



**IGNACIO TOWN BOARD MEETING AGENDA**  
**Monday, November 18, 2024 – 6:00 PM**  
**Abel F. Atencio Community Room, 570 Goddard Avenue**  
**or via Remote Public Meeting**

Zoom login info: <https://us06web.zoom.us/j/85070196946>

Attendees wishing to participate by phone shall call: [346-248-7799](tel:346-248-7799) and key in Webinar ID Number: [8507 019 6946](tel:85070196946)

- I. CALL REGULAR MEETING TO ORDER:** Pledge of Allegiance
- II. ROLL CALL**
- III. APPROVAL OF AGENDA – Action Item**
- IV. PUBLIC COMMENTS**
- V. CONSENT AGENDA – Action Item**
  - A. Regular Town Board Meeting Minutes from October 14, 2024
  - B. October 2024 Accounting Reports
- VI. STAFF REPORTS**
  - A. Police Department
  - B. Public Works
  - C. Clerk / Treasurer
  - D. Town Manager
  - E. Attorney
- VII. UNFINISHED BUSINESS**
  - A. Rock Creek Housing Update
- VIII. NEW BUSINESS**
  - A. Presentations by Various Non-Profits Seeking Funding in 2025
  - B. Auditor Selection for 2024-2026 – Action Item
  - C. Proposal from QIS – Action Item
  - D. Proposal from Habitat for Humanity – Action Item
- IX. TRUSTEE REPORTS**
- X. MISCELLANEOUS**
- XI. ADJOURNMENT**

11/13/24  
12:18:15

TOWN OF IGNACIO  
Check Register for Checking  
For the Accounting Period: 10/24

Page: 1 of 4  
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
-97501	E	143 STATE OF COLORADO-SALES TAX	663.47	10/14/24	10/24	CL 17903	663.47
-97500	E	845 HOME DEPOT CREDIT SERVICES	1611.24	10/14/24	10/24	CL 17920	1611.24
-97499	E	1187 Cardmember Service (TBK Bank)	215.46	10/14/24	10/24	CL 17922	215.46
-97498	E	1187 Cardmember Service (TBK Bank)	189.78	10/14/24	10/24	CL 17923	189.78
-97497	E	1187 Cardmember Service (TBK Bank)	593.23	10/14/24	10/24	CL 17924	593.23
-97496	E	1187 Cardmember Service (TBK Bank)	84.58	10/14/24	10/24	CL 17925	84.58
-97495	E	1187 Cardmember Service (TBK Bank)	84.29	10/14/24	10/24	CL 17926	84.29
-97494	E	1187 Cardmember Service (TBK Bank)	368.61	10/14/24	10/24	CL 17927	368.61
-97493	E	1187 Cardmember Service (TBK Bank)	95.35	10/14/24	10/24	CL 17928	95.35
-97492	E	1187 Cardmember Service (TBK Bank)	1992.49	10/14/24	10/24	CL 17929	1992.49
-97491	E	1187 Cardmember Service (TBK Bank)	205.25	10/14/24	10/24	CL 17930	205.25
-97490	E	1187 Cardmember Service (TBK Bank)	937.88	10/14/24	10/24	CL 17931	937.88
-97489	E	1187 Cardmember Service (TBK Bank)	658.97	10/14/24	10/24	CL 17932	658.97
-97488	E	1187 Cardmember Service (TBK Bank)	228.50	10/14/24	10/24	CL 17933	228.50
-97487	E	1187 Cardmember Service (TBK Bank)	619.43	10/14/24	10/24	CL 17934	619.43
-97486	E	1187 Cardmember Service (TBK Bank)	1243.77	10/14/24	10/24	CL 17935	1243.77
-97485	E	1187 Cardmember Service (TBK Bank)	265.70	10/14/24	10/24	CL 17936	265.70
-97484	E	1187 Cardmember Service (TBK Bank)	388.15	10/14/24	10/24	CL 17937	388.15
-97483	E	737 PITNEY BOWES INC	502.25	10/30/24	10/24	CL 17959	502.25
-97482	E	385 LPEA	2214.76	10/30/24	10/24	CL 17966	2214.76
7657	S	1283 4 Rivers Equipment	216.51	10/14/24	10/24	CL 17906	216.51
7658	S	728 Axis Health System	453.27	10/14/24		CL 17887	453.27
7659	S	220 BALLANTINE COMMUNICATIONS INC	232.83	10/14/24	10/24	CL 17907	232.83
7660	S	99 C & J GRAVEL PRODUCTS INC	1130.70	10/14/24	10/24	CL 17904 CL 17914	565.35 565.35

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TOWN OF IGNACIO  
Check Register for Checking  
For the Accounting Period: 10/24

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Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
7661	S	802 CAL STEEL & Sheet Metal	1016.34	10/14/24	10/24	CL 17913	1016.34
7662	S	921 CASCADE WATER	55.00	10/14/24	10/24	CL 17895	55.00
7663	S	1227 CJB Auto Supply	287.61	10/14/24	10/24	CL 17915	287.61
7664	S	1131 CROSSFIRE AGGREGATE SERVICES LLC	886.51	10/14/24	10/24	CL 17911 CL 17919	832.85 53.66
7665	S	1285 Dancing Spirit	14391.62	10/14/24	10/24	CL 17894	14391.62
7666	S	1119 DUB'S AUTO BODY	1082.40	10/14/24	10/24	CL 17909	1082.40
7667	S	237 ENERGY OUTREACH COLORADO	372.00	10/14/24	10/24	CL 17896	372.00
7668	S	1088 Farmer's Fresh Market	12.88	10/14/24	10/24	CL 17886	12.88
7669	S	971 FASTTRACK COMMUNICATIONS INC	402.97	10/14/24	10/24	CL 17916	402.97
7670	S	257 FOUR CORNERS WELDING & GAS SUPPLY	579.49	10/14/24	10/24	CL 17912	579.49
7671	S	760 IGNACIO SCHOOL DISTRICT	366667.00	10/14/24		CL 17891	366667.00
7672	S	1286 La Plata County Public Health Dept.	38.50	10/14/24	10/24	CL 17888	38.50
7673	S	1019 La Plata Economic Development Alliance	4559.00	10/14/24	10/24	CL 17938	4559.00
7674	S	1310 QUALITY IRRIGATION SOLUTIONS	375.66	10/14/24	10/24	CL 17921	375.66
7675	S	990 REAL TIME NETWORKS	98.00	10/14/24	10/24	CL 17893	98.00
7676	S	1264 Republic Services #657	3275.85	10/14/24		CL 17892	3275.85
7677	S	730 SOUTHWEST AG	3230.16	10/14/24	10/24	CL 17905	3230.16
7678	S	626 SUMMIT SUPPLY	260.10	10/14/24	10/24	CL 17910	260.10
7679	S	650 TOWN OF IGNACIO	1299.68	10/14/24	10/24	CL 17898 CL 17901 CL 17902	899.68 200.00 200.00
7680	S	675 UTILITY NOTIFICATION CENTER OF CO	74.82	10/14/24	10/24	CL 17889	74.82
7681	S	690 WACI-CI TRADING COMPANY	609.94	10/14/24	10/24	CL 17908	609.94
7688 *	S	31 AMERICAN PUBLIC GAS ASSOCIATION	445.00	10/30/24		CL 17947	445.00

11/13/24  
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TOWN OF IGNACIO  
Check Register for Checking  
For the Accounting Period: 10/24

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Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
7689	S	42 ANIMAS SURVEYING & MAPPING	5833.50	10/30/24		CL 17954	5833.50
7690	S	1253 B3PE, LLC	16875.00	10/30/24		CL 17956	16875.00
7691	S	99 C & J GRAVEL PRODUCTS INC	108.04	10/30/24		CL 17944	108.04
7692	S	1285 Dancing Spirit	250.00	10/30/24		CL 17940	250.00
7693	S	1119 DUB'S AUTO BODY	862.90	10/30/24		CL 17953	862.90
7694	S	1312 DURANGOURMET	1000.00	10/30/24		CL 17939	1000.00
7695	S	1108 ENERGY WORLDNET INC	1797.85	10/30/24		CL 17965	1797.85
7696	S	1284 Graphic Assassin, Inc.	687.50	10/30/24		CL 17952	687.50
7697	S	279 GREEN ANALYTICAL LABORATORIES	480.00	10/30/24		CL 17943	480.00
7698	S	1258 Ignacio Community Library	400.00	10/30/24		CL 17963	400.00
7699	S	1130 IMAGENET CONSULTING LLC	21313.19	10/30/24		CL 17948	21313.19
7700	S	1314 JAMES R. VAN LIERE, PE	11367.07	10/30/24		CL 17951	11367.07
7701	S	1031 JUST CLICK PRINTING INC	1111.14	10/30/24		CL 17942	1111.14
7702	S	1046 LAW OFFICE OF DAVID LIBERMAN	1271.00	10/30/24		CL 17962	1271.00
7703	S	394 LEWIS TRUE VALUE MERCANTILE	8.97	10/30/24		CL 17964	8.97
7704	S	1313 RISE & SHINE	200.00	10/30/24		CL 17949	200.00
7705	S	1172 Short Elliott Hendrickson, Inc.	4586.00	10/30/24		CL 17955	4586.00
7706	S	600 SOUTHERN UTE UTILITIES DIVISION	45971.78	10/30/24		CL 17941	45971.78
7707	S	1315 THE J.P. COOKE COMPANY	60.80	10/30/24		CL 17961	60.80
7708	S	1117 TUGGY DUNTON	45.00	10/30/24	10/24	CL 17957	45.00

