

REGULAR MEETING

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF AGENDA
- V. EXECUTIVE SESSION
- VI. PUBLIC COMMENT

Public comment is intended for members of the public wishing to address the Board of Trustees about matters that are not listed for discussion on the agenda. Comments will be taken under advisement by the Board but no decisions will be made. At its discretion, the Board may elect to place a matter raised under public comment on a future agenda for further discussion and possible action.

- VII. PRESENTATIONS
- VIII. CONSENT AGENDA

- a. Check Detail Report for February 2023
- b. Departmental Staff Reports

- IX. BOARD INFORMATION ITEMS
- X. NEW BUSINESS

- a. Consideration and possible approval of City of Creede Resolution No. 2023-10, "A RESOLUTION OF THE BOARD OF TRUSTEES OF THE CITY OF CREEDE, CO AUTHORIZING STAFF TO PREPARE AND SUBMIT AN EIAF GRANT APPLICATION TO THE DEPARTMENT OF LOCAL AFFAIRS FOR FUNDING TO COMPLETE CONSTRUCTION DOCUMENTS FOR A NEW TOWN HALL / PUBLIC WORKS COMPLEX;
- b. Discussion regarding the Low Income Household Water Assistance Program (LIHWAP) offered through the State of Colorado;

- XI. OLD BUSINESS
- XII. BOARD REPORTS
- XIII. ADJOURN

**City of Creede; A Colorado Town
Check Detail
February 2023**

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Liability Check	ACH	02/15/2023	AFLAC	BJB74 INV#436893	1000.01 · General Fund Checking ...		-111.12
				BJB74 INV#436893	01-2150 · Aflac Liability	-104.88	104.88
				BJB74 INV#436893	01-2150 · Aflac Liability	-6.24	6.24
TOTAL						-111.12	111.12
Liability Check	E-pay	02/02/2023	United States Treasury	84-6000575 QB Tracking # -1395687510	1000.01 · General Fund Checking ...		-3,786.12
				84-6000575 QB Tracking # -1395687510	01-2101 · Federal tax withholding	-1,309.00	1,309.00
				84-6000575 QB Tracking # -1395687510	01-2103 · Fica/Medicare-Employer	-1,003.79	1,003.79
				84-6000575 QB Tracking # -1395687510	01-2102 · Fica/Medicare-Employee	-1,003.79	1,003.79
				84-6000575 QB Tracking # -1395687510	01-2103 · Fica/Medicare-Employer	-234.77	234.77
				84-6000575 QB Tracking # -1395687510	01-2102 · Fica/Medicare-Employee	-234.77	234.77
TOTAL						-3,786.12	3,786.12
Liability Check	E-pay	02/17/2023	United States Treasury	84-6000575 QB Tracking # -820348114	1000.01 · General Fund Checking ...		-3,979.46
				84-6000575 QB Tracking # -820348114	01-2101 · Federal tax withholding	-1,367.00	1,367.00
				84-6000575 QB Tracking # -820348114	01-2103 · Fica/Medicare-Employer	-1,058.68	1,058.68
				84-6000575 QB Tracking # -820348114	01-2102 · Fica/Medicare-Employee	-1,058.68	1,058.68
				84-6000575 QB Tracking # -820348114	01-2103 · Fica/Medicare-Employer	-247.55	247.55
				84-6000575 QB Tracking # -820348114	01-2102 · Fica/Medicare-Employee	-247.55	247.55
TOTAL						-3,979.46	3,979.46
Liability Check	12207	02/03/2023	CEBT	City of Creede, 32705SG INV#0053551	1000.01 · General Fund Checking ...		-10,297.38
				City of Creede, 32705SG INV#0053551	01-2200 · Health Insurance Liability	-429.20	429.20
				City of Creede, 32705SG INV#0053551	01-2200 · Health Insurance Liability	-200.00	200.00
				City of Creede, 32705SG INV#0053551	01-2200 · Health Insurance Liability	-4,240.00	4,240.00
				City of Creede, 32705SG INV#0053551	01-2850 · Payroll Liabilities	-5,174.00	5,174.00
				City of Creede, 32705SG INV#0053551	01-2400 · Dental/Life/AD&D Liability	-202.18	202.18
				City of Creede, 32705SG INV#0053551	01-2850 · Payroll Liabilities	-52.00	52.00
TOTAL						-10,297.38	10,297.38
Liability Check	12214	02/07/2023	GWRS (CCOERA)	98721-01/1220	1000.01 · General Fund Checking ...		-879.34
				98721-01/1220	01-2300 · Retirement - 401a w/h & ...	-439.67	439.67
				98721-01/1220	01-2300 · Retirement - 401a w/h & ...	-439.67	439.67
TOTAL						-879.34	879.34

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Paycheck	14427	02/03/2023	Charles A Pilant		1000.01 · General Fund Checking ...		-1,140.16
					01-8910 · Salary Expenses	-619.41	619.41
					01-8910 · Salary Expenses	-619.41	619.41
					01-8910 · Salary Expenses	-70.02	70.02
					01-8910 · Salary Expenses	-70.02	70.02
					01-8910 · Salary Expenses	-59.40	59.40
					01-8910 · Salary Expenses	-59.40	59.40
					01-2300 · Retirement - 401a w/h & ...	44.93	-44.93
					01-8960 · Retirement Expense	-22.46	22.46
					01-8960 · Retirement Expense	-22.47	22.47
					01-2300 · Retirement - 401a w/h & ...	44.93	-44.93
					01-8970 · Benefit Insurance Expense	-212.00	212.00
					01-8970 · Benefit Insurance Expense	-212.00	212.00
					01-2200 · Health Insurance Liability	424.00	-424.00
					01-8970 · Benefit Insurance Expense	-9.74	9.74
					01-8970 · Benefit Insurance Expense	-9.75	9.75
					01-2400 · Dental/Life/AD&D Liability	19.49	-19.49
					01-2101 · Federal tax withholding	142.00	-142.00
					01-8950 · Payroll Tax	-46.42	46.42
					01-8950 · Payroll Tax	-46.43	46.43
					01-2103 · Fica/Medicare-Employer	92.85	-92.85
					01-2102 · Fica/Medicare-Employee	92.85	-92.85
					01-8950 · Payroll Tax	-10.86	10.86
					01-8950 · Payroll Tax	-10.86	10.86
					01-2103 · Fica/Medicare-Employer	21.72	-21.72
					01-2102 · Fica/Medicare-Employee	21.72	-21.72
					01-2104 · State withholding	56.00	-56.00
					01-8950 · Payroll Tax	-1.49	1.49
					01-8950 · Payroll Tax	-1.50	1.50
					01-2108 · Suta tax payable	2.99	-2.99
TOTAL						-1,140.16	1,140.16
Paycheck	14428	02/03/2023	Hendrik J. Shullts		1000.01 · General Fund Checking ...		-1,234.34
					01-8910 · Salary Expenses	-764.00	764.00
					01-8910 · Salary Expenses	-764.00	764.00
					01-8910 · Salary Expenses	-28.65	28.65
					01-8910 · Salary Expenses	-28.65	28.65
					01-8970 · Benefit Insurance Expense	-212.00	212.00
					01-8970 · Benefit Insurance Expense	-212.00	212.00
					01-2200 · Health Insurance Liability	424.00	-424.00
					01-8970 · Benefit Insurance Expense	-10.20	10.20
					01-8970 · Benefit Insurance Expense	-10.20	10.20
					01-2400 · Dental/Life/AD&D Liability	20.40	-20.40
					01-8960 · Retirement Expense	-23.78	23.78

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
					01-8960 · Retirement Expense	-23.78	23.78
					01-2300 · Retirement - 401a w/h & ...	47.56	-47.56
					01-2300 · Retirement - 401a w/h & ...	47.56	-47.56
					01-2150 · Aflac Liability	14.22	-14.22
					01-2101 · Federal tax withholding	110.00	-110.00
					01-8950 · Payroll Tax	-48.70	48.70
					01-8950 · Payroll Tax	-48.70	48.70
					01-2103 · Fica/Medicare-Employer	97.40	-97.40
					01-2102 · Fica/Medicare-Employee	97.40	-97.40
					01-8950 · Payroll Tax	-11.39	11.39
					01-8950 · Payroll Tax	-11.39	11.39
					01-2103 · Fica/Medicare-Employer	22.78	-22.78
					01-2102 · Fica/Medicare-Employee	22.78	-22.78
					01-2104 · State withholding	59.00	-59.00
					01-8950 · Payroll Tax	-1.57	1.57
					01-8950 · Payroll Tax	-1.57	1.57
					01-2108 · Suta tax payable	3.14	-3.14
TOTAL						-1,234.34	1,234.34
Paycheck	14429	02/03/2023	Karl K Keilman		1000.01 · General Fund Checking ...		-1,072.89
					01-8910 · Salary Expenses	-350.20	350.20
					01-8910 · Salary Expenses	-350.20	350.20
					01-8910 · Salary Expenses	-26.27	26.27
					01-8910 · Salary Expenses	-26.27	26.27
					01-8910 · Salary Expenses	-280.16	280.16
					01-8910 · Salary Expenses	-280.16	280.16
					01-2200 · Health Insurance Liability	19.25	-19.25
					01-2200 · Health Insurance Liability	19.25	-19.25
					01-8960 · Retirement Expense	-19.70	19.70
					01-8960 · Retirement Expense	-19.70	19.70
					01-2300 · Retirement - 401a w/h & ...	39.40	-39.40
					01-2300 · Retirement - 401a w/h & ...	39.40	-39.40
					01-8970 · Benefit Insurance Expense	-33.45	33.45
					01-8970 · Benefit Insurance Expense	-33.45	33.45
					01-2200 · Health Insurance Liability	66.90	-66.90
					01-8970 · Benefit Insurance Expense	-347.50	347.50
					01-8970 · Benefit Insurance Expense	-347.50	347.50
					01-2850 · Payroll Liabilities	695.00	-695.00
					01-8970 · Benefit Insurance Expense	-3.75	3.75
					01-8970 · Benefit Insurance Expense	-3.75	3.75
					01-2850 · Payroll Liabilities	7.50	-7.50
					01-2101 · Federal tax withholding	21.00	-21.00
					01-8950 · Payroll Tax	-40.71	40.71
					01-8950 · Payroll Tax	-40.72	40.72
					01-2103 · Fica/Medicare-Employer	81.43	-81.43
					01-2102 · Fica/Medicare-Employee	81.43	-81.43

