



TOWN OF WILLIAMSBURG

BOARD OF TRUSTEE AGENDA

Tuesday, April 15, 2025, 6:15 pm
Board Chambers, 1 John Street, Williamsburg

Call to Order

Pledge of Allegiance

Roll Call

Citizen Comments on Agenda Items only (3 minutes): If you wish to address the Town Board, please sign up on the sign up on the sheet available by the meeting room door and submit it to the Town Clerk prior to the meeting being called to order.

1. Approval of the Agenda and Consent Agenda:

Consent Agenda: All matters listed on the Consent Agenda are considered routine and will be approved with one motion. Documents are approved substantially as drafted. There will be no separate discussion of these items unless a Board of Trustee Member or citizen so requests, in which case the items may be removed from the Consent Agenda and considered separately, at the discretion of the Board of Trustees.

- a. Approve the Board of Trustee Meeting minutes for March 18, 2025, Code Book Committee Meeting for March 14, 2025, March 21, 2025, March 28, 2025 and Special Meeting April 4, 2025.
- b. Receive and file Town Report for Clerk, Streets, Water, Code Enforcement, Planning & Zoning and Special Events.
- c. Receive and file treasurer report, monthly budget to profit and loss reports, and accounts payable disbursements for March 2025.
- d. Approve the purchase with a UAACOG mini-grant award for a new shop heater from River Valley Plumbing for a maximum of \$4,768.50. After installation, UAACOG will reimburse the town 50% of total costs up to \$2,384.25 to go towards the purchase. Approval to apply for this grant was voted on approved at the October 15, 2024 Board of Trustees meeting.
- e. Approve the purchase with a UAACOG mini-grant award for a 14'x24' storage shed from the Shed Yard for a maximum of \$11,852.00. The shed will store the new mower and water parts. After installation, UAACOG will reimburse the town 50% of total costs up to \$5,000 to go towards the purchase. Approval to apply for this grant was voted on and approved at the October 15, 2024 Board of Trustees meeting.
- f. Approve the purchase with a UAACOG mini-grant award for the town hall archive closet, interior paint for town hall, partial labor, and 3 town seals, and for a maximum of \$2,272. Upon completion of the project UAACOG will reimburse the town 50% of total costs up to \$1,136.00 towards the investment. Approval to apply for this grant was voted on and approved at the October 15, 2024 Board of Trustees meeting.
- g. Approve the purchase with a UAACOG mini-grant award for 10 water testing sites and installation labor for a maximum of \$7,200.00. Upon installation UAACOG will reimburse the town 50% of total costs up to \$3,600. Approval to apply for this grant was voted on and approved at the October 15, 2024 Board of Trustees meeting.

- h. Retroactive approval for an additional \$772.96 of repairs on the backhoe by Rusler paid by the Street Fund.
- i. Approval to purchase 2 blades for the grader from 4 Rivers Equipment for \$570.84. The last set was purchased 9/24.

2. Matters from the Mayor and Board of Trustees

3. DISCUSSION:

- a. Looking ahead to Animal Control
- b. Support for Windows 10 ends October 2025, an upgrade to Windows 11 will be needed for RVS Water Billing System to be supported. An upgrade will cost about \$99 per computer. A minimum of two computers and maximum of four computers would require the upgrade.
- c. Consideration to purchase a trench box for \$3,000.

UNFINISHED BUSINESS:

- 4. INTRODUCTION AND ADOPTION OF RESOLUTION NO. 7 SERIES OF 2025: A RESOLUTION OF THE TOWN OF WILLIAMSBURG, COLORADO ADOPTING THE AMERICANS WITH DISABILITIES ACT (ADA) COORDINATOR AND PROCEDURES.**

NEW BUSINESS:

- 5. Approval of the Mayor's signature on a contract with the law firm of Wyatt, Hamilton, & Findlay to serve as Town Attorney for the Town of Williamsburg.
- 6. Approval of the Mayor and Town Clerk signatures for the Florence Water Cost Compilations for 2025.
- 7. Approve the creation of a committee to research and formulate a master plan for the parks in the Town of Williamsburg and seek letters of interest from citizens.
- 8. INTRODUCTION AND FIRST READING, ORDINANCE NO. 2 SERIES OF 2025: AN ORDINANCE FOR SETTING THE REVISED WATER RATE SCHEDULE FOR 2025.**

Citizen Written Submissions (5 minutes)

Adjourn: Next Scheduled Board Meeting: Tuesday, May 20, 2025, 6:15pm



TOWN OF WILLIAMSBURG

BOARD OF TRUSTEE AGENDA

Friday, March 14, 2025, 5 pm

Board Chambers, 1 John Street, Williamsburg

Code Book Revision Committee Meeting

The meeting was called to order at 5:20 pm

In attendance:

Trustee Steve Harrison
Mayor Pro Tem Brian Dreitz
Trustee Donnell Farnum
Beth Roman
Mayor Joelina Espinoza

The committee worked on Chapter 18 Articles 2, 4, 9, and 10.

The meeting adjourned at 7:20 pm. The next Scheduled Code Book Committee Meeting is Friday, March 21, 2025 at 5 pm.

Mayor Joelina Espinoza

Attest:

Ashley Smith, Williamsburg Town Clerk

Date



TOWN OF WILLIAMSBURG

Some Bigger, None Better

Tuesday, March 18, 2025, 6:15 pm

Board Chambers, 1 John Street, Williamsburg

The meeting was called to order at 6:12 pm

The pledge of allegiance was led by Mayor Joelina Espinoza.

Roll Call

	Present	Absent
Trustee Jodi Davis	X	
Trustee Donnell Farnum	X	
Trustee Kris Graham-Webb		X
Trustee Donna Krauthem	X	
Trustee Steve Harrison	X	
Mayor Pro Tem Brian Dreitz	X	
Mayor Joelina Espinoza	X	

Also in attendance: Municipal Clerk Kris Rogers and Code Enforcement Officer Kelsey Pollard.

Citizen Comments on Agenda Items only (3 minutes): If you wish to address the Town Board, please sign up on the sign up on the sheet available by the meeting room door and submit it to the Town Clerk prior to the meeting being called to order.

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- a. Approve the Board of Trustee Meeting minutes for February 18, 2025, Williamsburg Vision Workshop for February 28, 2025, Special Board Meeting for March 7, 2025.
- b. Receive and file town report and accounts payable disbursements for February 2025.
- c. Receive and file treasurer report and monthly budget and account reconciliation report for February 2025.
- d. Receive and file the Town of Williamsburg's 2024 Annual Financial Report.
- e. Approve paying Prospective Business Solutions \$1,350.00 for their services in executing and submitting the 2024 Audit Exemption for the Town of Williamsburg.

- f. Approve, retroactively, an automatic payment to Quickbooks for \$42 monthly employee fee usage, \$700 Intuit QBX Payroll Annual Fee, and \$999 Intuit QuickBooks Plus Annual Subscription for a total of \$1,741.00. Quickbooks annual subscriptions are essential to operate the day-to-day financial and payroll operations for the Town.

MOTION: On motion by Trustee Steve Harrison and second by Trustee Jodi Davis to approve the agenda and consent agenda.

Topics discussed. Motion carried.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis		X			
Trustee Donnell Farnum			X		
Trustee Kris Graham-Webb					
Trustee Donna Krautheim			X		
Trustee Steve Harrison	X		X		
Mayor Pro Tem Brian Dreitz			X		
Mayor Joelina Espinoza			X		

2. Reports

- a. Matters from the Mayor and Board of Trustees
- b. Treasurer's Report
- c. Town Report for Clerk, Streets, Water, Code Enforcement, Planning & Zoning and Special Events.

MOTION: On motion by Trustee Steve Harrison and second by Trustee Donnell Farnum to direct the Town Clerk to compile options and costs for searching liens on 1401 Churchill.

Topics discussed. Motion carried.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis					
Trustee Donnell Farnum		X	X		
Trustee Kris Graham-Webb					
Trustee Donna Krautheim			X		
Trustee Steve Harrison	X		X		
Mayor Pro Tem Brian Dreitz			X		
Mayor Joelina Espinoza			X		

3. DISCUSSION:

MOTION: On motion by Trustee Steve Harrison and second by Trustee Donnell Farnum to approve Williamsburg as the host location for Care and Share events for Williamsburg, Coal Creek, Rockvale, and Brookside.

Topics discussed. Motion carried.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis			X		
Trustee Donnell Farnum		X	X		
Trustee Kris Graham-Webb					
Trustee Donna Krautheim			X		
Trustee Steve Harrison	X		X		
Mayor Pro Tem Brian Dreitz			X		
Mayor Joelina Espinoza			X		

MOTION: On motion by Trustee Steve Harrison and second by Trustee Donnell Farnum to accept the Treasurer's Report.

Topics discussed. Motion carried.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis			X		
Trustee Donnell Farnum		X	X		
Trustee Kris Graham-Webb					
Trustee Donna Krautheim			X		
Trustee Steve Harrison	X		X		
Mayor Pro Tem Brian Dreitz			X		
Mayor Joelina Espinoza			X		

- a. Attorney RFP update, led by Mayor Espinoza: 1 RFP turned in to date.
- b. Backhoe repairs, led by Mayor Pro Tem Dreitz

MOTION: On motion by Trustee Jodi Davis and second by Trustee Donnell Farnum to approve Rusler to conduct the backhoe repairs for a total of \$3,306. The Water Fund will contribute \$2,000 and the Street Fund the remaining balance of \$1,306.

Topics discussed. Motion carried.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis	X		X		

Trustee Donnell Farnum		X	X		
Trustee Kris Graham-Webb					
Trustee Donna Krautheim			X		
Trustee Steve Harrison			X		
Mayor Pro Tem Brian Dreitz			X		
Mayor Joelina Espinoza			X		

UNFINISHED BUSINESS:

4. Planning Commission Vacancy

MOTION: On motion by Trustee Steve Harrison and second by Trustee Donnell Farnum to appoint Brenda Orth to the Planning and Zoning Commission.

Topics discussed. Motion carried.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis			X		
Trustee Donnell Farnum		X	X		
Trustee Kris Graham-Webb					
Trustee Donna Krautheim			X		
Trustee Steve Harrison	X		X		
Mayor Pro Tem Brian Dreitz			X		
Mayor Joelina Espinoza			X		

NEW BUSINESS:

7. INTRODUCTION AND ADOPTION OF RESOLUTION NO. 7 SERIES OF 2025: A RESOLUTION OF THE TOWN OF WILLIAMSBURG, COLORADO ADOPTING THE AMERICANS WITH DISABILITIES ACT (ADA) COORDINATOR AND PROCEDURES.

MOTION: On motion by Trustee Donna Krautheim and second by Trustee Jodi Davis to table Resolution No. 7 Series of 2025.

Topics discussed. Motion carried.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis		X	X		
Trustee Donnell Farnum			X		
Trustee Kris Graham-Webb					
Trustee Donna Krautheim			X		



TOWN OF WILLIAMSBURG

BOARD OF TRUSTEE AGENDA

Friday, March 21, 2025, 5 pm
Board Chambers, 1 John Street, Williamsburg

Code Book Revision Committee Meeting

The meeting was called to order at 5:00 pm

In attendance:

Trustee Steve Harrison
Trustee Donnell Farnum
Beth Roman
Mayor Joelina Espinoza

The committee worked on Chapter 18

The meeting adjourned at 6:15 pm. The next Scheduled Code Book Committee Meeting is Friday, March 28, 2025 at 5 pm.

Mayor Joelina Espinoza

Attest:

Ashley Smith, Williamsburg Town Clerk

Date



TOWN OF WILLIAMSBURG

Some Bigger, None Better

Friday, March 28, 2025, 5 pm
Board Chambers, 1 John Street, Williamsburg

The meeting was called to order at 5:15 pm

In attendance:

Trustee Steve Harrison
Mayor Pro Tem Brian Dreitz
Trustee Donnell Farnum
Trustee Kris Graham-Webb
Beth Roman
Mayor Joelina Espinoza
Brandon Davis

The committee went over the first draft of code revisions starting at the beginning and paused at Section 4-11.

The meeting adjourned at 6:30 pm. The next Scheduled Code Book Committee Meeting is April 4, 2025 at 5 pm.

Mayor Joelina Espinoza

Attest:

Ashley Smith, Williamsburg Town Clerk

Date



TOWN OF WILLIAMSBURG

Some Bigger, None Better

Special Board Meeting

Pursuant Section 24-6-402(2)(b), C.R.S.

April 4, 2025

Hybrid meeting on location at Town Hall, 1 John Street and Zoom.

The meeting was called to order at 2:36 pm

Roll Call

	Present	Absent
Trustee Jodi Davis		X
Trustee Donnell Farnum	X	
Trustee Kris Graham-Webb	X	
Trustee Donna Krautheim	X	
Trustee Steve Harrison		X
Mayor Pro Tem Brian Dreitz	X	
Mayor Joellina Espinoza	X	

Also in attendance: Town Clerk Ashley Smith and Municipal Judge Buck Wenzell.

AGENDA:

1. Wyatt Hamilton Findlay featuring Dan Findlay in person and Wyatt Whitt via Zoom were interviewed by the Board with a series of questions.
2. Ruth Martin with Fredrickson, Johnson & Terry was not present to be interviewed.
3. Hoffman, Parker, Wilson, & Carberry featuring Kathryn Sellars and Nathan Cash via Zoom were interviewed by the Board with the same series of questions.
4. The Board deliberated on applicants and determined to recommend Wyatt Hamilton Findlay for official appointment of Town Attorney at the regular Board of Trustee Meeting, April 15, 2025, 6:15 pm.

The meeting was adjourned at 4:22 pm.

Next meeting, Code Book Revision Committee, April 11, 2025, 5 pm at Town Hall, 1 John Street.
Next Board of Trustee Meeting, April 15, 2025, 6:15 pm at Town Hall, 1 John Street.

Mayor Joelina Espinoza

Attest:

Ashley Smith, Williamsburg Town Clerk

Date



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Beth Roman
Mayor Joelina Espinoza

The committee worked on Chapter 18 Articles 2, 4, 9, and 10.

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Mayor Joelina Espinoza

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Date



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Some Bigger, None Better

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The pledge of allegiance was led by Mayor Joelina Espinoza.

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Trustee Donnell Farnum	X	
Trustee Kris Graham-Webb		X
Trustee Donna Krauthaim	X	
Trustee Steve Harrison	X	
Mayor Pro Tem Brian Dreitz	X	
Mayor Joelina Espinoza	X	

Also in attendance: Municipal Clerk Kris Rogers and Code Enforcement Officer Kelsey Pollard.

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MOTION: On motion by Trustee Steve Harrison and second by Trustee Jodi Davis to approve the agenda and consent agenda.

Topics discussed. Motion carried.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis		X			
Trustee Donnell Farnum			X		
Trustee Kris Graham-Webb					
Trustee Donna Krautheim			X		
Trustee Steve Harrison	X		X		
Mayor Pro Tem Brian Dreitz			X		
Mayor Joelina Espinoza			X		

2. Reports

- a. Matters from the Mayor and Board of Trustees
- b. Treasurer's Report
- c. Town Report for Clerk, Streets, Water, Code Enforcement, Planning & Zoning and Special Events.

MOTION: On motion by Trustee Steve Harrison and second by Trustee Donnell Farnum to direct the Town Clerk to compile options and costs for searching liens on 1401 Churchill.

Topics discussed. Motion carried.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis					
Trustee Donnell Farnum		X	X		
Trustee Kris Graham-Webb					
Trustee Donna Krautheim			X		
Trustee Steve Harrison	X		X		
Mayor Pro Tem Brian Dreitz			X		
Mayor Joelina Espinoza			X		

3. DISCUSSION:

MOTION: On motion by Trustee Steve Harrison and second by Trustee Donnell Farnum to approve Williamsburg as the host location for Care and Share events for Williamsburg, Coal Creek, Rockvale, and Brookside.

Topics discussed. Motion carried.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis			X		
Trustee Donnell Farnum		X	X		
Trustee Kris Graham-Webb					
Trustee Donna Krauthheim			X		
Trustee Steve Harrison	X		X		
Mayor Pro Tem Brian Dreitz			X		
Mayor Joelina Espinoza			X		

MOTION: On motion by Trustee Steve Harrison and second by Trustee Donnell Farnum to accept the Treasurer's Report.

Topics discussed. Motion carried.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis			X		
Trustee Donnell Farnum		X	X		
Trustee Kris Graham-Webb					
Trustee Donna Krauthheim			X		
Trustee Steve Harrison	X		X		
Mayor Pro Tem Brian Dreitz			X		
Mayor Joelina Espinoza			X		

- a. Attorney RFP update, led by Mayor Espinoza: 1 RFP turned in to date.
- b. Backhoe repairs, led by Mayor Pro Tem Dreitz

MOTION: On motion by Trustee Jodi Davis and second by Trustee Donnell Farnum to approve Rusler to conduct the backhoe repairs for a total of \$3,306. The Water Fund will contribute \$2,000 and the Street Fund the remaining balance of \$1,306.

Topics discussed. Motion carried.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis	X		X		

Trustee Donnell Farnum		X	X		
Trustee Kris Graham-Webb					
Trustee Donna Krautheim			X		
Trustee Steve Harrison			X		
Mayor Pro Tem Brian Dreitz			X		
Mayor Joelina Espinoza			X		

UNFINISHED BUSINESS:

4. Planning Commission Vacancy

MOTION: On motion by Trustee Steve Harrison and second by Trustee Donnell Farnum to appoint Brenda Orth to the Planning and Zoning Commission.

Topics discussed. Motion carried.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis			X		
Trustee Donnell Farnum		X	X		
Trustee Kris Graham-Webb					
Trustee Donna Krautheim			X		
Trustee Steve Harrison	X		X		
Mayor Pro Tem Brian Dreitz			X		
Mayor Joelina Espinoza			X		

NEW BUSINESS:

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MOTION: On motion by Trustee Donna Krautheim and second by Trustee Jodi Davis to table Resolution No. 7 Series of 2025.

Topics discussed. Motion carried.

	M	S	Aye	Nay	Abstain
Trustee Jodi Davis		X	X		
Trustee Donnell Farnum			X		
Trustee Kris Graham-Webb					
Trustee Donna Krautheim			X		



TOWN OF WILLIAMSBURG

BOARD OF TRUSTEE AGENDA

Friday, March 21, 2025, 5 pm
Board Chambers, 1 John Street, Williamsburg

Code Book Revision Committee Meeting

The meeting was called to order at 5:00 pm

In attendance:

Trustee Steve Harrison
Trustee Donnell Farnum
Beth Roman
Mayor Joelina Espinoza

The committee worked on Chapter 18

The meeting adjourned at 6:15 pm. The next Scheduled Code Book Committee Meeting is Friday, March 28, 2025 at 5 pm.

Mayor Joelina Espinoza

Attest:

Ashley Smith, Williamsburg Town Clerk

Date



TOWN OF WILLIAMSBURG

Some Bigger, None Better

Friday, March 28, 2025, 5 pm

Board Chambers, 1 John Street, Williamsburg

The meeting was called to order at 5:15 pm

In attendance:

Trustee Steve Harrison
Mayor Pro Tem Brian Dreitz
Trustee Donnell Farnum
Trustee Kris Graham-Webb
Beth Roman
Mayor Joelina Espinoza
Brandon Davis

The committee went over the first draft of code revisions starting at the beginning and paused at Section 4-11.

The meeting adjourned at 6:30 pm. The next Scheduled Code Book Committee Meeting is April 4, 2025 at 5 pm.

Mayor Joelina Espinoza

Attest:

Ashley Smith, Williamsburg Town Clerk

Date



TOWN OF WILLIAMSBURG

Some Bigger, None Better

Special Board Meeting

Pursuant Section 24-6-402(2)(b), C.R.S.

April 4, 2025

Hybrid meeting on location at Town Hall, 1 John Street and Zoom.

The meeting was called to order at 2:36 pm

Roll Call

	Present	Absent
Trustee Jodi Davis		X
Trustee Donnell Farnum	X	
Trustee Kris Graham-Webb	X	
Trustee Donna Krautheim	X	
Trustee Steve Harrison		X
Mayor Pro Tem Brian Dreitz	X	
Mayor Joellina Espinoza	X	

Also in attendance: Town Clerk Ashley Smith and Municipal Judge Buck Wenzell.

AGENDA:

1. Wyatt Hamilton Findlay featuring Dan Findlay in person and Wyatt Whitt via Zoom were interviewed by the Board with a series of questions.
2. Ruth Martin with Fredrickson, Johnson & Terry was not present to be interviewed.
3. Hoffman, Parker, Wilson, & Carberry featuring Kathryn Sellars and Nathan Cash via Zoom were interviewed by the Board with the same series of questions.
4. The Board deliberated on applicants and determined to recommend Wyatt Hamilton Findlay for official appointment of Town Attorney at the regular Board of Trustee Meeting, April 15, 2025, 6:15 pm.

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Mayor Joelina Espinoza

Attest:

Ashley Smith, Williamsburg Town Clerk

Date

Williamsburg Town Report

March 18, 2025

Building Report:

Permit #	Issue Date	Work	Address	Permit Fee	Construction Cost
1383	1/27/2025	Detached Garage	12 N Scutti Dr	384.00	\$ 19,670.00
1350	3/7/25	C-R Roofing	3 Copper Creek	187.00	\$ 12,710.00
1384	3/31/2025	Self-contractor	10 Pheasant Court	600.00	\$30,000.00
				1,171.00	\$ 62,380.00

- a. New address assigned for 4 Decklen and first of its kind, for Williamsburg, building permit issued for a two-story manufactured home.

Clerk Report:

- a. 3/11/25 Treasurers Graham-Webb and Dreitz transferred funds into COLOTRUST savings accounts.
- b. Bridge Road Certification submitted.
- c. Compiled Attorney RFP for Trustee Review, submitted RFP to CML to post on job board, collected RFP's, organized checking references, reviewing proposals, compiled documents, and interview matrices, set up interviews, scheduled Zoom meetings, and posted meetings.
- d. Fielded a number of complaints about loose and aggressive dogs.
- e. Organized the execution of the Lead and Copper Survey collection and submittal.
- f. Helped Rich get started with his CIRSA training and Water Operator Certification training.
- g. Filed new address for 4 Decklen.
- h. Working on compiling the Williamsburg Strategic Plan for the Board to review and then formally adopt.
- i. Kris Rogers did a good job holding down the fort at Town Hall while Ashley was out of town.
- j. 4/8/25 Second 61 Accounting came into the office to look over the financial books, pay quarterly taxes, and file quarterly tax reports.
- k. Ashley would like to apply for some SIPA technology grants that help keep residents informed. Ideas include Remote meeting equipment, Reverse 9-1-1 subscription, CivicPlus, and ADA digital accessibility software. Other ideas are welcome.
- l. Ashley is meeting with GOCO to learn how to apply for their grants.

Street Report:

- A trailer was donated to the Town by Linda Parker. It will be used to pull the new lawn mower around town and weed spraying equipment. Two new tires will be purchased for it.
- 3/13/25 Rich worked on CIRSA training certificate.
- 3/24/25 Rich Mowing
- 3/25/25 Rich Grade roads
- 3/26/25 Rich brought the Town Hall's attention to 1400 Churchill that was doing a "control burn" without any water on the property. Brenda called the fire department and they arrived on scene. The Sheriff came on scene as well.
- 3/27/25 Rich grade roads
- 4/2/25 Rich started his Water Distribution Operator Class 1 Certification training.
- Coordinating with Trustee Harrison and Rusler for the backhoe to be picked up for repairs and delivered.

