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# Town of Sedgwick

## Meeting Agenda

### Monday, March 14, 2022, 6:00PM

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#### 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.**

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- 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**
  - Mayor
  - Maintenance – Richard Kehm
  - Town Clerk – Heather Moore
  - Board of Trustees
    - **Danny Smith** - Trustee State CRS. Requirements
    - **Bill Boler**
- VIII. New Business**
  - IGA – Emergence Use of Community Center
  - Sedgwick County Post Prom Committee & 4-H
    - i. Donation Requests
  - Rural Jumpstart Program
  - Vicki Sandlin w/Julesburg Advocate
    - i. Explorer Magazine
  - Repeal and/or Re-write Resolution 04-2009 Board Members Water Compensation/Discount.
- IX. Old Business**
  - Reintroduction of Ordinance 01-2021 – Adoption of Code Book First Reading Continued.
- X. Executive Session (If needed)**
- XI. Call to Adjourn**



**Town of Sedgwick**  
**Profit & Loss**  
 February 2022

	Feb 22
<b>Ordinary Income/Expense</b>	
Income	
4122 · Current Property Taxes	0.00
4142 · Specific Ownership Taxes	0.00
4152 · Interest on Taxes	1,750.30
4172 · Sales Tax	20,736.35
4212 · Cigarette Tax	26.68
4222 · Road and Bridge	0.00
4232 · Motor Vehicle	0.00
4300 · Utilities Clearing	-152.17
4323 · Water Sales	5,583.24
4333 · Sewer Sales	2,858.22
4386 · Trash Collections	2,348.48
4392 · Other Income	
4392.1 · Occupation Tax	63,611.90
4392.2 · Excise Tax	330.83
4392.3 · State of Colorado	16,339.76
<b>Total 4392 · Other Income</b>	<b>80,282.49</b>
4393 · Other Income	129.35
4412 · Highway Use Tax	1,046.80
4422 · License Fees	40.00
4802 · Interest Income	4.47
4803 · Interest Income	160.73
4999 · Uncatagorized Income	760.41
<b>Total Income</b>	<b>115,575.35</b>
Expense	
6002 · County Treasurer's Fees	0.00
6032 · Office Expense - GG	40.00
6042 · Professional Services - GG	3,445.50
6062 · Supplies and Maintenance - GG	42.75
6072 · Telephone - GG	215.92
6092 · Miscellaneous - GG	540.00
6102 · Utilities - TH - GG	312.94
6142 · Street Lighting	258.78
6232 · Pest and Weed Control	4,122.54
6262 · Harvest Festival	0.00
6462 · Supplies and Maintenance Park	80.00
7063 · Supplies & Maintenance - Water	2,496.48
7073 · Utilities - Water	441.36
7173 · Utilities - Sewer	60.27
7346 · Landfill - Trash	178.92
7406 · Miscellaneous-Trash	0.00
7800 · Salaries Clearing	
7809 · Salary-Richard M Kehm	3,601.63
7815 · Salary-Heather Moore	2,051.99
7820 · Salary - Kim E Quayle	1,353.66
7822 · - William Townsend	374.06
<b>Total 7800 · Salaries Clearing</b>	<b>7,381.34</b>
7994 · Utilities - Clearing	72.07
7995 · Payroll Taxes - Clearing	390.62
<b>Total Expense</b>	<b>20,079.49</b>
<b>Net Ordinary Income</b>	<b>95,495.86</b>
Other Income/Expense	
Other Expense	
8343 · Grant Expense - Local	0.00
<b>Total Other Expense</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>0.00</b>
<b>Net Income</b>	<b>95,495.86</b>

10:04 AM  
03/11/22  
Accrual Basis

Town of Sedgwick  
Trial Balance  
As of February 28, 2022

	Feb 28, 22	
	Debit	Credit
1021 · Cash on Hand	195.09	
1022 · Points West Bank Checking	181,990.13	
1022 · Points West Bank Checking:1022.1 · Harvest Festival	4,032.00	
1022 · Points West Bank Checking:1022.1 · Harvest Festival:1022.2 · Demolition Derby	6,792.86	
1029 · Savings:1030 · Points West:1031 · 9240	26,782.84	
1029 · Savings:1034 · Cash in Savings - Lottery	5,695.20	
1029 · Savings:1040 · Points West Bank:1043 · Water Surcharge Account	131,945.86	
1029 · Savings:1050 · Equitable Savings:1051 · 05-4505160	39,003.74	
1070 · COLOTRUST:1071 · Water Plus	966,160.11	
1070 · COLOTRUST:1072 · General Plus	180,053.88	
1070 · COLOTRUST:1073 · CIP Plus	1,271,812.07	
1081 · Cash - County Treasurer	238.20	
<b>TOTAL</b>	<b>2,814,701.98</b>	<b>0.00</b>



