BATTERIES	21323963	BATTERIES	11/11/2019	218.95	.00		10-64-36100
INTERSTATE BATTERIES	44407345	BATTERIES	11/25/2019	239.90	.00		10-64-36100
INTERSTATE BATTERIES	990995048	BATTERIES	11/04/2019	45.90	.00		60-66-36425
INTERSTATE BATTERIES	990995062	BATTERIES	11/06/2019	130.95	.00		10-71-36100
Total 22200:				635.70	.00		
25575							
J. J. KELLER & ASSOCIAT	9104539075	INSPECTION REPORTS	11/18/2019	124.41	.00		10-64-32100
Total 25575:				124.41	.00		
23408							
JACKSON'S OFFICE SUP	10437132	OFFICE SUPPLIES	11/01/2019	54.57	.00		10-48-21400
JACKSON'S OFFICE SUP	10437235	INK	11/06/2019	299.96	.00		70-67-21400
JACKSON'S OFFICE SUP	10437257	MARKERS	11/07/2019	8.58	.00		10-48-21400
JACKSON'S OFFICE SUP	10437349	OFFICE SUPPLIES	11/12/2019	119.34	.00		10-51-21400
JACKSON'S OFFICE SUP	10437389	OFFICE SUPPLIES	11/13/2019	48.98	.00		10-71-21400
JACKSON'S OFFICE SUP	10437394	INK	11/13/2019	91.98	.00		60-66-21400
JACKSON'S OFFICE SUP	10437403	OFFICE SUPPLIES	11/13/2019	4.17	.00		10-71-21400
JACKSON'S OFFICE SUP	10437452	FOLDERS	11/15/2019	18.99	.00		10-44-21400
JACKSON'S OFFICE SUP	10437453	INK	11/15/2019	243.86	.00		10-49-21400
JACKSON'S OFFICE SUP	10437486	INK	11/18/2019	472.76	.00		10-48-22900

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
JACKSON'S OFFICE SUP	10437563	OFFICE SUPPLIES	11/20/2019	30.73	.00		10-51-21400
JACKSON'S OFFICE SUP	10437597	INK	11/21/2019	201.47	.00		10-45-21400
JACKSON'S OFFICE SUP	10437624	INK	11/22/2019	266.84	.00		60-66-21400
JACKSON'S OFFICE SUP	10437667	ENVELOPES	11/25/2019	135.00	.00		10-49-21400
JACKSON'S OFFICE SUP	10437676	RECORDERS	11/26/2019	279.96	.00		10-51-22900
JACKSON'S OFFICE SUP	10437700	LETTERHEAD	11/26/2019	125.00	.00		10-51-21400
JACKSON'S OFFICE SUP	20013910	CREDIT	11/13/2019	21.99-	.00		10-71-21400
Total 23408:				2,380.20	.00		
715918							
JENISON CUSTOM BUILD	2045	ROOF REPAIR	11/19/2019	258.57	258.57	11/22/2019	10-50-36400
Total 715918:				258.57	258.57		
718064							
JIM DURAN RENTAL	11082019	GRANT REIMBURSEMEN	11/08/2019	5,500.00	5,500.00	11/08/2019	10-41-96000
Total 718064:				5,500.00	5,500.00		
715244							
KIMBALL MIDWEST	7534912	PARTS	11/08/2019	156.02	.00		10-64-23200
Total 715244:				156.02	.00		
718066							
KRANOS CORPORATION	2215897	EQUIPMENT	04/29/2019	1,675.00	1,675.00	11/15/2019	10-73-22406
Total 718066:				1,675.00	1,675.00		
6015							
KROGER CO	052486	SUPPLIES	11/18/2019	27.94	.00		10-71-22900
KROGER CO	164716	FOOD	11/04/2019	60.69	.00		10-45-33800
KROGER CO	177346	FOOD	11/14/2019	51.39	.00		10-45-37900
KROGER CO	221539	FOOD	11/05/2019	91.97	.00		10-45-33800
KROGER CO	394945	FOOD	11/07/2019	32.99	.00		10-51-35900
Total 6015:				264.98	.00		
718059							
KSK LLC	PAY APP 2	US 40 SIDEWALK IMPRO	10/25/2019	152,200.43	152,200.43	11/22/2019	20-81-96000
Total 718059:				152,200.43	152,200.43		
30078							
LAUNDRY, THE	61545	FLOOR MATS	11/15/2019	48.00	.00		10-75-35800
LAUNDRY, THE	61595	FLOOR MATS	11/24/2019	48.00	.00		10-75-35800
Total 30078:				96.00	.00		
714969							
LAWSON PRODUCTS, IN	9307148149	PARTS	11/05/2019	153.64	.00		10-64-23200
LAWSON PRODUCTS, IN	9307151527	PARTS	11/06/2019	77.99	.00		10-64-23200
LAWSON PRODUCTS, IN	9307151528	PARTS	11/06/2019	231.63	.00		10-64-23200
LAWSON PRODUCTS, IN	9307183384	PARTS	11/19/2019	13.42	.00		10-64-23200
Total 714969:				476.68	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
718070							
LIFELOC TECHNOLOGIE	329059	SUPPLIES	10/09/2019	783.00	783.00	11/22/2019	10-51-21200
Total 718070:				783.00	783.00		
717966							
LOCKSMITH OF CRAIG	11141901	PROFESSIONAL SERVIC	11/14/2019	115.00	.00		50-65-36400
Total 717966:				115.00	.00		
718071							
LONDON STREET PROP	11122019	BUSINESS GRANT PROG	11/12/2019	2,100.00	2,100.00	11/22/2019	10-41-96000
LONDON STREET PROP	11152019	BUSINESS GRANT PROG	11/15/2019	6,000.00	6,000.00	11/22/2019	10-41-96000
Total 718071:				8,100.00	8,100.00		
718074							
LOTTESS, LAVERNE	11212019	PROGRAM REFUND	11/21/2019	105.00	105.00	11/26/2019	10-34-95450
Total 718074:				105.00	105.00		
716423							
MARTINEZ, MARTHA	11212019	PROGRAM REFUND	11/21/2019	105.00	105.00	11/26/2019	10-34-95450
Total 716423:				105.00	105.00		
716917							
MASTER PETROLEUM IN	514670	FUEL	11/01/2019	16,786.45	.00		10-64-23100
Total 716917:				16,786.45	.00		
717123							
MCCANDLESS TRUCK C	P105050058:01	MIRROR MOUNTS	11/12/2019	171.28	.00		10-64-36100
Total 717123:				171.28	.00		
716362							
MCKEY CHIROPRACTIC	10312019	DOT EXAM	10/31/2019	120.00	.00		60-66-35800
MCKEY CHIROPRACTIC	11012019	DOT EXAM	11/01/2019	110.00	.00		10-64-35100
Total 716362:				230.00	.00		
717725							
MITEL CLOUD SERVICES	32715085	MONTHLY SERVICE	11/05/2019	842.34	842.34	11/08/2019	10-71-34700
Total 717725:				842.34	842.34		
31201							
MJK SALES & FEED INC	288159	PARTS	11/01/2019	10.29	.00		50-65-36221
MJK SALES & FEED INC	288173	WET/DRY VAC	11/01/2019	107.98	.00		50-65-23400
MJK SALES & FEED INC	288192	PARTS	11/01/2019	3.99	.00		60-66-22900
MJK SALES & FEED INC	288359	PARTS	11/04/2019	16.98	.00		50-65-36221
MJK SALES & FEED INC	288385	PARTS	11/05/2019	3.99	.00		60-66-36426
MJK SALES & FEED INC	288388	FASTENERS	11/05/2019	3.90	.00		50-65-36221
MJK SALES & FEED INC	288402	MAILBOX	11/05/2019	49.99	.00		10-64-23500
MJK SALES & FEED INC	288446	TOOLS	11/06/2019	15.18	.00		50-65-36221
MJK SALES & FEED INC	288453	PARTS	11/06/2019	17.70	.00		50-65-93500
MJK SALES & FEED INC	288469	PARTS	11/06/2019	13.07	.00		60-66-36426

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
MJK SALES & FEED INC	288493	RING BINDER	11/07/2019	2.38	.00		10-71-22900
MJK SALES & FEED INC	288530	SUPPLIES	11/07/2019	26.99	.00		60-66-36400
MJK SALES & FEED INC	288561	CONCRETE MIX	11/08/2019	53.12	.00		50-65-36221
MJK SALES & FEED INC	288588	DRAIN CLEANER	11/08/2019	17.28	.00		10-64-36400
MJK SALES & FEED INC	288709	PARTS	11/11/2019	2.79	.00		10-71-36300
MJK SALES & FEED INC	288716	BATTERIES	11/11/2019	13.99	.00		50-65-36221
MJK SALES & FEED INC	288812	PARTS	11/12/2019	79.99	.00		50-65-36221
MJK SALES & FEED INC	288874	SHOVELS	11/13/2019	89.98	.00		60-66-36300
MJK SALES & FEED INC	289228	PARTS	11/19/2019	9.98	.00		60-66-36425
MJK SALES & FEED INC	289234	PARTS	11/19/2019	10.55	.00		50-65-36220
MJK SALES & FEED INC	289288	PARTS	11/20/2019	3.99	.00		10-50-36400
MJK SALES & FEED INC	289310	PARTS	11/20/2019	8.99	.00		50-65-36221
MJK SALES & FEED INC	289322	KEYS	11/20/2019	5.18	.00		50-65-36428
MJK SALES & FEED INC	289361	PARTS	11/21/2019	115.17	.00		10-50-36400
MJK SALES & FEED INC	289404	GLUE	11/22/2019	17.99	.00		60-66-36100
MJK SALES & FEED INC	289444	PARTS	11/22/2019	21.98	.00		10-50-36400
MJK SALES & FEED INC	289448	WARRANTY	11/22/2019	.00	.00		50-65-36428
MJK SALES & FEED INC	289664	PARTS	11/26/2019	17.90	.00		60-66-36425
MJK SALES & FEED INC	289691	SUPPLIES	11/27/2019	17.98	.00		50-65-36221
Total 31201:				759.30	.00		
32612							
MOFFAT COUNTY ACCO	02-003658	SAND	11/12/2019	555.90	.00		10-64-23700
MOFFAT COUNTY ACCO	04-036586	LANDFILL CHARGES	11/30/2019	35,676.55	.00		70-67-39500
MOFFAT COUNTY ACCO	16-009182	PHONE BILLING	11/06/2019	135.51	.00		10-51-34700
Total 32612:				36,367.96	.00		
32614							
MOFFAT COUNTY CLERK	11262019	2019 COORDINATED ELE	11/26/2019	11,583.94	.00		10-45-33800
Total 32614:				11,583.94	.00		
32980							
MURDOCHS RANCH & H	152037	GREASE GUN	11/01/2019	19.99	.00		50-65-36221
MURDOCHS RANCH & H	152055	PARTS	11/05/2019	87.42	.00		10-71-36200
MURDOCHS RANCH & H	152056	PARTS	11/05/2019	41.56	.00		10-71-36300
MURDOCHS RANCH & H	152062	SPRAYER	11/07/2019	39.98	.00		10-71-36300
MURDOCHS RANCH & H	152101	UTILITY HEATER	11/18/2019	24.99	.00		50-65-36428
Total 32980:				213.94	.00		
36035							
NATIONAL RECREATION	11082019	CPRP TESTING/APPLICA	11/08/2019	250.00	250.00	11/08/2019	10-72-38100
Total 36035:				250.00	250.00		
717291							
NCM ACQUISITIONS, LLC	11072019	REFUND FOR ACCOUNT	11/07/2019	40.70	40.70	11/08/2019	01-1075
Total 717291:				40.70	40.70		
36150							
OJ WATSON COMPANY I	0087628	PLOW PUMP	10/29/2019	501.19	501.19	11/22/2019	10-64-36100
Total 36150:				501.19	501.19		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
718069							
OLIVER, MICHAEL	11212019	REFUND FOR OVERPAY	11/21/2019	91.90	91.90	11/22/2019	01-1075
Total 718069:				91.90	91.90		
36600							
ORKIN EXTERMINATING	190678071	MONTHLY SVC	11/11/2019	122.41	.00		10-50-35800
Total 36600:				122.41	.00		
718072							
PETERSEN, JOYCE	11212019	PROGRAM REFUND	11/21/2019	105.00	105.00	11/26/2019	10-34-95450
Total 718072:				105.00	105.00		
715269							
PETROLEUM EQUIPMEN	5671	COMPLIANCE INSPECTI	11/26/2019	712.50	.00		10-64-23100
Total 715269:				712.50	.00		
717657							
PLEASANT, PETE	11122019	BUSINESS GRANT PROG	11/12/2019	2,100.00	2,100.00	11/22/2019	10-41-96000
Total 717657:				2,100.00	2,100.00		
718068							
POWER SOURCE SERVI	19721-1	TRASH RACKS	11/13/2019	15,500.00	.00		60-66-36425
POWER SOURCE SERVI	19721-2	METAL FRAME	11/13/2019	7,222.33	.00		60-66-36400
Total 718068:				22,722.33	.00		
704886							
RAY, CARL R.	11082019	PER DIEM	11/08/2019	278.00	278.00	11/08/2019	60-66-38100
Total 704886:				278.00	278.00		
704409							
RAY, TEENA	11082019	REIMB EXPENSE	11/08/2019	7.93	7.93	11/15/2019	60-66-35300
Total 704409:				7.93	7.93		
717822							
REVIZE LLC	8693	WEBSITE DESIGN PMT 2	08/28/2019	5,200.00	5,200.00	11/08/2019	10-47-35800
Total 717822:				5,200.00	5,200.00		
717117							
REYES, CARDENIO	11072019	2019 CLOTHING ALLOWA	11/07/2019	250.00	250.00	11/08/2019	70-67-22500
Total 717117:				250.00	250.00		
44201							
RFS INC	1067667-01	HOOK LATCH KIT	11/13/2019	20.28	.00		60-66-23200
Total 44201:				20.28	.00		
715935							
ROCKY MOUNTAIN MAC	02-41189	FILTERS	10/02/2019	5.99	.00		10-64-36100

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
Total 715935:				5.99	.00		
716613							
ROYAL T ELECTRIC LTD	10042019	TROUBLESHOOTING	10/04/2019	125.00	125.00	11/15/2019	60-66-36425
Total 716613:				125.00	125.00		
704743							
S & S SIGNS AND SAFET	73780	SIGNS	11/25/2019	1,761.08	.00		10-64-23600
Total 704743:				1,761.08	.00		
716422							
SAFEGUARD BUSINESS	033818095	W2S & 1099S	11/25/2019	208.07	.00		10-48-21100
Total 716422:				208.07	.00		
718047							
SAMSARA NETWORKS IN	208560	LICENSE	11/01/2019	1,926.40	1,926.40	11/08/2019	50-65-36200
Total 718047:				1,926.40	1,926.40		
46820							
SAMUELSON TRUE VALU	163716	ICE MELT	11/01/2019	18.99	.00		60-66-36300
SAMUELSON TRUE VALU	163734	PARTS	11/01/2019	26.56	.00		50-65-36221
SAMUELSON TRUE VALU	164134	PARTS	11/05/2019	10.49	.00		10-71-36300
SAMUELSON TRUE VALU	164138	SUPPLIES	11/05/2019	68.02	.00		10-71-36300
SAMUELSON TRUE VALU	164192	PARTS	11/06/2019	42.98	.00		60-66-36400
SAMUELSON TRUE VALU	164594	BATTERIES	11/11/2019	3.99	.00		10-71-22900
SAMUELSON TRUE VALU	165179	SUPPLIES	11/18/2019	2.79	.00		10-49-21400
SAMUELSON TRUE VALU	165208	GLOVES	11/18/2019	11.99	.00		10-71-36300
SAMUELSON TRUE VALU	165316	PARTS	11/19/2019	26.77	.00		50-65-36220
SAMUELSON TRUE VALU	165690	CLEANING SUPPLIES	11/22/2019	29.90	.00		60-66-36426
Total 46820:				242.48	.00		
716954							
SCHMUESER GORDON	2013-520.008-20	US 40 SIDEWALK IMPRO	11/18/2019	13,891.21	13,891.21	11/22/2019	20-81-96100
SCHMUESER GORDON	2013-520.015-13	WWTF SLUDGE LINE	11/30/2019	7,933.50	.00		60-66-94800
SCHMUESER GORDON	2013-520.016-15	PAY APP 14 - WATER SYS	10/31/2019	25,837.52	25,837.52	11/15/2019	50-65-93116
SCHMUESER GORDON	2013-520.016-16	PAY APP 15 - WATER SYS	11/26/2019	23,316.15	23,316.15	12/06/2019	50-65-93116
Total 716954:				70,978.38	63,044.88		
715862							
SEACREST GROUP	419639.B	CHRONIC WET TESTING	11/15/2019	1,979.00	.00		60-66-35300
Total 715862:				1,979.00	.00		
47225							
SEVERSON SUPPLY CO I	21214	EQUIPMENT RENTAL	11/06/2019	80.00	.00		50-65-39600
SEVERSON SUPPLY CO I	21338	EQUIPMENT RENTAL	11/19/2019	538.13	.00		10-71-39600
Total 47225:				618.13	.00		
700907							
SGS ACCUTEST INC	52160114372	LAB ANALYSIS	10/28/2019	337.78	337.78	11/15/2019	50-65-35300

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
SGS ACCUTEST INC	52160114704	LAB ANALYSIS	11/06/2019	130.29	.00		50-65-35300
SGS ACCUTEST INC	52160115135	LAB ANALYSIS	11/25/2019	102.56	.00		50-65-35300
Total 700907:				570.63	337.78		
701949							
SHAFFER, SCOTT	11212019	2019 CLOTHING ALLOWA	11/21/2019	250.00	250.00	11/22/2019	10-64-22500
Total 701949:				250.00	250.00		
716200							
SIEMENS INDUSTRY, INC	5603939804	PROGRAMMING	11/13/2019	3,050.00	.00		50-65-38100
Total 716200:				3,050.00	.00		
715057							
SMILANICH, TODD	11152019	PER DIEM	11/15/2019	39.00	39.00	11/15/2019	60-66-36426
Total 715057:				39.00	39.00		
716119							
ST. LOUIS, JAMES	11152019	PER DIEM	11/15/2019	65.00	65.00	11/15/2019	60-66-36426
ST. LOUIS, JAMES	11212019	REFUND OVERPAYMENT	11/21/2019	51.48	51.48	11/22/2019	90-9170
Total 716119:				116.48	116.48		
48300							
STANDARD INSURANCE	751510DEC19	PREMIUM	11/18/2019	2,493.32	2,493.32	11/26/2019	60-66-14700
STANDARD INSURANCE	751510NOV19	PREMIUM	10/17/2019	2,514.18	2,514.18	11/15/2019	60-66-14700
Total 48300:				5,007.50	5,007.50		
48500							
STANDARD PLUMBING S	KGKM26	PARTS	11/07/2019	35.99	.00		60-66-36200
STANDARD PLUMBING S	KHH866	PARTS	11/19/2019	33.12	.00		60-66-36426
Total 48500:				69.11	.00		
50115							
T & H PARTS INC	600536	PARTS	10/15/2019	13.36	13.36	11/22/2019	10-71-36100
T & H PARTS INC	603837	PARTS	10/31/2019	58.70	58.70	11/22/2019	10-71-36200
T & H PARTS INC	604015	RAGS	11/01/2019	47.98	.00		10-64-23200
T & H PARTS INC	604138	HEADLIGHT	11/01/2019	13.21	.00		10-51-36100
T & H PARTS INC	604951	FILTERS	11/06/2019	165.04	.00		10-64-36100
T & H PARTS INC	604952	SUPPLIES	11/06/2019	16.97	.00		50-65-23200
T & H PARTS INC	604963	HYDRAULIC	11/06/2019	4.89	.00		10-64-23100
T & H PARTS INC	605262	JB WELD	11/07/2019	6.69	.00		10-64-23200
T & H PARTS INC	605474	PARTS	11/08/2019	5.75	.00		10-64-36100
T & H PARTS INC	606049	ANTIFREEZE	11/12/2019	316.44	.00		10-64-23100
T & H PARTS INC	606062	FILTERS	11/12/2019	179.43	.00		10-64-36100
T & H PARTS INC	606298	PARTS	11/13/2019	90.94	.00		10-64-36100
T & H PARTS INC	606536	CREDIT	11/14/2019	90.94-	.00		10-64-36100
T & H PARTS INC	607181	CONDENSOR	11/18/2019	113.62	.00		10-64-36100
T & H PARTS INC	607246	PARTS	11/18/2019	13.28	.00		10-71-36300
T & H PARTS INC	607249	SUPPLIES	11/18/2019	115.27	.00		10-64-23200
T & H PARTS INC	607554	FILTERS	11/20/2019	10.21	.00		10-64-36100
T & H PARTS INC	607569	FILTERS	11/20/2019	88.76	.00		10-64-36100
T & H PARTS INC	607680	WIPERS	11/20/2019	21.87	.00		10-64-36100