Park Report:

- Rich repaired electric box at park
- 3/25/25- 4/4/25 Rich painting park benches complete
- High quality weed spray acquired and in progress of fixing weed sprayer.

General Operating Revenues & Expenditures Table:

Town of Williamsburg 2025 Revenues & Expenditures

2025	General Fund			Street Fund			Park Fund			Total		
	Revenues	Expenses	Profit over (loss)	Revenues	Expenses	Profit over (loss)	Revenues	Expenses	Profit over (loss)	Revenues	Expenses	Profit over (loss)
January	5,101	6,400	(1,299)	3,513	2,205	1,308	-	242	(242)	8,614	8,847	(233)
February	5,327	6,263	(936)	3,359	1,711	1,648	-	242	(242)	8,686	8,216	470
March	9,435	8,762	673	4,048	2,947	1,101	2,311	436	1,875	15,794	12,146	3,649
April												

Town of Williamsburg 2025
Total Government Revenues & Expenses
*Excludes Water Enterprise



Water Report

- a. 3/25/25 Rich turned water on at 2 Luciana Lane. This home was one of our chronic late accounts that was paid off upon sale of the home.
- b. 3/26/25 Rich and John Purvis performed the water meter reads since Will was out of town. The new water rates were applied to the bills and they were sent out.
- c. 3/31-present Brenda is reviewing water accounts to find discrepancies in water meter reading. To date staff have found two meters that were malfunctioning and not reading water usage. A list of additional water meters for Will to test is being compiled.
- d. 4/4/25 The gathering and submitting of 46 copper and lead surveys for the EPA is complete. It was an all-hands-on-deck effort that involved every staff member, Rich, Larry S., Larry St., Kris R., Ashley and an honorable mention to Brenda Orth and Will Lackey.
- e. 4/9/25 1 Water shut-off performed.

Water Stats	March 2025	Feb 2025	Jan 2025
Shut off's performed	1	3	2
Shut off notices	7 @ \$1,894.35	5 @ \$1061.02	5 @ \$1,118.96
Existing Water tap pulled in 2023 that needs to have a lien placed.	1 @ \$1,742.72	1 @ \$1,742.72	1 @ \$1,742.72
New Water taps SOLD	3	0	0

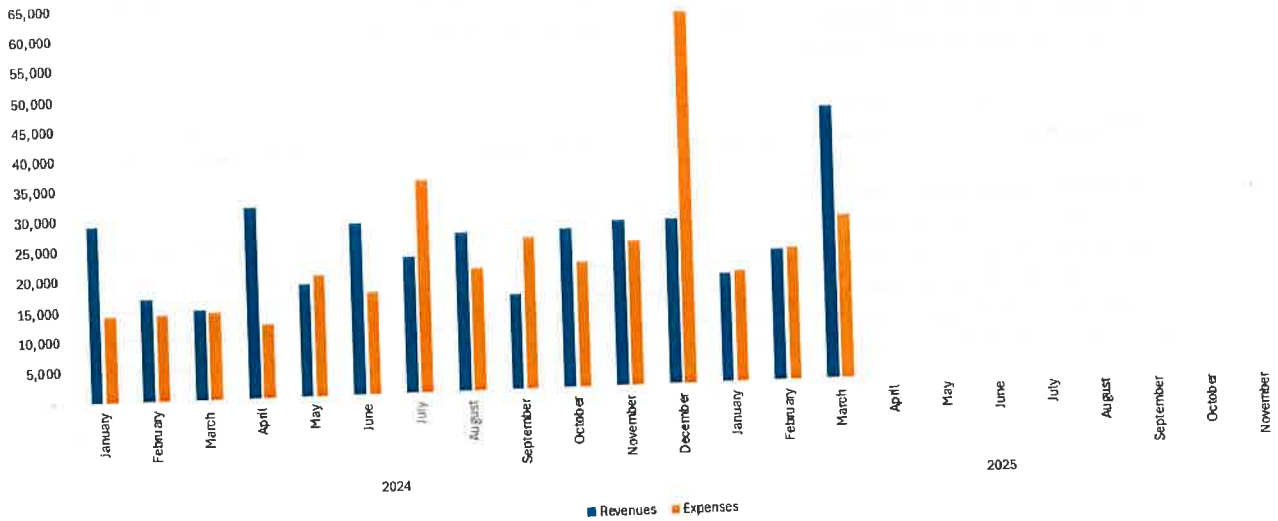
Water Billing Receivables	March 2025	# Accts	Feb 2025	# Accts	Jan 2025	# Accts	Dec 2024	# Accts
Past due 1-30 days	\$4829.15	70	\$5024.22	78	\$3,805.48	68	\$4578.25	66
Past due 31-60 days	\$1482.47	28	\$1144.93	22	\$1,258.21	20	\$2086.47	33
Past due over 60 days	\$2247.98	8	\$2143.03	7	\$3,107.34	93	\$3280.58	15
Overpayments/pre-payments	(\$3305.67)	98	(\$3342.31)	78	\$(3,733.89)	93	(\$4260.44)	96
Current charges	\$22,488.89	313	\$20,534.50		\$20,560.22		\$19,409.53	
Total receivables	\$27,742.82	314	\$25,531.37	313	\$24,997.36	311	\$25,094.39	311

Town of Williamsburg 2025 Water Revenues & Expenditures

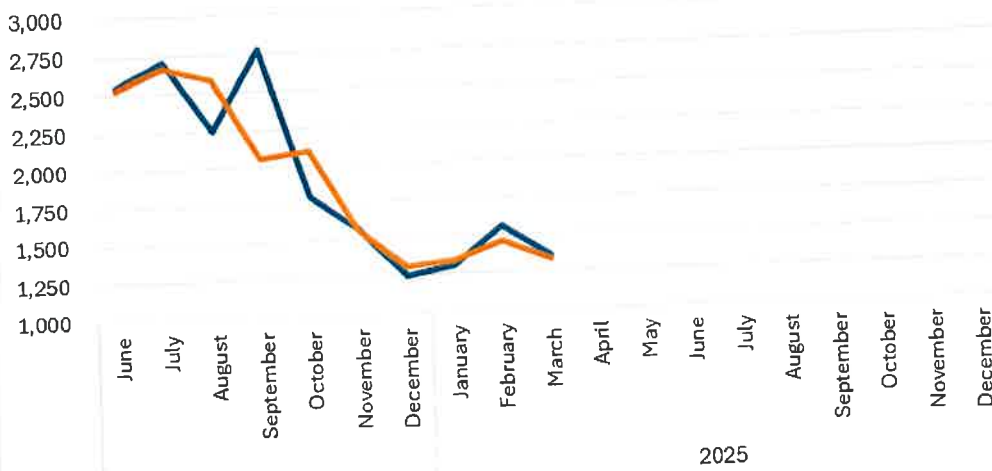
	Revenues	Expenses	Profit over (loss)
2025 January	17,920	18,488	(568)
February	21,683	21,960	(277)
March	45,474	27,146	18,328
April			

*3 water taps sold

Williamsburg Water Enterprise Revenues & Expenses



Williamsburg and Florence Water Distribution



— Town of Williamsburg 2025 Water Report *in thousands of gallons RVS Gallons
 Billed - 1,350 - 1,600 1,900
— Town of Williamsburg 2025 Water Report *in thousands of gallons Florence
 Gallons billed 1,700 1,300 1,350 1,810 -

Planning & Zoning:

- a.

Events:

- a. Care and Share was executed on April 4th
- b. Next Care and Share is May 2nd, 1-2 pm at Williamsburg Town Hall.
- c. *Community Coffee and Donuts, May 13, 9 am at Town Hall***
- d. The Women's Club is sponsoring a raffle for Williamsburg children to win an Easter Basket.



TOWN OF WILLIAMSBURG

Some Bigger, None Better

Town of Williamsburg Treasurer's Report

March 2025

Dear Board of Trustees,

I am pleased to present the Treasurer's Report for the month of March 2025. Below are the key financial updates:

1. **COLOTRUST Savings Accounts**

The COLOTRUST savings accounts are now live and funded. These accounts are already generating significantly more interest compared to the funds previously held at the Bank of San Juans. Given the favorable interest rates, I recommend assessing the potential for transferring additional funds from the Bank of San Juans to COLOTRUST to maximize interest earnings.

2. **Bank Account Reconciliation**

All bank account funds have been reconciled, and there are no outstanding discrepancies. The financial records remain accurate and up to date.

3. **Financial Review**

I encourage the Board to review the March balance sheets and the Profit & Loss Budget to Actual report to ensure ongoing financial oversight and alignment with our budgetary goals. Additionally, every quarter, a year-to-date Budget to Actual report will be included to provide a broader financial perspective including the annual net income.

Please let me know if there are any questions or if further details are needed.

Respectfully submitted,

Kristina Graham-Webb
Treasurer, Town of Williamsburg

Town of Williamsburg General Fund

Balance Sheet

As of March 31, 2025

04/02/25

Accrual Basis

	Mar 31, 25
ASSETS	
Current Assets	
Checking/Savings	
General Savings - COLOTRUST	23,992.74
10000 · General Checking - BKofSJ	73,511.79
10500 · Petty Cash/Office	200.00
Total Checking/Savings	97,704.53
Total Current Assets	97,704.53
Fixed Assets	
13000 · Building	
13001 · Building - Accumulated Deprn	-20,000.00
13002 · Building Cost	31,500.00
Total 13000 · Building	11,500.00
135000 · Land	4,000.00
14000 · Other Fixed Assets	45,686.00
14500 · Other Fixed Assets - Accum. Dep	-45,686.00
15000 · Equipment	
15001 · Equipment - Accum Deprn	-99,251.00
15002 · Equipment - Cost	144,253.00
Total 15000 · Equipment	45,002.00
Total Fixed Assets	60,502.00
TOTAL ASSETS	158,206.53
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
24000 · Payroll Liabilities	3,429.14
Total Other Current Liabilities	3,429.14
Total Current Liabilities	3,429.14
Total Liabilities	3,429.14
Equity	
30000 · Investment in Capital Assets	60,502.00
31000 · Opening Balance Equity	109,770.59
32000 · Retained Earnings	-14,371.98
33000 · Unrestricted Net Assets	480.93
Net Income	-1,604.15
Total Equity	154,777.39
TOTAL LIABILITIES & EQUITY	158,206.53

Town of Williamsburg General Fund Profit & Loss Budget vs. Actual

January through March 2025

	Jan - Mar 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40000 · Taxes				
40001 · Cigarette tax	19.83	20.00	-0.17	99.2%
40002 · General Property Tax	7,748.11	9,442.00	-1,693.89	82.1%
40003 · Sales and Use Tax	0.00	0.00	0.00	0.0%
40005 · Other Tax Revenue	513.02			
Total 40000 · Taxes	8,280.96	9,462.00	-1,181.04	87.5%
41000 · Building Permits	1,171.00	2,751.00	-1,580.00	42.6%
42000 · Permit Fees				
42001 · ATV Permits	50.00	25.00	25.00	200.0%
42002 · Dog Tags and Fines	120.00	75.00	45.00	160.0%
Total 42000 · Permit Fees	170.00	100.00	70.00	170.0%
43000 · Fines and Forfeitures	0.00	75.00	-75.00	0.0%
44000 · Franchise Fees				
44001 · Atmos Energy	3,154.23			
44002 · Black Hills Franchise Fee	4,683.63			
44003 · TCI Cable / Bresnan	2,265.97			
44000 · Franchise Fees - Other	0.00	0.00	0.00	0.0%
Total 44000 · Franchise Fees	10,103.83	0.00	10,103.83	100.0%
46000 · Interest / Investment Revenue	57.14	7.00	50.14	816.3%
46500 · Staff Development	80.00			
47000 · Miscellaneous Revenue	0.00	0.00	0.00	0.0%
Total Income	19,862.93	12,395.00	7,467.93	160.2%
Gross Profit	19,862.93	12,395.00	7,467.93	160.2%
Expense				
50000 · GENERAL OPERATING EXPENSE				
50001 · Advertising	0.00	150.00	-150.00	0.0%
50002 · Code Enforcement / Animal Contl	75.00	164.00	-89.00	45.7%
50004 · Computer Expenses	136.20	450.00	-313.80	30.3%
50005 · Court Costs	0.00	627.00	-627.00	0.0%
50007 · Dues and Subscriptions	1,783.00	2,000.00	-217.00	89.2%
50008 · Elections	0.00	0.00	0.00	0.0%
50009 · Grant Match	0.00	0.00	0.00	0.0%
50010 · Miscellaneous Expense	85.00	89.00	-4.00	95.5%
50011 · Office Supplies	146.00	876.00	-730.00	16.7%
50012 · Property Insurance - General	1,274.76	1,287.99	-13.23	99.0%
Total 50000 · GENERAL OPERATING EXPE...	3,499.96	5,643.99	-2,144.03	62.0%
50100 · Accounting & Consulting Service	1,460.00	1,310.00	150.00	111.5%
50200 · Bank Fees	0.00	0.00	0.00	0.0%
50300 · Building Inspector	2,845.00	1,100.00	1,745.00	258.6%
50400 · Legal Expense	700.00	1,249.97	-549.97	56.0%
60000 · PAYROLL EXPENSE				
60001 · Payroll - General	22,287.88	10,086.60	12,201.28	221.0%
60002 · Payroll - Parks	-732.21			
60003 · Payroll - Street	-3,850.75			
60004 · Payroll - Water	-7,786.34			
60000 · PAYROLL EXPENSE - Other	42.00	124.97	-82.97	33.6%
Total 60000 · PAYROLL EXPENSE	9,960.58	10,211.57	-250.99	97.5%

Town of Williamsburg General Fund Profit & Loss Budget vs. Actual March 2025

	Mar 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40000 · Taxes				
40001 · Cigarette tax	5.08	20.00	-14.92	25.4%
40002 · General Property Tax	5,658.57	4,721.00	937.57	119.9%
40003 · Sales and Use Tax	0.00	0.00	0.00	0.0%
40005 · Other Tax Revenue	513.02			
Total 40000 · Taxes	6,176.67	4,741.00	1,435.67	130.3%
41000 · Building Permits	787.00	917.00	-130.00	85.8%
42000 · Permit Fees				
42001 · ATV Permits	50.00	25.00	25.00	200.0%
42002 · Dog Tags and Fines	100.00	25.00	75.00	400.0%
Total 42000 · Permit Fees	150.00	50.00	100.00	300.0%
43000 · Fines and Forfeitures	0.00	25.00	-25.00	0.0%
44000 · Franchise Fees				
44003 · TCI Cable / Bresnan	2,265.97			
44000 · Franchise Fees - Other	0.00	0.00	0.00	0.0%
Total 44000 · Franchise Fees	2,265.97	0.00	2,265.97	100.0%
46000 · Interest / Investment Revenue	55.62	2.00	53.62	2,781.0%
47000 · Miscellaneous Revenue	0.00	0.00	0.00	0.0%
Total Income	9,435.26	5,735.00	3,700.26	164.5%
Gross Profit	9,435.26	5,735.00	3,700.26	164.5%
Expense				
50000 · GENERAL OPERATING EXPENSE				
50001 · Advertising	0.00	150.00	-150.00	0.0%
50002 · Code Enforcement / Animal Contl	25.00	54.00	-29.00	46.3%
50004 · Computer Expenses	0.00	450.00	-450.00	0.0%
50005 · Court Costs	0.00	209.00	-209.00	0.0%
50007 · Dues and Subscriptions	42.00	0.00	42.00	100.0%
50008 · Elections	0.00	0.00	0.00	0.0%
50009 · Grant Match	0.00	0.00	0.00	0.0%
50010 · Miscellaneous Expense	0.00	29.00	-29.00	0.0%
50011 · Office Supplies	0.00	292.00	-292.00	0.0%
50012 · Property Insurance - General	1,274.76	1,287.99	-13.23	99.0%
Total 50000 · GENERAL OPERATING EXPENSE	1,341.76	2,471.99	-1,130.23	54.3%
50100 · Accounting & Consulting Service	1,350.00	0.00	1,350.00	100.0%
50200 · Bank Fees	0.00	0.00	0.00	0.0%
50300 · Building Inspector	1,766.00	0.00	1,766.00	100.0%
50400 · Legal Expense	0.00	416.67	-416.67	0.0%
60000 · PAYROLL EXPENSE				
60001 · Payroll - General	6,806.10	3,363.30	3,442.80	202.4%
60002 · Payroll - Parks	-248.13			
60003 · Payroll - Street	-1,234.98			
60004 · Payroll - Water	-2,279.03			
60000 · PAYROLL EXPENSE - Other	0.00	41.67	-41.67	0.0%
Total 60000 · PAYROLL EXPENSE	3,043.96	3,404.97	-361.01	89.4%
61000 · STAFF COSTS				
61002 · Health Insurance/Shared cost	250.00	250.00	0.00	100.0%
61003 · Meetings and Travel	0.00	0.00	0.00	0.0%
61005 · Wage Garnishment	225.00			
Total 61000 · STAFF COSTS	475.00	250.00	225.00	190.0%
62000 · Worker's Compensation General	536.77	536.78	-0.01	100.0%

Town of Williamsburg General Fund

4/2/2025 2:25 PM

Register: 10000 · General Checking - BKofSJ

From 03/01/2025 through 03/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/03/2025	E-pay	Colorado Department...	24000 · Payroll Liabilit...	26-57348 QB ...	59.00	X		95,683.68
03/03/2025	E-pay	United States Treasury	-split-	84-1529507 Q...	462.54	X		95,221.14
03/03/2025	14025	Family Support Servi...	61000 · STAFF COST...	17551375	75.00	X		95,146.14
03/05/2025			40000 · Taxes:40001 · ...	Deposit		X	5.08	95,151.22
03/06/2025	14026	Black Hill Energy	64000 · UTILITIES:64...	5888219957	66.85	X		95,084.37
03/11/2025	14027	Spectrum Enterprise	64000 · UTILITIES:64...	172631401 inte...	66.48	X		95,017.89
03/12/2025			80000 · INTERFUND ...	Deposit		X	627.59	95,645.48
03/12/2025			40000 · Taxes:40002 · ...	Deposit		X	5,658.57	101,304.05
03/12/2025			-split-	Deposit		X	70.00	101,374.05
03/12/2025	14028	Family Support Servi...	61000 · STAFF COST...	17551375, Ric...	75.00	X		101,299.05
03/12/2025			General Savings - COL...	Funds Transfer ...	23,938.00	X		77,361.05
03/14/2025			41000 · Building Permits	Deposit		X	187.00	77,548.05
03/15/2025	14029	Ashley R Smith	-split-		965.85	X		76,582.20
03/15/2025	14030	Brenda G Orth	-split-		479.84	X		76,102.36
03/15/2025	14031	Kelsey A Pollard	-split-		273.05	X		75,829.31
03/15/2025	14032	Kristiana Rogers	-split-		9.96	X		75,819.35
03/15/2025	14033	Richard Jackson	-split-		712.69	X		75,106.66
03/15/2025	14034	William D Lackey	-split-		581.92	X		74,524.74
03/25/2025			40000 · Taxes:40005 · ...	Deposit		X	513.02	75,037.76
03/25/2025	ACH	Visible	50000 · GENERAL O...	code enforceme...	25.00	X		75,012.76
03/25/2025	ACH	Intuit	50000 · GENERAL O...	monthly Quick...	42.00	X		74,970.76
03/25/2025	14035	Prospective Business...	50100 · Accounting & ...	2024 Audit Ex...	1,350.00			73,620.76
03/25/2025	14036	CIRSA	-split-		1,811.53			71,809.23
03/25/2025	14037	Randy Babb	50300 · Building Inspe...	building inspec...	1,766.00	X		70,043.23
03/25/2025	14038	ATMOS ENERGY	64000 · UTILITIES:64...	3019499589 to...	115.46			69,927.77
03/31/2025			46000 · Interest / Inves...	Interest		X	0.88	69,928.65
03/31/2025			41000 · Building Permits	Deposit			600.00	70,528.65
03/31/2025			-split-	Deposit			2,345.97	72,874.62
03/31/2025			-split-	Deposit			3,762.14	76,636.76
03/31/2025	ACH	Street Fund	80000 · INTERFUND ...	Transfer Road ...	627.59			76,009.17
03/31/2025	14046	Family Support Servi...	61000 · STAFF COST...	17551375, Ric...	75.00			75,934.17
03/31/2025	14039	Ashley R Smith	-split-		759.07			75,175.10
03/31/2025	14040	Brenda G Orth	-split-		213.86			74,961.24
03/31/2025	14041	Kelsey A Pollard	-split-		273.05			74,688.19
03/31/2025	14042	Kristiana Rogers	-split-		202.68			74,485.51
03/31/2025	14043	Larry Hall	-split-		29.90			74,455.61
03/31/2025	14044	Richard Jackson	-split-		545.07			73,910.54
03/31/2025	14045	William D Lackey	-split-		398.75			73,511.79

Town of Williamsburg Street System
Balance Sheet
As of March 31, 2025

	Mar 31, 25
ASSETS	
Current Assets	
Checking/Savings	
10000 · Street Fund BofSJ	25,742.14
10001 · Street Savings - COLOTRUST	14,522.29
Total Checking/Savings	40,264.43
Total Current Assets	40,264.43
TOTAL ASSETS	40,264.43
LIABILITIES & EQUITY	
Equity	
31000 · Opening Balance Equity	36,127.08
33000 · Unrestricted Net Assets	79.85
Net Income	4,057.50
Total Equity	40,264.43
TOTAL LIABILITIES & EQUITY	40,264.43

**Town of Williamsburg Street System
Profit & Loss Budget vs. Actual
January through March 2025**

04/02/25

Accrual Basis

	Jan - Mar 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40000 · Tax Income				
40001 · Co state mineral tax	0.00	850.00	-850.00	0.0%
40002 · Co state severance tax	0.00	1,450.00	-1,450.00	0.0%
40004 · Highway Users Fund Tax	10,260.28	10,500.00	-239.72	97.7%
40005 · Road and Bridge Tax	627.59	50.00	577.59	1,255.2%
Total 40000 · Tax Income	10,887.87	12,850.00	-1,962.13	84.7%
46000 · Interest Income	32.60	0.99	31.61	3,292.9%
Total Income	10,920.47	12,850.99	-1,930.52	85.0%
Expense				
50000 · General Operating Expense				
50001 · Fuel	1,427.96	1,000.00	427.96	142.8%
50002 · Locates (UNCC)	140.52	35.01	105.51	401.4%
50003 · Miscellaneous Expense	4.40	25.00	-20.60	17.6%
Total 50000 · General Operating Expense	1,572.88	1,060.01	512.87	148.4%
50500 · Repair and Maintenance				
50501 · Road Maintenance	0.00	2,325.00	-2,325.00	0.0%
50502 · Shop Maintenance	0.00	500.00	-500.00	0.0%
50503 · Signs	0.00	400.00	-400.00	0.0%
50504 · Vehicle Maintenance	515.55	750.00	-234.45	68.7%
50500 · Repair and Maintenance - Other	9.69			
Total 50500 · Repair and Maintenance	525.24	3,975.00	-3,449.76	13.2%
61000 · Staff Expenses				
60003 · Payroll Split	3,850.75	7,243.06	-3,392.31	53.2%
Total 61000 · Staff Expenses	3,850.75	7,243.06	-3,392.31	53.2%
64000 · Utilities				
64001 · Gas	390.37	200.00	190.37	195.2%
64002 · Electricity	382.44	398.73	-16.29	95.9%
64003 · Trash	0.00	275.00	-275.00	0.0%
Total 64000 · Utilities	772.81	873.73	-100.92	88.4%
75000 · Capital Outlay				
75001 · Equipment Purchase	141.29	150.00	-8.71	94.2%
75002 · Grant Match	0.00	0.00	0.00	0.0%
Total 75000 · Capital Outlay	141.29	150.00	-8.71	94.2%
Total Expense	6,862.97	13,301.80	-6,438.83	51.6%
Net Ordinary Income	4,057.50	-450.81	4,508.31	-900.0%
Net Income	4,057.50	-450.81	4,508.31	-900.0%