0001518-0008566 FORT 392588

Town of Sedgwick  
 PO Box 27  
 Sedgwick, CO 80749

Summary Statement

February 28, 2022

Page 1 of 5

COLOTRUST

PLUS+

Average Monthly Yield: 0.0981%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Water PLUS	932,089.27	10,000.00	0.00	70.84	129.02	942,125.95	942,160.11
General Use PLUS	180,053.88	0.00	0.00	13.54	24.77	180,060.90	180,067.42
CIP PLUS	1,175,722.18	20,000.00	0.00	89.89	163.29	1,195,768.73	1,195,812.07
<b>TOTAL</b>	<b>2,287,865.33</b>	<b>30,000.00</b>	<b>0.00</b>	<b>174.27</b>	<b>317.08</b>	<b>2,317,955.58</b>	<b>2,318,039.60</b>

Tel: (877) 311-0219

<https://www.colotrust.com/>

10:05 AM  
03/11/22

**Town of Sedgwick**  
**Check Detail**  
February 15 through March 14, 2022

Num	Name	Memo	Account	Paid Amount
12459	Richard M. Kehm	Payroll	1022 · Points West Bank Ch...	
		Payroll	7809 · Salary-Richard M Kehm	-3,601.63
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado W/H	7995 · Payroll Taxes - Clearing	
TOTAL				-2,936.11
12460	Heather M. Moore	Payroll	1022 · Points West Bank Ch...	
		Payroll	7815 · Salary-Heather Moore	-1,915.15
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado	7995 · Payroll Taxes - Clearing	
TOTAL				-1,897.64
12461	Kim E. Quayle	Payroll	1022 · Points West Bank Ch...	
		Payroll	7820 · Salary - Kim E Quayle	-1,759.10
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado	7995 · Payroll Taxes - Clearing	
TOTAL				-1,408.53
12462	William Townsend	Payroll	1022 · Points West Bank Ch...	
		Gross Payroll	7822 · - William Townsend	-266.28
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicaid	7995 · Payroll Taxes - Clearing	
TOTAL				-245.91
12463	Points West Cardmember...		1022 · Points West Bank Ch...	
		Office, Postage	6032 · Office Expense - GG	-240.03
TOTAL				-240.03
12464	AC-DC Water Works LLC	ORC Services	1022 · Points West Bank Ch...	
		ORC Monthly Contract Services	7063 · Supplies & Maintenanc...	-400.00
		Misc	7093 · Miscellaneous - Water	-111.70
TOTAL				-511.70
12465	CEBT		1022 · Points West Bank Ch...	
		Employee Health Insurance	6052 · Insurance and Bonds -...	-956.60
TOTAL				-956.60
12466	CenturyLink	Phone and Fax line	1022 · Points West Bank Ch...	
		Phone lines and Fax line	6072 · Telephone - GG	-215.92
TOTAL				-215.92
12467	Dunker's Farm Repair		1022 · Points West Bank Ch...	
		Install Starter	6110 · Automobile Expense	-97.50
TOTAL				-97.50

