

TOWN OF SAGUACHE
Board of Trustees
Special Session
January 30, 2017

The Town of Saguache Board of Trustees met for a Special Session on January 30, 2017, with the following Trustees present:

Greg Terrell, Mayor	Present
May Engquist, Mayor Pro-Tem	Present
Loren Aldrich, Trustee	Present
Susan Collins, Trustee	Present
Wyoma Hansen, Trustee	Present
Janice Torrez, Trustee	Present
Amber Wilson, Trustee	Present

Town of Saguache employees were present as follows:

Pamela Fye, Town Administrator	Present
Linda Ahrens, Deputy Clerk	Present

Citizens in Attendance: Dale Hazard; Luana Lovato; and Teresa L. Bennis-Reporter.

Call to Order: Mayor Terrell called the meeting to order at 6:01 pm.

Review/Discuss/Approve: Liquor License Renewal for Mountain Liquor, owner Dale Hazard. Town Administrator – Fye commented that there are no offenses and all paperwork is in order.

MOTION: by Trustee Wilson to approve the renewal Liquor License for Mountain Liquor of Dale Hazard.

SECOND: by Trustee Hansen.

Vote as follows: Trustee Aldrich – aye; Trustee Collins – aye; Mayor Pro-Tem Engquist – aye; Trustee Hansen – aye; Trustee Torrez – aye; Trustee Wilson – aye; Mayor Terrell – aye.

VOTE: 7 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the vote was unanimous.*

Discuss/Approve: Recommendation from Interview Committee and Appointment of Town Attorney: Trustee Torrez wanted to know about the interview process. Trustee Hansen explained the Interview process that was conducted. Mayor pro-Tem Engquist expounded on the rating procedure of the prospective Town Attorneys.

MOTION: by Mayor Pro-Tem Engquist to approve the appointment of Karen Lintott as Town Attorney beginning February 1, 2017.

SECOND: by Trustee Collins.

Vote as follows: Trustee Aldrich – aye; Trustee Collins – aye; Mayor Pro-Tem Engquist – aye; Trustee Hansen – aye; Trustee Torrez – aye; Trustee Wilson – aye; Mayor Terrell – aye.

VOTE: 7 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the vote was unanimous.*

Discuss/Approve: Retainer Agreement of newly appointed Town Attorney – Karen Lintott. The fee will be \$1,000 per month. Hourly Litigation, when/if needed, will be \$150.00 per hour. A substantial savings from the previous Town Attorney contract.

Town Administrator Fye chose a retainer Agreement over a contract, as the best option for the Town. Also, included in the Retainer, it is stated that the Town attorney will communicate with the Trustees, Town Administrator and whoever the Town Administrator designates. In addition, after 6 months, the Town Attorney will have a performance review.

MOTION: by Trustee Collins to approve the Retainer Agreement with the newly appointed Town Attorney, Karen Lintott.

SECOND: by Mayor Pro-Tem Engquist

Vote as follows: Trustee Aldrich – aye; Trustee Collins – aye; Mayor Pro-Tem Engquist – aye; Trustee Hansen – aye; Trustee Torrez – aye; Trustee Wilson – aye; Mayor Terrell – aye.

VOTE: 7 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the vote was unanimous.*

Discuss/Approve: Resolution 2017-B: Designation of Official Status for the Calendar Year 2017 for the Town of Saguache. Discussed that the present regular Trustee meeting held on the 3rd Tuesday is the same day that the school Board is meeting. It was then decided to meet on the 2nd Tuesday of each month, at 6pm, preferably at Road and Bridge. The following is what Resolution 2017-B will contain;

1 - Posting Locations:

Post Office

First Southwest Bank

Town Hall

Pump House # 2 – San Juan Ave. & 14th

2 – Legal Publications:

Saguache Crescent

Valley Courier

3 - Meeting Location(s) & Time:

A. Road & Bridge Meeting Room

B. Community Building

C. 2nd Tuesday of each Month at 6:00 p.m.

4 - Banking Institutions:

1st Southwest Bank / Colorado Trust

5 - Official Appointments:

Ruth Horn, Municipal Judge
Blair and Associates, Municipal Auditor(s)
Therese Garcia, Town Clerk/Treasurer
Karen Lintott, Town Attorney

MOTION: by Trustee Hansen that Resolution 2017-B: Designation of Official Status for the Calendar Year 2017 for the Town of Saguache, be adopted, as amended with the Trustees to meet on the second Tuesday at 6pm each month at the Road and Bridge and the appointment of the new Town Attorney-will remain blank until the position has been accepted. Resolution 2017-B to go into effect Jan 31, 2017.

