MONUMENT TOWN COUNCIL
REGULAR MEETING AGENDA
MONDAY, AUGUST 4, 2025 – 6:30 PM

Monument Town Hall - Council Chambers
645 Beacon Lite Road - Monument, CO 80132
Participate Via Microsoft Teams
Participate Via Telephone: 719-300-6099 ID 393 385 561#
Council Packet

1. Call to Order, Pledge of Allegiance, Roll Call:

2. Disclosures of Conflicts of Interest:

a. Disclosures of Potential Conflicts of Interest - *(Town Attorney)*

b. Vote on Excluding Council Members With Potential Conflicts of Interest From Consideration, Discussion and Voting on Identified Matters - *(Town Attorney)*

3. Approval of the Consent Agenda:

a. Agenda - August 4, 2025

b. Meeting Minutes - July 21, 2025

c. Invoices Over $25K

4. Oath of Office:

a. Officer Hileigh Leseberg - *(Chief Regan)*

5. Presentations:

a. Updates to the Outdoor Pikes Peak Initiative - *(Conner Borkowski, Pikes Peak Outdoor Recreation Alliance)*

6. Ordinances: *Public Hearing(s) Required*

a. Ordinance No. 15-2025 - An Ordinance Approving a Major Amendment to the Planned Unit Development for Native Sun Construction at 15010 Woodcarver Road - *(Dan Ungerleider)*

b. Ordinance No. 16-2025 - An Ordinance Adding Chapter 2.26 to Title 2 of the Monument Municipal Code Concerning Establish a Town Engineer - *(Dan Ungerleider)*

7. Resolutions:

a. Resolution No. 49-2025 - A Resolution to Approve a Contract With Applied Ingenuity for Repair to Well #7 - *(Thomas Tharnish)*

b. Resolution No. 50-2025 - A Resolution Appointing a Member of the Planning Commission - *(Dan Ungerleider)*

c. Resolution No. 51-2025 - A Resolution to Adopt Human Resources Policy 1 - Compensation Program - *(Emily Trujillo)*

d. Resolution No. 52-2025 - A Resolution to Adopt Human Resources Policy 2 - Town Manager Evaluation - *(Emily Trujillo)*

8. Appointments:

a. Monument 2040 Steering Committee

b. CML Policy Committee

c. Nomination for Appointment to Fountain Creek Watershed District Board of Directors as Small Municipality Representative

9. Public Comments For Items Not on the Agenda: *Individuals attending in person may raise their hand to indicate their desire to comment. Individuals attending via Teams may "raise their hand" digitally to comment via connected devices. Please lower your hand when finished with your comments. Comments are limited to 3 minutes.*

10. Future Agenda Item Authorization:

11. Council Comments:

12. Executive Sessions:

a. Executive Session Pursuant to §24-6-402(4)(b), C.R.S. for a Conference with the Town Attorney to Receive Legal Advice on Specific Legal Questions, and Pursuant to §24-6-402(4)(e), C.R.S., to Determine Positions Relative to Matters That May Be Subject to Negotiation, Developing Strategy for Negotiations, and Instructing Negotiators, Both Regarding Economic Development Incentives - *(Town Attorney)*

13. Adjournment:

MONUMENT TOWN COUNCIL
MEETING MINUTES
Monday, July 21, 2025 - 6:36 PM
Monument Town Hall - 645 Beacon Lite Rd., Monument CO 80132
Hybrid Meeting - Remote Participation Via Teams

1. Call to Order, Pledge of Allegiance, Roll Call:
Mayor Mitch LaKind called the regular meeting of the Monument Town Council and led those assembled in the Pledge of Allegiance. Proper notice of the meeting was posted for more than 24 hours in the designated posting locations. The following Councilmembers and staff were present for the meeting:

