AGENDA
DOLORES COLORADO
TOWN BOARD OF TRUSTEES
December 22, 2025, 5:30 P.M. WORKSHOP
THE WORKSHOP WILL BE HELD AT THE TOWN HALL 601 CENTRAL AVENUE.
IF YOU WISH TO ATTEND VIRTUALLY, PLEASE VISIT THE TOWN WEBSITE UNDER GOVERNMENT TOWN BOARD MEETING FOR THE TEAMS LINK

https://townofdolores.colorado.gov

There are separate links for the Town Board Meetings and Workshops.

WORKSHOP: 5:30 P.M.:

Presentation by Library Board

Understanding how to read the check register

Information in packet, time available here for questions

Dolores Community Center Advisory Committee Discussion

Annual Statistics	2025 (ytd)	2024	2023	2022	2021	2020	2019	2025/2024
Circulation	27,691	29,011	31,658	31,978	30,085	24,363	31,167	95%
E-book/E-audiobook Downloads	4,607	3,619	2,963	2,275	1,886	1,605	913	127%
Patron Contacts	20,834	20,617	20,985	20,533	15,307	10,299	23,807	101%
Computer Use	3,362	4,219	4,354	3,006	3,006	2,579	7,083	80%
Website Sessions	1,101,932	561,492	294,436	16,989	16,800	10,893	12,194	196%
New Newsletter Subscribers	106	115	107	156	133	16	95	92%
New Facebook Followers	39	107	295	187	122	173	91	36%
New Instagram Followers	80	111	153	161	196	90	65	72%
Phone Contacts	3,043	3,356	3,863					91%
Children's Programs	1,633	1,158	1,086	752	8	1,523	1,100	141%
Youth Programs	308	252	75	348	0	40	117	122%
Adult Programs	2,864	1,884	2,188	1,981	415	346	1,172	152%
All Ages Programs (mixed/family)	716	424	974	649	3,206			169%
Children's Programs (0-5)	1094	306	640	599				358%
Children's Programs (6-11)	539	852	446	153				63%
Young Adult Programs (12-18)	308	252	75	348				122%
Passive Programming	1067	809	1,008	1,082				132%
Take & Make Activities	1862	1079	1,080	878				173%
Total Program Attendance	8,450	5,606	6,411	5,690	3,629	1,909	2,389	151%
Outreach: Children (0-5)	0	0	70	55				
Outreach: Children (6-11)	220	0	386	331				
Outreach: Young Adult (12-18)	23	0	84	13				
Outreach: All Ages (mixed/family)	864	420	300	225				
Total Outreach Attendance	1107	420	840	624				264%
grand total	**1,891,684**	**628,673**	**366,065**	**79,639**	**71,417**	**52,180**	**79,263**	301%
			88,629					

2025 Programs	January	February	March	April	May	June	July	August	September	October	November	December	Total	#	Avg
Children (0-5)	16 (1)	50 (3)	73 (5)	77 (4)	63 (3)	193 (5)	175 (4)	84 (3)	117 (4)	104 (3)	142 (4)		1094	39	28
Children (6-11)	27 (3)	26 (3)	53 (4)	71 (5)	135 (7)	31 (3)	33 (3)	42 (4)	35 (4)	42 (5)	44 (4)		539	45	12
Young Adult (12-18)	18 (5)	33 (7)	21 (5)	39 (6)	7 (2)	0	0	0	148 (7)	10 (1)	32 (2)		308	35	9
Adult (19 & over)	266 (34)	581 (33)	216 (25)	212 (26)	241 (26)	186 (19)	136 (14)	226 (30)	256 (32)	261 (34)	283 (24)		2864	297	10
All Ages (mixed/family)	0	36 (1)	22 (4)	31 (4)	28 (5)	201 (3)	221 (6)	6 (1)	18 (5)	133 (7)	20 (4)		716	40	18
Passive Programming	74 (1)	72 (1)	94 (1)	79 (1)	98 (1)	109 (1)	117 (1)	80 (1)	66 (1)	156 (2)	122 (1)		1067	12	89
Take & Make Activities	37 (2)	49 (3)	134 (8)	156 (7)	121 (5)	387 (11)	426 (11)	129 (7)	106 (6)	157 (6)	160 (6)		1862	72	26
Total Program Attendance	**438**	**847**	**613**	**665**	**693**	**1107**	**1108**	**567**	**746**	**863**	**803**		8450	540	16
													2657		

Dolores Public Library Summer Reading Program

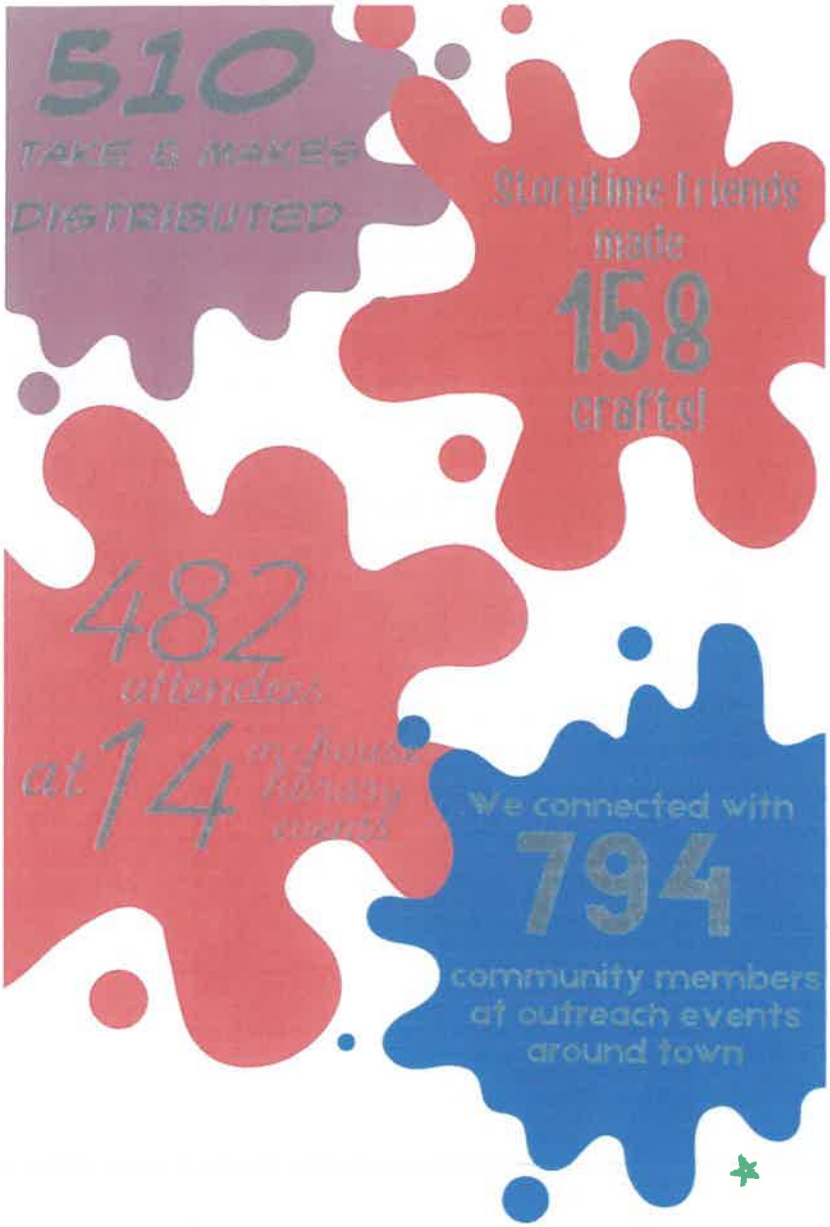
72
203

Kids logged
147,131
reading
minutes!

Teens read
37,544
pages!

Adults read
172
books!

Adults logged
276
fun summer



2025 THEME

The 2025 Collaborative Summer Library Program theme was **"Color our World".** The theme highlighted the creativity and uniqueness that colors our world. Our events, Storytime themes, and Take & Makes related to these ideas.

STRUCTURE

As I am new to the role, I leaned heavily on the expertise of Jillian, Cheyenne, and Chey, as they ran the Summer Reading Program last year in the absence of a Youth Services Coordinator. I followed the structure of years past, with Storytime remaining at the same time, Friday events, and weekly take & makes. I added SPLASH! Into Summer Reading, bi-weekly Farmers Market visits, and a Reader's Theater Club.

SPLASH! INTO SUMMER READING

Splash was an incredibly joyful event. Taking place at Joe Rowell Park an hour after school got out for the year, kids were in the highest of spirits. The town donated the park space, and we set up a registration table, swag table, and watermelon table under the awning. Parents had to sign their kids up to participate in the water balloon fight, and while they were there, they could also sign up for the Summer Reading Challenge. If they signed up for the challenge, they could get a pair of sunglasses and a container of bubbles. The pre-k water balloon "fight" was first, with baby-safe water "balloons". Volunteers then filled up over 2,000 water balloons, and Josh Maul (a race announcer) provided a play-by-play during the fight. After the balloons were popped, each child could "earn" a popsicle if they collected a handful of popped water balloons. All in all, it was a really special event and a memorable way to celebrate the end of the school year! We had 360 participants and signed 83 kiddos up for the Summer Reading Challenge.