**Total for Claim Checks 529446.74**  
Count for Claim Checks 66

\* denotes missing check number(s)

# of Checks: 66 Total: 529446.74

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TOWN OF IGNACIO  
Fund Summary for Claim Check Register  
For the Accounting Period: 10/24

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<b>Fund/Account</b>	<b>Amount</b>
100 GENERAL FUND	
110230	54,054.52
300 CAPITAL IMPROVEMENT FUND	
110230	6,202.34
500 ECONOMIC DEVELOPMENT FUND	
110230	397,672.19
610 WATER FUND	
110230	15,355.60
620 GAS FUND	
110230	22,119.38
630 SEWER FUND	
110230	33,462.29
640 IRRIGATION FUND	
110230	580.42
<b>Total:</b>	<b>529,446.74</b>

11/13/24  
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TOWN OF IGNACIO  
Detail Ledger Query  
For the Accounting Periods: 10/24 - 10/24

Objects 3200-9500, AND Fund=300,500

Fund/Account/ Doc/Line #	Description	Vendor/Receipt From	Acct. Period	Debit	Credit	Ending Balance
300 CAPITAL IMPROVEMENT FUND						
930000 CAPITAL IMPROVEMENT						
9231	Capital Project - Browning Storm Drain					
CL 17905 3 31308	BINDERS, CHAINS, STRAP D	SOUTHWEST AG	10/24	600.00		
CL 17913 1 110160	3X 1/4 SQUARE TUBING	CAL STEEL & Sheet Metal	10/24	562.50		
CL 17913 2 110160	3/16 X3 FLAT BAR	CAL STEEL & Sheet Metal	10/24	201.60		
CL 17913 3 110160	1/2 DECOILED PLATE	CAL STEEL & Sheet Metal	10/24	252.24		
	<b>Object Total:</b>			<b>6,299.95 DB</b>		<b>7,916.29 DB</b>
9232	Capital Project - Rock Creek Subdivision					
CL 17955 1 476259	IGNACIO ROCK CREEK SUBDI	Short Elliott	10/24	4,586.00		
JV 101924 1	Rcls Fading West expenses		10/24		41,979.00	
JV 101924 2	Rcls Fading West expenses		10/24		235,000.00	
JV 101924 3	Rcls Fading West expenses		10/24		250,000.00	
	<b>Object Total:</b>			<b>2,082,227.50 DB</b>		<b>1,559,834.50 DB</b>
	<b>Account Total:</b>			<b>6,202.34</b>	<b>526,979.00</b>	<b>1,567,750.79 DB</b>
	<b>Fund Total:</b>			<b>6,202.34</b>	<b>526,979.00</b>	

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TOWN OF IGNACIO  
Detail Ledger Query  
For the Accounting Periods: 10/24 - 10/24

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Objects 3200-9500, AND Fund=300,500

Fund/Account/ Doc/Line #	Description	Vendor/Receipt From	Acct. Period	Debit	Credit	Ending Balance
500 ECONOMIC DEVELOPMENT FUND						
500463 ECONOMIC DEVELOPMENT						
6456 ELHI Property						
CL 17891 1	ELHI installment 2/3 placemark	IGNACIO SCHOOL DISTRICT	10/24	366,667.00		
	<b>Object Total:</b>		<b>550.00 DB</b>	<b>366,667.00</b>		<b>367,217.00 DB</b>
9155 Pass-through Account						
CL 17894 1	REDI 22-307	Dancing Spirit	10/24	14,391.62		
CL 17938 1	RFR#3 FOR SEPT 24 24-016	La Plata Economic	10/24	4,559.00		
	<b>Object Total:</b>		<b>142,724.43 DB</b>	<b>18,950.62</b>		<b>161,675.05 DB</b>
9232 Capital Project - Rock Creek Subdivision						
CL 17951 1	247911 ENGINEERING 6.5HRS @ 150	JAMES R. VAN LIERE, PE	10/24	975.00		
CL 17951 2	247911 DRAFTING 4HRS @90 HR	JAMES R. VAN LIERE, PE	10/24	360.00		
CL 17951 3	247911 ROYALTY STAMP 20 UNITS	JAMES R. VAN LIERE, PE	10/24	10,000.00		
CL 17951 4	247911 LARGE SIZE PRINTS	JAMES R. VAN LIERE, PE	10/24	32.07		
CL 17952 1	WEBSITE DESIGN & DEVELOPEMENT	Graphic Assassin, Inc.	10/24	687.50		
JV 100324 3	5% of 6 18' shavano units		10/24	35,772.42		
JV 100324 4	5% of 4 18' shavano units		10/24	21,198.44		
JV 101924 4	Rcls Fading Westinv #373829		10/24	41,979.00		
JV 101924 5	Rcls Fading West ACH		10/24	235,000.00		
JV 101924 6	Rcls Fading West ACH		10/24	250,000.00		
	<b>Object Total:</b>		<b>215,043.00 DB</b>	<b>596,004.43</b>		<b>811,047.43 DB</b>
	<b>Account Total:</b>		<b>358,317.43 DB</b>	<b>981,622.05</b>		<b>1,339,939.48 DB</b>
	<b>Fund Total:</b>			<b>981,622.05</b>	<b>0.00</b>	
	<b>Grand Total:</b>			<b>987,824.39</b>	<b>526,979.00</b>	

**TOWN OF IGNACIO**

2023			2024	331310			% up/down			% up/down
City Sales Tax	Month	Year-To-Date	City Sales Tax	Month	Difference	from PYM	Year-To-Date	Difference	from PYT	
		-	<i>Int bank</i>							
			1 Jan	52,435.76						
Jan	59,491.23	59,491.23	2 Feb	60,498.68	1,007.45	1.69%	60,498.68	1,007.45	1.69%	
Feb	46,445.64	105,936.87	3 Mar	61,998.32	15,552.68	14.68%	122,497.00	16,560.13	15.63%	
Mar	44,651.23	150,588.10	4 Apr	45,384.66	733.43	0.49%	167,881.66	17,293.56	11.48%	
Apr	48,413.47	199,001.57	5 May	49,614.44	1,200.97	0.60%	217,496.10	18,494.53	9.29%	
May	48,118.71	247,120.28	6 Jun	47,109.70	-1,009.01	-0.41%	264,605.80	17,485.52	7.08%	
Jun	51,416.18	298,536.46	7 Jul	51,993.28	577.10	0.19%	316,599.08	18,062.62	6.05%	
Jul	47,069.92	345,606.38	8 Aug	51,357.41	4,287.49	1.24%	367,956.49	22,350.11	6.47%	
Aug	51,249.72	396,856.10	9 Sep	55,811.43	4,561.71	1.15%	423,767.92	26,911.82	6.78%	
Sep	50,337.91	447,194.01	10 Oct	66,220.29	15,882.38	3.55%	489,988.21	42,794.20	9.57%	
Oct	52,000.17	499,194.18	11 Nov			0.00%	489,988.21		0.00%	
Nov	60,980.48	560,174.66	12 Dec			0.00%	489,988.21		0.00%	
Dec	52,435.76	612,610.42	Jan			0.00%	489,988.21		0.00%	
<b>City Sales Tax Total</b>	<b>612,610.42</b>		<b>City Total</b>	<b>542,423.97</b>					<b>6.17%</b>	
<b>2023 BUDGET</b>	<b>500,000.00</b>		<b>2024 BUDGET</b>	<b>500,000.00</b>						

