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5 **New Castle Town Council Meeting**  
6 **Tuesday, February 5, 2019, 7:00 p.m.**  
7 **New Castle Community Center**  
8 **423 W. Main Street**  
9

10 **Call to Order**

11 Mayor A Riddile called the meeting to order at 7:07 p.m.

12  
13 **Pledge of Allegiance**

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15 **Roll Call**

16 Present	Councilor Mariscal
	Councilor Owens
	Councilor Hazelton
	Mayor A Riddile
	Councilor Copeland
	Councilor Leland
	Councilor G Riddile
23 Absent	None

24  
25 Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Melody  
26 Harrison, Town Planner Paul Smith

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28  
29 **Meeting Notice**

30 Town Clerk Melody Harrison verified that her office gave notice of the meeting in  
31 accordance with Resolution TC 2019-1.

32  
33 **Conflicts of Interest**

34 There were no conflicts of interest.

35  
36 **Agenda Changes**

37 There were no agenda changes.

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39 **Citizen Comments on Items not on the Agenda**

40 There were no citizen comments.

41  
42 **Consultant Reports**

43 Consultant Attorney – present for agenda items.

44 Consultant Engineer – not present.

1 **Items for Consideration**

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4 **Thank you – Susane Ruggles**

5 Mayor A Riddile greeted Ms. Ruggles and told her how much the council appreciated her  
6 dedication to New Castle through her efforts on Liberty Park, the Downtown Group, Lions  
7 Club, the Ritter Plaza Music series and Planning & Zoning Commission. He presented her  
8 with an appreciation award. Ms. Ruggles thanked the council for recognizing her, and said  
9 that she was happy to have been able to dedicate her efforts to the community. The  
10 council and staff applauded her extraordinary contributions to the town.

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12  
13 **Finance Update: Loni Burk**

14 Town Treasurer Loni Burk greeted the council. Treasurer Burk told the council that she  
15 was still receiving invoices for 2018, but would have a 2018 year-end report to the council  
16 soon. She said she had been with the town for four months and had spent quite a bit of  
17 that time cleaning up things from the past such as old, outstanding checks and accounts  
18 receivable. She said that she and Accounting Assistant Debbie Guccini had also spent a lot  
19 of time streamlining processes for added efficiency. Treasurer Burk said they were  
20 reviewing the sales tax reports to ensure those revenues were being properly managed,  
21 and her department was also going to make sure that monthly financial reports were  
22 provided in a timely manner to the department heads so they would know where their  
23 budgets stood. Treasurer Burk said her department was working hard to organize and  
24 manage all the various grants the town had in process.

25 Treasurer Burk also told the council that she was going to keep a close eye on the 2019  
26 budget and keep the council informed on it throughout the year. The council asked that  
27 Treasurer Burk provide some explanation with the monthly bills report so they could  
28 understand when there are infrequent large payments such as the wastewater plant loan.  
29 They also asked for a summary sheet for items such as salaries since those were allocated  
30 to many different line items and were difficult to read.

31 The council thanked Treasurer Burk.

32  
33 **Discussion: Public Comments Policy**

34 Assistance Town Attorney Haley Carmer explained that Attorney David McConaughy had  
35 taught a class at the CML conference regarding public comment policies. She said that  
36 residents had a constitutional right to free speech, however council meetings were  
37 considered a 'limited public forum' which meant that residents could not say anything and  
38 everything at a council meeting, and that the council could place a reasonably limited  
39 amount of time on a public comment and what happened at a meeting. There were many  
40 benefits of adopting a public comment policy, including order during the meeting and  
41 avoidance of any liability issues regarding free speech by providing an even-handed set of  
42 rules for all public comments.

43 The council reviewed the proposed policy and made a few, minor changes. Administrator  
44 Reynolds said it would come back to the council for approval at the next meeting.

45  
46 **Update: Employee Handbook Committee**

47 Mayor A Riddile thanked Councilor Owens and Councilor Copeland for the time they put  
48 into reviewing the employee handbook.

49 Administrator Reynolds said that because there were some concerns about some sections  
50 of the handbook, a committee had been formed to review it. The committee consisted of

1 himself, Public Works Director John Wenzel, Police Chief Tony Pagni as well as Councilors  
2 Owens and Copeland.  
3 Administrator Reynolds had a thorough conversation with the council on the sections of  
4 the handbook they had reviewed.

5  
6 **Consider Ordinance TC 2019-1, An Ordinance of the Town Council of the Town of**  
7 **New Castle, Colorado, Amending Chapters 5.12 and 15.04 of the Town Municipal**  
8 **Code (second reading)**

9 Clerk Harrison told the council that the item was the second reading of the ordinance to  
10 move the contractor licensing requirement into business licensing to streamline the  
11 process.

12 **MOTION: Councilor Leland made a motion to approve Ordinance TC 2019-1, An**  
13 **Ordinance of the Town Council of the Town of New Castle, Colorado, Amending**  
14 **Chapters 5.12 and 15.04 of the Town Municipal Code on second reading.**  
15 **Councilor Mariscal seconded the motion and it passed on a roll-call vote:**  
16 **Councilor G Riddile: yes; Councilor Mariscal: yes; Councilor Hazelton: yes;**  
17 **Councilor Copeland: yes; Mayor A Riddile: yes; Councilor Owens: yes; Councilor**  
18 **Leland: yes.**

19  
20  
21 Recess the Town Council Meeting; Convene as the Local Liquor Licensing Authority  
22 **MOTION: Mayor A Riddile made a motion to recess the town council meeting and**  
23 **to convene the local liquor licensing authority. Councilor Owens seconded the**  
24 **motion and it passed unanimously.**

25  
26  
27 **Consider a Special Events Liquor License Application for the Roaring Fork**  
28 **Mountain Bike Association Winter Event at the Community Center on February**  
29 **15, 2019**

30 Clerk Harrison told the council that the Roaring Fork Mountain Bike Association (RFMBA),  
31 who is a 501 c-3 organization, was applying for a special event liquor license for the New  
32 Castle Trails Winter Movie Night that would be held on February 15, 2019. Food will be  
33 served, and beer and wine would also be served from 5:00 p.m. to 9:30 p.m. She said the  
34 application was complete, and all fees were paid. Clerk Harrison also said that several  
35 members from RFMBA and New Castle Trails would be obtaining their TIPS certification.  
36 Staff recommended approval.

37 **MOTION: Mayor A Riddile made a motion to approve a Special Events Liquor**  
38 **License Application for the Roaring Fork Mountain Bike Association's Winter**  
39 **Movie Night in the Community Center on February 15, 2019. Councilor Hazelton**  
40 **seconded the motion and it passed unanimously.**

41  
42  
43 **Consider a Special Events Liquor License Application for the Roaring Fork**  
44 **Mountain Bike Association Summer Event in Ritter Plaza on August 9, 2019**

45 Clerk Harrison told the council that RFMBA had planned their summer conference for  
46 August 9 and 10, 2019. The Friday, August 9 event will be held in Ritter Plaza, and will be  
47 a registration event for the conference in VIX Ranch Park the following day. Again, Clerk  
48 Harrison said that the application was complete and all fees were paid and that staff  
49 recommended approval.