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
					01-8950 · Payroll Tax	-9.52	9.52
					01-8950 · Payroll Tax	-9.52	9.52
					01-2103 · Fica/Medicare-Employer	19.04	-19.04
					01-2102 · Fica/Medicare-Employee	19.04	-19.04
					01-2104 · State withholding	41.00	-41.00
					01-8950 · Payroll Tax	-1.31	1.31
					01-8950 · Payroll Tax	-1.32	1.32
					01-2108 · Suta tax payable	2.63	-2.63
TOTAL						-1,072.89	1,072.89
Paycheck	14430	02/03/2023	Kathryn Short Ash		1000.01 · General Fund Checking ...		-1,148.81
					01-8910 · Salary Expenses	-1,470.98	1,470.98
					01-2200 · Health Insurance Liability	11.50	-11.50
					01-8970 · Benefit Insurance Expense	-40.40	40.40
					01-2200 · Health Insurance Liability	40.40	-40.40
					01-8970 · Benefit Insurance Expense	-5.50	5.50
					01-2850 · Payroll Liabilities	5.50	-5.50
					01-8970 · Benefit Insurance Expense	-598.50	598.50
					01-2850 · Payroll Liabilities	598.50	-598.50
					01-8960 · Retirement Expense	-44.13	44.13
					01-2300 · Retirement - 401a w/h & ...	44.13	-44.13
					01-2300 · Retirement - 401a w/h & ...	44.13	-44.13
					01-2101 · Federal tax withholding	99.00	-99.00
					01-8950 · Payroll Tax	-91.21	91.21
					01-2103 · Fica/Medicare-Employer	91.21	-91.21
					01-2102 · Fica/Medicare-Employee	91.21	-91.21
					01-8950 · Payroll Tax	-21.33	21.33
					01-2103 · Fica/Medicare-Employer	21.33	-21.33
					01-2102 · Fica/Medicare-Employee	21.33	-21.33
					01-2104 · State withholding	55.00	-55.00
					01-8950 · Payroll Tax	-2.94	2.94
					01-2108 · Suta tax payable	2.94	-2.94
TOTAL						-1,148.81	1,148.81
Paycheck	14431	02/03/2023	Kelvin Walker		1000.01 · General Fund Checking ...		-330.12
					01-8910 · Salary Expenses	-183.60	183.60
					01-8910 · Salary Expenses	-183.60	183.60
					01-8950 · Payroll Tax	-11.38	11.38
					01-8950 · Payroll Tax	-11.38	11.38
					01-2103 · Fica/Medicare-Employer	22.76	-22.76
					01-2102 · Fica/Medicare-Employee	22.76	-22.76
					01-8950 · Payroll Tax	-2.66	2.66
					01-8950 · Payroll Tax	-2.66	2.66

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
					01-2103 · Fica/Medicare-Employer	5.32	-5.32
					01-2102 · Fica/Medicare-Employee	5.32	-5.32
					01-2104 · State withholding	9.00	-9.00
					01-8950 · Payroll Tax	-0.36	0.36
					01-8950 · Payroll Tax	-0.37	0.37
					01-2108 · Suta tax payable	0.73	-0.73
TOTAL						-330.12	330.12
Paycheck	14432	02/03/2023	Kristeen M Lopez		1000.01 · General Fund Checking ...		-1,049.91
					01-8910 · Salary Expenses	-1,311.27	1,311.27
					01-2200 · Health Insurance Liability	38.50	-38.50
					01-8970 · Benefit Insurance Expense	-66.90	66.90
					01-2200 · Health Insurance Liability	66.90	-66.90
					01-2150 · Aflac Liability	52.44	-52.44
					01-2150 · Aflac Liability	3.12	-3.12
					01-8970 · Benefit Insurance Expense	-7.50	7.50
					01-2850 · Payroll Liabilities	7.50	-7.50
					01-8970 · Benefit Insurance Expense	-695.00	695.00
					01-2850 · Payroll Liabilities	695.00	-695.00
					01-2101 · Federal tax withholding	23.00	-23.00
					01-8950 · Payroll Tax	-78.04	78.04
					01-2103 · Fica/Medicare-Employer	78.04	-78.04
					01-2102 · Fica/Medicare-Employee	78.04	-78.04
					01-8950 · Payroll Tax	-18.26	18.26
					01-2103 · Fica/Medicare-Employer	18.26	-18.26
					01-2102 · Fica/Medicare-Employee	18.26	-18.26
					01-2104 · State withholding	48.00	-48.00
					01-8950 · Payroll Tax	-2.52	2.52
					01-2108 · Suta tax payable	2.52	-2.52
TOTAL						-1,049.91	1,049.91
Paycheck	14433	02/03/2023	Louis Fineberg		1000.01 · General Fund Checking ...		-2,241.40
					01-8910 · Salary Expenses	-2,364.07	2,364.07
					01-8910 · Salary Expenses	-788.03	788.03
					01-8960 · Retirement Expense	-70.92	70.92
					01-8960 · Retirement Expense	-23.64	23.64
					01-2300 · Retirement - 401a w/h & ...	94.56	-94.56
					01-2300 · Retirement - 401a w/h & ...	94.56	-94.56
					01-8970 · Benefit Insurance Expense	-318.00	318.00
					01-8970 · Benefit Insurance Expense	-106.00	106.00
					01-2200 · Health Insurance Liability	424.00	-424.00
					01-8970 · Benefit Insurance Expense	-15.30	15.30
					01-8970 · Benefit Insurance Expense	-5.10	5.10

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
					01-2400 · Dental/Life/AD&D Liability	20.40	-20.40
					01-2101 · Federal tax withholding	448.00	-448.00
					01-8950 · Payroll Tax	-146.57	146.57
					01-8950 · Payroll Tax	-48.86	48.86
					01-2103 · Fica/Medicare-Employer	195.43	-195.43
					01-2102 · Fica/Medicare-Employee	195.43	-195.43
					01-8950 · Payroll Tax	-34.28	34.28
					01-8950 · Payroll Tax	-11.43	11.43
					01-2103 · Fica/Medicare-Employer	45.71	-45.71
					01-2102 · Fica/Medicare-Employee	45.71	-45.71
					01-2104 · State withholding	127.00	-127.00
					01-8950 · Payroll Tax	-4.73	4.73
					01-8950 · Payroll Tax	-1.58	1.58
					01-2108 · Suta tax payable	6.31	-6.31
TOTAL						-2,241.40	2,241.40
Paycheck	14434	02/03/2023	Madeline Westbrook		1000.01 · General Fund Checking ...		-1,132.09
					01-8910 · Salary Expenses	-1,075.34	1,075.34
					01-8910 · Salary Expenses	-358.44	358.44
					01-8970 · Benefit Insurance Expense	-318.00	318.00
					01-8970 · Benefit Insurance Expense	-106.00	106.00
					01-2200 · Health Insurance Liability	424.00	-424.00
					01-8970 · Benefit Insurance Expense	-15.30	15.30
					01-8970 · Benefit Insurance Expense	-5.10	5.10
					01-2400 · Dental/Life/AD&D Liability	20.40	-20.40
					01-2300 · Retirement - 401a w/h & ...	43.01	-43.01
					01-8960 · Retirement Expense	-32.26	32.26
					01-8960 · Retirement Expense	-10.75	10.75
					01-2300 · Retirement - 401a w/h & ...	43.01	-43.01
					01-2101 · Federal tax withholding	95.00	-95.00
					01-8950 · Payroll Tax	-66.67	66.67
					01-8950 · Payroll Tax	-22.22	22.22
					01-2103 · Fica/Medicare-Employer	88.89	-88.89
					01-2102 · Fica/Medicare-Employee	88.89	-88.89
					01-8950 · Payroll Tax	-15.59	15.59
					01-8950 · Payroll Tax	-5.20	5.20
					01-2103 · Fica/Medicare-Employer	20.79	-20.79
					01-2102 · Fica/Medicare-Employee	20.79	-20.79
					01-2104 · State withholding	54.00	-54.00
					01-8950 · Payroll Tax	-2.14	2.14
					01-8950 · Payroll Tax	-0.72	0.72
					01-2108 · Suta tax payable	2.86	-2.86
TOTAL						-1,132.09	1,132.09

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Paycheck	14435	02/03/2023	Sarah Efthim		1000.01 · General Fund Checking ...		-1,249.58
					01-8910 · Salary Expenses	-1,260.84	1,260.84
					01-8910 · Salary Expenses	-420.28	420.28
					01-2200 · Health Insurance Liability	8.62	-8.62
					01-2200 · Health Insurance Liability	2.88	-2.88
					01-8960 · Retirement Expense	-37.82	37.82
					01-8960 · Retirement Expense	-12.61	12.61
					01-2300 · Retirement - 401a w/h & ...	50.43	-50.43
					01-2300 · Retirement - 401a w/h & ...	50.43	-50.43
					01-8970 · Benefit Insurance Expense	-448.87	448.87
					01-8970 · Benefit Insurance Expense	-149.63	149.63
					01-2850 · Payroll Liabilities	598.50	-598.50
					01-8970 · Benefit Insurance Expense	-4.12	4.12
					01-8970 · Benefit Insurance Expense	-1.38	1.38
					01-2850 · Payroll Liabilities	5.50	-5.50
					01-8970 · Benefit Insurance Expense	-30.30	30.30
					01-8970 · Benefit Insurance Expense	-10.10	10.10
					01-2200 · Health Insurance Liability	40.40	-40.40
					01-2150 · Aflac Liability	44.40	-44.40
					01-2101 · Federal tax withholding	138.00	-138.00
					01-8950 · Payroll Tax	-76.11	76.11
					01-8950 · Payroll Tax	-25.37	25.37
					01-2103 · Fica/Medicare-Employer	101.48	-101.48
					01-2102 · Fica/Medicare-Employee	101.48	-101.48
					01-8950 · Payroll Tax	-17.80	17.80
					01-8950 · Payroll Tax	-5.93	5.93
					01-2103 · Fica/Medicare-Employer	23.73	-23.73
					01-2102 · Fica/Medicare-Employee	23.73	-23.73
					01-2104 · State withholding	62.00	-62.00
					01-8950 · Payroll Tax	-2.45	2.45
					01-8950 · Payroll Tax	-0.82	0.82
					01-2108 · Suta tax payable	3.27	-3.27
TOTAL						-1,249.58	1,249.58
Paycheck	14436	02/03/2023	Walter S Johnson		1000.01 · General Fund Checking ...		-1,838.08
					01-8910 · Salary Expenses	-1,260.84	1,260.84
					01-8910 · Salary Expenses	-1,260.84	1,260.84
					01-8970 · Benefit Insurance Expense	-212.00	212.00
					01-8970 · Benefit Insurance Expense	-212.00	212.00
					01-2200 · Health Insurance Liability	424.00	-424.00
					01-8970 · Benefit Insurance Expense	-10.20	10.20
					01-8970 · Benefit Insurance Expense	-10.20	10.20
					01-2400 · Dental/Life/AD&D Liability	20.40	-20.40
					01-2300 · Retirement - 401a w/h & ...	75.65	-75.65