2023			2024	331330			% up/down			% up/down
County Sales Tax	Month	Year-To-Date	County Sales Tax	Month	Difference	from PYM	Year-To-Date	Difference	from PYT	
		-	<i>Int bank</i>							
			1 Jan	99,970.00						
			2 Feb	117,151.00						
Jan	87,867.00	87,867.00	3 Mar	94,745.00	6,878.00	7.83%	94,745.00	6,878.00	7.83%	
Feb	89,282.00	177,149.00	4 Apr	90,192.00	910.00	0.51%	184,937.00	7,788.00	4.40%	
Mar	98,894.00	276,043.00	5 May	97,916.00	-978.00	-0.35%	282,853.00	6,810.00	2.47%	
Apr	93,396.00	369,439.00	6 Jun	95,508.00	2,112.00	0.57%	378,361.00	8,922.00	2.42%	
May	105,714.00	475,153.00	7 Jul	108,172.00	2,458.00	0.52%	486,533.00	11,380.00	2.40%	
Jun	118,127.00	593,280.00	8 Aug	117,603.00	-524.00	-0.09%	604,136.00	10,856.00	1.83%	
Jul	119,823.00	713,103.00	9 Sep	123,072.00	3,249.00	0.46%	727,208.00	14,105.00	1.98%	
Aug	118,596.00	831,699.00	10 Oct	113,118.00	-5,478.00	-0.66%	840,326.00	8,627.00	1.04%	
Sep	115,270.00	946,969.00	11 Nov			0.00%	840,326.00		0.00%	
Oct	110,432.00	1,057,401.00	12 Dec			0.00%	840,326.00		0.00%	
Nov	99,970.00	1,157,371.00	Jan			0.00%	840,326.00		0.00%	
Dec	117,151.00	1,274,522.00	Feb							
<b>County Total</b>	<b>1,274,522.00</b>		<b>County Total</b>	<b>1,057,447.00</b>					<b>2.21%</b>	
<b>2023 BUDGET</b>	<b>1,100,000.00</b>		<b>2024 BUDGET</b>	<b>1,100,000.00</b>						

TOWN OF IGNACIO  
Cash Report  
For the Accounting Period: 10/24

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
100 GENERAL FUND						
110100 Petty Cash	100.00	0.00	0.00	0.00	0.00	100.00
110230 Operating Account	628,030.23	508,774.67	0.00	379,719.91	253,971.95	503,113.04
110250 Savings Account	100,068.46	8.50	0.00	0.00	0.00	100,076.96
110270 Investment Account	802,318.12	2,889.91	0.00	300,000.00	0.00	505,208.03
<b>Total Fund</b>	<b>1,530,516.81</b>	<b>511,673.08</b>		<b>679,719.91</b>	<b>253,971.95</b>	<b>1,108,498.03</b>
300 CAPITAL IMPROVEMENT FUND						
110230 Operating Account	-818,123.79	554,884.72	0.00	0.00	6,202.34	-269,441.41
110270 Investment Account	241,566.54	798.28	0.00	0.00	0.00	242,364.82
<b>Total Fund</b>	<b>-576,557.25</b>	<b>555,683.00</b>			<b>6,202.34</b>	<b>-27,076.59</b>
400 CONSERVATION TRUST FUND						
110230 Operating Account	31,510.45	0.00	0.00	0.00	0.00	31,510.45
110270 Investment Account	86,058.91	366.56	0.00	0.00	0.00	86,425.47
<b>Total Fund</b>	<b>117,569.36</b>	<b>366.56</b>				<b>117,935.92</b>
500 ECONOMIC DEVELOPMENT FUND						
110230 Operating Account	-122,478.77	402,270.38	0.00	583,949.86	397,672.19	-701,830.44
110270 Investment Account	23,377.88	201.14	0.00	0.00	0.00	23,579.02
<b>Total Fund</b>	<b>-99,100.89</b>	<b>402,471.52</b>		<b>583,949.86</b>	<b>397,672.19</b>	<b>-678,251.42</b>
610 WATER FUND						
110230 Operating Account	70,863.58	30,634.80	37.09	0.00	15,355.60	86,179.87
110270 Investment Account	49,324.20	210.09	0.00	0.00	0.00	49,534.29
<b>Total Fund</b>	<b>120,187.78</b>	<b>30,844.89</b>	<b>37.09</b>		<b>15,355.60</b>	<b>135,714.16</b>
620 GAS FUND						
110230 Operating Account	226,191.25	20,471.28	0.00	0.00	22,252.40	224,410.13
110270 Investment Account	151,578.54	645.66	0.00	0.00	0.00	152,224.20
<b>Total Fund</b>	<b>377,769.79</b>	<b>21,116.94</b>			<b>22,252.40</b>	<b>376,634.33</b>
630 SEWER FUND						
110230 Operating Account	214,878.79	52,307.08	92.47	278.08	33,462.29	233,537.97
110270 Investment Account	213.01	0.93	0.00	0.00	0.00	213.94
<b>Total Fund</b>	<b>215,091.80</b>	<b>52,308.01</b>	<b>92.47</b>	<b>278.08</b>	<b>33,462.29</b>	<b>233,751.91</b>
640 IRRIGATION FUND						
110230 Operating Account	19,466.37	7,171.15	3.46	0.00	580.42	26,060.56
110270 Investment Account	11,468.21	48.85	0.00	0.00	0.00	11,517.06
<b>Total Fund</b>	<b>30,934.58</b>	<b>7,220.00</b>	<b>3.46</b>		<b>580.42</b>	<b>37,577.62</b>
910 PAYROLL CLEARING FUND						
110230 Operating Account	9,028.80	0.00	199,917.43	197,883.16	0.00	11,063.07
930 CLAIMS CLEARING FUND						
110230 Operating Account	398,140.93	0.00	529,446.74	441,912.21	0.00	485,675.46
<b>Totals</b>	<b>2,123,581.71</b>	<b>1,581,684.00</b>	<b>729,497.19</b>	<b>1,903,743.22</b>	<b>729,497.19</b>	<b>1,801,522.49</b>

\*\*\* Transfers In and Transfers Out columns should match, with the following exceptions:

- 1) Cancelled electronic checks increase the Transfers In column. Disbursed column will be overstated by the same amount and will not balance to the Redeemed Checks List.
- 2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column by the total amount of these checks.

11/13/24  
12:21:30

TOWN OF IGNACIO  
Statement of Revenue Budget vs Actuals  
For the Accounting Period: 10 / 24

Page: 1 of 1  
Report ID: B110F

Fund	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
100 GENERAL FUND	210,282.63	1,877,839.72	2,206,447.00	328,607.28	85 %
300 CAPITAL IMPROVEMENT FUND	28,704.00	911,287.08	2,477,874.00	1,566,586.92	37 %
400 CONSERVATION TRUST FUND	366.56	11,685.36	39,500.00	27,814.64	30 %
500 ECONOMIC DEVELOPMENT FUND	402,471.52	474,826.81	1,714,567.00	1,239,740.19	28 %
610 WATER FUND	30,639.44	272,394.79	330,235.00	57,840.21	82 %
620 GAS FUND	22,365.61	260,335.77	946,900.00	686,564.23	27 %
630 SEWER FUND	53,646.14	463,621.83	619,982.00	156,360.17	75 %
640 IRRIGATION FUND	7,396.05	44,904.42	45,058.00	153.58	100 %
<b>Grand Total:</b>	<b>755,871.95</b>	<b>4,316,895.78</b>	<b>8,380,563.00</b>	<b>4,063,667.22</b>	<b>52 %</b>

11/13/24  
12:22:08

TOWN OF IGNACIO  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 10 / 24

Page: 1 of 1  
Report ID: B100F

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
100 GENERAL FUND	632,654.59	2,607,068.12	2,697,137.00	2,697,137.00	90,068.88	97%
300 CAPITAL IMPROVEMENT FUND	-520,776.66	1,567,750.79	2,437,338.00	2,437,338.00	869,587.21	64%
400 CONSERVATION TRUST FUND	0.00	0.00	42,000.00	42,000.00	42,000.00	0%
500 ECONOMIC DEVELOPMENT FUND	981,622.05	1,339,939.48	2,231,560.00	2,231,560.00	891,620.52	60%
610 WATER FUND	15,355.60	143,651.19	326,214.00	326,214.00	182,562.81	44%
620 GAS FUND	21,841.30	133,205.68	1,144,339.00	1,144,339.00	1,011,133.32	12%
630 SEWER FUND	33,740.37	360,349.22	564,497.00	564,497.00	204,147.78	64%
640 IRRIGATION FUND	547.07	17,951.26	46,730.00	46,730.00	28,778.74	38%
<b>Grand Total:</b>	<b>1,164,984.32</b>	<b>6,169,915.74</b>	<b>9,489,815.00</b>	<b>9,489,815.00</b>	<b>3,319,899.26</b>	<b>65%</b>