TOWN COUNCIL	TOWN STAFF
PRESENT: Mayor Mitch LaKind Mayor Pro Tem Steve King Councilmember Sana Abbott Councilmember Marco Fiorito Councilmember Kenneth Kimple Councilmember Laura Kronick	Madeline VanDenHoek, Town Manager Patrick Regan, Police Chief Tina Erickson, Town Clerk Ashley Hernandez-Schlagel, Town Attorney Will Williams, Director of IT Thomas Tharnish, Director of Public Works Jennifer Phillips, Director of Finance Laura Hogan, Director of Administration Dan Ungerleider, Director of Planning Sylvia Simpson, Deputy Town Clerk Laurie Young, Senior Accountant Steve Murray, Town Accountant
ATTENDED REMOTELY: Councilmember Chad Smith	
ABSENT WITH PRIOR NOTICE:	
ABSENT WITHOUT PRIOR NOTICE:	

2. Disclosures of Conflicts of Interest:

a. Disclosures of Potential Conflicts of Interest

b. Vote on Excluding Council Members With Potential Conflicts of Interest From Consideration, Discussion and Voting on Identified Matters

- No disclosures with potential conflicts of interest were submitted.

3. Approval of the Consent Agenda:

a. Agenda - July 21, 2025

b. Meeting Minutes - June 16, 2025

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c. Meeting Minutes - July 7, 2025

Councilmember Marco Fiorito made a motion to approve the consent agenda as presented, the motion was seconded by Councilmember Laura Kronick. Roll call vote was taken and the motion passed 7 to 0.

4. Resolutions:

a. Resolution No. 48-2025 - A Resolution Authorizing the Town Manager to File the 2024 Audit with the State Auditor

Murray introduced Dmitriy Chernyak with DMC Auditing and Consulting LLC to present the 2024 audit. Chernyak explained the role of auditors and how they follow standards to identify errors, fraud, relevance, and assessments of the Town's financial documents. The auditors review the Town's financial policies and provide an unmodified, clean opinion. Councilmember Laura Kronick made a motion to approve Resolution No. 48-2025 and the motion was seconded by Councilmember Sana Abbott. Roll call vote was taken, and the motion passed 7 to 0.

5. Discussion Items:

a. State Mandated Land Use Regulations

Ungerleider led a discussion regarding state-mandated regulations approved in the legislative session, some of which have a direct impact on the Town's land use policies. Ungerleider and Town Council discussed HB-1152 that is designed to support and promote accessory dwelling units (ADUs). Currently, the Town has limited demand for ADUs. Council expressed concerns including how to calculate water use for the ADUs, tap fees, setbacks in small lots, insurance, and close proximity to other structures. Mayor Mitch LaKind expressed concern that the legislation overrides provisions in both the Colorado Constitution and Monument's Home Rule Charter. Ungerleider mentioned that non-compliance could impact the Town's ability to receive specific grant funding. Ungerleider stated that HB25-1077 will require modification to the municipal code. The Town Attorney will review HB24-1107 and provide additional feedback to Council.

6. Public Comments For Items Not on the Agenda:

- Brandy Turner expressed her concerns about electronic voting and the "NO" vote not including an explanation. Turner expressed support of naming streets with historical relevance and proposed a street be named Wondering Cows Way.
- Janet Ladowski spoke about water for the Town and the Loop project, to include capturing water by direct reuse and from streams.
- Haley Chapin with TriLakes Cares encouraged participation in the Poverty Simulation event on July 23, 2025, from 8:00 am to 12:00pm at the Lewis Palmer Learning Center at Big Red.

DRAFT

- Bill Wysong, County Commissioner, expressed support of Monument's 2040 comp plan effort, discussed ADUs at County level, explained, how HB24-1107 is impacting cities, and encouraged Council to review El Paso County's financial report.
- Shannon Clark discussed renaming Old Denver Road to represent the history of Monument and talked about turf and how the Town can use a native grass blend.

7. Future Agenda Item Authorization:

Council authorized the following:

- The appointment of Councilmember Chad Smith to the Monument 2040 Steering Committee.
- The attorney's reviewing the IGA and Service Plan with Village Center Metropolitan District.