SECOND: by Mayor Pro-Tem Engquist

Vote as follows: Trustee Aldrich – aye; Trustee Collins – aye; Mayor Pro-Tem Engquist – aye; Trustee Hansen – aye; Trustee Torrez – aye; Trustee Wilson – aye; Mayor Terrell – aye.

VOTE: 7 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the vote was unanimous.*

Discuss/Review/Approve: Letter of Support for Saguache Works with their County Sales Tax Grant Application.

MOTION: by Mayor Pro Tem Engquist to approve the letter of Support for Saguache Works

SECOND: by Mayor Pro-Tem Engquist

Vote as follows: Trustee Aldrich – abstain; Trustee Collins – abstain; Mayor Pro-Tem Engquist – aye; Trustee Hansen – aye; Trustee Torrez – aye; Trustee Wilson – abstain; Mayor Terrell – aye.

VOTE: 4 – Aye; 0 – No; 3 – Abstain *Let the minutes reflect the vote passed.*

Discuss/Review/Approve: Requested reduction of Water/Sewer Accounts attributable to Saguache Works.

Town Administrator Fye suggests tabling this matter until she has time to research the full situation and prepare a report.

Mayor – Terrell suggests the requested reduction of Water/Sewer Accounts attributable to Saguache Works be tabled until February 14th, meeting.

All agreed.

Discuss/Review/Approve: Submission of Saguache County Conservation Trust Fund Grant.

This construction was contained in the original plans for the Dave Martinez Park, but there was not enough money in the budget to complete this portion.

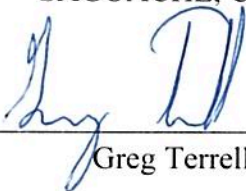
MOTION: by Trustee Wilson to approve submission of Saguache County Conservation Trust Fund Grant.

SECOND: by Trustee Torrez

Vote as follows: Trustee Aldrich – aye; Trustee Collins – aye; Mayor Pro-Tem Engquist – aye; Trustee Hansen – aye; Trustee Torrez – aye; Trustee Wilson – aye; Mayor Terrell – aye.
VOTE: 7 – Aye; 0 – No; 0 – Abstain *Let the minutes reflect the vote was unanimous.*


Adjournment: There being no further discussion, the meeting was adjourned at 6:40 p.m.

TOWN OF SAGUACHE BOARD OF TRUSTEES
SAGUACHE, COLORADO



Greg Terrell, Mayor

ATTEST:



Linda Ahrens, Deputy Clerk

**RETAINER AGREEMENT
FOR
TOWN ATTORNEY SERVICES**

This Retainer Agreement for Town Attorney Services ("Agreement") is made and entered into by and between Karen E. Lintott, Attorney at Law ("Lintott") and the Town of Saguache, Colorado ("Town").

RECITALS

- A. Lintott is fully qualified and licensed to practice law in the State of Colorado, and is fully able to carry out the duties prescribed in this Agreement.
- B. The Town desires to contract with Lintott to provide contract legal services to the Town.

AGREEMENT

In consideration of the mutual terms and conditions set forth in this Agreement, Lintott and the Town agree as follows:

1. **APPOINTMENT OF CONTRACT TOWN ATTORNEY**

- A. Karen Lintott is hereby designed and appointed as Contract Town Attorney of the Town and shall serve and be compensated as provided by this Agreement. As the Contract Town Attorney, Lintott shall process coordinate, and direct, as necessary, all legal services provided under this Agreement in order to maximize the timeliness and usefulness of the delivery of such services. Lintott shall attend all Town Board meetings and other meetings, as required, and be available at all reasonable times to the Mayor and Town Trustees, the Town Administrator, and persons designated by the Town Administrator, in relationship to all legal services to be furnished by Lintott under this Agreement.
- B. The term of this Agreement shall commence on February 1, 2017 and shall continue through December 31, 2017.