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
T & H PARTS INC	607683	SUPPLIES	11/20/2019	10.45	.00		10-64-36100
T & H PARTS INC	607850	PARTS	11/21/2019	46.13	.00		10-71-36100
T & H PARTS INC	607876	LAMP	11/21/2019	7.62	.00		10-64-36100
T & H PARTS INC	607954	FILTERS	11/22/2019	14.54	.00		10-64-36100
T & H PARTS INC	607971	SUPPLIES	11/22/2019	78.93	.00		10-71-36100
T & H PARTS INC	607989	LAMP	11/22/2019	7.20	.00		10-64-36100
T & H PARTS INC	608010	PARTS	11/22/2019	115.73	.00		10-64-36100
T & H PARTS INC	608015	PARTS	11/22/2019	9.88	.00		10-64-36100
T & H PARTS INC	608551	PARTS	11/26/2019	24.00	.00		10-64-36100
T & H PARTS INC	608587	LAMP	11/26/2019	15.50	.00		10-64-36100
T & H PARTS INC	608614	LAMP	11/26/2019	12.58	.00		10-64-36100
T & H PARTS INC	608742	LAMP	11/27/2019	12.58	.00		10-64-36100
Total 50115:				1,546.61	72.06		
716871							
TECHNICAL MARKETING	S1172266.001	RED LION	10/29/2019	924.40	.00		50-65-36220
Total 716871:				924.40	.00		
50118							
THATCHER COMPANY IN	1482724	CHEMICALS	11/01/2019	2,140.00	.00		50-65-22100
Total 50118:				2,140.00	.00		
706410							
TOWN OF HAYDEN	2025NOV19	UTILITIES	11/30/2019	68.46	68.46	12/06/2019	21-87-34200
Total 706410:				68.46	68.46		
716958							
TRANSUNION RISK & ALT	407761NOV19	MONTHLY SVC	11/01/2019	65.20	.00		10-51-33300
Total 716958:				65.20	.00		
50925							
TRANSWEST TRUCKS	4P60698	FILTERS	11/13/2019	167.38	.00		10-64-36100
TRANSWEST TRUCKS	4P61083	FILTERS	11/21/2019	229.02	.00		10-64-36100
Total 50925:				396.40	.00		
717344							
TRI STATE OIL RECLAME	93903	USED OIL	11/25/2019	64.00	.00		70-67-38200
Total 717344:				64.00	.00		
717732							
UNCC	219110262	RTL TRANSMISSIONS	11/30/2019	117.86	.00		60-66-35800
Total 717732:				117.86	.00		
53830							
UNION TELEPHONE COM	70087276NOV19	MONTHLY SVC	11/17/2019	114.17	.00		10-49-34700
UNION TELEPHONE COM	70089904NOV19	MONTHLY SVC	01/13/2019	1,150.38	.00		10-51-34700
Total 53830:				1,264.55	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
717624							
UNITED COMPANIES	1324878	ASPHALT	11/06/2019	1,199.10	.00		10-64-36600
UNITED COMPANIES	1324990	ASPHALT	11/07/2019	1,206.31	.00		10-64-36600
Total 717624:				2,405.41	.00		
715223							
UNIVERSAL INSPECTION	C1911080	ANNUAL INSPECTIONS	11/08/2019	350.00	.00		50-65-35800
UNIVERSAL INSPECTION	C1911081	ANNUAL INSPECTIONS	11/08/2019	410.00	.00		60-66-35800
UNIVERSAL INSPECTION	C1911082	ANNUAL INSPECTIONS	11/08/2019	670.00	.00		50-65-35800
UNIVERSAL INSPECTION	C1911083	ANNUAL INSPECTIONS	11/08/2019	530.00	.00		10-64-35800
Total 715223:				1,960.00	.00		
716055							
UPS	W28068449	SHIPPING	11/02/2019	21.06	21.06	11/15/2019	50-65-36220
UPS	W28068459	SHIPPING	11/09/2019	102.56	102.56	11/22/2019	60-66-35300
UPS	W28068469	SHIPPING	11/16/2019	25.08	25.08	12/06/2019	50-65-35300
UPS	W28068479	SHIPPING	11/23/2019	13.40	13.40	12/06/2019	50-65-36220
Total 716055:				162.10	162.10		
714946							
US POSTMASTER	158126	POSTAGE	11/05/2019	1,488.70	1,488.70	11/15/2019	70-67-31100
Total 714946:				1,488.70	1,488.70		
717696							
VANTAGE POINT CORPO	IC110477	COMPUTER/LAP TOP	11/13/2019	1,608.95	.00		10-45-21200
VANTAGE POINT CORPO	IC110551	COMPUTER/LAP TOP	11/13/2019	1,595.07	.00		10-44-21200
VANTAGE POINT CORPO	IC110905	COMPUTER/LAP TOP	11/15/2019	2,562.35	.00		10-73-94400
Total 717696:				5,766.37	.00		
718041							
VELOCITY CONSTRUCT	4	WATER SYSTEM IMPROV	10/28/2019	188,477.15	188,477.15	11/15/2019	50-65-93300
Total 718041:				188,477.15	188,477.15		
55200							
VERIZON WIRELESS	9842405549	MONTHLY SVC	11/18/2019	455.73	455.73	12/06/2019	60-66-34700
VERIZON WIRELESS	9842947964	MONTHLY SVC	11/25/2019	73.27	73.27	12/06/2019	10-71-34700
Total 55200:				529.00	529.00		
717175							
VOTACALL	128282	HARDWARE	11/01/2019	60.79	60.79	11/15/2019	10-64-34700
Total 717175:				60.79	60.79		
57205							
WAGNER EQUIPMENT C	P04C0313999	CUTTING EDGES	11/02/2019	1,413.10	.00		10-64-36200
WAGNER EQUIPMENT C	P04C0314192	COOLANT	11/15/2019	137.90	.00		10-64-23100
Total 57205:				1,551.00	.00		
704344							
WAGNER, COREY	11082019	2019 BOOT ALLOWANCE	11/08/2019	167.86	167.86	11/08/2019	10-51-22500

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
Total 704344:				167.86	167.86		
57218							
WAL-MART BUSINESS	930700380685	EXTERNAL HARD DRIVE	11/03/2019	94.00	.00		60-66-36426
WAL-MART BUSINESS	930900458485	OFFICE SUPPLIES	11/05/2019	108.68	.00		10-51-21400
WAL-MART BUSINESS	931600529974	PAPER SUPPLIES	11/12/2019	159.70	.00		50-65-22900
WAL-MART BUSINESS	931700158909	OFFICE SUPPLIES	11/13/2019	47.15	.00		10-72-21400
WAL-MART BUSINESS	931900065605	OFFICE SUPPLIES	11/15/2019	4.56	.00		60-66-21400
WAL-MART BUSINESS	931900152254	TOW STRAP	11/15/2019	59.52	.00		50-65-23200
WAL-MART BUSINESS	932200295244	FLASH DRIVE	11/18/2019	44.34	.00		50-65-21400
WAL-MART BUSINESS	932400175443	FOOD	11/20/2019	23.22	.00		10-51-57600
WAL-MART BUSINESS	932400807570	SUPPLIES	11/20/2019	66.58	.00		10-51-22900
WAL-MART BUSINESS	932600015935	BATTERIES	11/22/2019	7.73	.00		10-48-22900
WAL-MART BUSINESS	932900468356	BATTERIES	11/25/2019	13.98	.00		10-51-22900
Total 57218:				629.46	.00		
717768							
WESTERN SLOPE GEOT	1205	ENGINEERING	11/12/2019	2,602.50	.00		50-65-93300
Total 717768:				2,602.50	.00		
717258							
WHEAT, KENDAL	11152019	PER DIEM	11/15/2019	26.00	26.00	11/15/2019	60-66-36426
Total 717258:				26.00	26.00		
62025							
XEROX CORPORATION	098690138	METER USAGE	11/08/2019	314.31	.00		10-51-39700
Total 62025:				314.31	.00		
718067							
YAMPA VALLEY BREWIN	11152019	BUSINESS GRANT	11/15/2019	3,000.00	3,000.00	11/15/2019	10-41-96000
YAMPA VALLEY BREWIN	11222019	BUSINESS GRANT	11/22/2019	3,000.00	3,000.00	11/22/2019	10-41-96000
Total 718067:				6,000.00	6,000.00		
62415							
YAMPA VALLEY ELECTRI	50840NOV19	MONTHLY SVC	11/26/2019	119.02	119.02	12/06/2019	60-66-34100
YAMPA VALLEY ELECTRI	54179NOV19	MONTHLY SVC	11/26/2019	52.94	52.94	12/06/2019	10-64-34100
YAMPA VALLEY ELECTRI	55665NOV19	MONTHLY SVC	11/26/2019	45.01	45.01	12/06/2019	10-64-34400
YAMPA VALLEY ELECTRI	57032NOV19	MONTHLY SVC	11/26/2019	7,534.96	7,534.96	12/06/2019	60-66-34100
YAMPA VALLEY ELECTRI	57033NOV19	MONTHLY SVC	11/26/2019	8,306.80	8,306.80	12/06/2019	50-65-34100
YAMPA VALLEY ELECTRI	57039NOV19	MONTHLY SVC	11/26/2019	182.59	182.59	12/06/2019	10-72-34100
YAMPA VALLEY ELECTRI	57607NOV19	MONTHLY SVC	11/26/2019	38.96	38.96	12/06/2019	10-71-34100
YAMPA VALLEY ELECTRI	57619NOV19	MONTHLY SVC	11/26/2019	38.96	38.96	12/06/2019	10-71-34100
YAMPA VALLEY ELECTRI	57620NOV19	MONTHLY SVC	11/26/2019	78.55	78.55	12/06/2019	10-64-34300
YAMPA VALLEY ELECTRI	57678NOV19	MONTHLY SVC	11/26/2019	43.35	43.35	12/06/2019	10-64-34400
YAMPA VALLEY ELECTRI	57694NOV19	MONTHLY SVC	11/26/2019	39.19	39.19	12/06/2019	70-67-34100
YAMPA VALLEY ELECTRI	57969NOV19	MONTHLY SVC	11/26/2019	38.96	38.96	12/06/2019	10-71-34100
YAMPA VALLEY ELECTRI	58022NOV19	MONTHLY SVC	11/26/2019	41.23	41.23	12/06/2019	10-71-34100
YAMPA VALLEY ELECTRI	58023NOV19	MONTHLY SVC	11/26/2019	73.71	73.71	12/06/2019	10-64-34400
YAMPA VALLEY ELECTRI	58294NOV19	MONTHLY SVC	11/26/2019	33.53	33.53	12/06/2019	10-71-34100
YAMPA VALLEY ELECTRI	58630NOV19	MONTHLY SVC	11/26/2019	38.44	38.44	12/06/2019	50-65-34100
YAMPA VALLEY ELECTRI	59126NOV19	MONTHLY SVC	11/26/2019	83.46	83.46	12/06/2019	10-64-34100
YAMPA VALLEY ELECTRI	59149NOV19	MONTHLY SVC	11/26/2019	74.62	74.62	12/06/2019	10-71-34100

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct #
YAMPA VALLEY ELECTRI	59545NOV19	MONTHLY SVC	11/26/2019	44.86	44.86	12/06/2019	10-64-34400
YAMPA VALLEY ELECTRI	60024NOV19	MONTHLY SVC	11/26/2019	281.22	281.22	12/06/2019	10-75-34100
YAMPA VALLEY ELECTRI	60025NOV19	MONTHLY SVC	11/26/2019	215.60	215.60	12/06/2019	10-72-34100
YAMPA VALLEY ELECTRI	60027NOV19	MONTHLY SVC	11/26/2019	520.71	520.71	12/06/2019	50-65-34100
YAMPA VALLEY ELECTRI	60029NOV19	MONTHLY SVC	11/26/2019	235.72	235.72	12/06/2019	50-65-34100
YAMPA VALLEY ELECTRI	60038NOV19	MONTHLY SVC	11/26/2019	898.39	898.39	12/06/2019	10-50-34100
YAMPA VALLEY ELECTRI	60047NOV19	MONTHLY SVC	11/26/2019	60.64	60.64	12/06/2019	60-66-34100
YAMPA VALLEY ELECTRI	60050NOV19	MONTHLY SVC	11/26/2019	269.13	269.13	12/06/2019	50-65-34100
YAMPA VALLEY ELECTRI	60057NOV19	MONTHLY SVC	11/26/2019	257.05	257.05	12/06/2019	50-65-34100
YAMPA VALLEY ELECTRI	60072NOV19	MONTHLY SVC	11/26/2019	55.21	55.21	12/06/2019	60-66-34100
YAMPA VALLEY ELECTRI	60137NOV19	MONTHLY SVC	11/26/2019	38.81	38.81	12/06/2019	60-66-34100
YAMPA VALLEY ELECTRI	60139NOV19	MONTHLY SVC	11/26/2019	37.76	37.76	12/06/2019	60-66-34100
YAMPA VALLEY ELECTRI	60170NOV19	MONTHLY SVC	11/26/2019	94.77	94.77	12/06/2019	21-87-34100
YAMPA VALLEY ELECTRI	60185NOV19	MONTHLY SVC	11/26/2019	39.42	39.42	12/06/2019	10-64-34400
YAMPA VALLEY ELECTRI	60201NOV19	MONTHLY SVC	11/26/2019	33.45	33.45	12/06/2019	50-65-34100
YAMPA VALLEY ELECTRI	60695NOV19	MONTHLY SVC	11/26/2019	51.81	51.81	12/06/2019	10-64-34100
YAMPA VALLEY ELECTRI	61504NOV19	MONTHLY SVC	11/26/2019	216.18	216.18	12/06/2019	10-71-34100
YAMPA VALLEY ELECTRI	62404NOV19	MONTHLY SVC	11/26/2019	39.42	39.42	12/06/2019	50-65-34100
YAMPA VALLEY ELECTRI	62449NOV19	MONTHLY SVC	11/26/2019	34.89	34.89	12/06/2019	60-66-34100
YAMPA VALLEY ELECTRI	62457NOV19	MONTHLY SVC	11/26/2019	56.72	56.72	12/06/2019	10-71-34100
YAMPA VALLEY ELECTRI	63378NOV19	MONTHLY SVC	11/26/2019	33.83	33.83	12/06/2019	10-71-34100
YAMPA VALLEY ELECTRI	63391NOV19	MONTHLY SVC	11/26/2019	33.45	33.45	12/06/2019	10-71-34100
YAMPA VALLEY ELECTRI	63393NOV19	MONTHLY SVC	11/26/2019	34.17	34.17	12/06/2019	10-71-34100
YAMPA VALLEY ELECTRI	63421NOV19	MONTHLY SVC	11/26/2019	33.45	33.45	12/06/2019	10-71-34100
YAMPA VALLEY ELECTRI	63572NOV19	MONTHLY SVC	11/26/2019	68.65	68.65	12/06/2019	10-64-34100
YAMPA VALLEY ELECTRI	63711NOV19	MONTHLY SVC	11/26/2019	52.26	52.26	12/06/2019	50-65-34100
YAMPA VALLEY ELECTRI	64192NOV19	MONTHLY SVC	11/26/2019	71.30	71.30	12/06/2019	50-65-34100
YAMPA VALLEY ELECTRI	65153NOV19	MONTHLY SVC	11/26/2019	316.19	316.19	12/06/2019	50-65-34100
YAMPA VALLEY ELECTRI	65158NOV19	MONTHLY SVC	11/26/2019	441.37	441.37	12/06/2019	10-64-34100
YAMPA VALLEY ELECTRI	65162NOV19	MONTHLY SVC	11/26/2019	185.74	185.74	12/06/2019	50-65-34100
YAMPA VALLEY ELECTRI	65175NOV19	MONTHLY SVC	11/26/2019	919.77	919.77	12/06/2019	60-66-34100
YAMPA VALLEY ELECTRI	65382NOV19	MONTHLY SVC	11/26/2019	219.05	219.05	12/06/2019	50-65-34100
YAMPA VALLEY ELECTRI	65414NOV19	MONTHLY SVC	11/26/2019	203.04	203.04	12/06/2019	10-71-34100
YAMPA VALLEY ELECTRI	65415NOV19	MONTHLY SVC	11/26/2019	116.85	116.85	12/06/2019	70-67-34100
YAMPA VALLEY ELECTRI	65492NOV19	MONTHLY SVC	11/26/2019	36.24	36.24	12/06/2019	60-66-34100
YAMPA VALLEY ELECTRI	STREETLIGHTSNO	MONTHLY SVC	11/26/2019	9,005.33	9,005.33	12/06/2019	10-64-34300
Total 62415:				32,116.73	32,116.73		
Grand Totals:				788,139.75	592,105.75		

Dated: _____

City Council: _____

City Finance Director: _____

Report Criteria:

Summary report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.



300 W 4th Street - Craig, CO 81625

970.826.2008

Original Permit Filing Fee: \$1500.00

Applicant should obtain a copy of the City of Craig Medical Marijuana Dispensary Ordinance (Ordinance Number 998) If the premises currently have a Medical Marijuana Dispensary License, you MUST provide:

Present trade name of establishment: Rocky Mountain Cannabis

BUSINESS NAME Craig Cannabis Inc.

BUSINESS OWNER / APPLICANT Natalie Richs

MAILING ADDRESS Po Box 928 Ovary, CO 81427

APPLICANT PHONE 970 318 8951

PROPERTY OWNER PHONE 970 629 9813 PROPERTY OWNER Rich Sadvar

PROPERTY OWNER MAILING ADDRESS 712 Texas Ave. Craig, CO

STREET ADDRESS OF PROPOSED MMD 535 Yampa Ave. #300 Craig, CO

LEGAL DESCRIPTION Business

PRESENT USE OF PROPERTY Vacant

SUBMITTAL REQUIREMENTS: Please include:

☐ Proof of ownership of the proposed location of the MMD OR

☒ If the Applicant is not the Owner of the proposed location of the MMD, a notarized statement from the Owner of such property authorizing the submission of the application (Landlord's Consent to Submission of Application)

☒ A completed Individual History Record for the Applicant

☒ A completed set of the Applicant's fingerprints

In addition to this application, the Applicant may also be required to obtain the following permits or licenses:

☐ A development permit

☐ A building permit, mechanical permit, plumbing permit, and/or electrical permit

I understand that I may be subject to prosecution under Federal marijuana laws. I also understand that my employees may be subject to prosecution under Federal marijuana laws. ____ (applicant initials) I understand that the City of Craig accepts no legal liability in connection with the approval and/or subsequent operation of the Medical Marijuana Dispensary. I hereby release the City of Craig, it's employees, elected and appointed officials from any and all liability in connection with the approval and subsequent operation of the Medical Marijuana Dispensary. ____ (applicant initials)

Applicant's Signature [Signature]

Date 10/16/19

Staff Signature [Signature]

Date 10/21/19



MARIJUANA BUSINESS LICENSE LETTER OF INTENT

APPLICANT INFORMATION	
Name of Applicant (list Corporation/LLC/Partnership/Sole Proprietor): <i>Craig Cannabis, Inc.</i>	
Trade Name (DBA): <i>Rocky Mountain Cannabis</i>	
Street Address or Property PIN of Marijuana Business: <i>535 Yampa Ave #300</i>	Business Phone: <i>970.318.8951</i>
Mailing Address: <i>312 N 2nd St Montrose, CO 81401</i>	Alternate Phone:
Primary Contact Name and Title: <i>Natalie Richs, Owner</i>	Email Address: <i>natalie@rockymountaincannabis.com</i>

Type of Business (Check all that apply):

- ☐ Retail Marijuana Store
☐ Retail Marijuana Cultivation Facility
☐ Retail Marijuana Products Manufacturer
☐ Retail Marijuana testing facility
- ☒ Medical Marijuana Center
☐ Optional Premises Cultivation Operation
☐ Medical Marijuana-Infused Products Manufacturer

Proposed Size of Operation (attach separate sheet if necessary):

900sq ft Medical Marijuana Retail Store: I plan to serve the medical marijuana patients who are residents of Moffatt County. Based on state figures of 1.7% I will be serving around 200 patients.