READER'S THEATER CLUB

I organized a Reader's Theater Club that met every Monday night. Reader's Theater is a reading-focused practice that emphasizes fluency, articulation, expression, and confidence as a reader. Our 7 week session concluded with a performance, where they performed three skits--"The Toy Store", "Little Red Riding Hood", and "Cinder-Really!?". They were very proud of themselves and took true ownership of the

FARMER'S MARKET OUTREACH

Every other week, I would bring library information and a craft to the Dolores Farmer's Market. Kids made monster bookmarks, coffee filter flowers, emoji masks, egg carton mushrooms, and decorated journals. It was nice to be able to interact with a part of the community that does not normally engage with the library.

MARKETING

Prior to the Summer Reading Program, I reached out to the elementary, middle, and high school principals to ask if I could come into their classrooms to promote the SRP. The elementary school principal responded, and I went into every elementary classroom the week before the end of the school year. I promoted the Summer Reading Challenge, Friday events, and SPLASH! Into Summer Reading. I gave out infographics to each student with information on the events at the library over the summer.

Jillian also did a great job marketing our programs on our website, Facebook, and Instagram pages. Our Friday programs filled up fast, and this year I emailed parents who signed up on the Tuesday before the event to confirm their attendance. Every week multiple parents were unable to bring their kids, so we could take kids off the waitlist. Jillian posted pictures of events on our Instagram page to encourage families to sign up for future programs.

SUMMER CHALLENGE BY THE NUMBERS

ADULTS

Due to the success of the Winter Bingo, Jillian developed a Summer Challenge Bingo board. Many patrons reported that their summers are very busy, so Jillian made many of the bingo squares "experience-based", such as "Get brunch at Kelly's Kitchen" and "Attend Riverfest". Seventy-three adults signed up for the challenge.

Each bingo square was an entry into a drawing for a $25 gift cards to Lost Fox, Mama Bear's, Kelly's Kitchen, or The Dolores General Store.

YOUTH

We had 203 babies, children, and teens register for the Summer Reading Challenge. I popped into every classroom in the elementary school to distributed sign-up sheets in mid-May, but the 83 of our sign-ups came from SPLASH! Into Summer Reading.

Unlike most years where the Summer Reading Challenge and the Summer Reading Program began on the same day, I extended the challenge by two weeks, allowing kids to start tracking their minutes on the first day of Summer Break. Out of the 203 youths who signed up for the challenge, 83 summer reading challenge forms were returned for a prize. I think this is a clear area of growth for next year. Of those who returned their trackers, they read a total of 147,131 minutes, with the teens reading 37,544 pages.

All registered youth received a prize bag and up to 5 free books, which were hand-selected over the year by Chey Smith, who volunteers at Methodist Thrift Store and manages their book donations. The reader with the most minutes in each age category (0-5, 6-12, 13-17) won a grand prize. The overall top reader logged

SUMMER READING PROGRAM

EVENTS BY THE NUMBERS

EVENT	ATTENDEES
Elementary School Visit to promote the SRP	220
SPLASH! Into Summer Reading Water Balloon Fight & SRP Registration	360
ColorBots with the Pinhead Institute*	40
Painting Nature with Nature with Ms. Cheyenne*	28
Wolf Meet and Greet with the Wolfwood Refuge	133
Cool Color Science with the Cool Science Guy*	39
Juggling Performance & Workshop with Mr. Jake & Mr. Austin*	28
Slimy States of Matter with The Powerhouse*	40
End of Summer Reading Tie-Dye Party	61

*limited registration events

READER'S THEATER CLUB

7 meetings, 15 members

Readers' theater performance: 49 attendees

SUMMER OUTREACH

Farmers Market Tabling Events: 4

Amount of community members talked to: 214

Amount of crafts made by kids: 73

STORYTIME!

STORYTIME THEME	ATTENDEES
RED PAJAMAS!	42
ORANGE KITTIES!	37
YELLOW SUN!	36
GREEN TREES!	46
BLUE WHALES!	44
PURPLE SOCKS!	58
ALL THE COLORS!	40

TAKE & MAKE	QTY TAKEN
Love Bug Clips	60
Weaving Kits	60
DIY Shrinky Dinks	70
Binary Beaded Bracelet	60
Fur, Feathers & Scales	60
Jingle Sticks	60
Participation Prizes	80 *and counting...*

Photos of the Fun!

ESTIMATION
CHAMPION!

Dolores Public Library

FY25 P&L

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
Income				
4000-Property Taxes	287,865.51	303,068.00	15,202.49	94.98 %
4010-S.O. Taxes	32,092.38	25,000.00	(7,092.38)	128.37 %
4130-Donations	13,981.25	5,000.00	(8,981.25)	279.63 %
4190-Miscellaneous	99.00	0.00	(99.00)	
4200-Grants		5,000.00	5,000.00	
4211-State Grant Income	4,998.85		(4,998.85)	
Total 4200-Grants	**4,998.85**	**5,000.00**	**1.15**	**99.98 %**
4300-Interest	20,565.49	10,000.00	(10,565.49)	205.65 %
Total Income	**$359,602.48**	**$348,068.00**	**$ (11,534.48)**	**103.31 %**
GROSS PROFIT	**$359,602.48**	**$348,068.00**	**$ (11,534.48)**	**103.31 %**
Expenses				
5000-Books	4,662.48	6,000.00	1,337.52	77.71 %
5010-Electronic Materials	2,000.00	5,000.00	3,000.00	40.00 %
5015-CDs	882.62		(882.62)	
5017-DVD	1,191.45		(1,191.45)	
Total 5010-Electronic Materials	**4,074.07**	**5,000.00**	**925.93**	**81.48 %**
5020-Periodicals	447.21	700.00	252.79	63.89 %
5030-Programs				
5031-Youth Programs	2,768.22	3,000.00	231.78	92.27 %
5032-Adult Programs	375.58	3,000.00	2,624.42	12.52 %
Total 5030-Programs	**3,143.80**	**6,000.00**	**2,856.20**	**52.40 %**
5100-ILL Catalog	2,180.00	3,000.00	820.00	72.67 %
5110-Databases	1,416.00	1,000.00	(416.00)	141.60 %
5120-IT Services & Support	13,562.50	15,000.00	1,437.50	90.42 %
5121-Website	1,764.00	1,500.00	(264.00)	117.60 %
Total 5120-IT Services & Support	**15,326.50**	**16,500.00**	**1,173.50**	**92.89 %**
5125-Computers	15,821.70	4,000.00	(11,821.70)	395.54 %
5200-Continuing Education		1,000.00	1,000.00	
5210-Dues and Fees	3,831.49	4,500.00	668.51	85.14 %
5230-Insurance	14,117.00	13,000.00	(1,117.00)	108.59 %
5260-Travel/Mileage/Meals	893.43	5,000.00	4,106.57	17.87 %
5270-Courier	1,584.95	2,500.00	915.05	63.40 %
5275-Postage	151.00	400.00	249.00	37.75 %
5280-Professional Fees	1,200.00	1,500.00	300.00	80.00 %
5290-Repairs & Maintenance	4,095.38	8,000.00	3,904.62	51.19 %
5295-Janitorial	6,646.08	7,500.00	853.92	88.61 %
5296-Snow Removal	250.00	3,000.00	2,750.00	8.33 %
Total 5290-Repairs & Maintenance	**10,991.46**	**18,500.00**	**7,508.54**	**59.41 %**
5300-Supplies	2,631.60	6,500.00	3,868.40	40.49 %

Dolores Public Library

FY25 P&L

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
5310-Marketing	138.75	400.00	261.25	34.69 %
5500-Utilities	10,314.76	16,000.00	5,685.24	64.47 %
5520-Copier Lease	4,742.64	6,000.00	1,257.36	79.04 %
5530-Telephone	2,097.68	2,500.00	402.32	83.91 %
5600-Treasurer's Fee	5,749.35	8,000.00	2,250.65	71.87 %
5610-Grant Expenses		5,000.00	5,000.00	
5611-State Grant Expenses	3,278.15		(3,278.15)	
5618-TeleHealth Grant Expenses	6,100.00		(6,100.00)	
Total 5610-Grant Expenses	**9,378.15**	**5,000.00**	**(4,378.15)**	**187.56 %**
5620-Internet	1,445.40	3,000.00	1,554.60	48.18 %
5700-Equipment		5,000.00	5,000.00	
5800-Payroll Expenses	203,686.99	235,984.00	32,297.01	86.31 %
5810-Payroll Taxes	16,754.07	18,053.00	1,298.93	92.80 %
5820-Benefits	4,563.52	8,141.00	3,577.48	56.06 %
Total 5800-Payroll Expenses	**225,004.58**	**262,178.00**	**37,173.42**	**85.82 %**
5900-Miscellaneous		500.00	500.00	
5950-Other Projects		5,000.00	5,000.00	
Total Expenses	**$341,344.00**	**$408,678.00**	**$67,334.00**	**83.52 %**
NET OPERATING INCOME	**$18,258.48**	**$ (60,610.00)**	**$ (78,868.48)**	**(30.12 %)**
NET INCOME	**$18,258.48**	**$ (60,610.00)**	**$ (78,868.48)**	**(30.12 %)**

Check Register and Chart of Accounts with information on how to read the register.

