
Town of Sedgwick

Meeting Agenda

Monday, July 13th, 2026, 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 of 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 public comments.**

Call to Order and Pledge of Allegiance

- I. Approve Agenda**
 - II. Approve Minutes from last Meeting(s) June 8th, 2026 and June 22nd, 2026**
 - III. Approve Bills**
 - IV. Comments from the public**
 - V. Monthly Reports**
 - **Clerk's Office**
 - **Maintenance**
 - **Mayor**
 - i. Revisit possibility of putting into budget for new sprinkler systems for parks
 - ii. Board Member Absenteeism, Board Handbook reference: if a board member is going to be absent from a Board Meeting. Ref: 14 in Board Handbook "Roberts Rules of Order"
 - iii. Samples of Other Town's rules for Board Meeting Attendance
 - iv. Tabled from last meeting Trees at Rodeo Grounds
 - **Board of Trustees**
 - VI. Old Business**
 - i. Mark GMS Updates and next payout requests.
 - ii. Revisit the Retail Academy for Retail Strategies, did we want to donate?
 - iii. FAMLI information, Town isn't required to opt in, we can do it individually, and just have the Clerk do the data collection to report to FAMLI, and do the deductions from the paychecks to send to FAMLI quarterly. Need permission from the employee to do so. The Town is exempt from premiums as we have less than 10 employees.
 - iv. Two Loops Goat Roping Tabled from last meeting
 - VII. New Business**
 - **Dan Pedersen Accountant:** 2026 Budget Supplemental
- Sedgwick County Sheriff's Dept:** Intergovernmental Agreement/Contract
- VIII. Executive Session (If needed)**
 - IX. Call to Adjourn**



**Town of Sedgwick
Record of Proceedings
June 8th, 2026**

Members Present: Dora Devie, Traci Colbeck, Allison Kuhlman, Steve Intermill and Jaime Anchondo

Employees Present: Kim Quayle, Samantha Owens (by phone)

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

Guests: Melinda Culley by Phone

Traci Colbeck	Here	Allison Kuhlman	Here
Jaime Anchondo	Here	Steve Intermill	Here
Zachary Ault	Absent	Bailey Nail	Absent

Approval of Agenda

Motion: Approval of Agenda

Traci Colbeck made a motion to approve the agenda; Steve Intermill seconded, all in favor; none opposed, motion carried.

Approval of Minutes

Motion: Approve the minutes

Traci Colbeck made a motion to approve the minutes with corrections needed; Steve Intermill seconded, all in favor; none opposed, motion carried.

Bills (Published in Julesburg Advocate)

Motion: Bills Roll Call Vote

Steve Intermill made a motion to pay the bills, Allison Kuhlman seconded. (Roll Call: All Voted for, None Against) motion carried.

Public Comments – reminded they will have 3mins.

- Rhonda Graham: Working with the county and trying to get a bus to pick up people in Sedgwick and Ovid on June 24th Senior Day. Encouraging people to get out and vote and do a senior assessment. First pick up will be at 9:00 in Sedgwick and then will go to Ovid and then do the programming in Julesburg and bring them back. The next thing I have for you guys is a request. We have been working with the County for 2 ½ years with retail strategies. We have gone as far as we can with them until we have to pay money to them. They have already done an assessment, and they won't tell me anything until we pay them. It's called a leakage report. They teach us and show you how to get to that business. This is a \$26,500 program and we are asking for donations to help pay for this program. We got a grant from DOLA for \$16,500. It is a Rural Economic Development Initiative grant (REDI).
- John Fryar, County Commissioner: I'd like to add a respective and why were looking for this, we are at the lowest spectrum for income. We are considered a Hospice County because we are getting older and we're getting smaller. Unless we're putting some foot forward and try to fix something

there, we are just going to slide off. It's a step forward to something. Just some perspective to try and bring something here.

Clerk's Office

- Still in preparation for Audit.
- We have application for Natures of Sedgwick, for local renewals for Marijuana Retail and Cultivation (2 separate licenses). We have had no issues. Again, the State requires renewal every two years and the local entity has not changed their requirements, we are still requiring every year.
- We are asking to repeal Resolution 22-05, Opting out of FAMLI and Opt back in for the sake of the employees and due to the fact, that FAMLI waives premiums for local government entities with less than 9 employees, it would only be premiums for the employee. We will talk with Melinda and see what we need to do further.
- GMS request for payment just came in late this afternoon. There is a change order for \$22,140.00 on this one for the additional pumping of water out of the new lift station.

Motion:

Traci Colbeck made a motion to approve Natures requests for renewals; Allison Kuhlman seconded, none opposed, motion carried.

Mayors Report

- We received Notice of Award for GCI Fencing for \$226,743.00. Having discussion and hesitancy to make a motion at this time. We will be looking for more information before confirming approval.
- I have some people who are concerned about some safety issues with our youngsters that are riding their motorcycles and their scooters and go-carts on the Town's streets. I look at it as a safety hazard and it's the parents' responsibility to make sure their children are safe and where they should ride them. They should not be in the arena. Further discussions determined, we will put signs up for no motorized vehicles inside of the arena.

Motion:

Steve Intermill made a motion to put signs up at the Rodeo Arena stating "No Motorized Vehicles allowed inside of the Arena" Traci Colbeck seconded; none opposed, motion carried.