Town of Williamsburg Street System
Profit & Loss Budget vs. Actual
March 2025

	Mar 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40000 · Tax Income				
40001 · Co state mineral tax	0.00	850.00	-850.00	0.0%
40002 · Co state severance tax	0.00	1,450.00	-1,450.00	0.0%
40004 · Highway Users Fund Tax	3,388.23	3,500.00	-111.77	96.8%
40005 · Road and Bridge Tax	627.59	50.00	577.59	1,255.2%
Total 40000 · Tax Income	4,015.82	5,850.00	-1,834.18	68.6%
46000 · Interest Income	31.95	0.33	31.62	9,681.8%
Total Income	4,047.77	5,850.33	-1,802.56	69.2%
Expense				
50000 · General Operating Expense				
50001 · Fuel	1,427.96	1,000.00	427.96	142.8%
50002 · Locates (UNCC)	0.00	11.67	-11.67	0.0%
50003 · Miscellaneous Expense	0.00	25.00	-25.00	0.0%
Total 50000 · General Operating Expense	1,427.96	1,036.67	391.29	137.7%
50500 · Repair and Maintenance				
50501 · Road Maintenance	0.00	2,325.00	-2,325.00	0.0%
50502 · Shop Maintenance	0.00	500.00	-500.00	0.0%
50503 · Signs	0.00	400.00	-400.00	0.0%
50504 · Vehicle Maintenance	56.47	750.00	-693.53	7.5%
Total 50500 · Repair and Maintenance	56.47	3,975.00	-3,918.53	1.4%
61000 · Staff Expenses				
60003 · Payroll Split	1,234.98	2,414.35	-1,179.37	51.2%
Total 61000 · Staff Expenses	1,234.98	2,414.35	-1,179.37	51.2%
64000 · Utilities				
64001 · Gas	76.17	0.00	76.17	100.0%
64002 · Electricity	151.69	132.91	18.78	114.1%
64003 · Trash	0.00	275.00	-275.00	0.0%
Total 64000 · Utilities	227.86	407.91	-180.05	55.9%
75000 · Capital Outlay				
75001 · Equipment Purchase	0.00	150.00	-150.00	0.0%
75002 · Grant Match	0.00	0.00	0.00	0.0%
Total 75000 · Capital Outlay	0.00	150.00	-150.00	0.0%
Total Expense	2,947.27	7,983.93	-5,036.66	36.9%
Net Ordinary Income	1,100.50	-2,133.60	3,234.10	-51.6%
Net Income	1,100.50	-2,133.60	3,234.10	-51.6%

Town of Williamsburg Street System

4/2/2025 2:15 PM

Register: 10000 · Street Fund BofSJ
 From 03/01/2025 through 03/31/2025
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/06/2025	3678	Black Hills Energy	-split-	3945219931	151.69	X		39,012.24
03/10/2025	3680	Acorn Petroleum, Inc.	50000 · General Operat...	fuel tank filled	1,427.96	X		37,584.28
03/12/2025			10001 · Street Savings ...	Funds Transfer ...	13,863.00	X		23,721.28
03/13/2025	ACH	Harbor Freight	50500 · Repair and Ma...	two trailer tires...	56.47	X		23,664.81
03/25/2025			40000 · Tax Income:40...	Deposit		X	3,388.23	27,053.04
03/25/2025	3681	ATMOS Engery	64000 · Utilities:64001...	3019500398 ut...	76.17			26,976.87
03/31/2025			46000 · Interest Income	Interest		X	0.25	26,977.12
03/31/2025	ACH	General Fund	61000 · Staff Expenses...	monthly payrol...	1,234.98			25,742.14

Town of Williamsburg Conservation Trust Redemption Fund

Balance Sheet

As of March 31, 2025

	<u>Mar 31, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
10000 · Town of Williamsburg CTF Redemp	10,226.08
10001 · Park Savings - COLOTRUST	24,896.79
Total Checking/Savings	<u>35,122.87</u>
Total Current Assets	<u>35,122.87</u>
TOTAL ASSETS	<u>35,122.87</u>
LIABILITIES & EQUITY	
Equity	
32000 · Unrestricted Net Assets	7,968.06
33000 · Retained Earnings	25,705.72
Net Income	1,449.09
Total Equity	<u>35,122.87</u>
TOTAL LIABILITIES & EQUITY	<u>35,122.87</u>

Town of Williamsburg Conservation Trust Redemption Fund

Profit & Loss Budget vs. Actual

04/02/25

Accrual Basis

January through March 2025

	Jan - Mar 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
34000 · Conservation Trust Fund Deposit	2,311.38	2,250.00	61.38	102.7%
36000 · Lottery Share Deposit	0.00	1.77	-1.77	0.0%
Total Income	2,311.38	2,251.77	59.61	102.6%
Expense				
66000 · Payroll Expenses	732.21	1,565.61	-833.40	46.8%
67200 · Repairs and Maintenance	14.01	250.00	-235.99	5.6%
68000 · Weed Control	174.07	0.00	174.07	100.0%
Total Expense	920.29	1,815.61	-895.32	50.7%
Net Ordinary Income	1,391.09	436.16	954.93	318.9%
Other Income/Expense				
Other Income				
49000 · Interest Income	58.00			
Total Other Income	58.00			
Net Other Income	58.00	0.00	58.00	100.0%
Net Income	1,449.09	436.16	1,012.93	332.2%

2:06 PM

Town of Williamsburg Conservation Trust Redemption Fund

04/02/25

Profit & Loss Budget vs. Actual

Accrual Basis

March 2025

	<u>Mar 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
34000 · Conservation Trust Fund Deposit	2,311.38	2,250.00	61.38	102.7%
36000 · Lottery Share Deposit	0.00	0.59	-0.59	0.0%
Total Income	<u>2,311.38</u>	<u>2,250.59</u>	<u>60.79</u>	<u>102.7%</u>
Expense				
66000 · Payroll Expenses	248.13	521.89	-273.76	47.5%
67200 · Repairs and Maintenance	14.01	250.00	-235.99	5.6%
68000 · Weed Control	174.07	0.00	174.07	100.0%
Total Expense	<u>436.21</u>	<u>771.89</u>	<u>-335.68</u>	<u>56.5%</u>
Net Ordinary Income	<u>1,875.17</u>	<u>1,478.70</u>	<u>396.47</u>	<u>126.8%</u>
Other Income/Expense				
Other Income				
49000 · Interest Income	56.79			
Total Other Income	<u>56.79</u>			
Net Other Income	<u>56.79</u>	<u>0.00</u>	<u>56.79</u>	<u>100.0%</u>
Net Income	<u>1,931.96</u>	<u>1,478.70</u>	<u>453.26</u>	<u>130.7%</u>

Town of Williamsburg Conservation Trust Redemption Fund

4/2/2025 2:08 PM

Register: 10000 · Town of Williamsburg CTF Redemp

From 03/01/2025 through 03/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/12/2025			34000 · Conservation ...	Deposit		X	2,311.38	35,502.29
03/12/2025			10001 · Park Savings - ...	Funds Transfer ...	24,840.00	X		10,662.29
03/31/2025	ACH	General Fund	66000 · Payroll Expens...	monthly payrol...	248.13			10,414.16
03/31/2025	1053	FLorence Ace Hardw...	-split-	weed killer and...	188.08			10,226.08

Town of Williamsburg Water System

Balance Sheet

As of March 31, 2025

	Mar 31, 25
ASSETS	
Current Assets	
Checking/Savings	
10003 · System Devl Savings - COLOTRUST	21,469.59
10001 · Water Savings - COLOTRUST	52,832.53
10000 · Water Fund BofSJ	117,211.12
10002 · Systems Development CD - BkofSJ	19,705.57
Total Checking/Savings	211,218.81
Total Current Assets	211,218.81
Fixed Assets	
14000 · Other Fixed Assets	97,419.00
14500 · Water Distribution Syst Acc Dep	-459,505.00
14600 · Water Distribution System	1,719,940.00
13000 · Building	
13001 · Building - Accumulated Deprn	-21,306.00
13002 · Building - Cost	21,306.00
Total 13000 · Building	0.00
15000 · Equipment	
15001 · Equipment - Accumulated Deprn	-114,338.00
15002 · Equipment - Cost	116,456.00
Total 15000 · Equipment	2,118.00
Total Fixed Assets	1,359,972.00
TOTAL ASSETS	1,571,190.81
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
20100 · DWRP-Loan Premium	577,630.57
Total Long Term Liabilities	577,630.57
Total Liabilities	577,630.57
Equity	
31000 · Opening Balance Equity	1,482,344.25
33000 · Unrestricted Net Assets	-506,659.30
Net Income	17,875.29
Total Equity	993,560.24
TOTAL LIABILITIES & EQUITY	1,571,190.81

1:57 PM
 04/02/25
 Cash Basis

Town of Williamsburg Water System Profit & Loss Budget vs. Actual January through March 2025

	Jan - Mar 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
41000 · SD Monthly Transfer from Water	926.00	922.50	3.50	100.4%
48000 · System Development Interest	0.00	9.48	-9.48	0.0%
48010 · Water Interest CD	2.66			
47000 · Miscellaneous Income	311.00			100.8%
Water Interest Earned	3.78	3.75	0.03	82.5%
40000 · Water Sales	55,757.05	67,583.46	-11,826.41	
42000 · Water Tap Sales				
42001 · Water Tap split from WF to SD	0.00	900.00	-900.00	0.0%
42002 · Tap Installation-Parts	619.44	500.00	119.44	123.9%
42000 · Water Tap Sales - Other	27,457.89	8,345.00	19,112.89	329.0%
Total 42000 · Water Tap Sales	<u>28,077.33</u>	<u>9,745.00</u>	<u>18,332.33</u>	<u>288.1%</u>
Total Income	<u>85,077.82</u>	<u>78,264.19</u>	<u>6,813.63</u>	<u>108.7%</u>
Expense				
46000 · Interest	-179.12			
65000 · Water System, Williamsburg				
65001 · Water Tap Fee to System Dev.	0.00	1,200.00	-1,200.00	0.0%
65002 · Water Shares (Union Ditch)	360.60	400.00	-39.40	90.2%
65003 · Monthly System Dev Transfer	926.00	922.50	3.50	100.4%
Total 65000 · Water System, Williamsburg	<u>1,286.60</u>	<u>2,522.50</u>	<u>-1,235.90</u>	<u>51.0%</u>
67000 · Debt Retirement				
67001 · DWRF Loan Interest	0.00	0.00	0.00	0.0%
67000 · Debt Retirement - Other	0.00	0.00	0.00	0.0%
Total 67000 · Debt Retirement	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
75000 · Capital Outlay				
75001 · Grant match	0.00	0.00	0.00	0.0%
75002 · Equipment	164.01			
Total 75000 · Capital Outlay	<u>164.01</u>	<u>0.00</u>	<u>164.01</u>	<u>100.0%</u>
50000 · General Operating Expense				
50006 · Service Charge	40.00			0.0%
50004 · Publish Public Notice	0.00	0.00	0.00	109.2%
50003 · Postage Billing & Testing	1,500.96	1,375.00	125.96	346.5%
50001 · Dues and Subscriptions	4,158.00	1,200.00	2,958.00	0.0%
50002 · Office Supplies	0.00	225.00	-225.00	124.9%
50005 · Repairs and Maintenance	1,249.43	1,000.00	249.43	0.0%
50008 · Vehicle Maintenance	0.00	0.00	0.00	91.3%
50007 · Shop Supplies-Water Parts	1,140.69	1,249.97	-109.28	82.6%
50010 · Water Testing	413.00	499.97	-86.97	0.0%
50011 · Miscellaneous Expense	0.00	124.97	-124.97	46.4%
50009 · Water Locates	11.61	25.03	-13.42	
Total 50000 · General Operating Expense	<u>8,513.69</u>	<u>5,699.94</u>	<u>2,813.75</u>	<u>149.4%</u>
61000 · Staff Expenses				
61001 · Payroll Split	7,786.34	11,423.86	-3,637.52	68.2%
Total 61000 · Staff Expenses	<u>7,786.34</u>	<u>11,423.86</u>	<u>-3,637.52</u>	<u>68.2%</u>
66000 · Water System, Florence				
66004 · Water Tap Fee to Florence	10,281.60	3,427.20	6,854.40	300.0%
66001 · Florence Debt Retirement	18,355.56	18,465.99	-110.43	99.4%
66002 · Florence Water Treatment	16,074.00	21,852.47	-5,778.47	73.6%
66003 · Service Charges & Assessments	4,919.85	3,565.22	1,354.63	138.0%
Total 66000 · Water System, Florence	<u>49,631.01</u>	<u>47,310.88</u>	<u>2,320.13</u>	<u>104.9%</u>
Total Expense	<u>67,202.53</u>	<u>66,957.18</u>	<u>245.35</u>	<u>100.4%</u>
Net Ordinary Income	<u>17,875.29</u>	<u>11,307.01</u>	<u>6,568.28</u>	<u>158.1%</u>
Net Income	<u>17,875.29</u>	<u>11,307.01</u>	<u>6,568.28</u>	<u>158.1%</u>

Town of Williamsburg Water System Profit & Loss Budget vs. Actual March 2025

	Mar 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
41000 · SD Monthly Transfer from Water				
48000 · System Development Interest	307.50	307.50	0.00	100.0%
48010 · Water Interest CD	0.00	3.16	-3.16	0.0%
Water Interest Earned	0.52			
40000 · Water Sales	1.04	1.25	-0.21	83.2%
42000 · Water Tap Sales	17,087.83	22,527.82	-5,439.99	75.9%
42001 · Water Tap split from WF to SD	0.00			
42002 · Tap Installation-Parts	619.44	900.00	-900.00	0.0%
42000 · Water Tap Sales - Other	27,457.89	500.00	119.44	123.9%
Total 42000 · Water Tap Sales	<u>28,077.33</u>	<u>9,745.00</u>	<u>18,332.33</u>	<u>288.1%</u>
Total Income	45,474.22	32,584.73	12,889.49	139.6%
Expense				
46000 · Interest	-179.12			
65000 · Water System, Williamsburg				
65001 · Water Tap Fee to System Dev.	0.00	1,200.00	-1,200.00	0.0%
65002 · Water Shares (Union Ditch)	0.00	0.00	0.00	0.0%
65003 · Monthly System Dev Transfer	307.50	307.50	0.00	100.0%
Total 65000 · Water System, Williamsburg	<u>307.50</u>	<u>1,507.50</u>	<u>-1,200.00</u>	<u>20.4%</u>
67000 · Debt Retirement				
67001 · DWRP Loan Interest	0.00	0.00	0.00	0.0%
67000 · Debt Retirement - Other	0.00	0.00	0.00	0.0%
Total 67000 · Debt Retirement	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
75000 · Capital Outlay				
75001 · Grant match	0.00	0.00	0.00	0.0%
Total 75000 · Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
50000 · General Operating Expense				
50006 · Service Charge	40.00			
50004 · Publish Public Notice	0.00	0.00	0.00	0.0%
50003 · Postage Billing & Testing	41.79	0.00	41.79	100.0%
50001 · Dues and Subscriptions	676.00	0.00	676.00	100.0%
50002 · Office Supplies	0.00	225.00	-225.00	0.0%
50005 · Repairs and Maintenance	23.96	500.00	-476.04	4.8%
50008 · Vehicle Maintenance	0.00	0.00	0.00	0.0%
50007 · Shop Supplies-Water Parts	748.69	416.67	332.02	179.7%
50010 · Water Testing	0.00	166.67	-166.67	0.0%
50011 · Miscellaneous Expense	0.00	41.67	-41.67	0.0%
50009 · Water Locates	0.00	8.33	-8.33	0.0%
Total 50000 · General Operating Expense	<u>1,530.44</u>	<u>1,358.34</u>	<u>172.10</u>	<u>112.7%</u>
61000 · Staff Expenses				
61001 · Payroll Split	2,279.03	3,807.96	-1,528.93	59.8%
Total 61000 · Staff Expenses	<u>2,279.03</u>	<u>3,807.96</u>	<u>-1,528.93</u>	<u>59.8%</u>
66000 · Water System, Florence				
66004 · Water Tap Fee to Florence	10,281.60	3,427.20	6,854.40	300.0%
66001 · Florence Debt Retirement	6,118.52	6,155.33	-36.81	99.4%
66002 · Florence Water Treatment	5,168.00	7,284.17	-2,116.17	70.9%
66003 · Service Charges & Assessments	1,639.95	1,188.42	451.53	138.0%
Total 66000 · Water System, Florence	<u>23,208.07</u>	<u>18,055.12</u>	<u>5,152.95</u>	<u>128.5%</u>
Total Expense	27,145.92	24,728.92	2,417.00	109.8%
Net Ordinary Income	18,328.30	7,855.81	10,472.49	233.3%
Net Income	<u>18,328.30</u>	<u>7,855.81</u>	<u>10,472.49</u>	<u>233.3%</u>

Town of Williamsburg Water System

4/2/2025 2:00 PM

Register: 10000 · Water Fund BofSJ
 From 03/01/2025 through 03/31/2025
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/03/2025			40000 · Water Sales	Deposit		X	162.33	156,111.79
03/03/2025	ACH	Batteries Plus	50000 · General Operat...	Battery replace...	23.96	X		156,087.83
03/05/2025			-split-	Deposit		X	8,964.44	165,052.27
03/05/2025			42000 · Water Tap Sales	Deposit		X	263.78	165,316.05
03/05/2025			42000 · Water Tap Sales	Deposit		X	2,159.11	167,475.16
03/05/2025	5294	City of Florence	-split-	Water Tap, Du...	3,427.20	X		164,047.96
03/05/2025			10002 · Systems Devel...	monthly SD Fu...	307.50	X		163,740.46
03/06/2025			40000 · Water Sales	Deposit		X	472.15	164,212.61
03/06/2025	5295	City of Florence	-split-	monthly water ...	12,926.47	X		151,286.14
03/07/2025			40000 · Water Sales	Deposit		X	262.26	151,548.40
03/10/2025			40000 · Water Sales	Deposit		X	315.93	151,864.33
03/11/2025			40000 · Water Sales	Deposit		X	336.26	152,200.59
03/11/2025	5296	RVS Software	50000 · General Operat...	RVS Annual S...	676.00	X		151,524.59
03/12/2025			40000 · Water Sales	Deposit		X	1,399.69	152,924.28
03/12/2025			40000 · Water Sales	Deposit		X	1,451.17	154,375.45
03/12/2025			40000 · Water Sales	Deposit		X	1,805.34	156,180.79
03/12/2025			40000 · Water Sales	Deposit		X	1,930.26	158,111.05
03/12/2025			40000 · Water Sales	Deposit		X	319.76	158,430.81
03/12/2025			40000 · Water Sales	Deposit		X	565.78	158,996.59
03/12/2025			40000 · Water Sales	Deposit		X	112.50	159,109.09
03/12/2025			10001 · Water Savings ...	Funds Transfer ...	52,712.00	X		106,397.09
03/12/2025			10002 · Systems Devel...	Funds Transfer ...	1,200.00	X		105,197.09
03/17/2025			40000 · Water Sales	Deposit		X	63.98	105,261.07
03/18/2025			40000 · Water Sales	Deposit		X	373.61	105,634.68
03/19/2025			40000 · Water Sales	Deposit		X	183.01	105,817.69
03/20/2025			40000 · Water Sales	Deposit		X	860.85	106,678.54
03/24/2025			40000 · Water Sales	Deposit		X	293.72	106,972.26
03/25/2025			40000 · Water Sales	Deposit		X	377.56	107,349.82
03/25/2025			40000 · Water Sales	Deposit		X	2,864.36	110,214.18
03/25/2025	5297	Master Printers	50000 · General Operat...	water testing sh...	41.79			110,172.39
03/25/2025	5298	Front Range Winwater	50000 · General Operat...	7 3/4 CPL ctsx...	748.69			109,423.70
03/26/2025			40000 · Water Sales	Deposit		X	65.00	109,488.70
03/28/2025			40000 · Water Sales	Deposit		X	65.03	109,553.73
03/31/2025			42000 · Water Tap Sales	Deposit			16,690.00	126,243.73
03/31/2025			40000 · Water Sales	Deposit			2,807.28	129,051.01
03/31/2025			Water Interest Earned	Interest		X	1.04	129,052.05
03/31/2025	ACH	General Fund	61000 · Staff Expenses...	monthly payrol...	2,279.03			126,773.02
03/31/2025	5300	City of Florence	-split-	15 Capestrano	6,854.40			119,918.62
03/31/2025			10002 · Systems Devel...	monthly Funds ...	307.50			119,611.12
03/31/2025			10002 · Systems Devel...	15 Capestrano ...	1,200.00			118,411.12

Town of Williamsburg Water System

4/2/2025 2:01 PM

Register: 10002 · Systems Development CD - BkofSJ

From 03/01/2025 through 03/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/05/2025			10000 · Water Fund B...	monthly SD Fu...		X	307.50	37,248.55
03/12/2025			10000 · Water Fund B...	Funds Transfer ...		X	1,200.00	38,448.55
03/13/2025	ACH	Bank of the San Juans	50000 · General Operat...		30.00	X		38,418.55
03/13/2025			10003 · System Devl S...	Funds Transfer ...	41,411.00	X		-2,992.45
03/17/2025			10003 · System Devl S...	Funds Transfer ...		X	20,000.00	17,007.55
03/31/2025			48010 · Water Interest ...	Interest		X	0.52	17,008.07
03/31/2025	ACH	Bank of the San Juans	50000 · General Operat...	bank service ch...	10.00	X		16,998.07
03/31/2025			10000 · Water Fund B...	monthly Funds ...			307.50	17,305.57
03/31/2025			10000 · Water Fund B...	15 Capestrano ...			1,200.00	18,505.57
03/31/2025			10000 · Water Fund B...	4 Decklen Wat...			1,200.00	19,705.57



Upper Arkansas Area Council of Governments
3224 Independence Road, Suite A, Canon City, CO 81212
(719) 275-1675 Fax: (719) 275-2907
www.uaacog.com

Chaffee

Custer

Fremont

Lake

March 28, 2024

Name: Ashley Smith
Organization: Town of Williamsburg
Address: 1 John St
Address: Florence, CO 81226

RE: Mini Grant Application for New Shop Heater

Dear Ms. Smith:

Congratulations! After thorough review, and approval by both the Department of Local Affairs (DOLA) and the Upper Arkansas Area Council of Governments (UAACOG) Board of Directors, I am excited to offer a grant award in the amount of \$2,384.24 to assist with the above-mentioned project.

