

**DRAFT**

**TOWN OF ARRIBA  
BOARD OF TRUSTEES MEETING  
Wednesday, August 19, 2015  
Arriba Town Hall, 711 Front Street, Arriba, CO 80804**

**Call to Order** Mayor Pro-tem Troy McCue called the meeting to order at 7:34. Roll call for the Arriba Town Board was read and those answering were Jody Schifferns, Caleb Brent and Marcella Flores. Alex Flores and Karen Kovar were absent. Will Rowe joined the meeting via telephone.

**Pledge of Allegiance** was led by Trustee Caleb Brent.

**Public Audience** included: Mike Becker, Marie Daniel, Ted Grundmeier, Jeff Fike, Michael Shirley, Gerald & Carolyn Steinsiek, Jerry Norris, Beverly Langley, Jack Eberle, Jay Spurling, Dave Churchwell and Jeff Cure with KC Electric Association.

Dave Churchwell said that the Town had a franchise agreement with KC Electric that expired in July. He explained that they are long term agreements, the last one was for 25 years, KC Electric is proposing an ordinance in substance the same as before. He said that there was quite a process statutorily to get that accomplished so they want to get that started but they also needed to extend the agreement until they can get the new one in place so that the Town can continue to get paid on their franchise. He said that he had a signed notice of intention to apply, per statute, and this would need to be published or posted, which both will be done just to be safe and the process would start at the next Board meeting. He asked that the Board would consider the extension of the franchise agreement ordinance and said it would be nice to have a vote on it tonight. He said that it was going to take until November before the new franchise agreement ordinance would be adopted. He said that it would be good for another 25 years.

Clerk Hart said that the Town gets about \$10,000 a year from the KC Electric Franchise. Dave Churchwell said that it was the highest percentage of all the other towns. Jeff Cure said that usually that town's say what they want ranging from 0% up to 5%. Arriba's agreement is at 5%.

Mayor Pro-tem McCue stated that the extension agreement just extended the original franchise agreement between the Town and KC Electric from July until November.

Dave Churchwell said that he would work with Josie Hart to make sure everything is published on time and to keep to schedule, he said it was quite a convoluted set of statutes and they will make sure everything is published on time and everything taken care of and in order. He said that in the end they will have a complete transcript of everything done which they will give to the Town.

Jeff Fike said that starting with the new records request policy that the Town has put out he wanted to make a note that there was no notice put out, there was no public discussion of it or anything else. He said that he had requested some records and he wanted these records put attached to the minutes. He said he requested the last 2 treasurer's reports and the last 2 treasurer reports for Leisure Pines on July the 29<sup>th</sup> and the action meeting recorded minutes, which he said he got. He said that what he got instead of a treasurers report were 2 strange looking deals which he would leave a copy for the Board to look at but he had no idea what it was, maybe somebody could tell him. He said there was a matter of the minutes which Josie Hart would bring up.

He said that in one of the last meetings, this is back to ordinance 105, it was mentioned that it was published. He asked that the published notice and the copy of the ordinance also be added to the minutes. He said it's quite interesting because here are the election results, the abstract, and as everyone can see that's a public notice, that's what it looks like in the paper. He said in this case there is no requirement for publication anywhere and there's nothing he can find anywhere allowing Board discretion. He said this is the official notice by the Board. He said he doesn't know what it is but it sure doesn't look anything like an official notice. He said he just wanted to call the Board on that and add these into the minutes of this meeting.

He said the next issue is the municipal clerk's handbook reference from the Colorado Municipal League. He said it's quite expensive and didn't know if the Town had one. Clerk Hart said yes the Town has one. Jeff Fike read the Town's meetings protocol policy. He then asked how to get on the Agenda and what the procedure was.

Mayor Pro-tem McCue said that to get on the Agenda as an agenda item people should let the Town Clerk know that you'd like be put on as an agenda item then she submits electronically a preliminary agenda for the Board to review

Jeff Fike said that he has asked several times for things to be added and they weren't. He said that in the meeting protocols it says anyone seeking recognition by the Mayor must first get the attention of the mayor, he asked if that would be raising your hand. Mayor McCue said yes.

Jeff Fike asked at what point does the Board answer the public's questions because the policy states the Board doesn't have to answer.

Ted Grundmeier asked Dave Churchwell and Jeff Cure if the town gets 5% percent from the total month. Dave Churchwell said 5% percent is taken from the quarter's gross revenues and paid to the Town. Ted Grundmeier asked if the fees for individual meters is a fixed amount for the franchise fee or how was it figured. Dave Churchwell said basically the users pays the 5% fee and KC Electric pays it back to the town, all the meters are charged the 5%.

Beverly Langley said that at the last meeting she brought up the billing on 114 Oak Street she wrote a letter to the Board and read it out loud (this letter is a part of the minutes).

Mayor Pro-tem McCue asked when the 114 Oak Street account went vacant or stopped being paid. Beverley Langley said that her mom, Josephine Cameron, had written a letter one time and never heard anything from it and didn't get a final bill.

Mayor Pro-tem McCue said that this would have to be an Agenda item at a future meeting because Josie Hart has all the documentation. Beverly Langley said there was no lien on the property, if the Town is owed money put a lien on the property so that it's all legal. The Board agreed to wait until the next meeting to review this issue.

**Approval of Agenda** Trustee Brent moved to add Ordinance 105/Election Issue as Item E under Unfinished Businesses. No second, motion died.

Jeff Fike said that Stan Kimble indicated that in this meeting the Board would let people know the results from the special meeting. Mayor Pro-tem McCue said that he could take that up in the Mayor's report.

Mayor Pro-tem McCue asked if there was a motion to approve the agenda with Trustee Brent's addition. No motion was made. Mayor Pro-tem McCue said that without a motion then the Board doesn't have an approval of agenda and the Board will proceed on with the original agenda. Trustee Brent moved to approve the agenda as amended. No second, motion died. Mayor Pro-tem McCue said that there was no approval of the agenda so in that case the Board will default to the agenda that has been written and circulated, the Board was going to stick with Josie Hart's typed agenda as presented.

**Approval of Minutes** Clerk Hart said that the way she usually records motions in the minutes is which Trustee made the motion, which Trustee seconded and then states that the motion passed. She said that in the July 13<sup>th</sup> Regular Meeting minutes in section 2 of page 7 which refers to Trustee Kovar making a motion to waive the sewer tap fee and just accept the monthly sewer fee for 220 Church and 210 Church with Trustee Rowe seconding the motion, Jeff Fike would like it to say 'Trustee Rowe seconded and the motion carried unanimously'. Josie Hart said that after listening to the recording of the tape again it actually didn't pass unanimously as Trustee Flores voted no on the motion, the minutes need to be changed to reflect that. Clerk Hart said that usually in the minutes she will state which trustees voted no and which trustee voted yes if there are trustees that voted no on a motion. She said that in Limon's minutes after the motion is seconded and all trustees vote yes they record it by stating "the motion carried unanimously". Clerk Hart said that she could start writing the minutes that way if the Board wanted her to. Trustee Schifferns moved to approve the minutes of the July 13 Regular Meeting as amended and to approve the July 28 action meeting. Trustee Brent seconded and the motion carried unanimously.