10:05 AM  
03/11/22

**Town of Sedgwick**  
**Check Detail**  
February 15 through March 14, 2022

Num	Name	Memo	Account	Paid Amount
12468	Highline Electric Ass'n		1022 · Points West Bank Ch...	
		Water Pump -66552	7073 · Utilities - Water	-280.07
		New Shop - 8280879	7994 · Utilities - Clearing	-91.52
		New Town - 822186	6102 · Utilities - TH - GG	-116.26
		Museum - 8426371	6102 · Utilities - TH - GG	-205.29
		Pump #2 - 40915	7073 · Utilities - Water	-101.71
		Street Lights -41680	6142 · Street Lighting	-247.47
		Sewer - 62657	7173 · Utilities - Sewer	-61.55
		Bulb, Photo Electric - New 73w Light (Invoice #7799)	6142 · Street Lighting	-13.34
		Rodeo Grounds	6102 · Utilities - TH - GG	-34.07
		Community Center	6102 · Utilities - TH - GG	-52.93
TOTAL				-1,204.21
12469	Inland Potable Services		1022 · Points West Bank Ch...	
		Inspect and clean inside of Water Tower	7063 · Supplies & Mainten...	-1,600.00
TOTAL				-1,600.00
12470	Jason Toyne		1022 · Points West Bank Ch...	
		Reimbursement for Safety lanyard	7063 · Supplies & Mainten...	-179.98
TOTAL				-179.98
12471	Journal Office		1022 · Points West Bank Ch...	
		Copy machine fees	6032 · Office Expense - GG	-40.00
TOTAL				-40.00
12472	Julesburg Family Market	Account# 8814	1022 · Points West Bank Ch...	
		Ice Melt, Locks, hardware	6062 · Supplies and Mainten...	-133.43
TOTAL				-133.43
12473	K&K Welding		1022 · Points West Bank Ch...	
		Community Center Sign	6092 · Miscellaneous - GG	-540.00
TOTAL				-540.00
12474	Kelly, P.C.		1022 · Points West Bank Ch...	
		Legal Fees - Regular	6042 · Professional Services ...	-1,332.50
TOTAL				-1,332.50
12475	Marick's Waste Disposal		1022 · Points West Bank Ch...	
		Potty Cleaning	6462 · Supplies and Mainten...	-80.00
TOTAL				-80.00
12476	N E Colorado Health	Bacteria testing	1022 · Points West Bank Ch...	
		Bacteria testing	7063 · Supplies & Mainten...	-20.00
TOTAL				-20.00
12477	R Lawn		1022 · Points West Bank Ch...	
		Centennial Park	6232 · Pest and Weed Control	-3,488.40
		Jailhouse Park	6232 · Pest and Weed Control	-634.14
TOTAL				-4,122.54
12478	S & W Auto Supply		1022 · Points West Bank Ch...	
		Misc - Starter, Ujoints and filters	7990 · Supplies and Maint. - ...	-335.51
TOTAL				-335.51

10:05 AM

03/11/22

**Town of Sedgwick**  
**Check Detail**  
February 15 through March 14, 2022

Num	Name	Memo	Account	Paid Amount
12479	Sapp Bros. Petroleum		1022 · Points West Bank Ch...	
		Unleaded Fuel	7990 · Supplies and Maint. - ...	-1,248.00
TOTAL				-1,248.00
12480	Sedgwick County Sales	Landfill Fees	1022 · Points West Bank Ch...	
		Landfill Fees	7346 · Landfill - Trash	-178.92
TOTAL				-178.92
12481	Usa Blue Book		1022 · Points West Bank Ch...	
		Chlorine tests	7063 · Supplies & Mainten...	-86.65
		Line Clamp	7163 · Supplies and Mainten...	-454.42
TOTAL				-541.07
12482	Valley Repair		1022 · Points West Bank Ch...	
		Boits	6062 · Supplies and Mainten...	-4.38
TOTAL				-4.38

**Town of Sedgwick  
Record of Proceedings  
February 14th, 2022**

**Members Present:** Peggy Owens, Danny Smith, Dora Devie, Bill Boler (By Phone), Dale Jones,

**Employees Present:** Heather Moore, Kim Quayle, Richard Kehm

**Call to Order:** The Town Board met in regular session. A quorum was verified by the Mayor, and the meeting was called to order at 6:00 pm by the Mayor Wayne Price.

**Roll Call Mayor Wayne Price Here**

Danny Smith	Here	Teddy Morgan	Resigned
Peggy Owens	Here	Bill Boler	Here/By Phone
Dale Jones	Here	Dora Devie	Here

**Approval of Agenda**

**Motion: Approval of Agenda**

Dale Jones made a motion to approve the agenda, Peggy Owens seconded, all in favor; none opposed, motion carried.

**Approval of Minutes**

**Motion: Approve the minutes**

Dora Devie made a motion to approve of the minutes as corrected, Peggy Owens seconded, all in favor; none opposed, motion carried.

**Bills (Published in Julesburg Advocate)**

- One question was "\$160 Supplies and Maintenance at Park?" by Dora Devie
  - clarification made.