1 **MOTION: Councilor Owens made a motion to approve a Special Events Liquor**  
2 **license application for the Roaring Fork Mountain Bike Association’s registration**  
3 **event in Ritter Plaza on August 9, 2019. Councilor Mariscal seconded the motion**  
4 **and it passed unanimously.**

5  
6  
7 **Consider a Special Events Liquor License Application for the Town of New Castle,**  
8 **for the RFMBA Summer Event in VIX Ranch Park on August 10, 2019**

9 Clerk Harrison noted for the council that at the January 15, 2019 council meeting, Adam  
10 Cornely of New Castle Trails, had provided an overview of the groups’ 2019 goals and  
11 events. Those included the summer conference that will be held in VIX Ranch Park on  
12 August 10, 2019. Mr. Cornely had asked the council to consider obtaining the liquor  
13 license for the event because the event was a New Castle Trails event which is a town  
14 organization, and also because RFMBA was limited to 14 special events liquor days per  
15 year. The council had verbally agreed to obtain the liquor license at that time. Clerk  
16 Harrison said that the town had 14 days per year that they could hold a special events  
17 liquor license. She said that in 2018 the town had used six days for town events and five  
18 for the Music in Ritter Plaza events, for a total of 11 days. It appeared that there would be  
19 plenty of liquor-licensed days remaining for the town to use in 2019.

20 Councilor Hazelton said that the time period they were asking for, 10:00 a.m. to 10:00  
21 p.m., was a very long day. He asked if they had provided any kind of a shift schedule for  
22 the servers, who those servers were and whether the town had any control of the license  
23 at all. Clerk Harrison said that it was also one of her concerns when other entities used a  
24 town liquor license, because the town would have liability should something unfortunate  
25 happen related to alcohol service.

26 Clerk Harrison advised the council that because the event was not until August, there was  
27 time bring the application back with some clarification on scheduling.

28 After a brief discussion, the council agreed to table the application until there was more  
29 information.

30 **MOTION: Councilor Leland made a motion to table the special events liquor**  
31 **license application for the Summer Conference Event on August 10, 2019 until**  
32 **there was more information. Councilor Mariscal seconded the motion and it**  
33 **passed unanimously.**

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35  
36 **Consider a Special Events Liquor License Application for the Town of New Castle**  
37 **Recreation Department Event on February 23, 2019**

38 Clerk Harrison told the council that the last special events liquor license application was  
39 for an event in recreation called ‘Bad Art Night’, which would be for adults 21 and over.  
40 There will be cheese and crackers and other snacks available as well as beer and wine.  
41 The application was complete, and staff recommended approval.

42 **MOTION: Councilor Leland made a motion to approve the special events liquor**  
43 **license application for the Town of New Castle Recreation event on February 23,**  
44 **2019. Councilor G Riddile seconded the motion and it passed unanimously.**

45  
46  
47 Adjourn the Local Liquor Licensing Authority; Reconvene as Town Council

48 **MOTION: Councilor Leland made a motion to adjourn the local liquor licensing**  
49 **authority and to reconvene the town council meeting. Councilor Owens seconded**  
50 **the motion and it passed unanimously.**

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**Consent Agenda**

January Bills of \$784,753.13

Spirits of New Castle Retail Liquor Store Liquor License Renewal

**MOTION: Councilor Hazelton made a motion to approve the consent agenda. Councilor G Riddile seconded the motion and it passed unanimously.**

**Staff Reports**

Town Administrator – Administrator Reynolds told the council that the staff had been discussing the budget every week at staff meeting with the intent to keep close watch on it. In addition, staff had looked at other ways to reduce spending or make adjustments. Several steps had already been taken to reduce spending. One was that the town hall staff had agreed to clean their own offices, and they would take turns cleaning public spaces like the bathrooms, rather than paying a cleaning service. Another reduction was the use of porta-johns in the parks, and several unused ones were eliminated. Administrator Reynolds said that Clerk Harrison was in the process of obtaining competitive bids for hosting of the town website which could result in a savings of \$4k. Also, Town Planner Paul Smith was taking over more of the inspection duties, reducing the cost of the contract inspector. Staff was also working on consolidating the Comcast and trash services, providing a saving of about \$6k. Staff was looking at IT services and obtaining competitive bids on that too. Administrator Reynolds said he and Treasurer Burk were looking at a handful of other things. Administrator Reynolds said that he would be out of the office at a three-day conference specifically for new town managers, and he was very excited about it. Administrator Reynolds said that the public works department was working on their annual plan that was very extensive and thorough. The remodel of the community center should be completed by the end of the month. Planner Smith was working hard on the inspections for senior housing, who was losing their general contractor on Friday. Administrator Reynolds said that he and Planner Smith and Clerk Harrison were working on the town code, rewriting outdated sections, particularly in land use because there were many holes in the code making it difficult to understand. Mayor A Riddile said that he was impressed with the work that staff was doing, and he appreciated how hard they were working to update

Town Clerk – clerk Harrison said that at the back of the room was a banner that staff had made, thanking Alpine Bank for how much they help the community. Recently, with the government shutdown, they had offered people interest-free loans to tide them over. In addition, they were always great supporters of everything going on in town. Clerk Harrison said that recently there was a new phishing e-mail scam going around where town e-mail addresses were being hijacked and to be wary of any e-mails that looked suspicious. Clerk Harrison said she was working on the Founders Day presentation. She also said she was looking at companies that provided website hosting and the costs associated with migrating the website. She said she was considering applying to the AGNC technical grant to offset the costs. Councilor Leland said that there were a number of pages on the current site that needed updating and they should be redone before any migration took place and Clerk Harrison agreed. Clerk Harrison also thought that it might be a consideration in the next few years to apply for the AGNC grant for a better sound system for council chambers.

Town Planner – not present  
Public Works Director – not present

1  
2 **Commission Reports**

3 Planning & Zoning Commission – Councilor Hazelton said they had

4 Historic Preservation Commission – nothing to report.

5 Climate Action Advisory Committee – nothing to report.

6 Senior Program – Councilor Mariscal said they had reviewed their budget and how they  
7 would pay for the Traveler. She also said that Leslie Means was retiring and would not  
8 work for Senior Housing any more.

9 RFTA – nothing to report.

10 AGNC – nothing to report.

11 GCE – nothing to report.

12 EAB – nothing to report.

13  
14 **Council Comments**

15  
16 Councilor Mariscal said that she attended the senior lunch and really enjoyed it and wanted  
17 to attend at least once per month.

18 Councilor Mariscal said that she and Norma Teran were working on funding for developing  
19 Spanish classes, a walking club and a cooking matters classes for seniors.

20 Councilor Owens said he wanted to begin a conversation to look at marijuana in town.

21 Perhaps a non-binding ballot issue. Councilor Owens felt that there could be revenues the  
22 town was leaving behind. Administrator Reynolds said that he would have staff do some  
23 thorough research on the marijuana question and bring it back to the council. The council  
24 agreed.

25 Councilor Hazelton said that he thought the town hall staff doing the cleaning of the town  
26 hall was pretty fantastic.

27 Councilor Hazelton said that he really liked that the town staff rallied around Colton  
28 Odykirk and donated sick time for his recovery. He felt that staff having the opportunity to  
29 donate time to a specific person was a good thing. He also thought the town could do  
30 something like a welcome back/fundraiser party when Colton returned. Councilor Owens  
31 said there was already a GoFundMe account for Colton.