Board of Trustees

- **Allison Kuhlman**
 - I didn't know what we were going to do for Town Flowers. It was stated that Allison would purchase them and get them planted and get reimbursed by the Town. I guess my next question is what is happening with the other member of the board that hasn't come to any meetings. Need to look up rules for the board members.
- **Steve Intermill**
 - The sprinkler system at that park is very old and since the new walking path got put in, it's something that needs to be looked into, it washes away the gravel in the walkway. Will keep that on our list. We will need to do some research on what the cost would be if it is necessary to take it to budget for next year?
- **Jaime Anchondo**
 - I think most of my questions have been answered as mine were related to the fencing. Have we gotten anything back yet from the Electrical for the lights yet. No quotes back as of yet. Did the ditch company rent the grater is that why they had it? Traci Colbeck: Larry Frame used it, Richard called me and said they needed it for a short period. The grater is the Town's grater. Jaime stated that he thinks we need to do a repair agreement or like a rental agreement. We do have one incorporated.

- **Traci Colbeck**

- Alli stated that she had asked some people about being honorary citizens. Need approval for the fee for NJC is \$200.00. Two Loops Goat Roping, they want a \$500.00 fee. I don't know enough about Rodeos. We haven't had anybody want fees, If they plan to keep all the money from entry fees, we don't think we need to pay the \$500.00. Need clarification on these fees.

Motion:

Steve Intermill made a motion to pay the fee for NJC of \$200.00 for Harvest Festival; Jaime Anchondo seconded, none opposed, motion carried.

There's a new barbeque truck in Julesburg, Annie ? and Chris Dutton, it's a train car. They asked if they could be involved with it. Yes, could squeeze them in on Sunday. At the next meeting I could have a list of games and how much we will need for prizes. 1st is \$5.00, 2nd \$3.00 and 3rd \$2.00. Do we want to give prizes for adults. AK Salon will donate for adult prizes. Do we want to do Happy Birthday America? It was agreed on.

Adjourn Regular Meeting for Executive Session:

Motion:

Jaime Anchondo made a motion to Adjourn regular meeting, Traci Colbeck seconded, none opposed, motion carried.

Executive Session

- We move to executive session to discuss a personnel matter.

Executive session adjourned at 7:22pm.

Regular Meeting resumed:

During the executive session the Board discussed a personnel matter, at this point if there is a motion on what was discussed at the executive session, now is the time to do so.

Motion:

Allison Kuhlman made a motion to pay the portion of secondary insurance for Samantha Owens while she is out and without any expectation of reimbursement. Steve Intermill seconded, none opposed, motion carried.

Meeting Adjourned:

Motion:

At 7:37pm, Jaime Anchondo made a motion to adjourn, Steven Intermill seconded, all in favor, none opposed, motion carried.

Mayor

Attest: Town Clerk

SEAL

**Town of Sedgwick
Record of Proceedings Special Meeting
June 22nd, 2026**

Members Present: Dora Devie, Jaime Anchondo, Steven Intermill, Allison Kuhlman

Employees Present: Kim Quayle

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

Pledge of Allegiance:

Roll Call Mayor Dora Devie Here

Traci Colbeck	Absent	Bailey Nail	Absent
Jaime Anchondo	Here	Zach Ault	Absent
Steven Intermill	Here	Allison Kuhlman	Here

Approval of Agenda

Motion: Approval of Agenda

Steve Intermill made a motion to approve the agenda; Allison Kuhlman seconded, all in favor; none opposed, motion carried.

Special meeting for approval of the Bid Award from CGI Fence Co. and to get approval on June Draw Request from Native Sun and GMS.

OLD BUSINESS:

Mayor Dora Devie:

- Asked Dannah Koeniger to help describe fence length issues and cost related changes up or down as it is now measured by unit price. The overall price did go up for CGI Fence Co. due to the fact the board decided to go through WPRCD Supplemental Loan and the ASI requirements come into play in order to get payment from the CDPHE as a portion of that loan is State Grant Money. xSome wording on the bid created some hesitancy by the Board however further discussion by the Board determined they would approve the fencing bid to CGI.

Motion:

Steve Intermill made a motion to approve the Quote from CGI Fence Co. Jaime Anchondo seconded, all in favor; none opposed, motion carried.

Mayor Dora Devie:

- Discussion for the Approval of the June Draw Request from Native Sun and GMS as a motion was not made at the regular Board Meeting held on June 8th. GMS Inv. 17 for \$29,877.11, Native Sun Draw#7 for \$202,395.55.

Motion:

Jaime Anchondo made a motion to approve the June Draw Requests For GMS and Native Sun, Allison Kuhlman seconded, all in favor; none opposed, motion carried.

NEW BUSINESS:

Vickie Sandlin had asked about what our rules would be for 4th of July Fireworks. After discussion with Fire Chief Cade Rober, it was determined that the Town would be following Colorado State Law.

Amendments to the Agenda: Adding the Estimate from Better Electric for the Crows Nest Lights to be replaced.

Motion:

Steve Intermill made a motion we accept the Estimate for \$2,700.00 from Better Electric for the Crows Nest lighting replacement. Jaime Anchondo seconded, all in favor; none opposed, motion carried.

NEW BUSINESS con't:

ALLEN COYNE: Trees, roots and grass are in what used to be a ditch flowing into the sand draw. Water is staying stagnant and not moving anywhere. Part of it being from the pump out of water coming from the lift Station. Jaime Anchondo requested that this item be tabled until the next regular Board Meeting.

Adjourn:

Motion:

Steve Intermill made a motion to adjourn, Jaime Anchondo seconded; all in favor; none opposed, motion carried.