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
					01-8960 · Retirement Expense	-37.82	37.82
					01-8960 · Retirement Expense	-37.83	37.83
					01-2300 · Retirement - 401a w/h & ...	75.65	-75.65
					01-2150 · Aflac Liability	33.12	-33.12
					01-2150 · Aflac Liability	52.44	-52.44
					01-2101 · Federal tax withholding	233.00	-233.00
					01-8950 · Payroll Tax	-77.15	77.15
					01-8950 · Payroll Tax	-77.15	77.15
					01-2103 · Fica/Medicare-Employer	154.30	-154.30
					01-2102 · Fica/Medicare-Employee	154.30	-154.30
					01-8950 · Payroll Tax	-18.04	18.04
					01-8950 · Payroll Tax	-18.05	18.05
					01-2103 · Fica/Medicare-Employer	36.09	-36.09
					01-2102 · Fica/Medicare-Employee	36.09	-36.09
					01-2104 · State withholding	99.00	-99.00
					01-8950 · Payroll Tax	-2.49	2.49
					01-8950 · Payroll Tax	-2.49	2.49
					01-2108 · Suta tax payable	4.98	-4.98
TOTAL						-1,838.08	1,838.08
Bill Pmt -Check	14445	02/15/2023	Dan Naiman Architecture	INV#107 - services through JAN2022	1000.01 · General Fund Checking ...		-1,937.50
Bill	INV#1...	02/15/2023		Final plan review for OMI apt above pizza 8852	01-5160 · Professional Services	-500.00	500.00
				Plan review of permit submittal for Kips Grill, review letter	01-5160 · Professional Services	-437.50	437.50
				Building inspections - Creede Hotel kitchen (final), CRT balcony replacemen...	01-5160 · Professional Services	-1,000.00	1,000.00
TOTAL						-1,937.50	1,937.50
Bill Pmt -Check	14446	02/15/2023	Samson Law Firm, P.C.	Client Code#1228, JAN 2023 statement	1000.01 · General Fund Checking ...		-4,825.00
Bill	Client...	02/15/2023		S21-D057 - Miscellaneous	01-5160 · Professional Services	-725.00	725.00
				S22-D065 - Kip's Grill Easement	01-5160 · Professional Services	-3,950.00	3,950.00
				S22-D130 - CDOT Reviatlization	01-5160 · Professional Services	-150.00	150.00
TOTAL						-4,825.00	4,825.00
Bill Pmt -Check	14447	02/15/2023	AFLAC	Autopay - Aflac INV#436893 Billing Period discrepancy	1000.01 · General Fund Checking ...		-336.24
Bill	INV#4...	02/15/2023		Autopay - Aflac INV#436893 Billing Period discrepancy	01-5323 · Benefits	-168.12	168.12
				Autopay - Aflac INV#436893 Billing Period discrepancy	01-5123 · Benefits	-168.12	168.12
TOTAL						-336.24	336.24

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Bill Pmt -Check	14448	02/15/2023	Airgas USA, LLC.	INV#9994723630 rent cyl ind. small argon	1000.01 · General Fund Checking ...		-45.28
Bill	INV#9...	02/15/2023		INV#9994723630 rent cyl ind. small argon	01-5331 · Operating Supplies	-45.28	45.28
TOTAL						-45.28	45.28
Bill Pmt -Check	14449	02/15/2023	AT&T Mobility	ACCT#287296829729, FEB 2023 statement	1000.01 · General Fund Checking ...		-244.24
Bill	Acct#...	02/15/2023		ACCT#287296829729, FEB 2023 statement	01-5133 · Telephone	-244.24	244.24
TOTAL						-244.24	244.24
Bill Pmt -Check	14450	02/15/2023	Card Services	Acct#0264, FEB23 statement	1000.01 · General Fund Checking ...		-538.36
Bill	Acct#...	02/15/2023		USPS purchase 02.02.2023 liquor license renewal for UGMM COLORADO CWP 01.25.2023 (Water Op Certification) & 01.30.2023 (Wast... GoToMeetings monthly subscription, SignUpGenius for Parks&Rec, Adobe ... Arp's purchase - Louis meeting with Janelle	01-5132 · Postage 01-5137 · Certifications & Training 01-5134 · Dues and Subscriptions 01-5200 · Miscellaneous Admin Exp...	-9.65 -170.00 -332.42 -26.29	9.65 170.00 332.42 26.29
TOTAL						-538.36	538.36
Bill Pmt -Check	14451	02/15/2023	CenturyLink	FEB 2023 Phone statement	1000.01 · General Fund Checking ...		-129.06
Bill	Acct#...	02/15/2023		FEB 2023 Phone statement	01-5133 · Telephone	-129.06	129.06
TOTAL						-129.06	129.06
Bill Pmt -Check	14452	02/15/2023	Creede Early Learning Center d...	INV#BLDG10 2022Q4 Dola Reimbursement	1000.01 · General Fund Checking ...		-40,327.71
Bill	INV#B...	01/26/2023		INV#BLDG10 2022Q4 Dola Reimbursement	01-5185 · EIAF-9241 Early Learning...	-40,327.71	60,327.71
TOTAL						-40,327.71	60,327.71
Bill Pmt -Check	14453	02/15/2023	GreatAmerica Financial Services	INV#33381101 monthly bill for xerox machine rental	1000.01 · General Fund Checking ...		-160.07
Bill	INV#3...	02/15/2023		INV#33381101 monthly bill for xerox machine rental	01-5200 · Miscellaneous Admin Exp...	-160.07	160.07
TOTAL						-160.07	160.07

**City of Creede; A Colorado Town
Check Detail
February 2023**

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Bill Pmt -Check	14454	02/15/2023	Kentucky Belle Market	Acct#0015 FEB 2022 Statement	1000.01 · General Fund Checking ...		-190.18
Bill	Acct#...	02/15/2023		snacks and other items for teen night, kids camp, mini miners and family night half&half propane for heaters (\$49.98) & general merch (\$24.50)	01-5530 · Recreation Expenses 01-5131 · Office Supplies 01-5331 · Operating Supplies	-114.21 -1.49 -74.48	114.21 1.49 74.48
TOTAL						-190.18	190.18
Bill Pmt -Check	14455	02/15/2023	Monte Vista Cooperative	Customer#922684, Jan 31, 2023 statement	1000.01 · General Fund Checking ...		-4,604.12
Bill	Cust#...	02/15/2023		INV#158513 - propane for gym INV#158702 - propane for gym INV#158524 - propane for Town Hall INV#158723 - propane for Town Hall INV#158525 - propane for Shop INV#158724 - propane for Shop	01-5541 · Gym Utilities 01-5541 · Gym Utilities 01-5382 · Propane 01-5382 · Propane 01-5382 · Propane 01-5382 · Propane	-1,615.75 -1,750.08 -147.26 -176.53 -244.01 -670.49	1,615.75 1,750.08 147.26 176.53 244.01 670.49
TOTAL						-4,604.12	4,604.12
Bill Pmt -Check	14456	02/15/2023	OIT, LLC	Bill#37480/CUST#1913 - phone system reoccurring charges	1000.01 · General Fund Checking ...		-173.52
Bill	Bill#37...	02/15/2023		Bill#37480/CUST#1913 - phone system reoccurring charges	01-5133 · Telephone	-173.52	173.52
TOTAL						-173.52	173.52
Bill Pmt -Check	14457	02/15/2023	The Best Little Dog House in Cr...	Family Pizza night @ Rec Center 01.27.2023	1000.01 · General Fund Checking ...		-116.29
Bill	P&RPi...	02/15/2023		Family Pizza night @ Rec Center 01.27.2023	01-5530 · Recreation Expenses	-116.29	116.29
TOTAL						-116.29	116.29
Bill Pmt -Check	14458	02/15/2023	WSB Computer Consulting, LLC	INV#86887 monthly contract, Google WorkSpace Business Starter Mon...	1000.01 · General Fund Checking ...		-696.00
Bill	INV#8...	02/15/2023		INV#86887 monthly contract, Google WorkSpace Business Starter Monthly	01-5160 · Professional Services	-696.00	696.00
TOTAL						-696.00	696.00

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Paycheck	14459	02/15/2023	Dana D Brink		1000.01 · General Fund Checking ...		-153.92
					01-8910 · Salary Expenses	-166.67	166.67
					01-8950 · Payroll Tax	-10.34	10.34
					01-2103 · Fica/Medicare-Employer	10.34	-10.34
					01-2102 · Fica/Medicare-Employee	10.34	-10.34
					01-8950 · Payroll Tax	-2.41	2.41
					01-2103 · Fica/Medicare-Employer	2.41	-2.41
					01-2102 · Fica/Medicare-Employee	2.41	-2.41
					01-8950 · Payroll Tax	-0.34	0.34
					01-2108 · Suta tax payable	0.34	-0.34
TOTAL						-153.92	153.92
Paycheck	14460	02/15/2023	Jack Wyatt Hannah		1000.01 · General Fund Checking ...		-153.92
					01-8910 · Salary Expenses	-166.67	166.67
					01-8950 · Payroll Tax	-10.34	10.34
					01-2103 · Fica/Medicare-Employer	10.34	-10.34
					01-2102 · Fica/Medicare-Employee	10.34	-10.34
					01-8950 · Payroll Tax	-2.41	2.41
					01-2103 · Fica/Medicare-Employer	2.41	-2.41
					01-2102 · Fica/Medicare-Employee	2.41	-2.41
					01-8950 · Payroll Tax	-0.34	0.34
					01-2108 · Suta tax payable	0.34	-0.34
TOTAL						-153.92	153.92
Paycheck	14461	02/15/2023	Jeffrey A Larson		1000.01 · General Fund Checking ...		-382.79
					01-8910 · Salary Expenses	-416.67	416.67
					01-8950 · Payroll Tax	-25.84	25.84
					01-2103 · Fica/Medicare-Employer	25.84	-25.84
					01-2102 · Fica/Medicare-Employee	25.84	-25.84
					01-8950 · Payroll Tax	-6.04	6.04
					01-2103 · Fica/Medicare-Employer	6.04	-6.04
					01-2102 · Fica/Medicare-Employee	6.04	-6.04
					01-2104 · State withholding	2.00	-2.00
					01-8950 · Payroll Tax	-0.84	0.84
					01-2108 · Suta tax payable	0.84	-0.84
TOTAL						-382.79	382.79