8. Reports:

a. Self Collect Sales Tax Update

Young presented the self-collecting sales tax update report as included in the council packet. Currently, there are 18,000 businesses in the system, some of which may be duplicates. Finance is removing duplicate reports, and working closly with the Town Clerk's office as business licenses are being issued.

b. Quarterly Budget Report

Young presented the quarterly budget report as included in the council packet.

c. Quarterly Investment Report

Murray presented the quarterly investment report as included in the council packet.

d. Town Manager's Report

VanDenHoek presented the Town Manager's report. She highlighted various areas of the report and complemented the staff's work.

9. Council Comments:

- Mayor Mitch LaKind acknowledged and congratulated Tommie Plank with Cover Treasures for 32 years in having business in the Town of Monument.
- Mayor Pro Tem Steve King discussed renaming Old Denver Road to a historical name and allowing Monument residences to have input. King read a letter from Jennifer Coopman regarding the road name change and requested citizen input.
- Councilmember Laura Kronick agreed there needs to be public input on

DRAFT

renaming Old Denver Road.

- Councilmember Kenneth Kimple supported with renaming for historical value and complimented on the Finance department's reports.

10. Adjournment:

Councilmember Marco Fiorito moved to adjourn the meeting, the motion was passed unanimously, and the meeting was adjourned at 8:40 pm.

Respectfully Submitted,

_____

Sylvia Simpson,
Deputy Town Clerk

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COLLINS | COLE
WINN | ULMER

Statement of Account

Collins Cole Winn & Ulmer, PLLC
165 S. Union Blvd, Suite 785
Lakewood, CO 80228

Town of Monument
645 Beacon Lite Road
Monument, Colorado 80132

Date: 07/21/2025
Matter: Town of Monument-General-20028-0001

Responsible Attorney Robert Cole

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #7818	Balance: $26,486.00					
07/21/2025	Invoice #7818	08/20/2025	$26,486.00			$26,486.00
Totals:			**$26,486.00**	**$0.00**	**$0.00**	**$26,486.00**

Matter: Town of Monument-Water-20028-0002

Responsible Attorney Robert Cole

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #7818	Balance: $9,025.00					
07/21/2025	Invoice #7818	08/20/2025	$9,025.00			$9,025.00
Totals:			**$9,025.00**	**$0.00**	**$0.00**	**$9,025.00**

Matter: Town of Monument-Plannning-20028-0008

Responsible Attorney Robert Cole

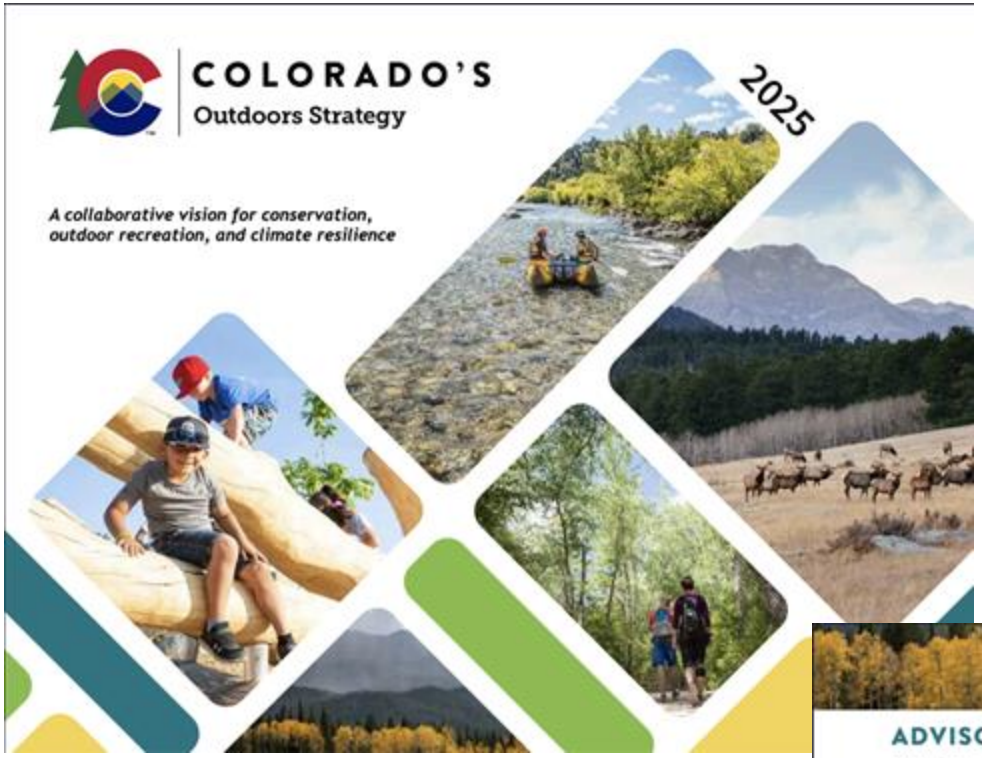
Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #7818	Balance: $5,613.00					
07/21/2025	Invoice #7818	08/20/2025	$5,613.00			$5,613.00
Totals:			**$5,613.00**	**$0.00**	**$0.00**	**$5,613.00**