**Approval of Accounts Receivable and Payable**

The Board reviewed the Receivables and Payables for July.

Clerk Hart said that the OCPO payment of \$100 was for Leroy King's wastewater certificate.

Jeff Fike said that in previous meetings the public audience was given the financials, but now for some reason the account numbers are added to them so now the public can't see them. He asked if there was a reason for that. Mayor Pro-tem McCue said that they can make a records request and those can be provided through a records request.

Jeff Fike said that was not his question, previously the accounts payable and receivable were provided along with the agenda. He asked if there was something that was changed to cause this to happen. Mayor Pro-tem McCue said that it has to do with the refinement of the records policy.

Clerk Hart said that also the amount of people that have been attending the meetings and with the amount of copies needed for the meetings she had called several other clerks to find out what they did and they told her they only provide the agendas free to the public audience, and that anything else they require people to come in and pay that .25 cents a copy for. Jeff Fike asked if one copy could be posted on the wall.

Leroy King said that the \$2,300 to Tri-Me spraying was for mosquito fogging and that there would be some left to start off next year's season.

Trustee Schiffers moved to approve the accounts Receivable and Payable for July.

Trustee Flores seconded and the motion carried unanimously.

### **Approval of Bills**

The Board reviewed the August bills.

Clerk Hart made note of the wastewater loan payment to Colorado Department of Local Affairs in the amount of \$3,209.70. Clerk Hart said that they were annual payments and there were 5 more payments left.

Trustee Brent moved to approve paying of the August bills. Trustee Schiffers seconded and the motion carried unanimously.

**Franchise Agreement with KC Electric** Mayor Pro-tem McCue said that before the Town can adopt the 25 year franchise agreement ordinance with KC Electric there will be a hearing and everything, going through the public process which is why it will take until October or November before it's advertised and made as a permanent ordinance.

He said the Town needs to adopt a resolution extending the agreement between the Town and KC Electric from July 11, 2015 to November 9, 2015, this will be an extension of the original KC Electric franchise agreement ordinance the Town adopted in 1990.

Trustee Brent moved to adopt a resolution extending the KC Electric franchise agreement through November 9, 2015. Trustee Schiffers seconded. The motion carried unanimously.

**311 Colorado Sewer Tap Issue** Clerk Hart said that she has a hand written note from Duane Daniel requesting the account of Richard Gene Daniel , 311 Colorado Ave be transferred to Marie Daniel. The note was dated November 17, 2011. She said that the back sewer charges came to \$1,197.00 starting from June 2012, plus late fee of \$570.00, which would bring a total of \$1,767.00. She noted that the tap fee was increased to \$2000 in 2014.

Jeff Fike asked if there were bills from this account being billed or if the Board was going off a spreadsheet. Clerk Hart said that she did not have actual bills she was using a report pulled from the accounts history of the billing software. Clerk Hart said that the bills were returned, so at that point the bills stopped getting sent out.

Jeff Fike said that Ordinance #128 requires that a lien is filed on a property for back sewer owed.

Trustee Brent asked Marie Daniel when they found out how much they had to pay on the account. Mike Becker and Marie Daniel said they just found out a few months ago when they came in to get the water turned on. Clerk Hart said she thought it was May or June. Mayor Pro-tem McCue stated that at the last regular meeting the Board agreed to let them have water on after paying the \$200 deposit while the Board figured out what to do.

Ted Grundmeier said that Ordinance #128 required that sewer fees be paid by every parcel in town, this was in order to receive the loan funds for the wastewater plant improvements.

Jeff Fike said that going with ex post facto most of the taps in Town would be grandfathered into Ordinance #128 and the ordinance would only apply to new taps put in after 2002. Clerk Hart said that she disagreed with that interpretation and asked Ted Grundmeier what his thoughts were on that. He said that his opinion was that ex post facto does not figure into this at all. He said that whether you knew there was a tap there or not sewer fees were supposed to be paid from that day forward. He felt that the Town was clear in charging the sewer fee to any tap that the Town knew about or not.

Mike Becker said that he and Marie Daniel just wanted to do the right thing, they are limited but they will go with whatever the Board says.

Trustee Rowe said that he had some issues with the way things have been done, and he has some serious concerns on the covenant the Town made on purchasing the sewer system about however that would come into play here. His suggestion was that this needs further study, his question was what notice has been given or what has been billed and whether it is appropriate to charge those fees in these situations. His concern was that the covenant in the loan overrides the Boards discretion in terms of the ordinance and if the Board chose not to charge if it would be putting the Town in violation of the loan covenant. He said that the Board needed to get more information before a decision is made.

Trustee Schiffers made a motion to table this issue until the next meeting. Trustee Flores seconded and the motion carried unanimously.

**Review Dormant Sewer Accounts & Properties** Clerk Hart said she had provided the Board with a list of properties in Town that did not have water and the monthly sewer fees were not currently being paid. Clerk Hart said that the ones that are up to \$1500 are both of Kelby Vicks properties, Mickey Jaques, Kenneth Ebersole, Ed Sevold, Rhonda Little and Cindy Romero. Clerk Hart said that these properties have accounts in the billing system and have continued to be billed until reaching the \$1500 tap fee. She said the rest are vacant houses that don't have accounts in the billing system and that don't have water or sewer services presently.

Leroy King said he didn't think that Howard Knowels, Jack Eberle (properties on Lincoln Ave), Doug Dougherty and Rita Daniels properties had any taps. Mayor Pro-tem McCue said that if there were no taps on the property and if it has been physically capped off there isn't a need to file a lien because it can't be reinstated with service until it is reconnected or accommodations are built to that property. The Board was in agreement that if anyone wanted service on those properties they would need to pay the current tap fees.

Josie Hart said that on Monica Seeley's property and Albert Williams property she does not have accounts for them and they have never been billed sewer. Trustee Rowe asked how those were different than Jeff Fike's properties' and asked why the Board would say they wouldn't be grandfathered.

It was noted that the ordinance states properties will be capped at the tap cost which is currently \$2,000, so liens would be filed in the amount of \$2,000.

Trustee Rowe suggested moving forward with filing the liens and getting final statements out to the accounts that have gone delinquent, and to wait on the ones that have never established sewer service so that the Board can take another look at those along with other issues that were identified tonight. The Board agreed with this plan.

Trustee Brent asked if Klann's property was at \$1,500. He said that that property was probably never going to use sewage and asked how this was going to benefit the town. He said shouldn't it be reasonable for the Klann's to be able to have a choice if they wanted sewer or not or if they wanted the sewer tap dug up and capped off.