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Paycheck	14462	02/15/2023	Lori G. Dooley		1000.01 · General Fund Checking ...		-153.92
					01-8910 · Salary Expenses	-166.67	166.67
					01-8950 · Payroll Tax	-10.34	10.34
					01-2103 · Fica/Medicare-Employer	10.34	-10.34
					01-2102 · Fica/Medicare-Employee	10.34	-10.34
					01-8950 · Payroll Tax	-2.41	2.41
					01-2103 · Fica/Medicare-Employer	2.41	-2.41
					01-2102 · Fica/Medicare-Employee	2.41	-2.41
					01-8950 · Payroll Tax	-0.34	0.34
					01-2108 · Suta tax payable	0.34	-0.34
TOTAL						-153.92	153.92
Paycheck	14463	02/15/2023	Truman S Castleberry		1000.01 · General Fund Checking ...		-153.92
					01-8910 · Salary Expenses	-166.67	166.67
					01-8950 · Payroll Tax	-10.34	10.34
					01-2103 · Fica/Medicare-Employer	10.34	-10.34
					01-2102 · Fica/Medicare-Employee	10.34	-10.34
					01-8950 · Payroll Tax	-2.41	2.41
					01-2103 · Fica/Medicare-Employer	2.41	-2.41
					01-2102 · Fica/Medicare-Employee	2.41	-2.41
					01-8950 · Payroll Tax	-0.34	0.34
					01-2108 · Suta tax payable	0.34	-0.34
TOTAL						-153.92	153.92
Paycheck	14464	02/17/2023	Charles A Pilant		1000.01 · General Fund Checking ...		-1,083.89
					01-8910 · Salary Expenses	-657.59	657.59
					01-8910 · Salary Expenses	-657.59	657.59
					01-8910 · Salary Expenses	-31.83	31.83
					01-8910 · Salary Expenses	-31.83	31.83
					01-8910 · Salary Expenses	-21.21	21.21
					01-8910 · Salary Expenses	-21.21	21.21
					01-2300 · Retirement - 401a w/h & ...	42.64	-42.64
					01-8960 · Retirement Expense	-21.32	21.32
					01-8960 · Retirement Expense	-21.32	21.32
					01-2300 · Retirement - 401a w/h & ...	42.64	-42.64
					01-8970 · Benefit Insurance Expense	-212.00	212.00
					01-8970 · Benefit Insurance Expense	-212.00	212.00
					01-2200 · Health Insurance Liability	424.00	-424.00
					01-8970 · Benefit Insurance Expense	-9.74	9.74
					01-8970 · Benefit Insurance Expense	-9.75	9.75
					01-2400 · Dental/Life/AD&D Liability	19.49	-19.49

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
					01-2101 · Federal tax withholding	133.00	-133.00
					01-8950 · Payroll Tax	-44.06	44.06
					01-8950 · Payroll Tax	-44.06	44.06
					01-2103 · Fica/Medicare-Employer	88.12	-88.12
					01-2102 · Fica/Medicare-Employee	88.12	-88.12
					01-8950 · Payroll Tax	-10.30	10.30
					01-8950 · Payroll Tax	-10.31	10.31
					01-2103 · Fica/Medicare-Employer	20.61	-20.61
					01-2102 · Fica/Medicare-Employee	20.61	-20.61
					01-2104 · State withholding	53.00	-53.00
					01-8950 · Payroll Tax	-1.42	1.42
					01-8950 · Payroll Tax	-1.43	1.43
					01-2108 · Suta tax payable	2.85	-2.85
TOTAL						-1,083.89	1,083.89
Paycheck	14465	02/17/2023	Hendrik J. Shullts		1000.01 · General Fund Checking ...		-1,244.12
					01-8910 · Salary Expenses	-534.80	534.80
					01-8910 · Salary Expenses	-534.80	534.80
					01-8910 · Salary Expenses	-35.81	35.81
					01-8910 · Salary Expenses	-35.81	35.81
					01-8910 · Salary Expenses	-229.20	229.20
					01-8910 · Salary Expenses	-229.20	229.20
					01-8970 · Benefit Insurance Expense	-212.00	212.00
					01-8970 · Benefit Insurance Expense	-212.00	212.00
					01-2200 · Health Insurance Liability	424.00	-424.00
					01-8970 · Benefit Insurance Expense	-10.20	10.20
					01-8970 · Benefit Insurance Expense	-10.20	10.20
					01-2400 · Dental/Life/AD&D Liability	20.40	-20.40
					01-8960 · Retirement Expense	-23.99	23.99
					01-8960 · Retirement Expense	-24.00	24.00
					01-2300 · Retirement - 401a w/h & ...	47.99	-47.99
					01-2300 · Retirement - 401a w/h & ...	47.99	-47.99
					01-2150 · Aflac Liability	14.22	-14.22
					01-2101 · Federal tax withholding	112.00	-112.00
					01-8950 · Payroll Tax	-49.15	49.15
					01-8950 · Payroll Tax	-49.15	49.15
					01-2103 · Fica/Medicare-Employer	98.30	-98.30
					01-2102 · Fica/Medicare-Employee	98.30	-98.30
					01-8950 · Payroll Tax	-11.49	11.49
					01-8950 · Payroll Tax	-11.50	11.50
					01-2103 · Fica/Medicare-Employer	22.99	-22.99
					01-2102 · Fica/Medicare-Employee	22.99	-22.99
					01-2104 · State withholding	60.00	-60.00
					01-8950 · Payroll Tax	-1.58	1.58

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
					01-8950 · Payroll Tax	-1.59	1.59
					01-2108 · Suta tax payable	3.17	-3.17
TOTAL						-1,244.12	1,244.12
Paycheck	14466	02/17/2023	James W Hansen		1000.01 · General Fund Checking ...		-1,079.16
					01-8910 · Salary Expenses	-680.00	680.00
					01-8910 · Salary Expenses	-680.00	680.00
					01-8970 · Benefit Insurance Expense	-212.00	212.00
					01-8970 · Benefit Insurance Expense	-212.00	212.00
					01-2200 · Health Insurance Liability	424.00	-424.00
					01-8970 · Benefit Insurance Expense	-11.20	11.20
					01-8970 · Benefit Insurance Expense	-11.20	11.20
					01-2400 · Dental/Life/AD&D Liability	22.40	-22.40
					01-2300 · Retirement - 401a w/h & ...	40.80	-40.80
					01-8960 · Retirement Expense	-20.40	20.40
					01-8960 · Retirement Expense	-20.40	20.40
					01-2300 · Retirement - 401a w/h & ...	40.80	-40.80
					01-2101 · Federal tax withholding	86.00	-86.00
					01-8950 · Payroll Tax	-42.16	42.16
					01-8950 · Payroll Tax	-42.16	42.16
					01-2103 · Fica/Medicare-Employer	84.32	-84.32
					01-2102 · Fica/Medicare-Employee	84.32	-84.32
					01-8950 · Payroll Tax	-9.86	9.86
					01-8950 · Payroll Tax	-9.86	9.86
					01-2103 · Fica/Medicare-Employer	19.72	-19.72
					01-2102 · Fica/Medicare-Employee	19.72	-19.72
					01-2104 · State withholding	50.00	-50.00
TOTAL						-1,079.16	1,079.16
Paycheck	14467	02/17/2023	Kathryn Short Ash		1000.01 · General Fund Checking ...		-1,148.82
					01-8910 · Salary Expenses	-1,470.98	1,470.98
					01-2200 · Health Insurance Liability	11.50	-11.50
					01-8970 · Benefit Insurance Expense	-40.40	40.40
					01-2200 · Health Insurance Liability	40.40	-40.40
					01-8970 · Benefit Insurance Expense	-5.50	5.50
					01-2850 · Payroll Liabilities	5.50	-5.50
					01-8970 · Benefit Insurance Expense	-598.50	598.50
					01-2850 · Payroll Liabilities	598.50	-598.50
					01-8960 · Retirement Expense	-44.13	44.13
					01-2300 · Retirement - 401a w/h & ...	44.13	-44.13
					01-2300 · Retirement - 401a w/h & ...	44.13	-44.13
					01-2101 · Federal tax withholding	99.00	-99.00
					01-8950 · Payroll Tax	-91.20	91.20

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
					01-2103 · Fica/Medicare-Employer	91.20	-91.20
					01-2102 · Fica/Medicare-Employee	91.20	-91.20
					01-8950 · Payroll Tax	-21.33	21.33
					01-2103 · Fica/Medicare-Employer	21.33	-21.33
					01-2102 · Fica/Medicare-Employee	21.33	-21.33
					01-2104 · State withholding	55.00	-55.00
					01-8950 · Payroll Tax	-2.94	2.94
					01-2108 · Suta tax payable	2.94	-2.94
TOTAL						-1,148.82	1,148.82
Paycheck	14468	02/17/2023	Kelvin Walker		1000.01 · General Fund Checking ...		-169.55
					01-8910 · Salary Expenses	-91.80	91.80
					01-8910 · Salary Expenses	-91.80	91.80
					01-8950 · Payroll Tax	-5.69	5.69
					01-8950 · Payroll Tax	-5.70	5.70
					01-2103 · Fica/Medicare-Employer	11.39	-11.39
					01-2102 · Fica/Medicare-Employee	11.39	-11.39
					01-8950 · Payroll Tax	-1.33	1.33
					01-8950 · Payroll Tax	-1.33	1.33
					01-2103 · Fica/Medicare-Employer	2.66	-2.66
					01-2102 · Fica/Medicare-Employee	2.66	-2.66
					01-8950 · Payroll Tax	-0.18	0.18
					01-8950 · Payroll Tax	-0.19	0.19
					01-2108 · Suta tax payable	0.37	-0.37
TOTAL						-169.55	169.55
Paycheck	14469	02/17/2023	Kristeen M Lopez		1000.01 · General Fund Checking ...		-1,049.91
					01-8910 · Salary Expenses	-1,311.27	1,311.27
					01-2200 · Health Insurance Liability	38.50	-38.50
					01-8970 · Benefit Insurance Expense	-66.90	66.90
					01-2200 · Health Insurance Liability	66.90	-66.90
					01-2150 · Aflac Liability	52.44	-52.44
					01-2150 · Aflac Liability	3.12	-3.12
					01-8970 · Benefit Insurance Expense	-7.50	7.50
					01-2850 · Payroll Liabilities	7.50	-7.50
					01-8970 · Benefit Insurance Expense	-695.00	695.00
					01-2850 · Payroll Liabilities	695.00	-695.00
					01-2101 · Federal tax withholding	23.00	-23.00
					01-8950 · Payroll Tax	-78.05	78.05
					01-2103 · Fica/Medicare-Employer	78.05	-78.05
					01-2102 · Fica/Medicare-Employee	78.05	-78.05
					01-8950 · Payroll Tax	-18.25	18.25
					01-2103 · Fica/Medicare-Employer	18.25	-18.25