11/13/24  
12:25:27

TOWN OF IGNACIO  
Payroll Summary For Payrolls from 10/01/24 to 10/31/24

Page: 1 of 2  
Report ID: P130

Total for Payroll Checks  
-----

	Employee	Employer	Amount
	-----	-----	-----
COMA HOURS (Comp Time Accumulated)	69.00		
COMP HOURS (Comp Time Used)	105.50		2,905.75
JO04 HOURS (CELL PHONE AIL0)	0.00		221.52
*Non Taxable (added to gross wages, no addition to SS, Med, FIT & SIT bases)			
JO15 HOURS (IN LIEU OF INSU)	0.00		630.51
OVER HOURS (Overtime)	120.25		5,440.92
REG HOURS (Regular Time)	4,078.25		140,556.55
SICK HOURS (Sick Time)	122.75		4,100.16
VACA HOURS (Vacation Time Used)	219.00		8,708.90
GROSS PAY	162,564.31	0.00	
NET PAY	112,876.51	0.00	
NET PAY (CHECKS)	7,626.80		
NET PAY (DIRECT DEPOSIT)	105,249.71		
AFLAC-AFTERTAX	673.66	159.00	
AFLAC-PRETAX	838.52	0.00	
CEBT DENTAL	819.00	306.00	
CEBT HEALTH	6,599.00	15,861.00	
CEBT LIFE	46.45	45.50	
CEBT VISION	101.00	46.00	
FIT	12,926.59	0.00	
FPPA	9,814.74	8,178.96	
FPPA-457	1,573.65	0.00	
FPPA-AD&D	0.00	2,495.13	
GARNISHMENT2	69.21	0.00	
LOAN MICKEY	328.80	0.00	
MEDICARE	2,232.12	2,232.12	
MISSIONSQUARE/I	3,283.98	3,124.68	
MONTOYA LOAN	372.09	0.00	
SIT	5,428.96	0.00	
SOCIAL SECURITY	4,580.03	4,580.03	
UNEMPL. INSUR.	0.00	324.70	
ALPINE BANK	138.52	0.00	
BANK 4	6,633.49	0.00	
BANK 8-SAVINGS	4,750.25	0.00	
BANK COLORADO	3,192.18	0.00	
COMM BANK OF CO	14,033.34	0.00	
CU OF COLORADO	6,415.41	0.00	
SANDIA LAB FCU	300.00	0.00	
TBK BANK	10,700.59	0.00	
USAA	8,915.12	0.00	
VECTRA BANK CO	69.26	0.00	
WELLS FARGO	46,083.44	0.00	
WELLS FARGO N.A	138.52	0.00	
WELLS FARGO OR	3,879.59	0.00	
FIT/SIT BASE	139,266.45	0.00	
MEDICARE BASE	153,938.82	0.00	
SOC SEC BASE	73,871.32	0.00	
UN BASE	162,342.79	0.00	

11/13/24  
12:25:27

TOWN OF IGNACIO  
Payroll Summary For Payrolls from 10/01/24 to 10/31/24

Page: 2 of 2  
Report ID: P130

Total 37,353.12  
Total Payroll Expense (Gross Pay + Employer Contributions): 199,917.43

Check Summary

Payroll Checks Prev. Out. \$92.33  
Payroll Checks Issued \$7,696.01  
Payroll Checks Redeemed \$5,986.44  
Payroll Checks Outstanding \$1,801.90  
Electronic Checks \$191,896.72

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security	9,160.06	9,160.06		221700
Medicare	4,464.24	4,464.24		221710
Unempl. Insur.	324.70		324.70	221760
FIT	12,926.59	12,926.59		221720
SIT	5,428.96	5,428.96		221730
FPPA	17,993.70	17,993.70		221742
AFLAC-PRETAX	838.52	838.52		221757
FPPA-457	1,573.65	1,573.65		221742
FPPA-AD&D	2,495.13	2,495.13		221743
MISSIONSQUARE/I	6,408.66	6,408.66		221741
AFLAC-AFTERTAX	832.66	832.66		221757
CEBT DENTAL	1,125.00	1,125.00		221754
CEBT HEALTH	22,460.00	22,460.00		221751
CEBT LIFE	91.95	91.95		221755
CEBT VISION	147.00	147.00		221756
GARNISHMENT2	69.21	69.21		221781
LOAN MICKEY	328.80	328.80		221741
MONTOYA LOAN	372.09	372.09		221741
Total Ded.	87,040.92	0.00	86,716.22	324.70

\*\*\*\* Carried Forward column only correct if report run for current period.



Town of Ignacio

P.O. Box 459  
540 Goddard Ave  
Ignacio, CO 81137

970/563-9494   
townofignacio.com 

# Public works Department Staff Report

11/4/2024

## Natural Gas System

Monthly meter reads, re-reads and Shut offs.

Leak Survey

Mercaptan Testing

Energy World Net operator qualification Compliance for D.O.T. compliance

State compliance and filing.

DOT training

OQ training

System maintenance and repair

Pre bid meeting for steel line replacement with Brad Bean and Contractors 10/31/2024

Three Contractors at pre bid meeting

## Sewer and Storm Drain System

Monthly line flushing

System maintenance and repair

State compliance training and filing.

8" inch sewer replacement in progress

Manhole repair

## Drinking Water system

Monthly meter reads, re-reads and shut offs.

Monthly water sampling

System maintenance and repair

State compliance training and filing.

New water meter installs and pit repairs.

Meter inventory and leak survey

Lead and Copper water sampling.

Valve maintenance.

Service repairs

Replaced 30 non-functioning meters in the system Meters shipped to manufacturer for warranty replacement

Fittings and parts on order for 8" main water leak at 175 Becker





## Town of Ignacio

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### Irrigation System

System maintenance and repair  
Monitor irrigation pond levels.  
Repair 6 inch and 12-inch mains as well as 2inch services  
Will begin flushing all systems 10/14/2024  
System off line

### Parks

Clean up  
Winter prep

### Roadways and Alleys

Drainage maintenance and repair  
Street sweeping  
Pothole repair

### General Maintenance

UNCC locates completed filed and reported  
Daily and weekly trash collection  
Daily Utilities issues and complaint call outs addressed.  
Tree removal  
Daily maintenance  
Monthly maintenance  
Repair vehicles and equipment  
Rebuilding large sander box on plow truck  
Install snowplows on trucks  
Winter prep And maintenance

Foreman Jason Riesinger Start Date 11-18-2024





Town of Ignacio

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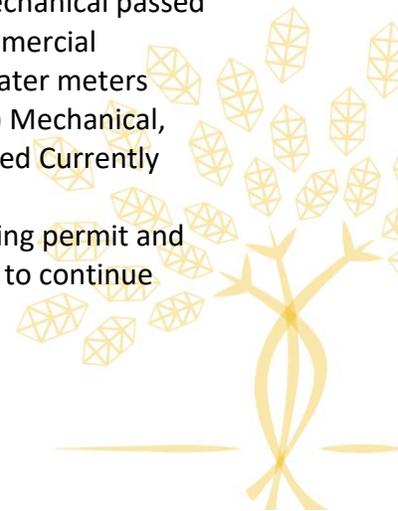
## Building code enforcement

Subject: 10/02/2024  
Town of Ignacio Building Construction / Inspection  
Municipal Code Ordinance Compliance Enforcement

From: Garry Montoya

To: Jeremy Mickey

- 610 Browning Exterior panel and window replacement. Permit issued and approved on 4/24/2022 Estimated completion Oct. 2022 (Owner: Luis Valenzuela) Note: Pending investigation (IPD -CBI) 10/05/23 No c 3/27/24 Safegard Properties (Diana Finlon) is representing This property for remodel and is working with building inspection for contracting vendor application approval. No change 10/02/24
- 455 Shoshone Butch Gomez (Owner) Residence remodel. Building Permit Issued on 1/26/23. Contractor Gary Hansen. Remodel work is in process. Sewer was filmed on 10/04/23 awaiting results. Sewer line damaged, needs replacement 1/02/24 Sewer and water line replacement scheduled on the first week of February 2/01/24. Water, gas, sewer and electric all new meters installed as well. Remodel is currently in process. Rough in plumbing and electric has been inspected and approved. Ready for Drywall inspection 3/27/24 Remodel is near complete. New flooring installed on 5//03/24.Needs bathrooms completed., electrical outlets and fixtures installed. No change 10/02//24
- 465 Goddard Dancing Spirit. Build plans are final and approved as of 6/01/20/23 Excavation permit issued on 5/24/23. Building permit issued on 6/1/23 Concrete footing inspected on 6/27/23 Stem wall form inspected on 6/28/23. Framing in process 10/05/23. No worked performed as of 1/02/24 Construction wall framing is currently in process 2/01/24. Roof deck capped and nail pattern inspected. Complete framing near completion. All sheer walls have been firewall installed and inspected. MEP contractors will start instillation material on the first week of April. 3/27/24 Framing complete, rough in plumbing and mechanical passed inspection, rough in electrical passed inspection. Insulation passed fire and commercial inspection. Drywall install has started on 6/04/24.Drywall completed ,gas and water meters have been installed. Needs plumber to connect service to the building. All (MEP) Mechanical, Electrical and Plumbing, final inspections and corrections are complete and passed Currently new flooring install is in process. Project near completion 10/02/24
- 515 Burns Ave. Roger Kimsey contractor. Remodel and renovation. Building permit and excavation permit issued on 7/20/23. No progress 2/01/24 Awaiting annexation to continue remodel 3/27/24. No change 10/02/24