32 Councilor Hazelton said he would not be at the next council meeting.

33 Councilor Copeland said she had been doing some online reading about hemp and  
34 marijuana and there were links to sales tax information. Councilor Owens asked if CML  
35 had more thorough information.

36 Councilor Leland told the council that Spellebration would be on April 5, 2019. The town-  
37 sponsored team was ready to go. The event will be held at the La Quinta Inn in Glenwood  
38 Springs.

39 Councilor Leland said that he had heard from Northwest Colorado Cultural Heritage &  
40 Tourism and the town's permanent sign was next to be produced.

41 Councilor Leland said that he had participated in oral boards for a police department  
42 applicant two weeks earlier and although the applicant was impressive, he did not meet all  
43 qualifications, so the Chief was again looking for officers.

44 Councilor Leland said that Founders Day would be on Saturday and he asked that  
45 everyone come if they can.

46 Councilor G Riddile said he was impressed with the meeting with the BOCC.

47 Councilor G Riddile asked that the savings that staff was implementing be documented  
48 because people should probably know that the town hall staff was cleaning their own  
49 toilets to save money.

1 Councilor G Riddile said he knew that Rifle had outsourced their payroll and he wondered  
2 if that could be a less-expensive option for some savings.

3 Councilor G Riddile said that he thought the town should begin charting out the ballot  
4 issue for the vehicle use tax idea again.

5 Mayor A Riddile said that perhaps it would be a good idea to get a workshop set with the  
6 department of agriculture regarding hemp.

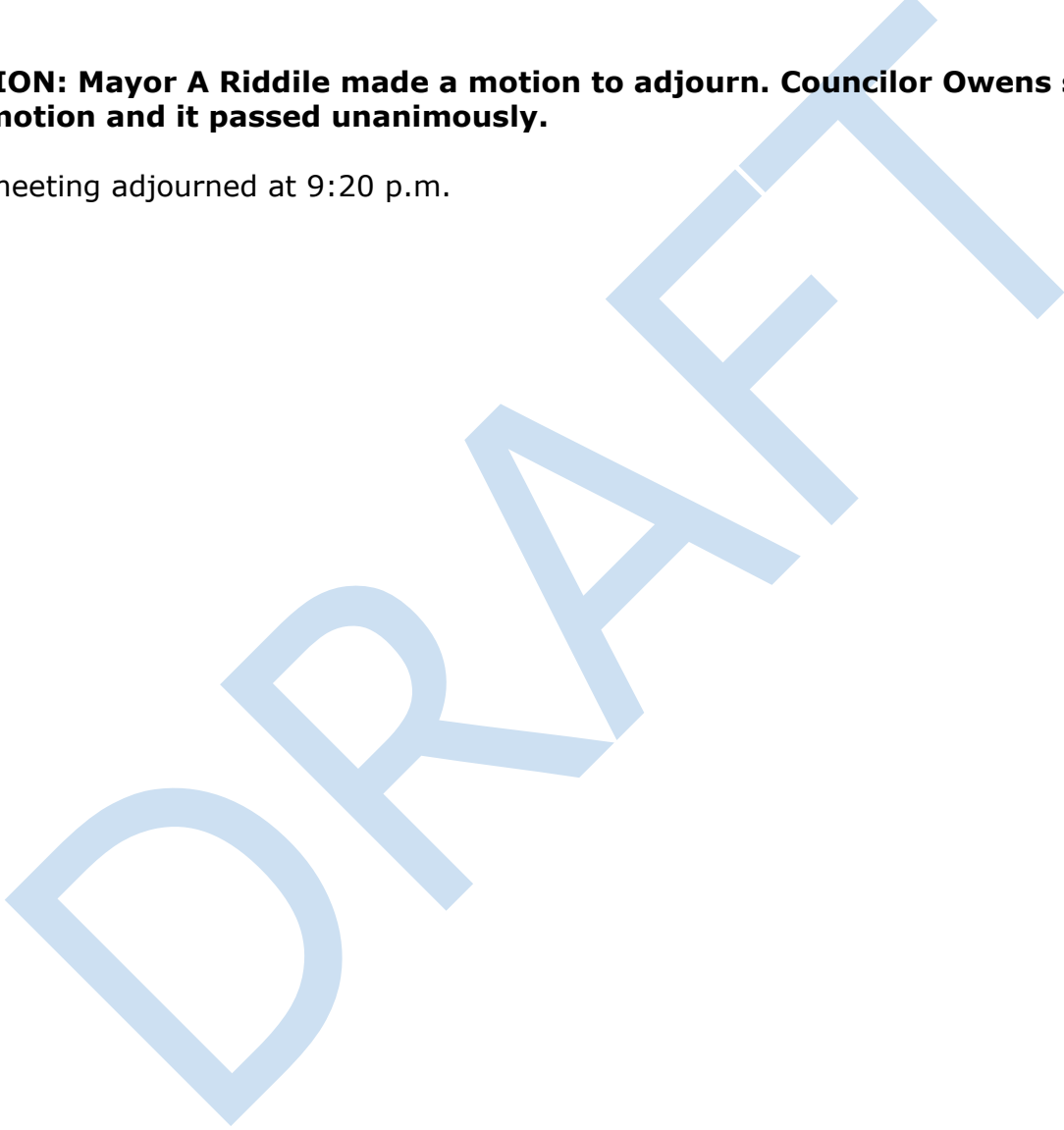
7 Mayor A Riddile asked that everyone come to Founders Day if they could make it.

8 Mayor A Riddile said that Silt will not disclose what their revenues are from their town pot  
9 shops, but Carbondale will, and he suggested that Administrator Reynolds contact them.

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**MOTION: Mayor A Riddile made a motion to adjourn. Councilor Owens seconded the motion and it passed unanimously.**

The meeting adjourned at 9:20 p.m.



**TOWN OF NEW CASTLE, COLORADO  
RESOLUTION NO. TC 2019-6**

A RESOLUTION OF THE NEW CASTLE TOWN COUNCIL APPROVING A(N)  
INTERGOVERNMENTAL AGREEMENT WITH GARFIELD COUNTY AND  
OTHER MUNICIPALITIES WITHIN THE COUNTY.

WHEREAS, Garfield County, the Town of New Castle (“Town”) and the other municipalities within Garfield County desire to work together to provide a county-wide mosquito control and program; and

WHEREAS, the Town will benefit from such a program and its services; and

WHEREAS, the Town Council finds that entering into the Intergovernmental Agreement (“IGA”) attached hereto as Exhibit “A” will further the Town’s goals and is in the Town’s best interests.

NOW, THEREFORE, BE IT RESOLVED BY THE NEW CASTLE TOWN COUNCIL:

1. Recitals. The foregoing recitals are incorporated by reference as findings and determinations of the Council.
2. Adoption. Pursuant to Section 14.4 of the Town Charter, the Town Council hereby approves the IGA attached as Exhibit A and authorizes the Mayor to execute the same.

INTRODUCED, PASSED, AND ADOPTED by a vote of \_\_\_ to \_\_\_ at a regular meeting of the New Castle Town Council held on March 19, 2019.