You will soon receive a Three-Party Agreement which will need to be signed and returned before work can begin.

I wish you success with your project.

Sincerely,

Dave Paul
Interim Mini-Grant Coordinator
UAADC Director

THREE-PARTY AGREEMENT

Between

Colorado Department of Local Affairs, Upper Arkansas Area COG,

and

Town of Williamsburg

WHEREAS, the Colorado Department of Local Affairs, hereinafter DOLA, has contracted with the Upper Arkansas Area COG, Hereinafter UAACOG, to provide technical assistance in the counties of Chaffee, Custer, Fremont and Lake, and all municipalities within the member counties.

WHEREAS, the City of Leadville (Community), hereinafter the Community, has requested assistance through this program to assist with New Shop Heater.

WHEREAS, the DOLA and UAACOG desire to assist local governments and political subdivisions of the State that are experiencing social and economic impacts resulting from the development of energy/mineral resource industries in Colorado, and

WHEREAS, it is necessary and desirable to specify these services, the desired end product and the responsibilities of DOLA, the UAACOG, and the Community in completing this mini-grant project.

Now, THEREFORE, it is hereby agreed that:

I. SCOPE OF PROJECT

UAACOG shall provide the services to the community as detailed in attachment A, Scope of Services entitled "Community Services" Dated September 9, 2024.

II. COST ESTIMATE

Work will be billed to the Community at completion of the final work task. It is estimated that this work on this subcontract will be \$ 4,768.50 and the Community is requested to contribute or match a not to exceed amount of \$ 2,384.25 of the project costs to cover New Shop Heater (eligible expenses).

III. Payments

Suppliers and contractors shall submit an invoice to the Community upon completion of the services. Once paid, the Community will submit all invoices to the UAACOG for reimbursement of the local match, up to \$ 2,384.25, based on any prorated savings. Invoices will be sent to the following:

IV. Upper Arkansas Area Council of Governments
3224-A Independence Road
Canon City, CO 81212

V. DOLA Responsibilities

Randi Snead, Regional Manager, will monitor the Project on behalf of DOLA.

VI. COG's Responsibilities

UAACOG will provide the personnel and administrative oversight to accomplish the objective as described. Employees of the UAACOG will review documentation submitted by the Community and prepare the reimbursement. The UAACOG will be responsible for completing reporting and reimbursement requests to DOLA, per contract EIAF 9803.

VII. Community Responsibilities

The Community will be responsible for entering into the agreement with the service provider to complete the work. The Community will provide all necessary documentation to the UAACOG, including invoices for work completed, proof of payment and project completion report.

VIII. Period of Performance

This agreement will be deemed valid by the authorized signatures and it is anticipated that work can begin when fully executed and completed by 10/31/2025.

IX. Change and Termination

The UAACOG, the Colorado Department of Local Affairs, or the Community may, from time to time, require changes in the Scope of Services of this agreement. In the event changes are required, they must be made with the agreement of all parties. Either party may terminate this agreement by giving written notice of such termination and

specifying the effective date thereof, at least thirty (30) days before the proposed dated of termination.

UAACOG Representative, Dave Paul, UAADC Director Date

Isabel Espinoza *3/31/25*
Community Representative, Title Date

DOLA Representative, Regional Manager, Date

Attachment A – Scope of Services

1. Work Description
2. Budget
3. Performance time frame

PROPOSAL



PROPOSAL SUBMITTED TO	Town of Williamsburg	Date: 10/16/2024
STREET ADDRESS	2 Pikeview	
CITY, STATE, AND ZIP CODE	Williamsburg, CO, 81226	
PHONE NUMBER/E-MAIL	936-348-1456	clerk@williamsburgcolorado.com

We hereby submit specifications and estimates for:

Replacement of unit heater. Price includes full installation and start-up of new Modine unit heater (PDP175AE0130) in accordance with local and manufacturer requirements. Also includes relocation of thermostat as per discussed plans...

We Appreciate the Opportunity to Bid This Job

We propose to furnish material and labor – Complete in accordance with above specifications for the total estimated sum of:		Dollars \$	4,335.00
Payment to be made as follows:	50% down, remaining 50% upon completion		
All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.	Authorized Signature:	<i>Jeff Butler</i> <i>Cory Bungard</i>	
	NOTE: This proposal may be withdrawn by us if not accepted within:	30	DAYS
Acceptance of this Contract			
The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.			
Date of Acceptance:		Signature:	
		Signature:	

*There will be a 4% additional charge for use of credit card as payment.
Financing available, ask us for more information!*



Upper Arkansas Area Council of Governments
3224 Independence Road, Suite A, Canon City, CO 81212
(719) 275-1675 Fax: (719) 275-2907
www.uaacog.com

Chaffee

Custer

Fremont

Lake

March 28, 2024

Name: Ashley Smith
Organization: Town of Williamsburg
Address: 1 John St
Address: Florence, CO 81226

RE: Mini Grant Application for Town Hall Archive Closet, Paint & Seals

Dear Ms. Smith:

Congratulations! After thorough review, and approval by both the Department of Local Affairs (DOLA) and the Upper Arkansas Area Council of Governments (UAACOG) Board of Directors, I am excited to offer a grant award in the amount of \$1,136.00 to assist with the above-mentioned project.

You will soon receive a Three-Party Agreement which will need to be signed and returned before work can begin.

I wish you success with your project.

Sincerely,

Dave Paul
Interim Mini-Grant Coordinator
UAADC Director

THREE-PARTY AGREEMENT

Between

Colorado Department of Local Affairs, Upper Arkansas Area COG,

and

Town of Williamsburg

WHEREAS, the Colorado Department of Local Affairs, hereinafter DOLA, has contracted with the Upper Arkansas Area COG, Hereinafter UAACOG, to provide technical assistance in the counties of Chaffee, Custer, Fremont and Lake, and all municipalities within the member counties.

WHEREAS, the City of Leadville (Community), hereinafter the Community, has requested assistance through this program to assist with Town Hall Archive Closet, Paint & Seals.

WHEREAS, the DOLA and UAACOG desire to assist local governments and political subdivisions of the State that are experiencing social and economic impacts resulting from the development of energy/mineral resource industries in Colorado, and

WHEREAS, it is necessary and desirable to specify these services, the desired end product and the responsibilities of DOLA, the UAACOG, and the Community in completing this mini-grant project.

Now, THEREFORE, it is hereby agreed that:

I. SCOPE OF PROJECT

UAACOG shall provide the services to the community as detailed in attachment A, Scope of Services entitled "Community Services" Dated September 9, 2024.

II. COST ESTIMATE

Work will be billed to the Community at completion of the final work task. It is estimated that this work on this subcontract will be \$ 2,272.00 and the Community is requested to contribute or match a not to exceed amount of \$ 1,136.00 of the project costs to cover Town Hall Archive Closet, Paint & Seals (eligible expenses).

III. Payments

Suppliers and contractors shall submit an invoice to the Community upon completion of the services. Once paid, the Community will submit all invoices to the UAACOG for reimbursement of the local match, up to \$ 3,600.00 , based on any prorated savings. Invoices will be sent to the following:

IV. Upper Arkansas Area Council of Governments
3224-A Independence Road
Canon City, CO 81212

V. DOLA Responsibilities

Randi Snead, Regional Manager, will monitor the Project on behalf of DOLA.

VI. COG's Responsibilities

UAACOG will provide the personnel and administrative oversight to accomplish the objective as described. Employees of the UAACOG will review documentation submitted by the Community and prepare the reimbursement. The UAACOG will be responsible for completing reporting and reimbursement requests to DOLA, per contract EIAF 9803.

VII. Community Responsibilities

The Community will be responsible for entering into the agreement with the service provider to complete the work. The Community will provide all necessary documentation to the UAACOG, including invoices for work completed, proof of payment and project completion report.

VIII. Period of Performance

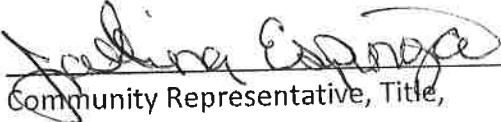
This agreement will be deemed valid by the authorized signatures and it is anticipated that work can begin when fully executed and completed by 10/31/2025.

IX. Change and Termination

The UAACOG, the Colorado Department of Local Affairs, or the Community may, from time to time, require changes in the Scope of Services of this agreement. In the event changes are required, they must be made with the agreement of all parties. Either party may terminate this agreement by giving written notice of such termination and

specifying the effective date thereof, at least thirty (30) days before the proposed dated of termination.

UAACOG Representative, Dave Paul, UAADC Director Date

 3/31/25
Community Representative, Title, Date

DOLA Representative, Regional Manager, Date

Attachment A – Scope of Services

1. Work Description
2. Budget
3. Performance time frame



Customer Information:

Town of Williamsburg

6 John Street

Williamsburg, Colorado 81226

719-784-4511

Estimated by:

Bobby Espinoza

6 Wilmont Circle S

Williamsburg, Colorado

719-371-8511

Summary:

Work at the above-mentioned address is as follows.

A 20' x 7' storage room with a 36" door.

Framed walls with 16" center on studs

Roof will be 2' on center

Walls will be attached with redheads at base to cement floor

No adjustments or changes are being made to the existing structure.

Material List:

36 x 80 Interior door (left hand) pre-hung

39- 2 x 4 x 92 5/8

4- 2 x 4 x 10

14- sheets of 1/2" drywall

1-Gang 18 cu. in. Blue PVC New Work Electrical Switch and Outlet Box

5 in. White LED Flush Mount Downlight

20' ft Electrical Metallic Tubing (EMT) Conduit

4 in. 30.3 cu. in. Metallic Square Box/4 in. Metallic Blank Square Electrical Box Cover

50 ft. 12/2 Solid Romex SIMpull CU NM-B W/G Wire

#10 x 3 in. Star Drive Flat Head Exterior Wood Screws 20 lbs.-Box

#6 x 1-1/4 in. Phillips Bugle-Head Self-Drilling Drywall Screw 5 lbs.-Box

4.5 gal. All Purpose Ready-Mixed Joint Compound

2- FibaTape Standard White 1-7/8 in. x 150 ft. Self-Adhesive Mesh Drywall Joint Tape

1/2 in. Electrical Metallic Tube Inside Corner Pull Elbow

Itemized material list attached



williamsburg






Price valid until: Oct. 29, 2024 at 11:59PM

Quote ID: HA100139612751
Created By: Bob Espinoza
Created On: Oct. 22, 2024
PO/Job Name: williamsburg

Bob Espinoza
(719)371-8511

ESPINOZA
6 WILLMOUNT CIRCLE S
FLORENCE, CO 81226

Items: **74** Total: **\$968.72**

	Item	How To Get It	Unit Price	Qty	Item Total
1	 <p>Saint-Gobain ADFORS FibaTape Standard White 1-7/8 in. x 150 ft, Self-Adhesive Mesh Drywall Joint Tape</p> <p>Model #FDW8660-U Store Sku #483796</p>	Delivery	\$6.98/item	2	\$13.96
2	 <p>JELD-WEN 36 in. x 80 in. 6 Panel Colonist Primed Left-Hand Textured Molded Composite Single Prehung Interior Door</p> <p>Model #THDQC225400606 Store Sku #310987</p>	Delivery	\$127.00/item	1	\$127.00
3	 <p>Juno Contractor Select JSBC 5 in., White LED Flush Mount Downlight</p> <p>Model #JSBC 5IN 30K 90CRI WH M6 Store Sku #1006438092</p>	Delivery	\$10.90/item	1	\$10.90
4	 <p>Steel City 1-Gang 4 in, New Work Metal Electrical Wall Box with Ground Bump</p> <p>Model #52151 1234GB-50R Store Sku #443497</p>	Delivery	\$2.22/item	1	\$2.22
5	 <p>USG Sheetrock Brand 4.5 gal., All Purpose Ready-Mixed Joint Compound</p> <p>Model #380501 Store Sku #258725</p>	Delivery	\$21.91/item	1	\$21.91
6	<p>Southwire 4 in, W Steel Metallic 2-Gang Exposed Work Square Cover for 1 Toggle Switch (1-Pack)</p> <p>Model #G1935-UPC Store Sku #1009215880</p>	Delivery	\$3.34/item	1	\$3.34



7 2 in. x 6 in. x 92-5/8 in. Prime Stud Delivery \$5.98/item 39 \$233.22
 Model #845728
 Store Sku #845728



8 Leviton 15 Amp Single-Pole Toggle Light Switch, White Delivery \$0.85/item 1 \$0.85
 Model #R52-01451-02W
 Store Sku #614287



9 2 in. x 4 in. x 10 ft. Premium Rough Kiln-Dried Cedar Dimensional Lumber Delivery \$20.97/item 4 \$83.88
 Model #2410PRKDC
 Store Sku #1006544620



10 3/4 in. x 5 ft. Electrical Metallic Tubing (EMT)- Steel Conduit Delivery \$7.98/item 4 \$31.92
 Model #0550105000
 Store Sku #243369



11 Southwire 50 ft. 12/2 Solid Romex SIMpull CU NM-B W/G Wire Delivery \$50.00/item 1 \$50.00
 Model #28828222
 Store Sku #372648



12 Everbilt #10 x 3 in. Star Drive Flat Head Exterior Wood Screws 20 lbs.-Box (1388-Piece) Delivery \$165.86/item 1 \$165.86
 Model #9985285
 Store Sku #1007814670



13 USG Sheetrock Brand 1/2 in. x 4 ft. x 8 ft. UltraLight Drywall Delivery \$10.65/item 14 \$149.10
 Model #14113411708
 Store Sku #893749



14 Everbilt #6 x 1-1/4 in. Phillips Bugle-Head Self-Drilling Drywall Screw 5 lbs.-Box (1295-Piece) Delivery \$34.38/item 1 \$34.38
 Model #116018
 Store Sku #295260



15



Hallex 1/2 in. Electrical Metallic Tube
Inside Corner Pull Elbow

Model #14605
Store Sku #667137

Delivery

\$6.37/item

1

\$6.37

16



Carlton 1-Gang 22 cu. in. PVC Heavy
New Work Electrical Switch and Outlet
Box

Model #BH122A-UPC
Store Sku #120314

Delivery

\$2.10/item

1

\$2.10

Notes and Description:

Subtotal	\$889.72
Pick Up In Store	FREE
Estimated Delivery*	\$79.00
Sales Tax (determined in checkout)	-

Total **\$968.72**

Contingency \$700.00
 \$ 1268.72

i This item is non-returnable.



BEHR PREMIUM PLUS
5 gal. #M290-5 English Custard Eggshell Enamel Low Odor Interior Paint & Primer

Brand Name: **BEHR PREMIUM PLUS**
Container Size: **5 Gallon**
Paint Type: **Interior Paint**
Sheen: **Eggshell**

\$444.00
(\$148.00/item)

- 3 +

Delivery

3 items can be picked up. Pickup Instead
Delivering to 81212 (3 items)

Your Delivery Cost: FREE

9 in. Plastic Tray Liner (10-Pack)

Package Quantity: **10**



\$6.98
~~\$7.97~~
Save 12%

- 1 +



Wooster

2 in. Shortcut Polyester Angled Sash Brush for All Paint Types

Head Shape(s): **Angled**

Package Quantity: **1**

Brush Head Width (in.): **2**

\$14.94
(\$7.47/item)

— 2 +



3M

ScotchBlue 1.41 in. x 60 yds. Original Multi-Surface Painter's Tape

Number of Rolls Included: **1**

Tape Width (in.): **1.41**

\$13.96
(\$6.98/item)

Get Bulk Pricing of \$5.93 on this item when you purchase at least 3 units.



— 2 +

Recently Viewed



9 in. x 3/8 in. Polyester High-Density Knit Paint Roller...

★★★★★ (2602)



9 in. Heavy Duty 5-Wire Paint Roller Frame

★★★★★ (868)



BEHR PREMIUM PLUS

1 gal. #M290-...

★★★★☆ (2144)

Have a Promo Code?

* Delivery fees are calculated at the lowest rate available. Other delivery options may be available in checkout.

Checkout

Or

Buy

Easy In-Store and Online Returns

Read Our [Return Policy](#).

Get Up to \$100 Off

Get a Home Depot Credit Card and receive **\$25 off** your qualifying purchase of \$25+, **\$50 off** purchases \$300+, or **\$100 off** orders over \$1000.

[Apply Now](#)

Item Total	\$512.62
Savings	-\$50.00
New Total	\$462.62

Contingency + 100
562.62

Let Us Know if You Need Help

See our [Online FAQs](#) or phone us:

Online Customer Support: [1-800-430-3376](tel:1-800-430-3376)

Custom Blinds: [1-800-658-7320](tel:1-800-658-7320)

Call 7 days a week - 6 a.m. to 2 a.m. EST

Download Our App

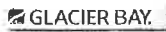
Shop Our Brands

The Company Store

VISSANI



HAMPTON BAY



How can we help?

Call 1-800-466-3337 | Text 38698

Shipping Method

Order Summary

1. **PVC Boards** \$104.25
Quantity: 3



Material: PVC
Material Thickness: 6 mm
Material Color: White
Shape: Circle
Size: 24" x 24"
Color: Full Color Front, No Back
Accessories: None
Production Time: Regular

Additional Services
Instant Processing Proof

Production Facility: Burbank, CA

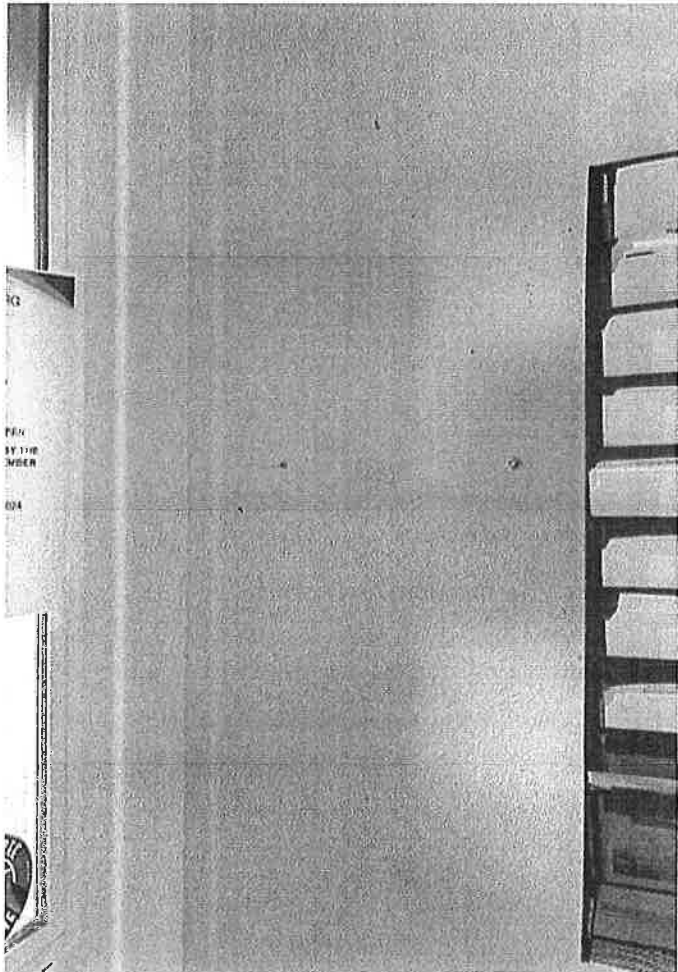
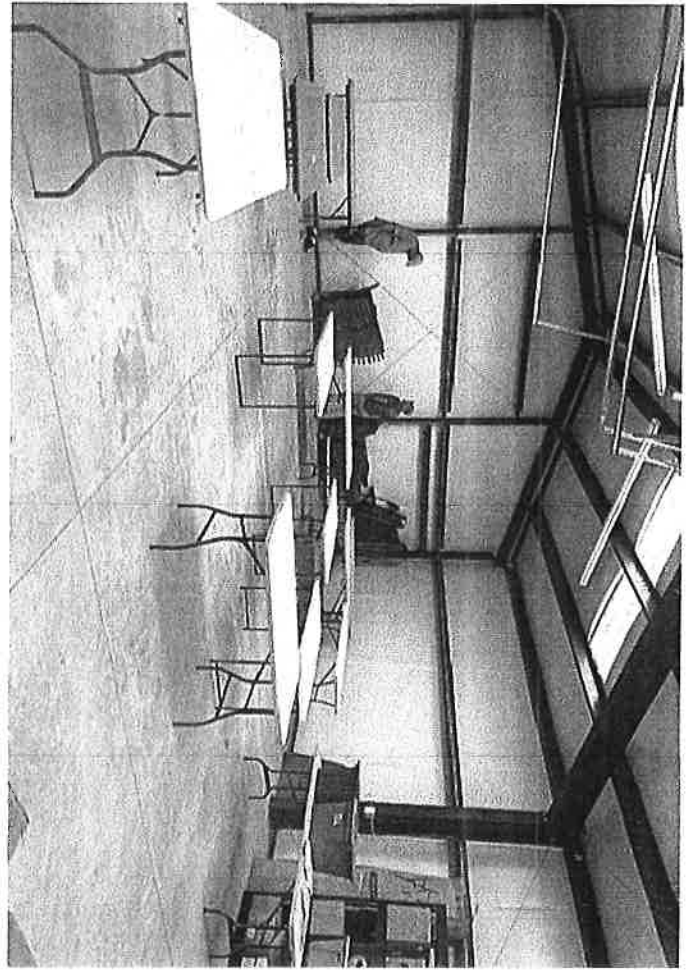
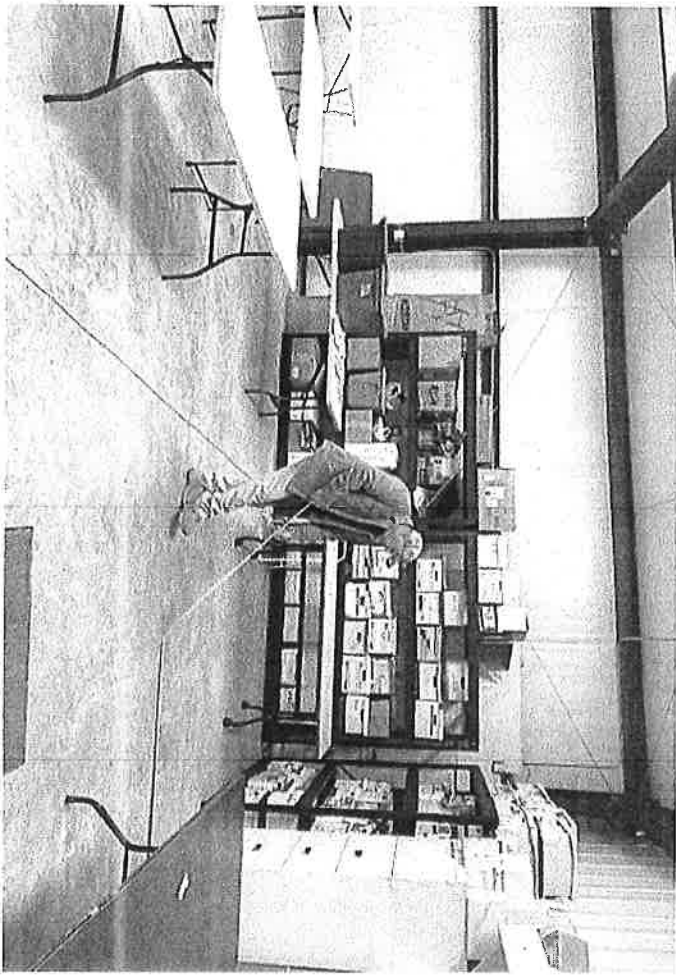
Front: williamsburg-colorado-001.png

[View Less](#) ^

Item(s) Subtotal:	\$104.25
Taxable Subtotal:	\$104.25
Shipping (Taxable):	\$24.49
Tax (8.40%):	\$10.81
Additional Fee (Non Taxable)	\$0.29
Order Total:	\$139.84

3

Coupon Code [Apply](#)





Upper Arkansas Area Council of Governments
3224 Independence Road, Suite A, Canon City, CO 81212
(719) 275-1675 Fax: (719) 275-2907
www.uaacog.com

Chaffee

Custer

Fremont

Lake

March 28, 2024

Name: Ashley Smith
Organization: Town of Williamsburg
Address: 1 John St
Address: Florence, CO 81226

RE: Mini Grant Application for Upstream and Downstream Water Testing Sites

Dear Ms. Smith:

Congratulations! After thorough review, and approval by both the Department of Local Affairs (DOLA) and the Upper Arkansas Area Council of Governments (UAACOG) Board of Directors, I am excited to offer a grant award in the amount of \$3,600.00 to assist with the above-mentioned project.