Mayor

Attest: Town Clerk

SEAL

11:02 AM
07/09/26
Accrual Basis

Town of Sedgwick
Trial Balance
As of June 30, 2026

	Jun 30, 26	
	Debit	Credit
1021 · Cash on Hand	87.09	
1022 · Points West Bank Checking	590,294.96	
1029 · Savings:1030 · Points West:1031 · 9240	26,793.54	
1029 · Savings:1034 · Cash in Savings - Lottery	15,641.22	
1029 · Savings:1050 · Equitable Savings:1051 · 05-4505160	41,626.67	
1070 · COLOTRUST:1071 · General Fund #2 - Water Plus	1,315,208.52	
1070 · COLOTRUST:1072 · General Fund #4 - General Plus	1,558,976.29	
1070 · COLOTRUST:1073 · General Fund #3 - CIP Plus	1,481,676.68	
1070 · COLOTRUST:1074 · General Fund #1 - Sewer CIP	620,586.93	
1081 · Cash - County Treasurer	238.98	
TOTAL	5,651,130.88	0.00

11:32 AM
07/09/26
Accrual Basis

Town of Sedgwick
Profit & Loss
June 2026

	Jun 26
Ordinary Income/Expense	
Income	
4122 · Current Property Taxes	2,141.96
4142 · Specific Ownership Taxes	256.35
4152 · Interest on Taxes	1.30
4172 · Sales Tax	4,093.50
4212 · Cigarette Tax	16.34
4222 · Road and Bridge	227.69
4232 · Motor Vehicle	75.53
4242 · Mineral leasing	0.63
4300 · Utilities Clearing	-235.82
4323 · Water Sales	7,575.33
4333 · Sewer Sales	4,451.00
4386 · Trash Collections	2,656.75
4392 · Other Income	
4392.1 · Occupation Tax	40,720.08
4392.2 · Excise Tax	811.24
4392.3 · State of Colorado	9,923.51
4392.4 · Lodging Tax	143.00
4392 · Other Income - Other	160.00
Total 4392 · Other Income	51,757.83
4393 · Other Income	452.00
4412 · Highway Use Tax	1,308.38
4422 · License Fees	1,000.00
4514 · Lottery Proceeds	378.30
4802 · Interest Income	15,433.17
4806 · Interest Income - TF	38.19
7353 · Grant-Sewer Project	1,473,830.55
Total Income	1,565,458.98
Gross Profit	1,565,458.98
Expense	
6002 · County Treasurer's Fees	68.48
6032 · Office Expense - GG	1,820.24
6042 · Professional Services - GG	2,470.00
6052 · Insurance and Bonds - GG	3,885.16
6062 · Supplies and Maintenance - GG	560.64
6072 · Telephone - GG	560.92
6092 · Miscellaneous - GG	446.50
6102 · Utilities - TH - GG	929.05
6142 · Street Lighting	231.36
6262 · Harvest Festival	200.00
6362 · Public Safety	120.54
6462 · Supplies and Maintenance Park	1,080.00
6500 · Utilities expense Clearing	10.00
7063 · Supplies & Maintenance - Water	1,162.59
7073 · Utilities - Water	495.49
7133 · Office Expense - Sewer	40.00
7163 · Supplies and Maintenance - Sewer	7,531.15
7173 · Utilities - Sewer	131.95
7346 · Landfill - Trash	397.35
7703 · Capital Outlay	
7703.2 · New Sewer System	232,272.66
7703 · Capital Outlay - Other	214.50
Total 7703 · Capital Outlay	232,487.16

11:32 AM
07/09/26
Accrual Basis

Town of Sedgwick
Profit & Loss
June 2026

	Jun 26
7800 · Salaries Clearing	
7806 · Salary-Ed Smith Jr.	325.94
7809 · Salary-Richard M Kehm	4,346.54
7820 · Salary - Kim E Quayle	3,227.73
7827 · Payroll - Samantha L Owens	2,732.93
7800 · Salaries Clearing - Other	1,453.82
Total 7800 · Salaries Clearing	12,086.96
7990 · Supplies and Maint. - Clearing	197.95
7994 · Utilities - Clearing	119.31
7995 · Payroll Taxes - Clearing	-1,158.12
Total Expense	265,874.68
Net Ordinary Income	1,299,584.30
Net Income	1,299,584.30