**Motion: Bills Roll Call Vote**

Dale Jones made a motion to pay the bills, Dora Devie seconded. (Roll Call: All Voted for, None Against) motion carried.

**Motion:**

Dora Devie made a motion to transfer funds of \$76,000. to CIP & \$24,000. to Water Plus accounts with ColoTrust., Dale Jones seconded. (Roll Call: All Voted for, None Against) motion carried.

**Public Comments – reminded they will have 3mins.**

- **Tiny (Nellie) White** – Just questioned the compensation on the Water Bill to the Board Members (Again)
- **Lupe Casias** – As a citizen of the Town, 2.6 mill sewer project is coming. We need to move forward if it, we need to do it before we worry about making things pretty, (like sidewalks). Water is precious, and everything costs money. Concerned if meters are not being read, assuming some on the edge of Town being used for watering cows. Fire department water usage not being read either. I don't feel if someone has a water break, they shouldn't have to pay those overages on that.

**Mayors Report**

- Richard been doing great trimming trees and keeping town clean. GMS spoke about a few things that needed to be added to the engineering reports (Sewer dead end manholes and 5 small repairs in the main lines) they also think the line from the Lift station to the ponds should not need replacing.



- Jim Beck had re-sent the sign estimates, previous one had two options in one, causing the high amount. \$540 would be the price for the sign by itself. (in Old Business)

### **Maintenance**

- Tree trimming should be done next week.
- Will start taking down the posts a barb wire at the rodeo arena
- Ordering parts to rebuild meters, and registers. Will give me 10 back up meters.
- The shop has some old electrical boxes, Breaker boxes, what should we do with them?
- Would like permission to purchase a copper water line clamp, this allows repairs without turning the entire town water off. The entire county only has one. But would like to have our own so we always have it available. It is about \$500.

#### **Motion:**

Dora Devie made a motion to approve the request to purchase the meter parts and the Water line Clamp, Peggy Owens seconded. (All Voted for, None Against) motion carried.

### **Clerk's Office – Kim Quayle**

- There are bills that were added to this month, that we need approval on, will be added online tomorrow.

#### **Motion: Bills Roll Call Vote**

Dora Devie made a motion to pay the bills, Peggy Owens seconded. (Roll Call: All Voted for, None Against) motion carried.

### **Board of Trustees**

- **Dale Jones**  
We have the estimates need to go forward with the Grant. That is expected to be done in March.
- **Bill Boler**  
Talk about purchasing insurance for water lines that break to help residence. It would be helpful to residence. And the Talk about the water perks for the Board Members, I didn't even know about it. I'm sure it doesn't really amount to much. I would rather see is go away all together, just to stop the turmoil it seems to be creating.

### **New Business**

- **Jason Toyne (Alan Coyne Spoke for Jason)**
  - Just wanted to let you know that Jason will be the one climbing your water tower, with one assistant. This is to repair the sensor that was spoke about at the last meeting. A few items were purchased that need reimbursed. These items were for the Osha required safety harnesses and lanyards.
  - This is costing around \$1400 for the sensor. And Jason's labor to climb and do the repairs is \$2820.

#### **Motion:**

Peggy Owens made a motion to approve the work to be completed by Jason Toyne., Dale Jones seconded. (All Voted for, None Against) motion carried.

- **Rhonda Graham (not here tonight)**
  - The information was in your packet to read.

• **Resolution 02-2022 – Authorizing a Mail Ballot Election.**

**Motion:**

Dora Devie made a motion to approve the Authorization of a Mail Ballot Election to be held on April 2,2022., Peggy Owens seconded. (All Voted for, None Against) motion carried.

**Old Business**

• **K&K Welding Sign Estimate**

- The last estimate was a little confusing because it was to options added together in one estimate, he sent the revised estimates.

**Motion:**

Dora Devie made a motion to accept the Sign Estimate from K&K Welding in the amount of \$540. Dale Jones seconded. (All Voted for, None Against) motion carried.