You will soon receive a Three-Party Agreement which will need to be signed and returned before work can begin.

I wish you success with your project.

Sincerely,

Dave Paul
Interim Mini-Grant Coordinator
UAADC Director

THREE-PARTY AGREEMENT

Between

Colorado Department of Local Affairs, Upper Arkansas Area COG,

and

Town of Williamsburg

WHEREAS, the Colorado Department of Local Affairs, hereinafter DOLA, has contracted with the Upper Arkansas Area COG, Hereinafter UAACOG, to provide technical assistance in the counties of Chaffee, Custer, Fremont and Lake, and all municipalities within the member counties.

WHEREAS, the City of Leadville (Community), hereinafter the Community, has requested assistance through this program to assist with Upstream and Downstream Water Testing Sites.

WHEREAS, the DOLA and UAACOG desire to assist local governments and political subdivisions of the State that are experiencing social and economic impacts resulting from the development of energy/mineral resource industries in Colorado, and

WHEREAS, it is necessary and desirable to specify these services, the desired end product and the responsibilities of DOLA, the UAACOG, and the Community in completing this mini-grant project.

Now, THEREFORE, it is hereby agreed that:

I. SCOPE OF PROJECT

UAACOG shall provide the services to the community as detailed in attachment A, Scope of Services entitled "Community Services" Dated September 9, 2024.

II. COST ESTIMATE

Work will be billed to the Community at completion of the final work task. It is estimated that this work on this subcontract will be \$ 7,200.00 and the Community is requested to contribute or match a not to exceed amount of \$ 3,600.00 of the project costs to cover Upstream and Downstream Water Testing Sites (eligible expenses).

III. Payments

Suppliers and contractors shall submit an invoice to the Community upon completion of the services. Once paid, the Community will submit all invoices to the UAACOG for reimbursement of the local match, up to \$ 3,600.00 , based on any prorated savings. Invoices will be sent to the following:

IV. Upper Arkansas Area Council of Governments
3224-A Independence Road
Canon City, CO 81212

V. DOLA Responsibilities

Randi Snead, Regional Manager, will monitor the Project on behalf of DOLA.

VI. COG's Responsibilities

UAACOG will provide the personnel and administrative oversight to accomplish the objective as described. Employees of the UAACOG will review documentation submitted by the Community and prepare the reimbursement. The UAACOG will be responsible for completing reporting and reimbursement requests to DOLA, per contract EIAF 9803.

VII. Community Responsibilities

The Community will be responsible for entering into the agreement with the service provider to complete the work. The Community will provide all necessary documentation to the UAACOG, including invoices for work completed, proof of payment and project completion report.

VIII. Period of Performance

This agreement will be deemed valid by the authorized signatures and it is anticipated that work can begin when fully executed and completed by 10/31/2025.

IX. Change and Termination

The UAACOG, the Colorado Department of Local Affairs, or the Community may, from time to time, require changes in the Scope of Services of this agreement. In the event changes are required, they must be made with the agreement of all parties. Either party may terminate this agreement by giving written notice of such termination and

specifying the effective date thereof, at least thirty (30) days before the proposed dated of termination.

UAACOG Representative, Dave Paul, UAADC Director Date

Paulina Espinoza *3/31/25*
Community Representative, Title, Date

DOLA Representative, Regional Manager, Date

Attachment A – Scope of Services

- 1. Work Description**
- 2. Budget**
- 3. Performance time frame**



7006 SPACE VILLAGE AVE
 PO BOX 76509
 COLORADO SPRINGS, CO 80929-9318
 PHONE (719) 622-8884
 FAX (719) 596-1538

Job Name
2024 Sampling Station

Quote No.	Date	Page
0006548	10/22/24	1
Expiration Date		11/21/24
Revised Date		10/22/24
Bid Due Date		10/22/24

Quoted To Customer
TOWN OF WILLIAMSBURG 1 JOHN ST FLORENCE, CO 81226-8928
Phone (719) 784-4511 Fax (719) 784-4064

Quoted By
Steve Sloan sasloan@winwaterworks.com (719) 622-8884

Customer	Payment Terms	Quoted To	Salesperson	FOB
001371	NET 30 DAYS	TOWN OF WILLIAMSBURG	STEVEN SLOAN	S

Line	Qty.	Description	Unit Price	UOM	Extended Price
1.0	10	95WM MAINGUARD MTR SAMPLING STATION FOR 5/8 X 3/4 MTS 3-4 WEEKS OUT	625.0000		6250.00

Tax Area Id	Net Sales
060431728	6,250.00
	Freight .00
	Tax .00
	Quotation Total 6,250.00



Upper Arkansas Area Council of Governments
3224 Independence Road, Suite A, Canon City, CO 81212
(719) 275-1675 Fax: (719) 275-2907
www.uaacog.com

Chaffee Custer Fremont Lake

March 28, 2024

Name: Ashley Smith
Organization: Town of Williamsburg
Address: 1 John St
Address: Florence, CO 81226

RE: Mini Grant Application for 12 x 24 Classic A-Frame Storage Shed

Dear Ms. Smith:

Congratulations! After thorough review, and approval by both the Department of Local Affairs (DOLA) and the Upper Arkansas Area Council of Governments (UAACOG) Board of Directors, I am excited to offer a grant award in the amount of \$5,000.00 to assist with the above-mentioned project.

You will soon receive a Three-Party Agreement which will need to be signed and returned before work can begin.

I wish you success with your project.

Sincerely,

Dave Paul
Interim Mini-Grant Coordinator
UAADC Director

THREE-PARTY AGREEMENT

Between

Colorado Department of Local Affairs, Upper Arkansas Area COG,

and

Town of Williamsburg

WHEREAS, the Colorado Department of Local Affairs, hereinafter DOLA, has contracted with the Upper Arkansas Area COG, Hereinafter UAACOG, to provide technical assistance in the counties of Chaffee, Custer, Fremont and Lake, and all municipalities within the member counties.

WHEREAS, the City of Leadville (Community), hereinafter the Community, has requested assistance through this program to assist with 12 x 24 Classic A-frame Storage Shed.

WHEREAS, the DOLA and UAACOG desire to assist local governments and political subdivisions of the State that are experiencing social and economic impacts resulting from the development of energy/mineral resource industries in Colorado, and

WHEREAS, it is necessary and desirable to specify these services, the desired end product and the responsibilities of DOLA, the UAACOG, and the Community in completing this mini-grant project.

Now, THEREFORE, it is hereby agreed that:

I. SCOPE OF PROJECT

UAACOG shall provide the services to the community as detailed in attachment A, Scope of Services entitled "Community Services" Dated September 9, 2024.

II. COST ESTIMATE

Work will be billed to the Community at completion of the final work task. It is estimated that this work on this subcontract will be \$ 11,992.41 and the Community is requested to contribute or match a not to exceed amount of \$ 5,000.00 of the project costs to cover 12 x 24 Classic A-Frame Storage Shed (eligible expenses).

III. Payments

Suppliers and contractors shall submit an invoice to the Community upon completion of the services. Once paid, the Community will submit all invoices to the UAACOG for reimbursement of the local match, up to \$ 5,000.00, based on any prorated savings. Invoices will be sent to the following:

IV. Upper Arkansas Area Council of Governments
3224-A Independence Road
Canon City, CO 81212

V. DOLA Responsibilities

Randi Snead, Regional Manager, will monitor the Project on behalf of DOLA.

VI. COG's Responsibilities

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specifying the effective date thereof, at least thirty (30) days before the proposed dated of termination.

UAACOG Representative, Dave Paul, UAADC Director Date

Joelina Espinoza *3/31/25*

Community Representative, Title, Date

DOLA Representative, Regional Manager, Date

Attachment A – Scope of Services

1. Work Description
2. Budget
3. Performance time frame



The Shed Yard
 (719) 590-7433
 info@theshedyard.com



Scan or Click to
 Checkout Online

Order Information

Store The Shed Yard	Order Type Sale
Sales Person Matthew Warren P:(719) 590-7433	Product Type Building
Order Date 03/31/2025	Product Build Build to Order
Est. Delivery Period 05/12/2025 - 05/26/2025	

Bill To

Name Ashley Smith
Phone (719) 784-4511
Email clerk@williamsburgcolorado.com
Address , Colorado

Ship To

Name Ashley Smith
Phone (719) 784-4511
Email clerk@williamsburgcolorado.com
Address , Colorado

Item	Color	Qty	Price	Total	Tax
14x24x7 Classic A-Frame		1	\$10,682.00	\$10,682.00	✓
LP Smart Side	Tan	1	Included		✓
LP Trim	New White	1	Included		✓
Shingle Roof	Driftwood (Shingles)	1	Included		✓
① 8' Double Wood Door		1	\$489.00	\$489.00	✓
96"x42" Heavy Duty Aluminum Ramp (8' Door)		1	\$681.00	\$681.00	✓

Note: the ① refers to the index number on the plan view.

Sub-total \$11,852.00
 Sales Tax (5.4%) \$0.00

Order Total \$11,852.00

Quotes valid 14 days (Unless a sale is running, then its valid until end of sale) 2% Credit Card fee will be added, ACH option is free -- Free Delivery most of Colorado! (Excluding Build Onsite or on Concrete) -- All buildings are delivered fully assembled. unless Build Onsite has been chosen -- All leveling and removing items will be charged time and material -- All cancellations will be refunded less 3% processing fee -- 3D Images may not be accurate or to scale - (Vinyl Windows Do Not Have Grids as Pic Shows) Customer acknowledges that The Shed Yard is NOT responsible for permitting unless specified- Delivery will be on a Trailer, The space needed is approx 2 feet wider than the building width and height clearance of 14 feet -- On site construction will be required when there is not enough clearance to deliver the building fully assembled--- Changes to your order are subject to additional charges--- Timeline shown is for fully assembled deliveries only, ask for build onsite timeline. If a building is permitted, it does not go on the schedule until permits are approved. Onsite built garages take on average 1 day to assemble onsite, garage doors, or any other options will be done a different day by one of our Trades. Love it Or Return It policy only applies to fully assembled delivered buildings. Any building with concrete or permitting will require an additional draw on top of the initial deposit before foundation schedules. The Shed Yard Is not responsible for failed electrical inspections unless it is workmanship, Electrical is installed with exposed wiring, The Shed Yard Is not responsible for Electrical inspections when the interior is finished. If The Shed Yard is providing concrete and dirt work, the price on the order is Estimated, if the final invoice from the Contractor is higher we will provide you with the Contractor Invoice, then invoice you for the difference.

Quote Notes

None

Available Purchase Methods

Purchase this building using any of the available purchase methods.

<u>Rent-to-Own</u>	<u>Purchase Outright</u>
Security Deposit \$0.00	Deposit \$2,963.00 (25% of Order Total)
24 Month RTO \$705.48	
36 Month RTO \$548.70	
48 Month RTO \$493.83	
60 Month RTO \$438.96	

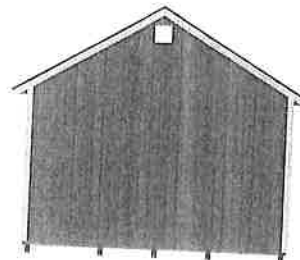
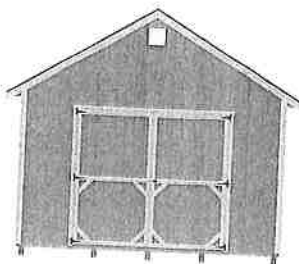
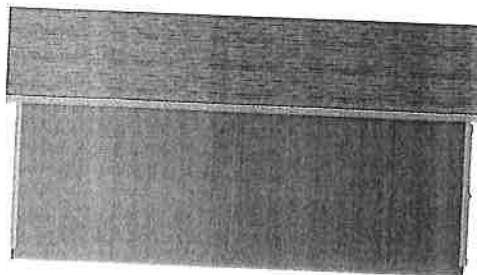
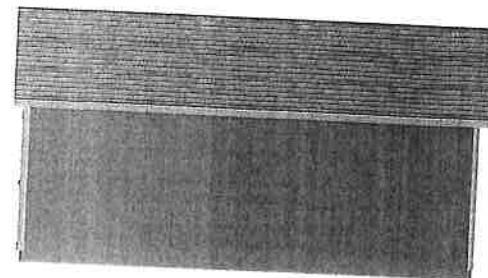
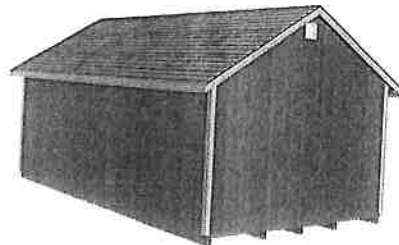
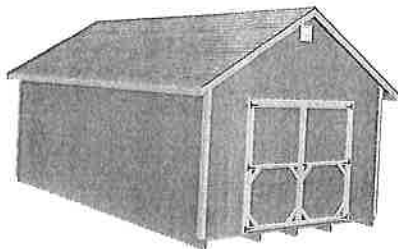
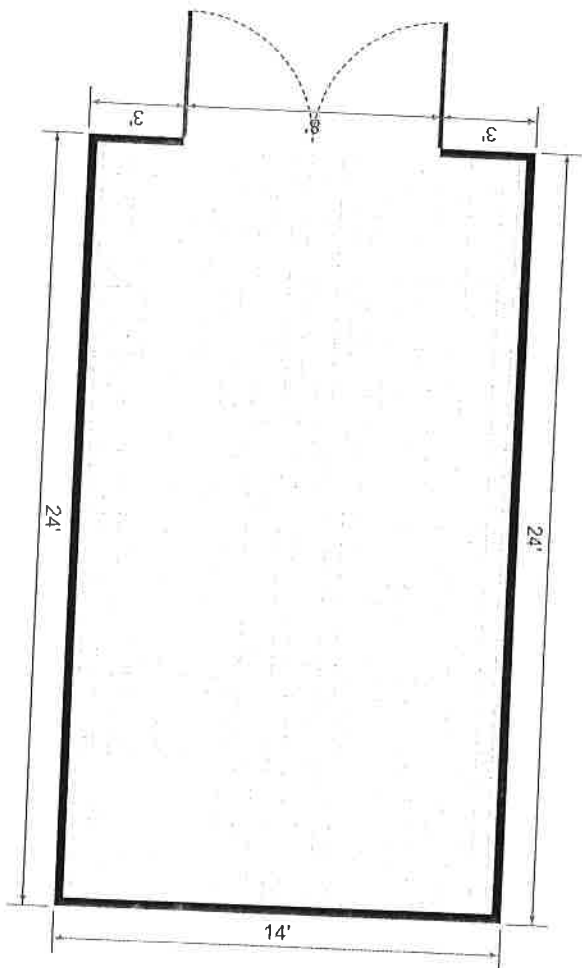
Terms and Conditions

2% Credit Card fee will be added, ACH option is free - 3D Images may not be accurate or to scale - (Vinyl Windows Do Not Have Grids as Pic Shows) *Customization may change these specs.* Foundation—4x4 pressure treated runners - Floor Joists 2x4 - 16" oc (Garage floor 8" oc) - Engineered Water resistant Sub Floor - Wall—2x4 - 16" oc, (Economy 24") Wall Height 7'4"(Quaker, 6'4" on back wall. Economy 6'4", Animal Shelter ceiling height 8'4") - Roof —Engineered Roof Trusses - 15lb Felt Paper (Exclude Economy)- Roof Sheathing—7/16" OSB, drip edge on roof perimeter - Shingles—30 year architectural - Venting—both gables —LP Smartside siding and trim - Paint—Primer plus 2 coats--The Shed Yard is not responsible for permitting unless specified. Customer Understands building does not meet residential building code to use as a dwelling unless specified or its the Sunnyside Model. All cancellations will be refunded less 3% processing fee---Changes to your order are subject to additional charges--- Timeline shown is for fully assembled deliveries only, ask for build onsite timeline. If a building is permitted, it does not go on the schedule until permits are approved. We do our best to deliver stock buildings within 2 weeks, but not guaranteed. Onsite built garages take on average 1 day to assemble onsite, garage doors, or any other options will be done a different day by one of our Trades. Love it Or Return It policy only applies to fully assembled delivered buildings. Any building with concrete or permitting will require an additional draw on top of the initial deposit before foundation schedules. The Shed Yard Is not responsible for failed electrical inspections unless it is workmanship, Electrical is installed with exposed wiring, The Shed Yard Is not responsible for Electrical inspections when the interior is finished. If The Shed Yard is providing concrete and dirt work, the price on the order is Estimated, if the final invoice from the Contractor is higher we will provide you with the Contractor Invoice, then invoice you for the difference.



The Shed Yard
 (719) 590-7433
 info@theshedyard.com

Building Configuration



Terms and Conditions

2% Credit Card fee will be added, ACH option is free - 3D Images may not be accurate or to scale - (Vinyl Windows Do Not Have Grids as Pic Shows)
 Customization may change these specs. Foundation—4x4 pressure treated runners - Floor Joists 2x4 - 16" oc (Garage floor 8" oc) - Engineered Water resistant Sub Floor - Wall—2x4 - 16" oc, (Economy 24") Wall Height 7'4"(Quaker, 6'4" on back wall. Economy 6'4", Animal Shelter ceiling height 8'4") - Roof —Engineered Roof Trusses - 15lb Felt Paper (Exclude Economy)- Roof Sheathing—7/16" OSB, drip edge on roof perimeter - Shingles—30 year architectural - Venting—both gables —LP Smartside siding and trim - Paint—Primer plus 2 coats--The Shed Yard is not responsible for permitting unless specified. Customer Understands building does not meet residential building code to use as a dwelling unless specified or its approved. We do our best to deliver stock buildings within 2 weeks, but not guaranteed. Onsite built garages take on average 1 day to assemble onsite, garage doors, or any other options will be done a different day by one of our Trades. Love it Or Return It policy only applies to fully assembled delivered buildings. Any building with concrete or permitting will require an additional draw on top of the initial deposit before foundation schedules. The Shed Yard is not responsible for failed electrical inspections unless it is workmanship, Electrical is installed with exposed wiring, The Shed Yard is not responsible for Electrical inspections when the interior is finished. If The Shed Yard is providing concrete and dirt work, the price on the order is Estimated, if the final invoice from the Contractor is higher we will provide you with the Contractor Invoice, then invoice you for the difference.

Contact
 signature _____

Date _____



29050 Hwy 96 East
Pueblo, CO 81001
719-948-3338

18911 US Hwy 50 East
Rocky Ford, CO 81067
719-254-7842



ruslerimplement.com

RO: 16210P
Invoice: Preview
COD Date: 04/03/2025

WILLIAMSBURG, TOWN OF
1 JOHN ST

WILLIAMSBURG, CO 81226

Year		Make/Model		Serial Number		
		2014 CAS 580N		NEC700143		
Stock No	PO	License	Tag	Customer	Telephone	
17415			DARIN	21876	719-429-4100	

Cond	OpCode	T	Description	Quantity	List	Net	Total
			REPAIR, INVOICE# 99954				
			S OSP OUTSIDE PARTS			125.50	125.50
			PRECISION HYDRAULICS, MSC-2000-D, MISC SEALS,O-RINGS, INVOICE # 99930				
			Subtotal charges this section				3329.19
002			CLEAN				
			D STEAM CLEAN MACHINE.				
			C CUSTOMER REQUESTED THAT THE MACHINE BE STEAM CLEANED PRIOR TO REPAIRS.				
			F STEAM CLEANED THE BACKHOE TO REMOVE OIL RESIDUE FROM LEAKING CYLINDERS AND HYDRAULIC HOSES.				
	CL		L CUSTOMER LABOR				250.00
			Subtotal charges this section				250.00
003			PICK-UP AND DELIVERY				
			D PICK UP & DELIVERY OF BACKHOE				
			C CUSTOMER REQUESTED PICK-UP AND DELIVERY OF THE MACHINE.				
			F PICK UP THE MACHINE AND BRING IT INTO THE SHOP FOR REPAIRS. DELIVER THE MACHINE BACK TO THE CUSTOMER AFTER REPAIRS HAVE BEEN COMPLETED.				
	TL		L TRAVEL LABOR				400.00
			Subtotal charges this section				400.00
			M SHOP TOOLS AND SUPPLIES				99.77

**YOUR BUSINESS IS GREATLY APPRECIATED,
PLEASE COME AGAIN!**

Please remit to: 29050 Hwy. 96 East - Pueblo, CO 81001.
ALL charges due 15th of month following purchase. 1 1/2% per month (18% APR) charged on all past due accounts. Stock parts subject to 15% restocking charge. No return after 90 days from sale. Deposit required on special orders & nonreturnable parts.
"By signing this receipt, I certify that I am authorized to use this Account, to sign this receipt, and that I agree that the amount of this invoice is repayable in accordance with the Credit Agreement applicable to the Account."

Thank You For Your Business!

