



## **CITY OF TRINIDAD TRINIDAD, COLORADO**

The City Council of the City of Trinidad, Colorado,  
will hold its regular Work Session on Tuesday, September 23, 2014 at 1:30 P.M.  
in City Council Chambers at City Hall, Third Floor, City Hall

### **AGENDA**

1. Petitions and Communications, Oral or Written
2. Non-Profit funding requests for fiscal year 2015
  - a. Trinidad & Las Animas County Chamber of Commerce
  - b. Noah's Ark Animal Welfare Association
  - c. Advocates Against Domestic Assault
  - d. H. R. Sayre Senior Center
  - e. Trinidad-Las Animas County Economic Development, Inc.
  - f. Trinidad Arts & Cultural Advisory Commission
  - g. Southern Colorado Repertory Theatre
  - h. Southern Colorado Developmental Disabilities Services, Inc.
  - i. Trinidad Area Arts Council
  - j. Youth Advisory Council
  - k. Farmers' Market
  - l. A. R. Mitchell Museum
  - m. Hometown Holidays
  - n. Terra Firma Recycling
3. Enforcement of handicap parking in private parking lots and other ADA enforcement
4. Discussion of recruitment of permanent City Manager
5. Ordinance amending non-conforming status
6. Discussion regarding engaging Colorado Code Consultants through the Main Street Program for code review
7. Discussion regarding an ordinance to expand on allowable development incentives
8. Discussion regarding an ordinance amending Gas Tariff No. 1 to allow the City to sell natural gas to compressed natural gas fueling stations owners for their resale in that exclusive alternate energy form
9. Resolution designating a representative of the City to the NPGA Board of Directors and an alternate representative to the same
10. Discussion of fund balance (reserve) policy
11. 2015 Budget Revenue discussion
12. Discussion of other agenda items

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting Audra Garrett, City Clerk, 135 N. Animas Street, Phone (719) 846-9843, or FAX (719) 846-4140. At least a 48 hour advance notice prior to the scheduled meeting would be appreciated so that arrangements can be made to locate the requested auxiliary aid(s).



CITY OF TRINIDAD, COLORADO  
1876

## COUNCIL COMMUNICATION

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**CITY COUNCIL MEETING:** September 23, 2014  
**PREPARED BY:** Audra Garrett, ACM  
**DEPT. HEAD SIGNATURE:** *Audra Garrett*  
**# OF ATTACHMENTS:**

**SUBJECT:** Non-Profit Funding requests for fiscal year 2015

**PRESENTER:** Representatives from the non-profit entities

**RECOMMENDED CITY COUNCIL ACTION:** Consider funding request for non-profits for the 2015 fiscal year

**SUMMARY STATEMENT:** N/A

**EXPENDITURE REQUIRED:** Yes

**SOURCE OF FUNDS:** Miscellaneous Fund

**POLICY ISSUE:** The City has funded non-profit entities for many years to support their services to the citizens of the City

**ALTERNATIVE:** Council may choose not to continue funding

**BACKGROUND INFORMATION:**

- Non-profits were asked to submit their funding requests to the City by August 28, 2014.
- All requests were received by the deadline.

Please note that a representative from Trinidad-Las Animas County Economic Development is unable to present on September 23<sup>rd</sup>. Consequently that request will be heard on September 30<sup>th</sup>.

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CITY OF TRINIDAD  
NON-PROFIT FUNDING AWARDS/REQUESTS

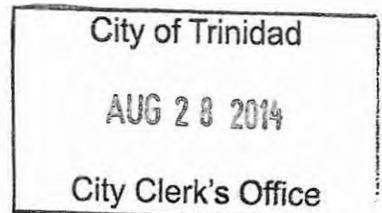
<u>AGENCY NAME</u>	<u>2012 AWARD</u>	<u>2013 AWARD</u>	<u>2014 AWARD</u>	<u>2015 REQUEST</u>
a Trinidad & Las Animas County Chamber of Commerce	\$12,600	\$11,900	\$12,600	\$12,600
b Noah's Ark Animal Welfare Association	\$25,000	\$25,000	\$25,000	\$25,000
c Advocates Against Domestic Assault	\$6,970	\$6,970	\$7,000	\$14,000
d H. R. Sayre Senior Center	\$19,350	\$19,350	\$19,400	\$20,000
e Trinidad-Las Animas County Economic Development, Inc.	\$10,800	\$10,250	\$10,800	\$15,000
f Trinidad Arts & Cultural Advisory Commission	\$4,500	\$4,250	\$4,500	\$10,000
g Southern Colorado Repertory Theatre		\$1,000	\$1,000	\$5,000
h Southern Colorado Developmental Disabilities Services, Inc.	\$1,350	\$1,350	\$1,350	\$3,000
i Trinidad Area Arts Council	\$4,500	\$4,250	\$4,250	\$5,000
j Youth Advisory Council	\$3,917	\$2,484	\$3,995	\$5,000
k Farmers' Market	\$1,000	\$0		\$2,310
l A. R. Mitchell Museum		\$1,000	\$1,000	\$5,000
Rural Philanthropy Days			\$2,000	\$0
m Hometown Holidays				Any
n Terra Firma Recycling				\$10,000
Misc. Donations				
	\$89,987	\$87,804	\$92,895	\$131,910
Crossroads Turning Points, Inc. *CONTRACT	\$24,000	\$26,000	\$26,000	\$26,000



TRINIDAD & LAS ANIMAS COUNTY  
CHAMBER OF COMMERCE

August 28, 2014

TO: City of Trinidad, Trinidad City Council  
FROM: Trinidad & Las Animas County Chamber of Commerce  
RE: Non-Profit Funding Request 2015



Dear Mayor and City Councilmembers,

On behalf of the Board of Directors of the Trinidad & Las Animas County Chamber of Commerce, I would like to thank you for including the Chamber for consideration in your financial assistance program for area non-profit organizations. The continued and sustained successes of the Chamber of Commerce are directly related to the support we receive from the City of Trinidad. Our achievements are your achievements; we are partners in creating a stronger and more vibrant business community!

The Chamber of Commerce Board of Directors and Chamber Volunteers are committed to our continued partnership. We are ready and stand willing to work to further the City of Trinidad in the areas of small business development, public affairs, agriculture and land owner support, tourism and relocation, networking and events and finally communication. We understand it is imperative during these difficult economic times that the Chamber of Commerce takes a proactive approach in the promotion of the community and businesses of the City of Trinidad. We will continue to develop opportunities that accomplish this goal and look forward to partnering with other similar local agencies to create synergy in community development.

The Chamber of Commerce must constantly change to meet the needs of the area businesses and non-profits. We are currently developing new ways to respond to these needs, and have created a three (3) year plan to accomplish this goal. We look forward to sharing our resources with Trinidad and Las Animas County Economic Development, the Corazon de Trinidad Creative District and the newly forming Trinidad Main Street program. Through this sharing of resources and strategic partnerships we are certain the community will benefit.

We have attached a copy of our three-year plan and would like to highlight several important items that we feel strengthen and highlight our continued partnership with the City of Trinidad.

- The creation of the shop local campaign in 2015 will work to keep more business in the hands of our local merchants, restaurants and service providers and will have a positive impact on local sales tax revenues.



TRINIDAD & LAS ANIMAS COUNTY  
CHAMBER OF COMMERCE

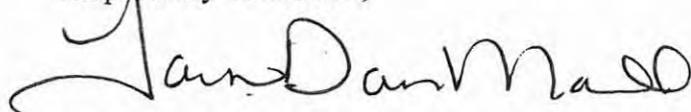
- As the communities public affairs resource, the Chamber of Commerce will continue to host events such as Meet the Candidates and will introduce in the coming year a new event centering on a local government luncheon that will give the business community an opportunity to speak directly to elected officials in a facilitated friendly forum.
- Again, the Chamber is happy to help support both the City and Counties ballot initiatives and participate as needed to communicate the validity and importance of these measures.
- We will continue to host traveling National and State officials as requested, providing a non-partisan forum for discussions of issues concerning our local government and community, for example within the past year we have helped to facilitate a visit by Governor Hickenlopper to Trinidad.
- We will continue to contract with the City of Trinidad Tourism Board to fulfill any needed distribution of requested tourism materials. We estimate we have distributed over 2,500 packets of information in the last 12 months to people wanting to visit the area and we employ a person especially assigned to fulfill this contract.
- The Chamber will be launching a new website in September that will include a business directory, non-profit directory and a fully integrated community calendar.

These are just a few ways in which we are striving to identify and fulfill our particular role within the larger community development arena.

In both 2012 and 2013, the City of Trinidad granted the Trinidad & Las Animas County Chamber of Commerce \$12,600 each year for non-profit funding. We understand the current financial constraints of the City, the County and the Community. With this in mind, we respectively request similar funding, as to previous years and understand the limitations with which you are faced. We would like to point out as you consider your options, that the Chamber does bring value to the City through a partnership that is active and provides services in line with the City's mission and responsibilities within the community.

Finally, the Chamber of Commerce is a membership driven organization currently serving about 184 member businesses and individuals. We received funds this past year from the City of Trinidad, the City of Trinidad Tourism Board and our member businesses. We are eager to work with you and look forward to answering any questions you might have. You may direct any questions to the President of the Board, Tara Dawn Marshall at (719) 680-7238 or to our City Council Liaison, Councilmember Pat Fletcher at (719) 680-9767.

Respectfully Submitted,



Tara Dawn Marshall  
President, Board of Directors



## **Trinidad & Las Animas County Chamber of Commerce 3 Year Plan (2015-2017)**

### **VISION STATEMENT**

The Trinidad & Las Animas County Chamber of Commerce promotes the area as an outstanding place to visit, live, and conduct business.

### **MISSION STATEMENT**

The Chamber of Commerce was established to develop, encourage, promote and protect the commercial, professional, financial and general welfare of the community and its residents; to promote the City of Trinidad and the County of Las Animas in the areas of tourism, economic development, and the retail sector; to promote community relations and programs of civic nature for the betterment of the community; to inform the public of local, state and national matters of interest or value to them; and to foster strong community spirit and mutually cooperative atmosphere in which to live and conduct business.

### **GENERAL INFORMATION**

Located near the southern border of Colorado, this Chamber of Commerce has been serving the community for 133 years. The unsurpassed beauty of the area, with the delicate balance of mountains and plains continues to bring many people to this little piece of paradise.

Our Chamber of Commerce is one of the oldest continuous organizations in the State of Colorado. Throughout the past century as the region has developed in the areas of commerce and trade, the Chamber has been a leader in the community. Our organization has continuously risen to the challenge of providing the services that best defined the needs of the community at the time. In recent decades, the Chamber has been a leader in the areas of economic development, business incubation, tourism, relocation and the planning and implementation of large scale events. The Chamber has served as the hub for social, economic and cultural activities. We have housed the Las Animas County Film Commission and the Santa Fe Trail Byway Association and even served the community by incubating a minor league baseball team, the Trinidad Triggers.

With the onset of the global economic crisis in recent years, the Chamber of Commerce has reached a critical juncture. We feel it is the perfect time to reestablish our role in the community and redefine the services necessary to support our local businesses. Community development is important now and it is increasingly necessary to develop services that enhance and encourage economic vitality, business viability and sustainable commerce. With this in mind, the Board of the Trinidad and Las Animas County Chamber of Commerce has adopted the following three year plan which we feel will bring vital services and essential support to our members and to the entire business community located throughout Las Animas County.



## **Small Business Development**

The Trinidad and Las Animas County Chamber of Commerce will offer business development activities. These activities are designed to help businesses grow, develop and create long term value.

### **Year 1**

Goal: Introduce the Chamber of Commerce to the community as a resource for small business development.

### **Year 2**

Goal: Create a relationship with the Small Business Development Center of Colorado and develop several cross-programs for the community.

### **Year 3**

Goal: Create a strong small business mentoring network in the community.

## **Small Business Development Activities**

- Create a series of “First Monday” workshops for small businesses  
*These can be simple 45-60 minute training seminars on subjects of interest to small business, such as merchandising, social media, hiring staff, quickbooks essentials etc.*
- Develop a series of articles for local newspaper on this month’s “Shining Star”  
*This would be a public relations campaign designed to focus on one business per month and highlight any new products or services they are providing*
- Create a “shop local” campaign  
*This would offer incentives for residents to spend money in local establishments, and could even be expanded to include surrounding towns like Walsenburg or Raton*

## **Small Business Revenue Sources**

These activities will be supported primarily through gaining individual sponsorships for each program or through securing grant funding from sources such as the Small Business Development Center. In some cases, programs will be supported by obtaining a participation fee from a business to join the program.



## **Public Affairs**

The Trinidad and Las Animas County Chamber of Commerce will serve as the Public Affairs liaison for the community. These activities connect the world of local and state government to our business community.

### **Year 1**

Goal: Develop contacts at the State and Local government level and provide Chamber services to connect these elected officials to our business community.

### **Year 2**

Goal: Join the State and National Chamber of Commerce in an effort to bring information about policy development back to our local business community.

### **Year 3**

Goal: Become an educated voice on behalf of Las Animas County business throughout the State of Colorado in conversations on policy and how it affects our region.

## **Public Affairs Activities**

- Meet the Candidates

*This is the annual fall event that encourages each candidate to participate and answer a series of questions from local media and community leaders*

- Business Roundtables for visiting Federal & State Elected Officials

*We commonly get requests to setup a Roundtable from the business community for visiting elected officials. This gives them an opportunity to meet and address specific issues to our local businesses*

- Host a Local Government Luncheon every quarter

*This is a opportunity to gather all three County Commissioners, the Mayor and City Manager of each incorporated town within Las Animas County together to lead a discussion on topics of local interest.*

## **Public Affairs Revenue Sources**

These activities will be supported primarily through gaining individual sponsorships for each program. In some cases, the program could be funded through local government monies.



## **Agriculture & Land Owner Support**

The Trinidad and Las Animas County Chamber of Commerce will engage in activities designed to support agriculture and landowner issues located in the rural areas of our County.

### **Year 1**

Goal: Identify major landowners in the County and create open discussions for how the Chamber can support their agricultural businesses.

### **Year 2**

Goal: Build a relationship with the USDA and develop several cross-programs that support Las Animas County Businesses.

### **Year 3**

Goal: Develop a series of information councils to be held in our area every year. These activities should address federal and statewide elected officials on major landowner and agriculture issues.

## **Agriculture and Land Owner Support Activities**

- Land Owner Roundtables

*This would be a way to get Las Animas County Ranchers and Farmers to help the Chamber develop a program that addressed their specific business issues*

- Agri-Tourism Program

*Work with the Colorado Tourism Office to educate and develop agri-tourism activities in Las Animas County. These are events and activities held on Farms and Ranches that bring additional dollars to the landowner*

- Water (or other) Councils

*Bring educated speakers in to visit with and help clarify water issues for local landowners and agricultural businesses*

## **Agriculture and Land Owner Revenue Sources**

Some of these activities will be supported through gaining individual sponsorships for each program, but most of these activities can be funded by various available State Agency resources, such as the Colorado Tourism Office and the USDA.



## **Tourism & Relocation**

The Trinidad and Las Animas County Chamber of Commerce will serve as a partner to the City of Trinidad Tourism Board in marketing Trinidad to visitors. These activities are designed to bring visitors to Trinidad.

### **Year 1**

Goal: Work to create a strong relationship with the City of Trinidad Tourism Board. Clearly outline responsibilities and work together to ensure the best use of lodging tax dollars.

### **Year 2**

Goal: Develop a strong relocation program that includes necessary community and business information for those new to our community.

### **Year 3**

Goal: Put together a comprehensive program targeted at relocation and illuminating Trinidad's positive qualities of life.

## **Tourism and Relocation Activities**

- Information Packets for mailing to potential visitors  
*This project is done in conjunction with the City of Trinidad Tourism Board to get all tourism information to any person wanting to visit the area*
- Relocation Baskets for new people to our community  
*Roll out the Red Carpet, Welcome Baskets to new residents of the community informing them of all local businesses, restaurant and available services*
- Why to Retire in Trinidad Campaign  
*A comprehensive campaign designed to communicate all the reasons that Trinidad is a great place to relocate and retire.*

## **Tourism & Relocation Revenue Sources**

These activities will be supported almost entirely through the City of Trinidad Tourism Board. This organization is funded entirely by the City's Lodging Tax.



## Networking & Events

The Trinidad and Las Animas County Chamber of Commerce will hold networking activities and events. These activities are designed to connect the business entities and create a supportive and engaged community.

### Year 1

Goal: Develop simple monthly networking activities that bring the business community together.

### Year 2

Goal: Develop a comprehensive program of events that fulfill networking, social and educational opportunities for business.

### Year 3

Goal: Work to build a calendar of pertinent events that tie the region's business assets together and create a network of support and an environment of growth.

## Networking Activities & Events

### - Business After Hours

*This event is designed to bring businesses together for networking opportunities and social visitation on a monthly basis. This type of networking fosters ideas and good will between local businesses*

### - Business Luncheons

*These are meant to bring the business community together and educate them on pertinent issues affecting business in today's world*

### - Chenoweth Award Dinner

*This is a special night to honor business and convey the annual business awards. This is one of the Chamber highlights of the year and an important night for the business community.*

### - Business Expo

*This is a day designed to focus on all the fantastic businesses in our community. This is a great opportunity for service based businesses to interface with local residents.*

## Networking and Event Revenue Sources

Some of these activities will be supported through gaining individual sponsorships for each program, but in most cases they will be funded through the sell of tickets, auction items, bar receipts and other various event incomes.



## Communication

The Trinidad and Las Animas County Chamber of Commerce will use innovative and creative ways to communicate with the local business community. This is meant to connect businesses and convey local information.

### Year 1

Goal: Develop a system for emailing information and creating a viable website focused on promoting our chamber members.

### Year 2

Goal: Develop a comprehensive program of social media and the usage of a quarterly newsletter.

### Year 3

Goal: Implement an extensive system of communication that includes an annual advertising budget and a comprehensive outreach campaign.

## Communication Activities

- Newsletters

*Quarterly newsletters are a great way to highlight any new businesses that have opened up and recognize new and returning Chamber members. It is also a great way to publish a quarterly calendar of events that is going on throughout the County.*

- E-Blasts

*Weekly E-Blasts are a great way to get information about the coming week out to the public and encourage participation in any Chamber member's events or special offerings.*

- Website & Social Media

*The Website is an essential tool in getting information to the public. Adding a social media presence is a great way to drive internet traffic to the website.*

## Communication Revenue Sources

These activities along with general operations activities are paid for almost entirely through membership fees.

Trinidad & Las Animas County Chamber of Commerce

Balance Sheet  
As of December 31, 2013

	<u>Dec 31, 13</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Checking	-1,730.58
Clearing Account	-200.00
Money Market - 5366	100.03
Office Petty Cash	139.91
Total Checking/Savings	-1,690.64
Accounts Receivable	
Accounts Receivable	33,175.95
Total Accounts Receivable	33,175.95
Other Current Assets	
Inventory Asset	1,048.50
Undeposited Funds	400.00
Total Other Current Assets	1,448.50
Total Current Assets	32,933.81
Fixed Assets	
Computer Equipment	1,371.91
Office Equipment	7,519.72
Total Fixed Assets	8,891.63
Other Assets	
Accumulated Depreciation	-5,797.00
Total Other Assets	-5,797.00
<b>TOTAL ASSETS</b>	<b><u>36,028.44</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	44,645.83
Total Accounts Payable	44,645.83
Other Current Liabilities	
Payroll Liabilities	
Colorado State Withholding Pay	104.00
Federal withholding	232.10
FICA EMPLOYEE Share Payable	283.97
Fica EMPLOYER Share Payable	294.27
Medicare EMPLOYEE Share Paya...	67.21
Medicare EMPLOYER Share Paya...	68.82
Payroll Liabilities - Other	94.01
Total Payroll Liabilities	1,144.38
Total Other Current Liabilities	1,144.38
Total Current Liabilities	45,790.21
Total Liabilities	45,790.21
Equity	
Retained Earnings	-14,397.61
Net Income	4,635.84
Total Equity	-9,761.77
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>36,028.44</u></b>

# Trinidad & Las Animas County Chamber of Commerce

Balance Sheet  
As of June 30, 2014

	<u>Jun 30, 14</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Checking	2,372.49
Money Market - 5366	2,001.36
Office Petty Cash	237.26
<b>Total Checking/Savings</b>	<u>4,611.11</u>
Accounts Receivable	
Accounts Receivable	43,718.84
<b>Total Accounts Receivable</b>	<u>43,718.84</u>
<b>Other Current Assets</b>	
Inventory Asset	1,043.50
<b>Total Other Current Assets</b>	<u>1,043.50</u>
<b>Total Current Assets</b>	49,373.45
<b>Fixed Assets</b>	
Computer Equipment	1,371.91
Office Equipment	7,519.72
<b>Total Fixed Assets</b>	<u>8,891.63</u>
<b>Other Assets</b>	
Accumulated Depreciation	-5,797.00
<b>Total Other Assets</b>	<u>-5,797.00</u>
<b>TOTAL ASSETS</b>	<u><b>52,468.08</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	31,139.88
<b>Total Accounts Payable</b>	<u>31,139.88</u>
<b>Other Current Liabilities</b>	
<b>Payroll Liabilities</b>	
Colorado State Withholding Pay	5.00
Federal withholding	-1.90
FICA EMPLOYEE Share Payable	22.39
Fica EMPLOYER Share Payable	-0.08
Medicare EMPLOYEE Share Paya...	6.03
Medicare EMPLOYER Share Paya...	-0.02
Payroll Liabilities - Other	77.23
<b>Total Payroll Liabilities</b>	<u>108.65</u>
<b>Total Other Current Liabilities</b>	<u>108.65</u>
<b>Total Current Liabilities</b>	<u>31,248.53</u>
<b>Total Liabilities</b>	31,248.53
<b>Equity</b>	
Retained Earnings	-9,761.77
Net Income	30,981.32
<b>Total Equity</b>	<u>21,219.55</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>52,468.08</b></u>

Trinidad & Las Animas County Chamber of Commerce

Profit & Loss

January through December 2013

	Jan - Dec 13
Ordinary Income/Expense	
Income	
<b>EVENT INCOME</b>	
Sponsorships	500.00
Armed Forces Day Parade Income	135.00
Business Expo *	1,425.00
Chenoweth Income	3,837.00
Other Events Income	6,568.60
Roundup	4,623.01
Santa Fe Trail Festival Income	
Beer Garden & Gate	9,702.00
Booth Sales	4,545.00
Carnival	789.00
Total Santa Fe Trail Festival Inco...	15,036.00
<b>Total EVENT INCOME</b>	32,124.61
<b>GRANTS AND DONATIONS</b>	
City of Trinidad	11,900.00
Donation Income	1,127.00
Las Animas County	8,500.00
<b>Total GRANTS AND DONATIONS</b>	21,527.00
Refunds & Discounts	-50.00
<b>REGULAR INCOME</b>	
Administrative Services Income	9,216.11
CDRC Income	9,970.39
Interest Inc	0.42
Luncheons	
Luncheon Receipts	3,995.00
<b>Total Luncheons</b>	3,995.00
Membership Dues	
Uncollectible Dues	-1,150.00
Membership Dues - Other	27,643.00
<b>Total Membership Dues</b>	26,493.00
Merchandise Sales	70.00
Miscellaneous Income	152.92
<b>Total REGULAR INCOME</b>	49,897.84
Triggers Income	
Sponsorships	500.00
<b>Total Triggers Income</b>	500.00
<b>Total Income</b>	103,999.45
<b>Gross Profit</b>	103,999.45
Expense	
<b>CHAMBER FUNCTIONS</b>	
Donations and Contributions	281.25
Home Lighting Contest Awards	300.00
Hometown Holidays	656.00
Hospitality Expense	304.92
Luncheon Expenses	3,905.52
Ribbon Cutting Expenses	131.00
Special Events	125.02
Tourism-	8.00
<b>Total CHAMBER FUNCTIONS</b>	5,711.71
<b>EVENTS</b>	
Armed Forces Day Parade	124.95
Chenoweth Expenses	3,963.83
Fourth of July	1,800.00
Livestock Association	38.00
Pioneer Party	517.88
Roundup Bar	3,480.53

Trinidad & Las Animas County Chamber of Commerce

Profit & Loss

January through December 2013

	Jan - Dec 13
<b>Santa Fe Trail Festival Expense</b>	
Advertising	1,886.70
Beverages	841.65
Entertainment	6,680.00
Equipment Rentals	6,919.60
Insurance	362.50
Permits	100.00
Planning	1,000.00
Sound/Stage	3,000.00
Staff	391.67
Supplies-SFTF	525.72
<b>Total Santa Fe Trail Festival Expe...</b>	<b>21,707.84</b>
<b>Triggers Baseball Bar</b>	<b>1,464.95</b>
<b>Total EVENTS</b>	<b>33,097.98</b>
<b>OPERATING EXPENSES</b>	
Advertising	1,660.76
Bank Service Charges	233.60
Credit Card Fees	2,255.87
Dues and Subscriptions	100.00
Equipment Rental	4,118.65
Insurance	
Liability Insurance	939.00
Worker's Comp	378.00
<b>Total Insurance</b>	<b>1,317.00</b>
Interest Expense	47.55
Licenses and Permits	0.00
Mileage Reimbursement	-116.81
Office Supplies	1,442.84
Payroll	
Payroll Processing Fees	0.00
Payroll Tax Expense	2,299.27
Penalties/Interest	589.61
Salary and wages	22,344.88
<b>Total Payroll</b>	<b>25,233.76</b>
Postage & Postage Meter	175.69
Printing and Reproduction	922.79
Professional Fees	
Accounting	2,804.54
<b>Total Professional Fees</b>	<b>2,804.54</b>
Rent	19,953.80
Repairs	
Building Maintenance & Repairs	449.00
Computer Repairs	225.00
<b>Total Repairs</b>	<b>674.00</b>
Storage Rental Unit	300.00
Supplies	
Office	0.00
Supplies - Other	26.90
<b>Total Supplies</b>	<b>26.90</b>
Tax	
Other	48.47
Property	145.11
<b>Total Tax</b>	<b>193.58</b>
Telephone & Internet	434.87
<b>Total OPERATING EXPENSES</b>	<b>61,779.39</b>

11:00 AM  
08/28/14  
Cash Basis

**Trinidad & Las Animas County Chamber of Commerce**  
Profit & Loss  
January through December 2013

	<u>Jan - Dec 13</u>
Triggers Expenses	
Advertising/Promotions	1,687.03
Concessions	-825.75
Maintenance/Materials	750.00
Vans	1,665.01
Triggers Expenses - Other	1,800.00
<b>Total Triggers Expenses</b>	<u>5,076.29</u>
<b>Total Expense</b>	<u>105,665.37</u>
Net Ordinary Income	-1,665.92
Other Income/Expense	
Other Expense	
Other Expenses	75.00
<b>Total Other Expense</b>	<u>75.00</u>
Net Other Income	<u>-75.00</u>
<b>Net Income</b>	<u><u>-1,740.92</u></u>

**Trinidad & Las Animas County Chamber of Commerce**  
Profit & Loss  
January through June 2014

	Jan - Jun 14
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>EVENT INCOME</b>	
Business Expo *	75.00
Other Events Income	3,507.60
<b>Total EVENT INCOME</b>	3,582.60
<b>GRANTS AND DONATIONS</b>	
City of Trinidad	12,600.00
<b>Total GRANTS AND DONATIONS</b>	12,600.00
<b>REGULAR INCOME</b>	
Interest Inc	1.80
Luncheons	
Luncheon Receipts	1,307.00
<b>Total Luncheons</b>	1,307.00
Membership Dues	13,230.00
Merchandise Sales	10.00
Tourism Fund/City of Trinidad	3,250.00
<b>Total REGULAR INCOME</b>	17,798.80
<b>Total Income</b>	33,981.40
<b>Cost of Goods Sold</b>	
Cost of Goods Sold	5.00
<b>Total COGS</b>	5.00
<b>Gross Profit</b>	33,976.40
<b>Expense</b>	
<b>CHAMBER FUNCTIONS</b>	
Business After Hours Expense	123.80
Donations and Contributions	25.00
Hometown Holidays	91.61
Hospitality Expense	243.42
Luncheon Expenses	1,647.00
Tourism-	78.00
<b>Total CHAMBER FUNCTIONS</b>	2,208.83
<b>EVENTS</b>	
Annual Banquet	101.00
Chenoweth Expenses	527.75
Fourth of July	700.00
Pioneer Party	1,257.29
Santa Fe Trail Festival Expense	
Beverages	1,540.10
Equipment Rentals	743.86
Supplies-SFTF	225.00
<b>Total Santa Fe Trail Festival Expe...</b>	2,508.96
<b>Total EVENTS</b>	5,095.00
<b>OPERATING EXPENSES</b>	
Bank Service Charges	145.00
Credit Card Fees	834.68
Equipment Rental	2,069.45
Insurance	
Liability Insurance	996.00
Worker's Comp	0.00
<b>Total Insurance</b>	996.00
Licenses and Permits	0.00
Mileage Reimbursement	51.81
Office Supplies	202.51
Payroll	
Payroll Processing Fees	355.19
Payroll Tax Expense	762.10
Salary and wages	3,320.88
<b>Total Payroll</b>	4,438.17

11:01 AM  
08/28/14  
Cash Basis

**Trinidad & Las Animas County Chamber of Commerce**  
Profit & Loss  
January through June 2014

	<u>Jan - Jun 14</u>
Postage & Postage Meter	-937.84
Printing and Reproduction	1,484.50
Professional Fees	
Accounting	1,228.67
Outside Labor	300.00
Total Professional Fees	1,528.67
Rent	6,500.00
Repairs	
Building Maintenance & Repairs	50.00
Total Repairs	50.00
Telephone & Internet	519.39
Total OPERATING EXPENSES	17,882.34
Suspense	62.50
Triggers Expenses	
Maintenance/Materials	6.14
Vans	500.00
Triggers Expenses - Other	700.00
Total Triggers Expenses	1,206.14
Total Expense	26,454.81
Net Ordinary Income	7,521.59
Other Income/Expense	
Other Expense	
Other Expenses	150.00
Total Other Expense	150.00
Net Other Income	-150.00
Net Income	<u>7,371.59</u>



*Noah's Ark Animal Welfare Association*

*PO Box 478/224 North Chestnut Street*

*Trinidad, CO 81082*

*719-680-2385*

*719-680-2386 (fax)*

*noahsarktrinidad@gmail.com*

*www.noahsarktrinidad.org*

28 August 2014

Ms Audra Garrett, Acting City Manager

PO Box 880

Trinidad, CO 81082

Dear Ms Garrett and Honorable City Council Members –

Thank you for the notification of work efforts on the development of the City's 2014-2015 Budget. We are requesting funding assistance of \$25,000 for next year. Our allocation has been this for the past two years and we are very appreciative.

Noah's Ark offers the sheltering service for animals brought in by the Trinidad Police Department and by the citizens who find strays or need to surrender their animals. Our data shows that the intake numbers from the aforementioned channels have stayed fairly consistent over the past 4 years – roughly 1100 animals annually.

Operations have changed drastically in this time period though. Noah's Ark is now classified as a "No-Kill" facility as defined by Maddie's Fund. We were proud to be featured in a nationwide blog that features open-admission facilities that have achieved this status and have fielded calls from around the country about how we are able to achieve this. Credit must be given to the City for allowing Noah's Ark to operate its animal care facility – thank you!

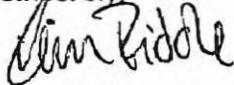
Achieving this comes with many additional costs that we have been able to mostly mediate with decreased lengths of stay through aggressive adoption marketing, transfer networks, etc. We are proud to be part of a wonderful community that supports us. We are also glad to be an economic stimulus for our area by operating a downtown retail business and by bringing out-of-town families to town for adoptions.

Instead of asking for any additional monies for 2015, we would like to address some issues that would increase our operating efficiencies – including the implementation by

Animal Control of the Cost of Care form and policies that was passed by City Council last September, revisiting our current contract to reflect our operations more accurately (former manager Tom Acre had begun discussions with us on this and had a draft contract), mitigating the flooding problem in the city-owned building at our facility, and helping design/purchase/install some type of barrier system between the soccer field and outdoor dog kennels for safety and public health concerns.