Proposed Scope of Operation (attach separate sheet if necessary):

I will wholesale in medical marijuana in a non-vertically integrated retail dispensary. Rocky Mountain Cannabis currently has 7 other recreational dispensaries around the state of Colorado in Ridgway, Gunnison, Dinosaur, Fraser, Naturita, Trinidad, and Georgetown.



300 West 4th Street, Craig, CO 81625 (970) 826-2013

BUILDING INSPECTOR APPROVAL

MARIJUANA LICENSE APPLICATION

ZONING VERIFICATION CHECKLIST

Name of Applicant: Craig Cannabis, Inc.
Address: P.O. Box 928
Ouray, CO 81427
Trade Name: Rocky Mountain Cannabis
Phone Number: 970-318-8951
Location of Premises: 535 Yampa Avenue #300
Type of License: Medical Marijuana Dispensary
Action Date: TBD

AT TIME OF ESTABLISHMENT:

1. Medical marijuana dispensary location is in M-1, M-2, CD, C-2, I-1, I-2 Zone District. ☒
- Requirements for the M-1, M-2, C-2, I-1 and I-2:**
2. No medical marijuana dispensary location within 500 feet from licensed childcare facility, church or city park. ☐
3. No medical marijuana dispensary location within 500 feet from educational institution or school. ☐
4. No medical marijuana dispensary location within 500 feet from any halfway house or correctional facility. ☐
5. No medical marijuana dispensary location within 100 feet of a residential dwelling in MU-1 and MU-2 zones. ☐
6. No medical marijuana dispensary shall be in a building containing residential units. ☐
7. No medical marijuana dispensary shall be located in a movable or mobile structure. ☐
8. No medical marijuana dispensary shall be located within 500 feet of another medical marijuana dispensary. ☐
9. No medical marijuana dispensary shall be located in a building containing a pediatrician. ☒
- Requirements for the CD Zone District:**
10. No buffering requirements. ☒
11. No medical marijuana dispensary shall be located in a building with residential units or pediatrician. ☒

The required inspection of the above named premises was performed on the 22 day of October, 2019.

The premises meets zoning requirements: Yes X No
Comments:

Mark Eckert
Building Official

10-22-19
Date



300 West 4th Street, Craig, CO 81625 (970) 826-2000

POLICE INVESTIGATION REPORT

MARIJUANA LICENSE APPLICATION

Name of Applicant: Natalie Ricks
Address: P.O. Box 928
Ouray, CO 81427
Trade Name: Craig Cannabis, Inc.
Phone Number: 970-318-8951
Location of Premises: 535 Yampa Avenue #300
Type of License: Medical Marijuana Dispensary
Action Date: TBD

1) Business plan for the dispensary to ensure compliance with the law. The business plan must contain the following items:

- a) A description of the security and systems (SEE ATTACHED) ☒
- b) Hours of operation - 11AM - 6PM DAILY ☒
- c) Number of employees 4 ☒
- d) Lighting plan (SEE ATTACHED) ☒
- e) A description of any cultivation within the dispensary, including:
 - i) where the plants are grown Rocky Mountain will not operate A grow operation at this address NA
 - ii) the number of plants that will be grown NA
 - iii) the number of plants within a given stage of growth at any given time NA
 - iv) a description of the ventilation system for the premises NA
 - v) a description of the lighting system NA

Comments: NO REASON FOR DENIAL.

WJ Leonard
Investigator
WJ LEONARD

11-06-2019
Date

Office of the City Clerk



December 2, 2019

Ms. Natalie Ricks
Rocky Mountain Cannabis
dba Craig Cannabis, Inc.
P.O. Box 928
Ouray, CO 81427

Dear Ms. Ricks,

You are hereby advised that an investigation has been made with regard to your application for a Medical Marijuana Dispensary License. Based on the results thereof, the following has been determined:

1. The location of the premises for which the license is sought is 535 Yampa Avenue, #300 in Craig, Colorado. Application was received on November 6, 2019.
2. In the two years preceding the date of the application, there has not been a denial of any medical marijuana dispensary license application for the reason that the reasonable requirements of the neighborhood were satisfied by the existing outlets.
3. It appears from the application documents that you are entitled to possession of the premises where you propose to exercise the license applied for, and that the possession will continue throughout the initial term of the license, if granted.
4. The sale of medical marijuana on the proposed premises is not a violation of the City of Craig zoning, building and fire laws or regulations.
5. The proposed location does not appear to be within 500 feet from any public or private school or the principal campus of any college, university or seminary.
6. The City of Craig has designated the "Neighborhood" to be the city limits plus a six hundred-foot radius. You, as the applicant, may accept that designation or present alternative evidence. You have presented as evidence a petition with signatures to satisfy the reasonable requirements of the "Neighborhood".
7. The background investigation results from CBI and FBI has produced no results which would cause character of the applicant to be part of this hearing.

8. The Business Plan and all pertinent documents relating to the security and lighting of the premises were satisfied and there was no reason for denial by the Craig Police Department.
9. Application documents have been examined and deemed complete. All fees remitted.
10. A Public Notice regarding your application for a Medical Marijuana Dispensary License was published in the Craig Press newspaper on November 13, 2019 and the proposed location was posted on November 14, 2019.
11. If the application is approved and license is granted, the State and City licenses will be held in the City Clerk's Office until the building has successfully passed all the necessary City of Craig related inspections for any renovations or improvements currently underway. Verification will be made that all inspections have occurred prior to release of the licenses.

The public hearing on your application has been set for Tuesday, December 10, 2019 beginning at 6:30 or shortly thereafter. The hearing will take place in the City of Craig Council Chambers located at 300 West 4th Street in Craig. At said hearing, you shall have an opportunity to be heard regarding all matters of consideration of your application. Be advised that you, as the applicant, are burdened with persuading City Council, who is the Local Licensing Authority, that the granting of this license will meet the need of the neighborhoods and the desires of the adult inhabitants of the neighborhood.

Should you have any questions or concerns regarding the procedure involved in this public hearing, please feel free to contact me at 970-826-2008 or lwhite@ci.craig.co.us.

Sincerely,



Liz White, CMC
City Clerk



ORDINANCE NO. 1103 (2019)

AN ORDINANCE OF THE CITY OF CRAIG, COLORADO ENACTING THE CITY'S RETAIL MARIJUANA ESTABLISHMENT ORDINANCE BY ADOPTING CHAPTER 5.70 ENTITLED "MARIJUANA, OPERATION OF RETAIL MARIJUANA ESTABLISHMENTS" AND REPEALING CHAPTER 5.60 ENTITLED "MARIJUANA, OPERATION OF COMMERCIAL MARIJUANA ESTABLISHMENTS PROHIBITED" OF THE CRAIG MUNICIPAL CODE.

WHEREAS, Section 16 of Article XVIII of the Colorado Constitution (the "Recreational Marijuana Amendment" also known as Amendment 64) permits the personal use of marijuana by persons age twenty-one (21) years of age and older under Colorado law; and

WHEREAS, to enact and enforce the provisions of Article XVIII of the Colorado Constitution, the General Assembly enacted the Colorado Retail Marijuana Code, Article 12 of Title 44, C.R.S. ("the Colorado Retail Marijuana Code"); and

WHEREAS, in addition, the Colorado Department of Revenue adopted retail marijuana rules ("Retail Marijuana Rules") and the Colorado Retail Marijuana Code and the Retail Marijuana Rules authorize counties and municipalities to determine whether to permit, as a matter of State law, certain retail marijuana business establishments within their jurisdictions; and

WHEREAS, as permitted under the Recreational Marijuana Amendment, the City of Craig's electors voting at the November 5, 2019 general election authorized the establishment and operation of retail marijuana stores, retail cultivation facilities, retail marijuana manufacturing facilities, and retail marijuana testing facilities subject to regulations and requirements adopted by the Craig City Council as necessary for the proper licensing and administration of such retail marijuana business facilities; and

WHEREAS, the Craig City Council hereby desires to adopt licensing procedures, rules and regulations governing retail marijuana business establishments; and

WHEREAS, by enacting this Ordinance, the City does not intend to encourage or promote the establishment of any business or operation, or the commitment of any act, that constitutes or may constitute a violation of State or federal law. As of the date of the enactment of this Ordinance, the use, possession, distribution, and sale of marijuana remains illegal under federal law and those who engage in such activities do so at their own risk of criminal prosecution.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CRAIG, COLORADO:

The Craig Municipal Code is amended by the adoption of a new Chapter 5.70 entitled "Marijuana, Operation of Retail Marijuana Establishments", as follows:

CHAPTER 5.70

Marijuana, Operation of Retail Marijuana Establishments

570.010 Purpose. The City Council intends to regulate the use, acquisition, production and distribution of recreational marijuana in a manner consistent with the Recreational Marijuana Amendment and in accordance with the Colorado Retail Marijuana Code and regulations adopted by the State of Colorado thereunder.

- A. The Colorado Retail Marijuana Code, Article 12 of Title 44, C.R.S., imposes statewide regulations pertaining to the cultivation, manufacture, distribution and sale of retail marijuana and for the licensing of retail marijuana business establishments. Such legislation also permits local licensing of such establishments. However, the State law is not intended to, and does not, address the local impacts of marijuana operations, making it appropriate for local regulation of marijuana establishments.
- B. The use, distribution, cultivation, production, possession and transportation of marijuana remains illegal under federal law, and marijuana is still classified as a “Level 1 Controlled Substance” under federal law. Nothing within this Ordinance is intended to promote or condone the production, use, sale or distribution of retail or recreational marijuana other than in compliance with applicable local and State law and the Colorado Constitution.
- C. This Ordinance is not intended to regulate medical marijuana businesses which are governed by a separate City Ordinance.
- D. This Ordinance is to be construed to protect the interest of the public over marijuana business interests. Operation of a retail marijuana business establishment is a revocable privilege and not a right within the City. There is no property right for an individual to have a business to sell marijuana within the City of Craig.
- E. The purpose of this Ordinance is to implement the Recreational Marijuana Amendment in a manner consistent with Title 44 of Article 12, C.R.S., to protect the health, safety and welfare of the residents of the City by prescribing the time, place and manner in which retail marijuana businesses may be operated within the City. In addition, the purpose of this Ordinance is to:
 - (1) Provide for the safe sale of retail recreational marijuana to persons legally permitted to obtain, possess and use marijuana for recreational purposes in accordance with the Recreational Marijuana Amendment;
 - (2) Protect public health and safety through reasonable limitations on business operations as they relate to noise, air quality, food safety, public safety, security for the businesses and their personnel, and other health and safety concerns;

- (3) Impose fees in an amount sufficient to cover the direct and indirect cost to the City of licensing and regulating retail marijuana establishments;
- (4) Allow retail marijuana stores, retail marijuana cultivation facilities, retail marijuana product manufacturing facilities and retail marijuana testing facilities to operate in compliance with this Ordinance; and
- (5) Facilitate the implementation of the Recreational Marijuana Amendment without going beyond the authority granted by such Amendment.

5.70.020 Definitions. The following words and phrases used in this Ordinance shall have the following meanings unless the context clearly indicates otherwise:

Applicant means a person who has submitted an application to the Craig Local Licensing Authority pursuant to this Ordinance to operate a retail marijuana establishment, which application has not been approved or denied by the Authority.

Advertised, Advertising or Advertisement means the act of drawing the public's attention, whether through print, signs, telephonic, electronic, wireless or digital means, to a retail marijuana establishment or retail marijuana testing facility in order to promote the sale, cultivation, or testing of marijuana by the business.

Business Manager means the individual(s) designated by the owner of a retail marijuana store, retail marijuana cultivation facility, retail marijuana product manufacturing facility, or retail marijuana testing facility who are registered with the City as the person(s) responsible for all operations of the business during the owner's absence from the business premises.

Character and Record includes all aspects of a person's character and record, including but not limited to, moral character; criminal record including serious traffic offenses; record of previous sanctions against liquor licenses, gambling licenses, retail marijuana licenses, or medical marijuana licenses, which the person owns, in whole or in part, and which the person serves as a principal, manager or employee; education, training, experience; civil judgments entered against the person; truthfulness, honesty; and financial responsibility. The conviction of any person for any offense, shall not, in itself, be grounds for a finding of a bad character and record if such person demonstrates that he/she has been rehabilitated in accordance with Section 24-5-101, C.R.S. In the event the Local Licensing Authority considers information concerning the criminal history of a person, the Local Licensing Authority shall also consider any information provided by an applicant regarding such criminal history records, including but not limited to, evidence of rehabilitation, character references and educational achievements, especially those items pertaining to the period of time between the last criminal conviction and the time of consideration of a license application.

Co-Located Marijuana Business means a medical marijuana center that has a license pursuant to City Ordinance that is permitted by the owner of the building and all applicable laws, to divide the licensed medical marijuana business to allow for both a medical marijuana center and a retail marijuana store as a separate business premises with separate licenses from the City within

the same footprint and owned by the same person(s) or entity.

Colorado Retail Marijuana Code shall mean Article 12 of Title 44, C.R.S., as the same may be hereafter amended, and any rules or regulations promulgated thereunder.

Good cause, for purpose of denial of an initial, renewal, or reinstatement of a license application, or for the imposition of disciplinary action against an existing licensee shall mean:

- (1) The licensee or applicant has violated, does not meet, or has failed to comply with any of the terms and conditions of this Ordinance or provisions of the Colorado Retail Marijuana Code, any rules promulgated pursuant thereto, or any other supplemental relevant State or local law, rules or regulations; or
- (2) The licensee or applicant has failed to comply with any special terms or conditions that were placed upon its license pursuant to an order of the State Licensing Authority or the Craig Local Licensing Authority; or
- (3) The licensee or applicant has a bad character and record; or
- (4) The licensee's licensed premises has been operated in a manner that adversely affects the public health, safety or welfare of the neighborhood in which the establishment is located.

Good moral character means having a personal history that demonstrates honesty, fairness, and respect for the rights of others and the law, pursuant to Colorado Marijuana Enforcement Division regulations.

License means to grant a license pursuant to the Colorado Retail Marijuana Code and this Ordinance for a retail marijuana store, retail marijuana cultivation facility, retail marijuana product manufacturing facility, or retail marijuana testing facility.

Licensed Premises means the premises specified in an application for a license pursuant to this Ordinance and the Colorado Retail Marijuana Code that is owned by or in possession of the licensee and within which the licensee is authorized to distribute, sell, cultivate, or manufacture marijuana products, or test retail marijuana in accordance with the provisions of the Colorado Retail Marijuana Code.

Licensee shall mean the retail marijuana establishment named on the retail marijuana establishment license, and all individuals named in the initial retail marijuana establishment license application, or individuals later submitted to and approved by the City, including without limitation, owners, business managers, financiers, and individuals owning any part of an entity that holds a financial or other ownership interest in the retail marijuana establishment.

Local Licensing Authority shall mean the Craig Local Licensing Authority which shall consist of the members of the Craig City Council.

Marijuana for the purposes of this Ordinance shall have the same meaning as set forth in the Recreational Marijuana Amendment or as may be more fully defined in any applicable State or local law or regulation.

Marijuana Accessories shall have the same meaning as such term is defined in the Recreational Marijuana Amendment.

Marijuana Business shall mean any medical marijuana business as defined by City Ordinance or retail marijuana establishment as defined in this Ordinance.

Medical Marijuana shall have the same meaning as set forth in Section 14 of Article XVIII of the Colorado Constitution.

Medical Marijuana Business shall include medical marijuana centers, medical marijuana infused products manufacturers, and medical marijuana optional premises cultivation operations as defined in the Colorado Medical Marijuana Code, Article 11 of Title 44, C.R.S.

Operating Fees means fees that may be charged by the City for costs including but not limited to inspection, administration, and enforcement of regulations governing retail marijuana establishments authorized pursuant to subsection 16(5)(f) of Article XVIII of the Colorado Constitution, the Colorado Retail Marijuana Code, the rules adopted pursuant thereto, and this Ordinance.

Place Open to the General Public shall mean any property owned, leased or used by a public entity, any place of private property open to the public, common areas of buildings, public parks, vehicles, streets, sidewalks, trails, those portions of any public or private property upon which the public has an expressed or implied license to enter or remain, and any place visible from such places. Places open to the general public shall not include any private residential property regardless of whether it can be seen from a place open to the public.

Preschool means a facility that provides preschool programs and services to a school district under the Colorado Preschool Program Act to a majority of the children who attend or are enrolled in that facility.

Recreational Marijuana means any marijuana intended for recreational use which meets all of the requirements for recreational marijuana contained in this Ordinance, the Recreational Marijuana Amendment, and any other applicable State or local law.

Retail Marijuana means all parts of the plant of the genus cannabis (hereafter the plant) rather growing or not, the seeds thereof, the resin extracted from any part of the plant, and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or its resin including marijuana concentrate, that is cultivated, manufactured, distributed, or sold by a licensed retail marijuana store. Retail marijuana does not include industrial hemp, nor does it include fiber produced from stalks, oil or cake made from the seeds of the plant, sterilized seed of the plant which is incapable of germination, or any other ingredient combined with marijuana to prepare topical or oral administrations, food, drink, or other products.

Retail Marijuana Carrier Depot Facility means a business location for the temporary storage of retail marijuana and marijuana products while in transit from one legal retail marijuana business to another.

Retail Marijuana Cultivation Facility has the same meaning as “marijuana cultivation facility” as defined in Section 16(2)(h) of Article XVIII of the State Constitution.

Retail Marijuana Establishment means a retail marijuana store, a retail marijuana cultivation facility, a retail marijuana products manufacturer, or a retail marijuana testing facility.

Retail Marijuana Products Manufacturer has the same meaning as “marijuana product manufacturing facility” as defined in Section 16(2)(j) of Article XVIII of the State Constitution.

Retail Marijuana Store has the same meaning as defined in Section 16(2)(n) of Article XVIII of the State Constitution.

Retail Marijuana Testing Facility means “marijuana testing facility” as defined in Section 16(2)(l) of Article XVIII of the State Constitution that is licensed pursuant to the Colorado Retail Marijuana Code.

School means a public or private licensed preschool, or a public, private or charter elementary, middle, junior high or high school, vocational school, secondary school, community college, or other institution of higher education.

State Licensing Authority means the authority created for the purpose of regulating and controlling the licensing of the cultivation, manufacture, distribution, and sale of retail marijuana in Colorado, pursuant to Section 44-12-201, C.R.S. of the Colorado Retail Marijuana Code.

5.70.030 License Required for Retail Marijuana Establishments. It shall be unlawful to operate a retail marijuana store, a retail marijuana cultivation facility, a retail marijuana product manufacturing facility, or a retail marijuana testing facility within the City of Craig without first obtaining a City license to operate pursuant to this Ordinance, and having a validly issued license in good standing from the State of Colorado, and having paid all applicable fees. Any person violating this Section shall be punished by a fine of up to one thousand dollars (\$1,000.00), or by imprisonment in the Moffat County jail for a period of up to one hundred eighty (180) days, or by both such fine and imprisonment. Each day that a violation continues shall be considered a separate and distinct offense.

5.70.040 Composition of Local Licensing Authority. The Craig City Council is hereby designated as the Craig Local Licensing Authority. The City Council may by resolution, delegate its authority or a portion of such authority set forth in this Ordinance to a new committee or other designee to act as the Local Licensing Authority.

5.70.050 Functions and Powers of Local Licensing Authority.

A. The Local Licensing Authority shall have the duty and authority pursuant to the

Colorado Retail Marijuana Code and this Ordinance to grant or deny an application described in this Ordinance and to levy penalties against a licensee in the manner provided by law.

- B. The Local Licensing Authority shall consider applications for new business premises, transfer of ownership, change of location, licensed premises modification, changes in tradename and any other appropriate application.
- C. The Local Licensing Authority shall have the power to promulgate rules and regulations concerning the procedure for hearings before the Local Licensing Authority.
- D. The Local Licensing Authority shall have the power to require any applicant or licensee to furnish such information to the Authority as may be reasonably necessary in order for the Authority to perform the duties and functions authorized by this Ordinance.
- E. The Local Licensing Authority shall have the power to administer oaths and issue subpoenas to require the presence of persons and the production of papers, books and records at any hearing which the Authority is authorized to conduct. Any subpoena shall be served in the same manner as a subpoena issued by a district court of the State. The Municipal Judge shall have the power and authority to enforce such subpoena.

5.70.060 Limitation on the Number of Licenses That May Be Issued Within the City.

A maximum of three (3) retail marijuana store licenses shall be issued by the Craig Local Licensing Authority. An application for renewal of an existing medical marijuana establishment license shall receive a preference over an application for a new retail marijuana establishment license if the existing business has substantially met all of the requirements of this Ordinance and the Colorado Retail Marijuana Code during the previous license term and is in good standing.