Signature: _____

DESC	TOTALS
LABOR	3325.00
PARTS	118.75
SUBLET	535.44
MISC	99.77
OTHER	
SUBTOTAL	4078.96
TAX	
TOTAL	4078.96



29050 Hwy 96 East
Pueblo, CO 81001
719-948-3338

18911 US Hwy 50 East
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17415			DARIN	21876	719-429-4100	

Cond	OpCode	T	Description	Quantity	List	Net	Total
------	--------	---	-------------	----------	------	-----	-------

Type: BACKHOE RO Open Date: 03/21/25 Meter In: 1778
Meter Out: 1778

101 REPAIR BOTH SWING CYLINDERS
D RESEAL 2 SWING CYLINDERS & REPLACE LEAKING HYDRAULIC HOSES.
ADDED REPAIRS- RESEAL LEFT OUTRIGGER CYLINDER AND GREASE PINS
PER STEVE HARRIS
C THE SWING CYLINDERS ON THE BACKHOE WERE LEAKING DUE TO WORN
SEALS. THE LEFT SIDE OUTRIGGER WAS ALSO LEAKING HYDRAULIC OIL
DUE TO CUT OR WORN SEALS, IT LEFT PUDDLES OF HYDRAULIC OIL ON
THE GROUND. THE TWO BUCKET HYDRAULIC LINES WERE LEAKING. SOME
GREASE ZERKS ON THE BACKHOE DID NOT TAKE GREASE DUE TO RUST AND
DIRT IN THE GREASE HOLES.

F REMOVED BOTH HYDRAULIC SWING CYLINDERS FROM BACKHOE. AFTER
DISSASSEMBLING THE CYLINDERS, I CLEANED EVERYTHING AND
REPLACED THE SEALS. THEN I REASSEMBLED THE CYLINDERS AND
INSTALLED THEM BACK INTO THE BACKHOE. HOOKED UP HYDRAULIC LINES
TO BOTH CYLINDERS. NEXT I REMOVED THE HYDRAULIC LINES OFF THE
FRONT LOADER BUCKET CIRCUIT AND HAD THE RUBBER PORTION REPLACED
AND THEN REINSTALLED THE LINES. CONTACTED STEVE HARRIS AND
INFORMED HIM THAT THE LEFT OUTRIGGER CYLINDER LEFT A PUDDLE OF
OIL ON THE FLOOR. STEVE VERBALLY APPROVED THE ADDITIONAL TIME
TO RESEAL THE LEFT OUTRIGGER CYLINDER. BOTH UPPER AND LOWER
OUTRIGGER PINS WERE SEIZED IN THE BORES. HAD TO HEAT UP PINS TO
UNSEIZE THEM FOR THE REMOVAL OF THE CYLINDER. DISSASSEMBLED AND
INSPECTED CYLINDER. INSTALLED ALL NEW SEALS AND ASSEMBLED
CYLINDER. INSTALLED CYLINDER ONTO LEFT OUTRIGGER LEG. CONTACTED
STEVE HARRIS AGAIN AND INFORMED HIM ABOUT TWO GREASE PINS NOT
TAKING GREASE ON HOE PORTION OF THE BACKHOE.. STEVE VERBALLY
APPROVED TIME TO CLEAN PIN GREASE HOLES SO THAT PINS WOULDN'T
SEIZE, REMOVED THE GREASE ZERKS FROM THE PINS AND CLEANED OUT
THE GREASE HOLES. HOLES WERE PLUGGED WITH RUST AND OLD GREASE
THAT HARDENED. HYDRAULICALLY SENT HIGH PRESSURE OIL INTO THE
GREASE HOLES TO PUSH THE OLD GREASE OUT. AFTER GREASE HOLES
WERE CLEARED WAS ABLE TO GREASE THE PINS. GREASED ALL PINS ON
BACKHOE AND LOADER. STEAM CLEANED BACKHOE OF EXCESSIVE OIL
RESIDUE ON UNIT. TOPPED OFF FLUIDS.

CL	L CUSTOMER LABOR						2675.00
	P 73344267 OIL HYDRA	1.00				118.75	118.75
	S OSP OUTSIDE PARTS					76.75	76.75
	PRECISION HYDRAULICS, MCU-2250-D, BUFFERS, SEAL KITS, INVOICE # 99999					333.19	333.19
	S OSP OUTSIDE PARTS						
	PRECISION HYDRAULICS, O8U-E70, E760,H24508 HYDRAULIC HOSE, STEEL LINE						



JOHN DEERE

Please send payment to:

4 Rivers Equipment Accounts Receivable PO BOX 913509 Denver, CO 80291-3509



685 E Enterprise Dr
Pueblo West, CO 81007
(719) 547-3505
www.4RiversEquipment.com

"Your Working Partner"

PARTS QUOTATION

Invoice To Account No: 7442



Deliver To:

TOWN OF WILLIAMSBURG
1 JOHN STREET
WILLIAMSBURG CO 81226
US

TOWN OF WILLIAMSBURG
1 JOHN STREET
WILLIAMSBURG CO 81226

Home Ph: Mob Ph:
Work Ph: (719)784-4511

Quotation No: 1446314
Date: 4/7/2025
Page: 1 of 1

Supplied Quantity	Back Order Quantity	Part Number	Part Description	Bin Loc	List Price	Net Price	Extended Price
2.00	0	T66704ITR	GRADER BLADE	YARD	233.07	233.07	\$466.14
30.00	0	PB625250	BOLT	U/S03	3.49	3.49	\$104.70

Customer PO No:
Tax Exempt No: ON FILE
Salesperson: Justice Hutchins

Delivery Note:
ASHLEY -GRADER EDGES- EMAIL QUOTE TO
CLERK@WILLIAMSBURGCOLORADO.COM
-QUOTE IS GOOD FOR 30 DAYS. QUOTE DOES
NOT IT INCLUDE TAXES OR FREIGHT.

Sub Total: \$570.84
Sales Tax: \$0.00
Total: \$570.84
Deposit Received: \$0.00
Balance Due: \$570.84

Not an Invoice – Do Not Pay

EXCLUDES TAX

MEMORANDUM

Date: 4/7/25

Subject: Board Discussion – Animal Control Strategy

During the recent Strategic Planning Workshop, the Board expressed a desire to revisit and address the Town's approach to animal control. In response to that direction, this memo outlines the current concerns, background, and possible avenues for consideration moving forward.

Background and Current Issues

There has been a noticeable increase in complaints related to loose and/or aggressive dogs in town. These include:

- Dogs running at large and acting aggressively toward residents.
- Neighbors expressing safety concerns, including one incident where a resident fired a weapon toward a nuisance dog.
- Multiple recent complaints, including two additional ones received just this morning.

One notable concern came from Rockvale animal control Jim, reporting an ongoing issue with a Williamsburg dog repeatedly entering Rockvale. Jim has been in contact with our office and provided an update on how Rockvale currently handles animal control, which includes:

1. Reuniting dogs with owners (aided by registration).
2. Issuing written warnings.
3. Delivering unclaimed dogs to the Pueblo shelter (despite no formal contract).
4. A "two-strike" euthanasia policy for aggressive dogs.

Jim is open to contracting with Williamsburg. His current role in Rockvale includes 24/7 on-call availability and daily patrols. He quoted \$700/month to provide a similar service for Williamsburg. Alternatively, the Town may wish to consider negotiating an on-call-only arrangement to reduce cost.

Humane Society and Past Contract

The Town's previous contract with the Humane Society of Fremont County ended in 2022 when the annual fee increased from \$926 to \$956, based on a \$1.50 per capita rate. The contract

allowed residents and Williamsburg animal control to take animals directly to the shelter but did **not** include field collection services.

Since the contract ended, there have been complications. For example, in September 2023, a resident took an injured stray cat to the shelter after being told by the Town to do so. Despite the lack of a contract, the Humane Society provided veterinary care at a cost of \$169—an expense that would have been covered under a contract. Doug Rae, Director of the Humane Society, reported this to Mayor Ott at the time, but no formal action was taken.

Pueblo Animal Control was also contacted recently. Jamie, who operates the shelter serving Pueblo, indicated there is no existing contract with Rockvale or Williamsburg and suggested a group contract between towns could be more cost-effective, but is reluctant to step on our local animal shelter's toes.

Current Enforcement Limitations

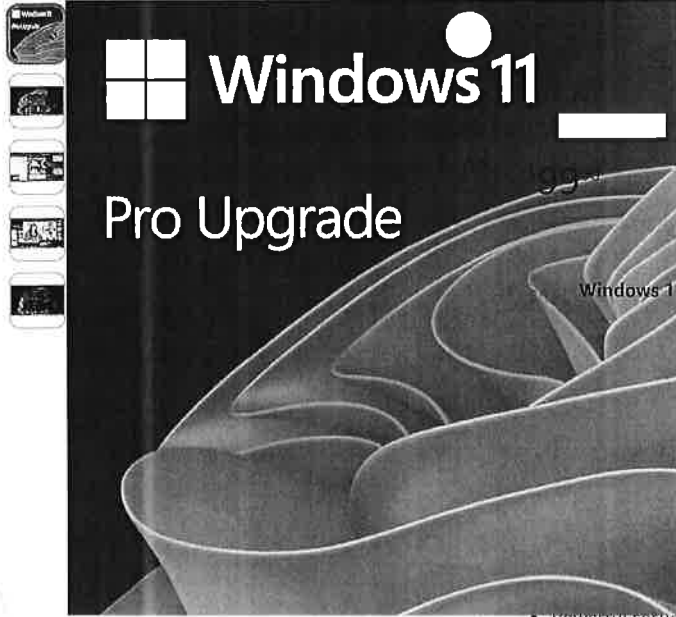
- Kelsey, the Town's Code Enforcement Officer, has been issuing letters to residents in violation.
- However, until the updated municipal code is adopted and she is authorized to pursue court action, her enforcement capabilities remain limited.

Discussion Points for the Board

- **Should the Town pursue a modified contract with Jim Rockvale's Animal Control Officer**
- **Does the Board wish to reopen negotiations with the Humane Society of Fremont County for shelter services?**
- **Should the Town consider a cooperative contract with neighboring communities (e.g., Rockvale, Coal Creek, etc.) to lower animal control costs?**
- **Should the Town consider changing the code enforcement job requirements?**
- **How can the Town ensure that enforcement has the proper authority and tools in place while the code book is under revision?**



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Sold by Amazon.com Services LLC

Payment Secure transaction

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+



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+



Logitech H390 Wired Headset for PC/Laptop, Stereo Headphones with Noise Cancelling... \$24⁹⁹

Total price: \$151.98

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MEMORANDUM

4/7/2025

Subject: Discussion – Potential Purchase of Trench Box for Utility Work

The purpose of this memo is to bring forward a request for discussion regarding the potential purchase of a trench box to support our ground shoring efforts during trench work, specifically when repairing broken water and sewer lines.

A trench box has become available for purchase at a cost of \$3,000. The current retail price of this equipment is \$5,995, making this a potentially cost-effective opportunity.

However, there are important budget considerations to take into account:

- **Water Fund:** No funds were allocated for equipment purchases in the 2025 Water Fund budget. Additionally, the Water Fund's vehicle maintenance line item is already over budget by \$1,800 due to recent backhoe repairs.
- **Street Fund:** There is a remaining balance of \$458.71 in the Street Fund's equipment purchase line item for 2025. This fund is expected to see increased demand as we move into the peak of the summer maintenance season.

The Coal Creek Board is meeting 4/8/2025 to consider acquiring one for their own use. There could be potential for a conversation on a rental agreement if they do. Consideration to projects of this magnitude, and the likelihood of a contractor conducting the work should also be factored into the consideration.

The board is being asked to consider whether this purchase constitutes a worthwhile return on investment despite current budget constraints. Please be prepared to discuss the potential benefits, and long-term utility should the board choose to move forward with this acquisition.



Town of Williamsburg Memorandum

To: Board of Trustees

Date: 4/8/25

Subject: ADA Digital Accessibility Plan – Compliance, Progress, and Required Actions

This memorandum is intended to provide a comprehensive update and background on the ADA Accessibility Plan, Resolution 7 of 2025, and the Town's responsibilities regarding digital accessibility. This item was originally presented at the March 18th Board of Trustees meeting.

Legal Mandate and Requirements

Digital ADA compliance is a **federal and state mandate**—it is not optional—and it applies to **all public entities**, including statutory small towns such as Williamsburg. This was confirmed during recent attorney interviews with both firms under consideration for Town Attorney.

The following legal frameworks establish the Town's obligations:

- **Title II of the Americans with Disabilities Act (ADA)** (42 U.S.C. § 12131 et seq.) prohibits discrimination by public entities and requires accessibility in all services, programs, and activities.
- **Section 508 of the Rehabilitation Act** (29 U.S.C. § 794d) mandates that certain entities ensure all information and communications technology (ICT) is accessible to individuals with disabilities.
- **HB21-1110** (Colorado): Establishes that inaccessible digital content may constitute a state civil rights violation.
- **HB24-1454** ("Grace Period Bill"): While it does *not* extend the July 1, 2024, deadline, it allows for a **potential extension to July 1, 2025** for entities demonstrating good faith efforts toward compliance.

Key Deadlines

Colorado Accessibility Compliance Deadline: July 1, 2025

Current Town Progress

The Town has taken proactive steps to begin moving toward compliance:

- **SIPA Grant Secured:** We received funding to convert public documents (e.g., minutes, agendas, reports) into ADA-accessible PDF formats. Additional SIPA grants will be pursued to help further our best faith efforts toward compliance.

- **Website Overhaul Underway:** Our current website is being phased out due to platform obsolescence. A new website—approved by the Board in 2024—is under construction with accessibility as a design priority, including alignment with **WCAG 2.1 Level AA standards**.
- **Training in Progress:** Staff (myself and Brenda) will be participating in online training to enhance our understanding and implementation of ADA and Section 508 standards.
- **Reference Models:** The Town's ADA Digital Accessibility Plan is modeled after similar plans adopted by the Towns of Granby and Grand Junction, both of which are actively preparing for compliance.

Key Compliance Elements

To meet ADA and Section 508 obligations, the Town must:

- Evaluate and update web content for compatibility with screen readers and assistive technologies.
- Ensure all public-facing documents are available in accessible formats (e.g., tagged PDFs).
- Provide alternative text for images, captions for videos, and logical navigation structures.
- Publish an **Accessibility Statement** and provide avenues for requesting accommodations.
- Show a consistent effort toward improvement rather than perfection.

What's Included for Board Consideration

To support continued progress and demonstrate good faith compliance, the following items are submitted for Board review and adoption:

- **Resolution 7 of 2025** – For adoption of the ADA Digital Accessibility Plan
- **ADA Digital Accessibility Plan and Timeline** – Outlining goals and ongoing improvements
- **ADA Grievance Procedure** – To address complaints related to accessibility
- **Nondiscrimination & Accessibility Complaint Form** – For residents and visitors to request accommodations or report concerns

Please feel free to contact me with any questions or if you would like additional information or training materials.

RESOLUTION NO. 7 SERIES OF 2024

A RESOLUTION OF THE TOWN OF WILLIAMSBURG, COLORADO ADOPTING THE AMERICANS WITH DISABILITIES ACT (ADA) COORDINATOR AND PROCEDURES.

WHEREAS, under **Title II of the ADA**, the Town of Williamsburg is committed to ensuring that all public services, programs, communications, and facilities—including digital platforms—are accessible to individuals with disabilities; and

WHEREAS, to uphold this commitment, the Town of Williamsburg shall designate the **Town Clerk and Deputy Clerk as ADA Coordinators**, responsible for overseeing compliance, addressing accessibility concerns, and coordinating necessary accommodations; and

WHEREAS, in compliance with **Title II of the ADA**, the Town of Williamsburg shall **adopt and implement a grievance procedure** to efficiently resolve complaints alleging violations of ADA accessibility requirements; and

WHEREAS, the Town of Williamsburg shall **publish a public notice** informing residents of their rights under the ADA and the Town's obligations to ensure accessibility; and

WHEREAS, the Town of Williamsburg shall maintain transparency by **publicly posting the ADA Coordinator's name, office address, telephone number, ADA Notice, and grievance procedure on the Town's official website** to ensure accessibility for all, including individuals who rely on assistive technology;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Williamsburg reaffirms its commitment to full compliance with **ADA Title II regulations**, including both **physical and digital accessibility**, and shall take all necessary steps to ensure that residents with disabilities have equal access to government services, facilities, and information.

ADOPTED AND APPROVED THIS 18TH DAY OF MARCH, 2025, BY THE BOARD OF TRUSTEES OF THE TOWN OF WILLIAMSBURG, COLORADO.

Joelina Espinoza, Mayor

Attestation: Ashley Smith, Town Clerk

3/12//25 - Resolution posted via Agenda attachment on website and Public Notice Boards located at:

- Quincy and Iron Horse Road, Williamsburg, CO
- Wilmont Road and Smith Gulch Road, Williamsburg, CO
- 1 John Street, Williamsburg, CO

Town of Williamsburg ADA Digital Accessibility Plan

Commitment to Accessibility

The Town of Williamsburg is dedicated to full inclusion and equal access to all town facilities, programs, activities, and services. In alignment with the Americans with Disabilities Act (ADA) and Colorado state law, we are committed to ensuring that our digital content and technology are accessible to all individuals, including those with disabilities.

Our goal is to provide digital content that enables individuals with disabilities to access the same information, engage in the same interactions, and receive the same services as those without disabilities—while maintaining privacy, independence, and ease of use. This applies to all Information and Communication Technology (ICT), which includes websites, digital documents, online forms, multimedia, and other electronic communications.

Why Digital Accessibility Matters

Ensuring digital accessibility is essential for:

- **Providing equal access** to government services.
- **Enhancing transparency** in governance.
- **Supporting community participation**, particularly for those with disabilities.
- **Building trust and engagement** with all Williamsburg residents.
- **Complying with legal requirements**, including **Title II of the ADA** and **Colorado House Bills 21-1110 and 24-1454**, which mandate full digital accessibility compliance by **July 1, 2025**.

ADA Digital Compliance Measures

To meet digital accessibility requirements, the **Town of Williamsburg** will:

1. **Appoint an ADA Digital Compliance Coordinator**
 - The **Town Clerk** and Deputy Clerk will serve as **ADA Coordinators**, ensuring that digital content meets accessibility standards.
2. **Develop and Implement Digital Accessibility Policies**
 - Establish clear guidelines for creating and maintaining **accessible digital content**.
 - Regularly review and update policies to align with federal and state regulations.
3. **Adopt the Web Content Accessibility Guidelines (WCAG) 2.1 Level AA**
 - Ensure that all websites, online services, and digital materials comply with WCAG standards.
 - Implement best practices for website **design, structure, and navigation** to improve accessibility.
4. **Provide Accessibility Training for Staff**
 - Train staff involved in **content creation, website management, and digital communication** on accessibility requirements.
 - Offer ongoing education on best practices and tools for maintaining compliance.
5. **Enhance Public Access to Digital Services**
 - Improve **website readability, color contrast, and screen reader compatibility**.
 - Offer **alternative formats** (e.g., large print, braille, and audio versions) upon request.

- Implement **assistive technologies** to improve usability.
- 6. **Establish a Public Grievance Procedure**
 - Create a **clear process** for individuals to report **accessibility barriers** or request accommodations.
 - Provide multiple methods for submitting complaints (email, phone, website form).
 - Respond promptly to **requests for accommodation or content remediation**.
- 7. **Ensure Third-Party Vendor Compliance**
 - Require all vendors providing digital services to the town to comply with **ADA and WCAG 2.1 standards**.
 - Utilize the **Colorado Office of Information Technology’s Vendor Accessibility Checklist** for procurement.
- 8. **Monitor and Report Progress**
 - Maintain an **ADA Digital Accessibility Status Report** with quarterly updates.
 - Identify **existing accessibility barriers** and set priorities for remediation.
 - Regularly evaluate and improve digital accessibility efforts based on community feedback and technological advancements.

Remediation of Existing Content

Due to funding and staffing limitations, **remediating all digital content immediately may present an undue burden**. To address this, the Town of Williamsburg will:

- **Prioritize critical content** such as government documents, emergency notifications, and public services.
- **Provide alternative formats** for content that has not yet been fully remediated.
- **Ensure that all newly created content** meets accessibility standards moving forward.

Technology Accessibility Statement

The Town of Williamsburg is committed to promptly addressing inaccessible digital content and requests for reasonable accommodations. Our accessibility statement, available on all digital platforms and printed materials, provides clear instructions for requesting accommodations.

How to Report Accessibility Issues

If you encounter any **barriers to accessing digital content** or need an accommodation, please contact:

ADA Coordinator: Town Clerk

📍 Office Address: 1 John Street, Williamsburg, CO 81226

✉ Email: clerk@williamsburgcolorado.com

☎ Phone: 719-784-4511

We appreciate your cooperation and support as we work toward a more inclusive and accessible digital environment for all residents of Williamsburg.

Town of Williamsburg ADA Action Plan		
Task	Status	Description

Initiation of ADA research efforts	7/25/2024	ADA compliance memo submitted to Board of Trustees
Adopt ADA Resolution	3/18/2025	Resolution 7 of 2025
Qtrly Reviews	In progress	
Web Content and Creation	11/22/2024	A new website platform agreement was signed with G-Works to make it easy to use and to increase compliance.
	1/2025	G-Works was sent the web design chart to organize the city's website
Obtain software for PDF compliance/remediation	12/2024	Applied for SIPA grant to obtain Common Look License to make PDF's ADA accessible for the town website.
	1/15/25	Commenced using the CommonLook online software.
Include ADA button on website	In progress	
Social Media Training	To be scheduled	
General Digital ADA Training	To be scheduled	
Update Job descriptions as needed	In progress	
Update Board Agendas with verbiage	In progress	
Audit images, content headings, forms, and PDFs on the website	In progress	
Update forms on website and remove content not used	In progress	
Creation of Best Practices for content	To be scheduled	
Creation of how-to and accessible docs	To be scheduled	

Audio of Board Meetings	Complete	Audio files are recorded of board meetings and are available to the public upon request.
Creation of grievance policy and procedure	3/18/2025	Brought to the Board of Trustees for approval with Resolution 7 of 2025.
Town Park ADA compliance	10/15/2024	Trustee Krautheim charged with researching a plan for ADA compliance at the Town Park.
	2/28/2024	The Board of Trustee Vision Committee met and agreed to create a master plan for the Town Park and Scutti Park. It may involve taking down park equipment because ADA compliance would be costly and it is rarely used by residents per survey. Researching grants will be needed for any plans put together. ADA port-a-potties will need to be included in the master plans and grants.

Town of Williamsburg ADA Grievance Procedure

Purpose

The Town of Williamsburg is committed to ensuring equitable access to all town programs, services, and facilities for individuals with disabilities. This ADA Grievance Procedure provides a clear and fair process for addressing complaints regarding digital and physical accessibility under Title II of the Americans with Disabilities Act (ADA).

Filing a Grievance

Any individual who believes they have been denied access to a program, service, or facility due to a disability may file a grievance. Complaints may be submitted in writing, by phone, or in person.

How to File a Grievance

A grievance may be filed using the Town of Williamsburg ADA Complaint Form, which can be accessed:

- By Email: clerk@williamsburgcolorado.com
- By Phone: 719-784-4511
- In Person or Mail: Town Hall, 1 John Street, Williamsburg, CO 81226

If assistance is needed to complete the form, individuals may contact the ADA Coordinator, who will document the grievance on their behalf.

Information to Include in the Complaint

To assist in addressing the issue, the grievance should include:

- Name, address, phone number, and email of the complainant.
- Description of the accessibility issue, including the date and location.
- Webpage URL (if applicable) or details about the program/service in question.
- Preferred format for response (e.g., email, large print, audio recording).
- Any suggested resolutions that could improve accessibility.