There *will not* be a presentation on this information, just an opportunity to ask questions.

Report Criteria:
Report type: GL detail
Check.Type = {<>} "Adjustment"

DCC checks are 4 digits

DCC accts start with 50

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount	Check Amount
1107								
12/25	12/05/2025	1107	Dolores Rotary	120225	1	50-00-282	100.00	100.00
Total 1107:								100.00
1108								
12/25	12/05/2025	1108	Four Corners Board of Realtors	12225	1	50-00-282	100.00	100.00
Total 1108:								100.00
1109								
12/25	12/05/2025	1109	Fred Manar	120225FM	1	50-20-513	2,435.00	2,435.00
Total 1109:								2,435.00
1110								
12/25	12/05/2025	1110	KristyAnn Duckett	120325	1	50-00-282	200.00	200.00
Total 1110:								200.00
1111								
12/25	12/05/2025	1111	Rebecca Robinson	12225RR	1	50-00-282	100.00	100.00
Total 1111:								100.00
1112								
12/25	12/05/2025	1112	WAGNER ENTERPRISE	DCC11B25	1	50-20-512	600.00	600.00
Total 1112:								600.00
1113								
12/25	12/05/2025	1113	WASTE MANAGEMENT OF NM	0461377-488	1	50-23-511	360.23	360.23
Total 1113:								360.23

M = Manual Check, V = Void Check

Disbursment checks are 5 digits

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount	Check Amount
29539								
12/25	12/02/2025	29539	PARKERS WORKPLACE SOLUTI	814873-00	1	10-25-610	1,253.77	1,253.77
Total 29539:								1,253.77
29540								
12/25	12/05/2025	29540	ABC FIRE & SAFETY	22565	1	10-08-328	572.00	572.00
Total 29540:								572.00
29541								
12/25	12/05/2025	29541	AMERICAN RAMP COMPANY	103125	1	10-26-715	328,487.99	328,487.99
Total 29541:								328,487.99
29542								
12/25	12/05/2025	29542	AT&T MOBILITY	2872975575	1	10-25-501	238.53	238.53
Total 29542:								238.53
29543								
12/25	12/05/2025	29543	BALLENTINE COMMUNICATION	51685	1	10-25-540	86.44	86.44
12/25	12/05/2025	29543	BALLENTINE COMMUNICATION	BCI52059	1	10-25-540	16.00	16.00
Total 29543:								102.44
29544								
12/25	12/05/2025	29544	BANKCARD CENTER	VV120125	1	10-25-602	15.00	15.00
12/25	12/05/2025	29544	BANKCARD CENTER	VV120125	2	10-25-509	134.92	134.92
12/25	12/05/2025	29544	BANKCARD CENTER	VV120125	3	10-25-613	290.23	290.23
12/25	12/05/2025	29544	BANKCARD CENTER	VV120125	4	10-25-601	69.35	69.35
12/25	12/05/2025	29544	BANKCARD CENTER	VV120125	5	30-22-521	104.00	104.00
12/25	12/05/2025	29544	BANKCARD CENTER	VV120125	6	30-22-580	52.75	52.75
12/25	12/05/2025	29544	BANKCARD CENTER	VV120125	7	10-25-532	99.00	99.00
12/25	12/05/2025	29544	BANKCARD CENTER	VV120125	8	10-24-505	287.79	287.79
12/25	12/05/2025	29544	BANKCARD CENTER	VV120125	9	10-25-918	7.50	7.50
Total 29544:								1,060.54

Some checks/invoices cover several GL accounts - This the Visa card

you can match these numbers with each approved line item

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount	Check Amount
29545								
12/25	12/05/2025	29545	Caselle	INV-12453	1	10-25-509	1,842.00	1,842.00
Total 29545:								1,842.00
29546								
12/25	12/05/2025	29546	CATERPILLAR FINANCIAL SERV	120125CAT	1	20-27-805	1,473.66	1,473.66
12/25	12/05/2025	29546	CATERPILLAR FINANCIAL SERV	120125CAT	2	20-27-805	1,734.51	1,734.51
12/25	12/05/2025	29546	CATERPILLAR FINANCIAL SERV	120125CAT	3	20-27-806	291.94	291.94
12/25	12/05/2025	29546	CATERPILLAR FINANCIAL SERV	120125CAT	4	20-27-806	169.59	169.59
Total 29546:								3,669.70
29547								
12/25	12/05/2025	29547	CIVICPLUS	351826	1	10-25-903	3,869.38	3,869.38
Total 29547:								3,869.38
29548								
12/25	12/05/2025	29548	COLORADO ANALYTICAL LAB	251113029	1	30-28-617	403.00	403.00
Total 29548:								403.00
29549								
12/25	12/05/2025	29549	COLORADO MUNICIPAL LEAGU	1640	1	10-25-510	832.00	832.00
Total 29549:								832.00
29550								
12/25	12/05/2025	29550	DOLORES GENERAL STORE	74070	1	20-28-611	39.82	39.82
Total 29550:								39.82
29551								
12/25	12/05/2025	29551	DRUG & ALCOHOL TESTING AS	10568	1	10-25-925	65.00	65.00
Total 29551:								65.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount	Check Amount
29552								
12/25	12/05/2025	29552	FERGUSON WATERWORKS	1595483	1	30-29-618	2,305.45	2,305.45
Total 29552:								2,305.45
29553								
12/25	12/05/2025	29553	FLYERS ENERGY, LLC	CFS4437323	1	20-22-626	483.62	483.62
Total 29553:								483.62
29554								
12/25	12/05/2025	29554	HACH	14778502	1	30-29-618	1,354.75	1,354.75
Total 29554:								1,354.75
29555								
12/25	12/05/2025	29555	Holligan Westendorff, P.L.L.C.	1025	1	10-20-411	431.25	431.25
12/25	12/05/2025	29555	Holligan Westendorff, P.L.L.C.	1025	2	20-20-411	431.25	431.25
12/25	12/05/2025	29555	Holligan Westendorff, P.L.L.C.	1025	3	30-20-401	431.25	431.25
12/25	12/05/2025	29555	Holligan Westendorff, P.L.L.C.	1025	4	40-20-411	431.25	431.25
12/25	12/05/2025	29555	Holligan Westendorff, P.L.L.C.	NONE	1	10-20-411	915.00	915.00
12/25	12/05/2025	29555	Holligan Westendorff, P.L.L.C.	NONE	2	20-20-411	915.00	915.00
12/25	12/05/2025	29555	Holligan Westendorff, P.L.L.C.	NONE	3	30-20-401	915.00	915.00
12/25	12/05/2025	29555	Holligan Westendorff, P.L.L.C.	NONE	4	40-20-411	915.00	915.00
Total 29555:								5,385.00
29556								
12/25	12/05/2025	29556	IMAGENET CONSULTING LLC	INV1466770	1	10-25-500	155.51	155.51
Total 29556:								155.51
29557								
12/25	12/05/2025	29557	Ryan Greene, CBO	1201-25	1	10-20-412	714.00	714.00
Total 29557:								714.00
29558								
12/25	12/05/2025	29558	SGM	2017-387.00	1	30-22-432	14,146.50	14,146.50

↓This is 1 check/ 2 invoices But split among funds

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount	Check Amount
Total 29558:								14,146.50
29559								
12/25	12/05/2025	29559	SHORT ELLIOTT HENDRICKSO	498885	1	10-25-601	183.50	183.50
Total 29559:								183.50
29560								
12/25	12/05/2025	29560	STONE SAND & GRAVEL, LLC	72091	1	20-28-730	2,187.74	2,187.74
Total 29560:								2,187.74
29561								
12/25	12/05/2025	29561	Sumrall Law Office, LLC	481	1	10-20-411	534.38	534.38
12/25	12/05/2025	29561	Sumrall Law Office, LLC	481	2	20-20-411	534.38	534.38
12/25	12/05/2025	29561	Sumrall Law Office, LLC	481	3	30-20-411	534.38	534.38
12/25	12/05/2025	29561	Sumrall Law Office, LLC	481	4	40-20-411	534.36	534.36
Total 29561:								2,137.50
29562								
12/25	12/05/2025	29562	USA BLUEBOOK	INV0088761	1	30-28-617	746.85	746.85
Total 29562:								746.85
29563								
12/25	12/05/2025	29563	WASTE MANAGEMENT OF NM	0461212-488	1	10-25-519	510.51	510.51
Total 29563:								510.51
29564								
12/25	12/05/2025	29564	Water Quality Laboratory	1999	1	40-28-543	116.60	116.60
Total 29564:								116.60
Grand Totals:								376,758.93