5.70.070 Issuance of Initial Licenses. The City Clerk shall publish a notice that the City is accepting applications for retail marijuana establishment licenses. Said notice shall establish a deadline for the City's acceptance of such applications. The City Clerk shall initially review such applications for completeness. In the event the City Clerk finds that an application is incomplete, the City Clerk shall notify the applicant in writing of the application deficiencies and allow the applicant to correct such deficiencies within fifteen (15) days from the date of receiving such notice. The City Clerk shall then forward the applications to the Craig Local Licensing Authority for further processing and review. The Local Licensing Authority shall then finally determine the sufficiency of the license applications and the eligibility of the applicants to hold a retail marijuana establishment license. If more valid license applications of the same classification are received by the Local Licensing Authority than authorized by this Ordinance, and the Local Licensing Authority is not permitted to approve all of the sufficient applications reviewed because of the limitations set forth in Section 5.70.060, the Local Licensing Authority shall establish a cutoff date and time for selecting the priority of the applications based on the time when the applications are determined sufficient by the City Clerk. The Local Licensing Authority shall then proceed to

review and determine whether to issue the licenses applied for to the successful applicants.

5.70.080 Permitted Locations. All retail marijuana establishment licenses shall be issued for a specific location which shall be designated as the licensed premises. Retail marijuana establishment licenses shall not be permitted in any Residential Zone District. Retail marijuana stores shall only be permitted in the Mixed Use (M-1 and M-2), Community Commercial (C-2), Commercial Downtown (CD), Light Industrial (I-1) and Heavy Industrial (I-2) Zone Districts. Retail cultivation facilities, retail marijuana product manufacturing facilities, retail marijuana testing facilities and retail marijuana carrier depot facilities shall only be allowed in the Mixed Use (M-1), Community Commercial (C-2), Light Industrial (I-1), Heavy Industrial (I-2) and Agricultural zone districts.

5.70.090 Buffering Requirements. Retail marijuana establishments must satisfy the following minimum distance requirements from the described uses below. Prior to issuing a retail marijuana establishment license, the Local Licensing Authority shall confirm that the proposed licensed premises boundaries meet the buffering requirements.

- A. Distance from Schools. Retail marijuana establishments shall be located a minimum of five hundred feet (500') from schools, as measured from the nearest property boundary of such school uses to the boundaries of the proposed licensed premises.
- B. Distance from Commercial Childcare Facilities. Retail marijuana establishments shall be located a minimum of five hundred feet (500') from licensed commercial childcare facilities, as measured from the nearest property boundary of such uses to the boundaries of the proposed licensed premises.
- C. Distance from Parks. Retail marijuana establishments shall be located a minimum of five hundred feet (500') from any public park, as measured from the nearest property boundary of such parks to the boundary of the licenses premises.
- D. Distance from Residential Properties Retail marijuana establishments shall be located a minimum of one hundred feet (100') from any residential property in Mixed Use (MU-1 and MU-2) zones, as measured from the nearest property boundary of such residential property to the boundary of the licenses premises. There shall be no buffering requirement from any residential property in or adjacent to Community Commercial (C-2), Light Industrial (L-1) and Heavy Industrial (I-2) zones. No retail marijuana dispensary shall be in a building containing residential units or containing a pediatrician office.
- E. Exemption from Buffering Requirements. There shall be no buffering requirements of any kind for retail marijuana stores located within the Commercial Downtown zone.

Retail Marijuana Facilities				
Zoning Districts	Setbacks (Lot Line to Lot Line)			
	Schools	Commercial Childcare Facilities	Parks	Residential Properties
*Commercial C-2	500'	500'	500'	*
*Commercial Downtown CD				*
*Light Industrial I1	500'	500'	500'	*
*Heavy Industrial I2	500'	500'	500'	*
Mixed Use MU1	500'	500'	500'	100'
Mixed Use MU2	500'	500'	500'	100'
Retail Cultivation Facilities				
Zoning Districts	Setbacks (Lot Line to Lot Line)			
	Schools	Residential Childcare Facilities	Parks	Residential Properties
*Commercial C-2	500'	500'	500'	*
*Light Industrial I1	500'	500'	500'	*
*Heavy Industrial I2	500'	500'	500'	*
Mixed Use MU1	500'	500'	500'	100'
Agriculture	500'	500'	500'	100'
<i>*Indicates no Residential Setback Requirements for Zoning Districts where Single Family Homes are not a Permitted Use</i>				

- F. Once the retail marijuana establishment license is issued, the City will not preclude a school, commercial child care facility or park from locating within a buffer zone. A retail marijuana establishment may then continue to operate at its present location. If a sensitive use later locates within the applicable buffer zone, however, the licensee continues so at its own risk, and the issued license provides no protection or indemnification against enforcement of federal or other applicable laws prohibiting the operation of a retail marijuana establishment near a school or commercial childcare facility.
- G. No retail marijuana establishment shall be located in a movable or mobile vehicle or structure and no retail marijuana products shall be delivered in the City unless such delivery is specifically permitted by Colorado law.

5.70.100 General Licensing Conditions.

- A. Except as specifically provided herein, the issuance of a license for a retail marijuana establishment by the City shall be subject to compliance with all provisions of Section 44-12-309, C.R.S.
- B. The license requirements set forth in this Ordinance shall be in addition to, and not in lieu of, any other licensing and permitting requirements imposed by any other federal, State or local law, including by way of example, a retail sales license, an occupation tax license, an excise tax license, a retail food establishment license, or

any applicable zoning, land use or building permits.

- C. The issuance of a license pursuant to this Ordinance does not create a defense, exception or provide immunity to any person in regard to any potential criminal liability a person may have for the production, distribution or possession of marijuana.
- D. A separate license shall be required for each location from which a retail marijuana establishment is operated. A separate license shall be required for each specific business or business entity, for each geographical location and for each co-located retail marijuana establishment.
- E. The submission of an application for the issuance of a license under this Ordinance from the City shall act as acknowledgement and agreement by the applicant or the licensee that the sale of marijuana continues to be subject to the control and jurisdiction of the federal government and actions taken by the federal government under the federal laws and regulations may limit or invalidate any license issued by the City or the licensee's ability to own or operate a retail marijuana establishment in the City.

5.70.110 License Application Requirements.

- A. Start Date. The Local Licensing Authority shall receive and process all applications for retail marijuana establishment licenses beginning on January 2, 2020.
- B. Application Materials. An application for a retail marijuana establishment license shall be made on forms provided by the City Clerk for such purposes. The applicant shall use the application to demonstrate its compliance with the provisions of this Ordinance and other applicable laws, rules or regulations. In addition to general information required of standard applications, the application shall require the following information:
 - 1. Name and address of the owner or owners of the proposed retail marijuana establishment and whose name the license is proposed to be issued.
 - a. If the proposed owner is a corporation, then the application shall include the name and address of all officers and directors of the corporation, and of any person holding any financial interest in the corporation, whether as a result of the issuance of stock, instruments of indebtedness, or otherwise, including disclosure information pertaining to bank, savings and loan associations or other commercial lender which has loaned funds to the applicant.
 - b. If the proposed owner is a partnership, association or limited liability company, the application shall include the name and address of all partners, members, managers or persons holding any

financial interest in the partnership, association or limited liability company, including those holding an interest as the result of instruments of indebtedness or otherwise including disclosure of information pertaining to a bank, savings and loan association, or other commercial lender which has loaned funds to the applicant.

- c. If the owner is not a natural person, the application shall include copies of the organizational documents for all entities identified in the application and the contact information for the person that is authorized to represent the entity or entities.
2. Name and address of the proposed business manager(s) of the retail marijuana establishment, if the business manager is proposed to be someone other than the owner, or if the owner is an entity rather than a natural person.
3. A statement indicating whether any of the named owners, members, business managers, parties with a financial interest, or persons named on the application have been:
 - a. Denied an application for a medical marijuana business license or retail marijuana establishment license pursuant to any state or local licensing law, rule or regulation, or had such license suspended or revoked.
 - b. Denied an application for a liquor license pursuant to Article 3 or 4 of Title 44, C.R.S., or by any similar state or local licensing law, rule, regulation or had such license suspended or revoked.
 - c. Convicted, entered a plea nolo contendere, or entered a plea of guilty in conjunction with a deferred judgment and sentence pertaining to any charge related to possession, use, or possession with intent to distribute narcotics, drugs or controlled substances.
 - d. Convicted, entered a plea of nolo contendere, or entered a plea of guilty in conjunction with a deferred judgment and sentence pertaining to any charge related to driving or operating a motor vehicle while under the influence or while impaired by alcohol or controlled substances.
 - e. Convicted, entered a plea of nolo contendere, or entered a plea of guilty in conjunction with a deferred judgment and sentence pertaining to any felony.
 - f. Convicted, entered a plea of nolo contendere, or entered a plea of guilty in conjunction with a deferred judgment and sentence pertaining to a serious traffic offense which means any driving

offense carrying eight (8) points or greater under Section 42-2-127, C.R.S. or the substantial equivalent of such events in any other state.

4. Proof that the Applicant will have ownership or legal possession of the premises proposed for the retail marijuana establishment for the term of the proposed license. If the premises is not owned by the applicant, such proof of possession shall include a signed statement from the landlord or owner of the premises consenting to the use of the property for the purposes of operating a retail marijuana establishment. If the property is subject to a declaration of covenants and restrictions and an owners' association, a signed statement from the owners' association consenting to the use of the property for a retail marijuana establishment shall be provided.
5. Proof of Insurance as follows:
 - a. Workers compensation insurance to cover obligations imposed by the Workers Compensation Act of Colorado and any other applicable laws for any employee engaged in the performance of work related to the operation of the retail marijuana establishment and
 - b. Comprehensive general liability insurance with minimum single limits of one million dollars (\$1,000,000.00) each occurrence and two million dollars (\$2,000,000.00) aggregate, applicable to all premises and operations.
6. An operating plan for the proposed retail marijuana establishment including the following information:
 - a. A description of the products and services to be sold or provided by the retail marijuana establishment.
 - b. A dimensioned floor plan of the proposed premises clearly labeled, showing:
 - i. the layout of the structure and the floorplan in which the retail marijuana establishment will be located including information sufficient to prove compliance with ventilation, security and other structural requirements contained therein;
 - ii. the principle uses of the floor area depicted on the floorplan including but not limited to storage areas, retail sales areas and restricted areas where marijuana will be stored and located; and
 - iii. areas where any services other than the cultivation,

distribution or sale of retail marijuana is proposed to occur on the licensed premises.

7. For a retail marijuana testing facility or retail marijuana products manufacturing facility, a plan that specifies all means to be used for extraction, heating, washing, or otherwise changing the form of the marijuana plant, or the testing of any marijuana, and verification of compliance with all applicable State and local laws for ventilation and safety measures for each process.
8. The maximum amount of retail marijuana or retail marijuana products that may be on the business premises at any one time.
9. A security plan indicating how the applicant will comply with the requirements of this Ordinance and any other applicable law, rule or regulation. The applicant may submit the portions of such security plan which include trade secrets or specialized security arrangements confidentially. The City will not disclose the documents appropriately submitted under the Colorado Open Records Act, Sections 24-72-201 *et. seq.*, C.R.S. if they constitute confidential trade secrets or specialized security arrangements to any party other than law enforcement agencies, unless compelled to do so by court order. Any document that the applicant considers eligible for protection under the Colorado Open Records Act shall be clearly marked as confidential and the reasons for such confidentiality shall be stated on the document.
10. A lighting plan showing the illumination of the outside area of the retail marijuana establishment for security purposes.
11. A vicinity map drawn to scale, indicating within a radius of one-quarter (1/4) mile from the boundaries of the property upon which the retail marijuana establishment is to be located, the proximity of the property to any school, commercial childcare facility, public park, residence or to any other facility identified in this Ordinance that requires a distance separation from licensed retail marijuana establishments.
12. A statement that the applicants have satisfactorily completed all background checks as required by the State of Colorado and the results of such background checks.
13. A plan for disposal of any retail marijuana or product that is not sold or is contaminated in a manner that protects any portion thereof from being possessed or ingested by a person or animal.
14. A plan for ventilation that describes the ventilating systems that will be used to prevent any odor of marijuana from extending beyond the premises of

the business. Carbon filtration is strongly encouraged by the City.

15. A description of all toxic, flammable or other materials regulated by the federal or State government that would have authority over the business if it was not a retail marijuana establishment, that will be used, kept or created at the retail marijuana establishment and the location where such materials will be stored.
16. An application for a retail marijuana establishment license shall be accompanied by the application fee, operational fee, criminal background fee, together with any other applicable fees that may be established by resolution of the City Council.
17. An existing Medical Marijuana establishment located within the city at the time of the adoption of this ordinance may apply for a retail marijuana establishment license and shall be granted a preference in consideration by the Local Licensing Authority of applications over other applicants for a retail marijuana license provided that the application is complete pursuant to Sections 5.70.100, 5.70.110 and 5.70.150, and that the applicant otherwise meets all requirements for the license in Sections 5.70.080 and 5.70.090. No fees shall be waived for such application.

5.70.120 Inspection Required. An inspection of the proposed retail marijuana establishment by the City and the fire protection district shall be required prior to issuance of a license. Such inspection shall occur after the premises are ready for operation, but prior to the stocking of the business with any retail marijuana or marijuana products, and prior to the opening of the business to the public. The purpose of the inspection is to verify that the business facilities are constructed and can be operated in accordance with the application submitted, the applicable requirements of this Ordinance, and any other applicable law, rule or regulation such as building codes.

5.70.130 Issuance of License. The Craig Local Licensing Authority shall not issue a retail marijuana establishment license until the inspection, background checks, and all other information available to the City have been found to verify that the applicant:

- A. Has submitted a full and complete application;
 1. Has made improvements to the business premises consistent with the application;
 2. Is prepared to operate the business with the owners and business managers as set forth in the application, all in compliance with the provisions of this Ordinance and any other applicable law, rule or regulation;
 3. Has paid all required fees; and

4. Is otherwise in compliance with all other provisions of this Ordinance and any other applicable ordinances of the City of Craig and the Colorado Retail Marijuana Code.

5.70.140 Release of Information. Any signature on an application for the issuance, transfer or modification of a license for a retail marijuana establishment or for a change in business manager or other amendment to the license shall constitute a release for purposes of allowing the City to conduct investigations regarding the personal histories and character of all interested parties and shall constitute a consent to the release of any information obtained by the City through such process as a public record under the Colorado Open Records Act, including, but not limited to, criminal history reports conducted by the City or any other authorized agency and all financial disclosures obtained by the City or any other entity.

5.70.150 License Fees and Charges. Applicants for new retail marijuana establishment licenses or existing licensees shall pay the following fees:

New application for retail marijuana store	\$5,000.00
New license for retail marijuana cultivation facility	\$4,000.00
New license for retail marijuana manufacturing facility	\$4,000.00
New license for retail marijuana testing facility	\$3,000.00
New license for retail marijuana carrier depot facility	\$3,000.00
Renewal of existing retail marijuana establishment license	\$2,500.00
Annual Operating Fee	\$2,000.00
Change in Direct Beneficial Interest Owners (Change of Ownership Structure)	\$2,500.00
Transfer of Ownership	\$5,000.00

The fees above apply to each license issued, and a business with multiple locations in the City must pay separate fees for each location. The appropriate fees must be paid in conjunction with any application or request before the City will process or act upon forms submitted. Except as indicated above, all fees are non-refundable in the entirety. No fees previously paid by a licensee in connection with a license shall be refunded if the licensee's license is subsequently suspended or revoked.

5.70.160 Persons Prohibited as Licensees and Business Managers.

The criteria for determination of those persons who are not eligible to receive a retail marijuana establishment license or to act as a business manager of such an establishment shall be

as provided in this Ordinance and in Sections 44-12-305 and 306, C.R.S. The local licensing authority may rely upon the results of the criminal investigation conducted by the state licensing authority prior to issuance of the state license.

5.70.170 Issuance or Denial of Approval.

- A. In determining whether to issue an approval of an application for possible granting of a license in accordance with Section 7, the Local Licensing Authority may consider the following:
 - 1. Whether the application is complete and signed by the applicant;
 - 2. Whether the applicant has paid the application fee and the annual operating fee;
 - 3. Whether the application complies with all of the requirements of this Ordinance, the Colorado Retail Marijuana Code, and rules promulgated by the State Licensing Authority;
 - 4. Whether the application contains any material misrepresentations;
 - 5. Whether the proposed retail marijuana establishment complies with the City's zoning ordinance. The Local Licensing Authority shall make specific findings of fact with respect to whether the building in which the proposed retail marijuana business will be located conforms to the distance requirements set forth in Section 9 of this Ordinance;
 - 6. The facts and evidence adduced as a result of the investigation by the state licensing authority as well as any other facts and any other pertinent matters affecting the qualifications of the applicant for the conduct of the type of business proposed;
- B. The Local Licensing Authority may deny the approval of an application for good cause as defined in Colorado Retail Marijuana Code.
- C. The Local Licensing Authority may impose reasonable conditions upon any license approval or renewal issued pursuant to this Ordinance.
- D. After the initial granting of a retail marijuana business license, if such license becomes available for issuance to another licensee, the City Clerk shall publish the availability of the license and assign priority by lot to each completed application approved by the Local Licensing Authority received within thirty (30) days following action of the Local Licensing Authority.
- E. No person, person associated with a business entity, or business entity shall own, operate, manage, control or hold any interest in more than one (1) retail marijuana

establishment in the City. Retail cultivation license approval shall not be subject to this limit if the licensee holds or has successfully applied for a retail marijuana store license.

- F. The Local Licensing Authority shall issue its decision approving or denying the application within thirty (30) days following completion of the application investigation by City staff. The decision shall be in writing, shall state the reasons for the decision, and a copy of the decision shall be mailed by certified mail to the applicant at the address shown on the application.
- G. The City Clerk shall not issue a certificate of approval nor notify the State Licensing Authority of an approval until the applicant has been issued a license by the Local Licensing Authority in accordance with the applicant's priority by lot.

5.70.180 Contents and Display of Approval. The approved licensee shall post the certificate of approval by the Local Licensing Authority in a conspicuous location on the premises. A retail marijuana establishment approval shall contain the following information:

- A. Type of Approval:
 - 1. Type of approval;
 - 2. The name of the licensee;
 - 3. The date of issuance of the approval;
 - 4. The street address at which the licensee is authorized to operate the retail marijuana establishment;
 - 5. Any conditions of approval imposed upon the license by the Local Licensing Authority;
 - 6. The date of expiration of the approval; and
 - 7. The signature of the City Clerk.

5.70.190 Transfer of Ownership/Changes in Ownership Structure.

- A. A license granted under the provisions of this Ordinance is not transferrable except as provided in this Section, but this Section does not prevent a change of location as provided in Section 20.
- B. For a transfer of ownership, a license holder shall apply to the State Licensing Authority on forms prepared and furnished by the State Licensing Authority. Upon receipt of an application for transfer of ownership, the State Licensing Authority shall submit, within seven (7) days, a copy of the application to the Local Licensing

Authority to determine whether the transfer complies with local restrictions on transfer of ownership. In determining whether to permit a transfer of ownership, the State Licensing Authority shall consider only the requirements of Article 12 of Title 44, C.R.S., any rules promulgated by the State Licensing Authority and any local restrictions. The Local Licensing Authority may hold a hearing on the application for a transfer of ownership. However, the Local Licensing Authority shall not hold a hearing pursuant to this subsection until the Local Licensing Authority has posted a notice of hearing in the manner described in Section 44-12-302(1), C.R.S. on the licensed premises for a period of ten (10) days and has provided notice of the hearing to the applicant at least ten (10) days prior to the hearing. The Local Licensing Authority shall then approve or reject the proposed transfer of ownership.

- C. Changes in direct beneficial interest owners or a change in ownership structure that do not result in a person increasing that person's interest from less than ten percent (10%) to more than ten percent (10%) shall be reported to the Local Licensing Authority and may be approved administratively by the City Clerk.

5.70.200 Change of Location.

- A. A licensee may move its permanent location to another location in the City, but it shall be unlawful to cultivate, manufacture, distribute, or sell retail marijuana at any such place until permission to do so is granted by the Local Licensing Authority and the State Licensing Authority.
- B. In permitting a change of location, the Local Licensing Authority shall consider all reasonable restrictions that are or may be placed on the new location and any such new location shall comply with all requirements of this Ordinance, the City's Zoning Ordinance, the Colorado Retail Marijuana Code, and rules promulgated by the State Licensing Authority.
- C. The Local Licensing Authority shall not authorize a change of location until the applicant produces a license issued and granted by the State Licensing Authority covering the period for which the change of location is sought.