TOWN COUNCIL OF TOWN OF  
NEW CASTLE, COLORADO

\_\_\_\_\_  
Mayor Art Riddile

ATTEST:

\_\_\_\_\_  
Town Clerk Melody Harrison, CMC



**INTERGOVERNMENTAL AGREEMENT FOR MOSQUITO CONTROL - 2019**

THE PARTIES to this Intergovernmental Agreement for Mosquito Control ("IGA") are the **BOARD OF COUNTY COMMISSIONERS OF GARFIELD COUNTY, STATE OF COLORADO**, (hereinafter referred to as "County"); the **CITY OF GLENWOOD SPRINGS, STATE OF COLORADO**, (hereinafter referred to as "Glenwood"); the **TOWN OF CARBONDALE, STATE OF COLORADO**, (hereinafter referred to as "Carbondale"); the **CITY OF RIFLE, STATE OF COLORADO**, (hereinafter referred to as "Rifle"); the **TOWN OF SILT, STATE OF COLORADO**, (hereinafter referred to as "Silt"); the **TOWN OF NEW CASTLE, STATE OF COLORADO**, (hereinafter referred to as "New Castle"); and the **TOWN OF PARACHUTE, STATE OF COLORADO**, (hereinafter referred to as "Parachute").

**WHEREAS**, the parties to this IGA are authorized by Section 29-1-201, et seq., C.R.S., as amended, to provide for joint funding and cooperation to provide services and functions which each is otherwise lawfully authorized to provide; and

**WHEREAS**, the parties to this IGA desire to cooperate in funding and making available a County-wide mosquito control and education program; and

**WHEREAS**, a coordinated effort by the County and the municipalities within the County will permit a more effective mosquito control and education program and specifically will aid control of the mosquito species responsible for the spread of West Nile Virus.

**NOW, THEREFORE**, in mutual consideration of the premises and the covenants and promises set forth below, the parties to this IGA agree as follows:

1. **PROJECT.** The Project that is the subject of this IGA is a comprehensive integrated larval and adult mosquito control program, on public and private property throughout Garfield County that will be designed specifically for Garfield County and the municipalities by an independent contractor. The Project will provide surveillance, identifying mosquito breeding habitats and areas with high numbers of mosquito larvae and adults, with an emphasis on Culex mosquitoes. Surveillance will include the use of GIS mapping technology. The Project will include the use of chemical pesticides for adult and larval mosquito control in a manner safe to citizens, the environment and pets. Chemical applications will only be done when the elected officials of each pertinent jurisdiction, or their designated staff member, determine that mosquito levels have reached a threshold that poses a public health risk. Each jurisdiction is responsible for working with the Contractor to

insure that their jurisdiction is in compliance with the Federal Clean Water Act and the Colorado Discharge Permit System as administered by the Colorado Department of Public Health and Environment. The independent contractor will also provide community outreach and public education.

2. PROJECT COSTS. The cost for the entire Project that is the subject of this IGA shall not exceed One Hundred Seventy-Six Thousand Nine Hundred Seventy-Two Dollars and No Cents (\$176,972.00), with each town and city contributing the amounts set forth below for a total contribution of Fifty-One Thousand Six Hundred Thirty-Five Dollars (\$51,635.00) of the Project Cost. The remainder will be contributed by the County for the twenty-nine (29) square miles of service area outside of the municipalities.

3. COUNTY RESPONSIBILITIES. The County shall be the coordinating entity and the contracting and fiscal authority for the Project. The County's responsibilities shall include the creation of the Request For Proposals ("RFP"), management of the RFP process, selection of the contractor and management of the contract. The County shall also continue its leadership role in the functioning of the informal West Nile Working Group. The County shall pay an amount not to exceed One Hundred Twenty-Five Thousand Three Hundred Thirty-Seven Dollars and No Cents (\$125,337.00) of the total Project Cost of One Hundred Seventy-Six Thousand Nine Hundred Seventy-Two Dollars and No Cents (\$176,972.00), unless emergency services are required.

4. GLENWOOD SPRINGS RESPONSIBILITIES. Glenwood Springs shall be responsible for payment to the County of \$5,355.00.

5. CARBONDALE RESPONSIBILITIES: Carbondale shall be responsible for payment to the County of \$7,075.00.

6. RIFLE RESPONSIBILITIES: Rifle's proportionate share is \$19,320.00.

7. SILT RESPONSIBILITIES: Silt shall be responsible for payment to the County of \$5,175.00.

8. NEW CASTLE RESPONSIBILITIES: New Castle shall be responsible for payment to the County of \$5,840.00.

9. PARACHUTE RESPONSIBILITIES: Parachute shall be responsible for payment to the County of \$8,870.00.

10. PARTY RESPONSIBILITIES: All parties to this IGA shall cooperate with and assist the independent contractor chosen by the County to perform the work of the Project.

11. REMEDIES. If any of the cities or towns, identified in Paragraphs 4 through 9 above, fails to perform their payment obligation(s), the County may assume responsibility for the defaulting payment(s), and all other obligations of this IGA shall remain in full force and effect.

12. CONTRACT AWARD. The contract anticipated to define the Scope of Work needed for the Project shall be awarded by Garfield County pursuant to the terms of its Procurement Manual. The Notice to Proceed may be awarded prior to the payment obligations of the municipalities and towns being met.

13. INDEMNIFICATION. The parties acknowledge each is subject to the constitutional prohibitions against indemnification in Colo. Const. art XI, § 1. Neither can indemnify the other.

Nothing herein shall be interpreted as a waiver of governmental immunity to which each party would otherwise be entitled under Section 24-10-101, et seq., C.R.S., as amended.

14. APPROPRIATION. This IGA is contingent upon appropriation and budgeting for the costs required for the Project. Should any party fail to appropriate or have available sufficient funds to pay for the costs of its obligations set forth herein, this IGA shall be considered of no force or effect, except to the extent that the County has assumed the obligations of another party, as set forth herein. This IGA is not intended to, nor does it create a multi-year fiscal obligation as defined by Section 20, Article X of the Constitution of the State of Colorado.

15. EFFECTIVE DATE. This IGA shall be effective January 1, 2019 through December 31, 2019, no matter the date of execution.

16. AMENDMENT. This IGA may be amended by the parties solely through a written agreement signed by each.

17. FACSIMILES AND COUNTERPARTS. This IGA may be signed in counterparts, and facsimile signatures may be substituted for original signatures.

18. GOVERNING LAW. The laws of the State of Colorado shall govern the validity, performance and enforcement of this IGA. Venue for any action instituted pursuant to this IGA shall lie in Garfield County, Colorado.

19. AUTHORITY. Each person signing this IGA represents and warrants that said person is fully authorized to enter into and execute this IGA and to bind the party represented to the terms and conditions hereof.

20. NOTICE. All notices required under this IGA shall be in writing and shall be hand delivered or sent by registered or certified mail, return receipt requested, postage prepaid to the addresses of the parties set forth below. Notice addresses may be changed without amendment to this IGA.