Summary by General Ledger Account Number

M = Manual Check, V = Void Check

each line item

total spent for each

Acct. Payable →

these are the accounting Balancing accts

GL Account	Debit	Credit	Proof
10-00-203	.00	341,611.05-	341,611.05-
10-08-328	572.00	.00	572.00
10-20-411	1,880.63	.00	1,880.63
10-20-412	714.00	.00	714.00
10-24-505	287.79	.00	287.79
10-25-500	155.51	.00	155.51
10-25-501	238.53	.00	238.53
10-25-509	1,976.92	.00	1,976.92
10-25-510	832.00	.00	832.00
10-25-519	510.51	.00	510.51
10-25-532	99.00	.00	99.00
10-25-540	102.44	.00	102.44
10-25-601	252.85	.00	252.85
10-25-602	15.00	.00	15.00
10-25-610	1,253.77	.00	1,253.77
10-25-613	290.23	.00	290.23
10-25-903	3,869.38	.00	3,869.38
10-25-918	7.50	.00	7.50
10-25-925	65.00	.00	65.00
10-26-715	328,487.99	.00	328,487.99
20-00-203	.00	8,261.51-	8,261.51-
20-20-411	1,880.63	.00	1,880.63
20-22-626	483.62	.00	483.62
20-27-805	3,208.17	.00	3,208.17
20-27-806	461.53	.00	461.53
20-28-611	39.82	.00	39.82
20-28-730	2,187.74	.00	2,187.74
30-00-203	.00	20,993.93-	20,993.93-
30-20-401	1,346.25	.00	1,346.25
30-20-411	534.38	.00	534.38
30-22-432	14,146.50	.00	14,146.50
30-22-521	104.00	.00	104.00
30-22-580	52.75	.00	52.75
30-28-617	1,149.85	.00	1,149.85
30-29-618	3,660.20	.00	3,660.20
40-00-203	.00	1,997.21-	1,997.21-
40-20-411	1,880.61	.00	1,880.61
40-28-543	116.60	.00	116.60
50-00-203	.00	3,895.23-	3,895.23-

GL Account	Debit	Credit	Proof
50-00-282	500.00	.00	500.00
50-20-512	600.00	.00	600.00
50-20-513	2,435.00	.00	2,435.00
50-23-511	360.23	.00	360.23
Grand Totals:	376,758.93	376,758.93-	.00

Dated: _____

Mayor: _____

City Council: _____

_____

_____

_____

_____

_____

City Recorder: _____

Report Criteria:
Report type: GL detail
Check.Type = {<>} "Adjustment"

Chart of Accounts Report - Dolores

Fund 01 ← This 'fund' is a working fund to manage accounting practices

Old Account	Account Number	Title
ASSET		
New	01-00-101	Pooled Cash
10-100-102	01-00-104	DSB 7202: General Revenue
10-100-104	01-00-105	DSB 7201: Disbursements
	01-00-106	Cash-4245
	01-00-107	Cafeteria Plan/Flex
	01-00-165	Cash Clearing-Utilities
LIABILITY		
New	01-00-203	Accounts Payable

Old Account	Account Number	Title
ASSET – these are accounts or items that hold value		
10-100-108	10-00-101	General: Pooled Cash
10-100-100	10-00-102	DSB 7202
10-100-101	10-00-103	Petty Cash/General
	10-00-104	DSB 7201 Disbursements
10-100-105	10-00-106	DSB 7203: Aflac
10-100-106	10-00-107	DSB 7210: Conservation Trust F
10-100-109	10-00-109	Cafeteria Flex Checking
10-100-110	10-00-110	Colotrust
10-100-112	10-00-112	Certificates of Deposit
10-100-113	10-00-113	Sigma Money Mkt. Acct.
10-100-114	10-00-114	Bonds
10-100-118	10-00-118	Property Tax Receivable
10-100-119	10-00-119	Empire Electric Franchise AR
10-100-120	10-00-120	Sales Tax A/R
10-100-122	10-00-122	Cigarette Tax A/R
10-100-126	10-00-126	Greeley Gas Franchise A/R
10-100-128	10-00-128	TV Franchise Tax A/R
New	10-00-130	Due from/to Other Funds
10-100-133	10-00-133	Donated Assets
10-100-137	10-00-137	Playground Donation Joe Rowell

Some are carry overs from previous projects that can be removed in the future

LIABILITY

this money we owe

10-200-103	10-00-203	Accounts Payable: General Fund
New	10-00-204	Encumbrance Payable
10-200-108	10-00-208	Pension Fund Payable: General
10-200-109	10-00-209	AFLAC: General Fund
10-200-111	10-00-211	Deferred Revenue
10-200-112	10-00-212	FLEX-ACCOUNT
10-200-113	10-00-213	Accrued Vacation
10-200-115	10-00-215	Retainage Payable
10-200-150	10-00-250	Deferred Grant Revenue
10-200-180	10-00-280	Other Liabilities
10-200-181	10-00-281	Total Liabilities
10-200-201	10-00-283	Unearned Revenue: Park Fees

is where we hold parks refundable deposits
-because we owe this money back to someone
if the deposit isn't refunded for some reason it is moved to Revenue

EQUITY

10-200-211	10-00-299	Fund Balance - General

REVENUE

these are income accounts

Grants

10-334-102	10-01-301	Grant Revenue

Old Account	Account Number	Title
10-311-101	10-01-311	Interest From Property Taxes
10-600-400	10-01-319	Grant for Town Hall (DOLA)
10-600-401	10-01-320	Abatement
10-600-402	10-01-321	Workforce Housing Grant (DOLA)
10-600-404	10-01-322	Revitalizing Main Street Fland
10-600-500	10-01-323	Grant Revenue- Fishing is Fun
10-600-504	10-01-326	JRP/Bike Park GOCO Grant Reven
Taxes		
10-600-100	10-02-302	Property Tax
10-600-102	10-02-311	Sales, Marijuana, Occupational
10-600-103	10-02-312	Cigarette Tax Revenue
Franchise		
10-600-200	10-03-308	Empire Franchise Fees
10-600-201	10-03-309	Cable T.V. Franchise
10-600-204	10-03-331	Commnet Tower Lease
10-600-203	10-03-332	Atmos Tower Lease
10-600-202	10-03-333	Atmos Energy Franchise
Parks		
10-600-502, 10-346-101	10-04-310	Parks & Recreation Revenue
Licenses		
10-600-300	10-05-313	Liquor Licenses
10-600-301	10-05-314	Business Licenses
10-600-302	10-05-315	Building Permits
10-600-303	10-05-316	Development Fees
10-600-304	10-05-317	Dog Licenses
10-600-305, 10-351-101	10-05-318	Court Fines and Fees
CTF		
10-335-101, 10-600-501	10-06-324	CTF: Lottery Revenues
Interest, Dividends		
10-361-101, 10-600-601	10-07-330	Interest Income
Misc		
10-600-600	10-08-328	Misc
10-362-100	10-08-329	Donations Joe Rowell
10-392-100	10-08-380	Sale of Assets
10-391-101	10-08-390	Transfers in from other Funds

Old Account	Account Number	Title
EXPENDITURE		
Salaries, Tax, Benefits		
10-700-200	10-20-400	Town Magistrate
10-700-201	10-20-401	Town Manager
10-700-202	10-20-402	Treasurer
10-700-203	10-20-403	Admin. Clerk
10-700-204	10-20-404	Town Clerk
10-700-505	10-20-405	Maintenance Salaries
	10-20-406	Administrative Salaries
10-700-207	10-20-407	Accrued Vacation Adjustment
10-415-210, 10-700-208	10-20-408	Health/Dental/Life - Insurance
10-700-209	10-20-409	Employee Payroll Taxes
10-700-210	10-20-410	Employee Retirement
10-700-211	10-20-411	Town Attorney
10-700-212	10-20-412	Building Inspector
Board Payments		
10-700-101, 10-415-117	10-21-417	Board Payment
10-700-100, 10-413-320	10-21-420	Trustee Education
Parks		
10-700-504, 10-452-119	10-24-419	Park Employee Seasonal
10-700-503	10-24-503	Parks Misc. Expense
	10-24-504	Park: Electric Service
10-700-501, 10-452-610	10-24-505	Park Maintenance Supplies
10-700-520	10-24-520	Landscaping
10-452-615, 10-700-502	10-24-615	Park Bldg/Grounds Maintenance
10-700-705	10-24-705	Park Equipment/Mower
10-452-708	10-24-708	Park Improvements
10-452-709	10-24-709	Flanders Improvements
10-700-712	10-24-712	Parks: Playground
10-700-713	10-24-713	Parks: Ballfields
10-452-900, 10-700-716	10-24-716	Conservation Trust/Lottery Fun
10-700-906	10-24-906	Tree Expenses/Trimming
10-452-901	10-24-927	Plaground Donation Expense
Town Hall and Admin		
10-415-325, 10-700-905	10-25-425	Admin. Consulting/Planning
10-700-300, 10-415-430	10-25-500	Copier Lease
10-700-518, 10-700-301	10-25-501	Telephone/Internet/Fiber
10-700-302	10-25-507	Admin Purchased Services
10-700-303, 10-415-640	10-25-508	Web Page/Business Enhancement
10-700-304	10-25-509	IT Services and Tech Hardware/
10-415-310, 10-700-902	10-25-510	Subscriptions or Dues
10-700-519, 10-700-912	10-25-519	Trash Removal
10-415-411, 10-452-411, 10-700-500, 10-700-911	10-25-521	Electric
10-700-522	10-25-522	Capital Expenditures
10-700-908, 10-415-331	10-25-531	Audit Fees
	10-25-532	Bank Fees

These are costs
the numbers on the check registers will align with these categories.