Trustee Rowe wondered if the Town can do that under the sewer system loan provisions. It was stated that regarding the issue with the Klann's property it had reached the sewer tap fee several years ago before the Klanns bought it but no liens have been filed, and neither the Klann's or the previous owner were aware of the sewer fees.

There was a question as to if it was legal to actually cap off a sewer line to a house.

**Revise Mobile Home Ordinance** Clerk Hart said that the changes that were brought up at the last meeting have been made to the ordinance, and that this is proposed ordinance #140 and would replace ordinance #131. Trustee Brent asked if there was an instance where the Town missed out on permit fees that this new ordinance would be necessary. He asked what was the push to revise the original mobile home ordinance #131. Clerk Hart said that there had been 2 different inquires about moving mobile homes into Town and that brought up the review of the ordinance and possible change of the date of mobile home manufacture. Trustee Rowe said that there was also an issue of the ordinance and the policy not matching up in terms of actually requiring payment of fees and no actual enforcement mechanism requiring permit fees, or requiring any sort of procedure to bring something in. Clerk Hart said that the original ordinance did not require permit fees through the application process and that the original is very vague. This replacement ordinance has more specificity as to the fee schedule and visited the compliance issue a little more.

Jeff Fike asked in the enforcement of the ordinance does the Town even have a court or municipal judge. The Board answered yes to both questions, Dolle Lehrkamp is the municipal judge. Jeff Fike asked why the public was not seeing copies of the ordinance as it's going through the process. Clerk Hart said that no one has requested copies of the ordinance. Mayor McCue said that if the Board decides to move forward the ordinance will be posted and published and advertised and there will be a public hearing process. Clerk Hart asked Jeff Fike if he had been on the Town's website recently and said that he should have been able to see the proposed ordinance on there.

Trustee Schifferns made a motion to proceed with the proposed mobile home ordinance #140. Trustee Rowe seconded. Advertising will be done and a hearing will be set which is usually a thirty minute hearing before a regularly scheduled meeting, that gives the public an opportunity to comment and question elements of the ordinance. Trustees Schifferns, Rowe and Flores voted yes. Trustee Brent voted no. Motion carried.

**Code Enforcement –Property Cleanup** Trustee Schifferns said that a house on Main Street needs mowed and instructed Josie Hart to send the property owners a letter about it.

Jeff Fike asked if the Town would give some dirt to fill the hole on Jim Littlehorn's property. Mayor Pro-tem McCue asked if Jim would let the Town do that, Jeff Fike said yes he would. About 3 or 4 loads of fill dirt would be needed to fill the hole. The hole used to be from a storm shelter. If the hole is filled in there might be room to move some of the stuff off the right of way.

Trustee Schifferns said that anyone getting anything from the Town's north lots should sign a liability release waiver.

The Board agreed that Jim Littlehorn would need to sign the liability release form as well as anyone helping with the fill dirt.

It was said that Jim Littlehorn is in poor health and poor living conditions.

Mayor Pro-tem McCue said that if someone could help Jim Littlehorn write a letter that says he is respectfully requesting this to be done.

**Recording Policy** Mayor Pro-tem McCue read the proposed Recording Policy that Trustee Rowe had drafted (the policy is attached to these minutes).

Trustee Rowe said that under state law the public has the right to record meetings but the Town Board also has the ability to reasonably restrict so that the recording does not intrude or cause problems at the meeting, and that the right to record the meetings does not extend to when the Board members or employees are out of meetings and are private citizens.

Trustee Schifferns moved to adopt the Meeting Recording Policy. Trustee Flores seconded. The motion carried unanimously.

**Communication Policy** Mayor Pro-tem McCue read the Communication Policy drafted by Trustee Rowe. Mayor Pro-tem McCue said that this has been written because there has been an onslaught of a lot information and a lot of requests and there has been a concern expressed from the Town Clerk on who gives her direction and who does she work for.

In this policy the Board is clarifying that the Town Clerk works for the Board of Trustees and not anyone individually, but collectively in the meeting format especially when it comes to motions and things that the Board decides to do.

Jeff Fike asked how does one get questions answered such as how much was spent on the water pipestand, when is the leak on the pipestand going to get fixed and is the Town covered for daycare.

Trustee Rowe said that this policy addresses communications Josie Hart receives telling her what to do or trying to dictate what the meeting agenda is or what the Mayor should do. He said his intention was to make sure the communications are forwarded and are brought to the Board of Trustees meeting where they can be evaluated and addressed.

Ted Grundmeier said that he could answer Jeff Fike's question about the daycare. He said that a few years ago a different Board was interviewing people to be the Town Clerk and who they found was the best person and one of the requirements of the person was that she could bring her kids to work, the Board wanted this person so that Board expressly said you may bring your children to work and care for them as long as you can still do the Town's work.

Trustee Brent said that at this time Josie Hart bringing her children to Town Hall does not interfere with her work, but if it ever did than at that time the Board should address it.

Mayor Pro-tem McCue said that the communication policy would help give employees direction on how to handle the requests.

Clerk Hart wanted it noted that when she receives emails she does try to answer them to the best of her ability but when it becomes bullying or words with someone through emails then she doesn't answer those and she tells them to come to a meeting where the Board can handle the issue.

Trustee Rowe said that this policy would give an orderly procedure where employees can gather the communications and have them addressed by the Board and dealt with in one place.

Nothing was decided on this policy, it will be addressed at the next meeting.

**CIRSA Requirements: Harassment Policy** Clerk Hart said that this is a policy required by CIRSA, she said that this mostly addresses harassment between employees and the Board. Mayor Pro-tem McCue said that this was a standard harassment policy for the Town of Arriba that the Board needs to have to comply with the CIRSA insurance policy. This policy addresses harassment of age, disability, gender, national origin, prohibitive and inappropriate behavior, sexual harassment, racial harassment, and procedures to handle afore mentioned harassment.

Trustee Schiffers made a motion to adopt the Harassment Policy. Trustee Brent seconded and the motion carried unanimously.

**CIRSA Inspection Report** Mayor Pro-tem McCue stated that the property survey was conducted on July 20<sup>th</sup>, the following recommendations were developed for the Town's consideration and action. The Town needs to respond in writing within 60 days.

Clerk Hart wanted to note that CIRSA is the Town's liability insurance carrier, and during the property survey a CIRSA representative came and inspected Town Hall while her kids were at Town Hall, and they did not show up on the report.

Mayor Pro-tem McCue said the items that need addressed are: new hangers on the swings at the park, trim tree branches at least 7 feet off of the playground surface area, paint smooth durable paint on sections of the playground where the kids grab onto the bars, replace the links on several of the swings, provide more lighting in the areas of used oil or other chemicals and segregate fuel storage and flammable combustible storage in the shop, install blanks in the circuit panel in Town Hall, obtain a new grinder that is equipped with a tool rest in the shop, organize the bench space in the shop so that it can be used without the threat of items such as mower blades falling off during use, post a sign by the tires at the park to warn kids that the tires may be hot. CIRSA requires a response by October 6<sup>th</sup>.