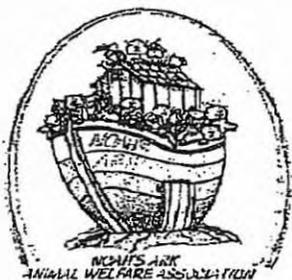
Again, we are so very appreciative of our good working relationship that we have with the City – from Animal Control and the Police Department to City Council, the City Manager (& Acting!), the City Attorney and Mayor. . .and to the city employees who are always so good to us in the many emergencies and incidents we have had to deal with in 2014.

Sincerely,



Kim Riddle

Executive Director



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Trinidad, CO 81082

719-680-2385

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FAX

TO: Audra

FROM: Kim

# OF PAGES: 6

Updated with our 2014 Budget attached.

Thanks!

let me know if you need something different.



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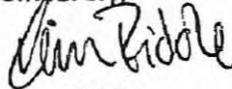
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Sincerely,



Kim Riddle

Executive Director

4:25 PM  
08/28/14  
Cash Basis

**Noah's Ark Animal Welfare Association**  
**Profit & Loss Budget/No Thrift Store**  
January through December 2014

	Jan - Dec 14
Ordinary Income/Expense	
Income	
CONTRACTS	
City of Trinidad	25,000.00
Las Animas County	1,000.00
Total CONTRACTS	26,000.00
DONATIONS	66,500.00
EVENTS	
Night Out for Noah's	1,080.00
Peacock Ball	19,200.00
Total EVENTS	20,280.00
FEES	
Cat Adoption	4,000.00
Dog Adoption	32,000.00
Hold Fee	240.00
Reclaim Fee	3,500.00
Total FEES	39,740.00
FUNDRAISING	
Calendar Sales	5,000.00
Retail Sales	
Microchips	320.00
Total Retail Sales	320.00
Vaccinations	3,000.00
Total FUNDRAISING	8,320.00
Interest Income	150.00
OTHER INCOME	
Gas Rewards/TSYS Commissions	1,000.00
In Kind Donations	3,000.00
Total OTHER INCOME	4,000.00
Total Income	164,990.00
Gross Profit	164,990.00

4:25 PM  
08/28/14  
Cash Basis

Noah's Ark Animal Welfare Association  
Profit & Loss Budget/No Thrift Store  
January through December 2014

	<u>Jan - Dec 14</u>
<b>Expense</b>	
<b>ANIMAL CARE EXPENSES</b>	
Cleaning Supplies	4,200.00
Food	4,200.00
Medical Supplies	4,800.00
Refund Adoption	1,000.00
Rescue Wagon Expense	0.00
Veterinarian	24,000.00
<b>Total ANIMAL CARE EXPENSES</b>	<b>38,200.00</b>
<b>BUSINESS EXPENSES</b>	
Accounting Fees	2,500.00
Credit Card Fees	700.00
Donation Expenses	100.00
Dues and Subscriptions	475.00
Licenses, Permits & Legal	1,000.00
Misc Grant Expense	50.00
Misc Shelter Expenses	300.00
Office Supplies	3,600.00
PayPal Processing Fees	60.00
Postage and Fees	450.00
Safe Deposit Box	25.00
Shelter Software	900.00
Telephone/Internet	2,100.00
Website/webhosting	250.00
<b>Total BUSINESS EXPENSES</b>	<b>12,510.00</b>
<b>DEVELOPMENT</b>	
Advertising	420.00
Direct Mail	2,180.00
Donor Cultivation	100.00
Event Costs	250.00
DEVELOPMENT - Other	50.00
<b>Total DEVELOPMENT</b>	<b>3,000.00</b>
<b>FACILITY/VEHICLES</b>	
Equipment Rental	150.00
Gasoline	750.00
Registration	100.00
Repairs and Maintenance	1,500.00
Utilities	1,850.00
Vehicle Maintenance & Repairs	500.00
<b>Total FACILITY/VEHICLES</b>	<b>4,850.00</b>

4:25 PM  
09/28/14  
Cash Basis

Noah's Ark Animal Welfare Association  
Profit & Loss Budget/No Thrift Store  
January through December 2014

	Jan - Dec 14
<b>FUNDRAISING EXPENSES</b>	
Calendars	2,600.00
Microchips	720.00
Night Out for Noah's	120.00
Peacock Ball	8,500.00
Shirt and Wristbands	35.00
Vaccine Clinic	1,300.00
<b>Total FUNDRAISING EXPENSES</b>	<b>13,275.00</b>
<b>INSURANCE</b>	
Auto Insurance	950.00
Board and Directors Insurance	2,100.00
<b>Total INSURANCE</b>	<b>3,050.00</b>
<b>PAYROLL/PERSONNEL EXPENSES</b>	
Appreciation	1,500.00
Payroll Tax Expenses	8,400.00
Per Diem/Travel	500.00
Training	4,000.00
Wages	85,000.00
Workman's Comp	2,400.00
<b>Total PAYROLL/PERSONNEL EXPENSES</b>	<b>101,800.00</b>
<b>Total Expense</b>	<b>176,685.00</b>
<b>Net Ordinary Income</b>	<b>-11,695.00</b>
<b>Net Income</b>	<b>-11,695.00</b>

# ADVOCATES AGAINST DOMESTIC ASSAULT

P.O. BOX 696  
TRINIDAD, COLORADO 81082  
Office (719) 846-6665  
Fax (719) 845-0286

WALSENBURG, COLORADO 81089  
Office (719) 738-0770  
Fax (719) 738-3744

## **CITY OF TRINIDAD**

### **2015 FUNDING REQUEST**

#### **ADVOCATES AGAINST DOMESTIC ASSAULT**

#### **ORGANIZATIONAL HISTORY:**

Advocates Against Domestic Assault (AADA) is a non-profit organization that provides a myriad of comprehensive services to victims of domestic abuse and sexual assault in the Third Judicial District which includes Las Animas and Huerfano Counties. Since 1983, abused women have come to AADA for safety, shelter, and assistance. The agency began as a task force that was formed in part due to several domestic violence related homicides. With strong community support AADA has continued to grow and expand to meet the needs of domestic violence and sexual assault victims. In 1996, through a collaborative effort, a 7000 square foot facility was constructed for the sole purpose of providing emergency shelter to victims of domestic violence and their children. The City of Trinidad was very instrumental in the building of AADA's shelter. In response to the need for long term housing and services, a four unit transitional housing facility was built. The transitional housing program allows families to live in a unit for two years and includes service enriched programs to assist families to become self sufficient. Today AADA continues to be the only domestic violence agency, emergency shelter, and transitional housing program in the 3rd Judicial District. Currently AADA offers the following services: 24 hour crisis line, emergency shelter, advocacy, crisis intervention and counseling, support groups, referrals, children's and parenting programs, case management, legal advocacy, outreach, and volunteer training opportunities. AADA has a history of providing effective services, and the Director has 28 years experience with AADA.

#### **Accomplishments-**

- AADA received the prestigious Purple Ribbon Award from the Colorado Coalition Against Domestic Violence as Program of the year in 2012. In addition AADA was chosen as one of twenty sites throughout the United States to serve as a pilot project using the Lethality Assessment Program. A training team from Maryland traveled to Trinidad to provide training and technical assistance on how to implement the Lethality Assessment to AADA staff, and law enforcement. This is the second year that the LAP Project is in place. In 2013, AADA received a grant to implement a Sexual Assault Response Team. Before the team was implemented, Medical forensic exams were not provided in Las Animas County. When a sexual assault occurred, the victim had to travel to Pueblo to have a forensic exam. Pueblo is located ninety miles away, and the sexual assault victim had to find his or her own means of transportation. This was clearly unacceptable, and often has affected a victim's decision not to seek assistance. Currently the emergency room nursing staff has now been trained to conduct and gather forensic evidence.

The vision for our community was to have effective and trained staff of first responders who are specifically trained to provide sensitive, confidential, and competent care to victims of sexual assault. Through this grant and the efforts of many we are reaching that goal.

**STATEMENT OF NEED:**

The prevalence of domestic violence continues to be a critical social issue in the Third Judicial District requiring a serious community response. Each year in Las Animas County, a vast number of domestic abuse victims are forced to leave their homes in order to ensure their safety and that of their children. In 2013, 186 women and children, and two males, were provided safety and respite for a total of 2431 nights of shelter. With AADA's services, victims of domestic abuse can receive the critical services and necessary support in protecting themselves and reducing or eliminating domestic violence in their lives. City of Trinidad funding is critical to maintain and enhances the provision of comprehensive, effective, and efficient services to victims of domestic violence. AADA's emergency shelter is often at capacity and is staffed twenty-four hours a day. The need for staffing is essential to ensure the safety of victims and their children.

Established in 1983, Advocates Against Domestic Assault continues to be the sole program specifically providing comprehensive services for victims of domestic and sexual violence in the Third Judicial District. In 2004, at the urging of the local VALE Board, AADA expanded our service area to include Huerfano County. The entire area served is rural remote and Las Animas County is the largest, geographically of the sixty four counties in Colorado, covering almost 5000 square miles. Currently AADA's catchment area includes both Las Animas and Huerfano Counties, which includes a 24 hour Crisis Line in both counties. In addition, we are the only emergency shelter in this area, filling a critical gap, the closest shelter outside our service area is located in Pueblo, 90 miles away. AADA's emergency shelter has the capacity to house 20 clients and is often at capacity. The number of clients served and the nights of shelter provided clearly illustrate the problem and immense need for domestic violence services in our communities.

Stistical data for 2013:

Crisis, Information and referral calls	1232
Women and children in shelter-	186
Males sheltered	2
Nights of shelter	2431
Non shelter clients	Women – 159 Males- 6 Children 21
Transitional Housing Nights	3880
Meals and Snacks	14,003
Volunteer Hours	12,922

Domestic violence occurs in all communities, the idea of a safe nurturing home environment is not achieved in all homes. Domestic violence impacts the victim, communities, and society. Children also suffer immediately and in the long term, whether they are direct victims of the violence or are witnesses to the abuse. To alleviate the immediate safety of domestic violence victims, AADA provides immediate emergency shelter for victims of domestic abuse and their children. AADA's domestic violence shelter is located in a large, residential style building. The shelter has four administrative offices, living room, fully equipped kitchen, six bedrooms with their own bathroom, laundry room, play room, counseling and training rooms and enclosed outdoor play ground. AADA employs eight full time employees and three part time staff and professional therapist contract staff. AADA's shelter is staffed 24 hours a day, seven days a week and maintains an emergency 24 hour crisis line. Since 1983, victims of domestic violence have sought the services and safe haven that AADA offers. All of AADA's services are free of charge.

The primary purpose of the shelter is to provide a safe haven for victims of domestic abuse and their children. Once at the shelter, women and children are reassured of their safety and efforts are made to meet their basic needs, such as clothing, food, and personal items. An intake and orientation will follow and clients will meet with a victim advocate and a case manager at that point. AADA staff provides programs and services designed to meet the immediate and longer term needs of the victim. The cost of running an emergency shelter includes staff, and operating costs which currently is approximately \$450,000. Our Organization is unique in that we are the only program in this area that serves victims of domestic abuse and sexual assault. Our services are unduplicated by any other agency in the area and are available twenty four hours a day, seven days a week through the 24 hour crisis line. All of our services are free of charge and we strive to empower our clientele by focusing on their strengths instead of their weaknesses. AADA's staff is also very instrumental in the success of the agency. For the past 31 years, various staff members have dedicated themselves to assist our clients from becoming victims to survivors. We fully understand that telling someone about the abuse in your life is very difficult and a majority of victims fear losing their children, their home, and their lives. Not only do we work to meet the emotional fears, we focus on the practical aspects such as affordable housing, transportation, and food. Our overall goal is to provide safety and hope that their experience with us will make them more encouraged about their future and their children's.

Advocates Against Domestic Assault has an array of programs in place dedicated to providing immediate crisis intervention, and a continuum of services including;

- 24-hour crisis line in two counties,
- Crisis counseling
- Sexual Assault Response
- Emergency shelter with 24-hour access
- Advocacy,
- Support groups,
- Safety Planning
- Legal advocacy,
- Information and Referrals,
- Children's programs,
- Outreach,
- Case management
- Community Education and Training
- Transportation
- Prevention Activities

## Life Skills Therapy

Emergency shelter is available to meet the immediate safety needs of domestic abuse victims and their children. AADA also assists our clientele in assessing their needs and in developing and implementing plans to help keep them safe. AADA staff assists clients in developing safety plans to prevent the recurrence of domestic violence. AADA staff provides a Prevent and Protect Class for survivors of domestic violence who are seeking to modify a protection order. In addition, AADA links clients to mainstream benefits, assist with housing needs, transportation, and financial assistance as they work to stabilize and rebuild their lives.

In response to the need for long term housing and support services, AADA offers transitional Housing. The Transitional Housing Program allows families to live in a unit for two years and Includes service enriched programs to assist families to stabilize, empower, and promote self sufficiency. The Transitional Housing Program provideds a case manager to work intensively with each household to jointly develop a case plan detailing goals, resources, and services needed to achieve those goals, and the process for accessing the resources and services.

The children's program provides direct services to children and youth who have witnessed domestic violence and are suffering from the effects of a violent environment.

Service plans and goals are developed with the victim, victim advocate, and case manager and are client driven.

### **COLLABORATION:**

Although AADA's services are unduplicated by any other agency, we recognize the need to continue and develop collaboration with other agencies including law enforcement, Department of Human Services, judicial, and mental health. AADA has MOU's in place with an array of agencies and we refer clients to each other on a regular basis. We work closely with the Department of Human Services in both counties, and serve on their child protection teams. AADA collaborates with Trinidad State Junior College by providing specific training to nursing students. AADA is also a member of the Colorado Coalition Against Domestic Violence and the Colorado Organization for Victim Assistance. AADA also collaborates with Trinidad State Junior College by providing specific training to nursing students.

Coordinated community response is an effective way of ensuring that available resources are utilized to meet the varied needs of domestic abuse victims. Advocates Against Domestic Assault and community partners work closely together to ensure that all available resources are available which will be a benefit to the victim. AADA and the aforementioned agencies meet on weekly, monthly, or quarterly basis to discuss issues, coordinate services, address gaps in services, and emerging trends in our regions. Through the Continuum of Care, agencies discuss activities, resources, and need. The Domestic Violence taskforce addresses issues specific to domestic violence, coordinated community response to domestic violence and, collaborative community based system improvement. In addition, AADA collaborates with the Multi Disciplinary Treatment

Team (MTT) and the Certified Domestic Violence Offender Treatment provider to ensure compliance with Standards for Court Ordered Treatment Providers and victim safety. AADA staff in addition serves on Las Animas and Huerfano Counties Child Protection Teams, Interagency Oversight Group (IOG), Trinidad High School Partner, and Faith based community groups. The development and fostering of these collaborations enables our communities to reduce duplication of services and create options for the individuals and families we serve. AADA is also a member of Colorado Coalition Against Domestic Violence, (CCADV), Colorado Organization of Victim Assistance (COVA), AND National Coalition Against Domestic Violence.

### **EVALUATION:**

AADA's victim service project will be measured by the degree which the projected goals and objectives are successfully achieved. Statistical data is gathered and compiled on each victim served. This information will be garnered from intake forms, logs, and casenotes. The projects goals and objectives will be monitored through monthly, quarterly, and final reports. The agency will track and report the outcome of the projects goals and objectives to the City of Trinidad. In addition, AADA's effectiveness will be measured by daily review and feedback from victims served. The agency will continue to use an evaluation form given to clients when exiting the emergency shelter. In addition, AADA will also use the service outcome measurement form that covers shelter, support services, advocacy, counseling, support groups, and Transitional Housing services. The service outcome measurement results indicate that clients are satisfied with our services and would recommend our services.

### **BOARD/GOVERNANCE:**

Established in 1983, AADA continues to be viewed as a highly regarded agency and an essential community asset. AADA works under the guidance of the Board of Directors. AADA's Board of Directors are responsible for the overall management including, strategic planning, formulating and amending policies, and fiscal expenditures of the agency. Board members work closely with the Executive Director to evaluate programs, and services. The Board also provides support to the staff and assists with fund raising, community education, and research and development of the agencies programs.

### **VOLUNTEERS:**

AADA volunteers donate approximately 14,000 hours in volunteer service to the agency on an Annual basis. Volunteer's hours are tracked monthly, quarterly, and annually, as we use them as in-kind match for grant purposes. Volunteer hours donated in 2013, were 12,922

**PLANNING:**

Advocates Against Domestic Assault's Board of Directors Strategic Plan includes the following:

ADVOCATES AGAINST DOMESTIC ASSAULT

STRATEGIC PLAN -2015

AADA'S organization and project vision

Goal	Activity
Maintain stable funding base	Seek additional grant sources Develop formal fundraising plan Work closely with county commissioners on ballot issues that will continue funding for non profits. Work with city council to become permanent agency for yearly budgets.
	Activity
Increase Volunteer base Increase Board membership	Continue to use media, and word of mouth. Use church bulletins, community outreach. Board can seek potential volunteers. More outreach in Huerfano County
	Activity
Stable office space Huerfano County	Continue to let our needs be known.
	Activity
Increase services in Huerfano County	Support group Funding from County and City of Walsenburg, Huerfano Shelter in Huerfano County Increase volunteer base
	Activity
Systems Change	Develop long range formal systems change Implement long range system change Increase membership in DV taskforce
	Activity
Increased involvement in schools.	Meet with School counselors Provide information and presentations to area schools Continue Awareness activities Promote domestic violence and sexual assault prevention programs within area schools

		Funding for DV Specialists in schools	
		Activity	
Increase awareness	community	Create Agency Website Distribute program materials Media Continue and expand Candlelight Vigil Work with Mt Carmel Wellness Center	
		Activity	
Client Services		Strengthen services	
		Continue using the LAP program with law enforcement Develop advisory board Develop and maintain services for Sexual Assault victims.	

Emergency Shelter and Transitional Housing facilities

Repair and upkeep of both facilities	Property next to shelter ask to have it donated
Laundry facility at Transitional Units	Parking issues at shelter
Security cameras at transitional units	

**Impact:**

- Advocates Against Domestic Assault's overall mission is to provide safety and support to victims of domestic violence and ultimately eliminate domestic violence in their relationships. The proposed project will impact victims of domestic and sexual abuse in the following ways:
- Victims will have increased their knowledge of the dynamics of domestic violence, available resources and services thus reducing the recurrence of domestic violence in their relationships.
- Victims of domestic violence will improve their safety and well being by participating in the development of an individual safety plan.
- Sexual assault victims will benefit from having enhanced advocacy and support services.

- Victims will have increased their awareness of available resources and services.
- Victims will have increased their knowledge of the criminal justice system allowing victims to navigate the legal system as it pertains to their situation.
- Children who have witnessed domestic violence will benefit from exploring and identifying their feeling in a safe, caring environment and learn coping skills.

### **Additional Services to the City of Trinidad:**

Through our partnership with Energy Outreach Colorado, AADA also assisted with a total of 50,000 dollars of utility assistance to the families and individuals in Trinidad and Las Animas County. AADA Staff works closely with the City of Trinidad Utility Dept. in determining financial needs of community members seeking utility assistance. The City of Trinidad provides space for AADA staff to accept applications on a weekly basis.

### **DIVERSIFICATION OF FUNDING:**

As with most non-profits, AADA relies on a wide range of funding streams and sources to maintain our level of victim services. Advocates Against Domestic Assault has a history of providing effective and efficient services and has demonstrated the ability to comply with financial requirements. In order to continue to serve victims and meet the agencies goals, AADA seeks and receives financial support from Federal, State, local, and foundation grants. Advocates Against Domestic Assault works under the guidance of the Board of Directors, and AADA's Board is responsible for the overall management including strategic planning, formulating and amending policies, and fiscal expenditures of the agency. AADA's Executive director is responsible for the overall management of the agency and administering all grant funds. The agency has established financial policies and the agency bookkeeper is responsible for the day-to-day tracking of funds, payroll, and expenditures. AADA utilizes software that enables the agency to maintain accurate records, and individually track funds as well as matching funds. All checks require two signatures and financial reports are prepared and presented during board meeting for approval. In addition, an annual audit is conducted by an outside auditing firm.

Advocates Against Domestic Assault efforts to diversify funding includes seeking renewal funding from current sources and to identify new sources. In September of this year Trinidad will be hosting the Southeastern Colorado Rural Philanthropy Days, which will allow us to meet with foundations and funders who are interested in funding projects in this area. In addition, AADA will seek to increase foundation grants whose interest is families, domestic violence, and children

### **Intended use and targeted population of the City of Trinidad Funding:**

The targeted population to be served will be any person who is a victim of domestic violence, or sexual assault, or at risk of becoming one. City of Trinidad funding will be used specifically to provide direct services at the emergency shelter. AADA is the only program that provides this type of service to the City and County. Funding will be used for general operating costs which includes; utility costs, supplies, food, staff and direct client needs. City of Trinidad funds are critical to the AADA program and AADA is appreciative for the continued support AADA has received over the

past 31 years. In addition, funding from local sources is imperative when seeking funding from other sources, local funds are used as matching funds for other grants, and local support is favorably viewed when seeking federal, state and foundation grants.

Line	Revenue	Program or Project	Grant Request
1	Grants		
2	City of Trinidad/General Operating	14,000	14,000
3			0
4			0
5			0
6			0
7			0
8			0
9			0
10			0
11			0
12	<b>Total</b>	<b>\$14,000</b>	<b>14,000</b>
13			<b>0</b>
14	<b>Total Revenue</b>		<b>14,000</b>
Line	General operating support	Program or Project	Grant Request
15	Shelter costs:		
16	Supplies and materials	1,500	1,500
17	Shelter staff	3,500	3,500
18	Shelter utilities	6,000	6,000
19	Food	3,000	3,000
20			0
21			
22			0
23			0
24			0
25			0
26			0
27	<b>Subtotal</b>	<b>\$14,000</b>	<b>\$14,000</b>
28			0
29	<b>Total</b>	<b>\$14,000</b>	<b>\$14,000</b>
30			
31			0
32			0
33			0
34			<b>\$0</b>
35	<b>Total Expenses</b>	<b>\$14,000</b>	<b>\$14,000</b>
36			

\* City request is 3 percent of AADA's annual budget\*

**DIXON, WALLER & CO., INC.**  
CERTIFIED PUBLIC ACCOUNTANTS

ADVOCATES AGAINST

DOMESTIC ASSAULT

REPORT ON EXAMINATION

DECEMBER 31, 2013

**DIXON, WALLER & CO., INC.**

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ADVOCATES AGAINST DOMESTIC ASSAULT

REPORT ON EXAMINATION

DECEMBER 31, 2013

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164 E. MAIN  
TRINIDAD, COLORADO 81082  
(719) 846-9241 FAX (719) 846-3352

**INDEPENDENT AUDITOR'S REPORT**

Board of Directors  
Advocates Against Domestic Assault  
Trinidad, CO 81082

**Report on the Financial Statements**

We have audited the accompanying financial statements of Advocates Against Domestic Assault (a nonprofit organization), which comprise the statement of financial position as of December 31, 2013, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements.

***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

***Auditor's Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

*Opinion*

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Advocates Against Domestic Assault as of December 31, 2013, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

*Aiston, Wallace & Co., Inc.*

Trinidad, Colorado  
July 18, 2014

ADVOCATES AGAINST DOMESTIC ASSAULT  
STATEMENT OF FINANCIAL POSITION  
December 31, 2013

---

ASSETS

Current Assets

Cash	112,905
Investments	70,145
Prepays	577
Grants Receivable	<u>56,918</u>
<u>Total Current Assets</u>	<u>240,545</u>

Fixed Assets

Land	5,000
Buildings	612,805
Vehicles	14,500
Furniture and Equipment	67,545
Accumulated Depreciation	<u>(326,580)</u>
<u>Total Fixed Assets</u>	<u>373,270</u>

Total Assets

613,815

Liabilities and Net Assets

Loan Payable – South Central Council of Governments	10,067
Deferred Grant Revenue	13,375
Accounts Payable	<u>3,047</u>
<u>Total Liabilities</u>	<u>26,489</u>

Net Assets

Unrestricted	587,326
Temporarily Restricted	-
Permanently Restricted	-
<u>Total Net Assets</u>	<u>587,326</u>

Total Liabilities and Net Assets

613,815

The accompanying notes are an integral part of these financial statements.

ADVOCATES AGAINST DOMESTIC ASSAULT  
STATEMENT OF ACTIVITIES  
For the Year Ended December 31, 2013

---

REVENUE

Grant Support	392,998
Contributions, Program Income	9,905
Unrealized Gains on Investments	29,442
Interest Income	<u>130</u>
<u>Total Revenue</u>	<u>432,475</u>

EXPENSES AND LOSSES

Program Services	
Domestic Assault Victim Support Services	402,763
Support Services	
Management and General	<u>38,681</u>
<u>Total Expenses</u>	<u>441,444</u>
Unrealized Loss on Investments	<u>-</u>
<u>Total Expenses and Losses</u>	<u>441,444</u>
<u>Change in Unrestricted Net Assets</u>	(8,969)
<u>Unrestricted Net Assets, Beginning of Year</u>	596,295
<u>Unrestricted Net Assets, End of Year</u>	<u>587,326</u>

The accompanying notes are an integral part of these financial statements.

ADVOCATES AGAINST DOMESTIC ASSAULT  
 STATEMENT OF FUNCTIONAL EXPENSES  
 For the Year Ended December 31, 2013

---

	<u>Program Services</u>	<u>Support Services</u>	<u>Total Expenses</u>
Salaries and Benefits	244,639	23,046	267,685
Contract Services	10,839	2,216	13,055
Utilities and Telephone	19,205	1,547	20,752
Food	8,305	-	8,305
Supplies	12,484	755	13,239
Insurance	9,693	1,238	10,931
Repairs and Maintenance	10,164	-	10,164
Capital Outlay	6,125	-	6,125
Depreciation	18,420	4,044	22,464
Travel/Workshops	10,586	-	10,586
Client Needs	51,536	-	51,536
Other General and Administrative	<u>767</u>	<u>5,835</u>	<u>6,602</u>
	<u>402,763</u>	<u>38,681</u>	<u>441,444</u>

The accompanying notes are an integral part of these financial statements.

ADVOCATES AGAINST DOMESTIC ASSAULT  
STATEMENT OF CASH FLOWS  
For the Year Ended December 31, 2013

---

<u>Cash Flows From Operations:</u>	
Change in Unrestricted Net Assets	(8,969)
Adjustments to reconcile	
Change in net assets to cash	
provided by operations:	
Depreciation Expense	22,464
Increase in Prepaids	(577)
Increase in Grants Receivable	(6,579)
Increase in Deferred Revenue	13,375
Increase in Accounts Payable	197
Unrealized (Gain) Loss on Investments	(29,442)
<u>Net Cash Provided by Operations</u>	<u>(9,531)</u>
<u>Cash Flows From Investing Activities:</u>	
Acquisition and Construction of Fixed Assets	(756)
Purchase of Investment, Payment of Fees	(31)
Sale of Investments	140
<u>Net Cash Used by Investing Activities</u>	<u>(647)</u>
<u>Cash Flows from Financing Activities</u>	
Payments of Principal – Note Payable	(1,154)
<u>Net Cash Used by Financing Activities</u>	<u>(1,154)</u>
<u>Net Increase (Decrease) in Cash</u>	<u>(11,332)</u>
<u>Cash, Beginning of Year</u>	<u>124,237</u>
<u>Cash, End of Year</u>	<u>112,905</u>

The accompanying notes are an integral part of these financial statements.

ADVOCATES AGAINST DOMESTIC ASSAULT  
NOTES TO FINANCIAL STATEMENTS  
December 31, 2013

---

NOTE 1

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Advocates Against Domestic Assault (AADA) is a tax-exempt organization formed to provide shelter and support to victims of domestic assault.

Advocates Against Domestic Assault has prepared its financial statements on the accrual basis of accounting in accordance with generally accepted accounting principles.

Equipment and furnishings acquired by purchase are carried at cost. Those acquired by contribution are carried at their estimated fair market value at date of receipt.

Advocates Against Domestic Assault receives substantially all of its grant and other revenues from Federal, State, County and City agencies. Revenue recognition is dependent upon the timing of allowable expenditures. Funding sources may request reimbursement for expenses determined not to be in compliance with funding agreements.

In 1996 Advocates Against Domestic Assault adopted accounting standards promulgated for "Financial Statements of Not-for-Profit Organizations." Under these standards Advocates Against Domestic Assault is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. In addition, Advocates Against Domestic Assault has discontinued its use of fund accounting and has, accordingly, reclassified its financial statements to present classes of net assets. This reclassification had no effect on the change in net assets for 1996.

Advocates Against Domestic Assault also adopted accounting standards pertaining to "Accounting for Contributions Made" in 1996. In accordance with these standards contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on the existence and/or nature of any donor restrictions. Advocates Against Domestic Assault has not received any contributions with donor-imposed restrictions that would result in temporarily or permanently restricted net assets.

Advocates Against Domestic Assault has adopted applicable accounting standards additionally, whereby investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the statement of financial position. Unrealized gains and losses are included in the change in net assets. Investment income and gains restricted by a donor are reported as increases in unrestricted net assets if the restrictions are met (either by passage of time or by use) in the reporting period in which the income and gains are recognized.

For purposes of the statements of cash flows, Advocates Against Domestic Assault considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

ADVOCATES AGAINST DOMESTIC ASSAULT  
NOTES TO FINANCIAL STATEMENTS  
December 31, 2013

---

NOTE 1

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Advocates Against Domestic Assault is exempt from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code and therefore has made no provision for Federal income taxes in the accompanying financial statements.

The preparation of financial statements in conformity with generally accepted accounting principles requires the use of management's estimates.

The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

NOTE 2

GRANTS RECEIVABLE

Grants receivable are deemed to be fully collectible by management and are composed of the following:

CHILD/ADULT FOOD	1,401
S-ARP	5,668
DVP	13,487
ESG	3,097
VAWA	27,445
CCH	<u>5,820</u>
	<u>56,918</u>

NOTE 3

IN-KIND CONTRIBUTIONS

No value has been reflected in the financial statements for in-kind revenue and expenses which consist of volunteers' time to answer phones, rental value of donated space, utilities, repairs and general supplies that have been donated. The items claimed as in-kind contributions in matching grant requirements are of a nature to satisfy grant agreements. The value of these contributions for 2013 is estimated to be approximately \$103,000.

NOTE 4

CONTINGENCIES

Grants require the fulfillment of certain conditions as set forth in the instrument of the grant. Failure to fulfill the conditions could result in the return of the funds to grantors. Although that is a possibility, the Board deems the contingency remote, since by accepting the grants and their terms, it has accommodated the objectives of the organization to the provisions of the grant.

NOTE 5

FIXED ASSETS

Fixed assets are recorded in the financial statements at cost or estimated fair value if donated. Depreciation has been provided on a straight-line basis with estimated useful lives for buildings at 40 years, furniture at 10 years and equipment at 5 years.

ADVOCATES AGAINST DOMESTIC ASSAULT  
 NOTES TO FINANCIAL STATEMENTS  
 December 31, 2013

---

NOTE 6                      SUPPLEMENTAL CASH FLOW DISCLOSURE

Investments are stated at fair value in the financial statements. Investments reflected an increase of \$29,333 for 2013 due to unrealized gains of \$29,442, sales of \$0 and \$31 for earnings reinvested less \$140 for fees withheld. No interest was paid by AADA in 2013.

NOTE 7                      LOAN PAYABLE

Through a program available at the South Central Council of Governments, AADA was able to obtain a no interest loan to do repairs at one of its shelters. The repairs were completed and loan payments began in November of 2002. The original amount disbursed by COG was \$20,010. Payments of \$56 per month are to be made until the current balance of \$10,067 is repaid.

NOTE 8                      DEFINED CONTRIBUTION PENSION PLAN

In 2002, AADA initiated an employer match plan (Simple IRA) whereby the employer matches dollar-for-dollar voluntary contributions made by employees up to a maximum of 3% of the employee's includable salary.