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
					01-2102 · Fica/Medicare-Employee	18.25	-18.25
					01-2104 · State withholding	48.00	-48.00
					01-8950 · Payroll Tax	-2.51	2.51
					01-2108 · Suta tax payable	2.51	-2.51
TOTAL						-1,049.91	1,049.91
Paycheck	14470	02/17/2023	Louis Fineberg		1000.01 · General Fund Checking ...		-2,241.41
					01-8910 · Salary Expenses	-2,364.07	2,364.07
					01-8910 · Salary Expenses	-788.03	788.03
					01-8960 · Retirement Expense	-70.92	70.92
					01-8960 · Retirement Expense	-23.64	23.64
					01-2300 · Retirement - 401a w/h & ...	94.56	-94.56
					01-2300 · Retirement - 401a w/h & ...	94.56	-94.56
					01-8970 · Benefit Insurance Expense	-318.00	318.00
					01-8970 · Benefit Insurance Expense	-106.00	106.00
					01-2200 · Health Insurance Liability	424.00	-424.00
					01-8970 · Benefit Insurance Expense	-15.30	15.30
					01-8970 · Benefit Insurance Expense	-5.10	5.10
					01-2400 · Dental/Life/AD&D Liability	20.40	-20.40
					01-2101 · Federal tax withholding	448.00	-448.00
					01-8950 · Payroll Tax	-146.57	146.57
					01-8950 · Payroll Tax	-48.86	48.86
					01-2103 · Fica/Medicare-Employer	195.43	-195.43
					01-2102 · Fica/Medicare-Employee	195.43	-195.43
					01-8950 · Payroll Tax	-34.27	34.27
					01-8950 · Payroll Tax	-11.43	11.43
					01-2103 · Fica/Medicare-Employer	45.70	-45.70
					01-2102 · Fica/Medicare-Employee	45.70	-45.70
					01-2104 · State withholding	127.00	-127.00
					01-8950 · Payroll Tax	-4.72	4.72
					01-8950 · Payroll Tax	-1.58	1.58
					01-2108 · Suta tax payable	6.30	-6.30
TOTAL						-2,241.41	2,241.41
Paycheck	14471	02/17/2023	Madeline Westbrook		1000.01 · General Fund Checking ...		-1,132.08
					01-8910 · Salary Expenses	-1,075.34	1,075.34
					01-8910 · Salary Expenses	-358.44	358.44
					01-8970 · Benefit Insurance Expense	-318.00	318.00
					01-8970 · Benefit Insurance Expense	-106.00	106.00
					01-2200 · Health Insurance Liability	424.00	-424.00
					01-8970 · Benefit Insurance Expense	-15.30	15.30
					01-8970 · Benefit Insurance Expense	-5.10	5.10
					01-2400 · Dental/Life/AD&D Liability	20.40	-20.40

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
					01-2300 · Retirement - 401a w/h & ...	43.01	-43.01
					01-8960 · Retirement Expense	-32.26	32.26
					01-8960 · Retirement Expense	-10.75	10.75
					01-2300 · Retirement - 401a w/h & ...	43.01	-43.01
					01-2101 · Federal tax withholding	95.00	-95.00
					01-8950 · Payroll Tax	-66.67	66.67
					01-8950 · Payroll Tax	-22.23	22.23
					01-2103 · Fica/Medicare-Employer	88.90	-88.90
					01-2102 · Fica/Medicare-Employee	88.90	-88.90
					01-8950 · Payroll Tax	-15.59	15.59
					01-8950 · Payroll Tax	-5.20	5.20
					01-2103 · Fica/Medicare-Employer	20.79	-20.79
					01-2102 · Fica/Medicare-Employee	20.79	-20.79
					01-2104 · State withholding	54.00	-54.00
					01-8950 · Payroll Tax	-2.15	2.15
					01-8950 · Payroll Tax	-0.72	0.72
					01-2108 · Suta tax payable	2.87	-2.87
TOTAL						-1,132.08	1,132.08
Paycheck	14472	02/17/2023	Sarah Efthim		1000.01 · General Fund Checking ...		-1,249.57
					01-8910 · Salary Expenses	-1,260.84	1,260.84
					01-8910 · Salary Expenses	-420.28	420.28
					01-2200 · Health Insurance Liability	8.62	-8.62
					01-2200 · Health Insurance Liability	2.88	-2.88
					01-8960 · Retirement Expense	-37.82	37.82
					01-8960 · Retirement Expense	-12.61	12.61
					01-2300 · Retirement - 401a w/h & ...	50.43	-50.43
					01-2300 · Retirement - 401a w/h & ...	50.43	-50.43
					01-8970 · Benefit Insurance Expense	-448.87	448.87
					01-8970 · Benefit Insurance Expense	-149.63	149.63
					01-2850 · Payroll Liabilities	598.50	-598.50
					01-8970 · Benefit Insurance Expense	-4.12	4.12
					01-8970 · Benefit Insurance Expense	-1.38	1.38
					01-2850 · Payroll Liabilities	5.50	-5.50
					01-8970 · Benefit Insurance Expense	-30.30	30.30
					01-8970 · Benefit Insurance Expense	-10.10	10.10
					01-2200 · Health Insurance Liability	40.40	-40.40
					01-2150 · Aflac Liability	44.40	-44.40
					01-2101 · Federal tax withholding	138.00	-138.00
					01-8950 · Payroll Tax	-76.11	76.11
					01-8950 · Payroll Tax	-25.37	25.37
					01-2103 · Fica/Medicare-Employer	101.48	-101.48
					01-2102 · Fica/Medicare-Employee	101.48	-101.48
					01-8950 · Payroll Tax	-17.80	17.80
					01-8950 · Payroll Tax	-5.94	5.94
					01-2103 · Fica/Medicare-Employer	23.74	-23.74

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
					01-2102 · Fica/Medicare-Employee	23.74	-23.74
					01-2104 · State withholding	62.00	-62.00
					01-8950 · Payroll Tax	-2.45	2.45
					01-8950 · Payroll Tax	-0.82	0.82
					01-2108 · Suta tax payable	3.27	-3.27
TOTAL						-1,249.57	1,249.57
Paycheck	14473	02/17/2023	Walter S Johnson		1000.01 · General Fund Checking ...		-1,838.10
					01-8910 · Salary Expenses	-1,260.84	1,260.84
					01-8910 · Salary Expenses	-1,260.84	1,260.84
					01-8970 · Benefit Insurance Expense	-212.00	212.00
					01-8970 · Benefit Insurance Expense	-212.00	212.00
					01-2200 · Health Insurance Liability	424.00	-424.00
					01-8970 · Benefit Insurance Expense	-10.20	10.20
					01-8970 · Benefit Insurance Expense	-10.20	10.20
					01-2400 · Dental/Life/AD&D Liability	20.40	-20.40
					01-2300 · Retirement - 401a w/h & ...	75.65	-75.65
					01-8960 · Retirement Expense	-37.82	37.82
					01-8960 · Retirement Expense	-37.83	37.83
					01-2300 · Retirement - 401a w/h & ...	75.65	-75.65
					01-2150 · Aflac Liability	33.12	-33.12
					01-2150 · Aflac Liability	52.44	-52.44
					01-2101 · Federal tax withholding	233.00	-233.00
					01-8950 · Payroll Tax	-77.14	77.14
					01-8950 · Payroll Tax	-77.15	77.15
					01-2103 · Fica/Medicare-Employer	154.29	-154.29
					01-2102 · Fica/Medicare-Employee	154.29	-154.29
					01-8950 · Payroll Tax	-18.04	18.04
					01-8950 · Payroll Tax	-18.04	18.04
					01-2103 · Fica/Medicare-Employer	36.08	-36.08
					01-2102 · Fica/Medicare-Employee	36.08	-36.08
					01-2104 · State withholding	99.00	-99.00
					01-8950 · Payroll Tax	-2.48	2.48
					01-8950 · Payroll Tax	-2.49	2.49
					01-2108 · Suta tax payable	4.97	-4.97
TOTAL						-1,838.10	1,838.10
Bill Pmt -Check	14474	02/17/2023	McPherson, Goodrich, Paolucci...	INV#57792 - year-end tax reports & 1099s, and other CPA services	1000.01 · General Fund Checking ...		-1,049.34
Bill	INV#5...	02/15/2023		INV#57792 - year-end tax reports & 1099s, and other CPA services	01-5160 · Professional Services	-1,049.34	1,049.34
TOTAL						-1,049.34	1,049.34

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Bill Pmt -Check	14475	02/17/2023	Timberbuck Hardware & Lumber	Acct#580 FEB2023 statement	1000.01 · General Fund Checking ...		-1,255.97
Bill	Acct#...	02/15/2023		FEB2023 statement - shovel, broom, batteries, de-icer, misc hardware	01-5331 · Operating Supplies	-182.80	182.80
				FEB2023 statement - archery improvements, shoe rack repair	01-5530 · Recreation Expenses	-290.11	290.11
				FEB2023 statement - parts for '84 GMC and 4-wheeler	01-5350 · Vehicle Maintenance	-7.01	7.01
				FEB2023 statement - adhesive & repair parts for climbing wall	01-5450 · Park Maintenance	-339.73	339.73
				FEB2023 statement - ice melt and oil absorbant	01-5370 · Streets and Alleys	-361.37	361.37
				FEB2023 statement - lights for kitchen	01-5541 · Gym Utilities	-74.95	74.95
TOTAL						-1,255.97	1,255.97
Paycheck	14486	02/28/2023	Lara Davison		1000.01 · General Fund Checking ...		-129.29
					01-8910 · Salary Expenses	-140.00	140.00
					01-8950 · Payroll Tax	-8.68	8.68
					01-2103 · Fica/Medicare-Employer	8.68	-8.68
					01-2102 · Fica/Medicare-Employee	8.68	-8.68
					01-8950 · Payroll Tax	-2.03	2.03
					01-2103 · Fica/Medicare-Employer	2.03	-2.03
					01-2102 · Fica/Medicare-Employee	2.03	-2.03
					01-8950 · Payroll Tax	-0.28	0.28
					01-2108 · Suta tax payable	0.28	-0.28
TOTAL						-129.29	129.29
Paycheck	14487	02/28/2023	Melanie Freedle		1000.01 · General Fund Checking ...		-110.82
					01-8910 · Salary Expenses	-120.00	120.00
					01-8950 · Payroll Tax	-7.44	7.44
					01-2103 · Fica/Medicare-Employer	7.44	-7.44
					01-2102 · Fica/Medicare-Employee	7.44	-7.44
					01-8950 · Payroll Tax	-1.74	1.74
					01-2103 · Fica/Medicare-Employer	1.74	-1.74
					01-2102 · Fica/Medicare-Employee	1.74	-1.74
					01-8950 · Payroll Tax	-0.24	0.24
					01-2108 · Suta tax payable	0.24	-0.24
TOTAL						-110.82	110.82

City of Creede; A Colorado Town
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Paycheck	14488	02/28/2023	Vanessa Miller		1000.01 · General Fund Checking ...		-147.76
					01-8910 · Salary Expenses	-160.00	160.00
					01-8950 · Payroll Tax	-9.92	9.92
					01-2103 · Fica/Medicare-Employer	9.92	-9.92
					01-2102 · Fica/Medicare-Employee	9.92	-9.92
					01-8950 · Payroll Tax	-2.32	2.32
					01-2103 · Fica/Medicare-Employer	2.32	-2.32
					01-2102 · Fica/Medicare-Employee	2.32	-2.32
					01-8950 · Payroll Tax	-0.32	0.32
					01-2108 · Suta tax payable	0.32	-0.32
TOTAL						-147.76	147.76
Bill Pmt -Check	14490	02/28/2023	Emma Peterson	INV#10012 coaching basketball	1000.01 · General Fund Checking ...		-300.00
Bill	INV#1...	02/28/2023		INV#10012 coaching basketball	01-5530 · Recreation Expenses	-300.00	300.00
TOTAL						-300.00	300.00
Bill Pmt -Check	14491	02/28/2023	Sophie Ahava	INV#10011 coaching basketball	1000.01 · General Fund Checking ...		-300.00
Bill	INV#1...	02/28/2023		INV#10011 coaching basketball	01-5530 · Recreation Expenses	-300.00	300.00
TOTAL						-300.00	300.00