12:11 PM

07/09/26

Town of Sedgwick
Check Detail
 June 8 through July 13, 2026

Num	Name	Memo	Account	Paid Amount
	Points West Community ...	Wire Transfer fees WBS26F522 & WBS25F168	1022 · Points West Bank Ch...	
		Wire transfer fee #8 payment for Sewer Loan #WBS25F168	7133 · Office Expense - Sewer	-20.00
		Wire transfer fee #1 for Supp WBS26F522	7133 · Office Expense - Sewer	-20.00
TOTAL				-40.00
	Points West Community ...	Returned check on closed account, -10.00 handling fee	1022 · Points West Bank Ch...	
		Returned Check Fee from 6.10.26 deposit Batch 663	6500 · Utilities expense Clear...	-10.00
TOTAL				-10.00
	Points West Community ...	Wire Transfer Fee WPCRF	1022 · Points West Bank Ch...	
		Wire Transfer Fee for WPCRF	6092 · Miscellaneous - GG	-20.00
TOTAL				-20.00
	IRS	Auto Withdraw 270656222828062	1022 · Points West Bank Ch...	
		May 2026 payroll Taxes	7995 · Payroll Taxes - Clearing	-2,028.36
TOTAL				-2,028.36
14026	Jeffrey Vidal	VOID: Urgent Fallen Tree Removals 6-11-26	1022 · Points West Bank Ch...	
TOTAL				0.00
14027	Jeffrey Vidal	VOID: Urgent removal of large branches in both parks	1022 · Points West Bank Ch...	
TOTAL				0.00
14028	Jeffrey Vidal	VOID: Urgent removal of large branches in both parks	1022 · Points West Bank Ch...	
TOTAL				0.00
14029	Jeffrey Vidal	Urgent Fallen Tree Removals 6-11-26	1022 · Points West Bank Ch...	
June 2...		Urgent fallen tree removals from both parks	6042 · Professional Services ...	-1,100.00
TOTAL				-1,100.00
14030	NJC Young Farmers	For Sedgwick Harvest Festival 2026	1022 · Points West Bank Ch...	
Har F...	Harvest Festival 2026	Fee for performance for Harvest Festival 2026 approved by Sedgwick T...	6262 · Harvest Festival	-200.00
TOTAL				-200.00
14031	GMS	GMS Draw Request #17 June 5, 2026	1022 · Points West Bank Ch...	
Inv #17		Phase .200 Funding Administration. GMS Invoice #16 May 2026	7703.2 · New Sewer System	-1,938.20
		Phase .410 Bld Negotiation	7703.2 · New Sewer System	-536.30
		Phase .500 Construction Observations	7703.2 · New Sewer System	-19,149.99
		Phase .650 Permits	7703.2 · New Sewer System	-5,966.90
		Phase .700 Design/Contract Administration	7703.2 · New Sewer System	-2,285.72
TOTAL				-29,877.11
14032	Native Sun Construction	Draw #7 2026 Sewer Project	1022 · Points West Bank Ch...	
App #7		7th Payment for Native Sun for Town Sewer Project	7703.2 · New Sewer System	-202,395.55
TOTAL				-202,395.55
14033	Edward D Smith	Payroll June 1 - June 30th, 2026	1022 · Points West Bank Ch...	
		Salary	7806 · Salary-Ed Smith Jr.	-371.42
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
TOTAL				-343.00

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07/09/26

Town of Sedgwick
Check Detail
 June 8 through July 13, 2026

Num	Name	Memo	Account	Paid Amount
14034	Richard M. Kehm	Payroll June 1 - June 30th, 2026	1022 · Points West Bank Ch...	
		Gross Payroll	7809 · Salary-Richard M Kehm	-4,346.54
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado W/H	7995 · Payroll Taxes - Clearing	
		AFLAC	7995 · Payroll Taxes - Clearing	
TOTAL				-3,508.38
14035	Kim E. Quayle	Payroll June 1 - June 30th, 2026	1022 · Points West Bank Ch...	
		Payroll	7820 · Salary - Kim E Quayle	-3,804.91
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado	7995 · Payroll Taxes - Clearing	
		AFLAC to include dental	7995 · Payroll Taxes - Clearing	
		14.00 vision, 993.00 Medical	7995 · Payroll Taxes - Clearing	
TOTAL				-2,033.57
14036	Joshua Hammons	Payroll June 1 - June 30th, 2026	1022 · Points West Bank Ch...	
		Gross Payroll	7800 · Salaries Clearing	-530.60
		Social Security	7995 · Payroll Taxes - Clearing	
		Medicare Tax	7995 · Payroll Taxes - Clearing	
		Federal	7995 · Payroll Taxes - Clearing	
		Colorado	7995 · Payroll Taxes - Clearing	
TOTAL				-475.01
14037	CenturyLink	334021765	1022 · Points West Bank Ch...	
Phone...		Phone lines and Fax line June 2026	6072 · Telephone - GG	-277.87
TOTAL				-277.87
14038	Points West Cardmember...		1022 · Points West Bank Ch...	
June 2...		Office Supplies, cleaners and toiletries	6032 · Office Expense - GG	-518.82
		FMCSA Blannual Membership	6042 · Professional Services ...	-200.00
		Safety Glasses for Maintenance	6062 · Supplies and Mainten...	-26.99
		Giant Trash Bags for Outside trash receptacle, Water and Gatorades fo...	6032 · Office Expense - GG	-447.30
		Signs for Rodeo Grounds, No Motorized Veh.	6362 · Public Safety	-120.54
		MSC-150 Motus 2 year registration for DOT Number	6062 · Supplies and Mainten...	-175.00
TOTAL				-1,488.65
14039	SINGLEPOINT LLC	New Sharp BP Copier Rental/Loan June 2026	1022 · Points West Bank Ch...	
20477...		New Copier Monthly Payment Invoice June 2026 #20477924	7990 · Supplies and Maint. - ...	-115.00
TOTAL				-115.00
14040	AC-DC Water Works LLC	ORC Services June 26	1022 · Points West Bank Ch...	
June 2...		ORC Monthly Contract Services May 2026	7063 · Supplies & Maintenan...	-400.00
		mileage at .72.5 per mile, W/W project, fence & water Tanks, board me...	7063 · Supplies & Maintenan...	-643.19
TOTAL				-1,043.19
14041	Aflac Dental and Vision	Aflac D & V reimbursed by Kim and Sam Paychecks June - July 2026	1022 · Points West Bank Ch...	
20260...		Dental deducted and reimbursed to Town from Kim and Samantha pay ...	7800 · Salaries Clearing	-322.58
TOTAL				-322.58
14042	Big Springs Equipment	BH Mower 1122460	1022 · Points West Bank Ch...	
11224...		Idler Assembly	6062 · Supplies and Mainten...	-72.40
TOTAL				-72.40