Complaint Resolution Process

1. Acknowledgment (Within 10 Business Days)

- The Town of Williamsburg will acknowledge receipt of the grievance within 10 business days.

2. Investigation (Within 45 Calendar Days)

- The ADA Coordinator will review the complaint, gather relevant information, and may contact the complainant for further details.
- If needed, the ADA Coordinator will meet with the complainant to discuss the issue and potential resolutions.

3. Written Response (Within 60 Calendar Days)

- The complainant will receive a written decision detailing:
 - Findings of the investigation.
 - Any corrective actions or modifications planned.
 - Explanation if no ADA violation was found.

4. Request for Reconsideration (Within 30 Calendar Days)

- If dissatisfied with the response, the complainant may request reconsideration by submitting a written appeal to the Town Administrator within 30 days.
- The Town Administrator or designee will review the case and provide a final determination within 60 calendar days.

5. Further Remedies





- If the complainant is not satisfied with the final resolution, they may file a complaint with the U.S. Department of Justice or other appropriate state or federal agencies.
- Use of the Town's grievance procedure is not a prerequisite to pursuing other legal remedies.

File Maintenance

The Town of Williamsburg will maintain all ADA grievance records for a period of three (3) years, including complaint details, investigation results, and resolutions.

Contact Information

For any accessibility concerns, accommodation requests, or to file a grievance, please contact:

-  **ADA Coordinator: Town Clerk**
-  **Email: clerk@williamsburgcolorado.com**
-  **Phone: [Phone Number]**
-  **Address: Town Hall, 1 John Street**

The Town of Williamsburg is committed to promptly addressing accessibility issues and ensuring that all residents can fully participate in town services and programs.

Town of Williamsburg

Nondiscrimination & Accessibility Complaint Form

Filing a Complaint

This form is used to report accessibility concerns or discrimination related to programs, services, or facilities operated by the Town of Williamsburg under Title II of the ADA.

Submission Options:

- **Email:** clerk@williamsburgcolorado.com
 - **Mail/In-Person:** Town of Williamsburg, ATTN: Town Clerk, 1 John Street, Williamsburg, CO 81226
 - **Phone Assistance:** Call 719-784-4511 for help completing the form.
-

Section 1: Contact Information

- ◆ First Name*: _____
- ◆ Last Name*: _____
- ◆ Phone Number (Home or Cell)*: _____
- ◆ Address: _____
- ◆ City: _____
- ◆ State: _____
- ◆ Zip Code: _____
- ◆ Email Address: _____

Section 2: Complainant Information

Are you filing this complaint on your own behalf?

- Yes (Skip to Section 3)
- No (Complete the information below)

- ◆ First Name*: _____
- ◆ Last Name*: _____
- ◆ Phone Number (Home or Cell)*: _____
- ◆ Address: _____
- ◆ City: _____

- ◆ State: _____
- ◆ Zip Code: _____
- ◆ Email Address: _____

Section 3: Incident Description

- ◆ Date of Incident*: ____ / ____ / ____
- ◆ Location of Incident*: _____
- ◆ Describe the issue* (Include details about the program, service, or facility and why you believe it was discriminatory or inaccessible:

◆ Witnesses (if any): Name(s) & Contact Information

◆ Have you discussed this issue with a Town employee?

Yes (Provide Name & Position): _____

No

◆ Have you filed a complaint with any other agency or court?

Yes (Check all that apply) Federal Agency Federal Court State Agency State Court Local Agency

No

◆ Additional Documentation (Optional):

Section 4: Affirmation & Submission

I affirm that the above information is true to the best of my knowledge.

◆ Full Name*: _____

◆ Date*: ____ / ____ / ____

Town of Williamsburg Memorandum

To: Board of Trustees

Date: 4/8/25

Subject: ADA Digital Accessibility Plan – Compliance, Progress, and Required Actions

This memorandum is intended to provide a comprehensive update and background on the ADA Accessibility Plan, Resolution 7 of 2025, and the Town's responsibilities regarding digital accessibility. This item was originally presented at the March 18th Board of Trustees meeting.

Legal Mandate and Requirements

Digital ADA compliance is a **federal and state mandate**—it is not optional—and it applies to **all public entities**, including statutory small towns such as Williamsburg. This was confirmed during recent attorney interviews with both firms under consideration for Town Attorney.

The following legal frameworks establish the Town's obligations:

- **Title II of the Americans with Disabilities Act (ADA)** (42 U.S.C. § 12131 et seq.) prohibits discrimination by public entities and requires accessibility in all services, programs, and activities.
- **Section 508 of the Rehabilitation Act** (29 U.S.C. § 794d) mandates that certain entities ensure all information and communications technology (ICT) is accessible to individuals with disabilities.
- **HB21-1110** (Colorado): Establishes that inaccessible digital content may constitute a state civil rights violation.
- **HB24-1454** ("Grace Period Bill"): While it does *not* extend the July 1, 2024, deadline, it allows for a **potential extension to July 1, 2025** for entities demonstrating good faith efforts toward compliance.

Key Deadlines

Colorado Accessibility Compliance Deadline: July 1, 2025

Current Town Progress

The Town has taken proactive steps to begin moving toward compliance:

- **SIPA Grant Secured:** We received funding to convert public documents (e.g., minutes, agendas, reports) into ADA-accessible PDF formats. Additional SIPA grants will be pursued to help further our best faith efforts toward compliance.

- **Website Overhaul Underway:** Our current website is being phased out due to platform obsolescence. A new website—approved by the Board in 2024—is under construction with accessibility as a design priority, including alignment with **WCAG 2.1 Level AA standards**.
- **Training in Progress:** Staff (myself and Brenda) will be participating in online training to enhance our understanding and implementation of ADA and Section 508 standards.
- **Reference Models:** The Town’s ADA Digital Accessibility Plan is modeled after similar plans adopted by the Towns of Granby and Grand Junction, both of which are actively preparing for compliance.

Key Compliance Elements

To meet ADA and Section 508 obligations, the Town must:

- Evaluate and update web content for compatibility with screen readers and assistive technologies.
- Ensure all public-facing documents are available in accessible formats (e.g., tagged PDFs).
- Provide alternative text for images, captions for videos, and logical navigation structures.
- Publish an **Accessibility Statement** and provide avenues for requesting accommodations.
- Show a consistent effort toward improvement rather than perfection.

What’s Included for Board Consideration

To support continued progress and demonstrate good faith compliance, the following items are submitted for Board review and adoption:

- **Resolution 7 of 2025** – For adoption of the ADA Digital Accessibility Plan
- **ADA Digital Accessibility Plan and Timeline** – Outlining goals and ongoing improvements
- **ADA Grievance Procedure** – To address complaints related to accessibility
- **Nondiscrimination & Accessibility Complaint Form** – For residents and visitors to request accommodations or report concerns

Please feel free to contact me with any questions or if you would like additional information or training materials.

April 7, 2025

Via Email: clerk@williamsburgcolorado.com

Honorable Mayor and Town Board c/o
Ashley Smith, Town Clerk
1 John St.
Williamsburg, CO 81226

RE: Engagement for Town Attorney

Honorable Mayor and Town Board,

We ("Wyatt Hamilton Findlay" or "WHF") are honored to have the opportunity to represent and serve Brookside ("Town" or "Client") as its Town Attorney in conformance with our proposal dated February 2025 and the terms of this engagement letter.

Description of Services

We will serve as Town Attorney for the Town and, in this role, will be responsible for providing general legal services at the direction of the Town Council for all departments, officers, and employees of the Town. In this capacity, we will also generally serve as legal counsel for the Town in all litigation in which the Town is a party, with the understanding that the Town may appoint outside counsel to represent the Town in certain individual matters from time to time.

As Town Attorney, we will provide general legal services to the Town in conformance with the hourly billing structure set forth in our proposal for Town Attorney services dated February 2025, with the current rates for service as follows:


<u>Description of Services</u>	<u>Fee Type</u>	<u>Rate¹</u>
General legal services	Hourly	\$225
Paralegal services	Hourly	\$110
Prosecution (as needed)	Hourly	\$225
Litigation (as needed)	Hourly	\$250

General Terms of Our Representation

This engagement letter will be effective immediately upon execution by the Town ("*Effective Date*") and shall continue unless and until terminated. In accordance with the applicable ethical rules, the Town has the right, at any time, to terminate this engagement for any reason. We have also enclosed a copy of our "*Billing, Fees, and Client Data Policy*" for your review.

If the terms of this engagement letter are acceptable, please execute in the signature block provided below and return a conformed copy of this letter via email to dan@whflegal.com. If you have any questions regarding this engagement letter, please do not hesitate to contact us at (970) 270-2405 or email at dan@whflegal.com.

Best regards,
Wyatt Hamilton Findlay PLLC



Whitt Wyatt
Managing Member - Legal Services

Enclosures

AGREED & ACCEPTED for Town:

By: _____

Title: _____

Date: _____

BILLING CONTACT (if different):

Name: _____

Title: _____

Email: _____

Phone: _____

Wyatt Hamilton Findlay PLLC
Billing, Fees, and Client Data Policy

Your signature to the attached Engagement Letter constitutes your acceptance of the terms and conditions of the following policy terms and conditions.

FEES. Unless otherwise provided in the attached Engagement Letter, our fees will be based primarily on the amount of time we spend, subject to certain adjustments. Each lawyer at WHF has an hourly billing rate, and the rate multiplied by the number of hours spent on an assignment is the initial basis for determining our fees. However, the supervising attorney may exercise discretion to adjust that time or rate (either up or down) to reflect value billing, taking into account factors such as the complexity or unusual nature of the matter, extraordinary time pressures, the demand for specialized expertise, and the overall value of the services to the client in determining the actual amount to be charged for legal services. Various attorneys and paralegals at WHF may be involved in providing legal services to you, as well as attorneys of other firms whom we may elect to enlist to provide specialized legal expertise on an as needed basis. Client will be provided with a monthly itemized invoice for legal services. We charge for the cost of expenses, including copies, outgoing facsimile transmissions, courier service, and reimbursement for mileage at current IRS rates. We may adjust our general schedule of rates on a periodic basis.

FEE ESTIMATES. Our attorneys do their best to estimate fees and expenses for particular matters when asked to do so. However, an estimate is just that, and the fees and expenses required are ultimately a function of many conditions over which we have little or no control.

WORK ASSIGNMENTS. The lawyer with whom you deal primarily may assign responsibility for completing some of your work to other lawyers in our office or at other firms under his or her supervision. The supervising lawyer will continue to be responsible for your entire assignment, however, and will be available to discuss the use of other personnel with you.

USE OF TECHNOLOGY. To provide you with cost-effective and efficient legal services, we utilize secure, licensed generative Artificial Intelligence (AI) technologies for tasks such as, but not limited to, contract analysis, case law research, and preliminary draft preparation. These tools enhance our capabilities and may reduce billable hours; however, all AI-generated content will be thoroughly reviewed and validated by our attorneys to ensure quality and compliance with our strict confidentiality protocols.

RESPONSES TO AUDITOR INQUIRIES. We are frequently asked to provide information to auditing firms regarding legal matters in which we are representing you. It is our practice to respond to those inquiries with the same level of care and professionalism that we use to handle your legal work. The legal fees associated with this work may be billed separately or be included on an invoice with respect to a matter on which we are working.

RESPONSES TO RELATED PROCEEDINGS. You agree to pay, to the extent permitted by law, our fees, costs, and expenses incurred in connection with any inquiry, investigation, claim, action or other proceeding arising from or relating to this engagement or any other engagement we may accept from you (other than in connection with any claim, action, proceeding brought by you against us), including without limitation, compensating us in accordance with our ordinary billing practices for time spent and expenses incurred in, for example, investigating claims, collecting and providing documents and information, or appearing as a witness pursuant to a subpoena or otherwise.

DISBURSEMENTS ON YOUR ACCOUNT. Invoices will normally be rendered monthly for work done in the previous month, covering and identifying services provided, as well as disbursements and other charges. These disbursements and charges include items incurred and paid by us on your behalf, such as filing fees, delivery charges, travel, and special photocopying, if necessary. Use of other service providers such as printers, experts, process servers, court reporters, and witness fees will normally be forwarded to you for payment directly from such service providers. We also may include charges for the use of online legal research systems.

INVOICES AND STATEMENTS. It is our policy to invoice clients monthly for fees and out-of-pocket expenses. Each lawyer records the time required to perform services and sends out invoices at the beginning of the following month, describing services rendered and expenses incurred for the prior month. You may also receive a monthly "statement" that shows any past due invoices for any fees and expenses that remain unpaid for more than 30 days from the date of the respective invoice.

PAYMENT. Payment is due upon your receipt of our invoice unless special arrangements have been made in advance. Payment should be made in U.S. dollars. Failure to pay invoices promptly may result in our withdrawal of representation of you. Any invoice balances overdue more than 60 days will begin to accrue interest at an annual rate of eight percent (8%) until paid. In our sole discretion, we may submit any invoices overdue more than 120 days to third-party collection services. If we determine it is necessary to file an action or proceeding against you to collect any invoiced and unpaid fees and expenses, you will be required to pay for all costs of collection, including without limitation all filing fees, third-party expenses, and attorney's fees incurred for our efforts in collecting such amounts. If we use our own attorneys or legal assistants to pursue such an action or proceeding, the attorney's fees for which you will be responsible for paying shall be calculated on an hourly basis using the applicable hourly rates for the WHF attorneys and legal assistants providing such work.

TERMINATION. Client may terminate the attorney-client relationship at any time and for any reason. Such a termination does not, however, absolve Client of responsibility to pay for fees and costs incurred prior to the receipt of written notice of termination.



CITY OF FLORENCE

600 West 3rd Street
Florence, Colorado 81226
(719) 784-4848
cityofflorence@florencecolorado.org
www.florencecolorado.org

March 18, 2025

Town Board
Town of Williamsburg
1 John Street
Williamsburg, CO 81226

Dear Board Members,

Enclosed are the following:

Water Cost Computations for 2025

2014 Debt Retirement Factor

2014 Southfield Water Facilities Debt Retirement Tap Factor

2014 Southfield Water Facilities Debt Retirement Tap Factor—2021 Refunding Bond

Your Town Board needs to authorize your mayor to sign the 2014 Debt Retirement Tap Factor, per the Water Facilities Agreement, the 2014 Southfield Water Facilities Debt Retirement Tap Factor, per the Southfield Water Facilities Agreement, and the 2014 Southfield Water Facilities Debt Retirement Tap Factor- 2013 Refunding Bond.

The debt retirement amount will decrease to \$17.99 from \$20.26 per ERU based on debt payments.

Please return the signed documents to the City of Florence by May 1, 2025. Please ensure that the three documents are signed and dated by your mayor and city clerk.

Please call if you have any questions.

Sincerely,

Lori Cobler
Finance Officer



CITY OF FLORENCE

600 West 3rd Street
Florence, Colorado 81226
(719) 784-4848
cityofflorence@florencecolorado.org
www.florencecolorado.org

March 18, 2025

Town Board

Town Board
Town of Williamsburg
1 John Street
Williamsburg, CO 81226

Dear Board Members,

Enclosed is the 2025 Annual Cost Computation, which will be effective from May 1, 2025, to April 30, 2026.

Please look over the documents and let me know if you have any questions or concerns.

Sincerely,

Lori Cobler
Finance Officer
719-784-4848 Ext 8

City of Florence
2025 Bond Payment

2021 A & B REFUNDING BOND

\$768,254.50

FLORENCE (EQUIVALENT USERS)	4,241
EAST FLORENCE	122
COAL CREEK	175
WILLIAMSBURG	320
ROCKVALE	307
TOTAL	5,165

	Cost of Project	% of Total Bond Pay	% of Debt Payment	Florence	Regional	Total
			(\$768,254.50X % of Total)			
1. North Reserv.	\$1,184,488	14.81%	\$113,748.34		113,748.34	113,748.34
2. South Reserv.	\$3,256,744	40.71%	\$312,751.03		312,751.03	312,751.03
3. East Tank	\$623,452	7.79%	\$59,871.22	59,871.22		59,871.22
4. West Tank & West Pump Station	\$1,555,174	19.44%	\$149,346.18		149,346.18	149,346.18
6. Satellite Meter Read	\$880,144	11.00%	\$84,521.83	84,521.83		84,521.83
7. Main St. Replacement	\$500,000	6.25%	\$48,015.91	48,015.91		48,015.91
	\$8,000,000	100.00%	\$768,254.50	192,408.96	575,845.54	768,254.50
Florence Debt Retirement per month				\$3.78	\$9.29	\$13.07
Regional Debt Retirement per month					\$9.29	\$9.29

2025 SOUTHFIELD WATER FACILITIES
DEBT RETIREMENT TAP FACTOR
Effective May 1, 2025

IN ACCORDANCE WITH PARAGRAPH 7 OF THE SOUTHFIELD WATER FACILITIES AGREEMENT, THE "DEBT RETIREMENT TAP FACTOR" FOR 2025 SHALL BE COMPUTED AS BELOW ON A MONTHLY BASIS PER EQUIVALENT RESIDENTIAL TAP.

TAPS AT 12/31/2024	FLORENCE (EQUIVALENT USERS)	4,241
	EAST FLORENCE	122
	COAL CREEK	175
	WILLIAMSBURG	320
	ROCKVALE	307
	TOTAL	<u>5,165</u>

2025 DEBT PAYMENTS: 2021 A&B REFUNDING BOND	<u>\$768,254.50</u>
--	---------------------

4,241 TAPS =	\$	192,408.96
5,165 TAPS =	\$	575,845.54

\$ 45.36 DIVIDED BY	12 MONTHS =	\$3.78	Florence only
\$ 111.49 DIVIDED BY	12 MONTHS =	<u>\$ 9.29</u>	Regional Entities
		<u>\$ 13.07</u>	Total

CITY CLERK

MAYOR
CITY OF FLORENCE

DATE

CITY CLERK

MAYOR
TOWN OF COAL CREEK

DATE

CITY CLERK

MAYOR
TOWN OF WILLIAMSBURG

DATE

CITY CLERK

MAYOR
TOWN OF ROCKVALE

DATE

2025 DEBT RETIREMENT FACTOR
Effective May 1, 2025

IN ACCORDANCE WITH SECTION 1, PARAGRAPH 9, OF THE WATER FACILITIES AGREEMENT DATED APRIL 7, 1980, THE "DEBT RETIREMENT TAP FACTOR" FOR THE 2025 CALENDAR YEAR SHALL BE AS COMPUTED BELOW ON A MONTHLY BASIS PER EQUIVALENT RESIDENTIAL TAP.

TAPS AT 12/31/2024	FLORENCE (EQUIVALENT USERS)	4,241
	EAST FLORENCE	122
	COAL CREEK	175
	WILLIAMSBURG	320
	ROCKVALE	307
	TOTAL	5,165

2025 DEBT PAYMENTS:	
CWRPDA DRINKING WATER REVENUE BOND	\$ 439,492.98

\$ 439,492.98 DIVIDED BY	5,165 TAPS =	\$ 85.09
\$ 85.09 DIVIDED BY	12 MONTHS =	\$ 7.09

Total: \$ 7.09

CITY CLERK	MAYOR	DATE
	CITY OF FLORENCE	

CITY CLERK	MAYOR	DATE
	TOWN OF COAL CREEK	

CITY CLERK	MAYOR	DATE
	TOWN OF WILLIAMSBURG	

CITY CLERK	MAYOR	DATE
	TOWN OF ROCKVALE	

2025 SOUTHFIELD WATER FACILITIES
DEBT RETIREMENT TAP FACTOR
Effective May 1, 2025

IN ACCORDANCE WITH PARAGRAPH 7 OF THE SOUTHFIELD WATER FACILITIES AGREEMENT, THE "DEBT RETIREMENT TAP FACTOR" FOR 2024 SHALL BE COMPUTED AS BELOW ON A MONTHLY BASIS PER EQUIVALENT RESIDENTIAL TAP.