2. **SCOPE OF WORK**

- A. Lintott agrees to perform all necessary legal services as Contract Town Attorney, and shall:
 - 1. Attend all regularly scheduled and special Town Board meetings and Town Board work sessions.
 - 2. Attend other meetings at designated locations as requested by the Town Board or the Town Administrator.

3. Advise the Town Board, appointed Commissions, Committees and Boards, Town staff; and other Town officials on all legal matters pertaining to Town business.
 4. Prepare, review, and approve as to form, contracts, agreements, resolutions, ordinances, and all other standard Town documents.
 5. Prepare such written and oral legal opinions as shall, from time to time, be requested by the Town.
 6. Perform such other routine legal services as are required, from time to time, by the Town Board or the Town Administrator.
 7. Provide in-house training to Town staff and/or Board on issues pertaining to civil liability, personnel and labor, and other issues as, from time to time are identified by and requested by the Town Board or the Town Administrator.
 8. Review and approve as to form and content all proposed adverse personnel actions as, from time to time, as requested by the Town Administrator.
 9. Perform all work related to advising Town staff on, and prosecuting, all violations of the Town's municipal code.
 10. Represent the Town and the Town's officials, officers, and employees in litigation and administrative proceedings as directed by the Town Board or the Town Administrator.
 11. Make recommendations concerning the selection of outside legal counsel on appropriate matters and supervise such outside legal counsel handling transactional or litigation matters on behalf of the Town.
- B. The Town reserves the right to retain, at its sole option, other legal counsel for litigation and other specialized legal matters. This reservation of rights does not preclude the Town from assigning these matters to Lintott as part of the scope of duties under this Section 2.

3. COMPENSATION

Lintott shall be compensated under the terms of this Agreement as follows:

A. Basic Services

All legal services provided by Lintott shall be billed to the to the Town on a monthly retainer basis at the rate of \$1,000.00. All costs and expenses except for those set forth in Section 3.B below shall be deemed included in the foregoing monthly billing rates.

Fees associated with litigation shall be billed separately and at the rate of \$150.00 per hour for attorney time.

B. Litigation Expenses

Lintott shall be reimbursed for direct out-of-pocket expenses actually and necessarily incurred in the course of providing legal services under this Agreement in preparation for and maintaining legal representation in litigation, including without limitation: court costs, jury fees, service costs, witness fees, deposition costs, reporters' fees, title reports, photographs, diagrams, maps, and similar expenses including mileage at the current IRS rate.

C. Monthly Statements

Lintott shall submit itemized statements of all payments due under this Agreement on a monthly basis to the Town Administrator. The statement shall set forth a description of all work performed, the hours worked, the rate charged, and any litigation costs or expenses eligible for reimbursement.

D. Payment

All hours shall be billed by the 15th day of each month following the close of the month for which hours are billed. Payment for hours shall be due and payable after review and approval by the Town Administrator.

4. PROHIBITION AGAINST SUBCONTRACTING, DELEGATING OR ASSIGNMENT

Lintott shall not contract with or delegate to any individual or other entity to perform on the Town's behalf, in whole or in part, any of the services required under this Agreement without the prior express approval of the Town. In addition, neither this Agreement nor any interest herein may be assigned or transferred, voluntarily or by operation of law, without the prior express approval of the Town.

5. CONFLICT OF INTEREST

Lintott shall, at all times, avoid conflicts of interest in the performance of this Agreement. In the event a conflict arises, Lintott shall immediately notify the Town.

6. INDEPENDENT CONTRACTOR

Lintott shall perform all services required under this Agreement as an independent contract for the Town, and shall remain at all times as to the Town a wholly independent contract with only such obligations as are consistent with that role. Lintott shall not at any time or in any manner represent that she or any of her employees or agents are Town employees.