**Maintenance** Leroy King had a written report of what he has worked on the past month (by mention the report is a part of these minutes).

Jeff Fike asked what the green scale was on the faucets, Leroy King said it was a chlorine scale.

Leroy King said he wants to purchase steel to build a debris holder for the loader to use when he trims trees in the park.

Trustee Schiffers made a motion to approve up to \$200 for the steel and supplies for this. Trustee Flores seconded and the motion carried unanimously.

**Clerks Report** Clerk Hart wanted to note that at the July 13 Board Meeting Jeff Fike said he would bring the Town's ordinance books back and he has not done so. Jeff Fike said that he would go get them after the reports.

Clerk Hart said that Jeff Fike had given her a letter during the July 13 meeting to be attached to the July 13 meeting minutes, later he had given her a corrected version of that letter which she would attach to the minutes of this meeting.

Clerk Hart said that her daughter was starting preschool and would be attending Mondays, Wednesdays, and Fridays and that she would need to pick her daughter up at 12:00. She asked if it was okay to change her lunch hour to be from 11:45 to 12:45. She would post the change on the door. The Board had no objections to this.

**Treasurers Report** Mayor Pro-tem McCue said that Dianne Petty had gotten new direction from HUD that recommends Leisure Pines use an internal auditor at High Plains Bank in Flagler. He said it's a level of checks and balances that they would like to see, and that Leisure Pines financial reports would be done by Heather Witt at the bank from now on. He explained because of the detail there will be a treasurer's report coming from the bank but there won't be transactional detail on the report.

Clerk Hart explained that Jeff Fike had requested the treasurer's reports and that she had given him the summary page whitening out the account numbers but showing the account balances. The rest of the report was the bank statements and reconciliation reports which she would not give him.

Mayor Pro-tem McCue said that he felt that giving the summary reports was reasonable and that an accounts receivable and payable report was part of open records and transactional information can be built from there. He said that he has no problem withholding the actual bank statements.

**Trustees Report** Trustee Brent said that at the next meeting he hopes to have a solution for ordinance #112.

Trustee Schifferns said that September 25th is the deadline to RSVP for the CML meeting in Hugo, the meeting is on October 6<sup>th</sup>. Mayor Pro-tem McCue said that he would be out of town that day but that it should be a great event and encouraged Board members to attend the meeting.

Trustee Rowe said that he has been on the Board since November of 2014 and has yet to see an operation or financial report from Leisure Pines. He felt that the Board needs to have something by next month. Mayor Pro-tem McCue said that he would communicate that to Leisure Pines.

**Mayors Report** Mayor Pro-tem McCue said that the brass group will be playing at a few different events and Larry Kitzel wanted to hold something in the Arriba Park, either an ice cream social, or cookies and coffee, or even just people coming to listen to the music. The Board agreed that it would be nice. Mayor Pro-tem McCue said that he'll tell the brass group to pick a day and go from there.

Mayor Pro-tem McCue said that during the executive session held on August 17th Town Attorney Stan Kimble talked about responsibilities and liabilities as a board. He said that Stan Kimble talked about some of the ordinances that the Board has looked at, and he also talked about the positive direction the Town should seriously consider about codifying the ordinances, which is a cost of \$2000-\$3000, and is a process of going through all the ordinances to the beginning and come forward, repealing or replacing those that are no longer pertinent, and taking all the pertinent ordinances because they fall together in a chronological order in the stack of ordinances and numerical by time, and instead reorganizing all those rules and regulations in a code book by subject matter or issues that way it can be a more logical reference book and easier guide for the Town Board, Mayor and staff to refer to.

Mayor Pro-tem McCue said that there were no decisions made in the executive session. Jeff Fike asked about the status of the trustees. Mayor Pro-tem McCue said he could not report the specifics of what was discussed but that the status of the trustees remain the same, the Board was not bringing any motions to make any changes.

Mayor Pro-tem McCue said open records was discussed in the executive session as well and that the attorney gave the Board background on the open records law and how that fits in with the Town. Land use was also listed as being a reason for executive session but nothing was discussed on that. Mayor Pro-tem McCue said that the recording of the

minutes was given to Town Attorney Stan Kimble to keep for 90 days. The recording would only get played in a litigation and then it would only be heard by a judge. The recording will be destroyed after the 90 days.

**Adjournment** Trustee Schiffers moved to adjourn the meeting, Trustee Flores seconded and the motion carried unanimously. Mayor Pro-tem McCue adjourned the meeting at 9.40pm.

Submitted by: Josie Hart, Arriba Town Clerk

Signed by:

Mayor Alex Flores

**Approved by the Board on:**

Town of Arriba  
Board of Trustees Regular Meeting  
Wednesday, August 19, 2015  
7:30pm

Sign In Sheet

Carolyn & Gerald Steinsiek

Jerry Norris

Jay Spunty

Joel Ehul

Jeff Covic K.L. Electric

Beverly Langley

Mitch Hill

David Churchwell K.C. Electric

Tom Lundman

Mike Becker

TH

AT 2/3

TOWN OF ARRIBA

DATE 4.30.15

|                    |                             |
|--------------------|-----------------------------|
| GENERAL            | <u>\$ 110,090.53</u>        |
| GENERAL RESERVE    | <u>\$ 22,899.44</u>         |
| CONSERVATION TRUST | <u>\$ 7,703.44</u>          |
| WATER RESERVE      | <u>\$ 2,634.32</u>          |
| SEWER RESERVE      | <u>\$ 7,015.45</u>          |
| ROAD & BRIDGE FUND | <u>                    </u> |

MUSEUM \$ 3,946.78

Online payments \$ 2,743.65

8/3/2015

What is this? I asked for  
 Treasurers Reports, are these account  
 balances? most curious. The last 2  
 would be June + July 2015, Not  
 April + May.

Why the games I don't get it.