AADA made matching contributions to the eligible deferred compensation plan as follows:

<u>Year</u>	<u>Amount</u>
2013	3,758
2012	3,864
2011	4,559

NOTE 9                      INVESTMENTS

Investments as of December 31, 2013 are as follows:

	<u>Original Donated Value</u>	<u>Fair Value</u>	<u>Carrying Value</u>
Unrestricted:			
Equity Securities	\$22,425	\$70,145	\$70,145

Investment returns for 2013 are summarized below:

	<u>Unrestricted</u>
Fees	(140)
Interest and Dividends	31
Unrealized Gains	29,442
Total Return	29,333

ADVOCATES AGAINST DOMESTIC ASSAULT  
NOTES TO FINANCIAL STATEMENTS  
December 31, 2013

---

NOTE 10                      FAIR VALUES OF FINANCIAL INSTRUMENTS

The following methods and assumptions were used in estimating the fair value of financial instruments for disclosure purposes.

Cash and cash equivalents – carrying amounts reported in the statement of financial position approximate fair values due to the short-term nature of those instruments.

Investments – the fair values are based on quoted market prices.

Loan Payable – the fair value is estimated as the net present value of the future cash payments discounted at current market interest rates.

	<u>Carrying Amount</u>	<u>Fair Value</u>
Cash	112,905	112,905
Investments	70,145	70,145
Loan Payable	10,067	6,450

NOTE 11                      DEFERRED GRANT REVENUE

Amounts recorded as deferred grant revenue represent receipts from grantors that are unexpended at year end.

NOTE 12                      SUBSEQUENT EVENTS

Subsequent events have been evaluated through July 18, 2014, the date the financial statements were available to be issued. There were no subsequent events the effects of which required recognition in the financial statements or of such a nature that disclosure would be required to keep the financial statements from being misleading.

H.R. SAYRE SENIOR CENTER  
1222 San Pedro Street  
Trinidad, CO 81082

(719) 846-3336

---

September 10, 2014

Ms. Audra Garrett  
Acting City Manager  
P.O. Box 880  
Trinidad, CO 81082

RE: Funding Request for 2015

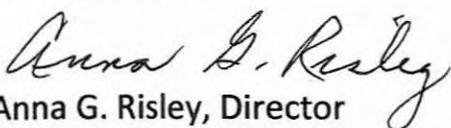
Dear Ms. Garrett,

The Harry R. Sayre Senior Center is a non-profit organization requesting funding assistance in the amount of Twenty Thousand (\$20,000) Dollars (or whatever the Council deems appropriate) for the calendar year 2015.

The Center will comply with all requirements of Resolution #908 by providing documentation regarding financial accountability.

Enclosed is financial statement on behalf of the Center. Thank you for the opportunity to submit a request for funding.

Very truly yours,

  
Anna G. Risley, Director

**H.R. SAYRE SENIOR CENTER, INC.**

**FINANCIAL STATEMENT**

**FOR THE YEAR ENDED DECEMBER 31, 2013**

City of Trinidad

AUG 20 2014

City Clerk's Office

ORTIZ TAX SERVICE  
15801 HWY 239  
TRINIDAD, CO 81082  
PH/FX 719-846-9663

May 12, 2014

Board of Directors  
H.R Sayre Senior Center Inc

Dear Members:

Pursuant to our engagement to provide financial data for H.R Sayre Senior Center Inc, as December 31, 2013, we attach the following statements.

Balance Sheet  
Income Statement & Budget Comparison

These statements were prepared from the books of H.R.Sayre Senior Center Inc. as December 31,2013 on a cash basis of accounting.

Sincerely,

A handwritten signature in cursive script, appearing to read "Thomas Ortiz", with a long horizontal line extending to the right.

Thomas Ortiz  
Ortiz Tax Service

**H.R. SAYRE SENIOR CENTER, INC.**  
**BALANCE SHEET**  
**DECEMBER 31, 2013**

**ASSETS**

**Current Assets**

Cash in Bank - Operating \$ 144,701

**Total Current Assets** \$ 144,701

**TOTAL ASSETS** \$ 144,701

**LIABILITIES AND FUND BALANCE**

**Current Liabilities** \$ -

**Total Current Liabilities** \$ -

**Fund Balance**

Fund Balance \$ 139,909

Net Income \$ 4,792

**Total Fund Balance** \$ 144,701

**TOTAL LIABILITIES AND FUND BALANCE** \$ 144,701

**H.R. SAYRE SENIOR CENTER, INC.**  
**INCOME STATEMENT & BUDGET COMPARISON**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>OVER UNDER</u>
<u>REVENUES</u>			
City of Trinidad	\$ 19,150.00	\$ 20,000.00	\$ 850.00
Las Animas County	\$ 7,000.00	\$ 9,000.00	\$ 2,000.00
COG	\$ 3,600.00	\$ 3,600.00	\$ -
Dues	\$ 5,018.00	\$ 5,000.00	\$ (18.00)
Donations	\$ 3,513.00	\$ 4,000.00	\$ 487.00
Bazaar Raffles & Dinners	\$ 13,740.00	\$ -	\$ (13,740.00)
Field Trips	\$ 11,584.00	\$ 10,500.00	\$ (1,084.00)
Miscellaneous	\$ 815.00	\$ 700.00	\$ (115.00)
Rent	\$ 6,616.00	\$ 6,800.00	\$ 184.00
Interest Income	\$ 16.00	\$ 240.00	\$ 224.00
<u>TOTAL REVENUE</u>	<u>\$ 71,052.00</u>	<u>\$ 59,840.00</u>	<u>\$ (11,212.00)</u>
<u>Expenses</u>			
Gross Wages	\$ 34,354.00	\$ 35,000.00	\$ 646.00
Payroll Expenses	\$ 4,607.00	\$ 8,900.00	\$ 4,293.00
Telephone	\$ 1,960.00	\$ 2,100.00	\$ 140.00
Postage	\$ 1,223.00	\$ 720.00	\$ (503.00)
Supplies - Office	\$ 317.00	\$ 2,400.00	\$ 2,083.00
Misc. - Supplies	\$ 2,540.00	\$ 1,200.00	\$ (1,340.00)
Building Repairs & Maintenance	\$ 696.00	\$ 2,000.00	\$ 1,304.00
Consumable Supplies - Pecans	\$ 2,298.00	\$ 1,200.00	\$ (1,098.00)
Workman Comp. Insurance	\$ 656.00	\$ 1,000.00	\$ 344.00
Miscellaneous	\$ 3,363.00	\$ 3,000.00	\$ (363.00)
Rental Fees - Copier	\$ 2,906.00	\$ 1,600.00	\$ (1,306.00)
Field Trips	\$ 11,340.00	\$ 1,100.00	\$ (10,240.00)
<u>TOTAL EXPENSES</u>	<u>\$ 66,260.00</u>	<u>\$ 60,220.00</u>	<u>\$ (6,040.00)</u>
<u>NET INCOME (LOSS)</u>	<u>\$ 4,792.00</u>	<u>\$ (380.00)</u>	<u>\$ (5,172.00)</u>

August 26, 2014

Audra Garrett, Acting City Manager  
City of Trinidad  
P.O. Box 880  
Trinidad, CO 81082

Dear Ms. Garrett:

The recent notice of the City's effort to begin the 2015 Budget was recognized by Trinidad-Las Animas County Economic Development, Inc. (TLACED). On behalf of the Board of Directors and myself, Walter Boulden (Executive Director), I would like to request that the City of Trinidad make a \$15,000 investment in TLACED for fiscal year 2015.

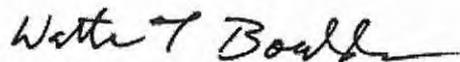
This funding would be utilized as matching funds for city and county economic development, as well as obtaining other funding from State and Federal sources, which will allow TLACED to enhance and offer additional resources for surrounding businesses. It is crucial that TLACED be able demonstrate local support, so that the State and Federal sources will be more apt to offer their assistance as well.

As you know, a diversified business community cultivates a stable economy. Therefore, it is key that the city recognize that our mission is to increase community prosperity through economic enhancement activity in the City of Trinidad, the County of Las Animas and all communities therein. With your support, TLACED will be more readily available to follow through on all current and future endeavors.

We will have an audit completed for fiscal year 2013 and would be happy to provide you with a copy when it becomes available. I have included a summary of the TLACED 2014 budget and a copy of TLACED's goals, so you may see where the funding will be utilized.

Although we are aware of current budget restraints, we are requesting an investment of \$15,000 in 2015. This investment in TLACED is one that the city will benefit from, and is greatly appreciated by the residents of Trinidad and Las Animas County. I anticipate discussing this tremendous opportunity with you at your convenience.

Sincerely:



Walter Boulden  
Executive Director (TLACED)

**Attachment A**  
**TLACED 2014 Budget**

TLAC Economic Development 2014 Budget	2011	2012	2013	Projected 2014
<b>Income</b>				
<b>Opening Balance (In Operating Account Jan 2014)</b>				27076
City General Fund	10800	10800	10100	10800
County General Fund	8000	8000	5000	10000
Office Sub-Lease	0	0	500	0
Grant Funding	3750	3750	0	0
Fund Raising	0	0	750	1000
Transfer from Saving	60000	10000	28500	0
Industrial Park Revenue	10000	15000	15000	15000
Industrial Park Transfer - Receipts	0	0	18000	0
<b>Total Income</b>	<b>92550</b>	<b>47550</b>	<b>77850</b>	<b>63876</b>
<b>Expenses</b>				
501(c)3 990 Report	800	700	500	50
Periodic Report 990	10	10	50	10
Marketing/Web Site/Contributions	50	50	2800	750
D&O Insurance	1279	1279	1279	1280
Dues/Subscriptions	\$1,263.00	1263	950	0
Meals/Entertainment	1160	675	700	0
Payroll-Director	45500	40000	23400	0
Payroll - Admin	20800	20800	20800	20800
Payroll Company Tax Liability	4973	4560	3315	1560
Payroll Unemployment Tax	2040	2040	1560	1500
Worker's Comp Insurance	310	325	375	400
<b>Payroll Liabilities Subtotal</b>	<b>73623</b>	<b>67725</b>	<b>49450</b>	<b>24260</b>
QuickBooks On-line Subscription	1000	1050	1100	250
Rent	15000	15000	15000	15000
Office supplies,	3560	3250	525	360
Phone	2700	2700	2000	1800
Utilities	1560	1700	1200	1200
Copier Lease	2520	2400	2220	1140
Auditor Expenses- Audit Books 2013	0	0	0	5000
Outsource books	0	0	0	2100
<b>Total Expenses</b>	<b>104525</b>	<b>97802</b>	<b>77774</b>	<b>53200</b>
<b>Ending 2014 Balance</b>	<b>-11975</b>	<b>-50252</b>	<b>76</b>	<b>10676</b>

## Attachment B

### Trinidad-Las Animas County Economic Development

**Mission Statement:** *“Increase community and regional prosperity through economic enhancement activities in the City of Trinidad, the County of Las Animas, and all communities therein and to support and work on regionally beneficial economic development activities.”*

**Vision:** *Trinidad-Las Animas County Economic Development, Inc. will serve as a principle in the field of public policy development/implementation and effective leadership within our community, by consistently providing a reliable, efficient and dedicated forefront to the economic enhancement of all local and statewide businesses, city/county governmental agencies, and all community members.*

**Goals:**

- **Build a larger economic development presence within and outside of the community to enhance the procurement of new business focusing on small industry and start-up business.**
- **Increase TLACED’s out-of-area economic development marketing for the Trinidad Industrial Park, City of Trinidad and Las Animas County.**
- **Forge lasting business relationships within Las Animas County’s rural communities by increasing TLACED’s presence within these communities.**
- **Develop partnerships with community business leaders to form a coalition that will bring the area’s business minds together with developmental ideas to assist TLACED in the solicitation of new business to the City of Trinidad and Las Animas County.**
- **Encourage entrepreneurship by identifying community businesses that are successful and build business teams from these successes to help potential new business start-ups in all phases of planning and execution of their new business.**
- **Work closely with the City of Trinidad and Las Animas County planners to develop strategic infrastructure, incentives and enhancements for potential new business opportunities.**
- **Actively solicit board members that will contribute to the TLACED’s vision of increasing community prosperity through economic development.**

Trinidad-Las Animas County Economic Development  
**Balance Sheet**  
 As of August 31, 2014

	<u>Aug 31, 14</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Bank of The West Restricted Fun	142,844.65
Century Savings and Loan	14,262.91
El Corozon Downtown Group	477.77
International Bank - Operating	<u>24,200.92</u>
<b>Total Checking/Savings</b>	<u>181,786.25</u>
<b>Total Current Assets</b>	<u>181,786.25</u>
<b>Fixed Assets</b>	
Accumulated Depreciation	-88,964.00
Furniture and Fixtures	7,128.57
Lots and Land	9,873.94
Machinery & Equipment	20,005.68
Phase II Project	<u>123,119.48</u>
<b>Total Fixed Assets</b>	<u>71,163.67</u>
<b>TOTAL ASSETS</b>	<u><u>252,949.92</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	177.94
<b>Total Accounts Payable</b>	<u>177.94</u>
<b>Other Current Liabilities</b>	
State Unemploy Liability	141.31
State WH Liability	<u>104.00</u>
<b>Total Other Current Liabilities</b>	<u>245.31</u>
<b>Total Current Liabilities</b>	<u>423.25</u>
<b>Total Liabilities</b>	<u>423.25</u>
<b>Equity</b>	
Prior Period Adjustments	-123.20
Retained Earnings	269,061.41
Net Income	<u>-16,411.54</u>
<b>Total Equity</b>	<u>252,526.67</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>252,949.92</u></u>

**Trinidad-Las Animas County Economic Development  
 Profit & Loss YTD Comparison  
 August 2014**

	Aug 14	Jan - Aug 14
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Board of Director Dues	0.00	80.00
City of Trinidad	0.00	10,800.00
Interest Income	0.00	14.06
Refunds-Allowances	0.00	45.62
Trinidad Industrial Park	1,297.23	10,231.60
<b>Total Income</b>	<u>1,297.23</u>	<u>21,171.28</u>
<b>Gross Profit</b>	1,297.23	21,171.28
<b>Expense</b>		
Advertising	0.00	260.00
Bank Charges	0.00	25.00
Charitable Contributions	0.00	500.00
Insurance	0.00	241.00
Insurance - Liability	0.00	525.00
Legal & Professional Fees	203.06	955.42
<b>Office Expenses</b>		
Canon Copier	156.62	1,378.79
Checks	0.00	91.02
Postage	0.00	26.73
Office Expenses - Other	0.00	0.00
<b>Total Office Expenses</b>	<u>156.62</u>	<u>1,496.54</u>
Office/General Administrative 0	0.00	0.00
Payroll Expenses	0.00	1,081.87
Payroll Tax Expense	122.40	1,292.32
Penalties	0.00	79.62
Professional Services	0.00	1,877.94
Promotional	25.00	25.00
Rent or Lease	1,000.00	8,500.00
Rent or Lease of Buildings	0.00	2,500.00
Repair & Maintenance	0.00	2,808.00
Salaries & Wages	1,800.00	13,600.00
Telephone	178.50	1,608.97
Utilities	68.21	554.74
<b>Total Expense</b>	<u>3,353.79</u>	<u>37,711.42</u>
<b>Net Ordinary Income</b>	-2,056.56	-16,540.14
<b>Other Income/Expense</b>		
<b>Other Income</b>		
Interest Earned	0.00	128.60
<b>Total Other Income</b>	<u>0.00</u>	<u>128.60</u>
<b>Net Other Income</b>	0.00	128.60
<b>Net Income</b>	<u><u>-2,056.56</u></u>	<u><u>-16,411.54</u></u>

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09/09/14

**Trinidad-Las Animas County Economic Development**  
**Check Detail**  
**August 2014**

Type	Num	Date	Name	Account	Paid Amo...	Original A...
Check	wd1	08/13/2014	IRS	International Bank...		-189.18
				Federal FICA	-189.18	189.18
TOTAL					-189.18	189.18
Check	wd2	08/27/2014	IRS	International Bank...		-189.18
				Federal FICA	-189.18	189.18
TOTAL					-189.18	189.18
Check	wd3	08/20/2014	Mountain States Fi...	International Bank...		-203.06
				Legal & Profession...	-203.06	203.06
TOTAL					-203.06	203.06
Check	1976	08/01/2014	City of Trinidad	International Bank...		-68.21
				Utilities	-68.21	68.21
TOTAL					-68.21	68.21
Check	1977	08/07/2014	Gobin's Inc.	International Bank...		-49.55
				Canon Copier	-49.55	49.55
TOTAL					-49.55	49.55
Check	1978	08/08/2014	Susan Rollins	International Bank...		-646.02
				Salaries & Wages	-646.02	646.02
TOTAL					-646.02	646.02
Check	1979	08/14/2014	Trinidad Realty	International Bank...		-500.00
				Rent or Lease	-500.00	500.00
TOTAL					-500.00	500.00
Check	1980	08/14/2014	Trinidad Realty	International Bank...		-500.00
				Rent or Lease	-500.00	500.00
TOTAL					-500.00	500.00
Check	1981	08/22/2014	Susan Rollins	International Bank...		-646.02
				Salaries & Wages	-646.02	646.02
TOTAL					-646.02	646.02
Check	1982	08/20/2014	Artocade	International Bank...		-25.00
				Promotional	-25.00	25.00
TOTAL					-25.00	25.00
Check	1983	08/28/2014	Banc of America L...	International Bank...		-107.07
				Canon Copier	-107.07	107.07
TOTAL					-107.07	107.07

3:04 PM  
08/09/14

Trinidad-Las Animas County Economic Development  
Check Detail  
August 2014

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amo...</u>	<u>Original A...</u>
Check	1988	08/20/2014	SECOM	International Bank..		-178.50
				Telephone	-178.50	178.50
TOTAL					-178.50	178.50



City of Trinidad

AUG 27 2014

City Clerk's Office

**Trinidad Arts & Cultural Advisory Commission**

135 North Animas Street  
Trinidad, CO 81082

Trinidad City Council  
135 North Animas Street  
Trinidad, CO 81082

August 27, 2014

In re: Funding

Dear Trinidad City Council Members,

The Trinidad Arts & Cultural Advisory Commission has always been the primary supporting entity for small, grassroots arts-based programs and projects in Trinidad. Now that Trinidad has been certified as a Colorado Creative District and a Colorado Main Street Candidate, the role of this commission has grown to include a formal Public Art Program and Mural Program, in addition to becoming the central clearing house for individuals, groups and organizations wishing to promote the arts in many new and creative ways. All projects now flow through the Commission to be reviewed.

The Commission welcomes ideas presented, weighs the benefits and artistic merit to the community, presents its findings to City Council and recommends those projects and programs it feels will enhance the community. The Commission also is responsible for the purchase of artwork for Trinidad's Public Art Program.

This year, Trinidad will host the third annual TrindieFest, the second annual ArtoCade and the first Southeast Rural Philanthropy Days to be held outside La Junta. Thousands will attend these three events, filling our community with visitors.

In order to enhance the positive experience both to visitors and our own community members, it is necessary to develop a strong visual image of Trinidad that reflects our history, heritage, and broad ethnic background. We want visitors to take away the unique nature of our town that makes them want to return. We want our citizens to be proud of our community and become our best ambassadors when they travel.

We ask, in order to continue with our Public Art and Mural Programs, and expand our ability to support the ever-increasing requests from the community, that the City fund its Arts & Cultural Advisory Commission to a greater extent than in the recent past. We respectfully request \$10,000 for our 2015 budget. With this added funding, we can purchase additional sculptures, already identified, develop downtown areas that invite people to spend more time in the Corazon,

work with building owners to create more interesting window displays, change vacant spaces and empty windows into vibrant parts of Trinidad rather than the eyesores they are now, and bring creativity, innovation and entrepreneurship to the forefront in Trinidad.

Using the Tactical Urbanism approach developed by the Corazon de Trinidad Creative District's Strategic Plan and the Colorado Main Street guidelines for organization, the Arts & Cultural Advisory Commission will, with increased funding, be in a much stronger position to implement many programs and projects that will add to the City's economic development, tourism, and sense of place, again benefitting both its residents and visitors.

Respectfully,

Marilyn Leuszler  
Chair, Trinidad Arts & Cultural Advisory Commission  
719-845-1433  
[lmleuszler@aol.com](mailto:lmleuszler@aol.com)

Funding Request: \$10,000

**Trinidad Arts & Cultural Advisory Commission**

**2014 Income:** \$4500.00

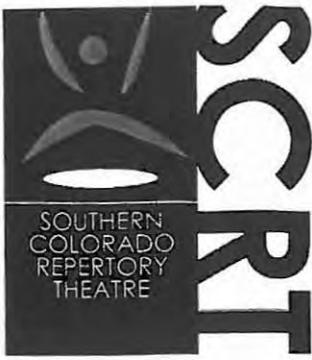
**2014 Expenditures:**

1/22/2014	Thompson Matting and Framing, Historic photograph (Photograph located during inventory of Public Art)	\$50.00
1/22/2014	Golden Eagle Gallery/Framing, Historic photograph (Photograph located during inventory of Public Art)	\$120.00
5/23/2014	Golden Eagle Gallery/Framing, Historic photograph (Photograph located during inventory of Public Art)	\$110.00
5/23/2014	Cedar Street Printing, Art Trek posters (Designed, printed, distributed by A&CAC)	\$76.00
5/15/2014	Rich Columbo/Autocade for Kids (6-table Creation Station during ArtoCade)	\$500.00
8/13/2014	John Wilbar/OXO Sculpture (\$1000 is still owed him & will be paid when installed)	\$3200.00

**Current Balance:** \$8058.59

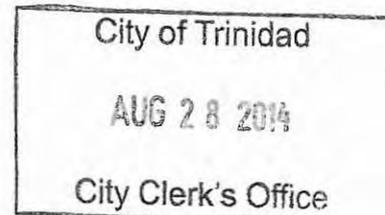
**Planned Expenditures:**

Balance on Oxo sculpture scheduled for September 8 installation (John Wilbar)	\$1000
Dog sculpture and sign for City dog park, The Barking Lot (Bob Bruce)	\$2000
110 "Corazon de Trinidad Creative District" tee-shirts (Customink)	\$1000
"Where's the Mayor?" life-size sign (David Frank)	\$250
Identified sculpture for Public Art Program	\$1000
Identified sculpture for Public Art Program	\$1500
Additional grants to various organizations and individuals as they are proposed	\$3000



Trinidad City Council

Thursday, August 28, 2014



Dear Honorable Council Members:

The Southern Colorado Repertory Theatre (SCRT) respectfully requests funding for our 2015 season in the amount of \$5,000. This money will be used to support our six critical community programs: Youth Internships, Resident Theatre Company, Youth Theatre Company, Professional Theatre Company, Summer Youth Camp, Job Training Program, and Theatre Academy.

The SCRT Annual budget is \$220,000 for 2015, which includes the addition of two part time employees to help with fundraising and marketing. Money from the city will be divided 50% between our youth programming and general operating expenses.

SCRT funding comes from six sources: 15% grants, 15% Corporate and Government Sponsors, 10% In-kind donations of goods and services, 15% individual and business donors, 15% fundraising activities and events, 30% ticket sales. SCRT currently pays one part time Administrative Assistant and 26 seasonal contract employees.

Despite extreme pressures from the local economic downturn and loss of much of our local funding, the SCRT has continued to expand programming and tourist outreach in pursuit of our major goals to serve as an economic engine for Trinidad, to provide cultural and educational opportunities for all ages, and to reinvigorate local pride. Moving downtown and creating the Famous Performing Arts Center has been a tremendous boon to those three goals. This summer the professional season entertained audiences comprised of 50% people from out of town and out of state. SCRT has also been a moving force in establishing the Creative District and holding Rural Philanthropy Days in Trinidad.

Although our marketing funds in 2014 were limited, we capitalized on an introductory offer to place a prominent ad in the Denver Center for the Performing Arts programs for the months of April and May which reached a half million theatre-goers. This ad, alone, brought people with funds to purchase art, entertainment, and gifts to our community. Our guest book attests to their presence and their positive reactions to Trinidad.

We look forward to the support of our city and will continue to do everything we can to keep SCRT alive as an important part of our community.

Sincerely,

A handwritten signature in cursive script that reads 'Harriet Vaugeois'.

Harriet Vaugeois

EXECUTIVE DIRECTOR

SOUTHERN COLORADO REPERTORY THEATRE

Nurturing the History of the Arts in Trinidad since 2002

*INC: 2015 Budget, Financials*



SCRT budgets 2013 actual, 2014, 2015 projected

	A	B	C	D	E	F	G	H	I	J
34	<b>EXPENSES</b>									
35		<b>Salaries &amp; Wages</b>	<b>Actual</b>	<b>2013</b>		<b>Budgeted</b>	<b>2014</b>		<b>Budgeted</b>	<b>2015</b>
36	16	Administrative Salaries & Benefits	16,274			16,500			36,528	
37		<b>Direct Artistic/Program Expenses</b>								
38	17	Artistic/Program Contractor Fees	68,855			90,000			90,000	
39	18	Performance Production Expenses	8,480			6,900			7,000	
40	19	Program Materials & Supplies	825			825			872	
41	20	Royalties/Licensing Fees	5,299			5,400			6,000	
42	21	Grants Given to Other Organizations	0			600			0	
43	22	Miscellaneous Program Expenses	50			0			0	
44		<b>Administrative Expenses</b>								
45	23	Office Expenses and Supplies	9,585			9,160			10,000	
46	24	Meetings, Entertainment, Travel	1,291			2,000			2,500	
47	25	Advertising and Publicity	5,126			5,500			15,500	
48	26	Miscellaneous Administrative	4,073			4,200			4,300	
49		<b>Operations and Facilities</b>								
50	27	Rent	11,590			14,400			14,700	
51	28	Operations and Maintenance	4,318			4,500			4,600	
52	29	Insurance	1,648			1,850			2,000	
53	30	Miscellaneous Operations	16,631			3,000			3,000	
54		<b>Earned Income Expenses</b>								
55	31	Concessions Expenses	1,952			2,000			2,100	
56	32	Miscellaneous Earned Income Expenses	920			900			900	
57		<b>Other Expenses</b>								
58	33	Bad Debt Expense	0			0			0	
59	34	Other	53,769			33,769			0	
60		<b>Total All Operating Expenses</b>		<b>210,686</b>			<b>201,504</b>			<b>200,000</b>
61										
62		<b>In-Kind Expenses</b>								
63	35	Goods	5,380			6,000			6,000	
64	36	Services	6,862			8,182			8,500	
65		<b>Total In-Kind Expenses</b>		<b>12,242</b>			<b>14,182</b>			<b>14,500</b>



SOUTHERN  
COLORADO  
DEVELOPMENTAL  
DISABILITIES  
SERVICES, INC.

P.O. Box 781  
1205 Congress Drive  
Trinidad, CO 81082  
(719) 846-4409  
FAX (719) 846-4543

P.O. Box 472  
330 West 9th  
Walsenburg, CO 81089  
(719) 738-3151  
FAX (719) 738-3157

25 August 2014

City of Trinidad

AUG 28 2014

City Clerk's Office

TO: Trinidad City Council  
FROM: Southern Colorado Developmental Disabilities Services, Inc.  
RE: 2015 Funding request

Southern Colorado Developmental Disabilities Services, Inc. (SCDDS) is one of Colorado's CCB's (Community Center Board's) that is a private non-profit (501c3) organization designated in statute as the single entry point into the long-term service and support system for children and adult persons with developmental disabilities. Our Children's Programs which include **Early Intervention**, **Family Support**, and the **Summer Fun Learning Program** provide necessary services targeting children of Trinidad.

**Early Intervention Program** provides developmental supports and services to children birth through two years of age who have special developmental needs. The goal of Early Intervention is to help improve a child's ability to develop and learn, and also help families learn ways to support their child's development, within the family's activities and community life. The State of Colorado contracts with SCDDS to provide services to these children but the funding does not cover everything. Because of this, SCDDS provides the funding for the special services that the child needs to develop and learn that is not fully covered by Early Intervention or private insurance. Some of these services include, Audiology Services, Physical Therapy Services, Speech Language Services, Vision Services, and Developmental Intervention.

**Family Support** provides a variety of services and supports which are related to a child's disability and are above and beyond typical child rearing or daily living supports. Family Support is payer of last resort and will pay for services if insurance does not cover the cost. The goal of Family Support is:

- To reduce, delay or prevent out of home placement which are unwanted by the family.
- To reduce the added stress on families as a result of support a family member with a developmental disability at home.
- To provide a flexible and responsive services and supports which are easily accessible by families who provide care for their family member with a developmental disability at home.
- To promote family choice and local decision-making.
- To encourage and support community participation for persons with developmental disabilities.
- To ensure that innovations in family services and supports are integrated in a timely manner.

Services provided by **Family Support** include:

- Respite Care,

Serving people with developmental disabilities in Huerfano & Las Animas Counties.

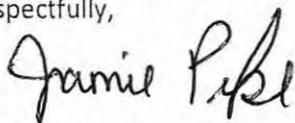
- Professional Services such as individual counseling, therapies, vision and home services.
- Assistive Technology
- Home modification
- Parent and sibling support to include training and education
- Transportation costs to Medical Appointments, Therapies, Education and training. Transportation is one that is used considerably since families must travel an average of 160 miles for services that are not available in Trinidad.

The **Summer Fun Learning** Program is a Summer Program offered to all local children ages 7-12 that emphasizes learning the Basics (Reading, Writing and Math) and includes Science experiments, and Arts & Crafts to keep the children engaged. The **Summer Fun Learning** Program has just completed their 3<sup>rd</sup> year and registration has increased yearly. 34 children attended the program this year. Our staff included 2 Colorado Certified Licensed teachers, an administrator, and 5 full time volunteers. Because of our great staff, we are able to provide individualized attention to the children assist with their development in Reading, Writing and Math. We have been able to provide the program for free to local children with local grants and would like to continue this program if we can continue to receive local funding. Based on our surveys of the families, the program is well received approximately 30% of the children have been in the program more than one year.

SCDDS is seeking \$3,000 in funding of these critically needed programs in Trinidad. Any money granted to SCDDS would be used to augment the Children's Program to assist with **Assistive technology**, which is a valuable resource to children's who has needs beyond a typical child their age who are in need of devices and materials to help children develop, learn and communicate with others. **Therapies** such as physical, occupation and speech therapies for children continue to be a great demand for many children within Trinidad. Many families within the community who cannot afford to send their children to therapy as their insurance will not cover the therapy or the family cannot afford the co-payment required by their insurance. **Transportation** to out of town specialized Doctors. Numerous Trinidad children must travel to Aurora for appointments with specialized Doctor's at the Children's Hospital. This often times causes an added stress on the family as they cannot always afford the gas to ensure their children make these invaluable appointments. **Part time employee**, as the needs of Trinidad continue to grow, the need of a part time employee is critical to SCDDS to ensure that families continue to receive these much needed services in a timely and expedited manner.

SCDDS has been providing services to developmentally disabled children and adults as well as children at risk in Trinidad since 1971. Support from the City of Trinidad would enhance our financial ability to provide these necessary services to those families in our Children's Programs. We appreciate the support you have provided in the past and hope that you will be able to continue that support in the future.

Respectfully,



Jamie Pike  
Children's Program Manager  
Southern Colorado Developmental Services, Inc.

**LAS ANIMAS COUNTY REHABILITATION CENTER, INC.  
SOUTHERN COLORADO DEVELOPMENTAL DISABILITIES SERVICES, INC.**

**BOARD ROSTER  
FY-2014-2015**

**Nick DeBono**

**President**

212 W. Colorado Ave.  
Trinidad, CO 81082

Retired: Burlington Northern Railroad  
Current: Las Animas County Veterans' Office  
Term End Date:

**Ron Nielsen**

**Member**

2292 Big Wall Lane  
La Veta, CO 81055

Retired State of Colorado Department  
of Human Services  
Term End Date:

**Alfredo Pando**

**Vice President**

415 Peak  
Trinidad, CO 81082  
Cell: 680-3388

Trinidad business owner  
Term End Date:

**Monty Quintero**

**Member**

P.O. Box 179  
Aguilar, CO 81020  
Home: 941-4074

Wal-Mart employee  
Term End Date:

**Marge Patterson**

**Secretary**

237 Garcia  
Trinidad, CO 81082  
Home: 846-6026

Retired small business owner and parent of  
disabled individuals receiving services  
Term End Date:

**George Newnam**

**Member**

821 Willow  
Trinidad, CO 81082  
846-2024

Retired attorney and retired Colorado 3rd  
Judicial District Judge  
Term End Date:

**Dave Shier**

**Treasurer**

Co. Rd. 34912 Rd. 20 2/10  
Trinidad, CO 81082  
Home: 846-2535

Real estate broker.  
Term End Date:

**Lonnie Brown**

**Member**

P.O. Box 327  
La Veta, CO 81055  
Home: 742-3230

Retired State of Colorado Dept of Wildlife  
Term End Date:

7/1/2014 through 6/30/14

<u>Revenues</u>	LACRC-SCDDS	Childrens' Programs
Comprehensive - Medicaid	\$2,848,824	
SLS Revenue - Medicaid	\$625,250	
EBD Direct Service-Personal Care	\$421,328	
Comprehensive R & B	\$297,080	
SPCC - Grant Revenue	\$290,846	
Case Management	\$172,500	
SPCC - Program Revenue	\$137,613	
EBD Adult Day	\$127,943	
SLS Revenue - State Fund	\$132,251	
Client production revenue	\$91,354	
CES Direct Service-Medicaid		\$38,400
Family Support - Direct		\$28,872
Family Support - Mngmt		\$5,100
Family Support - Case Mngmt		\$12,696
TCM Kids		\$8,400
EI Mngmt Fee		\$10,020
Part C		\$3,456
EI Service Coordination		\$9,432
RENE - Referred, Evaluated, Not		\$720
Childrens' Programs Grants - EI		\$2,496
Non-Emergency Medical Transp	\$37,606	
Colo Rehab Svc - State SLS	\$14,454	
Food Stamps	\$13,309	
Misc Income	\$21,157	
Interest Earned	\$2,412	
<b>Net Revenues</b>	<b>\$5,233,927</b>	<b>\$119,592</b>

Program Expenses

Staff Salaries	\$2,768,308	\$52,260
Payroll Taxes - FICA	\$211,776	\$3,996
Payroll Taxes - Unemp	\$23,836	\$202
Payroll Taxes - WC	\$121,836	\$60
Health Ins - Company Portion	\$125,820	\$2,544
Retirement Benefit - Company	\$50,364	
EBD Salaries & Benefits	\$493,756	
SPCC Salaries & Benefits	\$141,058	
Client Wages	\$3,964,020	\$27,266
Residential Provider	\$169,929	
Behavioral / Mental Health	\$150,570	
Food	\$91,200	
Utilities	\$77,880	\$3,540
General Insurance	\$67,032	\$2,040
Gas & Oil - Auto	\$79,092	\$540
Payroll Processing Expense	\$51,840	\$48
EBD Program Expenses	\$39,646	
Telephone, Cable, & Internet	\$37,620	\$2,160
SPCC Program Expenses	\$34,275	
Office Equipment Lease	\$28,860	\$480
Client Transportation	\$25,500	
Supplies	\$42,000	\$3,480
Sub Contract Work - Janitorial	\$18,600	
Vehicle Repair & Maintenance	\$14,220	
Maintenance - Computers	\$12,264	\$60

Mileage Reimbursement & Travel	\$13,500	\$1,296
Building Maintenance	\$8,340	\$1,368
Office Supply	\$9,000	\$264
Pharmacy	\$8,580	
Homemaker Enhanced Prof Svcs		\$5,736
Retirement Plan Maintenance	\$4,920	
Advertising & PR	\$4,740	\$168
Rent	\$4,539	
Cost of Goods Sold - Materials	\$4,080	
Legal-Admin	\$4,800	
Staff Development	\$2,340	
Maintenance - Equipment	\$7,128	
Therapy/ Prof Services		\$8,460
CES Program Expenses		\$360
Misc Expense	\$8,705	
Personal Needs	\$69,014	
Tenant Rent Contributions	\$61,728	
Depreciation	\$121,968	\$1,548
Family Reimbursement		\$26,292
<b>Total Program Expenses</b>	<b>\$5,237,930</b>	<b>\$116,902</b>
<b>Total Expenses</b>	<b>\$5,237,930</b>	<b>\$116,902</b>
<b>Net Income (Loss)</b>	<b>\$(4,003)</b>	<b>\$2,690</b>

# Trinidad Area Arts Council



*Gallery Main*

Trinidad Area Arts Council

Trinidad Area Arts Council

Audra Garrett  
Acting City Manager  
City of Trinidad  
P.O. Box 880  
Trinidad, CO. 81082

August 24, 2014

Dear Ms. Garrett,

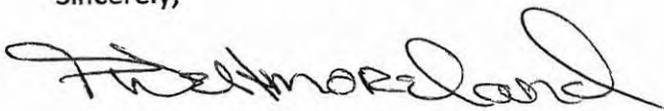
Trinidad Area Art Council greatly appreciates the opportunity to apply for funds from the City of Trinidad. TAAC has been offering art classes to the children of Trinidad at no cost on a consistent basis since 1989. We feel it is important to keep young minds active while providing them with a safe place to learn and create.

Trinidad Area Arts Council (TAAC) first started teaching art to children of the community in 1986 and was awarded the 501 (c) 3 status by the state of Colorado in 1989. Since that time, TAAC has offered classes to children under the age of 19 free of charge on a year round basis. The classes vary in style and classification in the visual and literary arts, with the combined goal to give to the children the means to express themselves and take pride in what they accomplish which will transfer their self-pride into their culture of the place where they live which will lead to the betterment of the community as a whole.

Along with exhibitions of various art shows in Gallery Main, paid adult classes and TAAC's own fund raising, we are asking from the City \$5,000 which will help expand the programs for children by acquiring more diverse projects and teachers as well as help TAAC retain a much needed Director to organize the classes and run operations of the facility on a full time basis.

If you have any questions, feel free to contact me directly at TAAC Tuesdays – Thursdays, 719-846-1441 or my email; [pwestmoreland@gmail.com](mailto:pwestmoreland@gmail.com). Thank you again for considering Trinidad Area Arts Council in this grant cycle.

Sincerely,



Peggy Westmoreland  
Chair, TAAC  
130 E. Main St  
Trinidad, CO. 81082  
719-846-1441

## **Organizational History and Background of Trinidad Area Arts Council**

*Mission Statement: The purpose of this corporation is to promote a cultural, social and economic climate in Trinidad in which the artistic heritage and creativity of all people may find voice. This includes an emphasis on art appreciation and education targeted at the youth at no cost in accordance with the corporation's exempt purpose.*

TAAC follows the Mission Statement by offering classes in various areas of the artistic history of Southern Colorado as well as various art styles found around the world. TAAC creates economic equality by not charging for art classes offered to youth. In this way all children of various economic backgrounds are able to enjoy all offered classes without the fear of not being able to afford materials.

TAAC was formed in 1989 as a 501(c)3 non-profit cultural arts center, celebrating the visual, written and performing arts in the Southern Colorado town of Trinidad. TAAC remains as an organization which has offered classes in the arts to children of the community at no charge on a consistent basis. TAAC does run a gallery in which the students from the art classes may display their work in a professional setting. This March was the first showing of students work from Trinidad State Junior College. With 93 pieces of student art hung in the gallery, we plan on making this an annual event. Although TAAC did not profit from this show as the students were not charged any hanging fees or the usual 30% commission on any work that sold, TAAC was none the less thrilled to demonstrate our pride in the community's students and their ability to work for the realization of their dream.

The main feature of the gallery's August show, 3 Dimensions is the 10' x 10' sculpture of a praying mantis created from repurposed trash by children from this summer's Youth Arts Program. While creating this sculpture the children learned design, planning and perception skills. In putting the giant pieces together they learned the importance of weight and how it worked with balance and – gravity. They did a fantastic job and the sculpture will be featured in this year's ArtoCade.

Even though the reports show the economy has improved, funding for TAAC has continued to be challenging. But with the combined efforts of fund raising and grants from generous donors like the City of Trinidad, TAAC should be able to continue its goal to improve the venue for art in the community and by so doing, provide a place of community spirit and growth throughout the years.

### **Short and Long Term Goals**

Our short term goal is to continue to find funding to continue to provide quality educational programs at no cost to the children of our community and to maintain the gallery as a place of interest to present different forms of art for children to explore. This will require funding for basic operating expenses, materials for classes and to pay the salaries of qualified instructors

of the classes. TAAC has been without a Director for over a year. A Director is a very important part of servicing the community through organizing and public relations. It is TAAC's desire to be able to hire a Director in the near future. The long term goals are to expand the discipline area of art available to the children by including music and performance as well as having large projects for the older youth to participate in. This will require funding for qualified instructors and the equipment necessary to learn the complexities of the musical score and the confidence building of performance.

### **Current Programs 2014**

In the summer months TAAC offers classes on a daily basis for the children of the community. This summer saw a full schedule with;

Arts & Crafts for ages 5-8. With the ever popular Vanessa Hillhouse as teacher, her class filled fast with 23 children. Her theme for the class was Pioneer Life. The children learned about the isolation of the pioneers through stories and photographs, then made reproductions of toys the children of the 1800's made for themselves to play with. Including clay cup & ball, rag stuffed leather balls for tossing and rag dolls. The children learned basic hand eye coordination, design as well as the important value of repurposing throw-a-ways.

Basic Drawing for ages 14-18. Ellie Hillhouse taught the class of 11 students, showing the importance of using shadowing and sizing to accomplish the three dimensional values of distance and proportion upon the two dimensional material. The understanding of such skill behind proportion will help students understand the complexities of computer analysis by processing a three dimensional idea into the two dimensional digital world.

Beaded Critters for ages 8-12. A three day class taught by beading expert, Lisa Ward, trained children in the value of thinking through each step before it is done in order to achieve the desired effect. Patience, that elusive virtue, was highly valuable in this class filled with bumble bees, lizards and mermaids as one small slip-up will send the child back to the beginning.

Repurposed Sculpture for ages 7-12. The children were barely aware of the skills they obtained through careful planning by making sure each individual piece made, fit together perfectly in order to achieve a balance through weight distribution in this giant ten foot praying mantis made of cardboard, a gallon milk jug, Styrofoam and a couple yards of duct tape. This was TAAC's first attempt at something so bold and we are very grateful for guidance of long time TAAC instructor Carol Blatnik-Barrows.

Creation for ArtoCade for all ages. This is an idea by Rich Columbo to jumpstart the children into participation in ArtoCade. What was accomplished was dependent on the age group of the kids. Those younger than seven decorated hub caps, 8-12 made plaques from car parts to be fixed onto the art car, and the older kids painted a design onto a peddle car. The last class had the kids putting the parts onto the body of the peddle car as well as the hub caps, which taught the children planning and cooperation.

Kumihimo Weaving for ages 7-12. Karen Agnello taught this class on the art of Japanese weaving of silk into cords. The children learned hand eye coordination by criss-crossing silk strands on a disk which formed a tightly woven cord for bracelets, necklaces and key chains. As handmade clay beads were added to the finished cords, the children were amazed at being able

to build something so strong from a few pieces of something as fragile as silk. A journey into future engineering.

During the school months TAAC offered Creative Fridays for the kids who were not attending school on Fridays to come and spend their free time productively in a safe environment. Clay was a popular medium for the kids with Christmas ornaments, Valentines and piggy/froggy banks being made. Clay bowls were made by the older kids from Holy Trinity Academy to be used in conjunction with the Empty Bowls Charity event each October. In 2014 the kids helped raise over \$1200 for the Soup Kitchen. Other classes included leather macramé and origami.

During the year, TAAC expects to see 200 – 250 children pass through our doors for the art classes. With every new project is a new opportunity to attract more children into the organization. However, the budget has proven to be unyielding so far. TAAC is in desperate need of a Director, who can organize and put into place larger and more diverse programs for the children including music and the written arts as well as manage the day to day operations of TAAC. A paid position of a Director would allow the gallery to be open throughout the week offering a greater chance of items from the gallery to sold, all the funds of which go directly into the children's programs. With the award of \$5,000 from the City, TAAC will be able to expand the programs offered and to reach more children in the community.

### **Collaborations**

TAAC has always been committed to seek out ways to work with other nonprofits and community leaders in the preservation and flourishing of the cultural aspects of life in Trinidad. The Empty Bowls Charitable Event each October features bowls made in the pottery studio at TAAC. Various clay artists from Trinidad as well as teenage students from GOAL Academy and the adolescent children from Holy Trinity Academy use the pottery studio at TAAC to make bowls for this event. The Empty Bowls Charitable Event brings together community members to purchase a handmade bowl filled with soup for a set price. The bowl is theirs to keep and all proceeds from the event are given the Community Soup Kitchen for operating costs. TAAC does not charge for the use of the pottery studio for this event.

TAAC is participating in collaborations with the Art Department of TSJC by hosting shows through Gallery Main. During this fall semester, 10% of the student grade will be for a design and installation into one of the showcase windows at Gallery Main. This provides the student with a venue to plan a display on a large scale and receive feedback from the community members who see the display. This project will provide the community with fresh ideas that are fun and thought provoking.

This September, TAAC will host an expansion Kids Creation Station as a way for the youth to participate in ArtoCade. Last year was Trinidad's first annual art car parade with pre and post parties and events. The fact that there wasn't much for kids to do during the festivities did not go unnoticed. So this September there will be tables and booths up and down East Main Street

featuring a different craft for children to take part in making an item to be attached to a donated bread truck for Trinidad's first art car by kids. As the Creative District develops, TAAC will make sure the community's children will have a place within it.

### How Grant Money Will Be Used

The \$5,000 grant from the City of Trinidad will help fund Creative Friday classes, or Creative Saturdays if the kids attend school on Fridays in the 2015-2016 school year and the Summer Youth Arts Academy in 2015. TAAC would like to expand on the art classes with music and creative writing so TAAC would need to include qualified instructors for music and writing. We would also like to expand classes for the growing teen population in and around town. One Board Member is putting together a plan for a mural project for the teens to participate in. It is well understood that the Creative District will need help from the art community to put into place the various plans and installation and TAAC is willing to help in any and all aspects of development and execution of the Creative District

<u>Class</u>	<u>Salaries</u>	<u>Materials</u>
Creative Fridays/Saturday	\$3,500	\$1,000
Summer Youth Arts	\$3,500	<u>\$1,500</u>
Director	<u>\$20,000</u>	\$2,500
	\$27,000	
<b>Total</b>	<b>\$ 29,500.00</b>	

### Basic Operating Costs

Rent .....	\$3,600.00
Utilities.....	\$4,000.00
Office Supplies.....	\$90.00
Advertising.....	<u>\$920.00</u>
<b>Total.....</b>	<b>\$5,010.00</b>

**Total estimated budget for 2015 - \$34,510.00**

### How the Success of the Project Will Be Measured

The success of TAAC's ability to offer art classes will be measured by the growing number of children coming to TAAC for the purpose of taking art classes and how those classes have enriched their minds and therefore aided their success in the world. This is difficult to put into concrete numbers however, there are examples. Alicia Campos started attending classes with TAAC in 2002 to deal with her boredom and, her father hoped, her lack of social skills as she was as shy as she was talented. Working together with youth of all ages, she learned the proper communication skills for dealing with people in order to complete a task. This was very difficult for her in the beginning and took quite a bit of effort on her part as well as her instructor for her to relate to the other children. Through perseverance and encouragement

she slowly came from her shell and became confident enough to share her talents with the other kids. She is now a successful college student living independently from home. Alicia is just one example of what TAAC does for the youth of our community on a daily basis.

### **Those Involved in the Project**

*Peggy Westmoreland, Chair*

Curator of Gallery Main and organizer of adult and youth classes.

*Risa Phelps, MFA*

Teaches the Wine, Women and Water Color Classes

Teaches various children's classes

Assists the Curator

*Vanessa Hillhouse, Certified art teacher in the state of Colorado*

Instructor for Summer Youth Arts Program

*Carol Blatnik-Barrows, Artist*

Instructor for Summer Youth Arts Program and Creative Fridays

*Richard Columbo, BFA, Certified art teacher in the state of Colorado*

Instructor for the Summer Youth Arts Program and organizer of Kids Creation Station

*Ann Miller, Artist*

Instructor for Creative Fridays

*Bobbi Masconni, Certified art teacher for the state of Colorado*

Instructor for the adult pottery class.

### **Summery**

Art has played an important role in civilization, from expression to mathematics. In young brains, art teaches spatial reasoning, geometry, chemistry and critical thinking as well as cooperative social problem solving by working with others toward a common goal. Without such stimulation, developing minds will wonder and become lost in the pantheon of destructive behavior. With the classes that TAAC offers, children are able to develop their minds and use thinking patterns over and over again until it becomes an everyday skill. In this way the children become pro-active students and learn to solve problems creatively instead of emotionally. From that, they grow into productive adults with leadership skills.

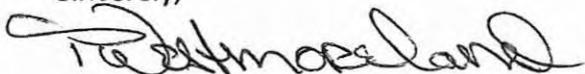
As children become aware of their possibilities, they are more likely to set and accomplish goals. When other children take notice and are more likely to follow in their footsteps. Success inspires others to seek a better, productive way of life which causes the entire community to grow and prosper. TAAC recognizes that it is imperative to have a Director to organize the

Trinidad Area Arts Council

functionality of TAAC, not just to keep the organization running but to help it grow to meet the needs of the community. With the added benefit of a Director, more fund raising events could be planned which would accomplish more self-sufficiency for the organization and therefore, less dependency upon grants and donations.

In conclusion, I appeal to the City of Trinidad to consider Trinidad Area Arts Council for the grant we ask for in order to keep a much useful and safe environment open and running for the youth of our beloved community.

Sincerely,

A handwritten signature in black ink, appearing to read "Peggy Westmoreland". The signature is fluid and cursive, with the first name "Peggy" being more prominent and the last name "Westmoreland" following in a similar style.

Peggy Westmoreland  
Chair, Trinidad Area Arts Council  
130 E Main St  
Trinidad, CO. 81082  
719-846-1441

**Financial Statement for January 1, 2014 through July 31, 2014**

Revenue:

Membership	\$2,070.00
Donations	\$2,924.00
Grants	\$00.00
Entrée Fees	\$815.00
Gallery Sales	\$3,472.05
Adult Classes	<u>\$3,290.50</u>
<b>Total</b>	<b>\$12571.50</b>

Expenditures:

Rent	\$2,100.00
Utilities	\$1,646.39
Credit Card Service	\$253.60
BOA Credit Card	\$1,720.09
Insurance	\$517.50
Trash Removal	\$112.00
Internet/Phone	\$889.80
Instructors Total	\$3,102.50
Vanessa Hillhouse	\$560.00
Ellie Hillhouse	\$220.00
Risa Phelps	\$942.50
Rich Columbo	\$250.00
Carol Blanik-Barrows	\$470.00
Lisa Ward	\$120.00
Karen Agnello	\$160.00
Anne Miller	\$380.00
Advertising	<u>\$350.00</u>
<b>Total</b>	<b>\$10,341.88</b>

\*\*\*Office supplies, invitations, stamps and art supplies have been paid by the Board Members

Office Supplies	\$70.08
Invitations	\$245.00
Postage	\$385.00
Clay	\$183.45
Canvases	<u>\$150.00</u>
<b>Total</b>	<b>\$1,33.53</b>

Trinidad Area Arts Council

**Projected budget for 2015**

<u>Class</u>	<u>Salaries</u>	<u>Materials</u>
Creative Fridays/Saturday	\$3,500	\$1,000
Summer Youth Arts	\$3,500	<u>\$1,500</u>
Director	<u>\$20,000</u>	\$2,500
	\$27,000	
<b>Total \$ 29,500.00</b>		

Basic Operating Costs

Rent .....	\$3,600.00
Utilities.....	\$4,000.00
Office Supplies.....	\$90.00
Advertising.....	<u>\$920.00</u>
<b>Total.....</b>	<b>\$5,010</b>

**Total estimated budget for 2015 - \$34,510.00**



## City of Trinidad Police Department

2309 E. Main St.

Office of the Chief of Police

Trinidad, Colorado 81082

Telephone (719) 846-4449 ext # 166

Fax (719) 846-3453

August 19, 2014

Trinidad City Council

This letter is to request funding in the amount of \$5000.00 for the Trinidad Area Youth Advisory Council for 2015. Funds received from the City of Trinidad are spent primarily on the concession stand at South Side Park during the City League baseball season. The season begins at the end of the school year.

The Youth Council purchases the concessions to be sold and maintains the concession stand. It costs approximately \$3,000 to purchase all of the concessions needed during the season. The other youth groups are each given 3-4 days to work the concession stand in exchange for monies collected during their days.

In 2014, groups from the Trinidad Band Boosters, Holy Trinity Academy, Trinidad Middle School's 6<sup>th</sup> Grade Class, Trinidad Wrestling, Friday Night Live, and the Trinidad Youth Cheerleaders earned money working the concession stand.

In addition to the concession stand, the Youth Council assists other youth groups when they host events for area youth. In the past, we provided refreshments during Friday Night Live events, provided prizes for a Youth Council scavenger hunt, and assisted the Trinidad Middle School Cheerleaders with a car wash.

All money awarded to the Trinidad Youth Advisory Council goes directly to support the youth of our community.

Thank you for your time and attention in this matter.

Chief Charles J. Glorioso  
City of Trinidad Liaison  
Trinidad Area Youth Advisory Council

City of Trinidad

AUG 19 2014

City Clerk's Office

TRINIDAD COMMUNITY  
**FARMERS' MARKET**



City of Trinidad

AUG 28 2014

City Clerk's Office

Date: August 28, 2014

To: Mayor Joseph Reorda, Interim City Manager Audra Garrett and City Council Members

From: Trinidad Community Farmers' Market

Re: Funding for the 2015 Market Season

Dear Mayor Reorda, Audra Garrett and Council Members,

The Trinidad Community Farmers' Market is Trinidad's best resource for locally grown produce, organic meat, dairy products and artisan items; available every Saturday from mid-June through mid-October.

250 - 300 local shoppers and out-of-town visitors come each week to visit with each other and to purchase healthy, home-grown food and gift items.

This year we are hosting 23 local farmers, ranchers and small business owners, including one of the largest produce growers in southern Colorado.

We are proud to be the only market within a 90 mile radius to offer Electronic Benefit Transfer for using a debit card to purchase Trinidad Farmers' Market Bucks, as well as the use of Quest cards to purchase SNAP (Supplemental Nutritional Assistance Program) coupons.

We are grateful that the City of Trinidad has always been supportive of our desire to serve this community. With your assistance we can continue to achieve our goal of supporting the work of local farmers and small business owners, while helping our shoppers learn about the benefits of a healthy, nutritional diet.

We also host a local non-profit and local artisan weekly. By doing so, we are furthering our support of the community and it's diverse population. For example, this season it was very gratifying to witness a local 4H club raise \$400.00 in one day at the Market.

We are requesting assistance from the City of Trinidad in meeting our budgetary goals for the 2015 Market Season in the following areas :

- \$ 320.00 Liability Insurance
- \$ 240.00 Colorado Farmers Market Association membership and annual meeting fees
- \$ 1000.00 Advertising costs
- \$ 750.00 Rack Card reprint

With \$ 2310.00 in funding from the City of Trinidad we can satisfy these requirements. This will allow us to use our weekly income for other budget items and to increase growth in needed areas.

Thank you for giving us this opportunity and for your continued support of your Trinidad Community Farmers' Market.

Please let me know if you need any additional information that may influence your decision. Following is my contact information: 836 Stonewall Avenue, Trinidad, CO 81082, (719)846-9329.

Sincerely Yours,

Joyce Guccia  
President, Board of Directors  
Trinidad Community Farmers' Market

**TRINIDAD COMMUNITY FARMER'S MARKET**

*Projected 2015 Budget*

**Projected Expenses**

<b>Advertisement</b>	\$800.00
<b>CFMA Lodging/ Travel</b>	\$400.00
<b>CFMA Insurance</b>	\$320.00
<b>CFMA Dues</b>	\$300.00
<b>CPA/ Bookeeping</b>	\$300.00
<b>Tax Filing</b>	\$600.00
<b>Supplies</b>	\$100.00
<b>Set up Assistant</b>	\$640.00
<b>Mailings</b>	\$300.00
<b>Equipment Maintenance</b>	\$300.00
<b>Total Projected Expenses</b>	\$4060.00

<b>Income</b>	<b>Amount</b>
<b>General Acct. Beginning of Season</b>	\$800.00
<b>Membership and Vendor Booth Fees</b>	\$2000.00
<b>Total Projected Income 2015</b>	\$2800.00
<b>Total Projected Expenses</b>	\$4060.00
<b>Balance Available</b>	-\$1260.00



### **Our Mission:**

To establish a community supported Farmers' Market that provides the following: local access to fresh produce; a viable economic outlet for local food growers and producers, craftspeople & businesses; educational programs concerning fresh food preparation & healthy eating habits, plus sustainable agriculture and eco-friendly life style practices.

### **Our Spirit and Vision:**

The success of the market is the result of a collaborative partnership between the Trinidad Community Farmers' Market, the City of Trinidad, the Market vendors, and the Markets' customers.

### **Our mutual objective:**

- ◆ To continue to increase the availability and diversification of high-quality local foods and the customer demand for these foods.
- ◆ To contribute to the success of local food growers and producers, while educating our community about locally available healthy food options for a healthier lifestyle
- ◆ To create a setting for vibrant community gatherings

### **Our Organization:**

Trinidad Community Farmers' Market (TCFM or the Market) is overseen by a volunteer Board of Directors (the Board). The Board has adopted the following policies and procedures and, at any time, it may amend, delete, or modify its policies, rules and regulations. Each Market is overseen by a Market Manager (Manager), who is a member of the Board or a trained volunteer "Friend of the Market." The schedule for the Market Manager is created on a voluntary, rotating basis. In order to promote the Market as a whole to the community, all participants in the Trinidad Community Farmers' Market will behave towards Market customers, board, staff and volunteers, in a professional manner which fosters a sense of Market community, camaraderie, and a spirit of cooperative involvement.

The Market Manager represents the Board and coordinates all the activities of the weekly functioning of the Market and implements Market policies, including oversight of the Market set-up, clean-up & take-down, daily assignments, collection of booth-space fees, and assuring vendor compliance with all Trinidad Community Farmers' Market policies. The Market Manager also acts as a conduit of information from the vendors and customers to the Market Board. The Market Manager has complete authority to interpret and implement Market policy.

### **Hours, Dates and Location:**

The 2014 market will be held Saturday mornings from 8:00 A.M. until 12:00 P.M. from June 21, 2014 through mid-October (TBD) 2014. The market is located in Cimino Park, on Modica Drive & Convent Street in Trinidad, Colorado. The market opens rain or shine and will only be cancelled due to extreme weather conditions.

### **Our Vendors:**

**Produce, Plants, and Flowers** - The Trinidad Community Farmers' Market strives to provide a market place where fresh and wholesome products are sold. Farm products that can be sold at the market include vegetables, fruits, berries, herbs, nuts, flowers, plants, honey, seafood, meat, poultry, eggs, and dairy products. Seventy-five percent (75%) of the products sold by the participating vendors must be grown, raised, produced or gathered by the vendor in the State of Colorado or in counties bordering the State of Colorado. On occasion, to attract particular types of products not otherwise available at the Market, the Market may allow resale of produce not grown by the Vendor. Resale produce must be clearly marked as such and approved in advance by the Market Board.

## Our Vendors (cont.):

**Processed Goods** - The Market accepts certain value added items which are grown and/or made by the vendor such as baked goods, preserves, cheese, sausage, and smoked meats. All processed foods must be appropriately labeled with product name, ingredients, net weight, price, vendor's name and address. We encourage sampling of your products to our patrons. For information about safe food sampling, please visit: <http://cofarmtomarket.com> OR visit: [http://www.usda.gov/wps/portal/usda/usdahome?navid=FOOD\\_SAFETY](http://www.usda.gov/wps/portal/usda/usdahome?navid=FOOD_SAFETY)

**Handcrafted Items** - Handcrafted items must compliment the mission of the Market and will only be admitted with the approval of the Board; non-related items will not be accepted. Craft booths will be admitted as space permits and at the discretion of the Board.

**Prepared Food/Concessions** - Certain freshly prepared foods may be offered for sale at the discretion and approval of the Board. Such items may include homemade breads, tortillas, cookies, muffins, rolls, coffee, juice, tea. No alcoholic beverages are to be sold. Prior to selling at the Market, all prepared food vendors must show appropriate Health Department certification to the Board. A copy of these permits will be kept in the vendors file. All prepared food processor equipment/trailers must comply with Las Animas County Health Department rules and regulations. For info about the CO Cottage Foods Act, visit: <http://cofarmtomarket.com>

**Community Guests** - Each Market day we offer a free booth for a local non-profit organization who wishes to operate a booth for educational or outreach purposes. And we also offer a free booth for a local or regional artisan who wishes to showcase and sell their craft.

## Our Vendor Selection Process:

All interested parties wishing to become a vendor at the Trinidad Community Farmers' Markets, whether new or returning, must submit a complete application with the yearly membership fee, on an annual basis in accordance with current procedures and deadlines. Highest priority will be given to existing members in good standing and selection will be based on product mix, vendor performance and seniority. The Board may reject a product if it determines that the product does not fit within the mission and vision of the TCFM. No vendor will have guaranteed return rights to the Market from season to season. The Market generally does not offer exclusive rights to vendors to sell any one product. Market customers generally benefit from having a choice. However, if the Board believes that the number of vendors offering the same or similar products is excessive, duplicate products may be denied entry.

## Our Policies & Procedures:

**Market Fees & Payment** - The Board will establish a fee for each 10' x 10' booth space for all Market vendors prior to each market season. The Market Manager will collect payment at each Market, beginning about 10:00 AM. An additional \$1.00 fee will be collected from each vendor to support the SNAP program that is available to the Market's customers.

**Punctuality** - All vendors must be at their space by 7:30 AM or have made prior arrangements with the Market Manager. The Market opens promptly at 8:00 AM. If you cannot attend the Market on a day you have committed to, please contact the Vendor Coordinator by 4:00 PM of the preceding Friday. Please be considerate of your fellow vendors and the Market.

**Booth Space Assignments** - Vendor locations and other considerations are made at the Board's discretion taking into consideration product mix, customer flow, special promotions, and vendor seniority. While we will try to keep your space consistent, your space is subject to change as the Board deems necessary.

**Set-up and Take-down** - Modica Street will be closed to all "through" traffic from 7:00 AM to 1:00 PM. You may enter at either end of the street. Set-up will begin at 7:00 AM and end at 8:00 AM on Market day. During that period vendors may enter the Market area with their vehicles for the purpose of unloading only, except vendors with parking rights. Vendors should unload promptly and then move vehicles to the closed area on Modica Drive if not parked there already. A clear and drivable lane must be kept open on Modica Drive at all times. Set-up must be completed by 8:00 AM. All vendors are required to remain at their booth spaces until closing at 12:00 PM even if they have sold all their goods. At 12:00 PM vendors shall cease selling and promptly begin taking down their booth.

## Our Policies & Procedures (cont.):

**Booth Clean-up** - Each vendor is responsible for cleaning his/her booth area to the satisfaction of the Market Manager. This includes removing all debris, by sweeping or raking the area, as needed. Vendors are expected to remove all waste generated by the sale of their product. Vendors must not dump any debris into flower beds, garden areas, streets, sidewalks, or storm drains, sinks, toilets or anywhere else within the Market Site. All vendors must bring containers suitable for waste removal. Prepared food vendors must have an impermeable tarp or mat under the entire booth to protect the sidewalks and streets from grease and food waste.

**Garbage and Recycling** - All vendors must package and dispose of their trash appropriately. In an effort to be environmentally friendly we request vendors use recycled goods and recycle waste whenever possible.

**Canopies aka Umbrellas** - Canopies are strongly encouraged. Vendors are required to have their canopies sufficiently and safely anchored from the time the canopy is erected to the time it is taken down. Any vendor who fails to properly anchor his or her canopy will not be allowed to sell at the Market on that day, unless the canopy is first taken down and stowed. A rule of thumb for weights is 40# per leg of your canopy. Staking canopies to the ground is not allowed in Cimino Park.

**Pricing** - Pricing of goods sold at the Market is solely the responsibility of the individual vendor.

**Permits and Licensing** - Vendors are required to comply with City, Las Animas County and State of Colorado policies; all taxes, licenses, permits and liability/product insurance are the responsibility of the Vendor. All Vendors are required to have a Colorado Sales Tax License, plus a City of Trinidad Business License and Vendor license. For information regarding City licensing, call 719-846-9843; speak with Donna Valencich. For CO state tax license, visit : <http://www.colorado.gov/cs/Satellite/Revenue/REVM/1176829212120>

**Smoking and Alcohol** - Vendors are not permitted to smoke in their booth area. The Farmers' Market is a "drug free zone"; no possession or consumption of alcohol or drugs is allowed.

**Booth Signage** - Vendors are strongly encouraged to prominently display a sign clearly identifying the farm or business by name and location. Signs must be in place by the opening of the Market. All product descriptions must be accurate.

**Vehicles** - Only produce and nursery vendors will be allowed to sell from their vehicles, all others will be required to park their vehicles in the closed-off area on Modica Drive, leaving a clear lane open for other arriving vendors.

**Organic Labeling** - Vendors advertising products that are "Organic", "Unsprayed" or "Natural", etc., are not required to be certified by any recognized certification agency. However, state law for those who have in fact been certified by the Department of Agriculture restricts the use of the phrase "Certified Organic". All vendors are required to advertise truthfully and to respond to customers' questions in a like manner.

**Weights, Measures and Labeling** - All weighing or measuring instruments or devices if used for commercial purposes must be correct. This ensures that buyers receive sufficient and accurate information with which to compare quantity and price. Pre-packaged products must be labeled with the quantity and/or amount. Vendors in violation of this policy will be expelled from the Market with no return rights.

**Liability** - Vendors are strongly encouraged to obtain general liability insurance. The Trinidad Community Farmers' Market is not responsible for any loss or damage incurred or caused by vendors.

If you need further information regarding liability insurance, following are a couple of suggestions; both are affiliated with the Rocky Mountain Farmers Union:

- Call Larry Roe, at Roe Agency, 829 Main Street - Suite 2, Longmont, CO 303-684-9034
- Or visit: <http://www.fusainsurance.com/locateinsurance.html>, to locate an agent in your area.

**Grievance Policy** - The Market Manager has the right to impose disciplinary action at the Market site. In the event of customer dissatisfaction the dispute must be resolved to the satisfaction of the customer. If assistance is needed, the Manager will participate in resolving the issue. The Manager has the authority to grant exceptions to Market policies on an individual basis for reasons of dire need. Should any Vendor, at any time, occupy the premises in a manner contrary to this agreement, upon request by Manager, the Vendor shall immediately cease such offending conduct. Failure to immediately comply as requested shall be cause for the revocation of this permit and expulsion from the Market. Upon revocation, Vendor shall promptly vacate premises. Upon failure to vacate, the Market shall have removed all property of vendor from the premises at vendor's expense. The Market is relieved and discharged from any/all loss or damage caused by such removal. The Market shall not be responsible for storage or safekeeping of property so removed.

TRINIDAD FARMER'S MARKET

Beginning Balance 01/01/2013

**3,239.09**

INCOME

Membership Fees	170.00
Booth Fees	1992.00
EBT Fee	153.00
EBT Mkt Bucks	
Sales, shopping bags	63.50
Sales, food & drink	0.00
Donations	127.00
Fundraiser w/Earth Mtn. Farms	0.00
Grant, City of Trinidad	0.00
Adj. to Balance	167.00
<b>TOTAL INCOME</b>	<b>3092.50</b>

EXPENSE

PR - fundraising	278.88
Supl, recpt book/checks, etc.	123.70
EBT Fee	180.00
EBT Mkt Bucks	45.00
Setup assistance	640.00
Meeting	85.00
Advertising	1152.24
CFMA Dues	240.60
CFMA Ins.	320.00
Accounting/Tax Services	300.00
Fundraiser	0.00
Memberships	0.00
Travel/Lodging	652.04
SNAP Fees	0.00
Event Fee	0.00
<b>TOTAL EXPENSE</b>	<b>4437.46</b>
<b>PROFIT (LOSS)</b>	<b>-1517.02</b>

Ending Balance 12/31/2013

**1,348.74**

*A.R. Mitchell*

## A.R. Mitchell Museum of Western Art

150 East Main Street P.O. Box 95 Trinidad, CO 81082

www.armitchellmuseum.com Phone: 719-846-4224

Board of Directors  
Gail Meehan, President  
Marilyn Leuszler, Vice President  
Suz Porterfield, Secretary  
Mike Dixon, Treasurer  
Cy Michaels  
Ben Canizaro  
Vilas Tonape  
Lynn Mc Creight  
Cindy Montoya  
Allyson Sheumaker

City of Trinidad  
135 N. Animas  
Trinidad, CO 81082

August 27, 2014

### To Whom It May Concern:

The AR Mitchell Museum has served in the capacity of the arts and cultural core of Trinidad for many years. This year has brought many important changes to the Museum, among them a new Director who has located here from Santa Fe, the upgrading of museum software that allows for documentation and cataloging of the Mitchell's vast collection of art and artifacts, implementation of a Collection Preservation Program based on museum Best Practices, updating the Mission Statement to broaden the ability to bring in additional grants, and new partnerships that will allow for and encourage important loan agreements with other museums and arts centers.

The goal of the Director and Board of Directors is to move the Museum from being mainly a beloved local museum to that with state and national status and recognition. We are working on an Artist Relocation Program that will bring artists into Trinidad and offer an opportunity to hold workshops in many different media. An expanded student arts education program is in the planning stages, we are partnering with Trinidad State Junior College on this initiative. We are partnering with History Colorado, DOLA, Corazon de Trinidad Creative District and our local Trinidad History Museum to create a lecture series that combines art and history. We will be showing films with Western and arts-based themes.

Our main concern is that the building housing the Mitchell is in dire need of repairs and upgrading. In order to establish an Artist Relocation Program, the third floor bathroom must be remodeled. As well, all the windows in studio spaces on the third floor are merely storm windows, without sashes. There is no air conditioning or proper ventilation on the third floor, making summers unbearably hot. We want to bring the rear entrance to the building into ADA compliance. Funding from the City of Trinidad will help enable us to address badly needed building projects. A partial list follows, with estimated cost of each:

Re-pointing of brick and stone	\$50,000
New roof	\$98,000
Third floor bathroom remodel (ADA compliant)	\$26,000
Window replacement	\$32,000
Studio upgrades (7 studios)	\$100,000
Rear entrance design and construction (ADA compliant)	\$5,000

We respectfully request \$5000 in order to meet our goal of raising sufficient funds to act as matching dollars for the above projects. We will be seeking grants from numerous sources and will take an active part in the upcoming Rural Philanthropy Days, as well as holding community fundraising events.

Cordially,

Thais Mather  
Executive Director



City of Trinidad

AUG 28 2014

City Clerk's Office

**A.R. Mitchell Museum Budget 2013/2014**

<b>Income</b>	
<b>Fundraising Events</b>	
Bar NI	2900.00
Quick Draw	2310.00
Black and White Ball	17500.00
Other	2425.00
Estate	9552.43
Admissions	2700.00
Sales Gift Shop	17450.00
Donation	6100.00
Grants	12000.00
Interest	36.00
Membership	6380.00
Goal Rent and Utilities	22800.00
Rent	12600.00
<b>Total Income</b>	<b>114753.43</b>
<b>Inventory Purchases</b>	<b>6000.00</b>
<b>Expenses</b>	
Advertising	2090.00
Artist Commission	4887.80
Black and White Ball	6100.00
Credit Card Transaction Fees	1015.00
Director Salary	30000.00
Gift Shop Help Wages	2644.00
Fees	300.00
Food	350.00
Grant Expense	12000.00
Insurance Liability	5712.72
License	940.00
Investment Payback	7200.00
Security	1365.00
Snow Removal	460.00
Trash Removal	413.00
Cleaning	2400.00
Membership	180.00
Banking Supplies	200.00
Computer	2000.00
Equipment	700.00
Other	200.00
Payroll	2592.00
Postage	100.00
Printing and Promotion	380.00
Accounting	6800.00
Property Tax	75.00
Repairs	3100.00
Telephone	2575.98
City of Trinidad	11724.66
Volunteer Event	150.00
<b>Total Expenses</b>	<b>108655.16</b>
<b>Net Income/Loss</b>	<b>98.27</b>

10:16 AM  
09/15/14  
Accrual Basis

**A.R. Mitchell Memorial Museum & Gallery**  
**Balance Sheet**  
As of September 15, 2014

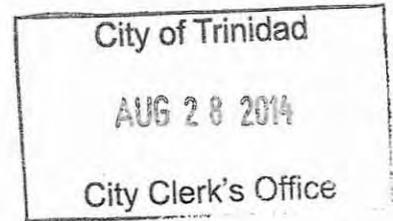
	<u>Sep 15, 14</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Bank of The West Fund Raiser Ac	100.00
Century Savings Sec. Dep. Goal	1,852.34
Century Savings Boiler/Goal	82,177.38
Cash Drawers	313.00
1st Natl Gift Shop Acct 073210	6,704.49
International Bank Checking	2,445.98
Century S & L Class of '46	2,302.97
Investments	72,804.57
<b>Total Checking/Savings</b>	<u>168,700.73</u>
<b>Other Current Assets</b>	
Utility Deposit	90.00
<b>Total Other Current Assets</b>	<u>90.00</u>
<b>Total Current Assets</b>	<u>168,790.73</u>
<b>Fixed Assets</b>	
Building Improvements	49,900.00
Boiler	77,186.34
Buildings	432,856.00
Collection	1,192,285.00
Equipment	38,914.17
Land	74,759.00
Accumulated Depreciation	-274,722.64
<b>Total Fixed Assets</b>	<u>1,591,177.87</u>
<b>Other Assets</b>	
Inventory	40,536.69
<b>Total Other Assets</b>	<u>40,536.69</u>
<b>TOTAL ASSETS</b>	<u><u>1,800,505.29</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Goal Academy Deferred	1,850.00
Payroll Liabilities	1,114.20
Sales Tax Payable	192.83
<b>Total Other Current Liabilities</b>	<u>3,157.03</u>
<b>Total Current Liabilities</b>	<u>3,157.03</u>
<b>Total Liabilities</b>	<u>3,157.03</u>
<b>Equity</b>	
Opening Bal Equity	1,763,879.90
Retained Earnings	-82,669.29
Net Income	116,137.65
<b>Total Equity</b>	<u>1,797,348.26</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>1,800,505.29</u></u>

10:14 AM  
09/15/14  
Accrual Basis

**A.R. Mitchell Memorial Museum & Gallery**  
**Profit & Loss**  
**October 1, 2013 through September 15, 2014**

	<u>Oct 1, '13 - Sep 15, 14</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Contributions and Grants	83,782.03
Memberships	3,290.00
Program Service Revenue	32,729.37
Rental Income	27,200.00
Sales of Inventory	36,028.75
Other Income	11,109.66
Fundraising Events	2,895.00
Miscellaneous Income	13.99
<b>Total Income</b>	<u>197,048.80</u>
<b>Gross Profit</b>	197,048.80
<b>Expense</b>	
Quick Draw Expense	150.00
Administration/Office	10,688.80
Advertising	3,404.32
Compensation	10,632.02
Insurance	5,469.44
Occupancy	21,345.05
Program Costs	18,858.55
Credit Card Transaction Fees	87.85
Gift Shop Fixtures	75.68
Hourly Wages	1,932.00
Janitorial	808.55
Membership	396.28
Miscellaneous Expense	536.00
Repairs	6,526.61
<b>Total Expense</b>	<u>80,911.15</u>
<b>Net Ordinary Income</b>	<u>116,137.65</u>
<b>Net Income</b>	<u><u>116,137.65</u></u>

Hometown Holidays  
608 E. 2<sup>nd</sup> St.  
Trinidad, CO 81082  
(719) 846-7633



Trinidad City Council  
Subject: Participation in the City of Trinidad's Grant Program

Dear Sirs:

Hometown Holidays (HTH) is a local non-profit organization. It originated eighteen years ago. Our mission has been to bring together the people of Trinidad and the surrounding county together with our local merchants and keep the revenue within our city area. We are especially excited this year that our local merchants are going to extend their shopping hours to work around HTH's events. We have always been grateful for the city's help especially around November and December when the garlands and lights are arranged. Last year's surprise with all the new lights for city hall was outstanding!

Our main events have been the Victorian Christmas Market, the Tree Lighting Ceremony at the City Hall, the Parade of Lights on Santa Fe Trail, the Community Easter Egg Hunt, and our new event-HTH's Father Daughter Dance. All of our programs involve hours of planning and execution. It also involves many financial expenses from our million dollar insurance policy (Mayor Joe Riorda helped raise the money last year singlehandedly), to promotional expenses, holiday character costumes that are in need of replacement, bags and bags of candy, carrots for Rudolph and numerous other event expenses.

The town, young and old, has come to expect all of our holiday's activities. They have brought so much joy and have added so to our towns' festivities. Each year we try to add a new twist to our plans. This year thanks to Mr. Bonato we may have a marvelous surprise for the Parade of Lights.

For two years we brought the stunning and highly successful production of "The Nutcracker" to Trinidad. Our third attempt with a ballet performance was a disaster and severely crippled our financial situation. Very slowly, we have been emerging from this major setback.

We also had one major unexpected glitch. Our treasurer's computer crashed with all of our financial information on it. So, at this time, we are not able to provide a financial statement. Since most of our major events happen in the fall, we could provide you with our financials the first part of January.

Our special wish from Santa this year is to receive financial help from the City of Trinidad. To help us successfully continue our community events. We thank you for considering our funding needs.

Happy Holiday

A handwritten signature in cursive script, appearing to read "Lynn Smith", is written over the typed name.

Hometown Holidays  
Lynn Smith, President  
(719) 846-7633

City of Trinidad

AUG 28 2014

City Clerk's Office



**PRESENTED BY: TERRA FIRMA RECYCLING**

Board of Directors: Ken Dochter, Kelli Van Matre, Beth Dochter, Jeremy Van Matre

**PRESENTED TO: THE CITY OF TRINIDAD**

**PROPOSAL: 2015 NON-PROFIT FUNDING**

**AUGUST 28<sup>TH</sup> 2014**

## **OVERVIEW:**

The intent of Terra Firma Recycling “Hub” is to develop a “Hub-and-Spoke” recycling infrastructure that can potentially serve 15,000 people within a 50 mile radius of Trinidad, Colorado, and through productive management divert recyclable materials that would otherwise be treated as discards from the City of Trinidad Landfill. The Hub serves 18 main communities “Spokes” including: Trinidad, Hoehne, Jansen, Starkville, Segundo, Cokedale, Weston, Bon Carbo, Ludlow, Aguilar, Trinchera, Branson, Model, Tyrone, Thatcher, Delhi, Villegreen, and Kim. The collection process implemented by the Hub is a free voluntary drop-off service located at 2400 Nevada Avenue in Las Animas County, Colorado. Participants from the surrounding spokes can voluntarily drop-off recyclables during business hours for free. The recyclables accepted include: plastic #1-#7, cardboard/chipboard, all forms of paper, and all metals. Recyclables collected at the Hub are separated, baled, and then transported to a materials recovery facility for final processing. These recyclables were chosen because they are most commonly found in municipal solid waste streams and are the items most commonly found in landfills. By diverting these materials from the City of Trinidad Landfill, we believe a significant reduction in landfill waste will be realized.

## **IMPACT:**

Terra Firma Recycling officially opened on January 2nd, 2014 and since that time has processed 105,000 pounds of recyclable material. Based on our current production, we estimate to process a total of 300 tons of recyclable material in 2014-2015, if we can establish a relationship with a waste hauling company. If we are unable to establish a relationship with a waste hauling company that can offer a cardboard route, then we anticipate diverting approximately 117 ton in 2015. Additionally, there are approximately 400 individuals recycling and 25 businesses. We anticipate this number to increase as we grow and people become aware of recycling in our area.

Terra Firma’s mission is to educate our community, especially school aged children, about the recycling services we offer and how recycling can make a difference in our community now and in the future. There is a direct relationship between people recycling and increased environmental benefits. Recycling benefits the environment in several ways: it reduces the amount of waste sent to landfills, conserves natural resources such as timber, water, and minerals, prevents pollution by reducing the need to collect new raw materials, saves energy, reduces greenhouse gas emissions that contribute to global climate change, and helps sustain the environment for future generations. The public benefits from this project as it assists in conserving landfill space that most individuals utilize and need. By recycling more items, there is less going into the landfill, thus conserving more space and extending the life of our landfill for generations to come.

## **FUTURE:**

Terra Firma received the RREO grant from the State of Colorado for the fiscal year 2014-2015. This grant assisted in the purchase of essential equipment such as an automatic baler and conveyor. It does not provide any funds for operating. We anticipate having the new baler and conveyor installed by October 1<sup>st</sup>, 2014, which will allow Terra Firma to accept and process larger amounts of material. Since receiving the RREO grant we have been in contact with a local waste hauling company that is planning on offering a cardboard route to the major generators of recyclable material such as liquor stores, restaurants, cafeterias, etc. This would increase our production and would divert a significant amount of material from the City of Trinidad Landfill. Future goals for Terra Firma include:

- Efficiently serve and meet the needs of collecting and processing recyclables in our area
  - Divert recyclable material that would otherwise be treated as discards from the City of Trinidad Landfill
  - Assist in the preservation of the City Trinidad Landfill
  - Create jobs locally and help employees learn and maintain valuable skill sets
  - Create an organization where all people of the community and future generations will benefit
  - Help preserve the natural beauty of community
  - Reduce greenhouse emissions and increase energy conservation
  - Assist with educating our community, especially school aged children, about recycling
- Create a recycling movement that will encourage participants to continually recycle by making it convenient, easy, and rewarding for all involved

## **FUNDING REQUESTED:**

Operating funds are vital to the long-term success of Terra Firma and for this reason we are requesting \$10,000 from the City of Trinidad. At this time, Terra Firma has been privately funded and income has been supplemented with the sale of recyclable material. The growth of Terra Firma is dependent on several revenue streams such as grants, donations, private investments, City of Trinidad funding, Las Animas County involvement, State funding, and the sale of material. If grant funds are received from the City of Trinidad, \$4000 will be allocated to the processing, storing, and transportation of plastic #3-#7 and \$6000 will be used for general operating expenses such as electrical and employee costs. Please see the attached budget, which provides a detailed breakdown of the revenues and expenses associated with Terra Firma Recycling. We believe that recycling is necessary for the preservation of our earth and landfill and is a service that should be offered to our community. We appreciate your consideration and we appreciate any potential assistance from the City of Trinidad. If you have any questions or concerns, please contact us at 719-859-3998.

# TERRA FIRMA RECYCLING NOT FOR PROFIT 2015 BUDGET

## Production Revenue

	Monthly	Yearly
Cardboard (4 Ton Per Month )	\$ 440.00	\$ 5,280.00
Mixed Paper (4 Ton Per Month)	\$ 260.00	\$ 3,120.00
Plastic #1 (1200 Pounds Per Month )	\$ 156.00	\$ 1,872.00
Plastic #2 Clear ( 600 Pounds Per Month)	\$ 150.00	\$ 1,800.00
Plastic #2 Colored (600 Pounds Per Month)	\$ 60.00	\$ 720.00
Aluminum (200 Pounds Per Month)	\$ 90.00	\$ 1,080.00
Steel (900 Pounds Per Month)	\$ 81.00	\$ 972.00
Plastic #3-#7	\$ -	\$ -
<b>Total Production Revenue</b>	<b>\$ 1,237.00</b>	<b>\$ 14,844.00</b>

## Other Revenue

Local Government Grant (City of Trinidad)	833.33	\$ 10,000.00
Las Animas County Contribution		
Personal Donation	416.66	\$ 5,000.00
<b>Total Other Income</b>	<b>\$ 1,249.99</b>	<b>\$ 15,000.00</b>

**Total Income** \$ 2,487.00 \$ 29,844.00

## Expenses

1 Part Time Employee at 20 Hr./Wk.	\$ 800.00	\$ 9,600.00
Employee Taxes	\$ 125.00	\$ 1,500.00
Electricity	\$ 500.00	\$ 6,000.00
Insurance - General Comprehensive	\$ 115.00	\$ 1,380.00
Insurance- Auto	\$ 125.00	\$ 1,500.00
Insurance- Workers Compensation	\$ 110.00	\$ 1,320.00
Tie Wire for Bales	\$ 200.00	\$ 2,400.00
Licenses and Permits	\$ 33.00	\$ 396.00
Trash Disposal Fee	\$ 20.00	\$ 240.00
Fuel	\$ 125.00	\$ 1,500.00
General Maintenance	\$ 100.00	\$ 1,200.00
Tax Preparation	\$ 50.00	\$ 600.00
Freight Cost	\$ 150.00	\$ 1,800.00
<b>Total Expenses</b>	<b>\$ 2,453.00</b>	<b>\$ 29,436.00</b>

**Net Profit/Loss** \$ 34.00 \$ 408.00

This budget does not include compensation to management

because at this time the only paid person for Terra Firma Recycling

is the part time employee. This budget does not include funds for marketing, advertising, time at local events, traveling expense.

At this time, the Board of Directors is volunteering to these budget items

## Tom Acre

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**From:** Kelli Van matre [waterstation@yahoo.com]  
**Sent:** Monday, September 08, 2014 6:50 PM  
**To:** audra.garrett@trinidad.co.gov  
**Subject:** Terra Firma Recycling Fund

Hi Audra,

Terra Firma Recycling officially opened on January 2nd, 2014. We don't have audited financials prior to this date, but we can provide you with quarterly financials and/or audited financials as of 12-31-2014.

Thank you for your help today,

Kelli Van Matre  
Terra Firma Recycling  
719-859-2523

3



**COUNCIL COMMUNICATION**

**CITY COUNCIL MEETING:** September 23, 2014  
**PREPARED BY:** Les Downs, City Attorney  
**DEPT. HEAD SIGNATURE:**  
**# OF ATTACHMENTS:**

**SUBJECT:** Enforcement of handicap parking in private parking lots and other ADA enforcement

**PRESENTER:** City Attorney Les Downs and Police Chief Charles Glorioso

**RECOMMENDED CITY COUNCIL ACTION:** This item is for discussion only at this time.

**SUMMARY STATEMENT:** Handicap parking enforcement has recently been questioned as well as other areas of ADA enforcement

**EXPENDITURE REQUIRED:** This item is for discussion

**SOURCE OF FUNDS:** N/A

**POLICY ISSUE:** Enforcement of laws.

**ALTERNATIVE:** N/A

**BACKGROUND INFORMATION:**

- The City finds no written authority (state statute or permission from private property owners) to enforce handicap parking in private parking lots.
- The City is seeking that written authority and should have it in place by the end of the month.

3



CITY OF TRINIDAD, COLORADO  
1876

## COUNCIL COMMUNICATION

4

**CITY COUNCIL MEETING:** September 23, 2014  
**PREPARED BY:** Audra Garrett, ACM  
**DEPT. HEAD SIGNATURE:** *Audra Garrett*  
**# OF ATTACHMENTS:** 2

**SUBJECT:** Discussion of recruitment of permanent City Manager

**PRESENTER:** Les Downs, City Attorney

**RECOMMENDED CITY COUNCIL ACTION:** Consider the approach Council wishes to take to fill the permanent City Manager vacancy

**SUMMARY STATEMENT:** N/A

**EXPENDITURE REQUIRED:** None

**SOURCE OF FUNDS:** N/A

**POLICY ISSUE:** The City has a Council-Manager form of government.

**ALTERNATIVE:** N/A

**BACKGROUND INFORMATION:**

- The job description for the City Manager is essentially set by the Home Rule Charter.
- Attached is the advertising materials used in 2012 to solicit applications and resumes for a City Manager.
- Letters of interest received prior to soliciting are included as confidential.

4



# CITY MANAGER

## Negotiable Salary (with Excellent Benefits)

Apply by **August 31, 2012** (First Review, Open Until Filled)

### The City

The City of Trinidad, Colorado, is a financially sound, "home rule" municipal corporation organized under a Council-Manager form of government. The City is dedicated to the provision of superior services to its citizens and visitors, which services include electric, natural gas, water, and sewer utilities; police; fire; finance; public works; community development; and parks and recreation, including an aquatics center, a municipal golf course, recreational reservoirs, a skate park, and a mountain resort. The City's annual budget is approximately \$32 million.

Trinidad is located in southeastern Colorado, halfway between Denver and Santa Fe. The City enjoys a unique geographical setting among the foothills of the southern Rocky Mountains and along the banks of the Purgatoire River. The City also rests at the confluence of Interstate 25, U.S. Highway 160, and State Highway 12 (the "Highway of Legends"). Encompassing eleven square miles of land area, Trinidad is currently home to 9,500 residents. Trinidad is also the county seat of Las Animas County, Colorado's largest county.

Trinidad retains an "Old West" culture from its pioneering days along the Santa Fe Trail. The *Corazon de Trinidad Historic District*, which encompasses much of the City's downtown core, contains several structures that are listed on the National Register of Historic Places. Trinidad's other numerous amenities include the Carnegie Public Library, Trinidad State Junior College, Mount San Rafael Hospital, the Mount Carmel Health and Wellness Center, and Trinidad Lake State Park.

### The Position

Reporting to the City Council, the City Manager serves as the chief administrative officer of the City. The City Manager's duties include, but are not limited to, the following:

- Hiring, firing, managing, and motivating the City's personnel;
- Preparing and executing an annual budget;
- Preparing a complete report on the finances and administrative activities of the City for each fiscal year, and upon request of the Council making written and verbal reports at any time concerning the affairs of the City;
- Keeping the Council advised of the financial condition and future needs of the City and making such recommendations to the Council for adoption as he/she may deem necessary or expedient;
- Exercising supervision over all administrative departments, and recommending to the Council any proposal he/she thinks advisable to establish, consolidate, or abolish departments;
- Being responsible for the enforcement of the laws and ordinances of the City;
- Being responsible for the enforcement of all terms and conditions imposed in favor of the City in any contract or public utility franchise, and upon

knowledge of any violation thereof, reporting the same to the Council for such proceedings as may be necessary for enforcement;

- Attending Council meetings and participating in Council discussions in an advisory capacity;
- Establishing a system of accounting and auditing for the City which shall reflect, in accordance with generally accepted accounting principles, the financial condition and financial operation of the City;
- Establishing, subject to approval by the Council, appropriate personnel rules and regulations governing officers and employees of the City; and
- Performing such other duties as may be prescribed by the City's Home Rule Charter, or by ordinance, or required of him/her by the Council which are not inconsistent with the City's Home Rule Charter.

The City Manager will be required to maintain his/her primary residence within the corporate limits of the City of Trinidad within six (6) months of commencement of employment.

#### **Desired Professional & Personal Attributes**

The selected candidate will be a talented manager and leader who is able to build consensus among the Mayor, City Council, City boards and commissions, City staff, and the Trinidad community. He/she should be honest, hard-working, innovative, and approachable. The selected candidate will also be able to organize and express ideas through excellent oral and written

communications. He/she will be politically astute while also demonstrating a strong sense of integrity.

#### **Challenges & Opportunities**

Like many local governments, the City of Trinidad is experiencing financial challenges. Trinidad's next City Manager will be tasked with improving the City's financial condition through actions that may include productivity improvements, reorganization, and/or the expansion of the City's tax base through economic development. Additionally, an aging workforce may necessitate a focus on succession planning.

#### **Experience & Education**

Candidates should have at least five (5) years of progressively responsible experience in government and/or business. A bachelor's and/or master's degree in public administration, business, or other applicable field are preferred. Candidates are encouraged to submit a schedule or portfolio of their achievements in public governance or business. The Mayor and City Council are open to considering applicants who do not have local government experience but have managed other types of large, complex organizations.

#### **Compensation & Benefits**

- Salary shall be commensurate with qualifications
- Professional services contract
- Medical insurance
- Life insurance
- 401(a) retirement plan
- Paid vacation, holidays, and sick/medical leave
- Numerous voluntary benefits, including dental insurance, disability insurance, and 457 deferred compensation plan.

*The City of Trinidad is an Equal Opportunity Employer. All qualified applicants are strongly encouraged to apply by **August 31, 2012** (first review, open until filled). To apply, please provide a completed Application for Employment (available at <http://www.trinidad.co.gov>), letter of interest, resume, and list of employment references to either of the addresses listed below. The City of Trinidad reserves the right to deny employment to any and all applicants.*

**City of Trinidad, Colorado**  
**Attn: City Clerk**  
**135 North Animas Street**  
**P.O. Box 880**  
**Trinidad, CO 81082**  
**Phone: (719) 846-9843**  
**Fax: (719) 846-4140**

**Colorado Workforce Center**  
**140 North Commercial Street**  
**Trinidad, CO 81082**  
**Phone: (719) 846-9221**  
**Fax: (719) 846-7594**



CITY OF TRINIDAD, COLORADO  
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## **CITY MANAGER**

**City of Trinidad, Colorado**

The City of Trinidad, Colorado, is accepting applications for the position of City Manager. Candidates should have at least five (5) years of progressively responsible experience in government and/or business. A bachelor's and/or master's degree in public administration, business, or other applicable field are preferred. Compensation shall be commensurate with qualifications. Additional criteria and application information are available at the City of Trinidad, 135 North Animas Street, P.O. Box 880, Trinidad, CO 81082, (719) 846-9843; the Colorado Workforce Center, 140 North Commercial Street, Trinidad, CO 81082, (719) 846-9221; or on-line at [www.trinidad.co.gov](http://www.trinidad.co.gov). Candidates are strongly encouraged to apply by August 31, 2012.



## COUNCIL COMMUNICATION

5

**CITY COUNCIL MEETING:** September 23, 2014  
**PREPARED BY:** Les Downs, City Attorney  
**DEPT. HEAD SIGNATURE:**  
**# OF ATTACHMENTS:** 1

**SUBJECT:** Ordinance amending non-conforming status

**PRESENTER:** Les Downs, City Attorney

**RECOMMENDED CITY COUNCIL ACTION:** Consider the proposed language and if acceptable, forward to the regular meeting of October 7, 2014 or discuss it further on September 30<sup>th</sup> at that work session.

**SUMMARY STATEMENT:** Amendment to non-conforming status.

**EXPENDITURE REQUIRED:** N/A

**SOURCE OF FUNDS:** N/A

**POLICY ISSUE:** This ordinance would allow further consideration to non-conforming structures

**ALTERNATIVE:** N/A

### BACKGROUND INFORMATION:

- The ordinance has been amended following the discussion on September 9<sup>th</sup>. It includes the current language with allows non-conformance for a period of 12 months and thereafter requires approval of up to three six-month extensions by the Building Official.
- The proposed ordinance would extend the period of non-conformance to three years and further extend it by an additional two years for buildings subject to bankruptcy or foreclosure.

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## CITY OF TRINIDAD, COLORADO

### ORDINANCE NO.

AN ORDINANCE OF THE CITY OF TRINIDAD, COLORADO, REPEALING AND RE-ENACTING, ARTICLE 3, NON-CONFORMANCE, SECTION 5-23, NON-CONFORMANCE, OF CHAPTER 5 ("BUILDINGS") OF THE CODE OF THE CITY OF TRINIDAD, COLORADO, FOR THE PURPOSE OF ALLOWING FURTHER CONSIDERATION TO VACANT PROPERTIES TO ALLOW FOR THEIR FUTURE OCCUPANCY UNDER CONTINUED NON-CONFORMING STATUS UNDER CERTAIN CIRCUMSTANCES

WHEREAS, Chapter II, § 2.4, of the Home Rule Charter for the City of Trinidad, Colorado, provides that "[t]he City shall have all powers of local self government and Home Rule possible for a city to have under the Constitution and laws of [the state of Colorado] as fully and completely as though they were specifically enumerated in this Charter."; and

WHEREAS, § 31-15-601 *et seq.*, C.R.S., confers upon the City general powers to establish building and fire safety regulations; and

WHEREAS, the City Council of the City of Trinidad, Colorado, herein desires to promote the occupancy of vacant buildings within the City by granting additional consideration to allow for continued non-conformance and an extension thereof under extenuating circumstances.

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

**Section 1. Repeal and Re-enactment of Article 3, Non-Conformance, Section 5-23, Non-Conformance of Chapter 5 ("BUILDINGS") of the Code of the City of Trinidad, Colorado.** Chapter 5 ("BUILDINGS") of the Code of the City of Trinidad, Colorado, is hereby repealed and re-enacted in its entirety as follows:

### ARTICLE 3. NON-CONFORMANCE

#### Section 5-23. Non-Conformance.

- (1) **Definition.** Legal Non-Conforming refers to uses and structures, excluding single family residences (R-3), which were begun or constructed when the law allowed for them but have since become noncompliant due to a change in legislation (for example, new codes are adopted).
- (2) **How a structure loses non-conforming status.** Any structure or building within the city limits is a non-conforming structure meaning that when the City adopts a new code or standard the buildings built to the previous code are no longer conforming to the existing code. A non-conforming structure is allowed to remain as is, as long as it is generating sales tax revenue and/or is open for business. Once the business ceases to generate revenue or is vacant for no less than twelve (12) consecutive months it loses its non-conforming status.

Owners may apply via the Variance Application Form to the CBO for review and consideration of a six (6) month extension. The CBO will consider all reasons the extension is being requested in making the decision. Additional six (6) month extensions may be considered upon payment of the appropriate variance fee, which shall allow for a total of three possible six-month extensions. However, if the vacancy is a result of a bankruptcy or foreclosure of the property, non-conforming status will not be lost unless the vacancy extends for a period no less than twenty-four (24) consecutive months. Additional six (6) month extensions may be considered upon payment of the appropriate variance fee, which shall allow for a total of three possible six-month extensions. ~~A building under these circumstances must, therefore, be brought up to current code standards. Part of that process requires an assessment by a registered design professional be provided to the Building Official.~~

INTRODUCED BY COUNCILMEMBER \_\_\_\_\_, READ AND ORDERED PUBLISHED this \_\_\_\_ day of \_\_\_\_\_, 2014.

FINALLY PASSED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2014.

EFFECTIVE DATE OF THIS ORDINANCE SHALL BE the \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
JOSEPH A. REORDA, Mayor

ATTEST:

\_\_\_\_\_  
DONA VALENCICH, Acting City Clerk



## COUNCIL COMMUNICATION

**CITY COUNCIL MEETING:** September 23, 2014  
**PREPARED BY:** Tara Marshall  
**DEPT. HEAD SIGNATURE:**  
**# OF ATTACHMENTS:**

**SUBJECT:** Consideration of Consulting Services with Colorado Code Consultants

**PRESENTER:** Tara Marshall, City Management Intern

**RECOMMENDED CITY COUNCIL ACTION:** Discuss the potential of bringing in Steve Thomas with Colorado Code Consultants to facilitate a public process regarding an amendment to our adoption of the code.

### **SUMMARY STATEMENT:**

The discussion of code compliance has been a regular topic within the City of Trinidad during 2014. In a May City Council work session with Tim Stroh, he suggested that the City consider becoming a Certified Local Government (CLG). As a result of his recommendation, the City formed a task force that is composed of City Councilmember Michelle Miles, City Staff members Tara Marshall and Chris Kelley as well as 6 citizens that are invested in the City either as residents, property owners or business owners. As these discussions have developed, the subject of code compliance has continued to surface as a topic. In addition to these conversations, several City Council members have indicated that the subject of code compliance continues to surface in their conversations with community members. Since these continued questions reach beyond the scope of the CLG task force and since staff has no existing mechanism to explain or further research this question, Department of Local Affairs has suggested we consider bringing in a representative of Colorado Code Consultants to facilitate a process regarding the subject.

Colorado Code Consultants is a private company that is considered the top of their field in examining code and helping local governments tailor the code to their specific needs. They maintain a full staff of personnel that are qualified across a wide range of specialty areas related to buildings, emergency management and hazard mitigation.

**EXPENDITURE REQUIRED:** Anticipated to be \$7,000-\$10,000 total cost. A potential grant from the Main Street Program would cover \$5,000 of this total cost.

**SOURCE OF FUNDS:** General Fund

**POLICY ISSUE:** Amend the adopted Building Code

**ALTERNATIVE:** Propose no amendment to building code

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CITY OF TRINIDAD, COLORADO  
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## COUNCIL COMMUNICATION

**CITY COUNCIL MEETING:** September 23, 2014  
**PREPARED BY:** Audra Garrett, City Clerk  
**DEPT. HEAD SIGNATURE:** *Audra Garrett*  
**# OF ATTACHMENTS:**

7

**SUBJECT:** Discussion regarding an ordinance to expand on allowable development incentives

**PRESENTER:** Audra Garrett, ACM

**RECOMMENDED CITY COUNCIL ACTION:** Provide input on proposed incentive ordinance

**SUMMARY STATEMENT:** The proposed ordinance would allow for a clearer expansion on allowable incentives

**EXPENDITURE REQUIRED:** No

**SOURCE OF FUNDS:** N/A

**POLICY ISSUE:** Allowable business incentives

**ALTERNATIVE:** Consider other possible incentives; add or remove from the possibilities

### BACKGROUND INFORMATION:

- The Charter encourages incentives
- The City hasn't had an established practice

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ORDINANCE NO.

AN ORDINANCE OF THE CITY OF TRINIDAD, COLORADO,  
AMENDING CHAPTER 7, FINANCE AND TAXATION, ARTICLE 6,  
ECONOMIC DEVELOPMENT FUND, TO EXPAND ON ALLOWABLE  
DEVELOPMENT INCENTIVES

WHEREAS, the Charter of the City of Trinidad, Colorado confers upon the City all powers of local self government and Home Rule possible for a city to have under the Constitution and laws of this state; and

WHEREAS, Chapter 12, Section 12.7, Economic Development, of the Home Rule Charter for the City of Trinidad, cites that the Council shall encourage economic development by providing innovative, creative and flexible inducement packages to potential industries or businesses seeking to establish, locate, or relocate in Trinidad. The offering of such packages shall be based on feasibility studies, benefit to expense ratios, and the opportunity for creation of new jobs; and

WHEREAS, the City Council of the City of Trinidad feels it is paramount to offer incentives to stimulate business growth for the improvement of the overall health of the City and that it is in the best interest of the citizens to offer, in certain cases and under certain guidelines, terms, and conditions, variable economic incentives to businesses wishing to locate within the City.

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

1. **Chapter 7, Finance and Taxation, Article 6, Economic Development Fund, Section 7-40, Economic Development Fund Purpose, is hereby amended to add the following subsections.**

**Section 7-40. Economic Development Fund purpose.**

- (3) Where there is no revenue available to offer as an offset as detailed in subsection (1) above, other development incentives may be considered as follows:
  - (a) Conveyance of real property owned by the City at no or reduced consideration;
  - (b) Reduction, deferment, or abatement of outstanding property tax;
  - (c) Refund of general property tax, pursuant to CRS 39-30-107.5(1);
  - (d) Refund of personal property tax, pursuant to CRS 31-15-903;
  - (e) Property tax credit or Incentive Payment, pursuant to HB 02-1399;
  - (f) Refund of sales tax levied by the City, pursuant to CRS 39-30-107.5(2);

- (g) Waiver or reduction of permit fees;
  - (h) Waiver or reduction of utility tap fees;
  - (i) Any other incentive deemed appropriate not specifically identified herein.
- (4) In making an initial determination as to the appropriateness and extent of a development incentive offer and whether it is in the best interest of the City, the following factors shall be considered:
- (a) The size and fair market value of the improvements and business facilities that are proposed to be located in the City;
  - (b) The number of employees that are proposed to be employed at the business site, the proposed educational and/or training requirements of the employees to be employed, whether or not the employees will be those already retained by the business or will be recruited from the City and the surrounding communities, and the projected salaries of the employees;
  - (c) The impact that the proposed business will have on the City's resources and infrastructure. Particularly, the business shall provide information regarding the amount of water that may be required to operate the business, the projected discharge of wastewater, and special wastes produced by the business that would require the availability of additional resources by the City, whether the business would require increased law enforcement resources, and/or whether the business would produce significant amounts of odor, noise, or dust pollution, and other impacts upon the City's infrastructure due to the nature of the proposed business.
  - (d) The financial ability of the proposed business ownership to build the improvements, connect to City infrastructure, or other considerations. The business ownership may be required to provide proof of such financial ability as part of an agreement for the provision of development incentives by the City.
  - (e) Whether the proposed business is in conformance with the City's Comprehensive Plan and is of a character that is amenable to the City and the surrounding community.
  - (f) Whether if it results in a competing business it would still be a substantial benefit to the overall economic health of the City.
  - (g) Whether the proposed business will purchase materials and seek services from the City's existing businesses.
  - (h) Any other factors determined to be peculiar to the proposed business.
- (5) Upon determination that the granting of a development incentive is advantageous to the City and warranted pursuant to the considerations set forth herein, the business ownership shall enter into an agreement with the City setting forth the terms and conditions by which the development incentive will be allowed. Such agreement shall be approved by a majority of a quorum at a public meeting of the City Council.
2. **Validity.** If any part or parts of this ordinance is/are found to be invalid or unconstitutional, such determination shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance and each part or parts thereof, irrespective of the fact that any part or parts be declared invalid.

INTRODUCED BY COUNCILMEMBER \_\_\_\_\_, READ AND ORDERED PUBLISHED this \_\_\_\_ day \_\_\_\_\_, 2014.

FINALLY PASSED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2014.

THE EFFECTIVE DATE OF THIS ORDINANCE SHALL BE the \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
JOSEPH A. REORDA, Mayor

ATTEST:

\_\_\_\_\_  
DONA VALENCICH, Acting City Clerk

to examine the books and records of the utility companies which are subject to the provisions of this Article and to make copies of the entries or contents thereof. (Ord. 988, Sec. 6, 12/6/71.)

**Section 7-36. Credit against tax.**

Any utility company maintaining facilities within the City pursuant to a franchise granted by the City may claim as a credit against the tax levied by this Article the amount of any franchise payments made in accordance with the terms of such franchise. (Ord. 988, Sec. 7, 12/6/71.)

**Section 7-37. Exemption from Article.**

The provisions of this Article shall not apply to any utility owned and operated by the City. (Ord. 988, Sec. 8, 12/6/71.)

**Section 7-38. Construction of Article.**

This Article shall not be construed as granting a franchise or franchise rights to any utility company. (Ord. 988, Sec. 9, 12/6/71.)

## **ARTICLE 6. ECONOMIC DEVELOPMENT FUND**

**Section 7-39. Economic Development Fund established.<sup>9</sup>**

(1) There is hereby established an Economic Development Fund derived from the following sources: (Ord. 1546, 12/17/96., Ord 1550, 1/18/97)

(a) Repealed.<sup>9</sup>

(b) all revenues from the sale, lease or rental of real property owned or controlled by the City located within the Trinidad Industrial Park shall be set aside into the Economic Development Fund;

(c) any other funds received by the City from grants, gifts or donations intended for use in the same manner and purpose herein shall be set aside into the Economic Development Fund;

(d) any other funds transferred by the City Council action from other monies under the City's control not restricted for any other purpose;

(e) any other funds remaining in the Economic Development fund as repealed by this ordinance shall automatically be transferred into the Economic Development Fund as established by this ordinance.

(2) As used herein, the term Economic Development Fund shall be defined as those monies committed from non-restricted sales tax revenues of the City in such amounts as provided for by this Ordinance.

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<sup>9</sup>

7-39(1)(a) Repealed (Ord. 1546, 12-17-1996 & Ord. 1550, 1-18-1997)

**Section 7-40. Economic Development Fund purpose.**

(1) The Economic Development Fund is hereby intended to provide a source of revenues to be used to offset expenses associated with the following:

(a) development or inducement of the startup, location, relocation of industry resulting in the creation of new job opportunities including manufacturing, assembly, fabrication; or

(b) development or inducement of the startup, location or relocation of retail or wholesale business resulting in the creation of new job opportunities including product warehousing, distribution, shipping and the sale of products, goods and materials at retail including durable goods and consumable goods and other general merchandise; or

(c) development or inducement of the startup, location or relocation of service industry business resulting in the creation of new job opportunities including professional services, personal services, contractual services and other general services.

(2) All such industry, wholesale or retail business or service shall prospectively consider location within the corporate limits of the City or within the Trinidad Industrial Park.

**Section 7-41. Determination of use of Economic Development Fund.**

(1) Before the commitment, encumbrance or expenditure of any monies from the Economic Development Fund, City Council shall, by resolution, make a finding that the prospective expenditures of said funds is within the scope of allowable purpose(s) as set out by this ordinance. Such finding need not specifically state the identity of the industry, business or service prospect. A clear expectation of job creation shall however be recited.

(2) Upon the adoption of a resolution by City Council making a finding of the propriety of commitment, encumbrance or expenditure of Economic Development Funds, such monies may be expended directly by the City, transferred to a recognized economic development agency or combined with funding commitments by other entities including the County, the State or the Federal government or private funds committed for a like purpose.

## **ARTICLE 7. LODGING TAX**

**Section 7-42. Lodging Tax Imposed on Transaction of Furnishing Rooms or Accommodations.**

Subject to the approval of the eligible registered electors in the City of Trinidad at the election to be held on November 6, 2001, there is hereby imposed and levied and shall be collected a 3% lodging tax on the purchase price paid or charged to persons for the transaction of furnishing rooms or accommodations by any person, partnership, association, corporation, estate, receiver, trustee, assignee, lessee, or person acting in a representative capacity or any other combination of individuals by whatever name known to a person who for consideration uses, possesses, or has the right to use or possess any room in a hotel, apartment hotel, lodging house, motor hotel, guesthouse, guest ranch,



CITY OF TRINIDAD, COLORADO  
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## COUNCIL COMMUNICATION

**CITY COUNCIL MEETING:** September 23, 2014  
**PREPARED BY:** Audra Garrett, ACM  
**DEPT. HEAD SIGNATURE:** *Audra Garrett*  
**# OF ATTACHMENTS:** 2

8

**SUBJECT:** Discussion regarding an ordinance amending Gas Tariff No. 1 to allow the City to sell natural gas to compressed natural gas fueling stations owners for their resale in that exclusive alternate energy form

**PRESENTER:** Mike Valentine, Public Works/Utilities Director

**RECOMMENDED CITY COUNCIL ACTION:** Consider forwarding it to the regular meeting on October 7<sup>th</sup> for approval

**SUMMARY STATEMENT:** Proposed change to Tariff No. 1

**EXPENDITURE REQUIRED:** No

**SOURCE OF FUNDS:** N/A

**POLICY ISSUE:** Allow resale of natural gas to convert to compressed natural gas to fuel vehicle.

**ALTERNATIVE:** Leave the language in the tariff as is.

### BACKGROUND INFORMATION:

- Grant funding was recently approved for a local CNG station to locate at 806 Goddard Avenue.
- The City's gas tariff needed clarification to allow for resale of natural gas for this energy form

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## ORDINANCE NO.

AN ORDINANCE OF THE CITY OF TRINIDAD, COLORADO, AMENDING GAS TARIFF NO. 1, SECTION IV., RULES AND REGULATIONS, SUBSECTION 5.4, RESALE OF NATURAL GAS, TO ALLOW THE CITY TO SELL NATURAL GAS TO COMPRESSED NATURAL GAS FUELING STATION OWNERS FOR THEIR RESALE IN THAT EXCLUSIVE ALTERNATE ENERGY FORM

WHEREAS, Chapter XI, Section 11.1, of the Charter of the City of Trinidad, confers upon the City Council “all municipal powers relating to all utilities and franchises including, but without limitation to, all power and authority now existing and which may be hereafter provided by the Constitution or Statutes of the State of Colorado, or by ordinance or by this Charter”; and

WHEREAS, by City Ordinance No. 1866 the City Council of the City of Trinidad, Colorado, previously adopted “Gas Tariff No. 1” to govern the provision of natural gas service by the Trinidad Municipal Natural Gas Department; and

WHEREAS, Gas Tariff No. 1, Section IV., Rules and Regulations, 5.4, Resale of Natural Gas, does not permit a customer to resell energy, where natural gas purchased from the City is the fuel used for production of such energy for sale; and

WHEREAS, Gas Tariff No. 1, Section I, Introduction, provides that the Tariff may be revised, amended, supplemented, or otherwise changed from time to time by ordinance of the City Council for the City of Trinidad, Colorado; and

WHEREAS, at the time Gas Tariff No. 1 was adopted, it was not anticipated that an opportunity would avail itself to allow for local compressed natural gas fueling stations. The language regarding resale of natural gas was contemplated to prevent the resale of this commodity in the same form of energy as the City supplies to its customers.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TRINIDAD, COLORADO, that Gas Tariff No. 1, Section IV., Rules and Regulations, 5.4, Resale of Natural Gas, is hereby amended as follows:

### 5.4 Resale of Natural Gas

Natural gas service supplied by the City is for the exclusive use of the customer. Consequently, the customer will not be permitted by submetering, prorating, or any other means, to determine a quantity of natural gas and resell the same as such to any other person or persons on the customer’s premises or for use on any other premises. The sale of energy by a customer, where natural gas purchased from the City is the fuel used for production of such energy for sale, shall be construed as a resale of the natural gas and is not permitted. Except that natural gas purchased from the City for the exclusive resale in the form of compressed natural gas for the fueling of motorized vehicles is permitted.

The City reserves the right to refuse to furnish natural gas to any customer where the purchase of such service is for the purpose of resale by the customers to others. In the event natural gas is resold in conflict herewith, the City shall have the right, at its option, either to discontinue service to the customer or to furnish service directly to the sub-customer.

INTRODUCED BY COUNCILMEMBER \_\_\_\_\_, READ AND ORDERED  
PUBLISHED this \_\_\_\_ day \_\_\_\_\_, 2014.

FINALLY PASSED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2014.

THE EFFECTIVE DATE OF THIS ORDINANCE SHALL BE the \_\_\_\_ day of  
\_\_\_\_\_, 2014.

\_\_\_\_\_  
JOSEPH A. REORDA, Mayor

\_\_\_\_\_  
DONA VALENCICH, Acting City Clerk

#### IV. RULES AND REGULATIONS (cont'd)

##### 5.3 Foreign Gas or Fuel – Emergency Fuel

The customer shall make exclusive use of service provided by the City, and no other source of gas or fuel shall be connected to any installation, which in turn is connected to the City's gas distribution system. This does not preclude the use of emergency fuel systems owned by the customer, provided that switching arrangements are installed to prevent the possibility of the emergency fuel and the City gas service being connected to the load simultaneously. The matter of connection of any emergency fuel system must be approved by the City prior to use.

##### 5.4 Resale of Natural Gas

Natural gas service supplied by the City is for the exclusive use of the customer. Consequently, the customer will not be permitted by submetering, prorating, or any other means, to determine a quantity of natural gas and resell the same as such to any other person or persons on the customer's premises or for use on any other premises. The sale of energy by a customer, where natural gas purchased from the City is the fuel used for production of such energy for sale, shall be construed as a resale of the natural gas and is not permitted.

The City reserves the right to refuse to furnish natural gas to any customer where the purchase of such service is for the purpose of resale by the customers to others. In the event natural gas is resold in conflict herewith, the City shall have the right, at its option, either to discontinue service to the customer or to furnish service directly to the sub-customer.

##### 5.5 Access to Premises

The customer will provide access to the customer's premises at all reasonable times for authorized employees of the City for any purpose incidental to the supplying of natural gas service.

##### 5.6 City Apparatus Remains City Property

All lines, apparatuses, instruments, meters, regulators and materials supplied by the City shall remain its property and shall be returned to it by the customer in the same condition as when received by customer except for ordinary wear and depreciation, and the City may at any time examine, change, or repair its property on the premises of the customer and may remove all such property at any time after the termination of service. The City's property shall not be

\_\_\_\_\_  
Signature of Issuing Officer  
City Clerk

Issue Date November 18, 2008

Effective Date December 1, 2008

## I. INTRODUCTION

This Tariff governs the provision of natural gas service by the Trinidad Municipal Natural Gas Department. Pursuant to the rates and regulations set forth herein, the Trinidad Municipal Gas Department shall provide natural gas service to all customers in a manner consistent with standards precluding undue discrimination. A copy of this Tariff shall remain on file and available for public inspection at the Office of the City Clerk for the City of Trinidad, Colorado.

Following this Introduction, this Tariff is presented in the following sections:

**II. Gas Service Classifications.** This section sets forth the customer classifications under which the Trinidad Natural Municipal Natural Gas Department sells and delivers natural gas to its customers.

**III. Rates and Service Charges.** This section sets forth the Schedule of Rates and the Schedule of Service Charges that apply to customers of the Trinidad Municipal Natural Gas Department.

**IV. Rules and Regulations.** This section sets forth the conditions, rules, and regulations applicable to the Trinidad Municipal Natural Gas Department's provision of natural gas service.

This Tariff shall become effective on the 1<sup>st</sup> day of December, 2008, pursuant to Ordinance No. 1866 of the City Council for the City of Trinidad, Colorado.

This Tariff may be revised, amended, supplemented, or otherwise changed from time to time by ordinance of the City Council for the City of Trinidad, Colorado. Such changes, when effective, shall have the same force and effect as the present Tariff.

\_\_\_\_\_  
Signature of Issuing Officer  
City Clerk

Issue Date November 18, 2008

Effective Date December 1, 2008



CITY OF TRINIDAD, COLORADO  
1876

## COUNCIL COMMUNICATION

**CITY COUNCIL MEETING:** September 23, 2014  
**PREPARED BY:** Audra Garrett, ACM  
**DEPT. HEAD SIGNATURE:** *Audra Garrett*  
**# OF ATTACHMENTS:** 1

9

**SUBJECT:** Resolution designating a representative of the City to the NPGA Board of Directors and an alternate representative to the same

**PRESENTER:** Audra Garrett, ACM

**RECOMMENDED CITY COUNCIL ACTION:** Consider forwarding it to the regular meeting on October 7<sup>th</sup> for approval

**SUMMARY STATEMENT:** Representative and alternate designation required by Interlocal Agreement

**EXPENDITURE REQUIRED:** No

**SOURCE OF FUNDS:** N/A

**POLICY ISSUE:** Requirement of Interlocal Agreement

**ALTERNATIVE:** Name someone else

### BACKGROUND INFORMATION:

- The City is required by the Interlocal Agreement with NPGA to have a representative and alternate to serve on the NPGA Board of Directors.
- These designations will replace former City Manager Tom Acre as the representative and Former Utilities Superintendent Jim Fernandez as the alternate.

9



RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TRINIDAD, COLORADO, DESIGNATING A REPRESENTATIVE OF THE CITY TO THE NPGA BOARD OF DIRECTORS AND AN ALTERNATIVE REPRESENTATIVE TO THE SAME

WHEREAS, the City of Trinidad, Colorado, is a party to the Interlocal Agreement creating the National Public Gas Agency (NPGA); and pursuant to the terms of said Agreement, it is the responsibility of the City of Trinidad to designate a representative and alternate representative to the National Public Gas Agency Board of Directors.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Trinidad, Colorado, that:

1. The City Clerk is hereby directed to give written notice to the National Public Gas Agency of the appointment of Public Works/Utilities Director Michael Valentine to serve as director to represent the City to said Board of Directors, and the current City Manager to serve as the alternate director.

INTRODUCED, READ AND ADOPTED this \_\_\_\_ day of October, 2014.

(SEAL)

\_\_\_\_\_  
JOSEPH A. REORDA, MAYOR

ATTEST:

\_\_\_\_\_  
DONA VALENCICH, ACTING CITY CLERK



CITY OF TRINIDAD, COLORADO  
1876

## COUNCIL COMMUNICATION

10

**CITY COUNCIL MEETING:**  
**PREPARED BY:**  
**DEPT. HEAD SIGNATURE:**  
**# OF ATTACHMENTS:**

September 23, 2014  
Lonny Medina, Finance Director

1 *Lonny Medina*

**SUBJECT:** Discussion of fund balance (reserve) policy

**PRESENTER:** Lonny Medina, Finance Director

**RECOMMENDED CITY COUNCIL ACTION:** Consider adopting a fund balance (reserve) policy; provide input

**SUMMARY STATEMENT:** A factor in the budgeting process is the use of or retention of reserve funds

**EXPENDITURE REQUIRED:** No

**SOURCE OF FUNDS:** N/A

**POLICY ISSUE:** Budget reserve

**ALTERNATIVE:** Do not adopt a policy

### BACKGROUND INFORMATION:

- City Council spent a good amount of time last year during budget review discussing what the appropriate amount of reserves the City should have.
- Before the first draft of the budget is presented to Council, it would be helpful to have that decided by policy.
- Staff seeks Council's input.

10

# Fund Balance Policy

## I. Overview

The City's Fund Balance is the accumulated difference between assets and liabilities within governmental funds. A sufficient fund balance allows the City to meet its contractual obligations, provide funds for new and existing programs established by City Council, mitigate negative revenue implications of federal or state budget actions, mitigate economic downturns, fund disaster or emergency costs, provide funds for cash flow timing discrepancies and fund non-recurring expenses identified as necessary by City Council.

## II. Governmental Fund Balance Type Definitions

The Governmental Accounting Standards Board (GASB) issued Statement Number 54, "Fund Balance Reporting and Governmental Fund Type Definitions" effective for periods after June 15, 2010. The objective of this Statement was to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. This Statement establishes limitations on the purposes for which Fund Balance can be used.

- a. Non-spendable Fund Balance – Some assets reported in governmental funds may be inherently non-spendable from the vantage point of the current period.
  - Assets that will never convert to cash such as prepaid items or inventories,
  - Assets that will not convert to cash soon enough to affect the current period such as non-financial assets held for resale,
  - Resources that must be maintained intact pursuant to legal or contractual requirements such as capital of a revolving loan fund.
  
- b. Restricted Fund Balance – This represents the portion of fund balance that is subject to externally enforceable legal restrictions. Such restrictions are typically imposed by parties altogether outside the City such as creditors, grantors, contributors or other governments. Restrictions can also arise when the authorization to raise revenues is conditioned upon the revenue being used for a particular purpose.
  
- c. Committed Fund Balance – This represents the portion of fund balance whose use is constrained by limitations that the City imposes on itself by City Council (highest decision making level) and remains binding unless removed in the same manner. The City does not use committed funds in its normal course of business.
  - Requires action by City Council to commit fund balance
  - Formal City Council action is necessary to impose, remove or modify a constraint reflected in the committed fund balance

- d. Assigned Fund Balance – This describes the portion of fund balance that reflects the City’s intended use of resources. This authority rests with City Manager and is delegated to staff through the use of encumbrances.

### III. General Fund Unrestricted Fund Balance

A top priority goal is to improve the long-term fiscal health of the City. Revenue projections are conservative and authorized expenditures are closely monitored. In stable economic times, the combination of these two strategies leads to revenue collections higher than actual expenditures.

Net revenue (actual revenue collections less actual expenditures) is available to first fund the Taxpayer’s Bill of Rights (TABOR) reserve for emergencies required under Article X, §20 of the Colorado State Constitution and then to the designated reserves. Year-end balances in the undesignated reserves may be used as a funding source in the next budget year.

The City’s policy is to accumulate adequate reserves to protect the City during economic downturns or large scale emergencies. The City also maintains reserves that are required by law or contract and that serve a specific purpose. These types of reserves are considered restricted and are not available for other uses. Within specific funds, additional reserves may be maintained according to adopted policies.

The Government Finance Officers Association (GFOA) is a professional association of state and local finance officers in the US and Canada whose members are dedicated to the sound management of government financial resources. GFOA recommends that “governments establish a formal policy on the level of unrestricted fund balance that should be maintained in the general fund.”

The GFOA recommended, at a minimum, that general-purpose governments, regardless of size, incorporate in its financial policies that unrestricted fund balance in their general fund be no less than two months of regular general fund operating revenues or regular General Fund operating expenditures. The City’s goal target range for General Fund Reserve – Unrestricted Fund Balance is 16.67 % to 25% of the following year’s expenditure budget. The target for the unrestricted General Fund balance would exclude the TABOR emergency reserves but include other categories of fund balance that are committed, assigned or unassigned. The City’s Unrestricted Fund Balance as of December 31, 2013 was 28.81% of 2013 expenditures. The City’s goal is to maintain an unrestricted fund balance of 25% (three months expenditures) but will not be less than 16.7% (two months expenditures) of budgeted expenditures.

### IV. The Taxpayer’s Bill of Rights City Charter §7-90(e) – Emergency Reserves

For use in declared emergencies only, the City shall reserve in 1991 one percent (1%) or more, in 1992 two percent (2%) or more, and in all later years three percent (3%) or more of fiscal year spending. Any unused reserve shall apply to the next year’s reserve. (1991) “Emergency” excludes economic conditions, revenue shortfalls, or City salary or fringe benefit increases.

## V. Other Funds

- a. Enterprise and some Special Revenue Funds – These reserves provide for unexpected revenue losses or unanticipated expenditures during the year. A portion of these reserves may be appropriated as part of the annual budget and may be utilized at the end of the fiscal year if necessary.

## VI. Debt Reserves

Debt reserves are established to protect bond holders from payment defaults. Adequate debt reserves are essential in maintaining good bond ratings and the marketability of bonds. The amount of debt reserves are established by bond ordinance for each fund in association with each bond issuance. At times, it may be desirable to use bond insurance rather than debt reserves. This is usually based on the recommendation from Financial Advisors.

**GENERAL FUND  
FUND BALANCE RESERVE**

	<u>2013 ACTUAL</u>		<u>2014 BUDGET</u>	<u>16.67% (2 Months) Reserve</u>	<u>25% (3 Months) Reserve</u>
<b><u>REVENUES:</u></b>					
Taxes	\$ 5,340,849		\$ 5,234,900		
Licenses & Permits	77,299		140,500		
Intergovernmental Revenues	621,913		619,000		
Charges for Services	604,706		695,500		
Fines & Forfeitures	49,927		50,000		
Miscellaneous Revenues	195,457		179,000		
Other Revenues - Library	20,719		21,000		
Transfers-in from Other Funds	<u>1,240,580</u>		<u>1,338,000</u>		
<b>Total Revenues</b>	<b><u>8,151,450</u></b>		<b><u>8,277,900</u></b>		
<b><u>EXPENDITURES:</u></b>					
General Government	1,977,753		2,152,600		
Public Safety	3,770,475		3,795,900		
Public Works	1,720,501		1,953,100		
Parks & Recreation	951,612		963,500		
Carneige Public Library	<u>171,106</u>		<u>215,150</u>		
<b>Total Expenditures</b>	<b><u>8,591,447</u></b>		<b><u>9,080,250</u></b>	<b>1,513,000</b>	<b>2,270,000</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>(439,997)</b>		<b>(802,350)</b>		
<b>Beginning Fund Balance</b>	<b><u>4,606,199</u></b>		<b><u>3,875,271</u></b>		
<b>Ending Fund Balance</b>	<b>4,166,202</b>		<b>3,072,921</b>		
<b><u>Less: Fund Balance Restricted, Committed &amp; Assigned</u></b>					
Tabor Reserve	356,925		360,000		
Health Ins Reserve	57,178		10,000		
Landfill Reserve	118,173		132,000		
Parkland Reserve	21,104		22,000		
Eaglerock Subdivision	282,029		283,000		
Library Reserve	41,144		30,000		
Compensated Absences	<u>814,251</u>		<u>710,000</u>		
<b>Total Restricted, Committed &amp; Assigned</b>	<b><u>1,690,804</u></b>		<b><u>1,547,000</u></b>		
<b>Total Unrestricted Fund Balance</b>	<b>2,475,398</b>	<b>28.81%</b>	<b>1,525,921</b>	<b>16.80%</b>	
<b>Less Fund Balance Reserve</b>	<b><u>1,500,000</u></b>	<b>17.46%</b>	<b><u>1,500,000</u></b>	<b>16.52%</b>	
<b>FUND BALANCE AVAILABLE FOR FUTURE APPROPRIATION</b>	<b><u>\$ 975,398</u></b>		<b><u>\$ 25,921</u></b>		

\*\*\* Cash Flow reserve is approximately two (2) months of operating expenses. It is imperative that we maintain a cash flow reserve to meet payroll and other payment needs throughout the month.



CITY OF TRINIDAD, COLORADO  
1876

## COUNCIL COMMUNICATION

11

**CITY COUNCIL MEETING:** September 23, 2014  
**PREPARED BY:** Lonny Medina, Finance Director  
**DEPT. HEAD SIGNATURE:** *Lonny Medina*  
**# OF ATTACHMENTS:** 1

**SUBJECT:** 2015 Budget Revenue discussion

**PRESENTER:** Lonny Medina, Finance Director

**RECOMMENDED CITY COUNCIL ACTION:** Discussion and input

**SUMMARY STATEMENT:** 2015 Budget process

**EXPENDITURE REQUIRED:** No

**SOURCE OF FUNDS:** N/A

**POLICY ISSUE:** Proposed budget revenue

**ALTERNATIVE:** Modify the proposed revenue projections

### BACKGROUND INFORMATION:

- A first step in developing the budget is determining what the projected revenue the City is likely to realize.
- Council's input is appreciated.

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GENERAL FUND  
REVENUE SUMMARY

REVENUE SOURCE		Ref #	2013 ACTUAL	2014 BUDGET	2014 PROJECTED	2015 BUDGET
<b>TAXES</b>						
311.01	Property Taxes Current	1	987,906	965,400	950,000	959,000
311.02	Property Taxes Prior	1	17,879	17,000	40,000	28,000
319.01	Property Tax Interest	1	7,519	6,000	25,000	11,000
	<b>Property Taxes</b>		<b>\$ 1,013,304</b>	<b>\$ 988,400</b>	<b>\$ 1,015,000</b>	<b>\$ 998,000</b>
311.01	ProRata Share - Library	1	171,513	171,500	171,500	147,000
	<b>Totall Property Tax</b>	<b>1</b>	<b>1,184,817</b>	<b>1,159,900</b>	<b>1,186,500</b>	<b>1,145,000</b>
312.02	Specific Ownership Tax	4	286,777	260,000	281,000	281,000
313.01	Sales Tax	5	3,449,341	3,395,000	3,450,000	3,450,000
313.02	Motor Vehicle	6-1	288,914	290,000	310,000	310,000
313.03	Misc Building Use Tax	7	15,719	15,000	3,500	3,500
313.04	Sales Tax - Marijuana	8	-	-	-	100,000
	<b>Sales &amp; Use Taxes</b>		<b>3,753,974</b>	<b>3,700,000</b>	<b>3,763,500</b>	<b>3,863,500</b>
314.01	Cigarette Tax	9	15,852	15,000	16,000	16,000
316.01	Franchise Fees	10	99,429	100,000	95,000	95,000
	<b>Total Taxes</b>		<b>5,340,849</b>	<b>5,234,900</b>	<b>5,342,000</b>	<b>5,400,500</b>
<b>LICENSES &amp; PERMITS</b>						
321.01	Business Licenses		5,150	40,000	14,000	14,000
321.01-01	Business Application Fees		530	4,000	400	400
321.02	Contractors License		4,862	24,000	20,000	20,000
321.02-01	Contractors Application		500	4,000	2,000	2,500
321.03	Liquor License		9,906	12,000	8,000	8,000
321.04	Marijuana License & Application Fee		-	-	50,000	75,000
	<b>General Licenses &amp; Permits</b>		<b>20,948</b>	<b>84,000</b>	<b>94,400</b>	<b>119,900</b>
322.01	Building Permits		54,550	54,000	45,000	45,000
322.05	Bike License		2	200	100	100
322.06	Dog License		1,799	2,300	2,300	2,300
	<b>Other Licenses &amp; Permits</b>		<b>1,801</b>	<b>2,500</b>	<b>2,400</b>	<b>2,400</b>
	<b>Total License &amp; Permits</b>		<b>77,299</b>	<b>140,500</b>	<b>141,800</b>	<b>167,300</b>
<b>INTERGOVERNMENTAL REVENUE</b>						
335.01	Hwy Users Tax Fund(HUTF)	12-2	311,668	304,000	300,000	303,000
335.04	Severance Taxes	13-1	209,041	209,000	281,000	281,000
339.05	Housing Authority	14	20,449	21,000	21,600	21,600
335.03	Visitor Welcome Center		41,046	68,000	64,300	64,300
334.01	State Grants	15	24,156	7,000	14,000	-
334.02	Police Grants		3,707	5,000	5,000	5,000
334.03	Fed Grants		11,846	5,000	-	-
	<b>Grants</b>		<b>39,709</b>	<b>17,000</b>	<b>19,000</b>	<b>5,000</b>
	<b>Other</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Total Intergovt</b>		<b>621,913</b>	<b>619,000</b>	<b>685,900</b>	<b>674,900</b>
<b>CHARGES FOR SERVICES</b>						
342.04	School District Security		50,000	50,000	50,000	50,000
342.01	Dispatch Comm/Services	16	200,576	250,000	200,000	200,000
344.01	Landfill Disposal Fees		171,104	212,500	210,000	210,000
347.02	Swim Pool		32,124	35,000	32,000	32,000
347.01	Community Center		1,098	1,000	3,000	3,000
347.03	Other Rec Fees		23,860	19,000	19,000	19,000
347.06	Youth Advisory Council		-	-	3,300	3,300
	<b>Recreation/Culture</b>		<b>24,958</b>	<b>20,000</b>	<b>25,300</b>	<b>25,300</b>

**GENERAL FUND  
REVENUE SUMMARY**

<u>REVENUE SOURCE</u>		<u>Ref #</u>	<u>2013 ACTUAL</u>	<u>2014 BUDGET</u>	<u>2014 PROJECTED</u>	<u>2015 BUDGET</u>
371.04	Delinquent Assessments		100,880	105,000	100,000	100,000
341.01	Zoning		860	900	500	500
342.02	False Alarm		100	200	100	100
342.03	Impoundment Fees		-	200	100	100
343.01	Patching & Repairs		23,604	21,700	25,000	25,000
347.05	Parkland Dedication		500	-	-	-
	Marijuana Surcharge		-	-	-	-
	Other Miscellaneous Charges		25,064	23,000	25,700	25,700
	<b>Total Charges for Services</b>		<b>604,706</b>	<b>695,500</b>	<b>643,000</b>	<b>643,000</b>
<b><u>FINES &amp; FORFEITURES</u></b>						
351.01	Municipal Ct		47,203	45,000	54,000	54,000
351.02	County		2,724	5,000	4,600	4,600
	<b>Municipal/County Crt</b>		<b>49,927</b>	<b>50,000</b>	<b>58,600</b>	<b>58,600</b>
<b><u>MISCELLANEOUS REVENUE</u></b>						
361.01	Interest Income		13,963	13,000	14,000	14,000
371.16	Mineral Leases	17	115,591	116,000	110,000	110,000
	Lease Purchase		-	-	-	-
	Other		-	-	-	-
371.03	Contributions		38,950	-	-	-
371.08	Penalties		1,632	2,000	1,500	1,500
371.15	Misc Revenue		25,321	48,000	140,000	48,000
	<b>Miscellaneous</b>		<b>65,903</b>	<b>50,000</b>	<b>141,500</b>	<b>49,500</b>
	<b>Total Misc Revenue</b>		<b>195,457</b>	<b>179,000</b>	<b>265,500</b>	<b>173,500</b>
<b><u>CARNEGIE PUBLIC LIBRARY</u></b>						
	<b>Other Contributions/Revenue</b>		<b>20,719</b>	<b>21,000</b>	<b>40,000</b>	<b>40,000</b>
<b><u>OPERATING TRANSFERS-IN</u></b>						
339.02	P&L - PILOT	18	348,800	391,600	391,600	391,600
391.02	P&L - Serv Reimb	18	198,300	198,300	198,300	198,300
392.02	P&L - IT Reimb	18	12,970	13,000	13,000	13,000
339.03	Water - PILOT	18	94,800	103,800	103,800	103,800
391.03	Water - Serv Reimb	18	128,460	128,500	128,500	128,500
392.03	Water - IT Reimb	18	25,940	26,000	26,000	26,000
339.04	Gas - PILOT	18	191,900	237,400	237,400	237,400
391.04	Gas - Serv Reimb	18	226,440	226,400	226,400	226,400
392.04	Gas - IT Reimb	18	12,970	13,000	13,000	13,000
	<b>Total Transfers-in</b>		<b>1,240,580</b>	<b>1,338,000</b>	<b>1,338,000</b>	<b>1,338,000</b>
	<b>Total Revenue</b>		<b>\$ 8,151,450</b>	<b>\$ 8,277,900</b>	<b>\$ 8,514,800</b>	<b>\$ 8,495,800</b>

City of Trinidad  
Property Tax  
Mill Levy - September 2014  
2015 Budget

Projected Maximum	Mill Levy	Projected 2015	2014	2013	2012	2011	2012-2015 Difference	
Net Total Taxable Assessed Value	17.579	2 \$ 69,153,400	\$ 69,840,940	\$ 73,369,390	\$ 75,593,470	\$ 80,020,870	\$ (10,867,470)	-15.7%
Property Tax - Library	2.338	161,681	163,288	171,538	176,738	187,089	(25,408)	
Property Tax - Fire Pension	1.112	76,899	77,663	81,587	84,060	88,983	(12,084)	
Property Tax - General Fund	14.129	977,068	986,783	1,036,636	1,068,060	1,130,615	(153,547)	
Total Maximum Property Tax	17.579	\$ 1,215,648	\$ 1,227,734	\$ 1,289,761	\$ 1,328,858	\$ 1,406,687	\$ (191,039)	
2015 Total Projection - 90% of 2015	91.0%	1,106,240						
2015 Library Projection - 90% of 2015	91.0%	147,130						
2015 Gen Fund Projection	91.0%	959,110						

Actually Received	Projection 12/31/2015	07/31/2014	12/31/2013	12/31/2012	12/31/2011	Avg
Current Year Property Tax-Gen Fund	959,100	934,313	987,906	968,291	1,179,864	
Current Year Property Tax-Library	147,100	171,500	171,513	171,513	171,513	
Current Year Property Tax-Total	1,106,200	1,105,813	1,159,419	1,139,804	1,351,377	
% received - Current Year	91.00%	90.07%	89.89%	85.77%	96.07%	
Prior Year Property Tax	28,000	37,926	17,879	22,372	34,123	28,075
Interest	11,000	22,918	7,519	7,020	7,029	11,121

**CERTIFICATION OF VALUATION FORM BY COUNTY ASSESSOR**

NAME OF TAXING JURISDICTION CITY OF TRINIDAD NEW ENTITY: ( ) YES (x) NO  
 IN LAS ANIMAS COUNTY, COLORADO on December 9, 2014

**USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATION ("5.5%" LIMIT) ONLY**

IN ACCORDANCE WITH 39-5-121(2)(a) AND 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES THE TOTAL VALUATION FOR ASSESSMENT FOR THE CURRENT TAXABLE YEAR:

1	PREVIOUS NET TOTAL TAXABLE ASSESSED VALUATION:	1	\$69,840,940
2	CURRENT YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	2	\$69,153,400
3	LESS TIF DISTRICT INCREMENT, IF ANY:	3	\$0
4	CURRENT YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	4	\$69,153,400
5	NEW CONSTRUCTION:**	5	\$55,520
6	INCREASED PRODUCTION OF PRODUCING MINES:***	6	\$0
7	ANNEXATIONS/INCLUSIONS:	7	\$0
8	PREVIOUSLY EXEMPT FEDERAL PROPERTY:	8	\$0
9	NEW PRIMARY OIL OR GAS PRODUCTION FROM ANY PRODUCING OIL AND GAS LEASEHOLD OR LAND (29-1-301(1)(b), C.R.S.):****	9	\$0
10	TAXES COLLECTED LAST YEAR ON OMITTED PROPERTY AS OF AUG. (29-1-301(1)(a), C.R.S.):	10	\$0.00
11	TAXES ABATED AND REFUNDED AS OF AUG. 1 (29-1-301(1)(a), C.R.S.) AND (39-10-114(1)(a)(I)(B), C.R.S.):	11	\$11,034.47

\* This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec 20(8)(b), Colo. Constitution  
 \*\* New Construction is defined as: Taxable real property structures and the personal property connected with the structure.  
 \*\*\* Jurisdiction must submit to the Division of Local Government respective Certifications of Impact in order for the values to be treated as growth in the limit calculation; use Form DLG 52 & 52A.  
 \*\*\*\* Jurisdiction must apply to the Division of Local Government before the value can be treated as growth in the limit calculation; use Form DLG 52B

**USE FOR TABOR "LOCAL GROWTH" CALCULATION ONLY**

IN ACCORDANCE WITH ART. X, SEC. 20, COLO. CONSTITUTION AND 39-5-121(2)(b), C.R.S., THE ASSESSOR CERTIFIES THE TOTAL ACTUAL VALUATION FOR THE TAXABLE YEAR 2002:

1	CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY:*	1	\$502,477,230
<b>ADDITIONS TO TAXABLE REAL PROPERTY:</b>			
2	CONSTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:**	2	\$195,060
3	ANNEXATIONS/INCLUSIONS:	3	\$0
4	INCREASED MINING PRODUCTION:***	4	\$0
5	PREVIOUSLY EXEMPT PROPERTY:	5	\$0
6	OIL OR GAS PRODUCTION FROM A NEW WELL:	6	\$0
7	TAXABLE REAL PROPERTY OMITTED FROM THE PREVIOUS YEAR'S T/WARRANT: (If land and/or a structure is picked up as omitted property for multiple years, only the most current year's actual value can be reported as omitted property.)	7	\$0
<b>DELETIONS FROM TAXABLE REAL PROPERTY</b>			
8	DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	8	\$0
9	DISCONNECTIONS/EXCLUSIONS:	9	\$0
10	PREVIOUSLY TAXABLE PROPERTY:	10	\$0

\* This includes the actual value of all taxable real property plus the actual value of religious, private school, and charitable real property.  
 \*\* Construction is defined as newly constructed taxable real property structures;  
 \*\*\* Includes production from new mines and increases in production of existing producing mines.

**USE FOR SCHOOL DISTRICTS ONLY**

IN ACCORDANCE WITH 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES TO SCHOOLS DISTRICTS:

1	TOTAL ACTUAL VALUE OF ALL TAXABLE PROPERTY	1	\$ -
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NOTE: ALL LEVIES MUST BE CERTIFIED TO THE COUNTY COMMISSIONERS NO LATER THAN DECEMBER 15.



COUNTY ASSESSOR  
LAS ANIMAS COUNTY

DANIEL A. ESPINOZA

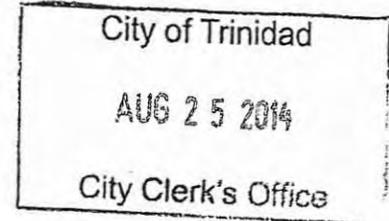
200 EAST FIRST STREET ROOM 203

TRINIDAD, COLORADO 81082

TELEPHONE (719) 846-2295  
(719) 846-2296  
FAX - (719) 846-7061

AUGUST 25, 2014

CITY OF TRINIDAD  
ATTN: CITY CLERK  
CITY HALL BLDG  
135 N ANIMAS  
TRINIDAD, CO 81082



RE: 2014 PRELIMINARY CERTIFICATION OF VALUE:

DEAR CLERK.:

THE ABSTRACT HAS BEEN COMPLETED AND SUBMITTED FOR CERTIFICATION TO THE DIVISION OF PROPERTY TAXATION. THE TOTAL VALUE IN LAS ANIMAS COUNTY FOR 2014 IS \$407,067,650.

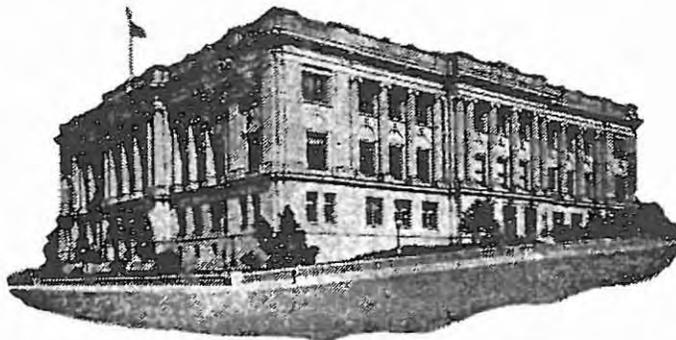
ENCLOSED ARE THE PRELIMINARY CERTIFIED PORTION DUE YOUR OFFICE AS REQUIRED PER STATUTE 39-5-128(1). IF YOU HAVE ANY QUESTIONS PLEASE CALL OUR OFFICE AT 719-846-2295.

SINCERELY,

DANIEL A. ESPINOZA  
ASSESSOR  
LAS ANIMAS COUNTY

DAE/ig

ENCLOSURE:



ASSESSOR'S RESPONSIBILITY

IT IS THE RESPONSIBILITY OF THE ASSESSOR TO LOCATE, IDENTIFY, AND APPRAISE ALL LOCALLY ASSESSABLE PROPERTY SUBJECT TO AD VALOREM TAXES. THE ASSESSOR HAS NO JURISDICTION OR RESPONSIBILITY FOR AREA BUDGETS, TAX RATES, OR AMOUNTS OF TAXES PAID. THESE MATTERS ARE HANDLED BY THE VARIOUS AGENCIES PERFORMING THE SERVICES SUPPORTED BY PROPERTY TAXES SUCH AS COUNTY GOVERNMENT, CITY GOVERNMENT, SCHOOL DISTRICTS, AND OTHER TAX DISTRICTS.

3

CITY OF TRINIDAD  
GENERAL FUND  
PROPERTY TAX RECEIPT SUMMARY  
2014

09/17/2014 01:50 PM

Prop Tax Rec 001-105.02-00

2.268 mil

Mo	CURRENT TAX 31101	PRIOR TAX 31102	AUTO TAX 31202	INTEREST 31901	SPECIAL STATE AUTO 31202	GROSS RECEIPTS	TREAS FEES 4195-3105	2014 NET RECEIVED	CARNEIGE LIBRARY 311.01-17	GENERAL FUND
	52	50	51	55	51		53			
Jan	9,295.21	33,242.34	13,102.61	22,311.60	6,146.59	84,098.35	(1,296.98)	82,801.37	13,600.00	69,201.37
Feb	267,049.59	2,206.93	-	308.56	21,412.85	290,977.93	(5,391.33)	285,586.60	13,600.00	271,986.60
Mar	147,237.98	218.66	18,272.60	6.71	6,937.07	172,673.02	(2,949.43)	169,723.59	13,600.00	156,123.59
Apr	325,251.98	1,942.37	12,252.18	(37.11)	7,027.17	346,436.59	(5,658.16)	340,778.43	13,600.00	327,178.43
May	83,230.24	149.54	21,795.08	37.62	7,638.28	112,850.76	(1,669.43)	111,181.33	13,600.00	97,581.33
Jun	197,447.61	165.83	18,265.92	290.75	7,223.56	223,393.67	(3,958.17)	219,435.50	13,600.00	205,835.50
Jul	23,499.70	(597.81)	15,901.98	860.45	8,184.39	47,848.71	(490.82)	47,357.89	13,600.00	33,757.89
Aug	-	-	-	-	-	-	(441.45)	(441.45)	-	(441.45)
Sept	-	-	-	-	-	-	-	-	-	-
Oct	-	-	-	-	-	-	-	-	-	-
Nov	-	-	-	-	-	-	-	-	-	-
Dec	-	-	-	-	-	-	-	-	-	-
	1,053,012.31	37,327.86	99,590.37	23,778.58	64,569.91	1,278,279.03	(21,855.77)	1,256,423.26	95,200.00	1,161,223.26

NET Receivable	2013 NET RECEIVED	2014-2013 Difference
1227734.00		
1,144,932.63	34,916.96	47,884.41
859,346.03	259,135.54	26,451.06
689,622.44	164,911.09	4,812.50
348,844.01	370,283.22	(29,504.79)
237,662.68	98,741.59	12,439.74
18,227.18	215,069.00	4,366.50
-29,130.71	50,081.06	(2,723.17)
-28,689.26	77,141.91	(77,583.36)
-28,689.26	-	-
-28,689.26	-	-
-28,689.26	-	-
-28,689.26	-	-
-28,689.26	-	-
	1,270,280.37	(13,857.11)

Lib (95,200.00)  
GF 957,812.31

164,160.28 Auto

proof

÷ 7 months

23,451.47 monthly  
x 12 months

281,417.64

CITY OF TRINIDAD  
GENERAL FUND  
PROPERTY TAX RECEIPT SUMMARY  
2013

09/17/2014 01:50 PM

2.268 mil

Mo	CURRENT TAX 31101	PRIOR TAX 31102	AUTO TAX 31202	INTEREST 31901	SPECIAL STATE AUTO 31202	GROSS RECEIPTS	TREAS FEES 4195-3105	NET RECEIVED	CARNEIGE LIBRARY 31101-17	GENERAL FUND
	52	50	51	55	51		53			
Jan	4,986.65	7,326.78	16,240.05		6,609.74	35,163.22	246.26	34,916.96	14,292.75	20,624.21
Feb	243,046.15	292.14	15,984.10		4,679.95	264,002.34	4,866.80	259,135.54	14,292.75	244,842.79
Mar	167,674.65	600.73		1.25		168,276.63	3,365.54	164,911.09	14,292.75	150,618.34
Apr	334,440.87	2,734.34	24,968.15	8.28	13,906.23	376,057.87	5,774.65	370,283.22	14,292.75	355,990.47
May	80,479.11	1,335.20	10,781.10	37.35	7,745.90	100,378.66	1,637.07	98,741.59	14,292.75	84,448.84
Jun	197,837.35	282.64	12,520.97	151.39	8,242.15	219,034.50	3,965.50	215,069.00	14,292.75	200,776.25
Jul	23,833.27	400.14	17,312.39	464.20	8,573.20	50,583.20	502.14	50,081.06	14,292.75	35,788.31
Aug	30,979.14	1,392.31	36,152.80	1,177.17	8,111.46	77,812.88	670.97	77,141.91	14,292.75	62,849.16
Sept	13,860.99	1.46	12,880.23	664.46	8,523.10	35,930.24	290.57	35,639.67	14,292.75	21,346.92
Oct	26,835.50	381.54	2,278.66	1,450.22	7,616.67	38,562.59	573.57	37,989.02	14,292.75	23,696.27
Nov	12,287.92	2,710.25	30,614.20	1,597.11	7,595.10	54,804.58	331.90	54,472.68	14,292.75	40,179.93
Dec	23,157.31	421.71	16,976.18	1,967.21	8,464.37	50,986.78	510.94	50,475.84	14,292.75	36,183.09
	1,159,418.91	17,879.24	196,708.83	7,518.64	90,067.87	1,471,593.49	22,735.91	1,448,857.58	171,513.00	1,277,344.58

Lib (171,513.00)  
GF 987,905.91

286,776.70 Auto

proof

**CITY OF TRINIDAD  
MONTHLY SALES TAX SUMMARY  
YEARS 2013-2014**

MO	< ----- 4% SALES TAX ----- >			<-- RECEIPTS TO GENERAL FUND -->			RECEIPTS TO CAPITAL PROJECTS		
	2013	2014	% 14/13	3% Sales 2013	3% Sales 2014	% 14/13	1% Sales 2013	1% Sales 2014	% 14/13
JAN	336,692	335,081	99.5%	252,519	251,310	99.5%	84,173	83,770	99.5%
FEB	355,271	320,636	90.3%	266,454	240,477	90.3%	88,818	80,159	90.3%
MAR	388,535	382,842	98.5%	291,401	287,131	98.5%	97,134	95,710	98.5%
APR	336,150	356,913	106.2%	252,113	267,685	106.2%	84,038	89,228	106.2%
MAY	367,429	386,794	105.3%	275,571	290,095	105.3%	91,857	96,698	105.3%
JUNE	417,880	398,547	95.4%	313,410	298,911	95.4%	104,470	99,637	95.4%
JULY	452,756	460,876	101.8%	339,567	345,657	101.8%	113,189	115,219	101.8%
AUG	405,661	-	0.0%	304,246	-	0.0%	101,415	-	0.0%
SEPT	387,477	-	0.0%	290,608	-	0.0%	96,869	-	0.0%
OCT	366,117	-	0.0%	274,588	-	0.0%	91,529	-	0.0%
NOV	362,106	-	0.0%	271,579	-	0.0%	90,526	-	0.0%
DEC	423,008	-	0.0%	317,256	-	0.0%	105,752	-	0.0%
YTD	4,599,081	2,641,688	57.4%	3,449,311	1,981,266	57.4%	1,149,770	660,422	57.4%

(5)

July 2014 Sales Tax Increase (decrease) compared to June 2013	1.8%	8,120
Year to date 2014 increase (decrease) compared to same period 2013	-0.5%	(13,025)
	\$ 2,641,688	\$ 2,654,713 \$ (13,025)

**CITY OF TRINIDAD  
GENERAL FUND  
MOTOR VEHICLE SALES/USE TAX  
2014**

From LA County

4.25%

Mo a/c#	SALES TAX 31302 (14)	VENDOR FEE 4195-3105 (53)	TOTAL
Jan	25,217.91	-1,071.75	24,146.16
Feb	22,590.92	-960.10	21,630.82
Mar	19,239.37	-817.68	18,421.69
Apr	34,576.60	-1,469.49	33,107.11
May	25,944.96	-1,102.67	24,842.29
Jun	24,443.08	-1,038.83	23,404.25
Jul	39,195.79	-1,665.82	37,529.97
Aug	0.00	0.00	0.00
Sept	0.00	0.00	0.00
Oct	0.00	0.00	0.00
Nov	0.00	0.00	0.00
Dec	0.00	0.00	0.00
	191,208.63	(A) -8,126.34	183,082.29

Proof

2014

0.00

÷ 7 months

27,315.52 /month

x 12 months

327,786.24 Estimate #1

(A) 191,208.63

(7) 113,261.89

304,470.52

Jan - July 2014

Aug - Dec 2013

Estimate #2

2013 (7) total = \$ 288,946.15

2014 Revenue Projection = \$ 310,000

Vendor Fee  
x 4.25% = 13,175

(6-1)

**CITY OF TRINIDAD  
GENERAL FUND  
MOTOR VEHICLE SALES/USE TAX  
2013**

From LA County

4,25%

Mo a/c#	SALES TAX 31302 (14)	VENDOR FEE 4195-3105 (53)	TOTAL
Jan	15,245.19	647.93	14,597.26
Feb	19,184.39	815.34	18,369.05
Mar	23,750.77	1,009.42	22,741.35
Apr	33,262.13	1,413.64	31,848.49
May	22,381.87	951.24	21,430.63
Jun	25,550.50	1,085.90	24,464.60
Jul	36,277.41	1,541.81	34,735.60
Aug	31,782.04	1,350.74	30,431.30
Sept	28,850.88	1,226.16	27,624.72
Oct	21,844.99	928.42	20,916.57
Nov	18,472.28	785.07	17,687.21
Dec	12,311.70	523.26	11,788.44
	288,914.15	12,278.93	276,635.22

Proof

0.00

6

113,261.89

Aug - Dec

6

2013

6-2

6-2

**Account information**

Sales & Use Taxes / Miscellaneous Use Tax  
 Fiscal year: 2014 Cr  
 Estimated revenue: 15,000.00  
 Total receipts: 2,082.85  
 Unrealized revenue: 12,917.15

**Project Data**

Project Entry Optional

**Account Balance by Period**

Period/Month	Actuals	Cumulative Totals
01 January	247.61	247.61
02 February	1,580.78	1,828.39
03 March	230.26	2,058.65
04 April	24.20	2,082.85
05 May	.00	2,082.85
06 June	.00	2,082.85
07 July	.00	2,082.85
08 August	.00	2,082.85
09 September	.00	2,082.85
10 October	.00	2,082.85
11 November	.00	2,082.85
12 December	.00	2,082.85

$\frac{1}{7} \times 12 = 3571$  \$



**Payment information**

Vendor (\* indicates pending) Total

**Segment/Balance Details**

Fund	001	GENERAL FUND	Estimated revenue - original	15,000.00
Department	00		Estimated revenue - revised	.00
Division	00		Actual receipts - current	.00
Activity basic	31	Taxes	Actual receipts - ytd	2,082.85
Sub activity	3	Sales & Use Taxes	Unposted receipts	.00
Element	03	Miscellaneous Use Tax	Total receipts	2,082.85
Object	00		Unrealized revenue	12,917.15

Construction/Building Use TAX

**Account information**

Selective Sales & Use Tax / Cigarette Tax  
 Fiscal year: 2014 Cr  
 Estimated revenue: 15,000.00  
 Total receipts: 9,359.38  
 Unrealized revenue: 5,640.62

**Project Data**

Project Entry Optional

**Account Balance by Period**

Period/Month	Actuals	Cumulative Totals
01 January	1,427.89	1,427.89
02 February	1,360.54	2,788.43
03 March	1,363.44	4,151.87
04 April	1,235.96	5,387.83
05 May	1,202.34	6,590.17
06 June	1,313.94	7,904.11
07 July	1,455.27	9,359.38
08 August	.00	9,359.38
09 September	.00	9,359.38
10 October	.00	9,359.38
11 November	.00	9,359.38
12 December	.00	9,359.38

**Payment information**

Vendor (\* indicates pending) Total

**Segment/Balance Details**

Segment/Balance	Details
Fund	001 GENERAL FUND
Department	00
Division	00
Activity basic	31 Taxes
Sub activity	4 Selective Sales & Use Tax
Element	01 Cigarette Tax
Object	00

Estimated revenue - original	15,000.00
Estimated revenue - revised	.00
Actual receipts - current	.00
Actual receipts - ytd	9,359.38
Unposted receipts	.00
Total receipts	9,359.38
Unrealized revenue	5,640.62

$\div 7 \times 12 = \$16,045$

(9)

**Account information**

Gross Receipts Taxes / Franchise Fees  
 Fiscal year: 2013 Cr  
 Estimated revenue: 105,000.00  
 Total receipts: 99,429.43  
 Unrealized revenue: 5,570.57

2013

**Project Data**

Project Entry Optional

**Account Balance by Period**

Period/Month	Actuals	Cumulative Totals
01 January	139.73	139.73
02 February	121.66	261.39
03 March	127.16	388.55
04 April	130.11	518.66
05 May	19,855.43	20,374.09
06 June	124.38	20,498.47
07 July	2,645.76	23,144.23
08 August	17,233.47	40,377.70
09 September	.00	40,377.70
10 October	131.84	40,509.54
11 November	35,482.12	75,991.66
12 December	23,437.77	99,429.43

(10)

16,205.20  
 A →

7/2014 YTD  
 ← A 8-12/2013

161458  
 761285  
 -----  
 921743

**Payment information**

Vendor (\* indicates pending) Total

**Segment/Balance Details**

Fund 001 GENERAL FUND  
 Department 00  
 Division 00  
 Activity basic 31 Taxes  
 Sub activity 6 Gross Receipts Taxes  
 Element 01 Franchise Fees  
 Object 00

Estimated revenue - original	105,000.00
Estimated revenue - revised	.00
Actual receipts - current	.00
Actual receipts - ytd	99,429.43
Unposted receipts	.00
Total receipts	99,429.43
Unrealized revenue	5,570.57

CITIES FY 2015	HUTF BaseAmount	ESTIMATE 1	ESTIMATE 2
		JUL 14 - DEC 14	JAN 15- DEC 15
	> 7 cents	9,808,486	19,565,660
	Total	53,808,280	109,677,161
		63,616,766	129,242,821

	HUT <7	> 7 Cents	Computed	Computed
AGUILAR	0.018884%	0.018145%	11,615.72	23,595.65
AKRON	0.051447%	0.048717%	31,259.94	63,497.34
ALAMOSA	0.208574%	0.196741%	126,320.81	256,588.64
ALMA	0.009482%	0.009149%	5,853.04	11,889.73
ANTONITO	0.037181%	0.035019%	22,490.18	45,682.89
ARRIBA	0.010716%	0.010382%	6,637.73	13,483.89
ARVADA	3.163188%	2.934701%	1,889,372.84	3,837,595.06
ASPEN	0.195573%	0.181794%	117,002.73	237,651.14
AULT	0.041229%	0.038689%	24,861.89	50,499.85
AURORA	8.403999%	8.104206%	5,185,038.75	10,532,760.58
AVON	0.150084%	0.139574%	89,823.21	182,445.47
BASALT	0.096268%	0.090109%	57,928.55	117,664.48
BAYFIELD	0.064000%	0.060266%	38,705.53	78,620.07
BENNETT	0.053620%	0.050922%	32,659.49	66,340.75
BERTHOUD	0.155881%	0.147348%	94,574.87	192,106.01
BETHUNE	0.007769%	0.007470%	4,781.22	9,712.37
BLACK HAWK	0.010186%	0.009897%	6,324.45	12,847.62
BLANCA	0.034990%	0.034589%	22,043.99	44,782.78
BLUE RIVER	0.030084%	0.029162%	18,642.43	37,870.35
BONANZA	0.000030%	0.000028%	17.96	36.48
BOONE	0.009209%	0.008799%	5,637.95	11,452.48
BOULDER	1.979485%	1.838490%	1,183,417.26	2,403,702.75
BOW MAR	0.025530%	0.024308%	15,583.54	31,654.86
BRANSON	0.004432%	0.004363%	2,782.15	5,651.92
BRECKENRIDGE	0.195564%	0.183530%	117,936.47	239,554.41
BRIGHTON	0.743903%	0.695497%	447,200.38	908,350.46
BROOKSIDE	0.006750%	0.006454%	4,134.74	8,399.00
BROOMFIELD	1.498940%	1.394892%	897,590.97	1,823,155.98
BRUSH	0.113463%	0.106372%	68,365.89	138,865.46
BUENA VISTA	0.093421%	0.088042%	56,537.35	114,840.98
BURLINGTON	0.099666%	0.094342%	60,539.58	122,972.04
CALHAN	0.023829%	0.022732%	14,568.88	29,593.94
CAMPO	0.007439%	0.007209%	4,608.64	9,362.01
CANON CITY	0.458918%	0.431515%	277,203.47	563,063.25
CARBONDALE	0.129742%	0.121110%	77,893.03	158,215.09

July-Dec 14

Jan-Dec 15

RAMAH	0.005839%	0.005675%	3,626.59	7,367.13
RANGELY	0.068150%	0.064597%	41,442.77	84,181.65
RAYMER	0.007129%	0.006970%	4,449.92	9,039.81
RED CLIFF	0.008109%	0.007681%	4,928.29	10,010.69
RICO	0.009623%	0.009478%	6,043.60	12,277.57
RIDGWAY	0.037332%	0.035671%	22,855.89	46,427.68
RIFLE	0.230149%	0.214574%	138,032.82	280,369.07
ROCKVALE	0.020237%	0.019585%	12,523.26	25,439.70
ROCKY FORD	0.097708%	0.092213%	59,201.90	120,253.81
ROMEO	0.011048%	0.010590%	6,781.72	13,775.97
RYE	0.004236%	0.004031%	2,584.28	5,249.44
SAGUACHE	0.019823%	0.018994%	12,164.51	24,710.22
SALIDA	0.163376%	0.153097%	98,403.40	199,877.69
SAN LUIS	0.019615%	0.018711%	11,992.03	24,359.55
SANFORD	0.048608%	0.047170%	30,149.00	61,245.04
SAWPIT	0.001107%	0.001055%	676.41	1,374.00
SEDGWICK	0.009336%	0.009071%	5,796.84	11,775.80
SEIBERT	0.008605%	0.008301%	5,310.42	10,787.46
SEVERANCE	0.096125%	0.091118%	58,457.35	118,742.95
SHERIDAN	0.118322%	0.110276%	70,943.31	144,098.25
SHERIDAN LAKE	0.004501%	0.004410%	2,814.45	5,717.46
SILT	0.076668%	0.071868%	46,190.97	93,823.52
SILVER CLIFF	0.034361%	0.033552%	21,423.83	43,521.40
SILVER PLUME	0.006840%	0.006502%	4,169.67	8,469.81
SILVERTHORNE	0.170117%	0.158388%	101,911.90	207,000.25
SILVERTON	0.027622%	0.026399%	16,914.11	34,358.03
SIMLA	0.019258%	0.018468%	11,826.20	24,023.06
SNOWMASS VILLAGE	0.097343%	0.092478%	59,308.48	120,472.60
SOUTH FORK	0.028093%	0.027207%	17,394.95	35,336.10
SPRINGFIELD	0.050571%	0.048415%	31,011.34	62,994.36
STARKVILLE	0.002436%	0.002407%	1,534.16	3,116.68
STEAMBOAT SPRINGS	0.350705%	0.327994%	210,886.52	428,351.72
STERLING	0.277949%	0.260700%	167,540.72	340,310.81
STRATTON	0.023655%	0.022484%	14,418.34	29,287.85
SUGAR CITY	0.011376%	0.011019%	7,044.98	14,311.18
SUPERIOR	0.241279%	0.224106%	144,253.63	293,001.40
SWINK	0.016785%	0.015813%	10,155.09	20,627.40
TELLURIDE	0.053294%	0.050127%	32,199.69	65,404.95
THORNTON	2.985183%	2.767091%	1,781,725.18	3,618,937.31
TIMNATH	0.069276%	0.067080%	42,889.32	87,125.34
TRINIDAD	0.245376%	0.232430%	149,134.24	302,932.03
TWO BUTTES	0.008343%	0.008123%	5,189.19	10,541.49
VAIL	0.172948%	0.161216%	103,711.23	210,655.73



(A) 149,134.24  
 151,000  
300,134.24

Jan-June 2014  
 2014 projection

12-2



THE VOICE OF COLORADO'S CITIES AND TOWNS

1144 Sherman Street, Denver, CO 80203 • (p) 303-831-6411 / 866-578-0936 • (f) 303-860-8175 • www.cml.org

To: Managers, Clerks, Finance Directors and Budget Directors  
From: Mark Radtke, Legislative and Policy Advocate  
RE: **Highway User Tax Fund Revenue Estimates**  
Date: September 4, 2014

CML has prepared the attached Highway User Tax Fund (HUTF) estimates to assist you with modifying your current 2014 budget and in developing your 2015 budget.

**New this year:** There was no legislation to increase dollars flowing to the HUTF in 2014. On the contrary, bills passed that together reduce HUTF revenue by about one million dollars. CML worked to defeat bills that would have cut the funds available to the HUTF by an additional \$7,000,000.

**Highway User Tax Fund Background**

The Highway Users Tax Fund (HUTF) is a statutorily defined, state-collected, locally-shared revenue that is distributed monthly among the state, counties and municipalities. HUTF revenues are derived primarily from:

- **Basic Fund** – the first seven cents of motor fuel tax and various motor vehicle registration, title and license fees and taxes;
- **Motor Fuel Tax Increases** – the 1981 two cents gasoline and special fuel, 1983 three cents gasoline/four cent special fuel, and 1986 six cents gasoline/seven and one-half cents special fuel tax increases;
- **1989 HUTF Increase** – a two cents per gasoline tax increase/two and one-half cents special fuels tax decrease, driver's license and motor vehicle registration fee increase, an increase of certain truck registration fees to offset the reduced special fuel tax effective in 1989; and the additional two cents per gallon gasoline tax increase effective January 1, 1991;
- **1995 HUTF Increase** – SB 95-47 phased in over three years a reduction in the allowable purposes for which HUTF revenues can be allocated. This resulted ultimately in \$39 million a year more in HUTF receipts being available for streets and roads; and
- **FASTER surcharges** – SB 09-108 imposed a road safety surcharge to vehicle registration fees for deposit into the HUTF with an 18% municipal share. Also deposited in HUTF and shared are a daily rental car fee, an oversize vehicle permit surcharge, and an increase in the penalties for late vehicle registration.

12-3

Revenues from each of the above sources are distributed among the state, counties and municipalities on different formulas.

**Basic Fund** These revenues are distributed on a 65-26-9 percentage share basis to the state, counties and municipalities respectively and are subject to off-the top allocations for the State Patrol, Ports of Entry and the Department of Revenue – Motor Vehicle Business Group. Governments may spend these Basic Fund HUTF revenues for acquisition of rights-of-way, construction, engineering, safety, reconstruction, improvements, repairs, maintenance and administration of streets, roads and highways. Administrative expenditures cannot exceed five percent (C.R.S. 43-3-208 (1)).

**Motor Fuel Tax, HUTF Increases** These revenues are distributed on a 60-22-18 (state, county, municipal) percentage share basis and are to be spent for improvements to highways, including new construction, safety improvements, maintenance and capacity improvements. None of these funds can be spent for administrative purposes (C.R.S. 43-4-205(6)(b) and (13)).

**FASTER** The road safety surcharge revenues are distributed on a 60-22-18 (state, county, municipal) percentage share basis. These funds are designated for road safety projects that are defined as “a construction, reconstruction, or maintenance project that...a municipality determines is needed to enhance the safety of a city street.” (C.R.S. 43-4-803 (21)). Administrative expenditures cannot exceed five percent.

### **Municipal Share**

Each municipality receives a share of the municipal portion of the HUTF based on a formula that takes into account the number of vehicles registered and the center line miles of streets in each municipality relative to the same data in other municipalities. Generally, 80 percent of the distribution is based on the number of vehicles registered and 20 percent on the center line miles of streets in a community. Each municipality’s percentage share is recalculated annually in July and is based on: 1) its previous year’s vehicle registration figure as certified by the Department of Revenue to the State Treasurer and 2) its previous year’s miles of open, used and maintained streets as certified to the Treasurer by CDOT which uses data from each entity’s Annual Certification of Condition and Mileage Report (C.R.S. 43-4-208(2) through (6)).

### **Revised 2014 HUTF Revenue Estimate – last six months (Revenue Estimate #1)**

Revenue Estimate #1 is an estimate of July through December 2014 municipal HUTF revenues and is provided to assist in revising your current year HUTF estimate. We recommend adding your first six months of actual revenues to the revenue Estimate #1 for a revised 2014 HUTF revenue estimate.

### **2015 HUTF Revenue Estimate (Revenue Estimate #2)**

Revenue Estimate #2 is the aggregate municipal HUTF revenue estimate for January through December 2015. Please note that your municipality’s HUTF revenue may not track the growth

of the total fund. Each municipality's HUTF share is based on the number of vehicles and center lines miles in each community relative to the same statistics in other municipalities. These figures are recalculated annually. Consequently, your municipality's percentage share may change whether or not your own statistics change.

### Aggregate Revenue Estimates

The following chart lists the sources of the municipal HUTF Revenue estimates:

	Estimate #1 JUL-DEC 2014	Estimate #2 JAN-DEC 2015
Basic Fund	\$ 9.8 m	\$ 19.6 m
Additional Revenues (1981, 83, 86, 89, SB 95-47, SB 09-108)	<u>\$ 53.8 m</u>	<u>\$109.7 m</u>
TOTAL	\$ 63.6 m	\$129.3 m

**Estimates for each municipality are attached.** Please keep in mind that these are only estimates and are based on the Colorado Department of Transportation's revenue projections.

### Required Annual Reports

As a condition of continuing to receive monthly HUTF payments, state law requires that municipalities annually submit two reports: Certification of Condition and Mileage Report (due March 1) and the Annual Receipts and Expenditures Report (due June 30). If these reports are not provided to the state in a timely manner, by statute (C.R.S. 43-4-209), your jurisdiction's HUTF payments will be withheld for up to six months or until the reports have been provided to the state. After six months, if the reports have not been provided, your municipality's withheld HUTF payments will be paid to your county.

Please contact Mark Radtke [mradtke@cml.org](mailto:mradtke@cml.org) if you have questions. This memorandum is posted on the CML website: [www.cml.org](http://www.cml.org)

*CML thanks the Department of Transportation and the State Treasurer's Office for their assistance in preparing data for this memorandum.*

12-5

**Severance Direct Distribution - by County / Municipality  
FY2014**

County / Municipality	Total \$
Routt County	951,783.04
Rye, Town of	10.08
Saguache County	42,129.23
Saguache, Town of	6,039.39
Salida, City of	12,752.36
San Juan County	27,312.07
San Luis, Town of	15,290.33
San Miguel County	444,580.55
Sanford, Town of	196.17
Sawpit, Town of	1,089.54
Sedgwick County	474.04
Sedgwick, Town of	24.49
Seibert, Town of	64.01
Severance, Town of	85,266.86
Sheridan Lake, Town of	3,120.11
Sheridan, City of	2,831.86
Silt, Town of	175,377.90
Silver Cliff, Town of	100.42
Silver Plume, Town of	7,521.20
Silverthorne, Town of	16,802.89
Silverton, Town of	51,595.16
Simla, Town of	166.30
Snowmass Village, Town of	3,058.19
South Fork, Town of	53.29
Springfield, Town of	923.85
Starkville, Town of	987.77
Steamboat Springs, City of	388,828.68
Sterling, City of	62,087.89
Stratton, Town of	229.49
Sugar City, Town of	341.56
Summit County	77,329.41
Superior, Town of	12,300.75
Swink, Town of	45.42
Teller County	268,827.78
Telluride, Town of	62,581.74
Thornton, City of	308,348.98
Timnath, Town of	6,012.91
Trinidad, City of	280,947.53
Two Buttes, Town of	1,182.07
Vail, Town of	699.89
Victor, City of	10,618.99
Vilas, Town of	72.48
Vona, Town of	38.00
Walden, Town of	10,956.43
Walsenburg, City of	7,475.78

13-1



Department of Local Affairs  
Strengthening Colorado Communities

Services Board of Assessment Appeals Division of Housing Division of Local Government Division of Property Taxation Contact Us

Home > Division of Local Government > Financial Assistance > Direct Distribution > Details

### Severance Direct Distribution and Federal Mineral Lease Distributions

**Abbreviations:**

SDD = Severance Direct Distribution

FML = Federal Mineral Lease

CERR = Colorado Employee Residence Report

SDD County Pool

SDD Sub-County Pool

FML County Pool

FML Sub-County Pool

All Details by County

Select a Fiscal Year: 2014

**Data Used to Generate Distributions:**

Local Government	County	Coal Emps:	Metal Emps:	Oil/Gas Emps:	Roads Index:	Population:
Adams County	Adams	0	3	125	3,034.2	92,754
Aguilar, Town of	Las Animas	0	0	5	8.3	495
Akron, Town of	Washington	0	0	11	16.1	1,688
Alamosa County	Alamosa	0	0	1	1,620.3	6,684
Alamosa, City of	Alamosa	2	0	1	58.4	9,018
Alma, Town of	Park	0	0	0	4.5	271
< Trinidad		3	0	194	77.6	>

**Percentage of Each Factor Applied to County Pool:**

Local Government:	County:	CERR %:	Roads %:	Population %:
Adams County	Adams	33%	33%	34%
Aguilar, Town of	Las Animas	33%	33%	34%
Akron, Town of	Washington	33%	33%	34%
Alamosa County	Alamosa	33%	33%	34%
Alamosa, City of	Alamosa	33%	33%	34%
Alma, Town of	Park	33%	33%	34%
< Trinidad		33%	33%	34%

**Local Government Distributions:**

Local Government:	County:	Coal \$:	Metal \$:	Oil/Gas \$:	Roads \$:	Population \$:	Total \$:
Adams County	Adams	\$0.00	\$68.97	\$40,735.46	\$342,905.91	\$98,562.10	\$482,272.44
Aguilar, Town of	Las Animas	\$0.00	\$0.00	\$3,589.95	\$565.52	\$8,009.09	\$12,164.57
Akron, Town of	Washington	\$0.00	\$0.00	\$10,824.08	\$51.54	\$6,813.79	\$17,689.41
Alamosa County	Alamosa	\$0.00	\$0.00	\$308.62	\$756.94	\$342.61	\$1,408.17
Alamosa, City of	Alamosa	\$169.05	\$0.00	\$308.62	\$27.27	\$462.24	\$967.19
Alma, Town of	Park	\$0.00	\$0.00	\$0.00	\$83.61	\$1,173.43	\$1,257.04
< Trinidad		589.94	0	139,290.05	5268.95	135,748.54	280,947.53

13-2

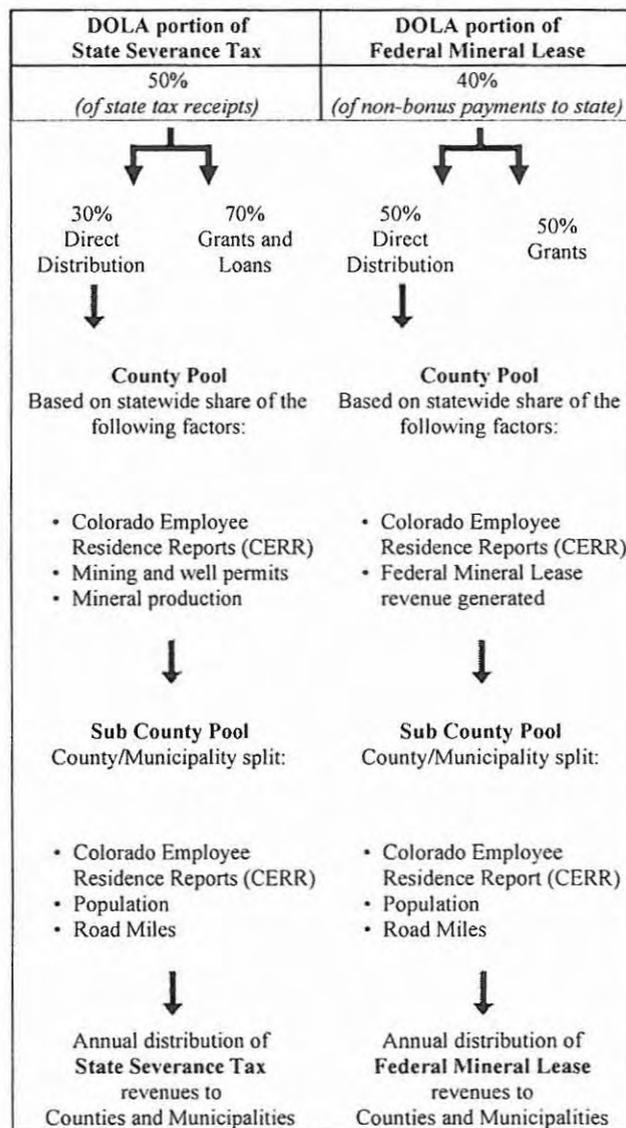
[tamra.hooper@state.co.us](mailto:tamra.hooper@state.co.us)

**Forms:**

- [W-9 form](#)
- [Automatic Deposit Form \(or EFT\)](#)

**How the Funds are Distributed:**

The Colorado Department of Local Affairs (DOLA) distributes revenue derived from energy and mineral extraction statewide. These revenues come from State Severance Tax receipts and Federal Mineral Lease non-bonus payments.



13-3

# HOUSING AUTHORITY OF THE CITY OF TRINIDAD

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COMMISSIONERS

Jennie Garáuno  
Marie George  
Duane Roy  
Harry R. Sayre  
Arsenio Vigil

128 W. 1<sup>st</sup> STREET / PO BOX 36  
TRINIDAD, CO 81082  
719-846-7204  
FAX 719-846-8217  
TDD 1-800-545-1833 Ext. 297

EXECUTIVE DIRECTOR

Rosemarie Shier

trinipop@qwestoffice.net

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June 13, 2014

Mr. Tom Acre, City Manager  
City of Trinidad  
135 N Animas  
Trinidad, Colorado 81082

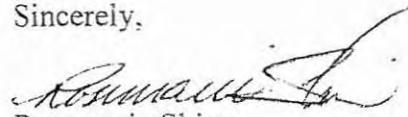
Dear Mr. Acre,

Please accept the enclosed Trinidad Housing Authority Check No. 11516 dated June 13, 2014 in the amount of \$13,379.90 and the enclosed Corazon Square Check No. 10915 in the amount of \$8,192.49 also dated June 15, 2013 as "Payment in Lieu of Taxes" for the fiscal year ending March 31, 2014.

Also please find completed HUD Form 52267 Computation of Payments in Lieu of Taxes for both Corazon and Trinidad Housing. As you will note, payments are calculated at 10% of tenant rent revenue charged during the fiscal year less utility expenses. Of the total amount due, 25% is paid to School District No. 1 and 75% to the City of Trinidad.

Please do not hesitate to call should you have any questions or require additional information.

Sincerely,

  
Rosemarie Shier  
Executive Director

encl.

13,379.90  
+ 8,192.49  

---

21,572.39  

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OFFICE OF ECONOMIC  
DEVELOPMENT AND  
INTERNATIONAL TRADE

Buyer: Frank Tamayo

Phone Number: 303-892-8763

Agency Contact: Kelly Barbello

Phone Number: 303-892-3840

Date: 7/1/2014

**IMPORTANT**

The PO# and Line# must  
appear on all invoices,  
packing slips, cartons and  
correspondence

ACC:



**PURCHASE  
ORDER  
STATE OF COLORADO**

P.O.# PO EDA 2015-1486

CMS#  
State Award#  
BID#

FEIN: 846000625

Phone: 719-846-9843 x133

Vendor Contact: Tom Acre, Trinidad City Manager  
tom.acre@trinidad.co

Purchase Requisition #:

**Invoice in Triplicate To:**

OFFICE OF ECONOMIC DEVELOPMENT AND INTERNATIONAL TRADE  
(OEDIT)  
1625 BROADWAY, STE. 2700  
DENVER, CO 80202

Payment will be made by this agency

V CITY OF TRINIDAD  
e PO BOX 880  
n TRINIDAD, CO 81082  
d  
o  
r

**Ship To:**

OFFICE OF ECONOMIC DEVELOPMENT AND INTERNATIONAL TRADE  
(OEDIT)  
1625 BROADWAY, STE. 2700  
DENVER, CO 80202

Delivery/Installation Date: 7/1/2014 - 6/30/2015  
F.O.B. STATE PAYS NO FREIGHT

**INSTRUCTIONS TO VENDORS:**

1. If for any reason, delivery of this order is delayed beyond the delivery/installation date shown, please notify the agency contact named at the top left. (Right of cancellation is reserved in instances in which timely delivery is not made.)
2. All chemicals, equipment and materials must conform to the standards required by OSHA.
3. NOTE: Additional terms and conditions on reverse side.

**SPECIAL INSTRUCTIONS:**

LINE ITEM	COMMODITY/ITEM CODE	UNIT OF MEASUREMENT	QUANTITY	UNIT COST	TOTAL ITEM COST
01					\$64,278.00

• **General description of project:**

The contractor shall operate as a State of Colorado Welcome Center, as referred to as, "CWC" and offer customer service and Colorado travel information to visitors.

• **Justification:**

Official Colorado Welcome Centers are located throughout the state. They are easily accessed from every major highway leading into Colorado. These visitor services sites provide indispensable local and statewide travel information. Colorado Welcome Center volunteer experts provide area-specific brochures, detailed maps and face-to-face travel consultation and advice, free of charge.

• **Definitions:**

The State of Colorado Welcome Center is defined as the building located at:

309 Nevada Avenue  
Trinidad, CO 81082

The Colorado Tourism Office is referred to as, "CTO"

State of Colorado Welcome Center, is referred to as, "CWC"

Visitors are defined as any person(s) stopping at a CWC

The Manager of the State of Colorado Welcome Center is referred to as, "CWC Manager"

The State of Colorado Welcome Center Director is referred to as, "CWC Director"

• **Deliverables (Goods/Services):**

15

**Account information**

State Grants / State Grants  
 Fiscal year: 2014 Cr  
 Estimated revenue: 7,000.00  
 Total receipts: 14,000.00  
 Unrealized revenue: 7,000.00-

**Project Data**

Project Entry Optional

**Account Balance by Period**

Period/Month	Actuals	Cumulative Totals
01 January	.00	.00
02 February	.00	.00
03 March	.00	.00
04 April	.00	.00
05 May	.00	.00
06 June	14,000.00	14,000.00
07 July	.00	14,000.00
08 August	.00	14,000.00
09 September	.00	14,000.00
10 October	.00	14,000.00
11 November	.00	14,000.00
12 December	.00	14,000.00

51

**Payment information**

Vendor (\* indicates pending) Total

**Segment/Balance Details**

Fund	001	GENERAL FUND	Estimated revenue - original	7,000.00
Department	00		Estimated revenue - revised	.00
Division	00		Actual receipts - current	.00
Activity basic	33	Intergovernmental Revenue	Actual receipts - ytd	14,000.00
Sub activity	4	State Grants	Unposted receipts	.00
Element	01	State Grants	Total receipts	14,000.00
Object	00		Unrealized revenue	7,000.00-

Type	App	Period	Date	Project Vendor Name	Transaction Amount	Budget Amount	Group	Document
AJ	CR	06	6/26/2014		14000.00		.00 00788	0027907
COLO WATER CONSERVATION B								

2014

13-Jun-14  
 Operating Expenses  
 Public Safety Facility  
 (per agreement , dated 10-16-01)  
 (detail attached)  
**YEAR 2014**  
 Pymt Code #54

Bill To:  
 Las Animas County  
 Commissioners  
 PO Box 115  
 Trinidad, CO 81082  
 ATTN: Kristee Coberly  
 846-2081 x4

INV#	DATE	TOTAL EXPENSE	LESS 911 Authority	Shared Amount	City 60%	County 40%	BALANCE DUE
001	Jan thru March ck #24337	79,111.85	25,000.00	54,111.85	32,467.11	21,644.74	\$ 21,644.74 (21,644.74)
002	April thru June	72,688.66	25,000.00	47,688.66	28,613.20	19,075.46	\$ 19,075.46
003	July thru Sept	0.00	0.00	0.00	0.00	0.00	\$ -
004	Oct thru Dec	0.00	0.00	0.00	0.00	0.00	\$ -
Totals		<b>151,800.51</b>	<b>50,000.00</b>	<b>101,800.51</b>	<b>61,080.31</b>	<b>40,720.20</b>	<b>\$ 19,075.46</b>

Annual 911 Share - \$100,000  
 Bill Quarterly

$\frac{100,000}{4} \times 2 = 50,000$  +  $\frac{100,000}{4} \times 3 = 75,000$  = 125,000  
 Proof 3rd + 4th Qtr 0.00  
 = 100,000 = 200,000

**PLEASE REMIT:**  
 City of Trinidad  
 Attn: Lonny Medina  
 PO Box 880  
 Trinidad, CO 81082

(10)

**Federal Mineral Lease Distribution - by County / Municipality  
FY2014**

County / Municipality	Total \$
Routt County	102,881.71
Rye, Town of	8.83
Saguache County	1,936.58
Saguache, Town of	312.79
Salida, City of	8,502.86
San Juan County	2,211.38
San Luis, Town of	249.27
San Miguel County	77,345.22
Sanford, Town of	134.01
Sawpit, Town of	189.55
Sedgwick County	313.19
Sedgwick, Town of	16.18
Seibert, Town of	36.55
Severance, Town of	30,274.36
Sheridan Lake, Town of	627.87
Sheridan, City of	1,996.27
Silt, Town of	366,734.59
Silver Cliff, Town of	70.22
Silver Plume, Town of	1,018.94
Silverthorne, Town of	8,330.96
Silverton, Town of	4,177.51
Simla, Town of	104.14
Snowmass Village, Town of	212.66
South Fork, Town of	45.48
Springfield, Town of	377.96
Starkville, Town of	389.95
Steamboat Springs, City of	41,805.17
Sterling, City of	39,513.01
Stratton, Town of	131.06
Sugar City, Town of	248.87
Summit County	38,340.32
Superior, Town of	5,293.92
Swink, Town of	31.45
Teller County	134,594.03
Telluride, Town of	10,887.56
Thornton, City of	205,093.74
Timnath, Town of	4,086.60
Trinidad, City of	109,656.63
Two Buttes, Town of	483.60
Vail, Town of	956.21
Victor, City of	6,449.86
Vilas, Town of	29.65
Vona, Town of	21.70
Walden, Town of	27,180.29
Walsenburg, City of	7,324.78

City of Trinidad  
Transfers  
2014 Budget

<u>Transfers (From - To)</u>	<u>2012 Actual</u>	<u>2013 Budget</u>	<u>2013 Projected</u>	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>Potential Increase</u>
P&L Gross Receipts	\$ 7,973,963	\$ 8,046,355	\$ 7,730,000	\$ 7,831,000	\$ 7,831,000	\$ -
5% of Gross Receipts (Max Pilot)	398,700	402,300	386,500	391,600	391,600	
P&L - Gen Fd PILOT	160,488	160,488	160,500	391,600	391,600	-
P&L - Gen Fd Serv Reimb	198,300	198,300	198,300	198,300	198,300	
P&L - Gen Fd IT Reimb	12,960	12,970	13,000	13,000	13,000	
P&L - Sewer Fd	-	-	-	-	-	-
Total P&L Fd Transfers to Gen Fd	<u>371,748</u>	<u>371,758</u>	<u>371,800</u>	<u>602,900</u>	<u>602,900</u>	<u>-</u>
P&L - Net Income (Loss) before changes	<u>67,184</u>	<u>(149,641)</u>	<u>(428,600)</u>	<u>(491,400)</u>	<u>(491,400)</u>	
Water Gross Receipts	2,297,015	2,069,000	2,056,000	2,076,000	2,076,000	
5% of Gross Receipts (Max Pilot)	114,900	103,500	102,800	103,800	103,800	
Water - Gen Fd PILOT	60,984	60,984	61,000	103,800	103,800	-
Water - Gen Fd Serv Reimb	128,460	128,460	128,500	128,500	128,500	
Water - Gen Fd IT Reimb	25,932	25,940	26,000	26,000	26,000	
Water - Sewer Fund Centrifuge						
Water - Sewer Fund	150,000	173,000	173,000	-	-	-
Total Water Fd Transfers to Gen Fd	<u>365,376</u>	<u>388,384</u>	<u>388,500</u>	<u>258,300</u>	<u>258,300</u>	<u>-</u>
Water - Net Income (Loss) before changes	<u>325,007</u>	<u>182,307</u>	<u>301,150</u>	<u>(477,750)</u>	<u>(477,750)</u>	
Gas Gross Receipts	4,581,290	4,717,000	4,747,000	4,747,000	4,747,000	
5% of Gross Receipts (Max Pilot)	229,100	235,900	237,400	237,400	237,400	
Gas - Gen Fd PILOT	132,024	132,024	132,000	237,400	237,400	-
Gas - Gen Fd Serv Reimb	226,440	226,440	226,400	226,400	226,400	
Gas - Gen Fd IT Reimb	12,960	12,970	12,900	13,000	13,000	
Gas - Sewer Fund	150,000	173,000	173,000	-	-	-
Total Gas Fd Transfers to Gen Fd	<u>521,424</u>	<u>544,434</u>	<u>544,300</u>	<u>476,800</u>	<u>476,800</u>	<u>-</u>
Gas - Net Income (Loss) before changes	<u>423,839</u>	<u>(65,230)</u>	<u>264,200</u>	<u>116,900</u>	<u>116,900</u>	
Sewer - No transfers In	-	-	-	-	-	-
Total Transfers to Gen Fd - Pilot	353,496	353,496	353,500	732,800	732,800	-
Total Transfers to Gen Fd - Serv Reimb	553,200	553,200	553,200	553,200	553,200	
Total Transfers to Gen Fd - IT Reimb	51,852	51,880	51,900	52,000	52,000	-
Total Transfers to Gen Fd	958,548	958,576	958,600	1,338,000	1,338,000	-
Total Transfers to Sewer Fd	300,000	346,000	346,000	-	-	-
Total Transfers	<u>\$ 1,258,548</u>	<u>\$ 1,304,576</u>	<u>\$ 1,304,600</u>	<u>\$ 1,338,000</u>	<u>\$ 1,338,000</u>	<u>\$ -</u>