Notice to County: Board of County Commissioners  
Attn: County Manager  
108 8<sup>th</sup> Street, Suite 213  
Glenwood Springs, CO 81601  
Phone: (970) 945-9150  
Fax: (970) 384-5005

Notice to Glenwood: City of Glenwood Springs  
Attn: City Manager  
101 W. 8<sup>th</sup> St.  
Glenwood Springs, CO 81601  
Phone: 384-6400

Notice to Carbondale: Town of Carbondale  
Attn: Town Manager  
511 Colorado Avenue  
Carbondale, CO 81623  
Phone: (970) 963-2733  
Fax: (970) 963-9140

Notice to Rifle: City of Rifle  
Attn: City Manager  
202 Railroad Avenue  
P.O. Box 1908  
Rifle, CO 81650  
Phone: (970) 625-2121

Notice to Silt: Town of Silt  
Attn: Town Administrator  
231 N. 7<sup>th</sup> St., Box 70  
Silt, CO 81652  
Phone: (970) 876-2353

Notice to New Castle:

Town of New Castle  
Attn: Town Administrator  
450 W. Main  
P.O. Box 90  
New Castle, CO 81647  
Phone: (970) 984-2311

Notice to Parachute:

Town of Parachute  
Attn: Town Administrator  
222 Grand Valley Way  
Box 100  
Parachute, CO 81635  
Phone: (970) 285-7630

ATTEST:

**BOARD OF COUNTY COMMISSIONERS  
OF GARFIELD COUNTY, COLORADO**

\_\_\_\_\_  
Clerk to the Board

By: \_\_\_\_\_  
Chairman

Dated: \_\_\_\_\_

ATTEST:

**CITY OF GLENWOOD SPRINGS,  
STATE OF COLORADO**

\_\_\_\_\_  
City Clerk

By: \_\_\_\_\_  
Mayor

Dated: \_\_\_\_\_

ATTEST:

**TOWN OF CARBONDALE  
STATE OF COLORADO**

\_\_\_\_\_  
Town Clerk

By: \_\_\_\_\_  
Mayor

Dated: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
City Clerk

ATTEST:

\_\_\_\_\_  
Town Clerk

ATTEST:

\_\_\_\_\_  
Town Clerk

ATTEST:

\_\_\_\_\_  
Town Clerk

**CITY OF RIFLE  
STATE OF COLORADO**

By: \_\_\_\_\_  
Mayor

Dated: \_\_\_\_\_

**TOWN OF SILT  
STATE OF COLORADO**

By: \_\_\_\_\_  
Mayor

Dated: \_\_\_\_\_

**TOWN OF NEW CASTLE  
STATE OF COLORADO**

By: \_\_\_\_\_  
Mayor

Dated: \_\_\_\_\_

**TOWN OF PARACHUTE  
STATE OF COLORADO**

By: \_\_\_\_\_  
Mayor

Dated: \_\_\_\_\_

**TOWN OF NEW CASTLE, COLORADO  
RESOLUTION NO. TC 2019-5**

A RESOLUTION OF THE NEW CASTLE TOWN COUNCIL APPROVING A  
MEMORANDUM OF UNDERSTANDING WITH GARFIELD COUNTY SENIOR  
PROGRAMS.

WHEREAS, the Garfield County Senior Program provides transportation (the “Traveler”) and nutrition (congregate meals); and

WHEREAS, the Town of New Castle (“Town”) benefits from said services/program/resources to support New Castle’s senior population; and

WHEREAS, the Town Council finds that entering into the Memorandum of Understanding (“MOU”)/Intergovernmental Agreement (“IGA”) attached hereto as Exhibit “A” will further the Town’s goals and is in the Town’s best interest.

NOW, THEREFORE, BE IT RESOLVED BY THE NEW CASTLE TOWN COUNCIL:

1. Recitals. The foregoing recitals are incorporated by reference as findings and determinations of the Council.
2. Adoption. Pursuant to Section 14.4 of the Town Charter, the MOU/IGA attached hereto as Exhibit A is hereby adopted by the Council, and the Mayor is authorized to execute the same.

INTRODUCED, PASSED, AND ADOPTED by a vote of \_\_\_ to \_\_\_ at a regular meeting of the New Castle Town Council held on March 19, 2019.

TOWN COUNCIL OF TOWN OF  
NEW CASTLE, COLORADO

\_\_\_\_\_  
Mayor Art Riddile

ATTEST:

\_\_\_\_\_  
Town Clerk Melody Harrison, CMC

**7-PARTY MEMORANDUM OF UNDERSTANDING  
REGARDING GARFIELD COUNTY SENIOR PROGRAMS  
FOR 2019**

This Memorandum of Understanding is entered into between:

**The Garfield County Board of County Commissioners, (“BOCC”)  
The City of Rifle, Colorado,  
The City of Glenwood Springs, Colorado,  
The Town of Carbondale, Colorado,  
The Town of New Castle, Colorado,  
The Town of Silt, Colorado,  
Roaring Fork Transportation Authority, (“RFTA”)**

(collectively, the “7-Parties”) in order to set forth the terms and conditions of their cooperative provision, administration and funding of a county-wide meal and transportation services for the Garfield County Senior Programs for calendar year 2019 (the “MOU”). This MOU is effective as of January 1, 2019, regardless of the dates on which it is signed.

**BACKGROUND**

- A. Each of the 7-Parties is authorized to make the most efficient and effective use of their governmental powers, responsibilities and monies by cooperating and contracting with other governments. Colo. Const. art. XIV §§ 18(2)(a) and (2)(b); Colorado Revised Statutes § 29-1-201.
- B. In 2009, 9-Parties entered into an Intergovernmental Agreement to set forth the terms and conditions of their cooperative provision, administration and funding of meal and transportation services to senior citizens of Garfield County (“the 9-Party MOU”). This 9-Party MOU is recorded in records of the Garfield County Clerk and Recorder at Reception No. 776142.
- C. In accordance with the 9-Party MOU, in 2009 and each consecutive year thereafter, the now 7 parties have also entered into a Memorandum of Understanding that sets forth each party’s annual commitment to share the administrative and operational costs of the Senior Programs meal and transportation services and determines the methodology by which those costs will be allocated among them (the “MOU”).
- D. In 2016, The Town of Parachute withdrew from membership and opted not to participate in the services provided by Garfield County Senior Programs in 2017. In 2017, it was determined that Colorado Mountain College no longer needs to be part of the MOU beginning 2019.



- E. Each of the remaining 7-Parties desires to continue to provide meal and transportation services to eligible Garfield County senior citizens in 2019 in accordance with the original 9-Party MOU.