City of Creede - Water & Sewer Fund
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Bill Pmt -Check	4446	02/02/2023	Williams Equipme...	Estimate#674 - 2003 Vac-Con Sewer Cleaner - do...	05-1000 · W/S Cash - 5350		-10,000.00
Bill	Estimate#674	02/02/2023		Estimate#674 - 2003 Vac-Con Sewer Cleaner - down...	05-5930 · Miscellaneous	-10,000.00	10,000.00
TOTAL						-10,000.00	10,000.00
Bill Pmt -Check	4447	02/16/2023	Card Services	Acct#0264, FEB23 statement	05-1000 · W/S Cash - 5350		-48.00
Bill	Acct...0264, F...	02/15/2023		stamps for utility bills 02.02.2023	05-5320 · Postage	-48.00	48.00
TOTAL						-48.00	48.00
Bill Pmt -Check	4448	02/16/2023	Hach Company		05-1000 · W/S Cash - 5350		-390.22
Bill	INV#13380170	02/15/2023		INV#13380170 - electrolyte, CLF10sc for WTP	05-5412 · Water Repairs & ...	-274.22	274.22
Bill	INV#13384520	02/15/2023		INV#13384520 - Kit, membrane replacement for WTP	05-5412 · Water Repairs & ...	-116.00	116.00
TOTAL						-390.22	390.22
Bill Pmt -Check	4449	02/16/2023	MGPM, PC	INV#57792 - Water Rate discussions	05-1000 · W/S Cash - 5350		-598.50
Bill	INV#57792	02/15/2023		INV#57792 - Water Rate discussions	05-5600 · W/S Professional ...	-598.50	598.50
TOTAL						-598.50	598.50
Bill Pmt -Check	4450	02/16/2023	Samson Law Firm, ...	Client Code# 1228, JAN2023 statement	05-1000 · W/S Cash - 5350		-325.00
Bill	Client#1228, ...	02/15/2023		S22-D113 - Water & Sewer Fund	05-5600 · W/S Professional ...	-325.00	325.00
TOTAL						-325.00	325.00
Bill Pmt -Check	4451	02/16/2023	Sangre De Cristo L...	INV#24099 - wastewater analyses DEC22 and 01.1...	05-1000 · W/S Cash - 5350		-1,580.00
Bill	INV#24099	02/15/2023		INV#24099 - wastewater analyses DEC22 and 01.11....	05-5420 · Sewer Testing	-1,580.00	1,580.00
TOTAL						-1,580.00	1,580.00
Bill Pmt -Check	4452	02/16/2023	SGM	INV#2019-535.001-40 Jan25, 2023 - Phase 2A Sew...	05-1000 · W/S Cash - 5350		-1,285.50
Bill	INV#2019-53...	02/15/2023		INV#2019-535.001-40 Jan25, 2023 - Phase 2A Sewe...	05-5104 · CWRPDA Rev. Lo...	-1,285.50	1,285.50
TOTAL						-1,285.50	1,285.50

City of Creede - Water & Sewer Fund
Check Detail
 February 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Bill Pmt -Check	4453	02/16/2023	Southern Colorado...	INV#3348: FEB23 influent & effluent samples	05-1000 · W/S Cash - 5350		-848.00
Bill	INV#3348	02/15/2023		INV#3348: FEB23 influent & effluent samples	05-5600 · W/S Professional ...	-848.00	848.00
TOTAL						-848.00	848.00
Bill Pmt -Check	4454	02/16/2023	Timberbuck Hardw...	Acct.#580, FEB23 Statement	05-1000 · W/S Cash - 5350		-200.05
Bill	Acct#580, FE...	02/15/2023		Effluent building/SCADA tube repairs	05-5411 · Wastewater Repai...	-200.05	200.05
TOTAL						-200.05	200.05
Bill Pmt -Check	4455	02/16/2023	UNCC	INV#223010325 - RTL Transmissions	05-1000 · W/S Cash - 5350		-1.29
Bill	INV#223010325	02/15/2023		INV#222110353 - RTL Transmissions	05-5930 · Miscellaneous	-1.29	1.29
TOTAL						-1.29	1.29
Bill Pmt -Check	4456	02/16/2023	USA Blue Book		05-1000 · W/S Cash - 5350		-1,571.26
Bill	INV#237453	02/15/2023		Cust#935757 / INV#237453 - DPD 1 Dispenser	05-5430 · Water Testing	-64.71	64.71
Bill	INV#222348	02/15/2023		Cust#935757 / INV#222348 - Calcium thiosulfate	05-5411 · Wastewater Repai...	-598.20	598.20
Bill	INV#222285	02/15/2023		Cust#935757 / INV#222285 - Calcium thiosulfate	05-5411 · Wastewater Repai...	-245.44	245.44
Bill	INV#251968	02/15/2023		Cust#935757 / INV#251968 - Calcium thiosulfate	05-5411 · Wastewater Repai...	-598.20	598.20
Bill	INV#254833	02/15/2023		Cust#935757 / INV#254833 - DPD 4 Dispenser	05-5430 · Water Testing	-64.71	64.71
TOTAL						-1,571.26	1,571.26

**PUBLIC WORKS DEPARTMENT
STAFF REPORT
March 2023**

Streets:

- Plowed city streets and sidewalks, and applied antiskid as needed during snow events
- Hauled out snow stock piles after snow events as needed
- Checked for fallen tree branches, etc. after high winds, removed as necessary, checked roads for drifting snow, and straightened street signs and/or posts as needed

Water System:

- Installed new packing on booster pump #1 at the WTP
- Replaced water meter at 113 E. Wall Street (due to freezing in the meter pit)
- Recalibrated the new Cl2 sensor at the WTP
- Responded/marked CO 1 Calls when received
- Performed water meter readings at 3 required locations in the City
- Performed water sampling as required by CDPHE throughout the Water System
- Replaced a 55-gallon drum of Sodium Hypochlorite at the WTP
- Continued to work with ORC Fred Hand on the requirements set forth by the CDPHE and meeting those requirements on a timely basis

Wastewater System:

- Replaced the SCADA submersible pump, tubing and its heating wire at the WWTP
- Purchased the parts needed ((2) new 3" cleanouts and ferncos, and a viewport to be installed in the future for one section (of the 6) on the North Creede sewer trunk line
- Cleaned the SCADA cabinet inlet lines at the WWTP Effluent station, and calibrated the system
- Removed a small portion of the ice in the contact chamber at the WWTP
- As per the agreement with the Deep Creek Water & Sewer District, a flow volume and maintenance report was prepared (and sent on March 1, 2023) for the year 2022 to John Parker
- Continued to Chlorinate and Dechlorinate at the Effluent Chamber due to the E. Coli levels
- Continued to take Zinc & Cadmium wastewater samples at (4) manhole locations throughout the City for comparison to previous readings prior to the Phase 1 Sewer Upgrade project.
- Performed weekly wastewater sample studies at the WWTP as required by the CDPHE
- Responded/marked CO 1 Calls when received
- Continued to meet with ORC (Operator Responsibly in Charge) Water/Waste Water Operator Fred Hand to discuss general functions and operations of the Water and Wastewater treatment systems, verifying that all samples are being submitted in a timely and correct manner
- Continued to manually perform daily flow, temp. and Ph readings, as well as with the SCADA system, as required by the CDPHE

**PUBLIC WORKS DEPARTMENT
STAFF REPORT
March 2023**

- Continued the application of the BioScrubber PBNN to the Northern most section of the WW system, and at the lagoons in order to aid in reducing any buildup of grease, fats, and oils, but ultimately to help reduce the Total Ammonia levels in the waste water system during the colder months

Water & Wastewater Projects:

- 1) RMS Utilities has completed the first round of the post camera evaluations of the installed sewer pipe in the Phase 2 Sewer Upgrade project. Unfortunately, they have to come back and perform some of the evaluations again due to poor quality video and inconsistent reports.

Storm Water:

- Evaluated and cleaned ditch lines and/or culverts from snow/ice as needed

Equipment/Assets:

- Repaired the emergency brake lever and a small antifreeze leak on the '84 GMC
- The 2003 International VacCon Vac/Jet truck (with Williams Equipment), successfully passed inspection. Some minor repairs are being made and installation of new gauges & boom lights will be performed once the parts are received. Delivery and training anticipated to be in mid to late March. Scott got authorization from the CRT to house the Vac/Jet truck over next winter (from October – April) in the CRT stage building garage.
- Greased the loader and backhoe as needed

Parks & Buildings:

- Insulated the crawl space vent opening, cleaned the blower heating unit, and reinstalled the men's soap dispenser at the Basham Park restroom building
- Repaired one of the 2 holes in the wall in the men's restroom at Basham Park (due to vandalism)
- Finished the replacement of the 3 urinal traps in the restroom at Basham Park
- Scott submitted cost estimates to Louis on the installation of automatic flushing kits and hands-free faucets at Hargrave's Park, and at the Rec Center, along with toilet and faucet replacements at Basham Park.
- Replaced the (4) worn street lamp globes at Basham Park
- Moved the commercial-sized freezer from the hallway to the north entryway at the Rec Center
- Replaced the 4" fernco on the vertical vent stack at the Rec Center (in the ceiling of the men's restroom)
- Removed the old Admin desks from the office and took them to the County Dump
- Scott got 3 bids on backup generators for townhall and submitted them to Louis
- Continued to clean Basham Park and the REC Center restroom facilities

**PUBLIC WORKS DEPARTMENT
STAFF REPORT
March 2023**

Projects/Upcoming Projects:

1. The Micro-Hydro Project has had planning and preconstruction meetings between Rentricity, Louis, Headwaters Alliance and the BOT's. This project start date has been postponed for the time being as this project is now part of the HWA overall project scope of the Willow Creek rehabilitation project.
2. RMS Utilities finished the camera evaluations of the new sewer pipe installed on the Phase 2 Sewer Upgrade Project. Unfortunately, they have to come back again and perform this work again on some of the lines. They have scheduled to complete this work by the middle of March
3. GMS has continued to work with Scott, Louis, and CDOT on the Main Street sidewalk safety project (crosswalks and sidewalk ramp upgrades from Wall Street up to N. 1st Street), and CDOT's "Revitalizing Main Streets" grant. Efforts made to combine these 2 projects were successful and this project is scheduled to begin possibly in 2024
4. The University of Colorado – Denver Architectural Dept. has presented another round of architectural drawings to the Staff, BOT's, and the public for a new public works garage, and a new Town Hall building at the January meeting. These project concepts will again be presented for BOT and public review, with any feedback being appreciated. After taking into account all of the feedback, they will be scheduling another final concept drawing meeting sometime in early "Spring" of 2023. The grant funding for these architectural drawings is available in March of 2023.

Special Events:

- No requests for special event preparations in February

Training/Education:

- James Hansen began his employee training with Scott, Hendrik, and Al on the various operations and maintenance items that are to be performed in the PW Department. He was also trained on the operations & maintenance of some of the equipment he will be utilizing while on the job.