• **Ordinance 01-2021 – Code Book Continues.**

- Dora Devie: As a committee we spent about an hour in a half talking with the Town Attorney to go over some questions.
- The Board and the Committee discussed the items of concern by the committee. They came to agreements on words or phrases to keep or edit.
- Resolution will be needed to create a \$85 fee for a printed copy, plus shipping and handling form the company that binds the book.
- One full rule they are talking about repealing and re-right in whole, is the Smoking within 15ft of buildings. Thinking that will leave it up to the Business owner.
- Sales tax mentions a special fund for those funds. Currently using general funds account. Need to repeal.
- Question to adding process of adding new employees to Code Book as a standard.
  - Discussion to be continued

**Meeting Adjourned:**

**Motion:**

At 8:57pm, Dale Jones made a motion to adjourn, Peggy Owens seconded, all were in favor, motion carried.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Attest: Town Clerk

SEAL

**The Town of Sedgwick**

29 Main Avenue

PO Box 27

Sedgwick, CO 80749

970-463-8814

**Sedgwickco@pctelcom.coop**

**Intergovernmental Agreement for Use of the Sedgwick Community Center  
as an Emergency Warming Center / Emergency Shelter**

The Intergovernmental Agreement pursuant to Colorado Revised Statute (“C.R.S.”) § 29-20-105, is made and effective on \_\_\_\_\_, 2022, by and among the Board of County Commissioners of Sedgwick County, Colorado (the “County”) and the Town of Sedgwick (“Town”).

NOW THEREFORE, the County and the Town agree to the following:

The Town agrees to allow the County the use of the Sedgwick Community Center (“Community Center”) as an emergency warming station / shelter in the event of inclement weather / emergency for stranded motorists or displaced citizens unless the Community Center is unavailable due to being in current use or reserved.

The Town agrees to provide the use of the Community Center’s building, tables, and chairs, unless it is under contract for usage. The Town also agrees to allow the storage of some emergency sheltering equipment in the building (cots, blankets, etc.), if space is available.

The County agrees to clean up the Community Center following its use by the County for the above referenced approved circumstances and shall restore the Community Center to substantially the same condition as it was prior to the County’s use.

The Town can be contacted by the County via its Town Hall office during normal business hours to grant access or the following Town Trustee can grant the County access to the Community Center for non-business hours to allow access to the Community Center:

**[Contact Information for Town Trustee]**

Either party may terminate this Intergovernmental Agreement upon thirty (30) days written notice to the other party.

This Intergovernmental Agreement may be signed by the parties in counterparts.

## 2022 Sedgwick County Post Prom Committee

Dear Business Manager,

The parents of the seniors at Julesburg and Revere High Schools are in charge of planning the annual Post Prom Party, which is a combined effort by both local schools. Through the generosity of people like you, we will be able to provide a supervised, alcohol and drug-free evening of enjoyment for Sedgwick County students and their dates. Refreshments, food, games, and prizes are provided throughout the evening.

This year the Prom and Post Prom are on April 30th, 2022. We are requesting support through donations of money, food, prizes, gifts and/or gift certificates to be given out during the evening.

Students are conducting in person requests when possible. Please feel free to personally hand off the donation or mail to the address below. All donors will receive a receipt for tax purposes.

We understand that you have multiple requests for donations, so please know that we do appreciate your investment in the youth of our community. If you desire to send a monetary donation, **please make your check payable to Sedgwick County Post Prom Committee.**

Address if mailing your donation:  
Sedgwick County Post Prom Committee  
c/o Kendra Woodhams  
500 Main Street  
Ovid, CO 80744

Thank you in advance for your support of this worthwhile project. If you have any questions, please contact:

Kendra Woodhams, 970-520-4384 or Micaiah Buettenback, 970-520-3176

Sincerely,

Sedgwick County Post Prom Committee

SEDGWICK COUNTY CATCH-IT-ANIMAL COMMITTEE  
315 Cedar Street, Ste 120  
Julesburg, CO 80737

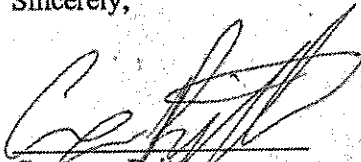
Sedgwick Town Clerk  
P.O. Box 27  
Sedgwick, CO 80749

Dear Sedgwick County Business Owner and Farm/Ranch Owner:

The Sedgwick County Fair Board is looking for sponsors for the 4-H Catch-It-Animal program. With community support, this program provides an educational opportunity for Sedgwick County youth to become active 4-H members, allowing our communities future to make decisions for, provide the care of, handling, and training of their animal project under the guidance and supervision of the Sedgwick County Catch-It-Animal Committee.