NOW, THEREFORE, for and in consideration of mutual covenants and agreements set forth below, the 7-Parties agree as follows:

#### AGREEMENT

1. Incorporation of Recitals. The foregoing Recitals are incorporated as if set forth in full.
2. Purpose of this Agreement. The purpose of this MOU is to define the terms and conditions by which the 7-Parties will collectively provide, administer and fund county-wide meal and transportation services for the Garfield County Senior Programs for calendar year 2019.
3. Term of Agreement. This Agreement shall have an Effective Date of January 1, 2019 regardless of the dates signed and shall terminate on December 31, 2019.
4. Senior Services to be Provided. The BOCC, through its Department of Human Services Senior Programs, will organize and administer the congregate meal and transportation services described in this MOU for eligible senior citizens of Garfield County on behalf of Rifle, Glenwood Springs, Carbondale, New Castle, Silt (collectively, the "Municipalities"). In exchange, the Municipalities will reimburse the BOCC for their proportionate shares of the cost of such services as calculated in accordance with the Cost Methodologies defined in this Agreement.
5. Congregate Meal Services. The BOCC and Municipalities agree that Senior Program meals will be provided at seven (7) locations throughout Garfield County on the days and times set forth in **Attachment A** and further agree that the costs to provide such services will be allocated among them as follows:
  - a. Cost Methodology – Nutrition: The BOCC agrees to pay forty percent (40%) of total budgeted cost to provide Congregate Meal Services in 2019.
  - b. The Municipalities each agree to pay a proportionate share of the remaining balance, less all anticipated grant and program funding income, based upon the percentage of total meals served between July 2017 and June 2018 to the residents of each Municipality. The BOCC agrees to be responsible for all meals served to residents of unaffiliated Garfield County and Battlement Mesa as well as any shortfall in grant and program funding income.
  - c. Application of Cost Methodology to the 2019 Budget: As illustrated in **Attachment B**, which is incorporated here for all purposes, the total budgeted cost to provide Congregate Meal Services in 2018 is **\$397,991.00**. The BOCC's 40% share of that amount equals **\$159,196.40**. Anticipated grant and program funding

income for 2018 is **\$218,816.00**. The remaining balance of \$19,978.60 is distributed among the Municipalities based upon the portion of total meals provided to residents of each Municipality between July 2017 and June 2018, which results in the following amounts due:

Municipality	Number of Meals	Percent of Total	Amount Due
Carbondale	1,241	7.64%	\$1,526.41
Glenwood Springs	3,873	23.84%	\$4,763.72
New Castle	734	4.52%	\$902.81
Silt	2,477	15.25%	\$3,046.67
Rifle	87,918	48.75%	\$9,739.00
<b>TOTAL</b>	<b>16,243</b>	<b>100%</b>	<b>\$19,978.60</b>

6. Transportation Services. The BOCC, RFTA and Municipalities agree that Senior Program transportation services will be provided to Garfield County residents sixty-five (65) years old and older who have difficulty utilizing public transportation (“Seniors”) and citizens under the age of sixty-five (65) with a functional disability affecting the ability to use public transportation on the schedule set forth in **Attachment C**. These services will be provided by RFTA’s Traveler bus system and will be wheel chair accessible, curb to curb, driver assisted transportation and will also include the delivery of meals to the meal site locations. Riders must make reservations 48 hours in advance. The cost to provide these transportation services will be shared by the BOCC, RFTA, and the Municipalities in accordance with the following Cost Methodology:

- a. Cost Methodology - Transportation: The BOCC agrees to be responsible for fifty-percent (50%) of the total budgeted cost to provide Senior Transportation Services in 2019. The remaining fifty-percent is paid for by grant and program funding income and allocated payments from the Municipalities based upon the number of rides provided to residents of each Municipality. RFTA agrees to be responsible for the cost of the transportation services provided to the three Municipalities that are current RFTA members: the Town of Carbondale, the City of Glenwood Springs, and the Town of New Castle. The remaining non-RFTA member Municipalities, the City of Rifle, the Town of Silt agree to pay their proportionate share of transportation costs based upon the number of rides provided to the residents of each. The BOCC agrees to be responsible for all rides provided to residents of unaffiliated Garfield County as well as any shortfall in anticipated grant and program funding income.
- b. Application of Cost Methodology to 2019 Budget. As illustrated in **Attachment D**, the total budgeted cost to provide Senior Transportation Services in 2019 is **\$693,231.00**. This cost represents the costs to the BOCC and to RFTA to provide such services in the amounts of **\$34,981.00** and **\$688,250.00** respectively, less the amount of **\$30,000** received by RFTA from other sources who utilize the Traveler bus system pursuant to a contractual agreement that is unrelated to this

MOU. The BOCC's 50% share of this amount equals **\$346,615.50**. Anticipated grant and program funding income for 2019 is **\$80,677.00**. The remaining balance of **\$265,938.50** is distributed among the Municipalities based upon the portion of total rides provided to residents of each Municipality between July 2017 and June 2018, which results in the following amounts due:

Municipality	Number of Rides	Percent of Total	Amount Due
Carbondale*	248	2.85%	\$7,572.94
Glenwood Springs*	3,827	43.94%	\$116,861.48
New Castle*	375	4.31%	\$11,451.02
Silt	394	4.52%	\$12,031.21
Rifle	3,865	44.38%	\$118,021.85
<b>TOTAL</b>	<b>8,709</b>	<b>100%</b>	<b>\$265,938.50</b>

- c. Payment. The BOCC and RFTA have entered into a separate intergovernmental agreement pursuant to which the BOCC agrees to pay RFTA the total amount of **\$522,364.56** in twelve (12) equal monthly payments for Senior Transportation Services (the "Traveler IGA"). This amount represents RFTA's estimated cost to provide such services in 2019 less amounts received by RFTA from other sources and less the cost to provide such services to the RFTA Member Municipalities identified with an asterisk above. The non-RFTA member Municipalities agree to pay the respective amounts set forth above upon receipt of an invoice from the BOCC.

7. Appropriation. This MOU is expressly contingent upon appropriation and budgeting for the costs required herein. If any Municipality, including RFTA on behalf of its member jurisdiction Municipalities, fails to appropriate or have available sufficient funds to pay for the costs of the obligations set forth in this Agreement, services to residents of the failing Municipality shall end.

8. Whole Agreement. This MOU sets forth the whole agreement of the Parties. No representation, either verbal or written, shall be considered binding to the extent it is not set forth herein.

9. Amendment and Assignment. This MOU may be amended, altered, or modified solely through a written agreement executed with equal formality. This MOU may not be assigned by any Party without the written agreement of the all.

10. Facsimiles and Counterparts. This MOU and all documents required for performance may be signed in counterparts. Facsimile signatures may be substituted for originals on such documents.

11. Authority. Each person signing this MOU represents and warrants that said person is fully authorized to enter into and execute this document and bind the Party represented.

12. Governing Law. The laws of the State of Colorado shall govern the validity, performance and enforcement of this MOU. Venue for any action instituted pursuant to this MOU shall lie in Garfield County.