12:11 PM

07/09/26

Town of Sedgwick
Check Detail
 June 8 through July 13, 2026

Num	Name	Memo	Account	Paid Amount
14043	CEBT	Health Insurance August 2026 Inv 0083896	1022 · Points West Bank Ch...	
2026-08		Employee Health Insurance August 2026 INV# 0083896	6052 · Insurance and Bonds -...	-3,885.16
TOTAL				-3,885.16
14044	CIRSA	Quarterly Invoice 1004517	1022 · Points West Bank Ch...	
INV10...		Property/Casualty Quarterly payments for 2026 Inv1004517	7896 · Insurance Clearing	-1,756.69
		Auto Liability	7896 · Insurance Clearing	-254.72
		General Liability (including separately rated exposures	7896 · Insurance Clearing	-478.13
		Public Officials Errors & Omissions Liability	7896 · Insurance Clearing	-907.28
		Water Line Ruptures / Sewer Back-up	7896 · Insurance Clearing	-303.25
TOTAL				-3,700.05
14045	Helena		1022 · Points West Bank Ch...	
25691...		Showdown 2- 2.5gals EPA / PCP Reg. Num 71368-126	6062 · Supplies and Mainten...	-125.70
TOTAL				-125.70
14046	Highline Electric Ass'n	June 2026 Electric	1022 · Points West Bank Ch...	
June 2...		Water Pump -66552	7073 · Utilities - Water	-380.66
		New Shop - 8280879	7994 · Utilities - Clearing	-65.46
		New Town - 822186	6102 · Utilities - TH - GG	-106.16
		Museum - 8426371	6102 · Utilities - TH - GG	-53.77
		Pump #2 - 40915	7073 · Utilities - Water	-114.83
		Street Lights -41680	6142 · Street Lighting	-231.36
		Sewer - 62657	7173 · Utilities - Sewer	-82.45
		Rodeo Grounds 8450382	6102 · Utilities - TH - GG	-227.49
		Community Center 8452780	6102 · Utilities - TH - GG	-114.03
		New Sewer Lagoon 8483701	7173 · Utilities - Sewer	-49.50
TOTAL				-1,425.71
14047	IDEAL Linens & Uniform	June 2026	1022 · Points West Bank Ch...	
11327...		Community center Linens, supplies and rugs for Community Center Jun...	7990 · Supplies and Maint. - ...	-247.16
TOTAL				-247.16
14048	Journal Office	Inv 140995 June 2026	1022 · Points West Bank Ch...	
140995		Copy machine copy fees June 2026	6032 · Office Expense - GG	-41.61
TOTAL				-41.61
14049	Julesburg Family Market	Account# 8814 June 2026	1022 · Points West Bank Ch...	
June 2...		Hardware	6062 · Supplies and Mainten...	-24.00
		Bottled Water	6062 · Supplies and Mainten...	-9.38
		3/16 quick link	6062 · Supplies and Mainten...	-7.35
TOTAL				-40.73
14050	Kelly, P.C.	Muni Attorney Fees June 2026	1022 · Points West Bank Ch...	
June 26		Board Meeting 6.8.26 & Packet Review	6042 · Professional Services ...	-337.50
		Research FAMLI Statute and regs regarding government participation	6042 · Professional Services ...	-225.00
		Review updated for FAMLI	6042 · Professional Services ...	-247.50
TOTAL				-810.00
14051	Liittjohann Kauffman & P...	Prep of Audit 12/31/24	1022 · Points West Bank Ch...	
June 26		Prep HUTF Report	6042 · Professional Services ...	-550.00
TOTAL				-550.00
14052	Marick's Waste Disposal	Porta Potty Cleaning May 2026	1022 · Points West Bank Ch...	
32929		Porta Potty Clean once a week during summer June 2026	6462 · Supplies and Mainten...	-600.00
TOTAL				-600.00

12:11 PM

07/09/26

Town of Sedgwick
Check Detail
 June 8 through July 13, 2026

Num	Name	Memo	Account	Paid Amount
14053	Northeast colorado health...	Bacteria Test June 2026	1022 · Points West Bank Ch...	
2026-6		Water Bacteria Test 2026-6	7063 · Supplies & Mainten...	-22.50
TOTAL				-22.50
14054	Prairie Mountain Media	Expenditures report May and June and Explore Mag. 2026	1022 · Points West Bank Ch...	
456981		Advertisment/Postings May & June 2026	6032 · Office Expense - GG	-88.83
		Explore Magazine	7703 · Capital Outlay	-214.50
TOTAL				-303.33
14055	S & W Auto Supply	June 2026 Statement	1022 · Points West Bank Ch...	
14018		HD 50/50 AF 1 gl	7990 · Supplies and Maint. - ...	-17.38
		Battery, core deposit	7990 · Supplies and Maint. - ...	-209.95
TOTAL				-227.33
14056	Sapp Bros. Petroleum	Petroleum, Tank Rent, 6.26.26	1022 · Points West Bank Ch...	
June 2...		1000 gl tank rent inv5058336	6102 · Utilities - TH - GG	-325.40
		Propane tank install and set up/labor for Lift Station inv5058335	7163 · Supplies and Mainten...	-1,615.74
		Propane fill 24. gl inv5058289	7994 · Utilities - Clearing	-40.98
TOTAL				-1,982.12
14057	Sedgwick County Sales	Landfill Fees June 2026	1022 · Points West Bank Ch...	
June 2...		Landfill Fees June 2026	7346 · Landfill - Trash	-397.35
TOTAL				-397.35
14058	UNCC (CO811)	Tickets Issued Fees June 2026	1022 · Points West Bank Ch...	
22606...		Positive Response Re-Notifications June 26	6092 · Miscellaneous - GG	-66.50
TOTAL				-66.50
14059	Usa Blue Book	Inv 01067574	1022 · Points West Bank Ch...	
01067...		Stenner 3/8" Injection Check Valve 01067574	7063 · Supplies & Mainten...	-51.90
		Stenner Duckbill pk/5	7163 · Supplies and Mainten...	-22.95
		Freight	7163 · Supplies and Mainten...	-20.00
TOTAL				-94.85
14060	Valley Repair	Labor to repair Door Rail 237686	1022 · Points West Bank Ch...	
237686		Labor to repair Door Rail Town Shop 237686	7366 · Supplies and Mainten...	-38.75
TOTAL				-38.75
14061	Work Force	Annual 1/3 of Towns Sewer Lines cleaned 2026	1022 · Points West Bank Ch...	
June 26		Annual 1/3 of Towns Sewer Lines cleaned for 2026	7163 · Supplies and Mainten...	-5,365.00
TOTAL				-5,365.00