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- 518 Tranquilo ct. Southern Ute Growth Fund. Single Family Home. Contractor S&D Do It All. Excavation and Building permit issued on 11/20/23 Foundation was poured and inspected on 12/14/24. Inspected 7/02sewer install on 1/29/24 Stem wall was rejected (not per print) cold joint repour is scheduled 2nd week of march. Stem wall cold joint repair completed. Framing is in process. 3/27/24. Drive way scheduled to pour 6/07/24 . Driveway poured and complete. Detail miscellaneous work needs completed. Project complete. Certificate of Occupancy issued on 8/14/2024
- 521 Tranquilo ct. Southern Ute Growth Fund. Single Family Home. Contractor S&D Do It All. Excavation and building permit issued on 11/20/23. Foundation dig was complete and base complete, compacted on 12/13/24 Foundation form inspected on 1/30/24 Concrete pour scheduled on 1/31/24. Stem wall formed and poured. Framing is in process 3/27/24. Driveway scheduled to pour on 6/10/24. Driveway poured and complete. Detail miscellaneous work needs completed. 8/01/24  
Project complete. Certificate pf Occupancy issued on 8/14/24
- 630 & 640 Goddard KP pawn Roof replacements. Structure replacement. Building permit issued on 4/11/24 Build in process. 6/04/24, 630 roof has been replaced and completed 7/01/24 640 is in the completion process.  
Project complete. Final inspection on 9/20/24
- 405 Browning Ave. ICC Church. Front door replacement and steeple repair. Building permit issued on 8/16/24

## Municipal Code Ordinance Compliance Enforcement

Newly assigned position.

My current focus is to study and learn various chapters within the Municipal Code to meet Ordinance Compliance. Record detailed information of non-conformance violations within the town of Ignacio. Follow established policies and procedures to and take the necessary steps to enforce non-compliance violations. The goal is to have a safe, clean community for the citizens of Ignacio.

I will compile a monthly status and progress report on this subject to The Public Works Director: Jeremy Mickey.

If you have any questions or concerns on this issue, please feel free to contact me.  
gmontoya@townofignacio.com. 970-317-5504

Regards,  
Garry





# Town Clerk / Treasurer Report

November 2024

Honorable Mayor and Trustees,

Following is my report of activities since the last Town Board Meeting. This report addresses items on the agenda for this meeting on November 18, as well as upcoming events.

## **Clerk:**

- The minutes from the October 14, 2024 Regular Town Board Meeting are on the drive for your review.

## **Treasurer:**

- The Accounting Reports for October 2024 are included in the consent agenda.
- Auditor Options for 2024-2026 – There is a spreadsheet in the packet for you to review that summarizes the two proposals we received. This is an action item on the agenda, as the Board of Trustees selects the auditor that the Town uses.

## **Utilities:**

- The Town has finally received the rate increase notice from the Tribe for 2025. All utilities are increasing at 4.6% this year, which is the CPI-U rate. I have included a copy of the notice for your reference.

## **Licenses:**

- Animal: 48 current licenses
- Business: 72 current licenses
- Business Service Licenses: 73 current licenses

## **Events:**

- Thursday and Friday, November 28-29 – Town Hall will be closed for the Thanksgiving Holiday
- Monday, December 9 – Next regularly scheduled Town Board Meeting
- Tuesday, December 10 – Town Hall Closed in observance of Leonard C Burch Day

## **Meetings Attended:**

- Ignacio Creative District Board Meeting; budget meetings with the ICD Finance Committee
- Chamber of Commerce Board Meeting and General Membership Meeting

## **Miscellaneous:**

- CML is offering a hybrid Workshop for Newly Elected Officials on December 12. Information is attached. You can either register yourself or let me know if you would like me to do this for you.
- Glen Walker wanted me to express to you his deep appreciation for the \$400 donation that was given to the Library in honor of Barbara.
- The State Liquor Licensing Authority now allows licensees to select the option to renew every two years (rather than every year). Based on emails from Rachel Bender, CML's Senior Associate Counsel, the Town would need to pass an ordinance to opt into the two-year renewal cycle on the local level. (I have attached Rachel's emails and the further instruction that the State gave to Shelby Fletcher with the City of Greeley.) The State will still send a renewal application each year, and the applicant must pay for the license annually, but they do not need to complete the license application process with the State on an annual basis if they select the two-year option. If you are confused, join the club! Bottom line, my recommendation is that the Town not opt into a two-year cycle; it will be much easier to keep track of all the licenses if they are all on the same annual renewal schedule. I simply wanted you to be aware of this change at the State level.

Please contact me with any questions. Thank you.

Tuggy

**IMPORTANT NOTICE TO THE TOWN OF IGNACIO  
AS A CUSTOMER OF THE SOUTHERN UTE UTILITIES DIVISION**

**NOTICE OF INCREASE FOR UTILITY RATES**

September 25, 2024

**Background**

The Southern Ute Indian Tribal Council approved the following rate increase per Resolution Numbers 2019-102 (October 1, 2019-September 30, 2021) for Water and Wastewater and 2004-93 for Natural Gas. Tribal Council also approved the long-term structure for Hauled Water and Trash on August 24, 2009

**New Increases-Effective FY-2025, October 1, 2024 – September 30, 2025**

All other rates and fees will increase annually on October 1 by the change in the June value from the previous year to the June value in the current year of the CPI-U, Housing, Water and Sewer, and Trash Collection Expenditure Category. This year the CPI-U increased by 4.6%.

---

**WATER RATES**

	<b><u>New Rate</u></b>	<b><u>Previous Rate</u></b>
Standard minimum rate per 6,000 gallons or less:	\$ 75.09	\$ 71.79
Standard rate per each additional 1,000 gallons:	\$ 6.00	\$ 6.00
RTS-Ready To Serve Water	\$ 21.05	\$ 20.12

**WATER PIF-TAP FEES**

	<b><u>New Rate</u></b>	<b><u>Previous Rate</u></b>
5/8 x 3/4 tap:	\$ 9,528	\$ 9,109
3/4 x 3/4 tap:	\$ 13,566	\$ 12,969
1" tap:	\$ 16,957	\$ 16,211
1 1/2" tap:	\$ 38,157	\$ 36,479
2" tap:	\$ 67,841	\$ 64,858
3" tap:	\$152,529	\$145,821
4" tap:	Negotiable	Negotiable

**WASTEWATER RATES**

	<b><u>New Rate</u></b>	<b><u>Previous Rate</u></b>
Standard rate per 6,000 gallons	\$ 122.08	\$ 116.71
RTS-Ready to Serve Sewer	\$ 34.62	\$ 33.10

**WASTEWATER PIF**

	<b><u>New Rate</u></b>	<b><u>Previous Rate</u></b>
Total:	\$ 11,439	\$ 10,936

**Natural Gas**

Monthly Natural Gas rates are calculated by Meter Fees, Cost of Gas, plus Distribution Cost. There is **NO CHANGE** in the rate determination method.

<b><u>NATURAL GAS PIF</u></b>	<b><u>New Rate</u></b>	<b><u>Previous Rate</u></b>
Residential (R275):	\$ 1,161	\$ 1,110
Commercial 1 (R275):	\$ 2,308	\$ 2,206
Commercial 2 (415):	\$ 2,886	\$ 2,759
Commercial 3 (750):	\$ 3,458	\$ 3,306
Commercial 4 (Turbine):	\$ 4,616	\$ 4,413

*If you have any questions concerning this notice, call the Southern Ute Utilities Division Office at 970-563-5500*

# EMPOWERED CITIES AND TOWNS, UNITED FOR A STRONG COLORADO

## CML STAFF ANNIVERSARIES



This month, CML is celebrating a trio of staff anniversaries. Executive Assistant Lara Larkin, left, and General Counsel Robert Sheesley, center, are celebrating their third anniversaries at CML, while Legislative & Policy Analyst Beverly Stables is celebrating her first anniversary at CML. Congratulations!