Other:

- James Hansen started on Monday February 1st for the Full Time Public Works Operator/Laborer position.
- The Part-Time (weekend) Public Works Parks & Buildings Maintenance position still needs to be filled. The position has been posted and the city is still accepting applications for this position. Encourage those that you know and will be an asset to the Public Works team to apply!

Creede Parks and Recreation Director's Report

Kathryn Ash

March 13, 2023

Gym Programs

- Yoga
- Chair Yoga
- Spin
- Tots Gym
- Archery Open Gym
- Basketball Open Gym

Kids Activities

- After School Activities
- Gymnastics
- Dance
- Soccer

Teen GOCO Activities

- Teen Night
- Book Club
- Dance
- Soccer

As you all know, we have found a van! We are so excited to use the transportation for

- Field Trips
- Access to Creede parks / hiking spots
- Transportation from school to Rec for after school activities
- Transportation to and from the Early Learning Center for Rec activities
- Rec Sports

Thank you for your support in making this happen!

Cindy Harris approached me about possibly using the Rec center as a distribution space for diapers from a grant written by the Early Childhood Council of the San Luis Valley. I think this would be a great partnership and would benefit young families in our area greatly!

Participation in our after school activities is booming. In addition to our regular after school activities, we have 18 kids enrolled in gymnastics, 9 kids in dance, and 26 kids (still counting) in soccer. We are planning on having 3 soccer teams! In the past we have had to get 2nd graders to play up in order for us to have a 5-7th grade team, we are so excited to finally have everyone in the appropriate age groups for competition.

Clerk's Office Staff Report

Liquor Licensing/Events/Permits

Liquor License:

Clerk's Office received and processed one renewal. We received one application for a New Liquor License from the owners of Miners Restaurant – we are waiting on the background check before it will be presented to the board.

Events:

Clerk's Office received and reviewed Parade Permit applications for Chamber of Commerce 2023 events with Julie Meiser, Chamber Director. Clerk's Office received and reviewed Park Rental application with CJ Lambert on behalf of Hellfighters for their event July 3rd and 4th this year. Clerk's office provided applications to Board of Trustees for approval at the March 2023 Regular Meeting.

Clerk's Office is working with City and County staff to build Events Committee.

Clerk's Office continues to develop a new Event Permit application. Clerk has been in contact with Rick Samson regarding information to add to the permit to allow alcohol on City parks.

CORA Requests

Clerk's Office received and completed one CORA request.

Utilities

Clerk's Office received and completed one CORA request.

Deputy Clerk set up new accounts for billing.

Deputy Clerk sent out late notices and shut-off notices for past due accounts.

Financials

Payroll:

Clerk's Office updated pay to reflect approved 2023 payroll increase.

Clerk's Office processed payroll for regular staff on February 3rd and 17th, board payroll on February 23rd and monthly Parks & Rec part-time staff on February 28th.

Financial Reports:

Clerk's Office worked with Town Manager to create various payroll reports to reflect 2023 payroll increase.

Accounts Payable:

Invoices were processed on February 15th and February 28th. Clerk's office prepared February 2023 Check Detail Report for Board Work Session.

Accounts Receivable:

Utility bills were created and mailed at the beginning of the month.

Payments were collected, processed and deposited.

Worked with Public Works Director to invoice for augmented water.

Projects

Clerk's Office Organization:

Clerk and Deputy Clerk continue to rearrange office for better flow, organization, and aesthetic.

Clerk's Office purchased new desks, filing cabinets and bookshelves for the project.

Record Retention:

Clerk's Office work on clearing documents as it lines with state record retention policy.

Water/Sewer Utility Billing Software:

Deputy Clerk continues set up of new utility billing software.

2022 Audit:

Clerk & Treasurer continues work in Quickbooks for accountant's review. Audit will be due by June 30th 2023.

Virginia Christensen:

Clerk and Deputy Clerk began collecting applications and follow-up reports for 2023 Virginia Christensen Funding.

Clerk reached out to VC Board to discuss presentation date possibilities.

Town Website:

Deputy Clerk continues to update town website to reflect new projects/news, agendas, minutes, etc.

RESOLUTION NO. 2023-10

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE CITY OF CREEDE, CO AUTHORIZING STAFF TO PREPARE AND SUBMIT AN EIAF GRANT APPLICATION TO THE DEPARTMENT OF LOCAL AFFAIRS FOR FUNDING TO COMPLETE CONSTRUCTION DOCUMENTS FOR A NEW TOWN HALL / PUBLIC WORKS COMPLEX

WHEREAS, the City of Creede, a Colorado Town has worked over the past year with the University of Denver, College of Architecture and Planning to develop a site design concept for a new Town Hall / Public Works complex; and

WHEREAS, the City of Creede would like to advance this work to shovel ready status by creating a complete set of construction documents; and

WHEREAS, the City of Creede would like to submit an EIAF grant request to DOLA for funding to help complete said construction documents;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CITY OF CREEDE A COLORADO TOWN, that:

SECTION 1. The Board of Trustees authorizes the grant application with the Colorado Department of Local Affairs for the purpose of seeking funding to retain a licensed design professional in the State of Colorado to create a full set of construction documents for a new Town Hall / Public Works complex.

INTRODUCED AND APPROVED by the Board of Trustees this 7th day of February, 2023.

City of Creede

ATTEST:

Jeffrey Larson, Mayor Date

Sarah Efthim-Williamson, City Clerk Date

Low Income Household Assistance Program (LIHWAP) Frequently Asked Questions for water vendors

Q: Is this a permanent program?

A: The water program has not been made permanent at this time. We will be running the program until funding has dissipated, or until the season has ended April 30, 2023, whichever comes first.

Q: How do applicants qualify for LIHWAP?

A: Applicants would need to first complete a LEAP application. Along with the LEAP application there is a water addendum that would need to be completed, which indicates they are also interested in getting assistance with their water bill. * Please note to qualify for LIHWAP assistance, the applicant does have to be approved for LEAP.

Q: Where can applicants apply for LEAP/LIHWAP?

A: Applicants can apply through their local Human Service agency. They can also go to our website: <https://cdhs.colorado.gov/leap>, or call 1866-HEAT-HELP(1-866-432-8435) or go to our online application portal at Colorado Peak: https://peak--coloradopeak.force.com/peak/s/peak-landing-page?language=en_US.

Q: How do you know the amount to pay for applicants?

A: The vendor contact person listed on the contract signed will be used by the eligibility technician to call or email for the balance of the approved applicant. This is also when you would receive a commitment to pay the full amount provided for water services ONLY.

Q: How often are payments made?

A: Payments are made monthly. We process payments at the beginning of the month for the previous month.

How will payments be received?

Whatever payment method you signed up for with your vendor agreement, unless changed after is how payments will be processed. Either via EFT (direct deposit), or by the mailing of a paper warrant.

Q: How long does it take to receive payments?

A: We submit payments to accounting the first week of the month. Accounting has 7-10 business days to process the payments. If the payment is a warrant, it is issued the next business day and mailed out. Mailing can take an additional 7-10 business days to get to the vendor depending on USPS. For EFT payments the funds are sent the next business day after being approved, and it may take 3 business days to show up in the vendor's account. * Please note remittance advices are sent to vendor's once the payment is approved. But the payments still may not show up in the account just yet.

Q: How do I know what accounts to apply payments to?

A: Once payments are sent to accounting, we send you a reconciliation report that needs to be completed once payments are received and applied to the accounts. The report lists the names and account numbers and amounts for the customer that will need to be credited.

Q: When does the Reconciliation report need to be returned?

A: Reconciliation reports are due by the 15th of the following month. (Ex. Recon sent 7/5/2022 will be due back 8/15/2022) send back to cdhs_lihwap_program@state.co.us

Q: Do I have to file any tax documents for receiving LIHWAP funds?

A: There are not any tax documents you would be required to complete. As a vendor you are receiving funds based on the applicant qualifying for assistance. We handle all the federal reporting portions.

Q: Am I responsible for any auditing or federal reporting?

A: No, The LEAP/LIHWAP program is responsible for implementing the program according to the federal guidelines. Vendors are not required to participate in any federal reporting or

auditing. The only reporting vendors are responsible for is completing the monthly reconciliation report.

APPROVED WATER VENDOR INFORMATION

1. Enter the complete vendor/business name: _____

2. Enter the company FEIN (Federal Identification Number): _____

3. Enter the business mailing address (including zip code): _____

4. Enter the names direct phone numbers and email addresses of at least two contacts for your business:

Name: _____ Email: _____ Phone: _____

Name: _____ Email: _____ Phone: _____

5. Indicate which water services you provide:

Drinking Water Waste Water

Please place a check by the Colorado counties you serve:

(01) Adams	_____	(17) Dolores	_____	(33) Lake	_____	(49) Pitkin	_____
(02) Alamosa	_____	(18) Douglas	_____	(34) La Plata	_____	(50) Prowers	_____
(03) Arapahoe	_____	(19) Eagle	_____	(35) Larimer	_____	(51) Pueblo	_____
(04) Archuleta	_____	(20) Elbert	_____	(36) Las Animas	_____	(52) Rio Blanco	_____
(05) Baca	_____	(21) El Paso	_____	(37) Lincoln	_____	(53) Rio Grande	_____
(06) Bent	_____	(22) Fremont	_____	(38) Logan	_____	(54) Routt	_____
(07) Boulder	_____	(23) Garfield	_____	(39) Mesa	_____	(55) Saguache	_____
(08) Chaffee	_____	(24) Gilpin	_____	(40) Mineral	_____	(56) San Juan	_____
(09) Cheyenne	_____	(25) Grand	_____	(41) Moffat	_____	(57) San Miguel	_____
(10) Clear Creek	_____	(26) Gunnison	_____	(42) Montezuma	_____	(58) Sedgwick	_____
(11) Conejos	_____	(27) Hinsdale	_____	(43) Montrose	_____	(59) Summit	_____
(12) Costilla	_____	(28) Huerfano	_____	(44) Morgan	_____	(60) Teller	_____
(13) Crowley	_____	(29) Jackson	_____	(45) Otero	_____	(61) Washington	_____
(14) Custer	_____	(30) Jefferson	_____	(46) Ouray	_____	(62) Weld	_____
(15) Delta	_____	(31) Kiowa	_____	(47) Park	_____	(63) Yuma	_____
(16) Denver	_____	(32) Kit Carson	_____	(48) Phillips	_____	(80) Broomfield	_____

LOW-INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM (LIHWAP) WATER VENDOR AGREEMENT

Agreement made by and between the State of Colorado, Department of Human Services (hereinafter referred to as the State) and

(hereinafter referred to as the Vendor)

Persons signing for the Vendor hereby swear and affirm that they are authorized to act on the Vendor's behalf and acknowledge that the State is relying on their representations to that effect. By the signature below, the Vendor acknowledges that it has read, understands, and agrees to this Agreement.