7. PERFORMANCE REVIEW

The Town and Lintott agree that as soon after the sixth month following the effective date of this Agreement as can be conveniently scheduled, the Town shall formally review the performance of services by Lintott under this Agreement. The form and content of such

evaluation shall be determined by the parties. The Town and Lintott agree that subsequent reviews may be conducted from time-to-time upon the request of either party.

8. INSURANCE AND INDEMNIFICATION

A. Insurance

Lintott shall procure and maintain, at its cost, general liability, automobile, worker's compensation, and errors and omissions/professional liability insurance coverage in the amount of not less than \$1,000,000 per occurrence. Such insurance shall be kept in effect during the term of this Agreement and shall not be canceled without 30 days' advance written notice of proposed cancellation to the Town. The insurance policy shall contain a severability of interest clause providing that the coverage shall be primary for losses arising out of Lintott's performance under this Agreement, and neither the Town nor its insurers shall be required to contribute to any such losses. Lintott shall provide certificates evidencing such insurance as may be requested by the Town.

B. Indemnification

Lintott shall defend, indemnify, and hold harmless the Town, and its officers and employees, from and against any and all actions, suits, proceedings, claims, demands, losses, costs and expenses, including legal costs and attorneys' fees, for injury to person(s) or damages to property (including property owned by the Town), and for errors and omissions committed by Lintott, arising out of or relating to Lintott's performance under this Agreement, except to the that such injury, damage, error(s) or omissions(s) may be caused by the Town's own negligence or that of its officers or employees.

9. RECORDS AND REPORTS

A. Records

Lintott shall keep such books and records as shall be necessary to perform the services required by this Agreement and to enable the Town to evaluate the performance of the required services. The Town shall have full and free access to such books and records that deal specifically with the services performed by Lintott for the Town at all reasonable times, including the right to inspect, copy, audit, and make summaries and transcripts from such records.

B. Ownership of Documents

All reports, records, documents, and other materials prepared by Lintott in performance of this Agreement shall be the property of the Town and shall be delivered to the Town upon request by the Town or upon termination of this Agreement. Lintott shall have no claim for further or additional compensation, as a result of the exercise by the Town of its full rights of ownership of the documents and material hereunder. Lintott may retain copies of such documents for its own use.

C. Release of Documents

No report, record, documents, or other material prepared by Lintott in the performances of services under this Agreement shall be released publicly without prior written approval of the Town, except as may be required by law.

10. NONDISCRIMINATION

Lintott pledges there shall be no discrimination against or segregation of any person or group of persons on account of race, color, creed, religion, sex, marital status, sexual orientation, national origin, or ancestry in the performance of services under this Agreement.

11. TERMINATION

A. Termination by Town

Lintott shall, at all times, serve under the terms of this Agreement at the pleasure of the Town Board, and the Town Board hereby reserves the right to terminate this Agreement at will, with or without cause, providing written notice to Lintott. Upon receipt of any notice of termination, Lintott shall cease all services under this Agreement except as may be specifically approved by the Town. At that time, all further obligations of the Town to pay Lintott for services rendered under this Agreement shall thereupon cease, except as set forth in Section 12C below; provided however, that the Town shall be obliged to pay for all services, costs and expenditures lawfully incurred by Lintott prior to the effective date of such termination or subsequent to the date of termination at the direction of the town.

B. Termination by Lintott

Lintott reserves the right to terminate this Agreement giving ninety (90) days' advance written notice to the Town.

C. Mutual Obligations Upon Termination by Either Party

In the event of termination of this Agreement by either party, Lintott shall cooperate with the Town in transferring the files and assignments to the Town Administrator or other person designated by the Town pending the hiring of another Town Attorney. Lintott shall be compensated at the hourly rate of \$150.00 per hour should Lintott be called upon to perform any services after the effective date of termination, including the transfer of files and assignments.

12. NOTICES

Notices regarding this Agreement shall be given in writing to the parties at the following addresses:

TOWN: Town of Saguache
Attn: Town Administrator
504 San Juan Avenue
P.O. Box 417
Saguache, CO 81149

LINTOTT: Karen E. Lintott
8850 Lane 10N, #C
Hooper, CO 81136

13. AMENDMENT OF AGREEMENT

This Agreement contains the entire agreement between Lintott and the Town. This Agreement may be amended at any time by mutual consent of the parties by an instrument in writing.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this Agreement in duplicate the ____ day of _____, 2017.