Users Processed	4	Total Fixed Pay	\$8,151.45
Standard Hours	170.67	Total Variable Pay	\$0.00
Overtime 1.5x Hours	17.63	Total Payroll	\$8,151.45
Overtime 2.0x Hours	0.00		
Sick Hours	0.00	Total of All Hours	403.96
Vacation Hours	0.00	Total Deducted Hours	0.00
Holiday Hours	16.00	Total Payable Hours	403.96
Unpayable/Salaried Hours	199.66		

Rounding Interval Applied	_____
Total Records Processed	47
Records Crossing Dateline	_____
Records Qualifying for Shift Differential	_____
Records Exceeding Hours Threshold	_____

Employee	Total Hours	Deduct	1.0x	1.5x	2.0x	SIC	VAC	HOLUnP/Sal	Fixed Pay
Kehm, Richard	Total Hours	Deduct	1.0x	1.5x	2.0x	SIC	VAC	HOLUnP/Sal	Fixed Pay
	207.66	Deduct	1.0x	1.5x	2.0x	SIC	VAC	HOLUnP/Sal	Fixed Pay
Owens, Samantha	Total Hours	Deduct	1.0x	1.5x	2.0x	SIC	VAC	HOLUnP/Sal	Fixed Pay
	0.00	Deduct	1.0x	1.5x	2.0x	SIC	VAC	HOLUnP/Sal	Fixed Pay
Quayle, Kim	Total Hours	Deduct	1.0x	1.5x	2.0x	SIC	VAC	HOLUnP/Sal	Fixed Pay
	196.30	Deduct	1.0x	1.5x	2.0x	SIC	VAC	HOLUnP/Sal	Fixed Pay
Sanchez, Eduardo	Total Hours	Deduct	1.0x	1.5x	2.0x	SIC	VAC	HOLUnP/Sal	Fixed Pay
	0.00	Deduct	1.0x	1.5x	2.0x	SIC	VAC	HOLUnP/Sal	Fixed Pay

Edward Duane Smith Jr. - 24.50 hrs x \$15.10 = \$371.42

Joshua Hammons

$$35.00 \text{ hrs} \times \$15.14 = \$530.00$$

- ⊕ View Details/Notes
- ⌘ User Signed
- Ⓢ Approved
- ✕ One or more records not signed/approved
- N/A

Sample Provisions Regarding Absences

City of Fort Lupton

2-30. - Attendance at meetings.

(a) Attendance requirements. All members of the City Council shall be required to regularly attend City Council meetings, both regular and special, for the purpose of fully representing their constituents. The minimum attendance requirements shall be that no member shall be permitted to be absent for more than three (3) consecutive regular or special meetings unless said member is excused by the remaining members of the City Council.

(b) Excused absences. The City Council shall have the authority to excuse the absence of any member of the City Council for any reason the City Council may deem reasonable and appropriate, taking into account the family, work and health and any other appropriate circumstances of the member.

Town of Bennett

Sec. 2-2-130. - Removal from office for official misconduct.

Frequent absences from meetings by a Trustee or the Mayor deny the Board of Trustees that person's input and deny the citizens of the Town representation. By a majority vote of all the members of the Board of Trustees, any Trustee or the Mayor may be removed from office for official misconduct. No such removal shall be made without a charge in writing and after the opportunity for a hearing before the Board of Trustees. Official misconduct may include, but is not limited to, having more than eight (8) consecutive absences from Board of Trustees meetings (whether regular or special meetings or work sessions) or eight (8) unexcused absences within a one-year period. The Board of Trustees may consider, when determining whether official misconduct has occurred, the causes for such absences such as illness or family or work obligations. Any such removal shall be in accordance with state law.

Town of Crested Butte

Sec. 2-2-20. - Attendance at meetings.

(a) Attendance requirements. In order to faithfully perform the duties of their office, the Mayor and Council members shall regularly attend Town Council meetings. *Regular attendance*, for the purposes of this Section, shall mean:

(1) No more than two (2) consecutive absences at regular Council meetings;
and

(2) Attendance at seventy-five percent (75%) or more of regular Council meetings during the previous one-year period.

(b) Remote attendance.

(1) Remote, or virtual, attendance of regular, special and emergency Council meetings is acceptable, and members may fully participate and vote when attending remotely.

(2) Council members must attend at least seventy-five percent (75%) of annual regular Council meetings in person each year.