Vendor Representative Name	Vendor Signature	Date
----------------------------	------------------	------

WHEREAS, the Consolidated Appropriations Act, 2021 (P.L. No. 116-260) and the American Rescue Plan Act of 2021 (P.L. No. 117-2) provide for household drinking water and wastewater assistance to eligible households; and

WHEREAS, the purpose of Colorado's Low-Income Household Water Assistance Program (LIHWAP) is to help low-income Coloradans meet their drinking water and wastewater costs; and

WHEREAS, the parties hereto desire to establish an arrangement to carry out the provisions of this Act and to assure that funds available under this Act are used in accordance therewith,

NOW, therefore it is hereby mutually agreed:

- A. Offer/Acceptance. This LIHWAP Water Vendor Agreement ("Agreement") is between the State and the Vendor. This Agreement is effective upon the Vendor's signature and performance shall start on or after October 1, 2021 and terminates no later than September 30, 2026.
- B. Purpose. This Agreement shall govern the purchase of water services from the Vendor on behalf of households eligible for the LIHWAP. As set by Term Eleven in the supplemental terms and conditions (see Exhibit A), Federal funds awarded under this grant shall be used as part of an overall emergency effort to prevent, prepare for, and respond to the coronavirus, with the public health focus of ensuring that low-income households have access to drinking water and wastewater services. The funds will be used to cover and/or reduce arrearages, rates and fees associated with reconnection or preventions of disconnection of service, and rate reduction to eligible households for such services. This Agreement is a contract between the State and the Vendor for the provision of water bill payments to assist low-income households with water and wastewater reconnection and ongoing services.
- C. The parties acknowledge that this Agreement and the services provided by the Vendor are governed by and subject to the federal and state laws and regulations in accordance with the Low Income Household Water Assistance Program supplemental terms and conditions, Exhibit A.

- D. The Vendor agrees to abide by the following provisions:
1. The Vendor shall not treat a household receiving assistance under the program adversely because of such assistance.
 2. The Vendor attests that it is a publicly-owned entity managed by a local or state government or through a public-private partnership.
 3. The Vendor shall not discriminate, either in the cost of the goods supplied or the services provided, against the household on whose behalf payments are made.
 4. The Vendor shall notify the State at least 30 days prior to any change in business ownership, name, address, Vendor contact information and banking information.
 5. The Vendor shall provide drinking water and/or waste water billing, consumption, and arrearages data for each eligible household upon the State's request. The Vendor shall establish a dedicated point of contact to respond to requests for such data.
 6. Upon receipt of LIHWAP assistance benefits from the State on behalf of an eligible household, the Vendor shall credit the eligible household's account promptly and no later than ten (10) business days after a payment is received and maintain service for at least 90 days after notification of the LIHWAP benefit payment. If service has been disconnected, the Vendor shall restore service within 48 hours of notification of the LIHWAP benefit payment.
 7. The Vendor shall allow all LIHWAP credit balances to remain on the eligible household's account until the LIHWAP benefit has been exhausted. If the eligible household no longer uses the originally approved Vendor shall forward the credit to the eligible household. If the eligible household cannot be located, the Vendor shall return the credit to the State.
 8. The Vendor shall return any payments that cannot be credited to an account within ten (10) business days to the State.
 9. Upon notification by the State or its designee(s) or discovery by the Vendor of incorrect payments or overpayments, the Vendor shall reimburse those payments to the State within ten (10) business days.
 10. The Vendor shall accompany all payments returned to the State with the Vendor name, the household's name, the household account number, the amount returned on behalf of the household and the date and reason for return by the Vendor. Checks returned to the State shall be made out to "Colorado Department of Human Services."
 11. The Vendor shall charge the eligible household, in the Vendor's normal billing process, the difference between the actual amount due and the amount of the payment made by the LIHWAP grant.
 12. The Vendor shall maintain confidentiality of information provided by the State and its designee(s), about a household's benefit in accordance with applicable Federal and State Laws.
 13. The Vendor shall never request personal health information (PHI) from the State. Should the Vendor

obtain PHI from the State or its designees, it shall immediately report receipt of such information to the State and shall immediately return or destroy the PHI. It shall certify in writing to the State that such PHI has been destroyed. If the Vendor believes that returning or destroying the PHI is not feasible, the Vendor shall promptly provide the State with notice of the conditions making return or destruction infeasible. The Vendor shall continue to extend the protections of Sections D(10) and E(5) of this Agreement to such PHI, and shall limit further use of such PHI to those purposes that make the return or destruction of such PHI infeasible.

14. If the Vendor has sent the LIHWAP credit balance funds to the household, and a recovery is necessary, the State will recover from the household, not the Vendor.
15. The Vendor shall report any financial fraud or abuse or misconduct in the administration of LIHWAP to the State. The Vendor shall cooperate with all State investigations of suspected fraud or abuse or misconduct. The Vendor may be prosecuted under applicable Federal and State laws for false claims, statements or documents or concealment of material fact.
16. All other requirements of Federal and State laws and regulations shall be adhered to.
17. The Vendor shall establish such fiscal control and fund accounting procedures as may be necessary to assure the proper use and accounting of funds under this Agreement. All records maintained by the Vendor relating to this Agreement shall be available on reasonable notice for inspection, audit or other examination and copying, by State representatives or their delegates. Such records shall show the amount of drinking water and waste water delivered to each eligible household, the amount of payments made for drinking water and waste water by such eligible households, the dollar value of credit received on behalf of each eligible household, the balance of available benefits and water costs, and all documents and calculations in establishing the estimated drinking and waste water costs and arrears. All records shall be maintained for a period of three (3) years following the termination of this Agreement. The State, or its designee, reserves the right to monitor the implementation of this Agreement by the Vendor.
18. The Vendor shall provide regular written reconciliation to the State verifying that benefits have been credited appropriately to households and their services have been restored on a timely basis or disconnection status has been removed if applicable.
19. Non-compliance by the Vendor with any of the above assurances of this Agreement or applicable law or regulations shall be grounds for immediate termination of this Agreement. Such termination shall include termination of payments on behalf of eligible households and immediate return of credit balances or refunds owed to the State. Such termination is in addition to all other legal remedies available to the State, including investigation or prosecution of fraud in connection with this agreement.
20. All Vendors shall establish an account with a financial institution to receive payments via physical warrants or direct deposit through electronic funds transfer (EFT). The Vendor shall inform the State of any changes in banking information immediately upon the change.
21. LIHWAP assistance benefit payments shall not be made to the Vendor on behalf of an eligible household if:

- i. The eligible household does not pay the Vendor directly for its drinking water or waste water; or
- ii. The LIHWAP benefit will not prevent disconnection or result in restoration of services; or
- iii. This Agreement has not been executed or has expired or been terminated; or
- iv. The eligible household's Vendor cannot be determined or feasibly paid on behalf of the eligible household.

E. The State shall itself or through its designee:

1. Promptly advise the Vendor of the name, address, account number, and amount to credit to the account of each eligible household;
2. Notify all eligible households of the amount of LIHWAP assistance to be made on their behalf to the Vendor;
3. Make timely payments to the Vendor for credit to eligible households for drinking water and waste water supplied in accordance with the terms of this Agreement; and
4. Promptly notify the Vendor of all pertinent changes in this program caused by changes in applicable law, regulations, or technology.
5. The State and its designees shall never transmit PHI to the Vendor. In the event that PHI is shared, the State will confirm that such information is immediately returned or destroyed by the Vendor, in accordance with Section C(11) of this Agreement.

F. General Provisions:

1. The term of this Agreement shall be October 1, 2021 (or upon signed approval of this Agreement by the Vendor, whichever is later) through September 30, 2026.
2. This Agreement is subject to and contingent upon the continuing availability of federal funds. If insufficient funds, as determined by the State, are available for this program, the State may immediately terminate this Agreement.
3. This Agreement may be terminated by either party upon 30 days prior written notice to the other party sent by certified or registered mail.
4. The Vendor may not assign this Agreement without the prior written consent of the State.
5. The Vendor shall comply with all applicable Federal and State laws and regulations, including confidentiality of all records, termination and restoration of drinking water and waste water services, and discrimination. The Vendor certifies that it has all licenses, insurance, and so on required by law for the provision of services hereunder.
6. If a situation arises that is not clearly covered by the terms of this Agreement, the Vendor shall seek guidance from the State.

VENDOR DIRECT DEPOSIT / EFT ACH AUTHORIZATION FORM



COLORADO

Office of the State Controller

Department of Personnel & Administration

SECTION I (AGENCY USE) - PAYOR, STATE INFORMATION

STATE AGENCY _____ VENDOR CODE _____
MAILING ADDRESS _____ ADDRESS ID _____
CITY, STATE, ZIP _____ VERIFIED BY** _____
AGENCY CONTACT/EMAIL _____ VERIFICATION METHOD:
VENDOR/VERIFICATION CONTACT _____ PHONE EMAIL

** State employee who performed independent verification per the EFT Setup/Change guidance (step 8) on the CORE site

SECTION II - PAYEE, VENDOR INFORMATION

PAYEE NAME _____ PHONE _____
DOING BUSINESS AS (DBA, OPTIONAL) _____
MAILING ADDRESS _____
CITY, STATE, ZIP _____
EMAIL (FOR REMITTANCE ADVICE) _____

SECTION III - DEPOSITORY FINANCIAL INSTITUTION AND ACCOUNT INFORMATION

PLEASE INCLUDE A VOIDED CHECK (NOT A TEMPORARY CHECK OR DEPOSIT SLIP) OR
SIGNED BANK LETTER THAT INCLUDES ALL INFORMATION REQUESTED IN THIS SECTION

BANK NAME _____ BRANCH ADDRESS _____
ROUTING NUMBER _____ ACCOUNT NUMBER _____
ACCOUNT TYPE CHECKING SAVINGS FOR FURTHER CREDIT (OPTIONAL) _____
PAYEE TAXPAYER ID NUMBER (SSN OR EIN, NO DASHES) _____
SHOULD ALL STATE OF COLORADO PAYMENTS TO THIS TAXPAYER ID USE THIS BANK ACCOUNT? YES NO
IF NO, PLEASE EXPLAIN _____

SECTION IV - AUTHORIZATION FOR ACH / DIRECT DEPOSIT SETUP, CHANGE, OR CANCEL

SETUP CHANGE CANCEL **FOR CHANGES ONLY**, PLEASE PROVIDE EXISTING ROUTING & ACCOUNT NUMBER
ROUTING NUMBER _____ EXISTING ACCOUNT NUMBER _____

I certify that I have the authority to execute this authorization. I hereby authorize the State of Colorado to initiate ACH credit entries (deposits) and if necessary to reverse any incorrect ACH payments made in error to the above bank account. In the event a reversal cannot be implemented, I understand the State will utilize any other lawful means to recover the deposited funds to which the payee was not entitled. This authorization is to remain in full force until the state has received written notification of cancellation in such time as to afford a reasonable opportunity to act on it.

PRINTED NAME _____ TITLE _____
SIGNATURE _____ DATE _____