TOWN OF SAGUACHE

By: _____
Greg Terrell, Mayor

ATTEST:

City Clerk

Karen E. Lintott
Attorney at Law

**RETAIL LIQUOR OR 3.2 BEER
 LICENSE RENEWAL APPLICATION**

MOUNTAIN LIQUOR
 PO BOX 473
 SAGUACHE CO 81149

Fees Due	
Renewal Fee	\$227.50
Storage Permit \$100 x _____	_____
Optional Premise \$100 x _____	_____
Related Resort \$75 x _____	_____
Amount Due/Paid	227.50

Make check payable to Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

PLEASE VERIFY & UPDATE ALL INFORMATION BELOW

RETURN TO CITY OR COUNTY LICENSING AUTHORITY BY DUE DATE

Licensee Name HAZARD ERNIE DHAZARD KAREN K		DBA MOUNTAIN LIQUOR		
Liquor License # 25468270000	License Type Liquor Store (city)	Sales Tax License # 25468270000	Expiration Date 11/11/2016	Due Date 09/27/2016
Operating Manager ERNIE HAZARD	Date of Birth 12-19-1958	Home Address P.O. Box 473 (638 Gunnison Ave) SAGUACHE CO. 81149		
Manager Phone Number 719-221-2416	Email Address dalehazard@hotmail.com			
Street Address 638 GUNNISON AVE SAGUACHE CO 81149				Phone Number 7196552626
Mailing Address PO BOX 473 SAGUACHE CO 81149				

- Do you have legal possession of the premises at the street address above? YES NO
 Is the premises owned or rented? Owned Rented* *If rented, expiration date of lease _____
- Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. YES NO
NOTE TO CORPORATION, LIMITED LIABILITY COMPANY AND PARTNERSHIP APPLICANTS: If you have added or deleted any officers, directors, managing members, general partners or persons with 10% or more interest in your business, you must complete and return immediately to your Local Licensing Authority, Form DR 8177: Corporation, Limited Liability Company or Partnership Report of Changes, along with all supporting documentation and fees.
- Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. YES NO
- Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. YES NO
- Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. YES NO

AFFIRMATION & CONSENT

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Type or Print Name of Applicant/Authorized Agent of Business ERNIE D. HAZARD Karen K. Hazard	Title owners
Signature <i>Ernie D. Hazard Karen K. Hazard</i>	Date 1/20/2017

REPORT & APPROVAL OF CITY OR COUNTY LICENSING AUTHORITY

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 12, Articles 46 and 47, C.R.S. THEREFORE THIS APPLICATION IS APPROVED.

Local Licensing Authority For <i>Town of Saguache</i>	Date
Signature	Title
	Attest

RESOLUTION NO. 2017-B

DESIGNATION OF OFFICIAL STATUS FOR THE CALENDAR YEAR
2017 FOR THE TOWN OF SAGUACHE

WHEREAS, it is the duty of the Mayor and the Board of Trustees of the Town of Saguache, a Colorado Town, to make certain designations of official status for the calendar year 2017, designation of time and place for monthly Board of Trustees meeting, designation of the official newspaper for the publications of all matters to be published.

NOW, THEREFORE, be it resolved by the Board of Trustees of the Town of Saguache that:

1. The official posting places for meetings of the Board of Trustees shall be the Town of Saguache Town Hall, 504 San Juan Avenue (at main entrance door); First Southwest Bank, 400 4th Street, the U.S. Post Office, 350 Denver Avenue, and Pump house # 2 at San Juan Avenue & 14th Street. Posting shall be made at least twenty-four hours in advance of any public meeting.
2. The *Saguache Crescent and Valley Courier* are hereby designated as official and legal newspapers for the Town of Saguache.
3. The Town Board Meetings shall be held at Saguache County Road and Bridge Meeting Room, 305 3rd Street, on the third Tuesday of each month, at 6:00 p.m., or the secondary location of the Community Building, 525 7th Street, unless notice is otherwise provided.
4. The *1st Southwest Bank and Colo Trust* are designated as the depository for the Town funds.
5. Ruth Horn is appointed as *municipal judge*, Blair and Associates is appointed as *municipal auditor*, Therese Garcia is appointed as *town clerk/treasurer* and _____ is appointed as *town attorney*.