ALT 3/3

TOWN OF ARRIBA

DATE May 2015

GENERAL ACCOUNT

\$ 118,149.35

GENERAL RESERVE

\$ 22,902.35

CONSERVATION TRUST

\$ 7,703.44

WATER RESERVE

\$ 2,634.42

SEWER RESERVE

\$ 7,615.75

ROAD & BRIDGE FUND

\_\_\_\_\_

MUSEUM

\$ 3,936.78

*Online payments*

\$ 2,845.15

|             |   |                            |
|-------------|---|----------------------------|
| RECEIPT     | date <u>8 13 15</u> No. <u>949870</u>   |                            |
|             | received from <u>Jeff Fike</u>  | <u>.50</u>                 |
|             | amount <u>Fifty CENTS</u>   |                            |
|             | for payment of <u>Treasurer's Repairs April/May</u>   |                            |
|             | <input checked="" type="radio"/> cash <input type="radio"/> money order <input type="radio"/> credit card <input type="radio"/> check # _____ |                            |
|             | amount due  | <del>50</del> <u>5c</u>    |
| amount paid | <u>5c</u>   | signature <u>Jeff Fike</u> |
| balance     | <u>0</u>  | SC1152WS                   |

Town of Arriba  
Public (Open) Records Request Form

*[Signature]* 1/3

The following request is made under the Colorado Open Records Act:

Date 7/29/2015

Requestor Information:

Name: Jeff Fike

Organization Represented (if any): \_\_\_\_\_

Address: 209 Colorado Ave

Phone #: 720-327-4098 Zip Code: 80804

Description/Name of Document(s) Requested:

Treasurer's Report Town of Arriba Last 2  
Leisure Pine Treasurer's Report Last 2  
7/28/2015 Action Meeting Recorded Minutes

If the Document name is unknown, provide brief, but specific description of document or information requested (note date of issuance and location of document, if known). A request, which is broad, vague or too voluminous, may cause a delay in the time the Town can produce the records. Please attach an additional page if needed to list these items in detail.

If the records are available pursuant to C.R.S. 24-72-201 et seq., the records shall be made available for viewing within three working day. If extenuating circumstances exist so that the Custodian cannot gather the records within the three-day period, the period shall be extended an additional seven working days. The requestor shall be notified of the extension within the first three days of receiving the request.

All payments for public records must be received in advance of releasing the requested records.

For Office Use Only

Time spent by staff in assembling the records request: \_\_\_\_\_

Estimated cost of assembly \$ \_\_\_\_\_

| Records request received by: | Received Date  | Received Time   |
|------------------------------|----------------|-----------------|
| <u>Joe Hest</u>              | <u>7-29-15</u> | <u>11:02 AM</u> |

AN ORDINANCE ESTABLISHING FOUR-YEAR OVERLAPPING TERMS OF OFFICE FOR TRUSTEE; FOUR-YEAR TERMS OF OFFICE FOR THE MAYOR; AND VOTING POWER FOR THE MAYOR.

WHEREAS, the amendment to section 12 of Article XIV of the Colorado Constitution, adopted at the 1970 general election, repealed the two-year limitation on terms of municipal officers; and

WHEREAS, passage by the General Assembly in 1971 of H. B. 1212 authorizes a Board of Trustees by ordinance to provide four-year overlapping terms for trustees and four-year terms for the mayor; and

WHEREAS, the Board of Trustees desires to establish veto power for the mayor and four-year terms effective with the next regular election, now scheduled for April 3, 1984.

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

1. Four-year Terms for Trustees. At the next regular election, six trustees shall be elected. The three candidates receiving the highest number of votes shall be elected for four-year terms, and the three candidates for trustee receiving the next highest numbers of votes shall be elected for two-year terms. At the next subsequent regular election and at each regular election thereafter, three trustees shall be elected to serve four-year terms.

2. Four-year Terms for Mayor. At the next regular election, and at the regular election every four years thereafter, a mayor shall be elected to serve a four-year term.

3. Vacancies. The Board of Trustees shall have power, by appointment, to fill all vacancies in the Board or in any other elected office, and the person so appointer shall hold office until the next regular election and until his successor is elected and qualified. If the term of the person creating the vacancy was to extend beyond the next regular election, the person elected to fill the vacancy shall be elected for the unexpired ter. Where a vacancy or vacancies exist in the office of trustee and a successor or successors are to be elected at the next election to fill the unexpired term or terms, the three candidates for trustee receiving the highest number of votes shall be elected to four-year terms and the candidate or candidates receiving the next highest number of votes. in descending order, shall be elected to fill the unexpired term or terms.

4. Voting Power of Mayor. The mayor will be prohibited from voting except in the case of a tie. The mayor will have veto power over any ordinance or resolution authorizing the expenditure of money, or over the town's entering any contract. The veto power must be exercised within 10 days of adoption of any ordinance, resolution or contract and thereafter, the town board shall have the power to override the mayor veto by two-thirds (2/3) vote of the town board in attendance at a meeting held for the purpose of voting to override the mayor's veto.

*Board Discretion?*

5. Repeal. All ordinances or parts of ordinances in conflict or inconsistent with this ordinance are hereby repealed.

*Where?*

6. Emergency Clause. The Board of Trustees herewith find, determines and declares that this ordinance is necessary for the immediate preservation of the public peace, health, and safety, because the election and terms of office of the Board of Trustees and the Mayor to be elected at the April 3, 1984 election affects the public peace, health, and safety, and whereas in the opinion of the Board of Trustees an emergency exists, this ordinance shall take effect and be in force upon the expiration of five (5) days after publication.

PASSED, ADOPTED, SIGNED, AND APPROVED THIS 6th day of February, 1984.

TOWN OF ARRIBA, ARRIBA, COLORADO

ATTEST:  
*Dennis J. Schiffer*  
TOWN CLERK

*Thomas J. Cash*  
MAYOR

(SEAL)

*No publication required*

*because the election was already held*



**S**  
8-3406

# Nitrates in water

in Arriba. When they moved to Arriba, the museum was moved to the Arriba Town Hall and it continues to be updated with new, old collectables. Entrance is gladly open the museum whenever their is interest. There are two openings on the Arriba Town Board. If you

Submitted by Ron Meyer Nitrogen is a naturally occurring nutrient found in most soils. It is essential for life in plants and most plants require large amounts of nitrogen for best growth. Nitrate (nitrogen) formation also is an integral part of the natural nitrogen cycle in our environment. Nitrates form when microorganisms break down fertil-

water supplies by the U.S. Environmental Protection Agency (EPA). These figures also may be reported in ppm (parts per million), which is equivalent to mg/l (milligrams per liter). Be sure you know which value is reported for your water sample when interpreting water tests results. However, in many cases, higher nitrate levels in water are

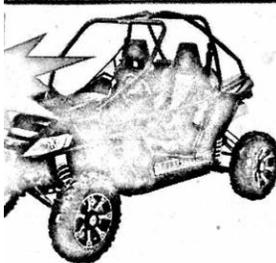
of nitrate or nitrite (two forms of nitrogen) have not provided convincing evidence of an increased cancer risk. Reports of methemoglobinemia in humans are extremely rare. Clinical infant methemoglobinemia was first recognized in 1945. Methemoglobinemia has not been reported where water contains less than 10 mg/l (parts per million) of NO3-N.