These line items are what you voted on in the budget

see Visa

Old Account	Account Number	Title
10-700-914, 10-415-540	10-25-540	Advertising & Legal Notices
10-700-915, 10-415-580	10-25-580	Travel & Mileage
10-415-491	10-25-591	Transfers Out to Other Funds
10-413-800, 10-700-600	10-25-600	Contributions
10-700-601, 10-415-650	10-25-601	Miscellaneous
10-415-602	10-25-602	Postage & Freight
New	10-25-605	Treasurer's Fees
10-700-917, 10-415-610	10-25-610	Office Supplies
10-700-919, 10-419-613	10-25-613	Supplies for Town Hall
10-700-921, 10-415-655	10-25-655	Dog Control Costs
10-700-901	10-25-901	Elections
10-700-903	10-25-903	Codification
10-700-904	10-25-904	Admin. Education
10-700-907	10-25-907	Records Management
10-700-910, 10-415-410	10-25-910	Gas Expenses
10-700-913	10-25-913	Liability Insurance
10-700-918	10-25-918	Uniforms
10-700-920	10-25-920	Land Use Consultant
10-700-922	10-25-922	Land Surveyor Services
10-700-924	10-25-924	Town Hall Maintenance
10-700-925	10-25-925	Drug and Alcohol testing
Grants		
10-700-700	10-26-700	Town Hall DOLA Grant Expenses
10-415-701	10-26-701	Capital Outlay
10-700-701	10-26-702	Town Hall Demolition DOLA Gran
10-700-703	10-26-703	Land Use Code Update
10-700-711	10-26-711	Parks: Fishing is Fun
10-700-714	10-26-714	Flanders Park Restroom
10-700-715	10-26-715	JRP GOCO Grant Expenditures
Misc		
10-700-800	10-30-801	Sheriff & Jail Expenses
10-500-803	10-30-803	Solar Lease Purchase Principal
10-500-804	10-30-804	Solar Lease Purchase Interest
10-700-900	10-30-900	Holiday

Streets Fund

This the street fund - all accounts start with 20 - the general fund is 10
water 30
sewer 40
DCC 50

Old Account	Account Number	Title
ASSET		
20-100-108	20-00-101	Streets Fund: Pooled Cash
20-100-104	20-00-104	DSB 300.041666666667 Street Di
20-100-107	20-00-107	County Treasurer
20-100-120	20-00-120	Sale Tax/Street A/R
20-100-123	20-00-123	Highway User's Tax A/R
20-100-132	20-00-132	Mineral/Severance A/R
LIABILITY		
20-200-100	20-00-201	Liabilities: Street Fund
20-200-103	20-00-203	Accounts Payable
New	20-00-204	Encumbrance Payable
20-200-108	20-00-208	Pension Payable: Street Fund
20-200-113	20-00-213	Accrued Vacation
EQUITY		
20-200-211	20-00-299	Fund Balance - Street
REVENUE		
Streets Revenue		
20-600-105, 20-330-101	20-02-301	Road & Bridge
20-600-100	20-02-303	Specific Ownership Tax
20-600-101	20-02-304	HUTF Revenue
20-600-103, 20-318-105	20-02-305	Severance Tax
20-600-104, 20-318-106	20-02-306	Mineral Lease Revenue
20-600-102	20-02-311	Sales, Marijuana, Occupational
20-600-601	20-02-330	Interest Income
20-600-603	20-02-363	Proceeds from Capital Lease
20-392-100, 20-600-602	20-02-380	Sale of Assets
20-600-600	20-02-391	Other Miscellaneous Rev
EXPENDITURE		

all other categories are the same

Salaries, Tax, Benefits		
20-700-201	20-20-401	Town Manager
20-700-202	20-20-402	Treasurer
20-700-205	20-20-405	Maintenance Salaries
	20-20-406	Administrative Salaries
20-700-208	20-20-408	Health/Dental/Life Insurance

Streets Fund

Old Account	Account Number	Title
20-700-209	20-20-409	Payroll Taxes
20-700-210	20-20-410	Employee Retirement
20-700-211	20-20-411	Town Attorney
20-415-117	20-20-417	Accrued Vacation Adjustment
General Admin		
20-431-321	20-22-521	Maintenance Education
20-700-908, 20-431-331	20-22-531	Audit Fees
20-700-601	20-22-601	Miscellaneous
20-431-614	20-22-614	Traffic Signs
20-431-626	20-22-626	Fuel and Lubricants
20-700-913	20-22-913	Liability Insurance
Department: 25		
	20-25-509	IT/Software/Hardware
Equipment		
20-431-627	20-27-627	Vehicle Maintenance
20-700-919, 20-431-341	20-27-631	Equipment Maintenance
20-431-735	20-27-735	New Pick Up
20-500-803	20-27-803	Lease Purchase PrincipalCAT
20-500-804	20-27-804	Lease Purchase InterestCAT
20-700-702, 20-500-805	20-27-805	Backhoe- Principal
20-700-703, 20-500-806	20-27-806	Backhoe- Interest
Plant and Activities		
20-700-602	20-28-602	Snow Removal
20-431-611	20-28-611	Shop Maintenance
20-700-911, 20-700-912, 20-431-411, 20-431-412	20-28-614	Electric Service
20-700-924, 20-431-618	20-28-618	Parts & Supplies
20-415-491	20-28-691	Transfers Out to Other Funds
20-431-701	20-28-701	Capital Outlay
20-700-704	20-28-704	New Pick Up
20-431-730, 20-700-907	20-28-730	Patching, Gravel & Chip Seal
20-700-901	20-28-901	Weed Control
20-700-905	20-28-905	Street Painting
20-700-906	20-28-906	Mag Chloride
20-431-612, 20-700-921	20-28-921	Small Tools & Equipment

Water Revenue

Old Account	Account Number	Title
REVENUE		
ASSET		
30-100-108	30-00-101	Water Fund: Pooled Cash
30-100-116	30-00-116	Accounts Receivable
New	30-00-130	Due from/to Other Funds
30-100-136	30-00-136	Inventory
30-100-147	30-00-147	Land
30-100-148	30-00-148	Buildings
30-100-149	30-00-149	Improvements
30-100-150	30-00-150	Machinery & Equipment
30-100-151	30-00-151	Water Rights
30-100-152	30-00-152	Accumulated Depreciation
30-100-153	30-00-153	Construction in Progress
LIABILITY		
30-200-103	30-00-203	Accounts Payable
New	30-00-204	Encumbrance Payable
30-200-108	30-00-208	Pension Payable: Water Fund
30-200-113	30-00-213	Accrued Vacation
30-200-117	30-00-217	Interest Payable: Water Fund
30-200-118	30-00-218	Loan Payable DSB: Water Projec
EQUITY		
30-200-201	30-00-299	Fund Balance - Water
REVENUE		
Water Fund		
30-600-200, 30-340-100	30-00-301	Water User Fees
30-600-201	30-00-302	New Water Taps
30-600-202	30-00-303	Water Dock
30-600-400	30-00-304	Grant Revenue DOLA & FEMA
	30-00-305	Installation Fees
30-392-100	30-00-380	Sale of Assets
30-391-101	30-00-390	Transfers From General Funds
30-600-600	30-00-391	Misc Revenue

Water Revenue

Old Account	Account Number	Title
Phase 2 Water		
30-334-103	30-03-334	Phase 2 Water Project Income
EXPENDITURE		
Salaries, Tax, Benefits		
30-700-201	30-20-401	Town Manager
30-700-202	30-20-402	Treasurer
30-700-205	30-20-405	Maintenance Salaries
	30-20-406	Administrative Salaries
30-700-208	30-20-408	Health/Dental/Life Insurance
30-700-209	30-20-409	Payroll Taxes
30-700-210	30-20-410	Employee Retirement
30-700-211	30-20-411	Town Attorney
30-415-116	30-20-416	Accrued Vacation Adjustment
General Admin		
30-433-322	30-22-432	Phase 2 Water- Engineering
30-600-100	30-22-450	Depreciation
30-700-902, 30-433-310	30-22-510	Subscriptions & Dues
30-700-903, 30-433-321	30-22-521	Public Works Education
30-700-908, 30-433-331	30-22-531	Audit Fees
30-700-915	30-22-580	Travel & Mileage
30-700-917	30-22-610	Office Supplies: Water
30-700-913	30-22-913	Liability Insurance
Department: 25		
	30-25-509	IT/Software/Hardware
Plant and Activities		
30-433-343	30-28-543	Laboratory Services
30-700-911, 30-433-411	30-28-611	Electric Service
30-700-901, 30-433-617	30-28-617	Chemicals
30-433-433	30-28-633	Water Tank Maintenance
30-700-900	30-28-900	Water Permit Fees
30-700-904	30-28-904	Licensed Operator
30-700-910	30-28-910	Plant Propane
30-433-341, 30-433-432	30-28-920	Water Plant Maintenance
Parts and Maintenance		
30-433-618, 30-700-924	30-29-618	Parts & Supplies
30-433-431, 30-700-919	30-29-631	Equipment Maintenance
30-700-906	30-29-906	Fire Hydrants
30-700-920	30-29-920	Water Plant-Equipment Maint
30-700-921	30-29-921	Small Tools & Equipment
30-700-923	30-29-923	Building & Grounds Maintanance