5.70.210 Suspension or Revocation of a License.

- A. A license approval granted pursuant to this Ordinance may be suspended or revoked by the Local Licensing Authority or a hearing officer appointed by the Local Licensing Authority after a hearing for the following reasons:
 - 1. Fraud, misrepresentation, or a false statement of material fact contained in the license application;
 - 2. Any violation of a City ordinance or State law pertaining to the operation

of a retail marijuana establishment or a medical marijuana business, including regulations adopted by the State Licensing Authority, for the possession or distribution of marijuana or manufacturing of retail marijuana products;

3. A violation of any of the terms and conditions of its license;
 4. A violation of any of the provisions of this Ordinance.
 5. Failure to pay sales taxes, occupation taxes, excise taxes or operational fees to the State of Colorado or the City of Craig when due and owing.
- B. In deciding whether a retail marijuana establishment license should be suspended or revoked, and in deciding whether to impose conditions in the event of a suspension, the Local Licensing Authority shall consider:
1. The nature and severity of the violation;
 2. Corrective action, if any, taken by the licensee;
 3. Prior violation(s), if any, by the licensee;
 4. The likelihood of a reoccurrence of the violation;
 5. The circumstances of the violation;
 6. Whether the violation was willful; and
 7. Previous sanctions if any imposed on the licensee.
- C. The provisions of Part 6 of the Colorado Retail Marijuana Code shall govern proceedings for the suspension or revocation of a license granted pursuant to this Ordinance. The Local Licensing Authority may not impose a fine in lieu of a suspension as authorized under the provisions of the Colorado Retail Marijuana Code.

5.70.220 Operational Requirements.

- A. Retail marijuana stores may only be open to the public between the hours of 9:00 a.m. and 10:00 p.m. daily, and no sale or other distribution of marijuana may occur upon the premises outside of those hours. A licensed cultivation facility or its contracted agent may deliver marijuana and marijuana products to retail stores on any day and at any time during normal business hours of 9:00 a.m. and 10 p.m. Retail marijuana cultivation facilities, retail marijuana product manufacturing facilities and retail marijuana testing facilities may conduct business operations on the licensed premises at any time.

- B. A retail marijuana establishment shall be operated and maintained strictly in accordance with the license application.
- C. All retail marijuana establishments shall collect and remit all applicable State, County and City sales taxes, occupation taxes, excise taxes or other lawfully imposed tax in a timely manner.
- D. No marijuana or products containing marijuana shall be smoked, eaten or otherwise consumed or ingested within the retail marijuana establishment.
- E. No person under twenty-one (21) years of age shall be allowed within the business premises of a retail marijuana establishment. No person shall be allowed entry into the business premises without showing a valid photo identification in accordance with the requirements of the Colorado Retail Marijuana Code.
- F. Any and all possession, storage, display or sales or other distribution of marijuana and testing of marijuana shall occur only within the restricted area of a retail marijuana establishment or retail marijuana testing facility and shall not be visible from the exterior of the business.
- G. Each licensee shall manage the licensed premises himself or herself or employ a separate business manager on the premises. The licensee shall report any change in business manager to the City within seven (7) days after the change.
- H. For all retail marijuana establishments, the odor of marijuana must not be perceptible at the exterior of the building containing the licensed premises or at any adjoining use of the property. Retail marijuana cultivation facilities must implement appropriate ventilation and filtration systems to satisfy this odor nuisance standard. Retail marijuana stores, retail marijuana product manufacturing facilities, and retail marijuana testing facilities are not required to install filtration equipment on the licensed premises but must satisfy these odor threshold requirements. While the City does not mandate any particular equipment specifications with regard to filtration, all retail marijuana establishments must adopt best management practices with regard to implementing state of the art technologies in mitigating marijuana odor, such as air scrubbers and charcoal filtration systems.
- I. Retail marijuana product manufacturing facilities and retail marijuana testing facilities shall include appropriate ventilation systems to mitigate noxious gases or other fumes used or created as a part of the production.
- J. Outdoor cultivation, preparation or purchasing of marijuana or marijuana products is strictly prohibited.
- K. Areas in which marijuana is grown in retail marijuana cultivation facilities shall be equipped with green lights, or an equivalent means of illumination, to enable access and inspection during dark cycles.

- L. A retail marijuana store may not sell more than one (1) ounce of retail marijuana or its equivalent in retail marijuana products including retail marijuana concentrate, except for non-edible, non-psychoactive retail marijuana products, including ointments, lotions, balms and other non-transdermal topical products to the same person within a twenty-four (24) hour period. The licensee shall develop a tracking system to ensure that this requirement is complied with.
- M. Prior to initiating a sale, the employee of a retail marijuana store making the sale shall verify that the purchaser has a valid photo identification card showing the purchaser is twenty-one (21) years of age or older. If a person under twenty-one (21) years of age presents a fraudulent proof of age, any action relying on the fraudulent proof of age shall not be grounds for the revocation or suspension of any license issued under this Ordinance. If a retail marijuana store licensee or employee has reasonable cause to believe that a person is under twenty-one (21) years of age and is exhibiting fraudulent proof of age in an attempt to obtain any retail marijuana or marijuana infused products, the licensee or employees are authorized to confiscate such fraudulent proof of age, if possible, and shall, within seventy-two (72) hours after the confiscation, remit the same to a State or local law enforcement agency. The failure to confiscate such fraudulent proof of age or to remit the same to a State or local law enforcement agency within seventy-two (72) hours after the confiscation does not constitute a criminal offense. If a retail marijuana store licensee or employee believes that a person is under twenty-one (21) years of age and is exhibiting fraudulent proof of age in an attempt to obtain any retail marijuana or retail marijuana infused products, the licensee or employee or any peace officer, acting in good faith and upon probable cause based upon reasonable grounds therefor, may detain and question such person in a reasonable manner for the purpose of ascertaining whether a person is guilty of any unlawful act regarding the purchase of retail marijuana. The questioning of a person by the licensee or an employee does not render the licensee or the employee civilly or criminally liable for slander, false arrest, false imprisonment, malicious prosecution, or unlawful detention.
- N. The retail marijuana establishment shall not maintain any quantity of marijuana within the licensed premises in excess of the amount stated on the license application to the City.
- O. Any sale of retail marijuana shall be made in person, directly to the purchaser, within the restricted area of the retail marijuana establishment. No sale shall be made by a telephone, internet or other means of remote purchase. Delivery shall occur only in person to the purchaser at the time of purchase within the restricted area of the retail marijuana establishment.
- P. It shall be unlawful for any retail marijuana establishment to employ any person who is not at least twenty-one (21) years of age. All business managers and employees of any licensee shall possess a valid occupational license and identification badge issued by the State of Colorado.

- Q. All retail marijuana sold or otherwise distributed by the licensee shall be packaged and labeled in a manner that advises the purchaser that it contains marijuana, specifies the amount of marijuana in the product, and that the marijuana is intended for use solely by a person lawfully entitled to possess retail marijuana. The label shall be in compliance with all applicable requirements of the State of Colorado.
- R. All retail marijuana testing facilities shall operate in compliance with all applicable State laws and regulations adopted pursuant to such laws including but not limited to Section 44-12-105, C.R.S.
- S. Retail marijuana stores are encouraged to provide customers with the contact information for local drug abuse treatment centers as well as educational materials regarding the hazards of substance abuse.
- T. No firearms, knives, or other weapons shall be permitted in a retail marijuana store except those carried by sworn peace officers, those persons having concealed weapons permits, and those carried by security personnel hired by the retail marijuana establishment.
- U. Marijuana shall not be consumed or used on the premises of a retail marijuana store and it shall be unlawful for a retail marijuana store licensee to allow marijuana to be consumed upon its licensed premises. In the case of a retail marijuana store located in a structure with a legal secondary unit or other legal dwelling unit, the dwelling unit shall not be considered part of the retail marijuana store premises if access to the dwelling unit is prohibited to the retail marijuana store customers.
- V. The Craig City Police or other appropriate City employee shall report to the City Clerk all violations of this Ordinance and other applicable State and local laws and the City Clerk shall maintain a record of each license issued and record the reports of the violations in such records.

5.70.230 Requirements Relating to Monitoring and Security of Restricted Areas and Inventory.

- A. All components of the security plan submitted with the application, as it may be amended, shall be in good working order, monitored and secured twenty-four (24) hours per day. A separate security system is required for each business. A security plan must include, at a minimum, the following security measures:
 - 1. *Cameras.* Retail marijuana establishments shall include and use color security cameras to monitor and record all areas of the premises (excluding restrooms), including all areas where persons may gain or attempt to gain access to marijuana or cash maintained by the retail marijuana establishment. Cameras shall record all potential areas of ingress or egress to the business with sufficient detail to identify facial features and clothing. Recordings from security cameras shall be maintained by the licensee for a

minimum of forty (40) days in a location in the City or through a service over a network that provides on-demand access, commonly referred to as a “cloud”.

2. *Storage.* The retail marijuana establishment shall install and use a safe room or safe anchored to a wall or floor for storage of any inventory, processed marijuana and cash on the premises when the business is closed to the public. Safe rooms shall be incorporated into the building structure and shall have solid core doors with commercial grade locks and shall be visible through the surveillance camera system. For retail marijuana products that must be kept refrigerated or frozen, the business may lock the refrigerated container or freezer in a manner authorized by the City in place of the use of a safe so long as the container is affixed to the building structure and visible through the surveillance camera system.
3. *Alarm system.* The retail marijuana establishment shall install and use an alarm system that is monitored by a company that is staffed twenty-four (24) hours a day, seven (7) days a week. The security plan submitted to the City shall identify the company monitoring the alarm system, including contact information. Any modification relative the company monitoring the alarm system shall be reported to the City within seventy-two (72) hours.

5.70.240 Signage and Advertising.

- A. A retail marijuana establishment may not advertise in a manner that is misleading, deceptive, false or is designed to appeal to minors.
- B. Except as otherwise provided in this Section, it shall be unlawful for any person licensed under this Ordinance or any other person to advertise any retail marijuana establishment or any retail marijuana infused product anywhere within the City where the advertisement is in plain view of, or in, a place open to the general public, including advertising and using any of the following media: any billboard or other outdoor general advertising device; any sign mounted on a vehicle; any handheld or other portable sign; or any hand bill, leaflet or flyer directly handed to any person in a public place, left upon a motor vehicle, or posted upon any public or private property. The prohibition set forth in this Section shall not apply to:
 1. Any sign located on the licensed premises of a retail marijuana establishment which exists solely for the purpose of identifying the location of the premises and which otherwise complies with this Ordinance and any other applicable City laws and regulations; or
 2. Any advertisement contained within a newspaper, magazine, or other periodical of general circulation within the City or on the internet.
- C. No retail marijuana establishments shall distribute or allow the distribution of any

marijuana without charge within a retail marijuana establishment or at any other place in the City for purposes of promotion, advertising, or any other similar purpose.

5.70.250 Right of Entry-Records to be Maintained and Inspection Procedures.

- A. Each licensee of a retail marijuana establishment shall keep and maintain a complete set of books of accounting, invoices, copies of orders and sales, shipping receipts, bills of lading, correspondence, and all other records necessary to fully document the business transactions of such licensee. The licensee shall also maintain records which verify that the amount of marijuana within the retail marijuana establishment does not exceed the amount allowed. All such records shall be open at all times during business hours for inspection and examination by the City Police or his duly authorized representatives. The City may require the licensee to furnish such information as it considers necessary for the proper administration of this Ordinance. The records shall clearly show the source, amount, price and dates of all retail marijuana received or purchased, and the amount, price, and dates for all retail marijuana sold.
- B. By accepting the retail marijuana establishment license, licensee consents to the disclosure of the information required by this Section.
- C. The City may require an audit of the books of account and records of the retail marijuana establishment as it may deem necessary. Such audit shall be made by an auditor selected by the City, who shall have access to all books and records of such licensee. The expense of any audit determined to be necessary by the City shall be paid by the City; provided, however, should the audit reflect a failure of the licensee, in whole or in part, to timely remit all sales taxes, occupation taxes or excise taxes due to the City, the expense of the audit shall be paid by the licensee.
- D. The acceptance of a retail marijuana establishment license from the City constitutes consent by the licensee, owners, business managers and employees of such business to permit the Mayor, City Police, or their representatives to conduct routine inspections of the licensed retail marijuana establishment to assure that the retail marijuana establishment and the premises are being operated and maintained in accordance with the terms set forth in the application and that all operations in the premises remain in compliance with this Ordinance, the Colorado Retail Marijuana Code, and any rules or regulations promulgated thereunder.
- E. All retail marijuana establishments shall be required to obtain applicable State and City licenses and shall collect and remit all applicable State, County and City sales taxes, occupation taxes and excise taxes in a timely manner. The retail marijuana business license and sales tax license for the business shall be conspicuously posted in the business.

5.70.260 Compliance with Other Applicable Laws.

Except as may be otherwise provided in this Ordinance, or rules or interpretations adopted by the City, any law or regulation adopted by the State of Colorado governing the cultivation, production, possession, distribution or testing of marijuana for retail or recreational use shall also apply to retail marijuana establishments licensed within the City. Provided, however, if a State law or regulation permits what this Ordinance prohibits, this Ordinance shall control.

5.70.270 Violations; Penalty.

- A. Any person, other than a licensee of a retail marijuana establishment, who violates any provision of this Ordinance shall be deemed guilty of a municipal offense and may be punished by a fine not to exceed one thousand dollars (\$1,000.00), imprisonment for a period not to exceed one hundred eighty (180) days, or by both such fine and imprisonment.
- B. Any licensee of a retail marijuana establishment who violates any provisions of this Ordinance shall be subject to civil penalties of up to one thousand dollars (\$1,000.00) for each day during which such violation occurs or continues. Each day on which a violation shall occur or continue shall be deemed a separate and distinct offense. Following notice and hearing, the Local Licensing Authority may impose such civil penalties.

5.70.280 Conflicting Ordinances Repealed. All ordinances or parts of ordinances of the City of Craig in conflict herewith are hereby expressly repealed. Chapter 5.60 entitled “Marijuana, Operation of Commercial Marijuana Establishments Prohibited” is repealed in its entirety.

INTRODUCED, READ, PASSED, ADOPTED AND ORDERED PUBLISHED at a regular meeting of the City Council of the City of Craig, Colorado, held on _____, 20____.

CITY OF CRAIG, COLORADO

By: _____
Jarrod Ogden, Mayor

ATTEST:

Liz White, City Clerk

INTRODUCED, READ, PASSED AND ADOPTED ON SECOND READING AFTER A PUBLIC HEARING at a regular meeting of the City Council of the City of Craig, Colorado, held on _____, 20____.

CITY OF CRAIG, COLORADO

By: _____
Jarrod Ogden, Mayor

ATTEST:

Liz White, City Clerk

ORDINANCE NO. 1104 (2019)

**AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF CRAIG, COLORADO
AMENDING A PORTION OF CHAPTER 3.16 OF THE CRAIG MUNICIPAL CODE TO
EXCLUDE COLLECTION OF SALES TAX FOR LEASED VEHICLES, MOTOR
VEHICLES AND OFF HIGHWAY VEHICLES**

WHEREAS, since the voters approved a measure at the November 2017 election the City of Craig excludes the collection of City sales tax for all purchases of Vehicles, Motor Vehicles and Off Highway Vehicles (OHV) as defined by state statute within the City of Craig;

WHEREAS, the definition of “sale” as adopted by City to implement the voter-approved 2017 measure clearly states that vehicle leases are excluded from any City sales tax (see C.M.C. 3.04.020 (65));

WHEREAS, this ordinance shall clarify that the vehicle exclusion from City sales tax applies to the lease, and not just sale of vehicles, motor vehicles and OHVs.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CRAIG, COLORADO:

Section 1: Section 3.16.040 (F) of Chapter 3.16 (Sales Tax) is hereby amended and replaced in full to read as follows:

3.16.040 Exclusions

F. Vehicles, Motor Vehicle and Off-Highway Vehicle Exclusion: Sales and leases of vehicles as defined by Section 42-1-102(112) C.R.S., motor vehicles as defined by Section 42-1-102(58), C.R.S., and off-highway vehicles as defined by Section 42-6-102 (11.5), C.R.S. shall be excluded from all city sales tax.

Section 2. All ordinances heretofore passed and adopted by the City Council of the City of Craig, Colorado, are hereby repealed to the extent that said ordinances, or parts thereof, are in conflict herewith.

Section 3. If any section, subsection, clause, phrase or provision of this Ordinance, or the application thereof to any person or circumstance, shall to any extent, be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases and provisions of this Ordinance, or the application thereof to any person or circumstance, shall remain in full force and effect, and shall be in no way affected, impaired, voided, or invalidated.

Section 4. The City Council hereby finds, determines and declares that this Ordinance is necessary for the preservation of the public peace, health and safety.

Section 5. The City Council deems it appropriate to publish the title of this Ordinance, together with a summary of the Ordinance and with the statement that the text is available for public inspection and acquisition in the office of the City Clerk.

Section 6. This Ordinance shall take effect immediately upon the expiration of ten (10) days from and after its publication following final passage, as provided in Article 2, Section 14 of the City of Craig Home Rule Charter.

READ, APPROVED AND ORDERED PUBLISHED ON FIRST READING THIS ____ DAY OF _____, 2019 BY THE CITY COUNCIL OF THE CITY OF CRAIG, COLORADO.

Jarrod Ogden, Mayor

ATTEST:

Liz White, City Clerk

PASSED, APPROVED AND ADOPTED AFTER PUBLIC HEARING ON SECOND READING THIS ____ DAY OF _____, 201____ BY THE CITY COUNCIL OF THE CITY OF CRAIG, COLORADO.

Jarrod Ogden, Mayor

ATTEST:

Liz White, City Clerk

ORDINANCE NO. 1105 (2019)

AN ORDINANCE AMENDING SECTIONS 13.48.010 AND 13.16.010 OF THE CRAIG MUNICIPAL CODE TO INCREASE THE WATER AND WASTEWATER RATES TO PROVIDE SUFFICIENT REVENUES TO MAINTAIN THE BALANCE OF WATER AND WASTEWATER ENTERPRISE FUNDS.

WHEREAS, the City Council has determined that an incremental increase in user fees for the water and wastewater enterprises is necessary in order to keep up with inflationary pressures and to maintain the health of the enterprise funds;

AND WHEREAS, the City Council determines that it is in the best interest of the City of Craig and necessary for the preservation of the general welfare of the people of the City of Craig to maintain the health of the Water and Wastewater enterprise funds.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF CRAIG, COLORADO:

Section 1. Water Rate Schedule. Section 13.48.010A. of the Craig Municipal Code is hereby amended as follows:

A. The following water rates shall be charged by the city and are payable on or before the twentieth day of each month. These fees shall be assessed for each residential dwelling unit with service and each commercial or industrial unit with service.

1. Within the corporate limits of the city: ~~\$29.40~~ **\$29.70** monthly service fee per dwelling unit, ~~\$2.95~~ **\$3.00** per 1,000 gallons of water used.
2. Outside the corporate limits of the city: ~~\$51.00~~ **\$52.00** service fee per dwelling unit, ~~\$2.95~~ **\$3.00** per 1,000 gallons of water used.
3. Water Dispensed at the bulk water stations will be at the rate of ~~\$9.80~~ **\$10.00** per one thousand (1,000) gallons.
4. The monthly rates provided for above shall become effective **January 1, 2019 2020.**

Section 2. Sewer Rental Schedule. Section 13.16.010 of the Craig Municipal Code is hereby amended as follows:

The following sewer rentals shall be charged by the city and are payable on or before the twentieth day of each month. The rentals shall be charged for the use of the sanitary sewer system of the city and for all property or premises connected therewith.

- A. Residential Units. Each residential unit shall pay ~~\$31.95~~ **\$32.95** per month. Each individual apartment and trailer shall be considered a single residential unit.
- B. Commercial Business. Commercial structures shall pay ~~\$31.95~~ **\$32.95** per month minimum, plus \$1.60 per one thousand (1,000) gallons of water used over twelve thousand (12,000) gallons minimum, as determined from water meter readings.
- C. Septage tank waste charges in-county is ~~\$0.162~~ **\$0.167** per gallon, and out-of-county is ~~\$0.320~~ **\$0.330** per gallon.
- D. Grease trap waste received in April to August is ~~\$0.320~~ **\$0.330** per gallon and

received in September to March is ~~\$0.636~~ **\$0.655** per gallon. The city does not accept grease trap waste from out of county.

- E. The rates provided for above shall become effective January 1, ~~2019~~ **2020**.
- F. (No changes)

Section 3. If any subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance.