**& DR. KYLE MASON, DDS**  
719-348-5610  
317 Colorado Ave.,  
Stratton, CO  
OFFICE HOURS:  
Monday-Thursday, 8-5  
Most Insurances  
Accepted

neither of whom can put very well. \*\*\*

intake of high levels of nitrates are linked to gastric problems. In addition, recent studies of people exposed to high levels

Limon Flagler  
288 Main St. 224 E. High St.  
(719) 775-9595 (719) 765-4646



lack 2013 Wildcat 1000  
Stock #00947  
Priced to Move at  
\$13,500!

icles  
e!!  
2012 Chevy Malibu 2LT  
Leather Interior, Power  
Windows and Locks  
Stock #275254  
\$12,999

**Town of Arriba**  
has 2 vacant Board of Trustee seats.  
If you are interested in being on the Arriba Town Board,  
have lived in Arriba for at least a year,  
and are at least 18 years of age  
Please contact the Arriba Town Clerk  
at 719-768-3381 by May 12th.

**KCCMH SPECIALTY CLINIC CALENDAR**  
MAY 2014  
KIT CARSON COUNTY HEALTH SERVICE DISTRICT  
286 16th, Burlington, Colorado  
For appointment, call 719-346-4725 Option 1  
Monday-Friday  
www.kccmh.org

|  |  |
|--|--|
| Allergy & Asthma<br>Jeffrey Rumbly, MD, May 5  | Hand & Elbow Orthopedic<br>Kavi Sachar, MD, May 15             |
| Audiologist<br>Rachel McArthur, AuD, May 8, May 12, May 19   | Hematology & Oncology<br>Surathia Nallapareddy, MD, May 15     |
| Bariatrics<br>Michael Metz, MD, May 1  | Neurology<br>H. Rai Kakkar, MD, May 12, May 20                 |
| Cardiology<br>John Prevedel, MD, May 7   | OB/GYN<br>Victor Debelele, MD, May 12, May 20                  |
| Cardiology<br>Nelson Prager, MD, May 19  | Orthopedic Surgery<br>John Woodward, MD, May 1, May 15 (joint) |
| Colorectal & Advanced Laparoscopic<br>General Surgery<br>Charles Frankum, MD, May 6, May 8, May 13, May 20, May 27 | Charles Yang, MD, May 23                                       |
| Dermatology<br>James Swinehart, MD, May 16   | Podiatry<br>Daniel Mallett, DPM, May 7                         |
| Ear/Nose/Throat<br>Theo Alkousakis, MD, May 28   | Erik Oudekerk, DPM, May 15                                     |
| Alfred Carr, MD, May 8, May 14   | Pulmonology<br>Vadim Fayngersht, MD, May 20                    |
|  | Spine Orthopedic<br>Michael Madsen, MD, May 23                 |
|  | Urogynecology  |

With special resin beads that are charged with chloride. As water passes over the beads, the resin takes up nitrate in exchange for chloride. As more water passes over the resin, all the chloride is exchanged for nitrate. The resin is recharged by backwashing with sodium chloride solution. The backwash solution, which is high in nitrate, must be properly disposed of. Blending is another method to reduce nitrates in drinking water. Mix contaminated water with clean water from another source to lower overall nitrate concentration. Blended water is not safe for infants but is acceptable for livestock and healthy adults.

Charcoal filters and water softeners do not adequately remove nitrates from water. Boiling (without distilling) nitrate-contaminated water does not make it safe to drink and actually increases the concentration of nitrates. Drilling a new well to deeper water with less nitrate may be a feasible remedy in certain areas. In some cases, an effective alternative is to use bottled water for drinking and cooking.

For more information contact Ron Meyer at the Kit Carson County Extension office at 719-346-5571 ext. 302. Source: Nitrates in Drinking Water, by J.R. Self and R.M. Waskom (11/13), Colorado State University Fact Sheet 0.517.



Abstract of Votes Cast and Statement and Certificate of Determination at a Regular Election held in Arriba, Colorado  
 (Regular - Special) on 1st Day of April, 2014. SEE OTHER SIDE FOR DISTRIBUTION AND USE

FILE

| NAMES OF CANDIDATES OR PROPOSITIONS | OFFICE VOTED FOR | NUMBERS OF WARDS AND PRECINCTS AND VOTES CAST IN EACH |  |  |  |  |  |  |  |  |  | Absent Voter Precinct | Total No. of Votes Cast |    |
|-------------------------------------|------------------|---|--|--|--|--|--|--|--|--|--|-----------------------|-------------------------|----|
|                                     |                  |   |  |  |  |  |  |  |  |  |  |                       |                         |    |
| Kay Willoughby                      | Mayor            |   |  |  |  |  |  |  |  |  |  |                       |                         | 31 |
| Alex Flores                         | Mayor            |   |  |  |  |  |  |  |  |  |  |                       |                         | 36 |
| Mike Koehn                          | Town Trustee     |   |  |  |  |  |  |  |  |  |  |                       |                         | 33 |
| Bobbie D. Rush                      | Town Trustee     |   |  |  |  |  |  |  |  |  |  |                       |                         | 38 |
| Troy McCue                          | Town Trustee     |   |  |  |  |  |  |  |  |  |  |                       |                         | 50 |
| Caleb Brent                         | Town Trustee     |   |  |  |  |  |  |  |  |  |  |                       |                         | 13 |
| Curtis Price                        | Town Trustee     |   |  |  |  |  |  |  |  |  |  |                       |                         |    |

STATE OF COLORADO, } We, the undersigned Canvassers of the Election Returns of the Election held in Arriba, in the State of Colorado,  
 County of Lincoln } on Tuesday the 1st day of APRIL, 2014, for the  
Regular Municipal Election  
 do hereby certify that the above and foregoing is a true and correct abstract of the votes cast at said election, as shown by the returns from the several voting precincts in said

WITNESS our hands and seal this 5th day of April, 2014  
Chris Buckley Clerk Election Official

By Lorendy A. Botello Notary Public

Dale W. Johnson Clerk  
 Canvassing Board Official

# Proof of Publication

FKIE

STATE OF COLORADO )  
 ) ss.  
County of Kit Carson )

**Thomas E. Bredehoff**

being duly sworn, deposes and says:

1. That he is publisher of The Flagler News, a weekly newspaper printed and published in the town of Flagler, County of Kit Carson and State of Colorado.

2. That the said The Flagler News is printed and published at regular intervals, one time each week on Thursday, and that it has a general circulation in the County of Kit Carson and elsewhere.

3. That the said The Flagler News was established and has been printed and published in said County uninterruptedly and continuously during a period of at least fifty-two consecutive weeks next prior to the first issue thereof in which was published a legal notice entitled

Public Notice Certified Statement and Determination of Election - Town of Arriba  
a copy of which is hereto attached.

4. That the said The Flagler News is a weekly newspaper of general circulation, and is printed and published in whole or in part in the said County of Kit Carson in which said notice is required by law to be published, a copy of which is hereunto attached.