DONE and SIGNED this 30th day of January 2017.

Greg Terrell, Mayor

ATTEST:

Therese Garcia, Town Clerk



GATEWAY TO THE SAN LUIS VALLEY

719-655-2232
Fax 719-655-2699
townadmin@townofsaguache.org

January 30, 2017

TO WHOM IT MAY CONCERN:

The Town of Saguache Board of Trustees wholeheartedly support the grant proposal by Saguache Works to Saguache County under the Saguache County Tax Grant program.

Saguache Works has provided wonderful services to both the Town and County residents, as well as providing a great first impression to visitors as a Welcome Center.

Saguache Works has continued to grow jobs and have expanded to two (2) part-time and one full-time employees. They have increased their sales tax revenue to the Town of Saguache to \$4,500.00.

As a part of Saguache Works, the 4th Street Market provides local products to the public, including meats, fresh produce, and items as varied as camel and goat milk soaps and lotions to herbal remedies. They offer special pricing to seniors, especially those who are economically challenged, with a 20% discount on food items.

Saguache Works employed more than 35 area independent contractors totaling in excess of \$60,000 in 2016.

The Town and County residents continue to respond favorably to the works of this non-profit organization as shown by the growth of their customer base, and they are continually seeking additional ways to support the local residents and economy.

For these reasons, the Town of Saguache is in support of grant funding for Saguache Works.

Town of Saguache

Greg Terrell, Mayor

Approved by the Town of Saguache Board of Trustees in a Special Session held on January 30, 2017.

RECEIVED JAN 27 2017

January 25, 2017

Town of Saguache
Board of Trustees

Saguache, CO. 81149

Dear Trustees,

Our Nonprofit organization, Saguache Works, is submitting grant proposals for the current round of Saguache County Tax **Grant funding**.

Our efforts have enabled us to hire two part time employees and one full time Administrator with benefits.

As our revenue has increased, so has our contribution to the Town of Saguache in the form of \$4500 in sales tax for the year of 2016.

The 4th Street Market focuses on providing local (San Luis Valley) products including meats, fresh produce and items as varied as camel and goat milk soaps and lotions to herbal remedies. Our intention is to support our local economy in as many ways as possible. The county-wide community has responded favorably.

Saguache Works staff continues to explore ways to support our community by addressing the needs of seniors, especially those economically challenged. A 20% discount on food items is offered those who qualify. We believe offering healthy food at reasonable prices helps encourage better overall outcomes.

The nonprofit has employed more than 35 independent contractors as project coordinators providing services from part-time sewing staff to website design and marketing. Payments to these workers exceeded \$60,000 in 2016.

The Welcome Center is open seven days a week, providing bathroom facilities, local information, coffee and friendly assistance. We have met people from Germany, France, and our own area, all finding Saguache for the first time.

With this information in mind, we would like to request from the Town Board two things.

Our property is billed for three Water & Sewer hookups. We request the elimination of one of those charges at \$51 monthly.

The second request is that the Town Board attest to the contributions Saguache Works makes in the form of a letter to

The County Board of Commissioners to be included in our Tax Grant request. Your support towards our continued work would be so greatly appreciated.

Thank you,



June Savage

Saguache Works Board of Directors

Saguache County
Conservation Trust Fund
Application

Organization: Town of Saguache

Address: 504 San Juan Avenue, PO Box 417, Saguache, CO 81149

Date: January 27, 2017 For Fiscal Year: 2017 Amount Requested \$12,000.00

Contact Name: Pamela D. Fye, Town Administrator

Contact Phone: Office) 719-655-2232 Cell) 719-207-2322

Email Address: townadmin@townofsaguache.org

How many Saguache County residents do you expect to serve with this program? All County residents who do business in or visit the Town of Saguache would be served with this project.

On what do you plan to spend the funds contributed by Saguache County? Construction of a public unisex bathroom to be located in the Dave Martinez Park in downtown Saguache.