## CML EVENTS

### EFFECTIVE GOVERNANCE — ON THE ROAD

*Dec. 5, at the Sterling Public Library, 420 N. 5th St. Sterling, CO*

We are bringing CML's popular workshop on the road to our members in Northeast Colorado. This interactive workshop focuses on practical governance skills for elected officials and staff from staff/council relationships, ethics, liability, open meetings, media relations, civility, and more. Register at [tinyurl.com/45ttfj6a](http://tinyurl.com/45ttfj6a).

### POLICY COMMITTEE

*Dec. 6, in-person at CML and online*

The December meeting of the CML Policy Committee will be held in a hybrid format (in-person at CML and online via Zoom) starting at 9 a.m. Coffee and a continental breakfast will be available. You must be a committee member, alternate, or section chair to register for this meeting. On-site parking is available on a first-come, first-served basis. Register at [tinyurl.com/mptdf7bd](http://tinyurl.com/mptdf7bd).

### NEWLY ELECTED OFFICIALS WORKSHOP

*Dec. 12, in-person at CML and online*

Newly Elected? Now what? Congratulations on your new role in public service. CML is here to ensure you're well-prepared for your journey in municipal government as you transition from election candidate to elected official. Join us for dynamic, one-day interactive workshop that provides a comprehensive overview of municipal government, covering ethics, liability, open meetings, and your responsibilities as an elected official. Register at [cml.org](http://cml.org).

## CELEBRATE WITH CML

CML wants to hear about your community's success. Tell us about a grant you've won, a new water tank, or anything else you're excited about. Email CML Publication & Design Specialist Alex Miller, [amiller@cml.org](mailto:amiller@cml.org).



COLORADO  
MUNICIPAL  
LEAGUE **NEWSLETTER**

CML Newsletter (ISSN 7439903) is published biweekly by the Colorado Municipal League, 1144 Sherman St., Denver, CO 80203-2207, for Colorado's municipal officials. (USPS 075-590) Periodical postage paid in Denver, Colorado.

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Tuggy Dunton <tdunton@townofignacio.com>

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## [CLERKSLIST] New DR8400 with 2-year Renewal

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Rachel Bender

Tue, Aug 20, 2024 at 10:54 AM

Reply-To: CML Municipal Clerks Listserv

To:

Hi all,

The rulemaking is still in progress, however, SB24-231 went into effect August 7, 2024, which is presumably why you are seeing this form change despite that the rulemaking is not complete. It's unclear why LED didn't implement emergency rules in the interim.

You may already be aware of this, but SB24-231 includes the following provision:

C.R.S. 44-3-302(3)(c) This subsection (3) applies to licenses issued by a local licensing authority only if the governing body of the county, city and county, or municipality with jurisdiction over the local licensing authority adopts an ordinance or resolution authorizing the issuance of biennial licenses.

Under this statutory provision, your governing body would need to pass an ordinance or resolution authorizing two-year liquor licenses before you began issuing them. We understood that this would be the preferred process rather than all local governments being automatically opted in to the two-year licensing and having to opt out if so desired.

Thanks,  
Rachel



**COLORADO  
MUNICIPAL  
LEAGUE**

Rachel Bender (*she/her*)

Senior Associate Counsel

Colorado Municipal League  
1144 Sherman Street

Denver, CO 80203

(303) 831-6411 · (866) 578-0936

· [www.cml.org](http://www.cml.org)

**Empowered cities and towns, united for a strong Colorado**



Tuggy Dunton <tdunton@townofignacio.com>

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## [CLERKSLIST] New DR8400 with 2-year Renewal

---

Rachel Bender <  
Reply-To: CML Municipal Clerks Listserv  
To:

Tue, Aug 20, 2024 at 1:13 PM

Hi All,

I am responding to the most recent email sent on this topic, but will try to respond to the various questions that have been raised:

- **Do licensees have the option to renew their state license on a 2-year schedule even if the local license is a 1-year license?** During the legislative session, I was of the impression that state and local licenses could be on different schedules (2 year versus 1 year), especially since local licensing authorities now have an obligation to notify licensees about upcoming expirations of their local license while the state must notify licensees regarding expiration of state licenses. However, it is unclear from the statute whether this is the case and so it may be necessary to clarify this further through the rulemaking. The form shared this morning suggests that the state is thinking licensees need to be on the same schedule at the state and local levels but, again, it is unclear.
- **What is the justification to not do a local two-year license?/What should be the basis for denying the 2-year renewal on the state application?** You could cite to C.R.S. 44-3-302(3)(c) and state that your municipality has not passed an ordinance or resolution authorizing the issuance of biennial licenses or, if you have language in your code (or adopt language) addressing the licensing time frame, you could point to that language. I would suggest consulting with your municipal attorney as to the best way to proceed, especially if you have outstanding questions or concerns on this. This may also be a good point of clarification to discuss further with MED to ensure the forms are harmonious with the statutory requirements.
- **What are the benefits of biennial licensing renewal when licensees still must pay the State annually?** To add a point of clarification, if a licensee is on a biennial schedule for the state and local license, the licensee must pay annual fees to both the state and the local licensing authority. The possible benefit of biennial licensing renewal is that it is less work for both licensees and the licensing authorities because applications only need to be submitted and reviewed every other year rather than every year, while the licensing authorities still receiving annual fees.

I certainly hope this topic can be clarified through LED's rulemaking and through any follow up conversations with LED. For those who have questions, concerns, or comments about this process, LED is currently holding working group meetings to talk about the different rulemaking topics, including biennial license renewal. You can see the full working group scheduled [HERE](#); the biennial renewal discussion is scheduled for September 4, 2024 starting at approximately 1pm. Draft rules can be accessed [HERE](#) and you are welcome to provide written comments or participate during the meeting. Elizabeth Haskell, one of CML's legislative and policy advocates, and Vince Petkosek with Pueblo are both members of the working group. Additional details about how to participate in the working group meetings, submit written comments, and more can be found [HERE](#).

I am happy to try to answer any other questions.

[Quoted text hidden]

[Quoted text hidden]

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Tuggy Dunton <tdunton@townofignacio.com>

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**[CLERKSLIST] New DR8400 with 2-year Renewal**

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Shelby Fletcher  
Reply-To: CML Municipal Clerks Listserv

Thu, Nov 14, 2024 at 11:52 AM

Hello,

I also work for Greeley! I put "No" on if the Local Authority approves the 2-year renewal and write, "Applicant is in good standing with the City, but Greeley does not offer two-year renewals." for the reasoning. This was instructed by the State when we met with them a few months ago. When I receive the licensure back from the State, it's only good for a year to match with our City license.

I hope this helps!

Thanks,



Shelby Fletcher

Senior Assistant City Clerk | City Clerk's Office

Greeley, CO 80631

o: 970-350-9746 |

[www.greeleygov.com](http://www.greeleygov.com)

**The City Clerk's Office is moving across the street!**

**Beginning November 14<sup>th</sup>, please visit us at:**

**City Center North, 1<sup>st</sup> Floor, 1100 10<sup>th</sup> Street**

**We are always happy to help!**



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## Town Managers Report

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**DATE:** September 06, 2024

**REPORT PERIOD:** August 12, 2024 – September 06, 2024

This report focuses on items within the Town Board Meeting Agenda and also on work completed during the report period listed above.

### **TOWN BOARD MEETING AGENDA ITEMS**

#### **VII. STAFF REPORTS:**

D. Town Manager:

Town Storm Drainage Project: The Town is prepared to begin this project and is completing some other project commitments (i.e. water line and meter repairs) which are delaying the start. Please contact Jeremy or me with any questions.

Natural Gas Pipeline Replacement Project: This project is out for bid and will close on Monday (Nov. 18<sup>th</sup>). Hopefully we will have a number of bids and can begin this project this year. This work will take place in dedicated easements that do have some encroachments and we will be notifying property owners of this work and need to remove private property from various easements. Please contact Jeremy or me with any questions.

Safe Routes To School Grant: The Town has submitted a grant for sidewalk improvements along Becker and at the end of Navajo Street. The engineers project estimate is around \$722K and will require some land acquisition for the Navajo Street sidewalk segment. The Young Estate has 6 vacant lots that will be needed for winding the sidewalk up the side slope and in a manner that meets ADA requirements. They would like \$13K for the property which we should buy for the project, if funded. We won't know until Spring of 2025 if we will be funded so I would suggest we ask for a conditional contract on this property. We can discuss this more during the meeting.

Grants: Work on contract amendments and supplemental grant documentation for both the IHOI and LPC Tribal Consistency grants is ongoing along with grant administration. Extensive work on Prop 123 grant funding for Phase 2 of Rock Creek is also ongoing and this grant will be in the Ignacio Housing Authorities name. Other grant discussions are ongoing for the ELHI property and other planning related grants. Please contact me with any questions.