5. That the said The Flagler News is a weekly newspaper within the meaning of "An Act Concerning Legal Notices, Advertisements and Publications and Fees of Printers and Publishers Thereof and to Repeal being Chapter 139 of the Session Laws of Colorado of 1923 as amended by Chapter 113 of the Session Laws of Colorado of 1931. The act amended and repeated by Chapter 139 of the Session Laws of Colorado of 1921, the same being sections 5392 to 5400, both inclusive, of the Compiled Laws of the State of Colorado of 1921.

6. That the said annexed notice was published in the regular and entire edition of The Flagler News, a duly qualified weekly newspaper for that purpose, within the terms and meanings of the above named Acts.

7. That the said annexed notice is a full, true and correct copy of the original which was regularly published in each of the regular and entire issues of said newspaper, a legally qualified paper for that purpose,

once each week, on the same day of the week for 1  
successive weeks by 1 insertions and that the first  
publication thereof was in the issue dated

April 17 2014 and

that the last publication was in the issue dated

April 17 2014

Thomas E. Bredehoff Publisher.

Subscribed and sworn to before me this 17

day of April 2014.

Judy E. Fagerlund Notary  
Public.

My commission expires 7-10-14

### PUBLIC NOTICE CERTIFIED STATEMENT AND DETERMINATION OF ELECTION

At an election held at the Arriba Town Hall in the Town of Arriba, Colorado on the (1st) day of April in the year 2014, the following persons received the number of votes annexed to their respective names for the following offices: total of votes cast were 230. Alex Flores received thirty-one (31) votes for Mayor. Kay Willoughby received twenty-nine (29) votes for Mayor. Mike Koehn received thirty-six (36) votes, Bobbie D. Rush received thirty-three (33) votes, Troy McCue received thirty-eight (38) Caleb Brent fifty (50) and Curtis Price received thirteen votes for Town Trustee.

I hereby certify that the above Statement of Election is correct.

/s/ Chris Snyder  
Chris Snyder, Election Official

Published in  
The Flagler News  
April 17, 2014



WRONG  
County

①

JUDY E. FAGERLUND  
NOTARY PUBLIC  
STATE OF COLORADO  
My Commission Expires 07/10/2014





FIKE

|                     | Mayor | Trustees |       |       |        |
|---------------------|-------|----------|-------|-------|--------|
| Highest Vote        | 31    | 50       | 38    | 36    | 33     |
| Next highest        | 29    | 38       | 36    | 33    | 13     |
| Difference          | 2     | 12       | 2     | 3     | 20     |
| % Difference        | 6.45% | 24.00%   | 5.26% | 8.33% | 60.61% |
| Mandatory recount % | 0.50% | 0.50%    | 0.50% | 0.50% | 0.50%  |
| Recount required?   | No    | No       | No    | No    | No     |

| MAYOR FOR THE TOWN OF ARRIBA<br>Four Year Terms<br>(Vote for ONE) | Mark X in this column |
|---|-----------------------|
| <u>Kay Willoughby</u>   | 31 <del>29</del>      |
| <u>Alex Flores</u>  | 29 31                 |

| TRUSTEES FOR THE TOWN OF ARRIBA<br>Four Year Terms<br>(Vote for Three) | Mark X in this column |
|--|-----------------------|
| <u>Mike Koehn</u>  | 36 3                  |
| <u>Bobbie D. Rush</u>  | 33                    |
| <u>Troy McCue</u>  | 38 2                  |
| <u>Caleb Brent</u>   | 50 1                  |
| <u>Curtis Price</u>  | 13                    |

Statement of Ballots

Fike

Municipal Election  
Tuesday April 1<sup>st</sup>, 2014  
Town of Arriba Lincoln County, Colorado

- 1. Total hand count of all voted ballots (sort in groups of ten then 100) 62
- 2. How many ballots should be voted:
  - A. Number of official ballots received from Town Clerk 150
  - B. Range of Ballots unused and returned to Town Clerk 87
  - C. Total Ballots used (used means voted and spoiled)  
(if your next number is 54, you have used 53 ballots) 63
  - D. of total ballots used, number of spoiled ballots  
(count them in your 'spoiled ballots' envelope,  
count them listed in the 'spoiled ballots' section of Poll Book) 1
- 3. Count in Poll Book (don't count spoiled ballots) 62
- 4. Count of Signatures in Registration Book 62

Please explain any differences

ex signature card for 1 spoiled  
& one voted ballot

We the undersigned Judges of Election for the above named election do hereby certify that the Statement of Ballots is a true and correct reconciliation of ballots for the municipality.

Linda McCune  
Jessie M. Buxton  
Wanda Brent

August 10 - 2015  
Town Board of Arriba,

I, Beverly Fangley, P.R., court  
appointed for the estate of Josephine  
Cameron, am requesting the return  
of \$1,500.00 (one thousand, five hundred)  
for the charge of unused sewer,  
that you held the water hostage  
while we were trying to sell the  
property at 114 Oak Street.

Perry @ Hedland Title has  
given me a copy of the check they  
paid from closing costs, but  
there was no liens on the property  
as title was processed.

You have not and are not  
charging properties that are bought  
and sold the same charges.

Please return the amount  
of \$1,500.00 as I feel this is being  
fair as you should be paying  
interest and other fees for  
unnecessary problems you caused  
to all involved.

Selective black mail for these  
funds I'm sure is illegal and  
your calling the Sheriff to tell me  
you wouldn't turn on the water  
for the short time to sell the property  
seems a waste of their time, also.

Beverly Langley

Please make check payable  
to Estate of Josephine C. Cameron

Received  
8-19-15  
SH

**Town of Arriba  
711 Front St  
PO Box 10  
Arriba, CO 80804  
719-768-3381  
Fax 719-768-3380**

**townofarriba@esrta.com  
www.colorado.gov/arriba**

### **Recording of Public Meetings**

Consistent with Colorado law, members of the public may record the public meetings of the Board of Trustees so long as the recording is unobtrusive and does not disrupt conduct of the meeting. Recordings must be of the meeting and are not permitted to target, focus exclusively on or otherwise interfere with or impede the Mayor, any member of the Board of Trustees, any Town employee, or other member of the public audience. Cameras or recording equipment that are of a size to be handheld by the individual conducting the recording are generally permitted so long as they remain in the direct custody and control of the individual conducting the recording; however a camera or recording device may not be used to intrude upon a public meeting, to target or harass an individual member of the Board of Trustees, The Mayor, any Town employee, or other member of the public audience. Recording devices must be kept a minimum of 5 feet from any member of the Board of Trustees, Mayor or any Town employee during the conduct of a public meeting. Violation of this policy may result in the Mayor or any Member of the Board of Trustees requesting that the offending individual be removed from Town Hall and it shall be within the authority of any law enforcement officer to carry out such a request. Cameras or recording devices that are larger than a size to be handheld are permitted with a minimum of twenty four hours' notice to the Town Clerk who will designate a section of Town Hall where the camera or recording device may be installed prior to any public meeting and where it shall remain stationary in the designated area during the public meeting. No recording by a member of the public or press representative shall substitute for or be considered to be the official recording any meeting of any public body of the Town of Arriba and may not be used for such purposes. This policy does not act to extend the right of any member of the public to record, harass or otherwise surveil a member of the Board of Trustees, the Mayor, or any Town employee not in attendance at a public meeting each of whom retain their individual rights and privileges in the conduct of their personal business and personal lives, including any and all rights to filing of criminal or civil complaints, including without limitation for harassing conduct or stalking as appropriate or permitted by law.