Old Account	Account Number	Title
Misc		
30-700-601	30-30-601	Miscellaneous
30-433-626	30-30-626	Generator Grant Expenditures
30-433-701, 30-700-700	30-30-700	Capital Outlay
30-700-701, 30-500-800	30-30-800	DSB Water Loan Payment
30-700-702, 30-500-801	30-30-801	DSB Water Interest Payment

Sewer Fund

Old Account	Account Number	Title
ASSET		
40-100-108	40-00-101	Sewer Fund: Pooled Cash
40-100-116	40-00-116	Accounts Receivable
40-100-130	40-00-130	Due from other Governments
40-100-136	40-00-136	Inventory
40-100-147	40-00-147	Land
40-100-148	40-00-148	Buildings
40-100-149	40-00-149	Improvements
40-100-150	40-00-150	Machinery & Equipment
40-100-152	40-00-152	Accumulated Depreciation
40-100-153	40-00-153	Construction in Progress
LIABILITY		
40-200-103	40-00-203	Accounts Payable
New	40-00-204	Encumbrance Payable
40-200-108	40-00-208	Pension Payable
40-200-113	40-00-213	Accrued Vacation
40-200-184	40-00-284	Current Portion Long Term Debt
40-200-185	40-00-285	EIAF Loan Program
40-200-186	40-00-286	EIAF Loan #04938
40-200-187	40-00-287	Current Portion EIAF Ln #04938
40-200-188	40-00-288	EIAF Loan #05609
40-200-189	40-00-289	EIAF Loan #05609 Current Porti
EQUITY		
40-200-201	40-00-299	Fund Balance - Sewer
REVENUE		
Sewer Fund		
40-600-200, 40-340-100	40-00-301	Sewer User Fees
40-600-201	40-00-303	New Sewer Taps
	40-00-304	Installation Fees
40-392-100	40-00-380	Sale of Assets
EXPENDITURE		
Salaries, Tax, Benefits		
40-700-201	40-20-401	Town Manager
40-700-202	40-20-402	Treasurer

Old Account	Account Number	Title
40-700-205	40-20-405	Maintenance Salaries
	40-20-406	Administrative Salaries
40-700-208	40-20-408	Health/Dental/Life Insurance
40-700-209	40-20-409	Payroll Taxes
40-700-210	40-20-410	Employee Retirement
40-700-211	40-20-411	Town Attorney
40-415-116	40-20-416	Accrued Vacation Adjustment
General Admin		
40-600-100	40-22-450	Depreciation
40-700-903	40-22-521	Public Works Education
40-700-908, 40-432-331	40-22-531	Audit Fees
40-700-915	40-22-580	Travel & Mileage
40-700-601	40-22-601	Miscellaneous
40-700-917, 40-432-610	40-22-610	Office Supplies
40-700-902	40-22-902	Subscriptions & Dues
40-700-913	40-22-913	Liability Insurance
Department: 25		
	40-25-509	IT/Software/Hardware
Plant		
40-432-411, 40-700-911	40-28-511	Electric Service
40-432-343	40-28-543	Laboratory Services
40-700-924	40-28-618	Parts & Supplies
40-700-920, 40-700-919	40-28-631	Equipment Maintenance
40-500-805	40-28-805	Loss on Water Fund Loan
40-700-900	40-28-900	Waste Water Permit
40-700-901	40-28-901	Chemicals
40-700-904	40-28-904	Operator/Licensed Services
40-700-921	40-28-921	Small Tools & Equipment
40-700-923	40-28-923	Sewer Plant Maintenance
Department: 32		
40-432-618	40-32-618	Parts & Supplies

Community Center Fund

Old Account	Account Number	Title
ASSET		
New	50-00-101	Community Center Fund: Pooled
10-100-103	50-00-103	DSB 8176: Community Center Che - Community Center Checking Acct. Holds Both operational & Reserve funds
10-10-500	50-00-104	Community Development
LIABILITY		
New	50-00-203	Accounts Payable
New	50-00-204	Encumbrance Payable
New	50-00-208	Pension Payable: Community Fun
New	50-00-213	Accrued Vacation
10-200-200, 10-20-200	50-00-282	Unearned Revenue: Community Ce ← Refundable deposits
EQUITY		I highlighted these on the corresponding check register
New	50-00-299	Fund Balance - Community Cente
REVENUE		
Community Center Fund		
10-600-513	50-00-313	Community Center Fees What people pay to rent DCC
10-600-511	50-00-330	Interest on DSB *8176 Communit Interest on checking acct.
EXPENDITURE		
Salaries, Tax, Benefits		
10-700-512	50-20-512	Community Center Janitor
10-700-513	50-20-513	Community Center Manager
	50-20-514	Staff Hours
Department: 22		
	50-22-913	Liability Insurance
Department: 23		
10-700-516, 10-451-411	50-23-411	Community Center Electric Fees
10-700-510	50-23-510	Community Center Event Cleani
	50-23-511	Community Center Trash
10-700-514	50-23-514	Community Center Building Main
10-700-515	50-23-515	Community Center Supplies
10-700-517	50-23-517	Community Center Gas

Community Center Fund

Old Account	Account Number	Title
	50-23-518	Community Center Internet
	50-23-519	Bank Fees
Department: 25		
	50-25-509	IT/Software/Hardware
Department: 30		
	50-30-700	Community Center Capital Proje

Report Criteria:
- All Accounts
- Page by Fund
- Print Source Titles
- Print Department Titles
- All Segments Tested for Total Breaks

Community Center Advisory Board

- Role and Purpose of Advisory Board handout from December 16 meeting
- November 19 Report
- Communications with Senior Program

DOLORES COMMUNITY CENTER

PO Box 630
Dolores, Colorado
81323

Mission: Cultivating growth and opportunity in a welcoming, inclusive, and accessible environment, where community can connect, learn, and thrive together.
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Advisory committees benefit municipal boards by providing **specialized expertise, diverse community input, and enhanced legitimacy** for decisions, all while improving engagement and efficiency at little cost. They study complex issues, research solutions, gather public testimony, and offer recommendations, acting as a vital bridge between residents and elected officials, leading to more informed, fair, and accepted policy outcomes.

Sources: MRSC Advisory Boards and Commissions, Creating Effective Citizens Advisory Committees

Key Benefits for Town Boards

- **Expertise & Research:** Offer specialized knowledge (e.g., planning, finance) and conduct independent research that staff or council members might lack. Advisory committees provide municipal town boards with crucial expertise and research capabilities that may not be available internally. This benefits the board by enabling **more informed decision-making**, access to specialized, **practical knowledge at little or no cost**, and the capacity for **in-depth examination** of complex issues.

- **Community Voice:** Represent diverse community perspectives, making government more inclusive and decisions more reflective of residents' needs. A Community Voice Advisory Committee (CVAC) is a group of local residents or stakeholders who provide input, advice, and perspectives to an organization (like a school, government agency, or business) to help shape policies, programs, and decisions, ensuring community needs and experiences are heard and integrated, acting as a crucial bridge between the public and decision-makers. They typically offer non-binding recommendations, focusing on specific areas like education, community development, or policing, and empower diverse community members to participate in governance.

- **Credibility & Buy-In:** Lend legitimacy to decisions, making them more likely to be seen as fair and accepted by the public. Advisory committees significantly enhance credibility and public buy-in for municipal town boards by fostering transparency, demonstrating due diligence, and incorporating diverse community perspectives into the decision-making process.

- Here are some detailed actions an Advisory Committee can offer:
- **Demonstrates Due Diligence:** The town board can show it has thoroughly investigated an issue by seeking independent research and well-developed recommendations from a dedicated citizen panel.
- **Access to Expertise:** By drawing on the specialized, practical knowledge of committee volunteers (e.g., in finance or planning), the board makes more informed decisions, which inherently have greater credibility than those made without such input.
- **Transparency and Openness:** Advisory committees generally operate in public, open meetings, and follow public records laws. This transparent process builds public trust and assures residents that their government is conducting business in an open and accountable manner.
- **Impartiality:** A properly managed committee of impartial citizens can deal with controversial or sensitive issues in a non-political environment, providing an objective "sounding board" for ideas and policies.
- **Efficiency:** Handle detailed work on complex projects, freeing up the main board for higher-level governance. Advisory committees boost municipal efficiency by offering **focused expertise, diverse community input, and pre-vetted ideas**, reducing the main board's workload, ensuring better-informed decisions, and streamlining complex projects like planning or budgeting, essentially acting as a valuable filter and expert resource before issues hit the main council table.
- **Communication:** Facilitate better dialogue between the government and citizens, building trust. Effective communication from advisory committees to a town board relies on **clear purpose, balanced perspectives, structured reports, and actionable recommendations**, bridging community insight with governance, focusing on providing expert, non-binding advice, fostering transparency through regular updates (like meeting minutes), and ensuring feedback loops so the board truly understands community needs for better, informed decisions

- **Leadership Training:** Serve as a training ground for future civic leaders, offering citizens early political experience. focuses on governance, community engagement, financial oversight, and ethical conduct, equipping them with skills in policy-making, strategic vision, conflict resolution, and effective communication to serve their constituents better, often through specialized programs by state municipal leagues or universities, emphasizing servant leadership and fiscal stewardship.