#### **VIII. UNFINISHED BUSINESS:**

A. Rock Creek Housing Project Update: Canyon Construction (CC) has completed all work and has a few minor items remaining on the punchlist. The Town has assumed the General Contractor role on this project and we are working on finalizing subcontractors for excavation and foundation work, which we hope to begin on Monday. We are also working on proposals

for framing and other minor work. The shipment of Fading West units has begun and the first units should be arriving on November 16<sup>th</sup> with units arriving daily until all 20 boxes are delivered. This should conclude the first week in December. We are trying to set boxes in December and hope to have homes set by the Christmas holiday but that depends on foundation and roof progress over the next 3-4 weeks.

Work continues on home buyer recruitment and approval. The HomesFund and DeeDee Johnson (retained realtor) and we have a good list of interested buyers. Ideally, we can get several home buyers pre-approved and ready for a home once they are complete.

Construction financing work is continuing with both the Catalyst Revolving Loan and the First Southwest Bank loans. The approval of the Catalyst Loan is on the IHA agenda. I will detail more on this during that segment of the meeting.

#### **IX. NEW BUSINESS:**

- A. Presentations By Organizations Seeking 2025 Funding: Organizations have been contacted and requested to give a short presentation on their funding request. We will prepare a list of the organizations and provide it to the Mayor for an organized presentation.
- B. Auditor Selection for 2024-2026 – Tuggy has information in her packet on this agenda item.
- C. QIS Land Proposal: Irrigo/QIS previously submitted a request for donation of Town lands that were identified in the RFP that was advertised. The initial request asked the Town to donate the land but after review by the Town Board they directed staff to reply to the request that a land donation was not possible and if they were interested, they needed to submit a request with a new purchase price. Enclosed in your packet is a request with details for the purchase of both lots.

Note these lots are zoned currently Community/Public Zone and will require a zoning change for the intended use denoted in the QIS's proposal. We can discuss this during our meeting.

- D. Habitat for Humanity Land Proposal: Habitat for Humanity contacted me about some properties in Town that they were considering for a future housing build in Ignacio. I informed them of our RFP and suggested they submit a proposal for consideration. Note this was over a month after I had contacted QIS requesting a revised proposal and I had not heard back from them. Enclosed in your packet is a request for the Cedar Street property and a housing development that they would like to build. Development of housing was a criteria in our RFP. Jessica Jones, the Habitat Executive Director will be in attendance to present their proposal and take questions. Please contact me with any questions.

Please contact me with any questions on the above material or if in need of anything. Thanks!



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Please contact me with any questions on the above material or if in need of anything. Thanks!

<b>Company</b>	<b>Digital</b>	<b>Hard Copy</b>	<b>General Format</b>	<b>Proposal Format</b>	<b>RE - Independence</b>	<b>RE - License to Practice in CO</b>	<b>RE - Firm Qualifications &amp; Experience</b>
<b>Hinkle &amp; Company, PC 750 W Hampden Englewood, CO 80110</b>	11/11/2024	11/12/2024	Met	Met all	Met all	Yes	27 years, 27 staff (18 in CO, 9 in OK), performed in CO, 3 staff for this audit. External review passed. No disciplinary action. No pending litigation.
<b>HintonBurdick CPAs &amp; Advisors 63 S 300 E, Suite 100 St. George, UT 84770</b>	11/8/2024	11/13/2024	Met	Met all	Met all	Yes	50 years, 5 offices with 100 associates, performed in CO and in St. George and Gilbert Utah offices, 2 staff for this audit. External review passed. No disciplinary action. No pending litigation.

NOTE: RE = Required Element

<b>Company</b>	<b>RE - Staff Qualifications &amp; Experience</b>	<b>RE - Similar Engagement with Other Gov Entity</b>	<b>RE - Work plan</b>	<b>RE - Report Format</b>	<b>RE - Cost</b>
<b>Hinkle &amp; Company, PC 750 W Hampden Englewood, CO 80110</b>	Met all requirements; Partner for 15 hours, Partner for 25 hours, In-Charge Auditor for 70 hours, Staff auditor for 46 hours; 156 hours total	Included 2 sample audits of other governmental entities. 80% of audits are GE's.	Included specific dates, as well as detailed work plan	Met requirement	18,200 for 2024 18,800 for 2025 19,400 for 2026 No single audit cost included
<b>HintonBurdick CPAs &amp; Advisors 63 S 300 E, Suite 100 St. George, UT 84770</b>	Met all requirements; Partner for 35 hours, Supervisory staff for 55 hours, Staff for 60 hours; 150 hours total	Listed audits of other governmental entities; no samples as required in the RFP. 85% of audits are GE's.	Included time span, as well as detailed work plan	Met requirement	25,000 for 2024 26,000 for 2025, 27,000 for 2026 Single Audit - 3,500

NOTE: RE = Required Element

**Land Proposal for the Sale of Parcels 595517200048 and 595517200034 to Irrigo, LLC  
for the Benefit of QIS Supply**

Dear Honorable Members of the Town Council,

Irrigo, LLC has taken into consideration your response to our initial proposal for the parcels discussed below. We would like to make a mutually beneficial arrangement aimed at optimizing the use of underutilized town assets while stimulating economic growth and generating substantial revenue for Ignacio. Our proposal involves offering \$50,000 for the purchase of Parcel 595517200048, or alternatively, we are open to discussing a 10-year lease for this parcel if that aligns better with your objectives. Additionally, we propose a purchase price of \$15,000 for Parcel 595517200034. However, please note that due to the significant improvement costs associated with Parcel 595517200034, a lease option is not feasible. We believe this proposal presents a valuable opportunity for both the town and the development of these parcels, and we look forward to your favorable consideration.

We are prepared to move forward as soon as an agreement is reached and are eager to expedite the process to benefit both the town and the development of these parcels. We look forward to your favorable consideration and to working together on this opportunity.

X *Isaiah Lee* 10/4/24

Isaiah Lee  
Irrigo, LLC

X

Ezra Lee  
Irrigo, LLC



50 Design Center Road  
Durango, CO 81301  
Ph: (970) 382-2215  
Fax: (970) 382-2545  
director@habitatlaplata.org  
[HabitatLaPlata.org](http://HabitatLaPlata.org)

**Help BUILD IT!**

## **Land Proposal for Affordable Homeownership Development with Habitat for Humanity of La Plata County**

Submitted to: Town of Ignacio

Submitted by: Habitat for Humanity of La Plata County

Date: October 23<sup>rd</sup>, 2024

### **Executive Summary**

Habitat for Humanity of La Plata County is seeking to acquire the parcel of land on Cedar Street, Parcel No. 595517200048 in Ignacio, CO to develop affordable housing for lower income families. This project aims to address the pressing need all over La Plata County for affordable housing while promoting sustainable development and community engagement. Habitat La Plata's objective would be to build approximately 9 townhomes on the half acre parcel in approximately 4 years, and this development will include essential amenities such as parking, playground, and common areas to enhance community living.

Habitat for Humanity of La Plata County provides homeownership opportunities to families making between 30% - 80% of the Area Median Income. Habitat La Plata is also the only organization in La Plata County that provides homeownership opportunities to residents earning as low as 30% of the Area Median Income. Most other homeownership programs serve families who have much higher incomes or the organizations only provide rental opportunities. Homeownership and the stability it brings is the stepping stone many families in poverty need to lift themselves out. Habitat La Plata also believes in deed restrictions for homes we build so that they remain as a hand up for families of lower income, even if the original family it was built for have outgrown the space and chose to move on. Habitat helps develop our partner families into successful first-time home buyers through financial education, mentoring, and the completion of sweat equity hours towards their homes and have seen the rising success of our homeowners over the last 30 years. Our hope is to expand this model of success into the Town of Ignacio and continue to serve the entirety of La Plata County.

Our build model can be viewed in a number of homes built in Fox Farm Village in Bayfield, as our most recent build of a 3 bed, 2 bath duplex is in it's final stages of completion right now. We would invite you to come take a look at the build if you are interested. The model used for the current build was stick built, however we have planned to move to modular construction once outside of the current build site. Modular will be more efficient in materials, time, and cost and will also allow us to help more families find affordable homes each year. We hope to expand to 3 homes per year with the modular build model, and potentially 4 per year if the need and number of applicants is there.



50 Design Center Road  
Durango, CO 81301  
Ph: (970) 382-2215  
Fax: (970) 382-2545  
director@habitatlaplata.org  
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**Help BUILD IT!**

## **Project Description**

Location: Parcel No. 595517200048 in Ignacio, CO

Parcel Size: .5 acres

Current Use: Vacant

## **Objectives**

**Affordable Housing Development:** Provide safe, decent, and affordable housing for families in need.

**Community Enhancement:** Create a vibrant community space that fosters relationships and strengthens neighborhood ties, keeping individuals and families living in the community where they work.