Adopted 8-11-15

Signed 

**Town of Arriba**  
**711 Front St**  
**PO Box 10**  
**Arriba, CO 80804**  
**719-768-3381**  
**Fax 719-768-3380**  
**townofarriba@esrta.com**  
**www.colorado.gov/arriba**

### **Unsolicited Communications Policy**

It is the policy of the Town of Arriba to encourage and welcome communications from the public. The Board of Trustees accepts and welcomes public comments during its open meetings partially for this purpose. The Town also maintains an e-mail address partially for this purpose. Communications from the public in the form of opinions, threats, demands, vitriol, insult, purported directions, or purported commands do not obligate the Board of Trustees or the Mayor to act thereon or to place such communications, or the contents thereof, on the agenda for the Board of Trustees. Because Town employees are subject to the supervision and control of the Board of Trustees and/or the Mayor as provided by law, such communications do not bear the authority to direct or inquire into the job performance or duties of any Town employee and such communications do not obligate any Town employee to act on the contents thereof. Such communications will be compiled by the Town Clerk and distributed to the Board of Trustees in gross at the regularly scheduled open meeting of the Board of Trustees for review and proposed action, if any, by the Board of Trustees. This policy does not extend to or affect properly delivered legal notices, legal process, proper order of courts or administrative agencies with jurisdiction to act, or properly submitted requests under Colorado's Open Records Act which the Town Clerk will review and process in accordance to the Clerk's obligations under State and local law.

Adopted \_\_\_\_\_

Signed \_\_\_\_\_

## Maintenance Report

- 7-14 Sprayed weeds at wastewater plant , north lot and along streets  
Sprayed mosquitos at 6 pm
- 7-15 Started collecting water samples to be taken in on the 16 th  
Picked tree branches up out of park  
Sparyed mosquitos at 6 pm  
Read water meter at 210 Church street  
Turned water on and read meter at 220 Church street  
Turned water on at 311 Colorado
- 7-16 Finished collecting samples for to be taken to the lab today  
Rolled up hoses so park can be mowed  
Sprayed mosquito at 6 pm
- 7-17 Mowed park  
Put hoses out so park water could be turn on  
Filled chlorine tank at wastewater plant
- 7-20 Vacation
- 7-21 Vacation
- 7-22 Vacation
- 7-23 Vacation
- 7-24 Vacation
- 7-27 Work at wastewater plant  
Roll up hoses at park  
Filled chlorine tank at wastewater plant
- 7-28 Mowed park  
Hand sprayed weeds around tennis court and playground  
Sprayed mosquitos at 6 pm
- 7-29 Started water on park  
Sprayed weeds at park and water tank  
Worked at wastewater plant
- 7-30 Read water meters  
Read well meters
- 7-31 Sprayed weeds along streets  
Worked at wastewater plant
- 8-3 Mowed around town hall and water tank  
Filled chlorine tank

## Maintenance Report

- 8-4 Worked in shop
- 8-5 Mowed the park  
Took weekly chlorine and ph. Test
- 8-6 Mowed weeds along streets  
Started water on park
- 8-7 Filled holes in streets  
Worked at wastewater plant
- 8-10 Fill chlorine tank at wastewater plant  
Work at wastewater plant

**Jeff Fike**  
**209, Colorado Ave.**  
**Arriba, Co 80804**  
**(720) 327-4098**

July 13, 2015, CORRECTED Letter

Town of Arriba, Colorado  
210 711 Front Street *JF*  
Arriba, CO 80804  
(719)-768-3381

Sent Via: USPS Certified Mail, return receipt requested

Mr. Mayor, Board of Trustees and Town Clerk,  
Greetings,

**Pursuant to the Colorado Open Records Act, SS24-72-201 et seq.,** will you please make available for my reading, inspection and possible copying the public records listed below. As the Custodian of the Town Of Arriba Public Records, and electronic records; (I am sure), they are organized and properly maintained as required by Standard Accounting Procedure, Colorado Laws, and the other basic Standards for Town Clerk and Recorder Records. Myself or my representatives will read these Public Records, for an unspecified time period beginning on the Date and Time you specify, pursuant to this request. I will read these Public Records at Town Hall and determine what I want copies of. I have no idea of how many thousand pages (All records) I will be reading. I am researching and doing financially detailed diligence for a Non-fiction Historical book about the Town of Arriba, Colorado from Incorporation in 1918 to date.

Please make available *JF* **ALL Town of Arriba Public Records**, contained within the Town Hall building, for the Town of Arriba, ~~210~~ 711 Front Street, P.O. Box 10, Arriba, CO 80804 as well as any records that be stored in any Annex record Storage place, or other private storage property, please disclose these Public Record Locations if not at the Town Hall.

Please make available all Town of Arriba Public Records, Including but not limited to All: Election Records, Ordinances, Minutes of all Meetings, Recorded minutes of ALL meetings, maps, plat maps, water and sewer records and maps, financial reports, contracts, obligations, balance sheets, debit forgiveness , financial transactions between the Town of Arriba and any Trustee, Mayor or Officer., ALL of The financial history, minutes and records of ~~Whispering~~ *JF* Leisuring Pines in its relationship to the Town of Arriba.

As of this date, no written; Records Policy exists for the Town of Arriba. This is a wonderful thing, and keeps the Arriba Public Records open and available as the Colorado Sunshine Laws intended. It costs the town nothing to hand a citizen a document or file and let them read it. Therefore, you may not charge me any money; except research fees per the statute. I am specifically asking you; not to research these Public Records just have them available for my reading and inspection, which is one, of the primary duties of the paid Town Clerk. We will read and review these Public Records at Town Hall, during regular Arriba Town Hall business hours.

**If these records are not in your custody or control, will you please forthwith so notify me and state in detail to the best of your knowledge the reason for the absence of the records,** their location, and what person or persons has custody or control of the records, as required by SS24-72-203(2),C.R.S. Will you please set a date and hour within three working days at which time the records will be available for inspection, pursuant to SS24-72-203(3). **If you deny access to any of the above public records, will you please provide forthwith a written statement of the grounds for the specific denial, citing the law or regulation under which access is denied, as required by SS24-72-204(4).**

Very Respectfully,

*JF*  
Jeff Fike

*Correction made 7/17/2015 JF*  
cc: Colorado Freedom of Information Coalition  
R. Scott Nelson, ESQ.