Section 4. The City Council deems it appropriate to publish the title of this ordinance, together with a summary of the ordinance and with a statement that the text is available for public inspection and acquisition in the office of the City Clerk.

Section 5. This ordinance shall be effective immediately upon passage.

Section 6. This Ordinance is enacted pursuant to the City's authority to act under its police power to protect and preserve the general welfare of the City and its citizens.

READ, APPROVED AND ORDERED PUBLISHED ON FIRST READING THIS _____ DAY OF _____, 2019, BY THE CITY COUNCIL OF THE CITY OF CRAIG, COLORADO.

Jarrod Ogden, Mayor

ATTEST:

Liz White, City Clerk

PASSED, APPROVED AND ADOPTED ON SECOND READING THIS _____ DAY OF _____, 2019, BY THE CITY COUNCIL OF THE CITY OF CRAIG, COLORADO.

Jarrod Ogden, Mayor

ATTEST:

Liz White, City Clerk

Section 3: Water Rates

Introduction

The City's water utility is a self-supporting enterprise fund with funding for operating and maintenance expenses, capital improvements, and debt service primarily met through rates and miscellaneous revenue. The financial plan tables can be found in Appendix A.

Water Cash Flow Fund

The water cash flow fund tracks financial activities with funding annual operating revenues and revenue requirements. Revenue requirements include operation and maintenance expenses, payments on existing and proposed debt, the capital improvement program, and maintaining reserves and debt service coverage.

BEGINNING BALANCE

The cash balance includes restricted and unrestricted funds carried over from previous years. The fund balance is projected to be \$3.2 million at the beginning of 2019. Of that \$3.2 million, \$430,100 is restricted for debt service reserves and \$260,300 is restricted for other utility purposes.

SOURCES OF FUNDS

Revenue is derived from water rates, investment income, and other miscellaneous sources. Water sales revenue under existing rates is based on the projected number of units per water account and water usage amounts for each customer class. Revenue from existing rates averages \$3.0 million annually with no projected account growth over the study period. Miscellaneous revenues include water meter sales, interest income, late payment fees, and other sources. An interest rate of 0.5% is applied to average fund balances.

Other sources of funds include a loan of \$3.2 million from the Colorado Water Resources and Power Development Authority (CWRPDA). This loan is for the distribution system chlorine compliance project beginning in 2019. A State grant of \$1.0 million is also anticipated for this project. Other State grants in the amounts of \$410,500 in 2020, \$344,900 in 2022, and \$216,500 in 2023 are anticipated to fund storage tank and distribution system replacement projects. Grants anticipated in 2020 through 2023 include a 2.0% inflation allowance.

REVENUE REQUIREMENTS

Revenue requirements include operation and maintenance expenses (O&M), repair and replacement capital, and debt service payments for existing and proposed debt issuances. O&M consists of personnel, materials, supplies, and maintenance expenses. O&M averaged \$2.4 million annually during the study period and includes an average inflation allowance of 3.1%. Existing debt is a 2006 note from the CWRPDA issued for water system improvements. This note was refunded in 2018. The refunding loan payments are \$391,000 annually through 2027. Proposed debt is for the distribution system chlorine compliance project mandate by State regulations. Estimated payments on this proposed debt issue are \$160,000 annually, starting in 2020.

INDICATED WATER SALES REVENUE ADJUSTMENTS

Water rate revenue should be sufficient to meet revenue requirements, finance the capital improvement program, maintain adequate reserves, and comply with bond covenants. A minimum operating reserve equal to 90 days of operating expenses and a repair and replacement reserve equal to one-year's annual depreciation expense is recommended. One year of depreciation expense reserve is a typical industry standard minimum for capital

reserves. The City is also required by CWRPDA bond covenants to maintain a debt service coverage of 1.1 times net revenue. To meet these obligations through the 5-year study period and maintain sufficient reserves for funding the 2024 – 2028 capital improvement program, equal annual rate revenue increases of 2.0% are recommended. Total capital improvements for 2024 through 2028 are estimated at \$3.7 million with inflation. It is recommended that the financial plan be updated annually to determine whether the projected increases are appropriate. Table 4 summarizes the financial plan results.

Table 4: Water - Financial Plan Projections

Description	2019	2020	2021	2022	2023
Revenue Adjustment	2.0%	2.0%	2.0%	2.0%	2.0%
Ending Balance (\$ millions)	\$2.67	\$2.61	\$2.93	\$2.95	\$2.44
Target Reserves (\$ millions)	1.34	1.35	1.37	1.39	1.41
Over/(Under Target) (\$ millions)	1.33	1.26	1.56	1.56	1.03
Debt service coverage	2.50	1.77	1.75	1.73	1.70
Capital Improvement Program Funded (\$ millions)	\$5.29	\$0.89	\$0.10	\$0.73	\$1.12

RATE DESIGN

In the development of schedules of water rates, a basic consideration is to establish equitable charges to customers commensurate with the cost of providing service. The only method of assessing entirely equitable water rates would be the determination of each customer's bill based upon their unique service requirements. Since this is impractical, schedules of rates are normally designed to meet average conditions for groups (classes) of customers having similar service requirements. Rates should be reasonably simple in application and subject to as few misinterpretations as possible.

Current and Proposed Rates

The City's current rate structure consists of a monthly service charge that varies by meter size and volumetric rate for all usage. Table 5 compares the current and proposed 2019 water rates.

Table 5: Water - Comparison of Current and Proposed Monthly Rates

Item	Current	2019 Proposed
Inside City		
Service Charge, \$ per bill	\$28.50	\$29.07
Volume Rate, \$ per 1,000 gallons	2.90	2.96
Outside City		
Service Charge, \$ per bill	\$50.00	\$51.00
Volume Rate, \$ per 1,000 gallons	2.90	2.96

Section 4: Wastewater Rates

Introduction

The City's wastewater utility is a self-supporting enterprise fund with funding for operating and maintenance expenses, capital improvements, and debt service primarily met through rates and miscellaneous revenue. The financial plan tables can be found in Appendix B.

Wastewater Cash Flow Fund

The wastewater cash flow fund tracks financial activities with funding annual operating revenues and revenue requirements. Revenue requirements include operation and maintenance expenses, payments on existing and proposed debt, the capital improvement program, and maintaining reserves and debt service coverage.

BEGINNING BALANCE

The cash balance includes restricted and unrestricted net revenues carried over from previous years. The fund balance is projected to be \$1.4 million at the beginning of 2019. Of that \$1.4 million, \$14,468 is restricted for other utility purposes.

SOURCES OF FUNDS

Revenue is derived from wastewater rate revenue, investment income, and other miscellaneous sources. Rate revenue under existing rates is based on the projected number of wastewater accounts and wastewater usage amounts for each customer class. Revenue from existing rates averages \$1.7 million annually with no projected account growth over the study period. Miscellaneous revenues include interest income and other sources. An interest rate of 0.5% is applied to average fund balances.

Other sources of funds include grants totaling \$1.8 million over the study period to fund collection system projects. Of that \$1.8 million, \$1.0 million is anticipated for replacing the existing sludge line. A loan is also projected for \$1.0 million to fund the remainder of the sludge line project costs. Grants anticipated in 2020 through 2023 include a 2.0% inflation allowance.

REVENUE REQUIREMENTS

Revenue requirements include operation and maintenance expenses (O&M), repair and replacement capital, and debt service payments for the proposed debt issuances. O&M consists of personnel, materials, supplies, and maintenance expenses. O&M averaged \$1.6 million annually during the study period and includes an average inflation allowance of 4.6%. Proposed debt is for the existing sludge line replacement. Those payments will average \$85,000 annually beginning in 2021.

INDICATED WASTEWATER RATE REVENUE ADJUSTMENTS

Wastewater rate revenue should be sufficient to meet revenue requirements, finance the capital improvement program, maintain adequate reserves, and comply with bond covenants. A minimum operating reserve equal to 60 days of operating expenses and a repair and replacement reserve equal to one-year's annual depreciation expense is recommended. Depreciation expense reserve is a typical industry standard minimum for capital reserves. The City is also required by CWRPDA bond covenants to maintain a debt service coverage of 1.1 times net revenue. To meet these obligations through the 5-year study period and maintain sufficient reserves for funding the 2024 – 2028 capital improvement program, equal annual rate revenue increases of 3.0% are recommended. Total capital

improvements for 2024 through 2028 are estimated at \$3.9 million with inflation. It is recommended that the financial plan be updated annually to determine whether the projected increases are appropriate. Table 6 summarizes the financial plan results.

Table 6: Wastewater - Financial Plan Projections

Description	2019	FY20	FY21	FY22	FY23
Revenue Adjustment	3.0%	3.0%	3.0%	3.0%	3.0%
Ending Balance (\$ millions)	\$1.52	\$1.90	\$1.98	\$2.06	\$2.17
Target Reserves (\$ millions)	0.36	0.38	0.47	0.49	0.50
Over/(Under Target) (\$ millions)	1.15	1.52	1.51	1.57	1.67
Debt Service Coverage	N/A	N/A	4.69	4.77	4.87
Capital Improvement Program Funded (\$ millions)	\$0.51	\$2.04	\$0.39	\$0.46	\$0.43

RATE DESIGN

In the development of schedules of wastewater rates, a basic consideration is to establish equitable charges to customers commensurate with the cost of providing service. The only method of assessing entirely equitable wastewater rates would be the determination of each customer's bill based upon their unique service requirements. Since this is impractical, schedules of rates are normally designed to meet average conditions for groups (classes) of customers having similar service requirements. Rates should be reasonably simple in application and subject to as few misinterpretations as possible.

Current and Proposed Rates

The City's current rate structure consists of a monthly service charge that varies by class and volumetric rate for all usage. Table 7 lists the current and proposed rates and rate structures.

Table 7: Wastewater – Comparison of Current and Proposed Rates

Description	Current	2019 Proposed
Residential		
Service Charge, \$ per bill	\$31.00	\$31.93
Volume Rate, \$ per kgal [a]	N/A	N/A
Commercial		
Service Charge, \$ per unit	\$31.00	\$31.93
Volume Rate, \$ per kgal [1]	1.55	1.60
Septage, \$ per gallon		
Septage – In County	\$0.157	\$0.170
Septage – Out County	0.310	0.320
Grease Trap (Apr – Aug)	0.310	0.319
Grease Trap (Sep – Mar)	0.617	\$0.636

[1] Assessed on billed volume in excess of 12,000 gallons per month

2019 City Council Committee & Board Appointments

City Committees:

Finance & Government	Andrea Camp	Chris Nichols	<i>Varies</i>
Public Safety	Tony Bohrer	Chris Nichols	<i>Varies</i>
Planning & Development	Jarrood Ogden	Chris Nichols	<i>Monthly-3rd Monday @ 6pm</i>
Parks & Recreation	Jarrood Ogden	Chris Nichols	<i>Monthly-2nd Wednesday @ 5:30 pm</i>
Personnel	Andrea Camp	Chris Nichols	<i>Varies</i>
Economic Development	Tony Bohrer Andrea Camp	Chris Nichols	<i>Monthly-3rd Monday @ 2:00 pm</i>
Joint Services Workgroup	Chris Nichols	Peter Brixius	<i>Monthly-3rd Tuesday @ 4:00 pm</i>

Meeting Info

Board Appointments:

Primary

Backup

Meeting Info

Associated Gov't NW CO	Chris Nichols	Peter Brixius	<i>Monthly-www.AGNC.org</i>
Board of Appeals	Chris Nichols	Jarrood Ogden	<i>Varies</i>
Chamber of Commerce	Chris Nichols	Andrea Camp	<i>Monthly-2nd Tuesday @ noon</i>
Club 20		Andrea Camp	<i>Varies-www.club20.org</i>
CO Municipal League	Chris Nichols	Peter Brixius	<i>Varies-www.cml.org</i>
CNCC	Steve Mazzuca	Andrea Camp	<i>Monthly-3rd Monday @ 6:00 pm</i>
Colorado River District	Tony Bohrer		<i>Quarterly</i>
Crisis Intervention Team	Tony Bohrer	Police Chief	
County Commissioners	Paul James	Peter Brixius	<i>Bi-monthly-1st & 3rd Tuesdays @ 8:30 am</i>
Downtown Bus. Assoc.	Paul James	Andrea Camp	<i>Weekly-Wednesday @ 8:00 am</i>
Human Resources Council	Tony Bohrer	Andrea Camp	<i>Jan/Apr/Jul/Oct-4th Tuesday @ noon</i>
Local Emergency Planning	Chris Nichols	Tony Bohrer	
Local Marketing District	Andrea Camp	Tony Bohrer	<i>2nd Thursday @ 4:00 pm</i>
MC Airport Board	Jarrood Ogden		<i>Monthly-1st Monday @ 6:00 pm</i>
MC School District	Jarrood Ogden	Steve Mazzuca	<i>Monthly- 4th Tuesday @ 6:30 pm</i>
MC Tourism Association	Andrea Camp	Tony Bohrer	<i>Monthly-2nd Tuesday @ 3:00 pm</i>
YV Airport Commission	Chris Nichols	Jarrood Ogden	<i>Every other month-2nd Thursday @ 6 pm</i>
NW Transp. Planning Region	Andrea Camp	Peter Brixius	<i>Quarterly</i>

INTERGOVERNMENTAL AGREEMENT FOR TRANSFER OF THE MUSEUM OF NORTHWEST COLORADO

This Intergovernmental Agreement ("Agreement") is entered into by and between Moffat County, Colorado ("the County") and the City of Craig ("the City"). This Agreement is made effective upon the signature of the City by the Mayor and City Clerk after formal approval of the City Council; and upon the signature of the Chairman of the Board of County Commissioners after formal approval by the Commissioners.

WITNESSETH

WHEREAS, Moffat County is a body politic and a subdivision of the State of Colorado, and is authorized to enter into an intergovernmental agreement;

WHEREAS, the City of Craig is a body politic and home rule city, and is authorized to enter into an intergovernmental agreement;

WHEREAS, the Museum of Northwest Colorado ("the Museum") is a subdivision or department of Moffat County, which has operated and continues to operate as a local and regional museum from its location at 590 Yampa Avenue located within the City of Craig; and

WHEREAS, the City and the County have recently engaged in discussions about the financial future of the Museum, as well as the Moffat County Library, in light of current and projected decreasing property tax revenues for the County due to projected future changes in the natural resource based economy; and

WHEREAS, the City will agree to provide ongoing funding for the Museum beginning with the year 2020 provided that the Museum would transfer from the management, control and ownership of the County to the City; and

WHEREAS, the County will agree to the transfer of the Museum to the City provided that the City has budgeted for the Museum, provides for the ongoing operation of the Museum by making a transition for the current staff and programs, and providing plans in case the Museum ceases operation in the future.

NOW, THEREFORE, for and in consideration of the promises herein contained, the sufficiency of which is hereby acknowledged, Moffat County and the City of Craig agree as follows:

ARTICLE I PURPOSE AND GENERAL MATTERS

A. Goal.

The purpose of this Agreement is to set forth the respective tasks in order to transfer the Museum of Northwest Colorado and the assets associated with the Museum from Moffat County to the City of Craig and to set out the process for such transfer.

B. Transition Date.

The parties agree that the Museum will begin operating as a department of the City beginning January 1, 2020 (“the Transition Date”). From that date forward the City will manage and operate the Museum under its budget from funds duly appropriated for such purposes. The County will be responsible for all costs of operations up to and including the date of December 31, 2019. The City will be responsible for all costs of operations beginning January 1, 2020. The parties will cooperate to transfer all utility and vendor accounts from the County to the City. Any operational costs incurred by the County after January 1, 2020 due to transition issues may be presented to the City for reimbursement. Any operational costs incurred by the City for services prior to January 1, 2020 due to transition issues may be presented to the County for reimbursement. The County will transfer to the Museum Director or to the City any income related to the Museum which may arrive after the Transition Date.

C. Transfer of Museum Assets.

After January 1, 2020, the County will transfer the Assets of the Museum to the City. The attorneys for the City and County will work together to create documents of transfer and guide the two entities and their elected officials through this process. The transfer of assets shall be completed during the 2020 calendar year.

The Assets of the Museum consist of the following:

1. The Real Property located at 590 Yampa Avenue, including all improvements and fixtures.
2. The Equipment of the Museum consisting of all furniture, supplies, inventory, equipment, tools and displays.
3. The Personal Property of the Museum consisting of all museum collections made up of thousands of items and all photographic images.
4. The Intellectual Property of the Museum consisting of copyrights to materials and photographs, logos, trademarks and research materials.
5. The Loans and rights under such Loans from individuals and institutions.
6. The Other Real Property Interests, including mineral interests and all real property rights associated with those mineral interests consisting of over 13,000 mineral acres within and outside of Moffat County, as well as certain surface property interests such as the charcoal kilns and other tracts of land.
7. The Royalty Interests consisting of current leases of mineral interests which are or may produce income for the Museum.
8. The Reserve Funds of the Museum including restricted and unrestricted funds held by Moffat County as of the Transition Date.

9. The Operating Account for the Museum gift shop, which account is held at Bank of the San Juans.

All Real Property and Other Real Property interests will be transferred after the Transition Date from the County to the City by appropriate forms of deeds. All Personal Property, Intellectual Property and Equipment will be transferred by a bill of sale. Royalty Interests will be transferred by appropriate assignment documents. The Reserve Funds will be transferred by a check or electronic transfer.

Moffat County will have access to the Museum records and staff during 2020 and 2021 for completion of the County's annual audits for the years 2019 and 2020. The County may hold back a 10% portion of the Reserve Funds until such audits are completed and approved by the County in the year 2020.

D. Insurance for Museum Property.

The City will take all necessary steps to obtain insurance coverage for the Museum building and contents to be effective beginning the Transition Date. Because the contents of a museum are unique and the values of such contents are specific to each item in the museum this process may take longer than other insurance quotes and the City may not be able to have complete insurance coverage in place before the Transition Date. In this event the County will cooperate with the City in maintaining existing insurance coverage until replacement coverage is available. The City will reimburse the County for actual premiums costs paid by the County for the carry-over insurance.

E. Full-time Employees.

From the Transition Date forward, the full-time employees of the Museum will become full-time employees of the City according to the terms of employment that have been arranged between the City and the key employees.

The Full-Time Employees of the Museum consist of Dan Davidson, the Museum Director, and Paul Knowles, the Assistant Museum Director. The City and County consider these employees as an essential component for the transition of the Museum.

Prior to executing this IGA, the City personnel department has met with each of them and presented the terms of their continued employment with the City. The parties will cooperate in the transition of these Full-Time Employees from the County to the City. The Transition Date will be effective for that transition of Dan Davidson. The parties will cooperate to give Paul Knowles the opportunity to fully vest in his retirement system of Moffat County, which will occur on January 6, 2020. Paul will remain a County employee until after the vesting date and then will become a City employee from that time forth. The City will reimburse the County for payroll expenses of Paul after the Transition Date.

There are also part-time employees who are essential components of the operation of the Museum. The City will work with the Museum Director and the part-time employees of the Museum to transition them from County Employees to City Employees.

F. Museum Advisory Board.

The Museum Advisory Board as constituted will continue to operate under the direction of the Museum Director. Any current Board Members are not employees of the County and as such will not need to go through any process with the City personnel department. The City Council will appoint new board members from the City and the County when there is a vacancy on the board.

G. Future Closure of the Museum.

In the unlikely event that a future City Council determines to cease operations of the Museum at any time in the future, the City Council will create a transition board which includes the then-current County Commissioners to make decisions regarding the transfer or disposition of Museum assets. The City representatives on such transition board will hold 50% of the votes and the County representatives will hold 50% of the votes on the decisions of the transition board. Such cooperation between the City and County is deemed necessary to provide a voice for residents of the County who do not reside within City limits.

H. Miscellaneous.

The County has permission and license to continue at no cost to have an antenna on the roof structure of the Museum building, which has provided and will continue to provide high speed internet service through High Rapids to the Museum and the building next door which is home to the Moffat County Department of Human Services.

**ARTICLE II
MISCELLANEOUS**

A. Entire Agreement.

This Agreement constitutes the entire agreement between County Clerk and City as to the subject matter hereof and supersedes all prior or current agreements, proposals, negotiations, understandings, representations and all other communications, both oral and written

B. Conflict of Agreement with Law, Impairment.

Should any provision of this Agreement be determined by a court of competent jurisdiction to be unconstitutional or otherwise null and void, it is the intent of the County and the City hereto that the remaining provisions of Agreement shall be of full force and effect.

C. No Third Party Beneficiaries.

Enforcement of the terms and conditions of Agreement and all rights of action relating to such enforcement shall be strictly reserved to County and City, and nothing contained herein shall give or allow any such claim or right of action by any other person or entity.