**Sustainable Practices:** Implement eco-friendly building practices and energy- efficient designs to include solar power and efficient appliances with a modular build plan.

## **Proposed Use**

**Housing Units:** Develop 9 affordable homes – 3 bed/2 bath townhomes, designed to accommodate families of varying sizes. Proposal to include 3 bedroom units, however we can adjust to suit families of larger sizes as needed, total number of units may decrease to accommodate.

**Community Space:** Includes green space, and communal area with playground to encourage interaction and community-building.

Building 9 homes that could potentially house upwards of 18 working individuals would allow for folks working in Ignacio and the surrounding area to not only live in town, but potentially build equity they did not have before if they were previously renting.

## **Timeline**

Planning Phase: approximately 3-6 months

Construction Phase: approximately 48 months

## **Community Engagement**

We will collaborate with community organizations, local residents and government officials to ensure the project meets the community's needs.

Habitat will also host informational sessions for all community members to attend to learn about



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**Help BUILD IT!**

the program to expand our applicant pool during the planning process.

## **Funding and Budget**

Estimated Costs: Approximately \$1.8 – \$2 Million

Funding Sources: Habitat works with a variety of funding options which include but are not limited to CDOH, CHFA, RLF funds from Habitat Colorado, and funds from previously built homes that are sold into our program.

## **Conclusion**

This proposal offers an opportunity for the Town of Ignacio to partner with Habitat for Humanity of La Plata County to address the urgent need for affordable housing in our area. By investing in this project with the donation of land, the town will contribute to a more equitable community, support local families, and enhance the overall quality of life in Ignacio. We have seen over the last 5 years that good people and important members of the work force have had to leave the area due to rising costs of living. It is Habitat's mission to make it possible for these individuals and families to be able to stay in our community and not be forced out due to rent increases and unprecedented home prices. Ignacio is a beautiful community that is continuing to blossom and has a lot to offer local families, we would like to help keep them living and working there.

We look forward to the opportunity to collaborate with the Town of Ignacio and an architect to develop affordable housing that positively impacts the community. Our goal is to create inclusive, sustainable living spaces that meet the needs of residents while enhancing the overall well-being of the community.

In Partnership,

*Jessica Jones*

Jessica Jones

Executive Director

Habitat for Humanity of La Plata County

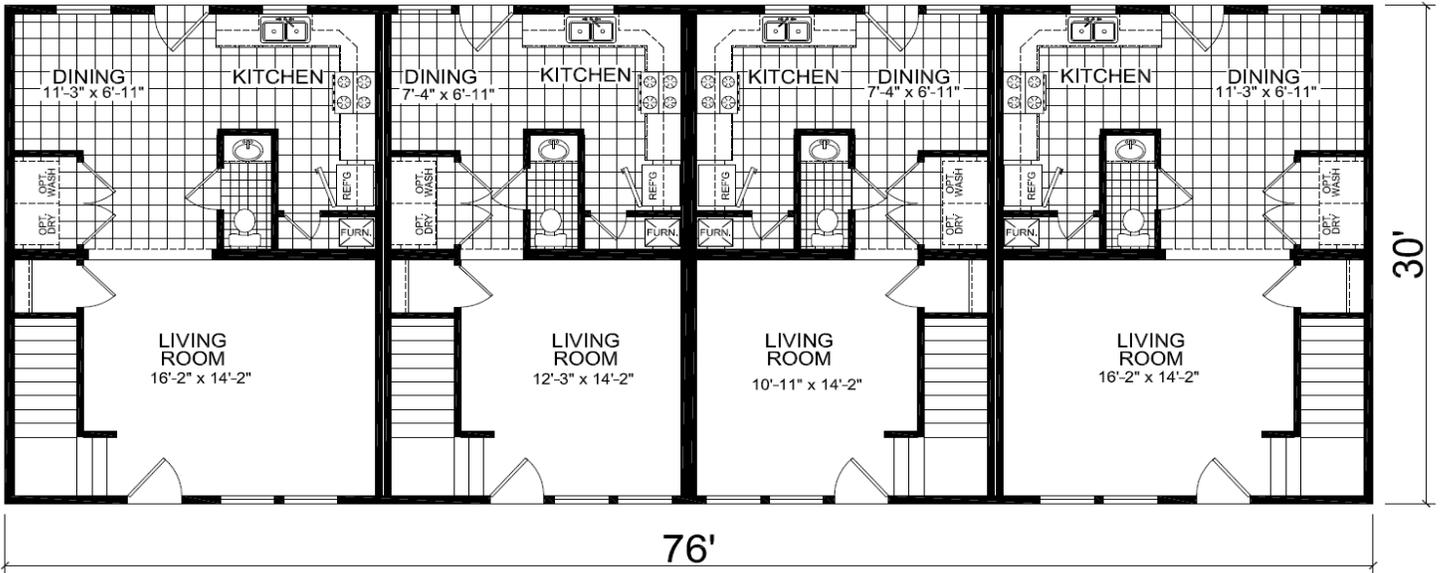
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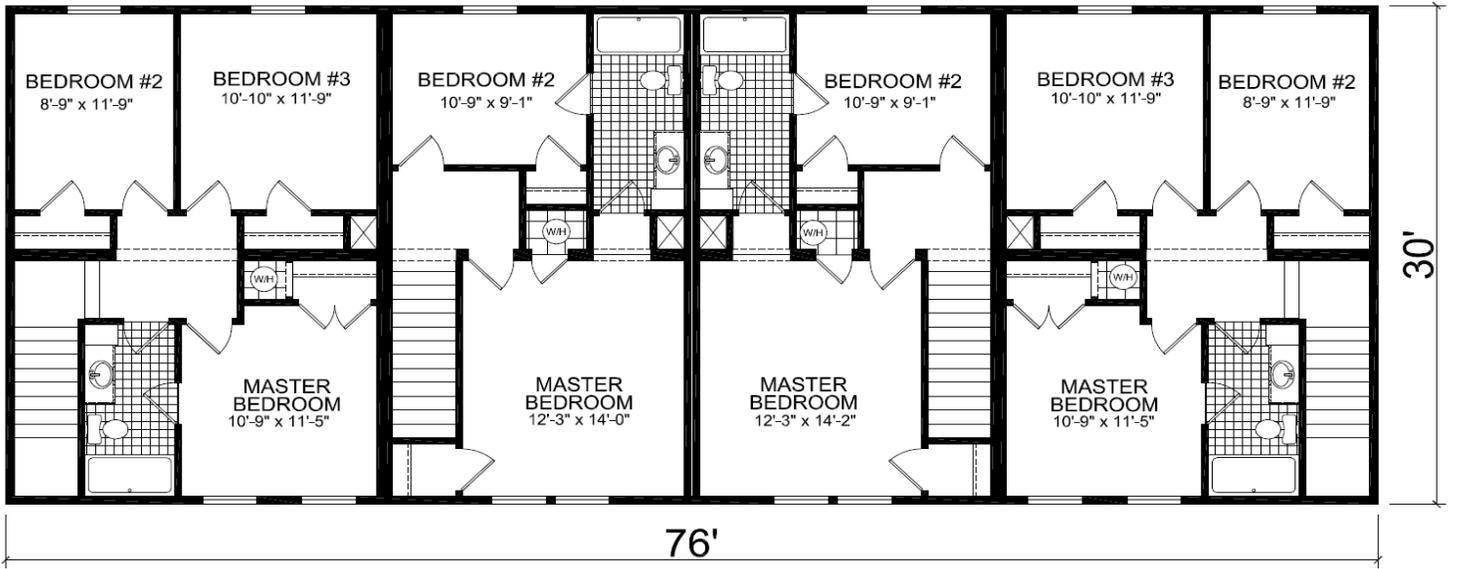
Email: [jessica.jones@habitatlaplata.org](mailto:jessica.jones@habitatlaplata.org)

\*Please find the attached modular plans, and rudimentary potential site map.

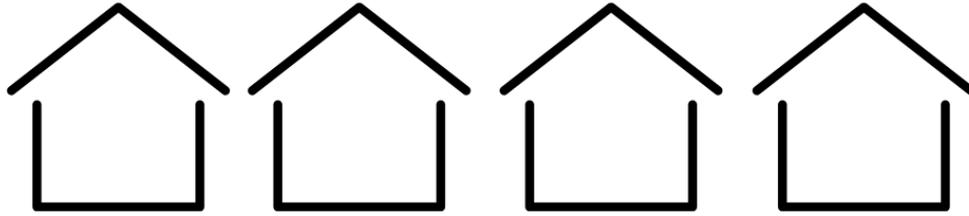
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G.	O.	W.	5.





130 LF



130 LF



30' deep



22' wide



Mail Area

Cedar

Williams