Your donation will go towards sponsoring a Sedgwick County youth with a catch-it animal of their choice. Each month beginning in April, sponsors will receive handwritten letters about the sponsored animal from each child they are sponsoring, until the Sedgwick County Fair that year.

Sincerely,



Cameron Britton

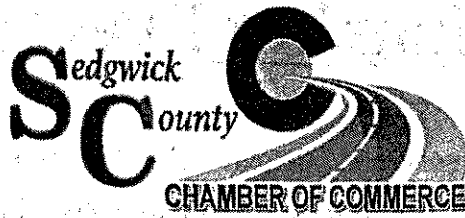
Please detach and return bottom portion in prepaid enclosed envelope

Sedgwick Town Clerk  
P.O. Box 27  
Sedgwick, CO 80749

Select One:

- I will sponsor a youth for: \$ \_\_\_\_\_.
- I will sponsor for husbandry, feed/nutrition, supplies for: \$ \_\_\_\_\_.
- I wish to sponsor a specific animal for: \$ \_\_\_\_\_.  
*Circle One: Beef, Swine, Goat, Lamb, Chicken*
- I am unable to sponsor this year but please ask again.
- I do NOT wish to be a Catch-It-Animal Sponsor. Please take me off your mailing list.

The Catch-It-Animal Committee will send out invoices for sponsorship in May of 2022.



Lots of changes this last year! We have renamed to "Sedgwick County Chamber of Commerce" because we are a great community with great people. We have added events, Daylight Savings, Savings & the Fall Festival & kept previous activities like Easter Ham Drawing & Project Angel Tree and many others (See Back). Our goal is to make these events bigger and better and to get everyone involved in Sedgwick County. We are always thinking of new ideas for events to get people to shop locally.

Membership dues for brick and mortar business are \$150.00 and Non-profit organizations and home-based business dues will be \$50.00. Our monthly meetings are held on the first Thursday of each month at 12 noon at CO-NE Federal Credit Union. If you have a moment, please join us, and if you can't we can always get the minutes and agenda to you.

Please fill out the bottom portion of this letter and return with your check made payable to Sedgwick County Chamber. Keep the top portion for your records.

We hope you will continue to support the chamber, because without you we can't succeed in these projects. If you have any questions or concerns, please contact me at the number shown below.

Sincerely,  
*Rhonda Graham*  
President  
303-885-6953

Cut & Return Bottom Portion with Dues. Keep Top for Receipt

Name of Business \_\_\_\_\_

Mailing Address \_\_\_\_\_

Contact Person \_\_\_\_\_

Contact Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

\_\_\_\_\_ Brick and Mortar Business \$150.00

\_\_\_\_\_ Non-Profit Organization or Home-Based Business \$50.00

\_\_\_ Yes \_\_\_ No Willing to help at events if not able to attend the meetings. All Help is welcomed!

Please make checks payable to: Sedgwick County Chamber

PO Box 222 Julesburg, CO 80737

# Rural Jump-Start Program

The Rural Jump-Start Program incentivizes new businesses start in or move into rural, economically distressed areas and hire new employees. To be eligible, businesses cannot compete with similar businesses in the county or adjacent economically distressed county. The program provides both a grant and tax credit to businesses.

Grant and tax relief amounts are dependent on the business's location. For example:

- If a business is located in a Rural-Jump Start zone, businesses can receive up to \$20,000 as a newly established business and up to \$2,500 per new hire.
- If a business is located in a Tier 1 Just Transition community, businesses can receive up to \$40,000 as a newly established business and up to \$5,000 per new hire.

Tax benefits include relief from:

- state income taxes for the new business
- state sales and use tax for the business
- 100% of county personal property taxes for the business
- municipal personal property taxes for the business (in participating municipalities)
- 100% of state income taxes for the employee

Local governments also sometimes provide additional tax relief from other county or municipal taxes.

## Become a Rural Jump-Start Zone

The Rural Jump-Start Program helps economically distressed communities attract new businesses and jobs. Counties, municipalities, and higher education institutions work together to apply for this program.

When a community is a designated rural jump-start zone, new businesses can receive incentive payments and tax relief including credits, exemptions, and refunds from:

- state income tax
- state sales and use tax
- county and municipal personal property taxes

Employees of new businesses receive a grant for starting a new business and a tax credit for 100% of state income taxes on their wages for work in the rural jump-start zone.