D. Governing Law; Jurisdiction & Venue.

Agreement, the interpretation thereof, and the rights of County and City under it will be governed by, and construed in accordance with, the laws of the State of Colorado. The courts of the State of Colorado shall have sole and exclusive jurisdiction of any disputes or litigation arising under Agreement. Venue for any and all legal actions arising shall lie in the District Court in and for the County of Moffat, State of Colorado.

E. Headings.

The section headings in Agreement are for reference only and shall not affect the interpretation or meaning of any provision of Agreement.

F. Severability.

If any provision of Agreement is declared by a court of competent jurisdiction to be invalid, void or unenforceable, such provision shall be deemed to be severable, and all other provisions of Agreement shall remain fully enforceable, and Agreement shall be interpreted in all respects as if such provision were omitted.

G. Amendments/Modifications.

Amendments or strikethroughs to this Agreement are not allowed without written consent of both parties.

IN WITNESS WHEREOF, the parties hereto have executed Agreement to be effective upon the date signed by both parties.

COUNTY
MOFFAT COUNTY, COLORADO

BY:

Don Cook, Chairman
Board of County Commissioners

Date

Ray Beck, County Commissioner

Date

Donald Cook, County Commissioner

Date

CITY OF CRAIG, COLORADO

CITY

BY:

Jarrod Ogden, Mayor

Date

Attest:

Liz White, City Clerk

LEASE AGREEMENT

THIS LEASE AGREEMENT, made and entered into this ____ day of _____, 2019, by and between **City of Craig**, whose address or principal place of business is **300 West Fourth Street, Craig, Colorado 81625** hereinafter referred to as “lessor”, and **Total Teamwork Training, LLC**, hereinafter referred to as “lessee”.

WITNESSETH:

WHEREAS, as to Lessee, authority exists in the law and funds have been budgeted, appropriated and otherwise made available, and a sufficient unencumbered balance thereof remains available for payment of funds under the terms of this lease.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties hereto agree as follows:

1. PREMISES, TERM, RENT.

(A) Lessor hereby leases unto Lessee the Premises, hereinafter referred to as “Premises” within the building located at 601 Yampa Avenue, Craig, Colorado 81625, hereinafter referred to as “Office Space”. The Premises, known and described as the old pottery studio and the adjacent downstairs classroom. Rentable floor area in the old pottery studio is approximately 1,175 square feet and 510 square feet in the adjacent classroom.

(B) TO HAVE AND TO HOLD the same, together with all appurtenances, unto Lessee, for the term beginning 01/01/2020, and ending 12/31/2020, at and for a monthly rental fee of \$300.00 per month, receipt of which is due by the 5th day of each month.

2. SERVICES BY LESSEE. Lessee shall pay during the occupancy of said Premises, as a part of the rental consideration the following: monthly telephone and internet costs. The City of Craig will provide electric, gas, water, sewer utilities and trash removal services.

3. MAINTENANCE OF PREMISES. Routine building maintenance and janitorial services shall be provided by the Lessee. Lessor shall, unless herein specified to the contrary, maintain the Premises in good repair and in tenantable condition during the term of this lease, except in the event of damage arising from an act or the negligence of Lessee, its agents, clients or employees. Lessor shall have the right to enter the Premises at any time to make necessary inspections.

4. INTERRUPTION OF SERVICES. Lessor is responsible for routine and major repairs to the buildings’ systems including HVAC, plumbing, electrical, etc. If

major repairs are needed and an interruption of service results for a period of fifteen days, Lessee has the option to cancel and terminate this lease.

5. **DAMAGE AND DESTRUCTION.** In the event the leased Premises is damaged by fire or other casualty so that there is total or partial destruction of the Premises so as to make the Premises partially or totally untenable or unfit for Lessee's purposes, either party may, within five (5) days of such occurrence, terminate this lease by giving written notice to the other party.
6. **FISCAL FUNDING.** As prescribed by Colorado State Law, it is understood and agreed this lease is dependent upon the continuing availability of funds beyond the current fiscal year of the Lessor. The parties recognize that the act of appropriation by the Lessor is a legislative act. Failure by Lessor to budget and appropriate operational contributions shall not terminate this lease.
7. **COMPLETE AGREEMENT.** This lease supersedes any and all prior written or oral agreements and there are no covenants, conditions or agreements between the parties except as set forth herein. No subsequent renewal, addition, deletion or other amendment hereto shall have any force or effect unless embodied in a written contract executed and approved by both parties.
8. **NOTICE.** Any notice required or permitted by this lease may be delivered in person or sent by registered or certified mail, return receipt requested, to the party at the address as hereinafter provided:

Lessor:
City of Craig
300 West Fourth Street
Craig, Colorado 81625

Lessee:
Total Teamwork Training, LLC
754 Park Court
Craig, Colorado 81625

Notice of change of address shall be treated as any other notice.

9. **CONSENT.** Unless otherwise specifically provided, whenever consent or approval of Lessor or Lessee is required under the terms of the lease, such consent or approval shall not be unreasonably withheld or delayed and shall be deemed given if no response is received within 30 days of the date the request was made.
10. **LESSEE LIABILITY EXPOSURE.** Notwithstanding any other provision to the contrary, no term or condition of this lease shall be construed or interpreted as a waiver of any provision of the Colorado Governmental Immunity Act, as now or hereafter amended. The parties hereto understand and agree that liability for claims for injuries to persons or property arising out of the negligence of the City of Craig, its departments, institutions, agencies, boards, officials and employees is controlled and limited by the Colorado Governmental Immunity Act. Any provision of this lease, whether or not incorporated herein by reference, shall be

controlled, limited and otherwise modified so as to limit any liability of the Lessee to the above cited law.

11. **LESSEE'S INSURANCE.** Lessee shall at its sole cost and expense, obtain insurance on its inventory, equipment, and all other personal property located on the leased Premises against loss resulting from fire or other casualty. Lessee shall provide proof of Lessee's insurance to Lessor.
12. **EARLY TERMINATION.**
Lessee shall be entitled to terminate this lease at any time by written notice to the Lessor.
13. **DEFAULT.** The occurrence of any one or more of the following events shall constitute a default and breach of this Lease by the Lessee:
 - A. **Vacating the Premises:** The vacating or abandonment of the Premises by Lessee.
 - B. **Failure to Pay Rent:** The failure by Lessee to make any payment of rent, or any other payment required to be made by Lessee hereunder, as and when due where such failure shall continue for a period of thirty (30) days after written notice thereof by the Lessor to Lessee, unless such failure is a result of allowable early termination as identified in Paragraph 14 above.
 - C. **Failure to Perform:** The failure by Lessee to observe or perform any of the covenants, conditions or provisions of this Lease to be observed or performed by the Lessee, other than described in Section B. above, where such failure shall continue for a period of ninety (90) days after written notice thereof by the Lessor to Lessee, provided, however, that if the nature of Lessee's default is such that more than ninety (90) days are reasonably required for its cure, then Lessee shall not be deemed to be in default if Lessee commences such cure within said ninety (90) day period and thereafter diligently prosecutes such cure to completion.
14. **SEVERANCE CLAUSE:** If any sentence, subsection, clause, or phrase of this Lease Agreement is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Lease Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this lease agreement on the day and year first written above.

LESSOR:

The City of Craig

By: _____
Jarrod Ogden, Mayor

Attest (Seal)

By: _____
Liz White, City Clerk

LESSEE:

Total Teamwork Training, LLC

By: _____
Laura Tyler

Craig Police Department

800 West First Street, Suite 300 ♦ Craig, Colorado 81625
Administration - (970) 826-2360 ♦ Police Service - (970) 824-8111 ♦ Fax (970) 824-5706

TO: *Peter Brixius, City Manager*

FROM: *Jerry DeLong, Chief of Police*

DATE: *December 5, 2019*

SUBJECT: *Activity Report – November 2019*

1. *Crime and Patrol Summary*

See attachments. The department responded to 890 requests for service during the month of November. Community Service responded to 92 requests for service.

This month we were addressed two concerns. The first issue was a traffic complaint involving drivers passing a school bus when the bus was displaying flashing red lights. Several different tactics were used: officers set up in the area and watched for the violations to occur; officers followed the bus during the route; and an officer rode the bus to identify the violators for officers in the area. This produced several violations for passing a school bus with red flashing lights.

The next concern was Sherwood Forest. Officers did extra patrols in the area after school and on weekends. The times varied for the extra patrols from shortly after school was out until after dark. The officers were in Sherwood between 10 and 15 minutes for each extra patrol. During the extra patrols, officers did not contact anyone. This might have been because of the colder weather the past few weeks. We will continue to watch the area. Once the weather is conducive for outdoor activities, we will step up the extra patrol again.

2. *Community Service*

CSOs Jill Nelson and Wacie Laabs handled the following calls during the month of November.

- *Red tagged five abandoned vehicles. Two vehicles were towed.*

- *One weed complaint*
- *No code violations*
- *One junk/trash violation*
- *No Administrative Warnings were issued*
- *No code citations were issued*
- *No parking warnings were issued*
- *One parking citation was issued*
- *Abatements Conducted in 2019: Cost of Abatements \$3,875.48*

Please see the attached Code Enforcement Activity Reports. The Speed Trailer was not deployed for the month of November.

3. Miscellaneous

Jill Nelson accepted a job with the City of St Cloud in Minnesota as a Code Enforcement Officer. Jill's last day with our department was November 7th. Jill did a tremendous job and will be greatly missed.

November 17th, officers attended the Veterans & First Responders Luncheon at the Pavilion, sponsored by the Lighthouse of Craig.

November 19th, officers attended the First Responders Breakfast at the Craig Middle School.

November 20th, department personnel participated in the mass casualty event in Craig.

November 30th, department personnel participated in the Parade of Lights.

4. Investigations – Detective Sergeant Marvin Cameron

Investigations continues to be very busy with reported sex assaults and death investigations.

Detective Sergeant Cameron Activities in November:

- *Assisted with the homicide investigation in Routt County.*
- *Completed a background investigation on an applicant for the Code Enforcement/Animal Control Position.*
- *Interviewing witnesses into an alleged Unlawful Sexual Contact/Assault involving a female Craig resident.*

- Interviewing more witnesses regarding a new born infant that tested positive for heroin at birth.
- Preparation for two days of Arrest Control /Defensive Tactics training for the entire department.
- Assisting other detectives with active investigations.
- Daily administration duties.

SRO Nathan Businger Activities

- Attended several events and meetings
- Continued investigations on reports taken previously
- Daily Training Bulletins
- Assisted a patrol officers in gathering information on students (CMS, MCHS, Sandrock, Ridgeview, Sunset) that were involved in various cases
- Grand Futures Vaping Presentation
- Played as guest on Sandrock Elementary basketball team for school fundraiser
- Started "Cop on a Bus" stop sign education program, working with patrol officers and bus drivers to educate Craig drivers on school bus stop sign laws

Elementary School Activities

- D.A.R.E. at Ridgeview and Sandrock with Detective Rimmer
- Report of bullying from Sandrock Elementary
- Report of a child custody dispute at Ridgeview Elementary
- Spoke with student at Ridgeview Elementary about stealing
- Report of protection order violation at Ridgeview Elementary

CMS Activities

- Received several bullying complaints throughout November
- Report of party involving several juvenile students consuming alcohol off school property
- Attended 7th grade presentations on "Non-Compliance" in our community
- Continued working on case involving 1 student sending explicit images of herself to an unknown person
- Report of criminal mischief that occurred off school property
- Report of fight during recess between 3 students
- Report of defiant student refusing to follow directions in class, this caused the classroom to be cleared of all uninvolved students
- Report of fight in the locker room between 2 students after P.E. class
- Report of M1 hold on 1 student, this was handled by patrol officers while I was working at the high school
- Welfare check on student that has been missing school
- Served civil truancy paperwork on 1 student, and guardian

- *Report of physical fight between 2 students during class*
- *Attended first responders breakfast*
- *Report of student living in a warehouse*
- *Report of student coming to school unclean, wearing the same clothes for several days in a row, and does not have winter clothing*
- *Report of student sharing explicit images with another student at the high school*
- *Lockdown drill*
- *Safe2Tell – Suicide Threats*
- *Safe2Tell – Suicide Threats*
- *Safe2Tell – Threats*
- *Safe2Tell – Depression*
- *Safe2Tell – Bullying*
- *Safe2Tell – Suicide Threats*
- *Safe2Tell – Suicide Threats*
- *Safe2Tell – Threats*

MCHS Activities

- *Report of 911 hang-up from school elevator*
- *Worked with homeless student on finding resources*
- *Report of student being bullied by several other students*
- *Report of group of students involved in the exchange of explicit digital images*
- *Report of student that appeared to be under the influence of an unknown drug*
- *Patrol assisted with a police escort for the football team as a sendoff to state game*
- *Worked with admin on legal authority/liability on conducting searches on school property*
- *Report of a cold sex assault that occurred off school property*
- *Report of 911 hang-up from area of the school parking lot*
- *Spoke with student about home life, and guardians' legal obligations*
- *Report of vehicle speeding in parking lot during lunch*
- *Report of recovered stolen property (school issued iPad)*
- *Complaint that several students are driving to and from school functions without valid driver's licenses*
- *Report of fight between approximately 8 students at 9th and Finley immediately after school, Patrol officers led this investigation*
- *Report of bullying from guardian of student*
- *School admin meeting in consideration of student that is struggling*
- *Report of runaway from guardian that returned home before report was made*
- *Safe2Tell – Vaping*
- *Safe2Tell – School Complaint*
- *Safe2Tell – Threats*
- *Safe2Tell – Vaping*

- *Safe2Tell – Drugs*
- *Safe2Tell – Bullying*
- *Safe2Tell – Vaping*
- *Safe2Tell – Vaping*
- *Safe2Tell – Vaping*
- *Safe2Tell – Drugs*
- *Safe2Tell – Eating Disorder*
- *Safe2Tell – Eating Disorder*
- *Safe2Tell – Suicide Threats*
- *Safe2Tell – Guns*
- *Safe2Tell – Anger Issues*
- *Safe2Tell – Welfare Check*

YES Opportunity School

- *Nothing to report*

Investigations – Investigator Norm Rimmer

- *Completed all the reports for the bank robbery and submitted to case to the DA's Office, still completing some follow up with other jurisdictions.*
- *Closed out a couple older sexual assaults.*
- *Assisted Routt County on Homicide Investigations with follow up interviews and evidence collection.*
- *Had been working on the child abuse resulting in death case with some follow up investigation prior to trial. Defendant took plea.*
- *Worked on background investigation for new SRO.*
- *Assisted in a forensic interview with a juvenile on a sexual assault.*
- *Received a drug overdose resulting in death case and currently working that investigation.*
- *Attended the Child Protection Team meeting*
- *Attended the SART and DV monthly meeting*
- *Participated in the MCI Drill*

Investigations- Domestic Violence/Sexual Assault-Investigator Mike Cochran

- ❖ *Continue to work on multiple sex assaults. Have received numerous additional sex assault cases. Continue to work on Insurance Fraud and Money Laundering case with Colorado Attorney General's Office.*
- ❖ *Attended multiple trainings and meetings throughout the month of November.*

5. *Training*

November 4th through 6th, Corporal Grant Laehr attended SWAT Team Leader Development training in Colorado Springs, Colorado.

November 13th, all sworn officers attended Firearms training at the Public Safety Center in Craig.

During November, department personnel completed numerous CIRSA trainings online.

During November, sworn personnel completed numerous PoliceOne Academy trainings.

During November, sworn officers completed numerous Violence Free Colorado OLC trainings online.

6. *Upcoming Events*

December 14th, officers will participate in the annual Shop with a Cop event at Walmart. Fifteen children are expected to participate. Children are paired up with an officer and will be given \$100 to spend.

JD:djb

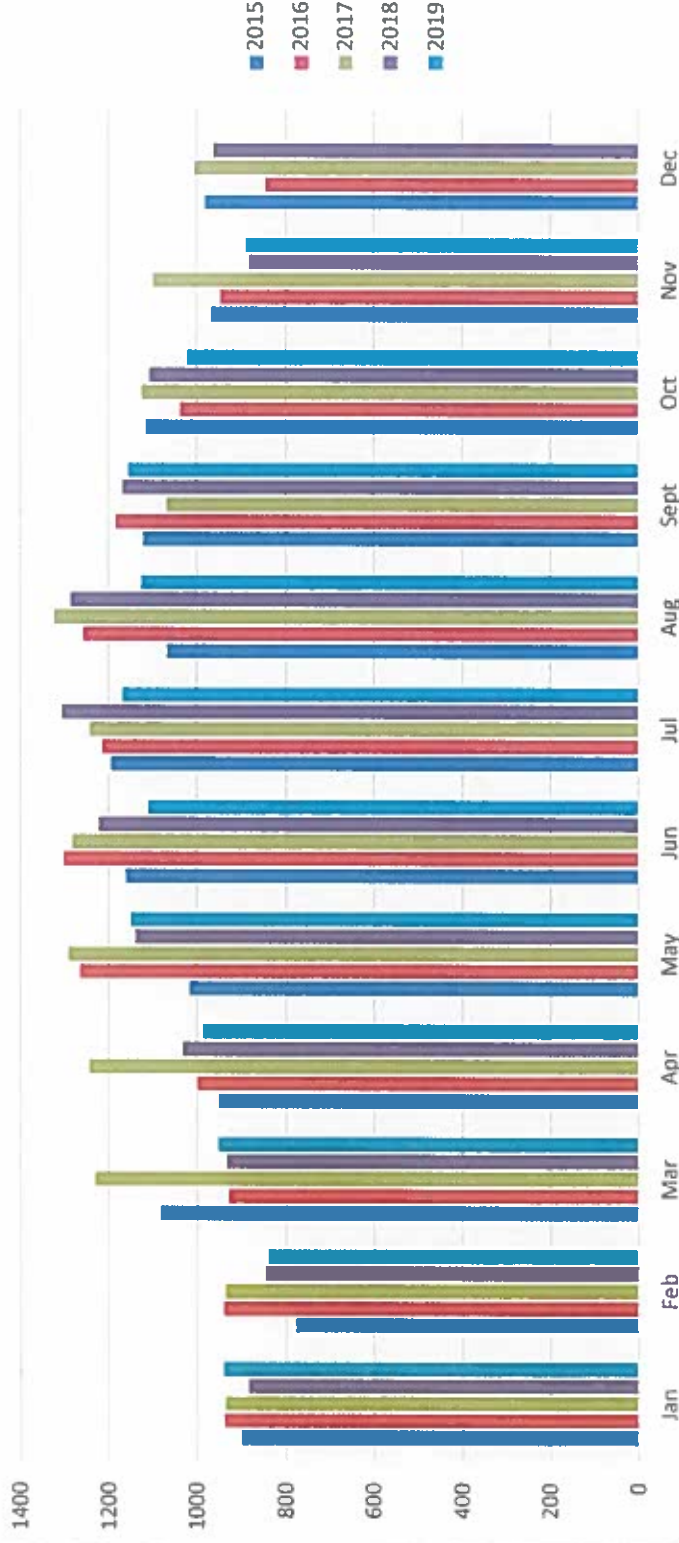
Monthly Calls for Service
Nov-19

911 Hang-Up	68	Open Door	1
Abandoned Vehicle	8	Parking Complaint	13
Accident - Hit and Run	10	Pedestrian Contact	13
Accident - Property Damage	22	Power/Gas/Phone Incident	3
Accident - Unknown Injury	1	Property Found/Recovered	7
Agency Assist	85	Property Lost	3
Alarm	7	Prowler	1
Animal Complaint	92	REDDI Report	5
Animal Injured	5	Road Kill	1
Assault	8	Road Rage	4
Burglary	5	Safe 2 Tell	26
Child Abuse/Neglect	7	Security Check	9
Civil Problem	31	Shooting	1
Code Enforcement	6	Shots Fired	9
Complaint	7	Suicide - Attempted	2
Criminal Mischief	8	Suspicious Article/Person/Vehicle	41
Debris	3	Theft	21
Disorderly Conduct	1	Threat	3
Disturbance	22	Tow Request	7
Domestic Violence	19	Traffic Problem	3
Drug Violation or Incident	8	Traffic Stop	85
Equipment Malfunction	3	Transport	1
Escort	5	Trespass	16
Extra Patrol Request	24	Unattended Death	1
Fire Call	1	Unknown Problem	6
Fraud	11	Vandalism	8
Harassment	12	Vehicle Stolen	3
Liquor/Tobacco Violation	1	VIN Inspection	38
Mental Health	2	Warrant	11
Missing Person/Runaway	5	Weapon Violation	6
Motorist Assist	13	Welfare Check	23
Noise Complaint	18	Wildlife	1
		Total	890