What Advisory Committees Don't Do (Key Limitations):

Make Final Decisions: They can't legally enforce rules or determine actions; that power rests with the responsible government official or agency head.

Exercise Operational Control: They don't run programs or manage agency functions.

Control Budgets: They cannot allocate funds or manage financial resources.

Implement Policy: *Their reports are suggestions;* the government decides whether to act on them.

Have Independent Authority: Unless explicitly granted by statute (rare), they lack independent legal power.

In Short:
What Advisory Committees Do (Their Purpose):
• Provide Expert Advice: Furnish ideas, data, and diverse opinions from subject matter experts.
• Inform Policy: Help agencies understand complex issues and improve programs.
• Offer Public Forum: Create a space for discussing potentially controversial topics outside the political arena.
• Ensure Transparency: Provide a mechanism for public involvement in government.

Sources: MSRC Advisory Boards and Commissions, Creating Effective Citizen Advisory Committee, Achieving Diversity on Citizen Advisory Committees. *Developed 12.2025 JLS*

TOWN OF DOLORES
BALANCE SHEET
DECEMBER 31, 2025

COMMUNITY CENTER FUND

	ASSETS			
50-00-101	COMMUNITY CENTER FUND: POOLED		422.84	
50-00-103	DSB 8176: COMMUNITY CENTER CHE		53,330.25	
50-00-104	COMMUNITY DEVELOPMENT		3,100.00	
	TOTAL ASSETS			56,853.09
	LIABILITIES AND EQUITY			
	LIABILITIES			
50-00-203	ACCOUNTS PAYABLE		(2,013.19)	
50-00-282	UNEARNED REVENUE: COMMUNITY CE		(2,225.35)	
	TOTAL LIABILITIES			(4,238.54)
	FUND EQUITY			
50-00-299	FUND BALANCE - COMMUNITY CENTE		56,002.72	
	REVENUE OVER EXPENDITURES - YTD	5,307.60		
	TOTAL FUND EQUITY			61,310.32
	TOTAL LIABILITIES AND EQUITY			57,071.78

TOWN OF DOLORES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

COMMUNITY CENTER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	COMMUNITY CENTER REVENUE					
50-00-313	COMMUNITY CENTER FEES	49,040.65	49,040.65	40,000.00	(9,040.65)	122.6
50-00-330	INTEREST ON DSB *8176 COMMUNIT	226.84	226.84	200.00	(26.84)	113.4
	TOTAL COMMUNITY CENTER REVENUE	49,267.49	49,267.49	40,200.00	(9,067.49)	122.6
	TOTAL FUND REVENUE	49,267.49	49,267.49	40,200.00	(9,067.49)	122.6

TOWN OF DOLORES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

COMMUNITY CENTER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	SALARIES, TAX, BENEFITS					
50-20-512	COMMUNITY CENTER JANITOR	7,290.00	7,290.00	5,000.00	(2,290.00)	145.8
50-20-513	COMMUNITY CENTER MANAGER	15,525.00	15,525.00	15,000.00	(525.00)	103.5
50-20-514	STAFF HOURS	83.72	83.72	.00	(83.72)	.0
	TOTAL SALARIES, TAX, BENEFITS	22,898.72	22,898.72	20,000.00	(2,898.72)	114.5
	DEPARTMENT 23					
50-23-411	COMMUNITY CENTER ELECTRIC FEES	3,998.26	3,998.26	5,000.00	1,001.74	80.0
50-23-510	COMMUNITY CENTER EVENT CLEANI	.00	.00	3,000.00	3,000.00	.0
50-23-511	COMMUNITY CENTER TRASH	1,793.91	1,793.91	.00	(1,793.91)	.0
50-23-514	COMMUNITY CENTER BUILDING MAIN	6,166.55	6,166.55	3,000.00	(3,166.55)	205.6
50-23-515	COMMUNITY CENTER SUPPLIES	2,651.36	2,651.36	3,000.00	348.64	88.4
50-23-517	COMMUNITY CENTER GAS	.00	.00	3,000.00	3,000.00	.0
50-23-518	COMMUNITY CENTER INTERNET	1,404.59	1,404.59	1,000.00	(404.59)	140.5
50-23-519	BANK FEES	150.00	150.00	50.00	(100.00)	300.0
	TOTAL DEPARTMENT 23	16,164.67	16,164.67	18,050.00	1,885.33	89.6
	DEPARTMENT 30					
50-30-700	COMMUNITY CENTER CAPITAL PROJE	4,896.50	4,896.50	.00	(4,896.50)	.0
	TOTAL DEPARTMENT 30	4,896.50	4,896.50	.00	(4,896.50)	.0
	TOTAL FUND EXPENDITURES	43,959.89	43,959.89	38,050.00	(5,909.89)	115.5
	NET REVENUE OVER EXPENDITURES	5,307.60	5,307.60	2,150.00	(3,157.60)	246.9

DOLORES COMMUNITY CENTER

PO Box 630
DOLORES, COLORADO
81323

To: Town Board Trustees

From: Dolores Community Center Advisory Committee

Report 11.19.2025

Hello Trustees

Here is the Dolores Community Center Advisory Committee (DCC Advisory Committee) report for December 2025 since the second BOT meeting is only a worksession these days.

Items of interest for this report

- **MOU and Contract Senior Lunches**: The DCC Advisory Committee had a meeting with Kelli Hargraves from the Montezuma County Senior Services in November. The nature of the meeting was to discuss a number of topics that resulted in the cleanup of the Senior Center food closet and consolidation of food to reduce unnecessary appliance use within the Dolores Community Center. Some of the discussion centered around not only the good work accomplished but also the contract for use of the center and adding a simple MOU agreement between The Town of Dolores and Montezuma County Senior Services. The DCC Advisory Committee recommends the Board of Trustees to consider adding this valuable communication MOU with an annual review for renewal.

  Here is a bullet list of items that were brought up that could be included in this MOU that are not covered in a simple contract for use of the Dolores Community Center. These are items to help increase communication between the Town of Dolores- owner of the Dolores Community Center and Montezuma County Senior Services. These items are a few that do not normally get addressed in a simple contract for use of the kitchen and particularly when funds are requested from the Town in addition to free use of the space.

  - Specific duties that need to be completed by Montezuma County Senior Services when using the Dolores Community Center kitchen and facility: At the outset this would not look much different than a current contract for use that the Dolores Community Center has in their general contract for use, but could identify communication systems, expectations and reporting methods to increase working partnership of the space to maintain high quality services to Dolores area seniors. This could also include or coincide with an annual health inspector visit and report of the senior center storage area if one is conducted for the Dolores Community Center in general.
  - Secure storage and labeling of senior service luncheon equipment: There are currently many items in cupboards that apparently belong to Montezuma County Senior Services and are for use by the senior lunches. These include dishes, plates, cups, pots, and pans that are currently not secured. There was some mention during the discussion that some

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Senior Center service items have disappeared over the years. An MOU could articulate what these items are, where these things could get stored, how they are secured, and how if necessary Dolores Community center staff and or town staff have access to them if needed or if relocation is necessary. Additionally, a future goal of the Dolores Community Center Advisory Committee is to have a couple of cupboards that are dedicated with kitchen supplies within them for community rental use when the kitchen area is contracted. This would include simple things like salt and pepper shakers, napkin holders, potentially pots and pans, large beverage pitchers, and maybe a few other items to help folks that rent the kitchen who potentially do not have all the supplies to bring in. Something to work with if needed. Consolidation of the Senior Center items into a few cupboards to make others available for this might be beneficial as space right now is currently occupied in many of the cupboards in the Dolores Community Center by Senior services. The Montezuma County Senior Services director Kelli Hargraves has also agreed to look at consolidating items, using push carts to secure Senior Center items in the senior closet, and also has offered to keep track of what items are used on a regular basis under an MOU. This may enable Senior Services to see if some items could maybe be removed from the center from lack of use. The proposal from both parties is to run that for six months and review in April 2026.

- Appliances: The appliances that are currently in the Senior Center Services closet are owned by the Montezuma County Senior Services. An articulation of the inventory that is owned by Montezuma County Senior Services and their maintenance requirements to be in compliance with our land use code/ building requirements maybe wise. An example is having appropriate devices to ensure proper power delivery and reduce fire hazard. As a side note the Montezuma County Senior Services is looking for an updated refrigerator that has an ice maker attached to it so energy efficiency can be obtained according to the energy audit, and add an option of seniors being able to have some ice for use with meals. This also would maybe require some work on the Dolores Community Center to have plumbing occur to run a water line to an appliance that makes ice. Some MOU features could include who would cover that cost, and who would cover the damage if there was a water leak or other issues with equipment or items that belong to the Montezuma County Senior Services, particularly if they impact the Dolores Community Center in some way that resulted in damage or need for repair.
- Communication process: One of the better discoveries that came out of this discussion was the realization that sometimes the center is not in a condition that is ready for senior service lunches to occur. There apparently have been situations where the Montezuma County Senior Service staff member has had to clean up an area from a previous event in order to be able to serve senior lunches on time. There was a good discussion about what is the chain of communication for a Montezuma County Senior Service staff member to get assistance with the cleanup if there needs to be one, and if no assistance is available what is the compensation process for the person who might have had to spend hours conducting labor to have the site in a condition that could serve senior lunches.