Louisville Home Rule Charter

Section 3-6. Vacancies.

- (a) A vacancy shall exist if, during the term of office, the Mayor or a Councilmember:
- (1) Dies;
 - (2) Is judicially declared incompetent;
 - (3) Resigns;
 - (4) Is recalled without the election of a successor;
 - (5) No longer meets one (1) or more of the qualifications specified in Section 3-3(a) or (b); or
 - (6) Has had more than six (6) absences from regular Council meetings during any period of twelve (12) consecutive calendar months.

City of Dacono

Section 2-7. - Vacancies.

- (a) If a Councilmember is absent from a regular meeting of the Council, the Councilmember shall request an excuse therefor from the Mayor. If the Mayor is absent from a regular meeting of the Council, the Mayor shall request an excuse therefor from the Council. In evaluating the request for an excuse, the Mayor or the Council, as appropriate, shall evaluate the circumstances of the absence and the reasons given therefor. If the absence is determined to be unexcused, the reasons for the determination shall be made a part of the record of the regular meeting at which the determination occurs. **An elected official who has had four (4) unexcused absences during the official's term of office shall be deemed to have vacated the office on the date on which the fourth request for an excuse is denied.** If no excuse is requested as required by this Subsection (b) within thirty (30) days after the date on which the absence occurred, the absence shall be conclusively determined to be unexcused, and such determination shall be made a part of the record of the regular meeting next following the lapse of said thirty (30) day period.



retail strategies

Retail Academy

Sedgwick County,
Colorado

Prepared by: Kate Havlik
Director, Community Partnerships
January 5th, 2026





A Proven Process



Data & Analysis

The first step is to understand who your consumers are, not just your constituents. Utilizing mobile data, we can uncover where people are coming from and what is their buying power.



Real Estate Assessment

Maps don't tell your real estate story. Our team of retail real estate professionals uncover your strategic and underutilized real estate assets.



Retail Strategy

Based off your data, real estate assets, and retail trends, we will develop a retail strategy with specific restaurant, grocery, home improvement, entertainment, and hospitality prospects that are the right fit for your community.



Training & Education

Taught by licensed real estate professionals that have worked with more than 350 communities throughout the U.S., the efforts of the instructors have generated millions of dollars in tax revenues and created thousands of jobs.

Investment:

\$25,000

Pricing valid for 90 days.

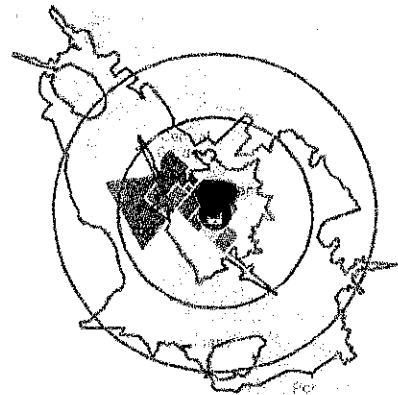


Market Analysis

What you receive

The cycle begins with market analysis. Your team will take a deep dive into the data, advanced analytics, and proprietary tools developed in house to uncover and define the potential in your community.

Our primary data source consistently delivers the highest level of accuracy and allows our team to analyze and deliver over 3,365 individual variables (per geography) providing the deepest, most reliable, information possible to our Clients.



Wic

Mobile Data Collection

An industry leading report which utilizes cell phone data to identify the home and work location of consumers that visit a defined shopping area within the community.

Trade Area Identification

By utilizing mobile data collection, data and analytics, and real estate acumen, our team will identify shopping patterns within your community that will answer key questions for retailers.

Peer and Void Analysis

After reviewing key demographic information, we will deliver a list of uses, businesses, and opportunities for your community. These potential businesses will elevate your downtown.

Retail Leakage Analysis

Examining the market supply and market demand within the trade area to uncover the categories of retail being desired by your community.

Consumer Expenditures

Drilling down into each retail segment to identify and understand what your consumers spending patterns are.

Psychographic Analysis

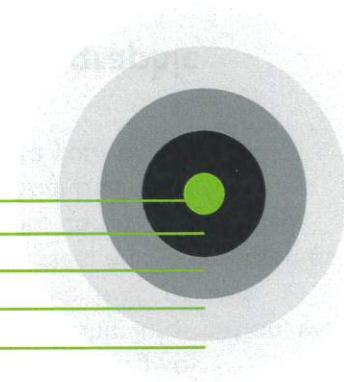
Defines the type of consumers in your market by breaking down consumers demographic characteristics, consumer preferences, consumer expenditures, and cultural ideals.



Real Estate Assessment

Maps don't tell your real estate story. Our team of retail real estate professionals uncover your strategic and underutilized real estate assets. Some of the site metrics analyzed are:

- Available Commercial Property
- Off-Market Commercial Property
- New Development Sites
- Site Access
- Parking
- Signage/Visibility
- Co-Tenancy
- Existing Retailers



Site Selection Criteria

Type of Retailer Food & Beverage

**Demographic Radius
Ring Requirement:** 3

**Minimum Population
Requirement:** 50,000

**Household Income
Requirement** \$50,000

Traffic Count 20,000 VPD

**Number of SF or
AC:** 1,100 SF-4,500 SF

Location Comments: Need 2-3 Acres at the best site in town with excellent access, visibility, and traffic. Employs on average 44 people. Average Sales Volume **\$9,300,000**.

Real Estate is the key to every retail business expansion. In addition to helping client communities recruit more than 700 businesses, the Retail Strategies team has corporate experience with some of America's top retailers. This experience means that Retail Strategies has some of the deepest understanding of retail site selection criteria in the United States.