TAPS AT 12/31/2024	FLORENCE (EQUIVALENT USERS)	4,241
	EAST FLORENCE	122
	COAL CREEK	175
	WILLIAMSBURG	320
	ROCKVALE	307
	TOTAL	<u>5,165</u>

2025 DEBT PAYMENTS:	D09Z148	
	ARRA DRINKING WATER REVOLVING FUND	<u>\$ 100,000.00</u>

\$ 100,000.00	DIVIDED BY	5,165 TAPS =	\$ 19.36
\$ 19.36	DIVIDED BY	12 MONTHS =	\$ 1.61

Total: \$ 1.61

CITY CLERK	MAYOR	DATE
	CITY OF FLORENCE	

CITY CLERK	MAYOR	DATE
	TOWN OF COAL CREEK	

CITY CLERK	MAYOR	DATE
	TOWN OF WILLIAMSBURG	

CITY CLERK	MAYOR	DATE
	TOWN OF ROCKVALE	

City of Florence
2024 Water Cost Computation

Effective 05/01/2025

	2024 Actual	2024 Budget	Coal Creek Williamsburg	Rockvale	East Florence
Administration	\$ 615,018.88	\$ 616,756.00	\$ 466,199.72	\$ 466,199.72	\$ 433,644.05
Personnel Services	\$ 778,398.59	\$ 761,434.00	\$ 631,041.19	\$ 631,041.19	\$ 631,041.19
Chemicals	\$ 132,315.20	\$ 188,000.00	\$ 132,315.20	\$ 132,315.20	\$ 132,315.20
Electricity	\$ 318,254.78	\$ 427,654.00	\$ 283,065.26	\$ 283,064.65	\$ 283,065.26
Plant Repair and Maintenance	\$ 73,804.49	\$ 250,400.00	\$ 60,348.85	\$ 60,348.83	\$ 60,348.85
Other Costs	\$ 234,779.15	\$ 296,102.65	\$ 165,475.85	\$ 165,475.85	\$ 165,475.85
Water Distribution Expense	\$ 203,960.75	\$ 273,943.00	\$ -	\$ -	\$ -
Capital Outlay	\$ 271,991.39	\$ 1,552,500.00	\$ 78,093.66	\$ 78,094.15	\$ 68,357.10
Oak Creek Feasibility Study	\$ -	\$ -	\$ -	\$ -	\$ -
Reimburse City-Prior Debt	\$ -	\$ -	\$ -	\$ -	\$ -
Regional Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 2,628,523.23	\$ 4,366,789.65	\$ 1,816,539.73	\$ 1,816,539.59	\$ 1,774,247.50

Cost per 1,000 gallons - Actual	\$ 5.04	\$ 5.04	\$ 4.92
Rate charged in 2024 per 1,000 gallons	\$ 4.59	\$ 4.59	\$ 4.49
Adjustment due to rate charged	0.44	0.44	0.43

2024 year usage:

Coal Creek	10,307,000 gallons	\$ 4,584.92		
Williamsburg	22,870,000 gallons	\$ 10,173.39		
Rockvale	15,210,000 gallons		\$ 6,608.43	
East Florence	9,080,000 gallons			\$ 3,945.07

2024 Total Water Consumption 360,615,363 gallons

Monthly adjustment from 05/01/25 to 5/01/2026

Coal Creek	\$ 382.08		
Williamsburg	\$ 847.78		
Rockvale		\$ 550.70	
East-Florence			\$ 328.76

**City of Florence
Metered Water Consumption**

Year	Florence	Federal Prison	Florence Bulk Water	Coal Creek	Williamsburg	Rockvale	E. Florence	Total Metered Gallons
1994	168,749,504	141,300,000	-	5,067,000	13,427,000	4,310,000	7,399,000	340,252,504
1995	172,361,600	186,800,000	-	5,433,000	15,277,000	10,568,000	7,076,000	397,515,600
1996	195,187,900	230,100,000	-	5,193,000	19,659,000	11,228,000	8,211,000	469,578,900
1997	188,699,000	231,000,000	-	6,164,000	23,569,000	11,882,000	7,912,000	469,226,000
1998	207,003,800	226,547,000	-	7,757,000	28,196,000	13,533,000	8,574,100	491,610,900
1999	242,567,300	229,458,000	-	8,459,000	24,638,000	12,909,000	10,714,000	528,745,300
2000	242,397,810	238,905,890	-	10,720,000	26,833,000	14,992,000	11,682,000	545,530,700
2001	248,211,500	234,718,000	-	10,916,000	24,224,000	15,866,000	14,186,000	548,121,500
2002	226,513,980	239,200,000	5,605,237	9,807,810	22,292,000	14,197,000	8,833,470	526,449,497
2003	181,485,670	231,000,000	4,631,600	9,299,000	19,206,000	13,706,000	7,240,000	466,568,270
2004	191,155,710	223,900,000	3,462,000	9,213,000	21,018,000	12,760,000	7,390,000	468,898,710
2005	188,023,300	207,880,000	3,952,000	9,799,000	24,141,000	15,260,000	8,490,000	457,545,300
2006	208,562,890	200,510,000	3,485,000	10,201,000	20,789,000	14,320,000	11,820,000	469,687,890
2007	185,680,405	203,510,000	3,168,000	10,171,000	21,538,700	15,600,000	12,470,000	452,138,105
2008	200,524,000	204,580,000	3,452,000	11,125,000	23,280,000	16,260,000	13,710,000	472,931,000
2009	196,333,000	211,760,000	2,755,000	10,440,000	20,333,000	14,830,000	14,960,000	471,411,000
2010	212,768,000	162,820,000	2,959,000	11,603,000	20,717,000	16,780,000	17,560,000	445,207,000
2011	214,000,000	123,080,000	3,132,000	12,647,000	22,305,000	17,650,000	15,200,000	408,014,000
2012	212,103,000	126,800,000	3,653,000	12,117,000	24,623,000	16,810,000	16,112,000	412,218,000
2013	188,705,000	126,520,000	3,383,000	11,052,000	23,286,000	12,533,000	16,000,000	381,479,000
2014	196,446,000	133,980,000	3,094,000	11,722,000	22,569,000	13,610,000	17,040,000	398,461,000
2015	163,463,000	135,040,000	4,143,000	9,213,000	22,146,000	12,830,000	15,710,000	362,545,000
2016	178,786,000	122,120,000	3,826,000	9,759,000	18,590,000	15,630,000	15,360,000	364,071,000
2017	169,028,000	128,157,000	4,348,000	9,424,000	18,530,000	15,040,000	15,580,000	360,107,000
2018	183,259,000	130,083,000	4,811,000	10,601,000	21,230,000	15,010,000	16,020,000	381,014,000
2019	171,176,145	127,201,000	5,747,000	9,387,000	21,970,000	13,880,000	15,480,000	364,841,145
2020	174,554,000	142,480,000	7,162,000	10,580,000	22,280,000	14,450,000	15,830,000	387,336,000
2021	194,937,072	141,397,000	6,643,306	10,341,000	22,930,000	14,630,000	11,310,000	402,188,378
2022	180,961,107	162,941,000	10,356,259	10,040,000	22,840,000	15,570,000	7,890,000	410,598,366
2023	176,298,732	145,590,000	7,367,654	9,698,000	23,434,333	15,137,000	9,440,000	386,965,719
2024	165,945,363	137,203,000	583,015	10,307,000	22,870,000	15,210,000	9,080,000	361,198,378
TOTAL	5,859,942,425	5,486,580,890	101,719,071	298,255,810	678,741,033	436,991,000	374,279,570	13,236,509,799
AVG	196,583,167	176,986,480	4,040,465	9,550,734	21,728,396	14,096,484	12,073,535	832,467,655

Federal Prison added in 1992
Rockvale joined the Regional Water System 1994

**Cnst Allocation
2024
UNAUDITED**

	2024 Actual	2024 Budget	Coal Creek Withamshire	Hortvale	East Florence
Administration:					
02 4130 1000	364,718	364,745	364,718	364,718	364,718
02 4150 1100	50,364	50,364	N/A	N/A	N/A
02 4150 3050	7,112	1,200	N/A	N/A	N/A
02 4150 3100	17,221	13,900	N/A	N/A	N/A
02 4150 3700	600	325	600	600	300
02 4150 4200	64,511	64,511	64,511	64,511	32,256
02 4150 4300	-	500	-	-	-
02 4150 4600	171	1,000	N/A	N/A	N/A
02 4150 5000	18,138	20,000	18,138	18,138	18,138
02 4150 5300	6,429	9,000	6,429	6,429	6,429
02 4150 5550	6,017	10,000	6,017	6,017	6,017
02 4150 5600	78,075	50,000	N/A	N/A	N/A
02 4150 5650	420	1,000	N/A	N/A	N/A
02 4150 6000	1,589	2,500	1,220	1,220	1,220
02 4150 6600	4,346	24,611	4,346	4,346	4,346
02 4150 7300	80	4,000	N/A	N/A	N/A
Total Administration	511,617	616,716	468,200	468,200	431,644
Personnel Services:					
02 4330 1000	126,638	158,279	-	-	-
02 4330 1100	511,618	463,976	511,618	511,618	511,618
02 4330 1200	20,719	3,000	-	-	-
02 4330 1400	(1,946)	2,600	(1,946)	(1,946)	(1,946)
02 4330 1600	38,593	34,346	38,593	38,593	38,593
02 4330 1650	9,049	9,000	9,049	9,049	9,049
02 4330 1800	120,108	128,000	120,108	120,108	120,108
02 4330 1950	13,465	20,000	13,465	13,465	13,465
02 4330 1960	8,096	8,062	8,096	8,096	8,096
02 4330 2000	2,487	4,000	2,487	2,487	2,487
02 4330 2030	-	500	-	-	-
Total Personnel Services	(10,429)	(10,429)	(10,429)	(10,429)	(10,429)
Chemicals:					
02 4345 8310	59,304	68,000	59,304	59,304	59,304
02 4345 7520	-	-	-	-	-
02 4345 8340	72,811	15,800	72,811	72,811	72,811
Total Chemicals	132,115	83,800	132,115	132,115	132,115
Electricity:					
02 4350 7600	49,970	83,460	49,970	49,970	49,970
02 4350 7620	3,531	10,700	3,531	3,531	3,531
02 4350 7640	111,268	160,300	111,268	111,268	111,268
02 4350 7650	17,822	25,680	N/A	N/A	N/A
02 4350 7660	13,913	16,050	N/A	N/A	N/A
02 4350 7680	-	-	-	-	-
02 4355 7650	242	250	242	242	242
02 4355 7660	181	250	181	181	181
02 4355 7670	3,405	3,350	3,405	3,405	3,405
02 4355 7675	114,172	117,700	114,172	114,172	114,172
02 4355 7680	196	214	196	196	196
02 4355 7690	1,234	2,000	N/A	N/A	N/A
02 4355 7692	1,000	N/A	N/A	N/A	N/A
02 4355 7693	2,210	4,000	N/A	N/A	N/A
02 4355 7694	-	525	N/A	N/A	N/A
Total Electricity	318,255	427,624	318,255	318,255	318,255
Plant Repairs & Maintenance:					
02 4360 7710	4,682	10,000	4,682	4,682	4,682
02 4360 7731	22,818	120,000	22,818	22,818	22,818
02 4360 7999	8,118	5,000	-	-	-
02 4360 8000	8,159	8,000	8,159	8,159	8,159
02 4365 8720	649	5,000	649	649	649
02 4365 8740	-	5,000	-	-	-
02 4365 8760	13,244	45,000	13,244	13,244	13,244
02 4365 8781	582	10,000	582	582	582
02 4365 8790	10,214	35,000	10,214	10,214	10,214
02 4365 8840	9,610	2,000	N/A	N/A	N/A
02 4365 8850	316	400	N/A	N/A	N/A
02 4365 9999	59	13,000	N/A	N/A	N/A
Total Repair and Maintenance	11,824	210,400	59,349	60,149	60,349
Other Costs:					
02 4370 6700	93,989	100,000	93,989	93,989	93,989
02 4370 7200	16,345	20,000	N/A	N/A	N/A
02 4370 7711	3,526	9,000	3,526	3,526	3,526
02 4370 7800	2,609	7,000	2,609	2,609	2,609
02 4370 7803	4,800	7,000	4,800	4,800	4,800
02 4370 7810	5,990	8,000	5,990	5,990	5,990
02 4370 7835	3,436	15,000	3,436	3,436	3,436
02 4370 7843	5,131	5,000	5,131	5,131	5,131
02 4370 7850	12,453	25,000	12,453	12,453	12,453
02 4370 7851	1,275	7,500	1,275	1,275	1,275
02 4370 7855	2,866	5,000	2,866	2,866	2,866
02 4370 7861	15,491	15,000	15,491	15,491	15,491
02 4370 7875	8,934	20,000	8,934	8,934	8,934
02 4370 7879	6,773	6,003	N/A	N/A	N/A
02 4370 7881	-	-	N/A	N/A	N/A
02 4370 7888	1,050	400	1,050	1,050	1,050
02 4370 7890	46,186	40,000	N/A	N/A	N/A
02 4370 7900	1,826	6,000	1,826	1,826	1,826
Total Other Costs	214,779	295,103	162,476	163,476	163,476
Water Distribution:					
02 4380 1000	125,143	125,143	N/A	N/A	N/A
02 4380 7900	4,209	25,000	N/A	N/A	N/A
02 4380 7910	4,108	3,000	N/A	N/A	N/A
02 4380 7920	6,493	12,000	N/A	N/A	N/A
02 4380 7930	904	18,000	N/A	N/A	N/A
02 4380 7940	19,029	18,000	N/A	N/A	N/A
02 4380 7950	7,466	25,000	N/A	N/A	N/A
02 4380 7970	-	3,800	N/A	N/A	N/A
02 4380 7980	-	8,000	N/A	N/A	N/A
02 4380 7990	15,266	13,000	N/A	N/A	N/A
02 4380 8000	15,993	14,000	N/A	N/A	N/A
02 4380 8090	4,158	2,000	N/A	N/A	N/A
Total Water Distribution Expenses	203,961	279,943			
Capital Outlay:					
02 4950 9015	4,723	10,000	N/A	N/A	N/A
02 4950 9019	2,942	8,000	2,942	2,942	2,942
02 4950 9020	473	4,000	N/A	N/A	N/A
02 4950 9043	137,184	1,200,000	-	-	-
02 4950 9028	6,795	25,000	6,795	6,795	6,795
02 4950 9030	11,553	6,000	N/A	N/A	N/A
02 4950 9045	-	20,000	-	-	-
02 4950 9046	1,189	15,000	1,189	1,189	1,189
02 4950 9060	12,111	20,000	12,111	12,111	12,111
02 4950 9062	2,248	2,500	N/A	N/A	N/A
02 4950 9063	11,790	12,000	N/A	N/A	N/A
02 4950 9070	5,090	30,000	N/A	N/A	N/A
02 4950 9071	68,131	180,000	55,058	55,058	55,058
02 4950 9999	2,723	30,000	-	-	-
Total Capital Outlay	271,591	1,532,500	79,094	79,094	81,537
Total Costs	1,028,413	1,566,793	1,316,610	1,316,610	1,174,288

* 2024 based on budget for compliance fees

** Additional 2024 upgrade to 1000000 for bookkeeping and purchase of additional licenses

* new hire fees
* Certification, Compensation
* No Call and Overtime Pay

Less Billing Clerk

Less Billing Clerk

* Fremont Paving Bulk Station

* No Repair - Inactive - Cost of Mass Debris

* Child Health Water Tanker - Child Center Data - Retail Fuel Cost

** NOT A BUDGET PRODUCT

** Misc. Salary for SWTP

** SCUDS Cakes (not budget)

** 2024 Budget

** See in Line Water W

	2024	Coal Creek			Williamsburg			Rockvale			East Florence		
		Total	Yearly	Monthly	Total	Yearly	Monthly	Total	Yearly	Monthly	Total	Yearly	Monthly
Administration	615,019	466,200	13,325	1,110	466,200	29,566	2,464	466,200	19,663	1,639	433,644	10,919	910
Personnel Services	778,399	631,041	18,036	1,503	631,041	40,020	3,335	631,041	26,616	2,218	631,041	15,889	1,324
Chemicals	132,315	132,315	3,782	315	132,315	8,391	699	132,315	5,581	465	132,315	3,332	278
Electricity	318,255	283,065	8,090	674	283,065	17,952	1,496	283,065	11,939	995	283,065	7,127	594
Plant Repair & Maintenance	73,804	60,349	1,725	144	60,349	3,827	319	60,349	2,545	212	60,349	1,520	127
Other Costs	234,779	165,476	4,730	394	165,476	10,494	875	165,476	6,979	582	165,476	4,167	347
Water Distribution Expense	203,961	-	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	271,991	78,094	2,232	186	78,094	4,953	413	78,094	3,294	274	68,357	1,721	143
Oak Creek Feasibility Study	-	-	-	-	-	-	-	-	-	-	-	-	-
Reimburse City-Prior Debt	-	-	-	-	-	-	-	-	-	-	-	-	-
Regional Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	2,628,523	1,816,540	51,920	4,327	1,816,540	115,204	9,600	1,816,540	76,618	6,385	1,774,248	44,674	3,723

2024 Water Usage

Florence	165,945,363 gallons	46.0%
Federal Prison	137,203,000 gallons	38.0%
Coal Creek	10,307,000 gallons	2.9%
Williamsburg	22,870,000 gallons	6.3%
Rockvale	15,210,000 gallons	4.2%
East Florence	9,080,000 gallons	2.5%

2024 Total	360,615,363 gallons	100.0%
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(bulk Water not included in consumption)

THIS AGREEMENT, IN TRIPLICATE, ENTERED THIS 25TH DAY OF FEBRUARY, 2025, BETWEEN THE TOWN OF COAL CREEK, COLORADO, THE TOWN OF WILLIAMSBURG, COLORADO, THE TOWN OF ROCKVALE, COLORADO, AND THE CITY OF FLORENCE, COLORADO, IS AN ADDENDUM TO THE AGREEMENT ON WATER FEES ENTERED AMONG THE SAID PARTIES DATED NOVEMBER 9, 1982.

The said "AGREEMENT ON WATER FEES" is hereby modified as follows and repeals the Addendum dated May 1, 2023.

SCHEDULE A (water tap fees)

Tap Size	Inside Fee	Outside Fee
5/8" or 3/4"	\$6,720	\$13,440
1"	\$11,941.20	\$23,882.40

All tap fees for water taps larger than one inch (1") in size shall be negotiable with the respective City Council or Town Board where the tap is applied for.

SCHEDULE B (water share requirements)

Union Ditch water share requirements for outside users and for projects or re-subdivisions that increase the number of taps, increase tap size, and/or increase the approved quantity of water usage for existing Town or City subdivisions.

Tap Size	Water Shares in Union Ditch
5/8" or 3/4"	1
1"	2

All water shares in Union Ditch for outside users for tap sizes larger than one inch will be negotiable with respect to the City Council or Town Board where the tap is applied for.

SCHEDULE C (cash in lieu of shares)

Under extraordinary circumstances and when appropriate, Cash in Lieu of Water Shares may be considered at an exchange rate of \$2,500 per Union Ditch share (subject to annual increases per the Denver/Boulder CPI Index increase). There should be no expectation that the Regional Water Board shall recommend in favor of cash in lieu of shares.

The process for accepting Cash in Lieu of Shares shall be as follows:

1. **Regional Water Board Review:**

- o Any proposal for Cash in Lieu of Shares must be presented to the Regional Water Board for review.

- o The Regional Water Board will provide a recommendation based on the impact on the regional water system and sustainability considerations.
- o The recommendation, whether in favor or against, must include a detailed rationale and will be recorded in the meeting minutes.

2. Municipality Approval:

- o Following presentation of the Cash in Lieu proposal to the Regional Water Board and a Board recommendation, whether in favor or against, final approval of Cash in Lieu of Shares proposals will rest with the City Council or Town Board where the tap is applied for.
- o The decision will take into account the Regional Water Board's recommendation and the potential impact on the local water infrastructure.

3. Annual Cap on Cash in Lieu Transactions:

- o Each municipality may set an annual cap on the number of taps or the total value of Cash in Lieu transactions to prevent over-reliance on financial compensation instead of water shares.
- o It is recommended that this cap be reviewed and adjusted annually based on the previous year's water usage and regional water availability, as well as projected availability, both current and future, of Union Ditch shares for purchase.

4. Developer Contribution Limits:

- o Developers proposing large-scale projects (e.g., more than 10 taps) must provide a minimum percentage of water shares (e.g., 50%) as part of their proposal.
 1. The percentage for each development shall be considered as part of the recommendation, whether for or against, to the respective Town of City Council by the Regional Water Board, but shall take into account the previous year's water usage and regional water availability, as well as projected availability, both current and future, of Union Ditch shares for purchase.
- o The remaining requirement may be met through Cash in Lieu, subject to approval and the established annual cap.

Regional Water Board approval on February 25, 2025.

City Council approval through Resolution No. 1-2025 on March 3, 2025.

(SEAL)

COLORADO

Town Mayor

Attest:

Town Clerk

Memorandum

To: Board of Trustees

Date: 4/8/25

Subject: Formation of Citizen Committee for Parks Master Plan & GOCO Grant Readiness

This memo is to recommend the formation of a Citizens Committee to research and develop a comprehensive Parks Master Plan for Scutti Park, Town Park, and Angelina Park. In addition, it outlines the necessary steps for preparing a GOCO grant application for funding. The Town Clerk recently met with Williamsburg's GOCO point of contact, and the feedback received significantly influences the approach we must take to both engage the community and ensure readiness for the GOCO grant process.

GOCO Grant Requirements

To apply for GOCO funding—whether for planning, infrastructure, or recreational improvements—the Town must demonstrate the following:

- **A Parks Master Plan** that reflects comprehensive community input and engagement. The community must be involved from the very beginning of the planning process, with clear evidence that their feedback shaped the project. This must go beyond a survey or public forum; there must be deep engagement with historically underserved groups, including the disabled, elderly, minorities, youth, students, low-income residents, and other demographically diverse groups. The GOCO contact emphasized that targeted outreach and ongoing engagement are essential to meet GOCO's requirements.
- **Thoughtful and strategic planning** for the parks and recreation areas, demonstrating a clear understanding of what future development will entail logistically and financially.
- **The ability to provide accurate cost estimates and bids** for the proposed projects using the master plan. This includes detailed architectural and engineering work to ensure a comprehensive take on all aspects of the project—landscaping, mobility, benches, bathrooms, lighting, parking, etc. GOCO emphasizes that projects must be *shovel-ready* to be competitive for funding, meaning they need hard numbers and detailed planning to cover all costs without surprises or financial gaps.
- The Town's ability to **secure additional funding sources**, including in-kind donations and labor, to strengthen the competitiveness of the grant application.

Strategic Alignment

Forming a Citizens Parks Committee aligns directly with feedback from the recent Strategic Planning Workshop, where improving community spaces and providing accessible, well-maintained parks was identified as a key goal. This committee will assist with:

- Researching and developing a comprehensive Parks Master Plan that includes detailed community engagement.

- Ensuring the master plan reflects the needs and priorities of all segments of the community.
- Assisting with the preparation of a competitive GOCO and/or other grant applications.

Community Engagement & GOCO Grant Process

For the civic engagement piece, the Town Clerk is currently enrolled in a civic engagement class and could potentially create the GOCO community engagement plan as their major class assignment. The execution of the engagement process must be much more involved and intentional than what Williamsburg has attempted before. It is not enough to simply host a few public forums or surveys and may need staff support to execute.

Potential Funding for Design, Architecture, and Engineering

Williamsburg could potentially apply for funding to cover the costs of design, architecture, and engineering from other sources like; DOLA Colorado Health and Gates. The more we can leverage additional funders, the more competitive our application will be.

GOCO Grant Webinar & Roadshow

There will be a GOCO grant webinar on *April 29th*, followed by a Roadshow of meetings to help communities with the application process. Our representative, Sammie, can assist us throughout this process and ensure we are on track to submit a strong application.

Next Steps

The board may:

Vote to formally approve the formation of a Citizens Parks Master Plan Committee and authorize the Town to begin publicizing a call for letters of interest from residents who would like to participate.

Give staff and/or assigned board members direction on how they would like to move forward with both the ongoing process and the potential GOCO grant application. This may involve designating specific responsibilities for further research, community outreach, or coordination with external partners. Clear guidance on how to proceed will help streamline efforts and ensure that all necessary tasks are completed efficiently.

ORDINANCE NO. 2 SERIES OF 2025

INTRODUCTION AND FIRST READING, ORDINANCE NO. 1 SERIES OF 2025: AN ORDINANCE FOR SETTING THE REVISED WATER RATE SCHEDULE FOR 2025.

WHEREAS, residents are interested in paying only for water they use; and

WHEREAS, the residents of the Town of Williamsburg, through their water bills, must pay for Williamsburg water system debt retirement, their portion of Florence's water treatment plant debt retirement, Florence cost compensation, the costs of administering the Town of Williamsburg water system, and saving funds towards Systems Development for major system repairs and upgrades; and

WHEREAS, the Florence Cost Computation for 2025 reduced their charges for the Florence water treatment plant debt relief, and Florence cost compensation as of 5/1/2025 and the Board wishes to pass these savings to Williamsburg customers.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF WILLIAMSBURG, TO SET WATER RATES AND FEES AS FOLLOWS:

1. Water at \$.60 per 100 gallons
2. Florence water treatment plant debt relief at \$17.99
3. Williamsburg capital improvements debt relief at \$9.62
4. Administrative services at \$19.00
5. System Development Fund at \$1.00
6. Florence cost compensation at \$2.65

This ordinance shall take effect upon the date of adoption.

ADOPTED by the Board of Trustees of Williamsburg, Colorado, on this 17th day of June 2025

Joelina Espinoza, Mayor

Attest: Ashley Smith, Town of Williamsburg Clerk

ATTESTATION & CERTIFICATION

5/10/25 -Posted on website and public notice boards with 1/21/25 Board Agenda

5/15/25 - Introduced, read & passed on first reading

XX/XX/25 - Posted on website and Public Notice Boards located at:

- Quincy and Iron Horse Road, Williamsburg, CO
- Wilmont Road and Smith Gulch Road, Williamsburg, CO
- 1 John Street, Williamsburg, CO

XX/XX/25 - Passed and adopted on second reading

XX/XX/25 - Posted on website and Public Notice Boards located at:

- Quincy and Iron Horse Road, Williamsburg, CO
- Wilmont Road and Smith Gulch Road, Williamsburg, CO
- 1 John Street, Williamsburg, CO

XX/XX/25- Effective Date