What other funding sources do you have? The Town of Saguache would pay for the balance of construction from their Recreation Fund and/or the Water/Sewer Fund.

Briefly describe your organization: The Town of Saguache serves its residents as the county seat within Saguache County under a Mayor/Trustee and Town Administrator form of government. The Town serves its residents via public utilities including water and sewer, licensing of businesses, land use and regulatory matters under Municipal Codes. The Town serves the town, county, and tourist population by providing and maintaining public parks, and preserving historic landmarks.

The Commissioners require organization receiving funding to perform a community service project beyond your established activities. If you do receive funding from Saguache County, please describe what that community service project will be?

The Town of Saguache will be assisting the Mountain Valley School District with construction of an exercise trail by donating excavator and backhoe equipment and operator for the project.

Please attach any documentation that may be helpful to the commissioners in making their decision: such as your budget, descriptions of activities and population your program services, a brief history of your organization, and how your organization benefits Saguache County citizens.

2016 Town of Saguache Expenditures of Conservation Trust (local lottery) Funds

Project Code & Location	Project	Amount
Project Code 34, Community Building, 525 7 th Street, Saguache, CO 81149	Refinishing floor in Community Building	\$621.57
Project Code 42, 525 7 th Street, Saguache, CO 81149	Purchase of 100 yards of engineered wood fiber for playground safety for Otto Mears Park	\$1,945.74
Project Code 42, 525 7 th Street, Saguache, CO 81149	Purchase of redwood railroad ties for border around playground area at Otto Mears Park	\$461.62
Project Code 42, 525 7 th Street, Saguache, CO 81149	Purchase of mulch for plant beds at Otto Mears Park	\$167.15
Project Code 38, 525 7 th Street, Saguache, CO 81149	Purchase of cement for install of concrete pad and ADA ramp at Otto Mears Park Pavilion	\$1,526.57
Project Code 38, 525 7 th Street, Saguache, CO 81149	Purchase of framing material for concrete pad and ADA ramp at Otto Mears Park Pavilion	\$54.50
Project Code 49, 525 7 th Street, Saguache, CO 81149	Purchase of materials for construction of 2 gates for public restrooms at Otto Mears Park	\$265.20
Total Expenditures 2016		\$5,042.35

NOTICE OF PUBLIC MEETING

AGENDA FOR THE REGULAR SESSION FOR THE BOARD OF TRUSTEES FOR THE TOWN OF SAGUACHE

Date: January 17, 2017, 6:00 p.m.
305 3rd Street- Road & Bridge Meeting Room

Roll Call:

1. Call to Order
2. Moment of Silence and Pledge of Allegiance
3. Add or Delete Items from the Agenda

Sheriff's Report:

1. Review/Discuss Sheriff's report: December 2016 and January 2017

Citizen Comments:

This time is established for the public to address the Board regarding any item not otherwise listed on the agenda. **Citizen comments are limited to 3 minutes per person.**

Approval Items: _____ Consent Agenda:

This list includes "housekeeping" items that have been reviewed by staff and Board members prior to meeting. A single motion of the Board will approve these items. The Mayor will ask if any Board members or a member of the public requests that item(s) be removed from the Consent Agenda for further discussion. The Mayor will then ask if Board members have minor corrections to Consent Agenda items: Board members may make minor corrections without removing items from the Consent Agenda. All items not removed from the Consent Agenda will then be approved with any corrections. A member of the Board may vote no on specific items without asking that they be removed from the Consent Agenda for full discussion.

1. Minutes for Regular Session held on December 12, 2016
2. Addendum List of Bills for December 2016
3. List of Bills for January 2017
4. Clerk's Report
5. **Approve Independents Contract Agreements:**
 - Independent Contract Agreement Renewal – Conour Animal Shelter – Dog Pound Service
 - Independent Contract Agreement Renewal – Southern Colorado Water Operations, Inc. – Fred Hand
6. **Approve Land Leases:**
 - Land Lease Agreement – John Baxter

Reports:

1. Maintenance Report:
2. Town Administrator Report

Executive Session (if needed):

Adjournment: