

Town of Sedgwick

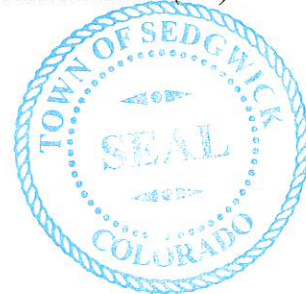
Meeting Agenda

Monday, October 09, 2023, 6:00PM

Public Comments Information

If you wish to address the Board of Trustees, there is a “Comment from the Public” scheduled time. Comments on Agenda items will be allowed following the presentation or Board deliberation. Your comments will be **limited to three (3) minutes** and can only speak once on any motion or agenda item. **Monthly staff reports to the board are not open for comments.**

- I. **Call to Order**
- II. **Pledge Allegiance**
- III. **Approve Agenda**
- IV. **Approve of Minutes from last Meeting(s)**
- V. **Approve of Bills**
- VI. **Comments from the public**
- VII. **Monthly Reports**
 - Clerk’s Office
 - Water charges for Bulk Gravity Fill
 - Maintenance
 - Mayor
 - Board of Trustees
- VIII. **New Business**
 - Rhonda Graham – Monthly Updates
 - High Plainz Strains Cultivation Renewal
 - **GMS Public Hearing** on Sewer Project Funding
 - Dan Pederson for Preliminary Budget Preparation
 - Resolution 23-4 – Increase of Water and Sewer Tap Fees for New locations.
 - Ordinance 02-2023 - Fairgrounds Zoning Created **Public Hearing**
 - i. *amendments to the Sedgwick Zoning Ordinance to add a Fairgrounds District (FG)*
 - Ordinance 04-2023 - Fairgrounds Re-Zoning **Public Hearing**
 - i. *Rezone the Fairgrounds from Residential to Fairgrounds District (FG)*
- IX. **Old Business**
 - Hire Full Time Maintenance Helper
- X. **Executive Session (If needed)**
- XI. **Call to Adjourn**



Posted on this 6th day of October 2023 by Kim Quayle @ 3:30pm

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting Heather Moore, Town Clerk, 29 Main Ave, Sedgwick, CO 80749, Phone (970) 463-8814, or FAX (970) 463-5537. 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).

3:50 PM
10/03/23
Accrual Basis

Town of Sedgwick
Trial Balance
As of September 30, 2023

	Sep 30, 23	
	Debit	Credit
1021 · Cash on Hand	117.09	
1022 · Points West Bank Checking	276,111.36	
1022 · Points West Bank Checking:1022.1 · Harvest Festival	674.29	
1029 · Savings:1030 · Points West:1031 · 9240	26,793.54	
1029 · Savings:1034 · Cash in Savings - Lottery	9,606.29	
1029 · Savings:1040 · Points West Bank:1043 · Water Surcharge Account	111,567.08	
1029 · Savings:1050 · Equitable Savings:1051 · 05-4505160	39,259.05	
1070 · COLOTRUST:1074 - Sewer CIP	1,041,546.84	
1070 · COLOTRUST:1071 · Water Plus	1,053,721.08	
1070 · COLOTRUST:1072 · General Plus	970,325.35	
1070 · COLOTRUST:1073 · CIP Plus	1,065,254.04	
1081 · Cash - County Treasurer	260.63	
TOTAL	4,595,236.64	0.00

Town of Sedgwick
Profit & Loss
 September 2023

	Sep 23
Ordinary Income/Expense	
Income	
4382 - Harvest Festival	1,200.00
4122 - Current Property Taxes	175.56
4142 - Specific Ownership Taxes	259.00
4152 - Interest on Taxes	6.81
4172 - Sales Tax	18,123.88
4212 - Cigarette Tax	36.69
4222 - Road and Bridge	25.43
4232 - Motor Vehicle	105.50
4242 - Mineral leasing	0.47
4300 - Utilities Clearing	1,818.49
4323 - Water Sales	6,179.64
4333 - Sewer Sales	3,920.65
4386 - Trash Collections	2,430.75
4392 - Other Income	
4392.1 - Occupation Tax	60,531.53
4392.2 - Excise Tax	940.83
4392.3 - State of Colorado	13,562.07
4392.4 - Lodging Tax	80.00
Total 4392 - Other Income	75,114.43
4393 - Other Income	0.00
4412 - Highway Use Tax	1,116.79
4422 - License Fees	595.00
4514 - Lottery Proceeds	433.76
4802 - Interest Income	4,336.83
4803 - Interest Income	14,177.71
4806 - Interest Income - TF	19.59
Total Income	130,076.98
Expense	
6002 - County Treasurer's Fees	4.14
6032 - Office Expense - GG	40.00
6052 - Insurance and Bonds - GG	986.60
6062 - Supplies and Maintenance - GG	9,112.22
6072 - Telephone - GG	453.29
6092 - Miscellaneous - GG	2.58
6102 - Utilities - TH - GG	321.89
6142 - Street Lighting	217.41
6162 - Street Maintenance	0.00
6232 - Pest and Weed Control	0.00
6262 - Harvest Festival	1,421.00
6462 - Supplies and Maintenance Park	120.00
7063 - Supplies & Maintenance - Water	508.76
7073 - Utilities - Water	541.86
7093 - Miscellaneous - Water	3,222.47
7163 - Supplies and Maintenance - Sewer	5,081.79
7173 - Utilities - Sewer	57.43
7346 - Landfill - Trash	409.60
7800 - Salaries Clearing	
7806 - Salary-Ed Smith Jr.	443.63
7809 - Salary-Richard M Kehm	3,977.72
7815 - Salary-Heather Moore	2,412.69
7820 - Salary - Kim E Quayle	1,628.55
Total 7800 - Salaries Clearing	8,462.59
7990 - Supplies and Maint. - Clearing	358.83
7994 - Utilities - Clearing	45.46
7995 - Payroll Taxes - Clearing	278.49
Total Expense	31,646.41
Net Ordinary Income	98,430.57
Net Income	98,430.57

Town of Sedgwick
Check Detail
September 12 through October 9, 2023

Num	Name	Memo	Account	Paid Amount
	IRS	Auto Withdraw	1022 · Points West Bank Ch...	
		Auto Withdraw	7995 · Payroll Taxes - Clearing	-1,726.88
TOTAL				-1,726.88
		Service Charge	1022 · Points West Bank Ch...	
		Service Charge	4300 · Utilities Clearing	-293.68
TOTAL				-293.68
12996	Edward D. Smith Jr.	Payroll	1022 · Points West Bank Ch...	
		Salary	7806 · Salary-Ed Smith Jr.	-361.73
		Social Security	7995 · Payroll Taxes - Clearing	
		Mediciad	7995 · Payroll Taxes - Clearing	
TOTAL				-334.05
12997	Richard M. Kehm	Payroll	1022 · Points West Bank Ch...	
		Payroll	7809 · Salary-Richard M Kehm	-3,977.72
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado W/H	7995 · Payroll Taxes - Clearing	
TOTAL				-3,211.42
12998	Heather M. Moore	Payroll	1022 · Points West Bank Ch...	
		Payroll	7815 · Salary-Heather Moore	-2,043.06
		Social Security	7995 · Payroll Taxes - Clearing	
		Mediciad	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado	7995 · Payroll Taxes - Clearing	
TOTAL				-1,784.77
12999	Kim E. Quayle	Paryroll	1022 · Points West Bank Ch...	
		Payroll	7820 · Salary - Kim E Quayle	-1,533.60
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado	7995 · Payroll Taxes - Clearing	
TOTAL				-1,259.28
13000	AC-DC Water Works LLC	ORC Services	1022 · Points West Bank Ch...	
		ORC Monthly Contract Services	7063 · Supplies & Maintenan...	-400.00
		Water Testing, Water system Check	7093 · Miscellaneous - Water	-362.54
TOTAL				-762.54
13001	Better Electric		1022 · Points West Bank Ch...	
		Fairgrounds Lights, Crows nest electrical and Flag Spot light	6062 · Supplies and Mainten...	-8,832.01
TOTAL				-8,832.01
13002	CEBT		1022 · Points West Bank Ch...	
		Employee Health Insurance	6052 · Insurance and Bonds -...	-986.60
TOTAL				-986.60
13003	CenturyLink	Phone and Fax line	1022 · Points West Bank Ch...	
		Phone lines and Fax line	6072 · Telephone - GG	-226.41
TOTAL				-226.41

3:52 PM

10/03/23

Town of Sedgwick
Check Detail
September 12 through October 9, 2023

Num	Name	Memo	Account	Paid Amount
13004	CIRSA	Invoice 231531	1022 · Points West Bank Ch...	
		Property/Casualty Quarterly payments for 2023	7896 · Insurance Clearing	-2,953.02
		Workman-Comp Quarterly payments for 2023	7896 · Insurance Clearing	-983.75
TOTAL				-3,916.77
13005	Consolidated Plumbing		1022 · Points West Bank Ch...	
		Community Center Bathroom Faucet	6062 · Supplies and Mainten...	-107.36
		Shut of Valves Community Center	6062 · Supplies and Mainten...	-22.48
TOTAL				-129.84
13006	Highline Electric Ass'n		1022 · Points West Bank Ch...	
		Water Pump -86552	7073 · Utilities - Water	-407.44
		New Shop - 8280879	7994 · Utilities - Clearing	-45.46
		New Town - 822186	6102 · Utilities - TH - GG	-123.34
		Museum - 8426371	6102 · Utilities - TH - GG	-35.45
		Pump #2 - 40915	7073 · Utilities - Water	-134.42
		Street Lights -41680	6142 · Street Lighting	-217.41
		Sewer - 62657	7173 · Utilities - Sewer	-57.43
		Rodeo Grounds	6102 · Utilities - TH - GG	-59.70
		Community Center	6102 · Utilities - TH - GG	-103.40
TOTAL				-1,184.05
13007	IDEAL Linens & Uniform		1022 · Points West Bank Ch...	
		Community Center Rugs, Mop and push broom	7990 · Supplies and Maint. - ...	-94.35
TOTAL				-94.35
13008	Journal Office		1022 · Points West Bank Ch...	
		Copy machine fees	6032 · Office Expense - GG	-40.00
TOTAL				-40.00
13009	Kelly, P.C.		1022 · Points West Bank Ch...	
		Legal Fees - Regular	6042 · Professional Services ...	-512.50
TOTAL				-512.50
13010	Kuskie Oil		1022 · Points West Bank Ch...	
		Tire Tubes	6062 · Supplies and Mainten...	-12.50
TOTAL				-12.50
13011	Marick's Waste Disposal		1022 · Points West Bank Ch...	
		Potty Cleaning	6462 · Supplies and Mainten...	-120.00
TOTAL				-120.00
13012	Points West Cardmember...		1022 · Points West Bank Ch...	
		Flags, Website Domain and Site renewal, Postage	6032 · Office Expense - GG	-752.64
TOTAL				-752.64
13013	Power Manager		1022 · Points West Bank Ch...	
		2024 Program and Service Agreement	7093 · Miscellaneous - Water	-2,859.93
TOTAL				-2,859.93
13014	S & W Auto Supply	No bills since February!????	1022 · Points West Bank Ch...	
		Oil, filters for oil change and tune up.	7990 · Supplies and Maint. - ...	-107.27
TOTAL				-107.27

Town of Sedgwick
Check Detail
September 12 through October 9, 2023

Num	Name	Memo	Account	Paid Amount
13015	Sapp Bros. Petroleum		1022 · Points West Bank Ch...	
		Propane Tank Inspection -Rent	7990 · Supplies and Maint. - ...	-157.21
TOTAL				-157.21
13016	Sedgwick County Sales	Landfill Fees	1022 · Points West Bank Ch...	
		Landfill Fees	7346 · Landfill - Trash	-409.60
TOTAL				-409.60
13017	Town of Julesburg		1022 · Points West Bank Ch...	
		UPS Shipping of additional water sample	7063 · Supplies & Mainten...	-108.76
TOTAL				-108.76
13018	Traci Sanchez.	Harvest Festival Spending Reimbursement	1022 · Points West Bank Ch...	
		Games, Shirts, Food, Prizes	6262 · Harvest Festival	-268.59
TOTAL				-268.59
13019	UNCC (CO811)	Tickets Issued Fees	1022 · Points West Bank Ch...	
		UNCC Tickets Issued Fees.	6092 · Miscellaneous - GG	-2.58
TOTAL				-2.58

RESOLUTION 23-4

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF SEDGWICK, SEDGWICK COUNTY, COLORADO FOR AN INCREASE OF WATER AND SEWER TAP FEES BY THE TOWN OF SEDGWICK.

WHEREAS, the Town of Sedgwick operates municipal water and sewer services; and

WHEREAS, the Board of Trustees is authorized by state law to regulate the use of the Town water and sewer systems, to establish the requirements for use of such systems, and from time to time fix, to establish, maintain, and provide for the collection of rates, fees, and charges for water and sewer services furnished by the Town; and

WHEREAS, the Board of Trustees has determined that it is appropriate to adopt new water and sewer tap fees.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF SEDGWICK, COLORADO, AS FOLLOWS:

1. Beginning November 1, 2023, and continuing thereafter unless modified by the Board of Trustees, the Tap Fees for Water and Sewer Services shall be:
 - a. Residential (in-Town Service) tap fees shall continue to be \$3500.00 per tap
 - b. Residential (Out of Town Limits) tap fees shall be \$5000.00 per tap
 - c. Commercial tap fees shall be \$5000.00 per tap
 - d. Commercial (Out of Town Limits) tap fees shall be \$7000.00 per tap
2. Any property owner that has been paying the assessed Wastewater Enterprise Surcharge since January 1, 2006, but not prior to this date, shall be charged the "tap fee" of \$1,400.00 in effect as of that date.
3. Any property owner that has been paying the assessed Water Enterprise Surcharge since the original assessment date of January 1, 2006, electing to "tap in" to the water system shall be charged the "tap fee" of \$1,400.00 in effect as of that date.
4. Any property owner that has NOT been paying either of the assessed Enterprise Surcharges, since the original assessment date of January 1, 2006, shall pay the "tap fee" of \$3,500.00. This shall be determined to include property divided, subdivided, leased, granted by easement or "parceled off" in any manner, including being sold, leased, granted by easement or "parceled off" to a different owner and shall further include property separated by any means that creates a different "Property Assessment" as recorded with the Sedgwick County Assessors Office,

This Resolution was passed by a vote of the Board of Trustees for the Town of Sedgwick.

INTRODUCED, READ, APPROVED AND ADOPTED this 9th day of October 2023.

By: _____
Danny Smith, Mayor

Attest:

Heather Moore, Town Clerk

ORDINANCE NO. 02-2023

AN ORDINANCE AMENDING THE TOWN OF SEDGWICK OFFICIAL ZONING ORDINANCE TO CREATE A FAIRGROUNDS ZONE DISTRICT

WHEREAS, in 2002, the Town of Sedgwick Board of Trustees adopted an official zoning ordinance (the “Zoning Ordinance”); and

WHEREAS, the Board of Trustees has desires to amend the Zoning Ordinance to add a Fairgrounds Zone District within the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF SEDGWICK, COLORADO:

Section 1. Section 1.G of the Zoning Ordinance is amended by the addition of a new subsection 6 to read as follow (words to be added are underlined):

Section 1 - Title, Authority, Purposes, and General Provisions

G. Description of Districts

6. Fairgrounds District (FG). The fairgrounds zone district is designed to accommodate uses associated with fairs, rodeos, shows and similar events.

Section 2. Section 2.A of the Zoning Ordinance is amended by the addition of a new subsection 5 to read as follow (words to be added are underlined):

Section 2 – District Regulations

A. Uses Permitted Unconditionally

The following uses are permitted unconditionally in the districts in which they are enumerated:

5. Fairgrounds District (FG)

- a. 4-H, FFA or similar organizational events, including but not limited to fairs, meetings, shows and training clinics.
- b. Rodeos and animal or stock shows and events.
- c. Agricultural, horticultural and equine education facilities and shows.

Section 3. Section 3, subsections C through E of the Zoning Ordinance are amended to read as follows (words to be added are underlined):

Section 3 - Space Requirements

C. Setback Requirements

1. **Front Yard Setbacks.** All sides of a lot which abut a street shall be treated as frontage and front setback requirements shall apply. Nothing herein shall preclude construction of buildings in line with existing structures. All buildings and structures shall be set back a minimum of the following distances from the front property line:

- a. Low Density Residential district, R-LD, and Mobile Home district, RMH: Twenty-five (25) feet
- b. Commercial district, C: Eight (8) feet
- c. Industrial district, I: Twenty-five (25) feet
- d. Fairgrounds District, FG: Eight (8) feet

2. **Side Yard Setbacks.** All buildings shall be set back from the side property line a minimum of the following distances in the following zones:

- a. Low Density Residential district, R-LD: Five (5) feet for residences and residential accessory uses; ten (10) feet for all other uses
- b. Mobile Home district, R-MH: Five (5) feet for mobile homes and accessory uses
- c. Commercial district, C: None
- d. Industrial district, I: Five (5) feet, except that when adjacent to a residential or mobile home district, the setback shall be equal to two (2) times the height of the building, or twenty-five (25) feet, whichever is greater
- e. Fairgrounds District, FG: Five (5) feet, except that when adjacent to a residential or mobile home district, the setback shall be equal to two (2) times the height of the building, or twenty-five (25) feet, whichever is greater.

3. **Rear Yard Setbacks.** All buildings shall be set back from the rear lot line a distance not to exceed the following, except that where a street abuts to the rear, a distance of not less than one-half (1/2) of the front setback requirement may be used:

- a. Low Density Residential, R-LD, and Mobile Home districts, R-MH: Twenty (20) feet; except where an alley abuts, the minimum setback shall be five (5) feet
- b. Commercial district, C: Ten (10) feet; except where alley abuts, five (5) feet
- c. Industrial district, I: Ten (10) feet
- d. Fairgrounds District, FG: Ten (10) feet

D. **Maximum Building Heights.** No building shall hereafter be built or structurally altered to exceed the following heights in the following districts:

1. Low Density Residential, R-LD, and Mobile Home, R-MH, districts
Thirty-five (35) feet for a dwelling unit
2. Commercial district, C: Fifty (50) feet
3. Industrial district, I: No restriction
4. Fairgrounds District, FG: Fifty (50) feet

E. Maximum Lot Coverage. The total area of building coverage including main and accessory buildings shall not exceed the following percentages of area of the lot on which the buildings are located in the following zones:

1. Low Density Residential, R-LD, and Mobile Home, R-MH, districts: Thirty percent (30%)
2. Commercial district, C: Ninety percent (90%)
3. Industrial district, I: Sixty percent (60%)
4. Fairgrounds District, FG: Sixty percent (60%)

Section 4. Section 5.E of the Zoning Ordinance is amended by the addition of a new subsection 4 to read as follows (words to be added are underlined):

E. Signs Subject to Permit. Upon application to and issuance by the Zoning Administrator of a permit thereof, the following signs, but no other, may be erected and maintained in the enumerated zoning districts

4. Fairgrounds District (FG)
 - a. Structural Types Permitted. Any type listed in Section 5.B 2.
 - b. Number of Signs Permitted. Two (2) for each permitted use.
 - c. Maximum Gross Surface Area. Fifty (50) square feet per use.
 - d. Maximum Height. Thirty (30) feet.
 - e. Required Setback. The same setback that is required for principal structures, but in no case shall a sign project over the public right-of-way.
 - f. Illumination. Indirectly illuminated signs shall be permitted.

Section 5. If any section, paragraph, sentence, clause, or phrase of this ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this ordinance. The Board of Trustees hereby declares that it would have passed this ordinance and each part or parts hereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.

Section 6. All other ordinances or portions thereof inconsistent or conflicting with this ordinance or any portion hereof are hereby repealed to the extent of such inconsistency or conflict.

Section 7. The repeal or modification of any provision of the ordinances of the Town of Sedgwick by this Ordinance shall not release, extinguish, alter, modify, or change in whole or in part any penalty, forfeiture, or liability, either civil or criminal, which shall have been incurred under such provision, and each provision shall be treated and held as still remaining in force for

the purpose of sustaining any and all proper actions, suits, proceedings, and prosecutions for the enforcement of the penalty, forfeiture, or liability, as well as for the purpose of sustaining any judgment, decree, or order which can or may be rendered, entered, or made in such actions, suits, proceedings, or prosecutions.

INTRODUCED, READ, PASSED AND ADOPTED AND ORDERED PUBLISHED BY
TITLE ONLY this _____ day of _____, 2023.

TOWN OF SEDGWICK, COLORADO

Danny Smith, Mayor

ATTEST:

Heather Moore, Town Clerk

ORDINANCE NO. 04-2023

AN ORDINANCE APPROVING A REZONING FOR THE SEDGWICK RODEO GROUNDS FROM LOW DENSITY RESIDENTIAL (R-LD) TO FAIRGROUNDS DISTRICT (FG)

WHEREAS, the Town has received a request to rezone the Sedgwick Rodeo Grounds, the legal description of which is set forth on Exhibit A, and the general location of which is north of State Highway 138 (Railroad Avenue) and east of East Street; and

WHEREAS, the Property is currently zoned Low Density Residential (R-LD) and the proposed zoning for the Property is Fairgrounds District (FG); and

WHEREAS, all materials related to the proposed rezoning have been reviewed by Town Staff and found to be in compliance with the Town of Sedgwick Official Zoning Ordinance and related Town ordinances, regulations, and policies; and

WHEREAS, the Board of Trustees considered the proposed rezoning at a duly noticed public hearing; and

WHEREAS, the Board of Trustees finds that the proposed rezoning is consistent with the applicable criteria of the Town of Sedgwick Official Zoning Ordinance and related Town ordinances, regulations, and policies and that the application should be approved; and

WHEREAS, no protests were received by the Town pursuant to C.R.S. § 31-23-305.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF SEDGWICK, COLORADO:

Section 1. The Board of Trustees of the Town of Sedgwick, Colorado does hereby approve a rezoning from Low Density Residential (R-LD) to Fairgrounds District (FG) of the Sedgwick Rodeo Grounds, the legal description of which is set forth on Exhibit A, and the general location of which is north of State Highway 138 (Railroad Avenue) and east of East Street. The Town zoning map shall be amended accordingly.

Section 2. All other ordinances or portions thereof inconsistent or conflicting with this ordinance or any portion hereof are hereby repealed to the extent of such inconsistency or conflict.

INTRODUCED, READ, PASSED AND ADOPTED AND ORDERED PUBLISHED
BY TITLE ONLY this _____ day of _____, 2023.

TOWN OF SEDGWICK, COLORADO

Danny Smith, Mayor

ATTEST:

Heather Moore, Town Clerk

EXHIBIT A
Legal Description

A tract of land in the NE $\frac{1}{4}$ of Section 18, Township 11 North, Range 46 West of the 6th P.M., described as follows:

Commencing at the N.E. corner of Block 4, in the First Addition to Sedgwick, Colorado;

thence South along the east line of said Block 4 a distance of 300.0 feet;

thence East a distance of 50.0 feet to the True Point of Beginning;

thence continuing East a distance of 345.0 feet;

thence South a distance of 698.4 feet;

thence along the northerly right of way line of State Highway 138, S 73°27' W a distance of

359.9 feet; thence North along the east line of East Avenue a distance of 800.9 feet to the point of beginning.