13. Notice. Notices to be provided under this Agreement shall be given in writing either by hand delivery or by certified return receipt requested United States mail, to the following:

Carbondale	Jay Harrington, Town Manager Town of Carbondale 511 Colorado Avenue Carbondale, CO 81623 (970) 963-2733 ext. 1207 <a href="mailto:jharrington@carbondalecto.net">jharrington@carbondalecto.net</a>
Garfield County	Mary Baydarian, Director Garfield County Department of Human Services 195 West 14 <sup>th</sup> Street Rifle, CO 81650 (970) 625-8282 <a href="mailto:mbaydarian@garfield-county.com">mbaydarian@garfield-county.com</a>
Glenwood Springs	Debra Figueroa, City Manager City of Glenwood Springs 101 W. 8 <sup>th</sup> Street Glenwood Springs, CO 81601 (970) 384-6500
New Castle	Dave Reynolds, Town Administrator New Castle Town Hall 450 West Main Street, P O Box 90 New Castle, CO 81647 970) 984-2311 <a href="mailto:Dreynolds@newcastlecolorado.org">Dreynolds@newcastlecolorado.org</a>
RFTA	Dan Blankenship, Chief Executive Officer Roaring Fork Transportation Authority 2307 Wolfshon Road Glenwood Springs, CO 81601 (970) 384-4981 <a href="mailto:dblankenship@rfta.com">dblankenship@rfta.com</a>

Rifle

Scott Hahn, City Manager  
City of Rifle  
202 Railroad Ave  
P. O. Box 1980  
Rifle, CO 81650  
(970) 625-6266  
[shahn@rifleco.org](mailto:shahn@rifleco.org)

Silt

Jeff Layman, Town Administrator  
Town of Silt  
231 N. 7th Street, PO BOX 70  
Silt, CO 81652  
970-876-2353, ext. 813  
[jlayman@townofsilt.org](mailto:jlayman@townofsilt.org)

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective January 1, 2019.

ATTEST:

TOWN OF CARBONDALE, COLORADO

\_\_\_\_\_  
Town Clerk

By: \_\_\_\_\_  
Dan Richardson, Mayor

Date: \_\_\_\_\_

ATTEST:



BOARD OF COUNTY COMMISSIONERS  
GARFIELD COUNTY, COLORADO and  
BOARD OF SOCIAL SERVICES

*John Malherbe*  
\_\_\_\_\_  
Clerk to the Board

By: \_\_\_\_\_  
John Martin, Chairman

Date: 2 19 19

ATTEST:

CITY OF GLENWOOD SPRINGS,  
COLORADO

\_\_\_\_\_  
City Clerk

By: \_\_\_\_\_  
Michael Gamba, Mayor

Date: \_\_\_\_\_

ATTEST:

TOWN OF NEW CASTLE, COLORADO

\_\_\_\_\_  
Town Clerk

By: \_\_\_\_\_  
Art Riddile, Mayor

Date: \_\_\_\_\_

**ATTEST:**

**ROARING FORK TRANSPORTATION  
AUTHORITY**

\_\_\_\_\_  
Secretary to the Board of Directors

By: \_\_\_\_\_  
\_\_\_\_\_, Chair

Date: \_\_\_\_\_

**ATTEST:**

**CITY OF RIFLE, COLORADO**

\_\_\_\_\_  
City Clerk

By: \_\_\_\_\_  
Barbara Clifton, Mayor

Date: \_\_\_\_\_

**ATTEST:**

**TOWN OF SILT, COLORADO**

\_\_\_\_\_  
Town Clerk

By: \_\_\_\_\_  
Rick Aluise, Mayor

Date: \_\_\_\_\_

**ATTACHMENT A**

**2019 CONGREGATE MEAL SCHEDULE**



## 2019 Senior Programs Congregate Meal Schedule

MEAL SITE CONTACT	KITCHEN	MEAL DAY	Meal Site Name/location
Jeryllyn Nieslanik, Manager Crystal Meadows Senior Housing 1250 Hendrick Drive Carbondale, CO 81623 970- 963-9326 <a href="mailto:cga@gwestoffice.net">cga@gwestoffice.net</a>	Valley View Hospital	Wednesday	Roaring Fork & Spoon Crystal Meadows Senior Housing 1250 Hendrick Drive in the Romminger Room
JULIE S. HANSON <i>Purchasing &amp; Contracts Director</i> Colorado Mountain College (CMC) 802 Grand Avenue Glenwood Springs, CO 81601 970.947.8402 <a href="mailto:jshanson@coloradomtn.edu">jshanson@coloradomtn.edu</a>	Valley View Hospital	Tuesday/Friday	Chat n' Chew 1402 Blake Avenue Glenwood Springs, CO 81601 in Lucy Huntley Senior Center
Monique Hermosillo, Site Coordinator Sunnyside Retirement Center 601 21 <sup>st</sup> Street #106 Glenwood Springs, CO 81601 970-945-9234 <a href="mailto:sunnyside1@questoffice.net">sunnyside1@questoffice.net</a>	Valley View Hospital	Monday/Thursday	Sunnyside 601 21 <sup>st</sup> Street Glenwood Springs, CO 81601 in the Kitchen
Leslie Means, Property Manager New Castle Senior Housing 201 Castle Valley Blvd New Castle, CO 81647 (970) 984-0779 <a href="mailto:newcastle@crhdc.org">newcastle@crhdc.org</a>	City of Rifle	Monday	The Gathering 201 Castle Valley Blvd New Castle, CO 81647 In the Community Room
Ken Bachus, Board President Valley Senior Center PO BOX 932 Parachute, CO 81635-0932 (970) 285-6492 <a href="mailto:rcampbell623@gmail.com">rcampbell623@gmail.com</a>	City of Rifle	Wednesday	Valley Senior Center 540 N. Parachute Parachute, CO 81635
Colorado River Fire Rescue 1850 Railroad Avenue Rifle, CO 81650 Attention: Chief Rob Jones	City of Rifle	Wednesday	Meet n' Eat, Silt Fire Station 611 Main Street Silt, CO 81652

Scott Hahn, City Manager  
City of Rifle  
202 Railroad Avenue  
Rifle, CO 81650 Included in the meal contract  
(970) 665-6409 SHahn@riflco.org

City of Rifle

Tuesday, Thursday & Friday

Senior Delight  
Rifle Senior Center  
50 Ute Avenue  
Rifle, CO 81650

**ATTACHMENT B**

**2018 CONGREGATE MEAL BUDGET  
AND COST METHODOLOGY**

<b>Nutrition Budget</b>	Annual
Wages	\$ 142,497.00
Employee Benefits	\$ 75,244.00
Professional - Other	\$ 148,200.00
Prof Oth - County Attorney Conir	\$ 500.00
Rental of Land & Buildings	\$ 500.00
Communications	\$ 600.00
Printing and Binding	\$ 300.00
DHS - Destruction of Records	\$ 300.00
Travel	\$ 300.00
Motor Pool Charges	\$ 12,000.00
Professional Affiliations	\$ 100.00
Training	\$ 500.00
Office Supplies	\$ 800.00
Operating Supplies	\$ 9,000.00
Computer Supplies	\$ 250.00
Freight, postage, Delivery	\$ 2,000.00
Other Supplies	\$ 1,200.00
Copy Machine Usage	\$ 1,600.00
Food - non travel related	\$ 2,100.00

Staff: 75% Manager  
7.1% Program Coordinator  
75% Program Coordinator

<b>Total 12 Month Budget</b>	<b>\$397,991.00</b>
Less AAA funding	\$ 167,816.00
Less NSIP Incentives	\$ 15,000.00
Less Program Income	\$ 36,000.00
<b>Grant &amp; Program Income Total</b>	<b>\$ 218,816.00</b>
40% County Share of Total Expenses	\$ 159,196.40
<b>Garfield County Share</b>	<b>\$ 159,196.40</b>
Projected Income/County Share	\$ 378,012.40
<b>Income less expenses</b>	<b>\$19,978.60</b>
Municipal Budget Share for Distribution	<u><u>\$19,978.60</u></u>