The Rural Jump-Start Program began in January 2016 and will accept applications through December 31, 2025.

# How to Become a Rural Jump-Start Zone

A sponsor entity needs to lead and submit the application online in the OEDIT application portal. The sponsor entity can submit an application at any time. Before applying, the sponsor entity should know the boundaries of the zone, the participating municipalities, and any other relevant aspects of the zone.

## *County and municipality tax relief resolutions*

Counties and participating municipalities need to pass tax relief resolutions to become a rural jump-start zone. The resolution needs to state that the jurisdiction will not impose a business personal property tax on new businesses. Partial relief from business personal property tax does not qualify. The jurisdiction needs to offer tax relief for up to eight years for each business.

Jurisdictions may also adopt resolutions with incentive payments and other tax relief including credits, exemptions, and refunds.

Unlike counties, municipalities may limit resolutions to specific businesses. Municipalities may restrict resolutions to certain geographic areas of the municipality.

After the county and participating municipalities pass resolutions, the DIHE can apply for rural jump-start zone designation.

## *Application materials*

The sponsor entity need to include these materials with the application:

- list of all jurisdictions that have passed or are expected to pass tax relief resolutions
- copies of the county and municipality/ies tax relief resolutions
- list all economic development organizations working with the entity
- description of the geographic boundaries of the zone
- a strategy to implement the Rural Jump-Start Program
- a report of all businesses in the pipeline

If the sponsor entity wants to modify the zone by changing boundaries, adding or removing municipalities, the sponsor entity needs to file a separate application through the OEDIT application portal.





## **COLORADO**

**Office of Economic Development  
& International Trade**

Business Funding & Incentives

### **Rural Jump-Start Zone Program**

## **Suggested Language for Local Government Resolutions**

Revised January 20, 2021

### **Overview**

OEDIT publishes this as a suggestion for counties and municipalities on how to structure their resolutions for participating in the Rural Jump-Start program. Questions about this document should be addressed to Andrea Blankenship at OEDIT; 303.319.8112, [andrea.blankenship@state.co.us](mailto:andrea.blankenship@state.co.us)

The Rural Jump-Start program requires that any county or municipality wishing to participate in the program must pass a resolution offering tax relief from the business personal property tax.

A copy of the approved resolution(s) must be included with the application to the EDC to create the Rural Jump-Start zone.

Below is the relevant language from the Rural Jump-Start Program statute, and OEDIT's suggested resolution language for counties and municipalities.

## Statute Language

CRS 39-30.5-106. Rural jump-start zone - local government requirements.  
(1) BEFORE THE COMMISSION MAY APPROVE A RURAL JUMP-START ZONE AS SPECIFIED IN SECTION 39-30.5-104, THE FOLLOWING MUST OCCUR:

(a) AN INTERESTED DISTRESSED COUNTY MUST ADOPT A RESOLUTION AFFIRMING THAT IT WILL PROVIDE INCENTIVE PAYMENTS, EXEMPTIONS, OR REFUNDS, AS APPROPRIATE, TO NEW BUSINESSES TO ELIMINATE THE BUSINESS PERSONAL PROPERTY TAX IMPOSED ON ALL NEW BUSINESSES BY THE DISTRESSED COUNTY. THE DISTRESSED COUNTY MAY ADOPT AN ADDITIONAL RESOLUTION AFFIRMING THAT IT CHOOSES TO PROVIDE INCENTIVE PAYMENTS, EXEMPTIONS, OR REFUNDS, AS APPROPRIATE, TO ALL NEW BUSINESSES TO ELIMINATE ANY OTHER TAX IMPOSED ON OR PAID BY SUCH NEW BUSINESSES IN THE DISTRESSED COUNTY.

(b) INTERESTED MUNICIPALITIES WITHIN AN INTERESTED DISTRESSED COUNTY MUST ADOPT EITHER:

(I) A GENERAL RESOLUTION AFFIRMING THAT IT WILL PROVIDE INCENTIVE PAYMENTS, EXEMPTIONS, OR REFUNDS, AS APPROPRIATE, TO ALL NEW BUSINESSES TO ELIMINATE THE BUSINESS PERSONAL PROPERTY TAX IMPOSED ON NEW BUSINESSES BY THE INTERESTED MUNICIPALITY. THE INTERESTED MUNICIPALITY MAY ADOPT AN ADDITIONAL RESOLUTION AFFIRMING THAT IT CHOOSES TO PROVIDE INCENTIVE PAYMENTS, EXEMPTIONS, OR REFUNDS, AS APPROPRIATE, TO ALL NEW BUSINESSES TO ELIMINATE ANY OTHER TAX IMPOSED ON OR PAID BY SUCH NEW BUSINESSES IN THE INTERESTED MUNICIPALITY.