Calls for Service

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
2015	899	777	1081	950	1015	1160	1193	1066	1120	1113	966	980	12320
2016	939	940	929	998	1265	1302	1213	1257	1183	1035	947	845	12853
2017	936	937	1231	1243	1291	1283	1243	1324	1067	1123	1098	1004	13780
2018	884	845	933	1031	1138	1221	1305	1286	1167	1105	882	962	12759
2019	941	839	952	986	1149	1109	1168	1124	1153	1019	890		11330

Calls for Service 2015-2019



Code Enforcement Warnings

WARNINGS BY ADDRESS										
ADDRESS	NAME	DATE	Junk/Trash	Woods	VIOLATION		NOTES	Badge	Disposition	
					Vehicles	Code Viol				
PO Box 174 Hayden,CO	Booco, Bobby	11/11/2019			Green Pontiac		Towed-11/11/19	584		
855 Ashley	Kearney, Pauline	9/17/2019			Blue junker		Warning 9/17/19	584		
1915 Baker Drive	Burch, Cody	10/17/2019	X				Admin Citation - 11/19/2019	584		
1400 Block Barclay		11/4/2019			Red Subaru		Red Tagged 11/4/19	560	C - 11/6/19	
Bellaire St.		10/19/2019			White Power Wagon		Red tagged 10/19/19	584	C - 11/7/19	
2040 Crockett Dr.	Farnsworth, Sherry	9/10/2019		X			Admin Warning 9/10/2019	584		
120 E. 4th	Anlinson, Henry	11/19/2019			Black/Orange Trailer		Towed - 11/21/19	584		
430 E. 4th St.		9/10/2019			Blue Honda Civic		Red Tagged 9/10/2019	584		
430 E. 4th St.		9/10/2019			White					
430 E. 4th St. # 2		9/10/2019			Motorhome		Red Tagged 9/10/2019	584		
430 E. 4th St. # 5	Craig, Kenneth	9/10/2019	X				Warning 9/10/19	584		
430 E. 4th St. #23		9/10/2019	X	X			Warning 9/10/19	584		
430 E. 4th St. # 25	Campbell, Ada	9/10/2019	X				Warning 9/10/19	584		
430 E. 4th St. # 27	Steckel, Scott	9/10/2019	X				Warning 9/10/2019	584		
430 E. 4th St. # 31	Little, Paul	9/10/2019	X	X			Warning 9/10/2019	584		
430 E. 4th St. # 32	Miller, Robert	9/10/2019	X				Warning 9/10/2019	584		
825 E. 7th St. #14	Crawford, Eddie	9/4/2019	X				Warning 9/4/2019	584		
215 W. 12th St.	Allen, Larry	10/4/2019		X			Admin Warning - 11/7/19	584	C - 11/19/19	
820 Haughey Rd.	Nichols, Steven	9/12/2019			Multiple		Warning 9/12/2019	560	Progress	
2131 Jelfcoat	Almaraz, Mario	9/19/2019			Blue sedan		Warning 9/19/19	584		
1085 Kowach Dr.	Tarango, Romualdo	11/2/2019			Black Trailer		Red-Tagged 11/2/19	584		
3410 Ridgeview Road	Brown, Heather	11/12/2019			Gray SUV		Red-Tagged 11/12/19	584	C - 11/13/19	
650 1/2 Rose St.	Grabe, Tisha	10/24/2019			Blue Camry		Red Tagged	584		
700 Block School		10/30/2019			Silver Chev		Red Tagged 10/30/19	560	C - 11/4/19	
716 School St	Rural Housing Service	05/10/19	X			Dead tree	2nd Citation 9/24/19	560	Complied except tree 7/10/19	
370 Stout	Earls, Jennifer	09/28/19			Silver Chevy Coupe		Warning 9/29/19	584		
395 Tucker St.	Weis, James	09/05/19		X			Verbal Warning 9/5/19	584		
1127 Victory Way E.	Fredrickson, Dennis	05/28/19					Admin Citation 5/28/19	561		
1243 Victory Way E.	Franks, Victoria	08/20/19	X	X	Black BMW		Warning 8/20/2019	584	Progress	
2905 Victory Way W.	Potgieter, Jacobus	03/01/18	X				Warning 3/1/18	561	Progress 5/2/18	
100 Block W. 6th		10/30/19			Enclosed Trailer					
100 Block W. 6th		10/30/19			Green Subaru		Red Tagged 10/30/19	560	C - 11/4/19	
100 Block W. 6th		10/30/19			White Dodge		Red Tagged 10/30/19	560	C - 11/4/19	
600 Block W. 6th St.		10/30/19			Gray Ford		Red Tagged 10/30/19	560	C - 11/4/19	
300 Block W. 8th St.		11/04/19			Blue Dodge		Red Tagged 11/4/19	560	C - 11/6/19	
Wickes Ave.	Kelly, Max	11/13/19			Green Ford Ranger		Red Tagged 11/13/19	584	C - 11/14/19	
1085 Washington	Bymes, Mark	09/24/19	X		Multiple	Hazardous property	Warning 9/24/19	560	C - 11/4/19	
600 Block Yampa Ave.		10/30/19			Red Chev		Red Tagged 10/30/19	560	C - 11/4/19	

12/4/2019

[illegible]

TOTAL COMMUNITY SERVICE COMPLAINTS HANDLED YEAR TO DATE:	415
VIN INSPECTIONS HANDLED YEAR TO DATE:	277

Code Enforcement Contacts November 2019		Abateements Conducted:		
Trash/Junk	1	Property Address	Cost of Abatement	Cost Billed to Property Owner (Including 20% Inspection and Incidental Fee)
Abandoned Vehicles (Red Tagged or Warned)	5			
Vehicles Towed	2			
Weeds	1	625 Ranney St.	\$322.07	\$386.48
Code Violations	0	652 Pershing	\$180.00	\$216.00
Cases Held Over	20	625 Colorado	\$135.00	\$162.00
		745 Taylor	\$180.00	\$216.00
		888 Rose	\$427.50	\$513.00
		700 Russell	\$315.00	\$378.00
		614 School	\$202.50	\$243.00
		343 Taylor	\$101.25	\$121.50
		727 Tucker	\$202.50	\$243.00
		682 Tucker	\$225.00	\$270.00
		930 Taylor	\$758.75	\$910.50
		654 Conner	\$180.00	\$216.00

[illegible]

CITATIONS ISSUED

[illegible]

ANIMAL CONTROL REPORT

MONTH OF NOV. 2019

ANIMAL COMPLAINTS HANDLED:		MOCO COMPLAINTS BY CSO	0
ANIMAL CONTROL	52	SUMMONS & COMPLAINTS	1
OFFICERS	39	VIOIOUS DOGS WITH INJURY	0
TOTAL	92	VIOIOUS DOGS W/O INJURY	1

ANIMAL IMPOUNDS:	DOGS	PUPPIES	CATS	KITTENS	OTHER	TOTAL
CRAIG - Owner Relinquish	2	0	0	0	0	2
CRAIG - Stray	15	0	2	5	0	22
MOCO - Owner Relinquish	1	0	0	0	0	1
MOCO - Stray	4	0	0	0	0	4
TOTAL	22	0	2	5	0	29

IMPOUND DISPOSITION:	DOGS	PUPPIES	CATS	KITTENS	OTHER	TOTAL
RELEASED TO OWNER	13	0	0	0	0	13
ADOPTED	9	0	1	3	0	13
EUTHANIZED	0	0	1	1	0	2
TRANSFERRED	0	0	0	1	0	1
OTHER	0	0	0	0	0	0
TOTAL	22	0	2	5	0	29

FERAL CATS: 0

REMARKS:

YEAR TO DATE TOTALS 2019

ANIMAL COMPLAINTS HANDLED:		MOCO COMPLAINTS BY CSO	5
ANIMAL CONTROL	893	SUMMONS & COMPLAINTS	34
OFFICERS	427	VIOIOUS DOGS WITH INJURY	8
TOTAL	1320	VIOIOUS DOGS W/O INJURY	8

ANIMAL IMPOUNDS:	DOGS	PUPPIES	CATS	KITTENS	OTHER	TOTAL
CRAIG - Owner Relinquish	31	5	13	1	2	52
CRAIG - Stray	123	7	54	67	3	254
MOCO - Owner Relinquish	9	0	4	11	0	24
MOCO - Stray	39	8	1	5	0	53
TOTAL	202	20	72	84	5	383

IMPOUND DISPOSITION:	DOGS	PUPPIES	CATS	KITTENS	OTHER	TOTAL
RELEASED	117	7	1	0	1	126
ADOPTED	78	13	37	37	3	168
EUTHANIZED	5	0	25	12	0	42
TRANSFERRED	2	0	9	25	1	37
OTHER	0	0	0	10	0	10
TOTAL	202	20	72	84	5	383

FERAL CATS: 14

**Water Department
October, 2019
Monthly Report**

Operational

1. The plant operated throughout the month and complied with all state and federal requirements for water quality and reporting.
2. All distribution system flows and pressure needs, for both fire protection and the water customers, were met.

Maintenance and Improvements

1. The staff performed all required preventative maintenance during the month.
2. Elkhead work by the staff this month consisted of routine maintenance and inspections. The city staff continued to make all requested discharge rate changes for the endangered fish program until 10-17-19 when their pool of water in the reservoir was depleted for 2019.
3. The staff continued working on the CCC Program throughout the month.
4. The staff continued working on the UDF Program this month as time and the weather permitted.
5. The water system and water plant upgrade project were again worked on throughout the month. Velocity and their subcontractors worked primarily on the water distribution system improvements, but near the end of the month they did start working on some equipment installation for the chloramine conversion process at the water plant.
6. The North Glen Erie and the West Tanks were disinfected, refilled, and put back in service this month after SGM's structural engineer completed the 5-year comprehensive inspections of these two tanks near the end of September.
7. The staff sampled the #3 backwash pond's residual waste/sediment for analysis this month to comply with Moffat County's landfill requirements. This was done so that this material can be approved by the county for disposal at the landfill in 2020.
8. The staff collected this year's 2nd set of distribution system samples for Lead & Copper analysis during the month. The results were received at the end of the month, and there were no problems found with the samples. The city is again in compliance with the CDPHE's Lead & Copper Regulations for this year.
9. The staff continued to assist or work with other city departments, vendors, customers, and contractors as needed. The staff also worked on building and grounds maintenance (which included snow removal near the end of the month), and equipment repair.

Distribution System Operation/Maintenance

1. There were 94 line locates requested and completed this month. This required approximately 70.5 man-hours to complete.

2. All work orders, meter readings, meter tech appointments, distribution of nonpayment door hangers, nonpayment water service shut offs, and service line inspections requested or scheduled were completed.
3. Miscellaneous water department work by the staff this month included; completed 25 final meter reads, completed 52 service turn offs/ons, and repaired 19 meters/MXU's.
4. The staff continued to work on the annual fire hydrant repair, maintenance, and replacement program throughout the month. There were 10 fire hydrants flushed during the month.
5. The staff also worked on the annual valve maintenance and replacement program during the month. They exercised 34 valves this month.
6. The staff worked on several water distribution system projects during the month. These projects included repairing (1) water main break, serviced and turned on the building heaters at all of the water system's pump stations to prepare them for winter, started replacing approximately 760 feet of deteriorated 8" ductile iron water main on E. Hwy 40, and started replacing all of the security cameras at various water and wastewater facilities.
7. The staff was able to perform their regularly scheduled work on the distribution system, bulk water sales stations, and equipment maintenance during the month. They were able to assist contractors, other city departments, and complete all emergency assignments as required.

Water Production Statistics

Effluent Total Flow	31,953,000 gallons	Total Chemical Cost	\$ 5,966.30
Backwash Total Flow	1,008,200 gallons	Total Chemical Cost/MG	\$ 181.01
Total Flow	32,961,200 gallons	Alum & Ash Cost/Mg	\$ 108.41

(Backwash Flow % of Total = (3.16%))

The Craig Municipal Water Treatment Plant utilizes water rights for municipal use. These included direct flow diversions from the following:

Craig Irrigation Ditch
Fortification Creek Ditch

Deep Cut Ditch
Craig Water Supply System

**Water Department
November, 2019
Monthly Report**

Operational

1. The plant operated throughout the month and complied with all state and federal requirements for water quality and reporting.
2. All distribution system flows and pressure needs, for both fire protection and the water customers, were met.

Maintenance and Improvements

1. The staff performed all required preventative maintenance during the month.
2. Elkhead work by the staff this month consisted of routine maintenance and inspections.
3. The staff continued working on the CCC Program throughout the month.
4. The staff continued working on the UDF Program this month as time and the weather permitted.
5. The water system and water plant upgrade project were again worked on throughout the month. Velocity and their subcontractors worked primarily on the water distribution system improvements, but they also did some improvement work at the water plant.
6. CIRSA was in this month to do their annual facilities safety inspections. Overall very few deficiencies were found at the water & wastewater plants. Any deficiencies found were immediately corrected by staff.
7. Universal Inspection Service came in this month to do the annual hoist and crane inspections for water and wastewater. No problems were found during this visit.
8. The main replacement project on E Hwy 40 was completed near the middle of the month by staff. Water quality, and pressure testing on the 760 feet of new 8" PVC water main was completed. All these tests passed, and this new section of water main was put into full service.
9. The staff continued to assist or work with other city departments, vendors, customers, and contractors as needed. The staff also worked on building and grounds maintenance, and equipment repair.

Distribution System Operation/Maintenance

1. There were 85 line locates requested and completed this month. This required approximately 64.0 man-hours to complete.
2. All work orders, meter readings, meter tech appointments, distribution of nonpayment door hangers, nonpayment water service shut offs, and service line inspections requested or scheduled were completed.
3. Miscellaneous water department work by the staff this month included; completed 14 final meter reads, completed 20 service turn offs/ons, and repaired 10 meters/MXU's.

4. The staff also worked on the annual valve maintenance and replacement program during the month. They exercised 10 valves this month.
5. The staff worked on a couple of water distribution system projects during the month. These projects included repairing (1) water main break, and they also completed the water and wastewater facilities security cameras replacement project.
6. The staff was able to perform their regularly scheduled work on the distribution system, bulk water sales stations, and equipment maintenance during the month. They were able to assist contractors, other city departments, and complete all emergency assignments as required.

Water Production Statistics

Effluent Total Flow	24,372,000 gallons	Total Chemical Cost	\$ 4,274.75
Backwash Total Flow	694,100 gallons	Total Chemical Cost/MG	\$ 170.54
Total Flow	25,066,100 gallons	Alum & Ash Cost/Mg	\$ 103.82

(Backwash Flow % of Total = (2.85%))

The Craig Municipal Water Treatment Plant utilizes water rights for municipal use. These included direct flow diversions from the following:

Craig Irrigation Ditch	Deep Cut Ditch
Fortification Creek Ditch	Craig Water Supply System

Monthly Report

Wastewater

October 2019

A. Treatment – Operation:

1. Operated treatment plant to comply with State and Federal regulations.
2. Performed daily, weekly, and monthly maintenance as recommended in the manufacturer's manuals.
3. Treated average of 808,000 gallons/day of wastewater.
4. Received and treated 3,200 gallons of hauled waste.
5. Biosolids dry and ready to be taken to landfill. Waiting on lab results.

B. Collection – Operation:

1. 47 man hours used to perform 94 line locates.
2. 24 man hours used to hydraulically clean 3,575 feet (0.68 miles) of sewer main as part of routine (every 5 weeks) maintenance.
3. 11.5 man hours used to hydraulically clean 2,050 ft (0.4 miles) of sewer main as part of an annual cleaning program.

C. Collection – Correction

1. 1 man hour used to respond to a backup complaint at 1002 Breeze St. The main was inspected and found to be flowing well. Determined to be homeowner's issue.
2. 1 man hour used to respond to a backup complaint at Timberglen Apartments Unit #1. The main was flowing well (it had been hydraulically cleaned three weeks prior to this backup). Personnel cleaned it again at this time for good measure and did not encounter any obstructions. Determined to be property owner's issue.
3. 2 man hours used to respond to a backup complaint at 2323 E. Hwy 40. A local plumber had been out twice to clean service line and they still had problems. The main was inspected and found to be flowing well, but personnel hydraulically cleaned it for good measure. No obstructions were found. Determined to be homeowner's issue.

4. 2 man hours used to respond to a backup complaint at 400 block of Washington. The main was inspected and found to be flowing well. Personnel hydraulically cleaned it for good measure and encountered no obstructions. The place of business was still having trouble so personnel performed a video inspection of the main and where their tap enters the main. The main was clear and it was determined to be the business owner's issue.
5. 2 man hours used to respond to a backup complaint at 402 E. Victory Way. The main was inspected and found to be flowing well. Personnel hydraulically cleaned it for good measure and then video inspected it. The video inspection showed that the homeowner's tap, where it enters the main, was full of roots. Determined to be homeowner's issue.

D. Other:

1. Assisted other departments, local plumbers, and contractors as needed.
2. Analyzed Maybell's Wastewater Plant monthly samples.

Monthly Report

Wastewater

November 2019

A. Treatment – Operation:

1. Operated treatment plant to comply with State and Federal regulations.
2. Performed daily, weekly, and monthly maintenance as recommended in the manufacturer's manuals.
3. Treated average of 839,000 gallons/day of wastewater.
4. Received and treated 3,050 gallons of hauled waste.
5. Biosolids are dry and ready to be taken to landfill. Waiting on lab results.

B. Collection – Operation:

1. 42.5 man hours used to perform 85 line locates.
2. 24 man hours used to hydraulically clean 3,575 feet (0.68 miles) of sewer main as part of routine (every 5 weeks) maintenance.
3. 4 man hours used to hydraulically clean 1150 ft. (0.22 miles) of sewer main as part of an annual cleaning program.
4. Video inspection of the Town of Maybell's collection system is 80% complete.

C. Collection – Correction

1. 1 man hour used to respond to a backup complaint at 891 School St. The main was inspected above address and found to be flowing well. Determined to be homeowner's issue.
2. 1.5 man hours used to respond to a backup complaint 844 Ashley. The main was inspected and found to be flowing well. Personnel hydraulically cleaned the main for good measure and encountered zero obstructions. Determined to be homeowner's issue.

D. Other:

1. Assisted other departments, local plumbers, and contractors as needed.
2. Analyzed Maybell's Wastewater Plant monthly samples.



COLORADO
Department of Public
Health & Environment

October 28, 2019

Mark Sollenberger, Water/Wastewater Director
City of Craig
300 West 4th Street
Craig, CO 81625

RE: Disinfection Outreach and Verification Effort (DOVE) Decision
City of Craig
Public Water System Identification (PWSID) No. CO0141188, Moffat County
ES Project No. ES.14.DOVE.01445 & ES Project No. ES.19.DWDR.04700, GLU Project No. 140520D

Dear Ms. Hauser:

The Colorado Department of Public Health and Environment (Department), Water Quality Control Division, has performed a review of the disinfection capabilities of the surface water treatment plant at the City of Craig (the Supplier). The surface water plant (referred to in Table 1 below) meets or exceeds the disinfection requirements of Section 11.8 of the *Colorado Primary Drinking Water Regulations* (Regulation 11).

Table 1: Summary of Surface Water Treatment Status

Issue	Water Plant Name (and ID)	Plant Type	Disinfection Status
1	Main Plant SWTP01 (001)	Conventional	Adequate - log inactivation

Since the assistance process was completed concurrently with a design review, the project requires changes to the facility's monthly operating report (MOR). Therefore, the Department has prepared a new MOR for use upon completing construction. Upon completing construction, the new MOR will be available at <https://www.colorado.gov/cdphe/mors> for your use. Please utilize the portal (<http://wqcdcompliance.com/login>) to submit the file electronically as a Microsoft Excel File (*.xlsx). If you have questions about reporting, please contact Lauren Worley by email at lauren.worley@state.co.us or by phone at 303-692-3547.

The Department's assistive efforts are considered complete for this effort. Thank you for your time and cooperation in this matter. Please contact me by telephone at 303-692-6337 or by electronic mail at michael.emming@state.co.us if you have any questions.

Sincerely,

**Michael
Emming**

Michael G. Emming
Senior Review Engineer
Engineering Section | Water Quality Control Division
Colorado Department of Public Health and Environment

Digitally signed by Michael
Emming
Date: 2019.10.28 16:14:45
-06'00'

cc: Bret Icenogle, WQCD ES Section Manager
Amy Zimmerman, WQCD ES Engineering Review Unit Manager
Lauren Worley, WQCD DWCAS Senior Compliance Specialist
Tyson Ingels, WQCD ES Lead DW Engineer