NUTRITION BREAKDOWN SUMMARY FOR MUNICIPALITIES								
2019	Jurisdiction	# of Meals Served	Percent of Total	Municipal Nutrition Contribution	2018		2017	
					# Meals	Contributions	# Meals	Contributions
	Carbondale	1,241	7.64%	\$1,526.41	1,267	\$ 497.67	1,239	\$ -
	Glenwood Springs	3,873	23.84%	\$4,763.72	4,041	\$ 1,587.28	4,400	\$ -
	New Castle	734	4.52%	\$902.81	743	\$ 291.85	787	\$ -
	Silt	2,477	15.25%	\$3,046.67	2,080	\$ 817.01	1,990	\$ -
	Parachute	-	0.00%	\$0.00	-	\$ -	-	\$ -
	Rifle	7,918	48.75%	\$9,739.00	8,301	\$ 3,260.59	9,383	\$ -
	<b>Municipal Total</b>	<b>16,243</b>	<b>100.00%</b>	<b>\$19,978.60</b>	<b>16,432</b>	<b>\$ 6,454.40</b>	<b>17,799</b>	<b>\$ -</b>
	<b>Garfield County Parachute</b>	<b>3,253</b>			<b>2,966</b>		<b>2,435</b>	
	<b>Grand Total</b>	<b>19,496</b>			<b>19,398</b>		<b>20,342</b>	
							<b>108</b>	

Based on July 2017 - June 2018 Usage

Based on July 2016 - June 2017

Based on July 2015 - June 2016

**ATTACHMENT C**

**2019 SENIOR TRANSPORTATION  
SERVICES SCHEDULE**

## Traveler Transportation Schedule - 2019

COMMUNITY	DAY OF WEEK OR MONTH	SERVICE DESCRIPTION	NORMAL HOURS OF OPERATION	NUMBER OF VEHICLES
<b>Glenwood Springs</b>	Monday- Friday	Customer transportation and/or local shopping	8 a.m. – 5 p.m.	2-4
	Tuesday	Meal transportation	11 a.m. – 2 p.m.	1
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa with stops in Glenwood, New Castle, Silt, New Castle & Rifle	8 a.m. – 5 p.m.	1
	Friday	Meal transportation	11 a.m. – 2 p.m.	1
<b>Carbondale</b>	Monday – Friday	Customer transportation and/or local shopping	8 a.m. – 5 p.m.	1
	Wednesday	Meal transportation and local shopping	11 a.m. – 4 p.m.	1
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa with stops in Glenwood, Silt, New Castle and Rifle	8 a.m. – 5 p.m.	1
	Thursday	Battlement Mesa to Carbondale with stops in Glenwood, Silt, New Castle and Rifle	8 a.m. – 5 p.m.	1
<b>Rifle</b>	Monday	Customer transportation	8 a.m. – 5 p.m.	2
	Tuesday	Customer transportation/Meal transportation	8 a.m. – 5 p.m.	2-3
	Wednesday	Customer transportation/ Shopping	8 a.m. – 5 p.m.	3-4
	Thursday	Customer transportation/Meal transportation	8 a.m. – 5 p.m.	2-3
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa with stops in Glenwood, Silt and New Castle	8 a.m. – 5 p.m.	2-3

	Thursday	Battlement Mesa to Carbondale with stops in Glenwood, Silt, New Castle and Rifle	8 a.m. – 5 p.m.	1
	Friday	Customer transportation/Meal transportation	8 a.m. – 5 p.m.	2-3
<b>Battlement Mesa</b>	Monday – Friday	On call basis for customers	8 a.m. – 5 p.m.	1
	Tuesday	Shopping day in Rifle	8 a.m. – 5 p.m.	1
	Wednesday	Meal transportation/Local transportation	11 a.m. – 2 p.m.	1
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Battlement Mesa to Carbondale with stops in Rifle, Silt, New Castle, and Glenwood Springs	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa	8 a.m. – 5 p.m.	1
<b>Silt</b>	Monday – Friday	On call basis for customers	8 a.m. – 5 p.m.	1
	Wednesday	Meal transportation/shopping	11 a.m. – 4 p.m.	1
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Battlement Mesa to Carbondale with stops in Rifle, Silt, New Castle, Glenwood Springs and Carbondale	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa with stops in Rifle	8 a.m. – 5 p.m.	1
<b>New Castle</b>	Monday – Friday	On call basis for customers	8 a.m. – 5 p.m.	1
	Monday	Meal transportation/shopping	11 a.m. – 4:00 p.m.	1
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Battlement Mesa to Carbondale with stops in Glenwood Springs and Carbondale	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa with stops in Silt, Rifle	8 a.m. – 5 p.m.	1

**ATTACHMENT D**

**2019 TRANSPORTATION BUDGET  
AND COST METHODOLOGY**



Transportation Budget	Annual		
Wages	\$ 24,819.00		
Employee Benefits	\$ 7,912.00		
Prof Oth - County Attorney Contr	\$ 500.00		Staff: 25% Manager
Language Translation	\$ 200.00		10% Prog Coordinator
Communication	\$ 650.00		
Printing and Binding	\$ 200.00		
Office Supplies	\$ 200.00		
Computer Supplies	\$ 200.00		
Freight, Postage, Delivery	\$ 300.00		
<b>Total County Expenses</b>	<b>\$ 34,981.00</b>		

RFTA \$ 688,250.00 Projected based on RFTA Actual Expenditures

MINUS GWS Paratransit \$ 30,000.00

**Total RFTA Expenses \$ 658,250.00**

**Total Expenses \$ 693,231.00**

Less Program Income \$ 28,000.00

Less CSBG \$ 52,677.00

**Total G/P Income \$ 80,677.00**

Less 50% County Share \$ 346,615.50

**Total County Share \$ 346,615.50**

**Total Revenue \$ 427,292.50**

**Total Expenses \$ 693,231.00**

**Income less expenses \$ 265,938.50**

Municipal Budget Share for Distribution \$ 265,938.50

2019	Jurisdiction	# of Rides Provided	Percent of Total	Municipal Transportation Contribution	2018		2017	
					# Rides	Contributions	# Rides	Contributions
	Carbondale*	248	2.85%	\$7,572.94	186	\$5,384.18	264	\$6,675.12
	Glenwood Springs*	3,827	43.94%	\$116,861.48	4,321	\$125,080.81	5,041	\$127,459.46
	New Castle*	375	4.31%	\$11,451.02	631	\$18,265.68	667	\$16,864.80
	Silt	394	4.52%	\$12,031.21	366	\$10,594.67	322	\$8,141.63
	Parachute	-	0.00%	-	-	\$0.00	-	\$0.00
	Rifle	3,865	44.38%	\$118,021.85	3,765	\$108,986.17	4,333	\$109,557.99
	<b>MUNICIPAL TOTAL</b>	<b>8,709</b>	<b>100.00%</b>	<b>\$265,938.50</b>	<b>9,269</b>	<b>\$268,311.50</b>	<b>10,627</b>	<b>\$268,699.00</b>
	* RFTA Members							
	Rural Garfield County	3,150			3,272		3,674	
	Mt. Valley	2,608			2,939		1,173	
	Parachute	-			-		147	
	<b>Total</b>	<b>14,467</b>			<b>15,480</b>		<b>15,621</b>	