(II) A LIMITED RESOLUTION AFFIRMING THAT IT WILL PROVIDE INCENTIVE PAYMENTS, EXEMPTIONS, OR REFUNDS, AS APPROPRIATE, TO A SPECIFIC NEW BUSINESS TO ELIMINATE THE BUSINESS PERSONAL PROPERTY TAX IMPOSED ON THE SPECIFIC NEW BUSINESS BY THE INTERESTED MUNICIPALITY. THE INTERESTED MUNICIPALITY MAY ADOPT AN ADDITIONAL RESOLUTION AFFIRMING THAT IT CHOOSES TO PROVIDE INCENTIVE PAYMENTS, EXEMPTIONS, OR REFUNDS, AS APPROPRIATE, TO THE SPECIFIC BUSINESS TO ELIMINATE ANY OTHER TAX IMPOSED ON OR PAID BY THE SPECIFIC BUSINESS IN THE INTERESTED MUNICIPALITY.

## Suggested Language for the County Resolution

*RESOLUTION BY THE [name of governing body] OF THE COUNTY OF [name of county] AND STATE OF COLORADO AUTHORIZING PARTICIPATION IN THE RURAL JUMP-START PROGRAM ON [date of referendum]*

*WHEREAS, THE [name of governing body] OF THE COUNTY OF [name of county] recognizes that it would be beneficial to increase economic development in the county; and,*

*WHEREAS, the state of Colorado has enacted the Rural Jump-Start Zone program (CRS 39-30.5-106) for the express purpose of encouraging economic development in the rural areas of Colorado; and,*

*WHEREAS, the [name of governing body] of the [name of county] has determined that it is in the best interests of the county to participate in the Rural Jump-Start program,*

*NOW, THEREFORE BE IT RESOLVED, the [name of governing body] of the [name of county] authorizes the county to participate in the Rural Jump-Start program; and,*

*BE IT FURTHER RESOLVED, in the course of this participation, [name of county] does hereby agree to provide incentive payments, exemptions, or refunds, as appropriate, for 100% of the county business personal property tax imposed on all new businesses that are approved by the Colorado Economic Development Commission to participate in the Rural Jump-Start program, for as long as the Colorado Economic Development Commission designates these new businesses as approved for the Rural Jump-Start program, understanding that such tax relief is limited by statute to eight years for each new business.*

## Suggested Language for the Municipality Resolution

*RESOLUTION BY THE [name of governing body] OF THE CITY OF [name of municipality] OF THE COUNTY OF [name of county] AND STATE OF COLORADO AUTHORIZING PARTICIPATION IN THE RURAL JUMP-START PROGRAM ON [date of referendum]*

*WHEREAS, THE [name of governing body] OF THE CITY OF [name of municipality] recognizes that it would be beneficial to increase economic development in the city; and,*

*WHEREAS, the state of Colorado has recently enacted the Rural Jump-Start Zone program (CRS 39-30.5-106) for the express purpose of encouraging economic development in the rural areas of Colorado; and,*

*WHEREAS, the [name of governing body] of the city of [name of municipality] has determined that it is in the best interests of the city to participate in the Rural Jump-Start program,*

*NOW, THEREFORE BE IT RESOLVED, the [name of governing body] of the city of [name of municipality] authorizes the municipality to participate in the Rural Jump-Start program; and,*

*BE IT FURTHER RESOLVED, in the course of this participation, the city of [name of municipality] does hereby agree to provide incentive payments, exemptions, or refunds, as appropriate, for 100% of the municipal business personal property tax imposed on all new businesses that are approved by the Colorado Economic Development Commission to participate in the Rural Jump-Start program, for as long as the Colorado Economic Development Commission designates these new businesses as approved for the Rural Jump-Start program, understanding that such tax relief is limited by statute to eight years for each new business.*

*### End of Document ###*