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- Articulating in the MOU the agreed upon annual amount to be given from the town of Dolores to Montezuma County Senior Services and what services would be provided for that funding amount: You have been asked as a board to approve funds to be given to the Montezuma County Senior Services Center. The DCC Advisory Committee feels strongly that an MOU would be a nice way to articulate what services will be/ were provided for the amount of funds exchanged. This would at least give you a review process to see if those deliverables were met if a funding request is made in the subsequent year.
- ****Action item:*** The Dolores Community Center Advisory Committee the Dolores town staff, and Montezuma County Senior Services representatives think they can draft an MOU sample for review and discussion for the Board of Trustees to review and approve with a timeline implementation in January of 2026.

- **Discussion and recommendation of Dolores Food Project Use of the Dolores Community Center:** Amber Lansing came in to present to the Dolores Community Center Advisory Committee a proposal to have the Dolores Food Project pantry relocate to an area in the Dolores Community Center free of charge until the end of December 2025.
The Dolores Community Center Advisory Committee supported this request and are excited about the Town support of the Dolores Food Project

- **Meeting schedule and viability of the Dolores Community Center Advisory Committee:**
There was significant discussion among committee members and the town manager about the meeting schedule of the Dolores Community Center Advisory Committee. Some of this discussion centered around complexities with attendance of committee members to generate a quorum, lack of communication between the town, the Dolores Community Center manager, and the committee. Another slight communication complication is the move of the Board of Trustees from a general meeting to a worksession the last Monday of the month. The DCC Advisory Committee in the beginning of inception, moved the meeting to the third Tuesday to enable the Committee to get a report and action items to the board on the 4th Monday. Since this is now a worksession the Committee action and reports are now not seen until the second Tuesday of the following month by the Board of Trustees. This lag in time seems to be a hindrance to the town manager. The second half of the discussion centered around whether an ex officio member of the Board of Trustees really needs to be present or if this is an unnecessary burden on trustees. The final discussion centered around the continued need of a Dolores Community Center advisory committee as an advisory entity to the Town of Dolores Board of Trustees at all. At the outset, the manager indicated that the DCC Advisory Committee in many ways seemed as though it was no longer necessary. After long discussion, it was apparent that the town staff and one member of the Dolores Community Center Advisory Committee indicated that the committee itself is hindering progress that Town staff could do in an operational capacity. The committee member and town

manager added that the committee seemed to be adding another unnecessary layer of bureaucracy to the Dolores Community Center operations. All other DCC committee members did not feel that way in any fashion and expressed that having a community advisory committee enables the center to be true to its intent, to be for community. Committee members listed out benefits of the committee such as aiding in collaborative partnerships, assisting in plans or recommendations for the Board of Trustees on community requests, assisting the manager with structural analysis such as the energy audits, equipment needs or updated agreements. Overall the general sense was that the committee does much of the leg work for a recommendation to the board and staff to consider around many requests and issues with a community lens, not a staff, corporate or Trustee lens. Most of the Committee was also really pleased to hear the Center is actually in a small profit margin. That is amazing considering the shape the Center was in when it was requested the town take it over. So, most of the Committee is extremely positive of the work that has been done so far.

Because of the discussion, we are bringing this back before the board for careful discussion and consideration as to whether the Board would like to see the advisory committee take a different direction, and or if there could be some consensus that the advisory committee is no longer needed as the Dolores Community Center is owned by the Town of Dolores. Should a committee continue to aid the Board of Trustees or do the Trustees want the manager to take care of the center in an operational capacity?

Action item: After some long discussion, the Committee and the town manager agreed to have the town manager draft a small paragraph in the Town Manager report articulating to the Board of Trustees the staff sense of what would be valuable for the Dolores Community Center Advisory Committee to do. A decision by the Board of Trustees on the continued existence of the advisory committee is necessary and must occur at this meeting so that the Dolores Community Center Advisory Committee could be informed as to whether they will continue meeting or that the committee is dissolved and their services are no longer needed.

Respectfully submitted:
Jennifer Stark: Chair DCC Advisory Committee

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From: Friends of DCC <friendsofdcc@gmail.com>
Sent: Sunday, November 23, 2025 2:44 PM
To: Kelli Hargraves <khargraves@co.montezuma.co.us>
Cc: Leigh Reeves <leigh@townofdolores.com>
Subject: Re: Senior Closet Dolores Community Center

Hello Kelli and Leigh

Kelly I really liked what you did. I just condensed it a little, modeled it after a current MOU style the Town of Dolores is already using with another entity under similar conditions.

:Leigh- at this point you have both drafts. I am assuming you will put your final proposal forward for Kelli and have some final you will put into the Board of Trustees packet for the December 8th Board of Trustees meeting as I do not see it for the November 24th worksession.

Thank you both and appreciate the work on improving our partnership! This is GREAT!

Jen

On Fri, Nov 21, 2025 at 2:21 PM Kelli Hargraves <khargraves@co.montezuma.co.us> wrote:

Hi Jen & Leigh,

First, thank you for your support and transparency. It is very much appreciated.

Please see the attached as a starting point. I certainly know this is super formal- so trust that I am open to all sorts of suggestions and modifications and any feedback/additions/changes.

Thank you again and if we don't chat or e-mail enjoy the upcoming holiday!

From: Friends of DCC <friendsofdcc@gmail.com>
Sent: Wednesday, November 19, 2025 8:54 AM
To: Kelli Hargraves <khargraves@co.montezuma.co.us>
Subject: Re: Senior Closet Dolores Community Center

Glad you found us. I was coming right off of work into that meeting so I didn't have a chance to check this. It does sound like you are more in favor of the MOU model than just a simple contract. It'll take me a little bit to look at it but I'll start an email between you, me, and Leigh here today. If there's a list of things that you want in that MOU that would help protect the Senior Center and or provide some clarity maybe just jot them down and email to me and I can work on incorporating them. The idea would be protecting your equipment, consolidating your equipment, Labeling your equipment, and sort of outlining the communication process if there is an issue that puts burden on your staff.

Thank you so much for your time last night.

Jen

On Tue, Nov 18, 2025 at 10:18 AM Kelli Hargraves <khargraves@co.montezuma.co.us> wrote:

Hi Lady,

Just wanted to see where the meeting is tonight. Thanks!

From: Friends of DCC <friendsofdcc@gmail.com>
Sent: Thursday, October 30, 2025 5:40 PM
To: Kelli Hargraves <khargraves@co.montezuma.co.us>
Subject: Re: Senior Closet Dolores Community Center

Excellent. After I saw your presentation I thought, Man, she just needs to know what needs to be done.

Thank you for your time and attention to the matter.

Jen

On Thu, Oct 30, 2025 at 10:48 AM Kelli Hargraves <khargraves@co.montezuma.co.us> wrote:

This is helpful.

Absolutely I will look into both consolidation and efficiency.

Get Outlook for iOS

From: Friends of DCC <friendsofdcc@gmail.com>
Sent: Thursday, October 30, 2025 10:22:09 AM
To: Kelli Hargraves <khargraves@co.montezuma.co.us>
Subject: Re: Senior Closet Dolores Community Center

Thank you so much Kelli

Now then I am not saying they are not appropriate, it is just that the energy audit came back and showed they are not efficient. So if we had an opportunity to upgrade them or even consolidate them so one less of some type was used that would be great in helping the overall financial picture. As far as the WAY these appliances are plugged in, it would be helpful to have our building inspector direct us in the right kind of power cord system to reduce any fire potential. Not appropriate is more the way the appliances are receiving power and the way the grain storage currently stands. You will see if you go in there that grains are not stored property in pest resistant bins and are open and accessible to rodents. Also there are traps that have dead mice in them and appear to have been in there for some time.

From: Friends of DCC <friendsofdcc@gmail.com>
Sent: Thursday, October 30, 2025 10:08:00 AM
To: Kelli Hargraves <khargraves@co.montezuma.co.us>
Subject: Senior Closet Dolores Community Center

Hello Kelli

This is Jen Stark I am the chair of the Dolores Community Center advisory committee. We help make recommendations to the town board regarding the Dolores Community Center and its use. I was able to watch your presentation at the October 27th work session. The Dolores Community Center advisory committee of course supports the Senior Center, but during one of our energy audits to help do improvements to the Dolores Community Center we entered the senior center closet where food is stored. We wanted to update you and let you know we are going to be submitting in our report that the condition of that closet is not suitable for storing or serving food. It needs cleaned up dramatically. There are rodents that have infested that area and food that is not stored properly to ensure pest control. Additionally our energy audit flagged a fire danger with the type of power cords being used to keep refrigerators and freezers plugged in. The energy audit also showed that those appliances are not energy efficient and are costing approximately $45.00 per month of the total electric bill for the center. We understand that you are asking for funding support from the town, so I wanted to give you a heads up that this report will be coming in, and see if there is something that the county could do to improve that area. Because it's adjacent to the commercial kitchen that we solicit bookings to help support the budget of the center it is critically important that this get addressed immediately. Possibly assistance from the County Health Inspector would be appropriate.

If you have any questions or concerns please feel free to email me back or call me directly, my number is 970-560-5945

Thank you Jen