Retail Strategies is the **only** retail consulting firm with over 250+ years of retail real estate experience and we utilize our collective knowledge to provide the most thorough, and creative, assessment of your community.

The Retail Strategies team is the **only** retail consulting firm with 25 licensed real estate agents and 5 Certified Commercial Investment Members on staff.

Redevelopment for highest and best use

Land for new development

Existing **vacant** space



retail strategies

Retail Strategy

At the end of our discovery process - we combine your data, analytics, real estate, and community vision to create your Retail Recruitment Plan and Strategy.

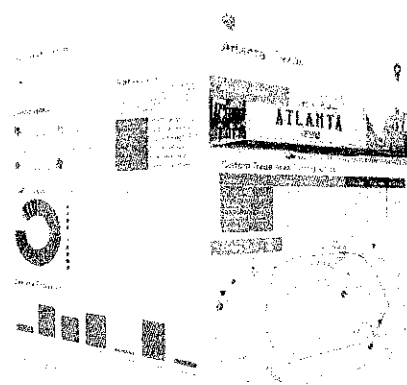
This **70+ page document** highlights our research on the community, demographic information, retail analysis and real estate analysis.

Retail Prospects

Retail Academy will provide a list of expanding businesses that fit your community. The prospect list will provide the retailer contact information, site selection criteria, and nearest locations so you are prepared when you speak with these expanding businesses

Marketing Guide

Retail Strategies has applied our collective experiences to develop impactful custom marketing guides. These customized marketing guides showcase critical market intelligence, data, real estate information, and advanced analytics to position your community for economic growth.





Training **and** Education

Taught by **licensed real estate professionals** that have worked with more than 350 communities throughout the U.S., the efforts of the instructors have generated millions of dollars in tax revenues and created thousands of jobs.

In-Person Training

- Teach you how to use the tools (data/analytics/strategy)
- Show you how retailers view your market
- Give you access to industry contracts
- Write emails to expanding businesses
- Give you a script for outbound phone calls
- Provide knowledge on the retail expansion process
- Share best practices for Retail Recruitment
- Keep you in the know on Retail Trends
- Go over the Site Selection process in full detail
- Explain the development process
- Provide best practices for ICSC & Retail Live conferences
- Discuss franchise expansions

Resource Library

16+ hours of content including:

- Retail Incentives
- Retail Trends
- Hotel Feasibility
- Franchise Recruitment Tools
- Retailer Growth Plans and Reports
- Retailer, Developer and Broker Interviews
- Small Business Support
- Bankruptcy Filing and Closure Lists
- The Dollars and Cents of Shopping Centers

Online Portal

As part of the year-long partnership, you receive access to an online membership platform that is updated monthly.

Online Portal Course Topics Include:

- Today's Trend Impacting Retail Recruitment
- Demographics Overview
- Players, Process, and Pitch
- Real Estate 101 and Recruitment Tools
- 5 Steps to Integrate DEI into a Retail Recruitment Strategy
- Retail Trade show preparation
- Steps to Recruiting Retail and Restaurants to your Downtown



Retail Academy was very informative. It opened my eyes to several surprising trends. The depth of the data helped explain many of those trends and demonstrated several characteristics that are evolving every year.

Wayne Denley, *Economic Development*
City of Alexandria, Louisiana



Timeline

Step by Step

The year-long partnership is broken into quarterly deliverables and checkpoints to make sure your community receives the most from the Retail Academy partnership.



Discovery

Getting to Know You & Online Curriculum

1

Kick-Off Call & Getting to Know You

Community Leader Survey completed

Access to the Retail Academy online curriculum is provided to the community.

Overview

Retail Academy Workshop & Recruitment Plan Overview

2

A customized retail recruitment plan will be delivered to your community during your workshop.

Training

Retail Strategies will host discussions to review your progress with:

3

Calling local property owners/leasing agents to get site flyers and share local intel

Updating your retail real estate property catalog

Contacting retailers from the retail prospect list

Providing relevant market data to local retailers

Utilizing the peer analysis to identify retail concepts to add to your customized prospect list

Accountability

Retail Strategies will host discussions to review your progress with:

4

Having a call (or meeting) with property owners/local brokers to touch base and exchange updates

Following up with prospective retailers

Hosting workshops with the local brokerage community/property owners to collaborate & strengthen relationships

Distributing surveys to local retailers ("Mom & Pops") to find out how the data is benefiting them.



Why Partner with Retail Strategies?

Background

Firm Qualifications

Retail Strategies bring over 250 collective years of retail and real estate experience. Retail Strategies is the only retail consulting firm with the following qualifications:

- 40+ team members with an active real estate license
- USDA technical assistance provider for rural communities
- Lacy Beasley, President of Retail Strategies, serves on the board of ICSC, the nation's largest retail real estate association

Capacity/Team

Retail Strategies invests heavily in research tools (such as mobile data insights) and has the team to act on the data. With over 65 full-time team members, Retail Strategies has an unmatched depth of ability to perform this work.

Experience

Retail Strategies has helped improve quality of place in more than 800 communities by measurably increasing retail and restaurant offerings, sales tax collections, and jobs. Since our inception in 2013, Retail Strategies has recruited nearly 1,000 retailers into client communities ranging from big box grocery stores to hyper-regional restaurants.

Industry Involvement



I've told every city leader that has called to ask about Retail Strategies, **"You'd be foolish not to try."**

– John Feary, City Manager
Claremore, OK