Totals for all Client Matters:			**$41,124.00**	**$0.00**	**$0.00**	**$41,124.00**

Town of Monument Council

August 4, 2025

Mission:
To strengthen the outdoor recreation industry for the Pikes Peak region through leadership and collaboration.



Goals

Colorado's Outdoors Strategy advances **three interrelated 'North Star' goals for our outdoors.** Each goal is essential to achieving a future where our outdoors, people, community character, and ways of life endure for generations to come.

THE STRATEGY'S 'NORTH STAR' GOALS ARE HIGHLY INTERCONNECTED:

- Ecosystems, people, and communities do not stand alone: each can contribute to, or negatively impact, the health and well-being of the other.
- Climate-resilient conservation and restoration provide and sustain resilient habitat and outdoor settings where wildlife can thrive and people can recreate.
- Exceptional and sustainable outdoor recreation experiences can create stewards of our outdoors that champion and advocate for conservation, restoration, and climate resilience.
- Coordinated planning and funding support conservation, outdoor recreation, and climate resilience—helping to prioritize and implement strategic actions for each.
- Resilience to climate change and other stressors is critical for our outdoors, people, and communities.
- Conservation and outdoor recreation are not mutually exclusive; thoughtful planning can identify, prioritize, and balance where and how on the landscape they can and should occur together or separately.
- The resilience of agricultural systems and communities can be positively or negatively impacted by conservation and outdoor recreation efforts; collaboration with agricultural producers and communities can help drive mutual benefits.

Colorado's Outdoors Strategy

Colorado Springs & Pikes Peak region represented by PPORA

ADVISORY COMMITTEES

A **Steering Committee** and a **Technical Committee** offered a broad range of perspectives and experience to inform the development of the Strategy. Committee members served in an advisory capacity, offering non-binding input; however, the committee members' input and strategic thought partnership were highly valued in the development of the Strategy.

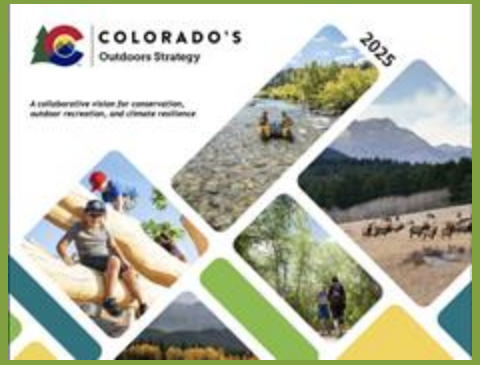
STEERING COMMITTEE

- Becky Leinweber, *Pikes Peak Outdoor Recreation Alliance*
- Carlos Fernandez, *The Nature Conservancy*
- Cindy Williams, *Envision Chaffee County*
- Conor Hall, *Colorado Outdoor Recreation Industry Office*
- Daylan Figgs, *Larimer County Department of Natural Resources*
- Erin Karney-Spaur, *Colorado Cattlemen's Association*
- Janelle Kukuk, *Colorado State Recreational Trails Committee*
- Jared Romero, *Minority Outdoor Alliance Board Member*
- Jason Bertolacci, *Thiry-O'Leary Foundation*

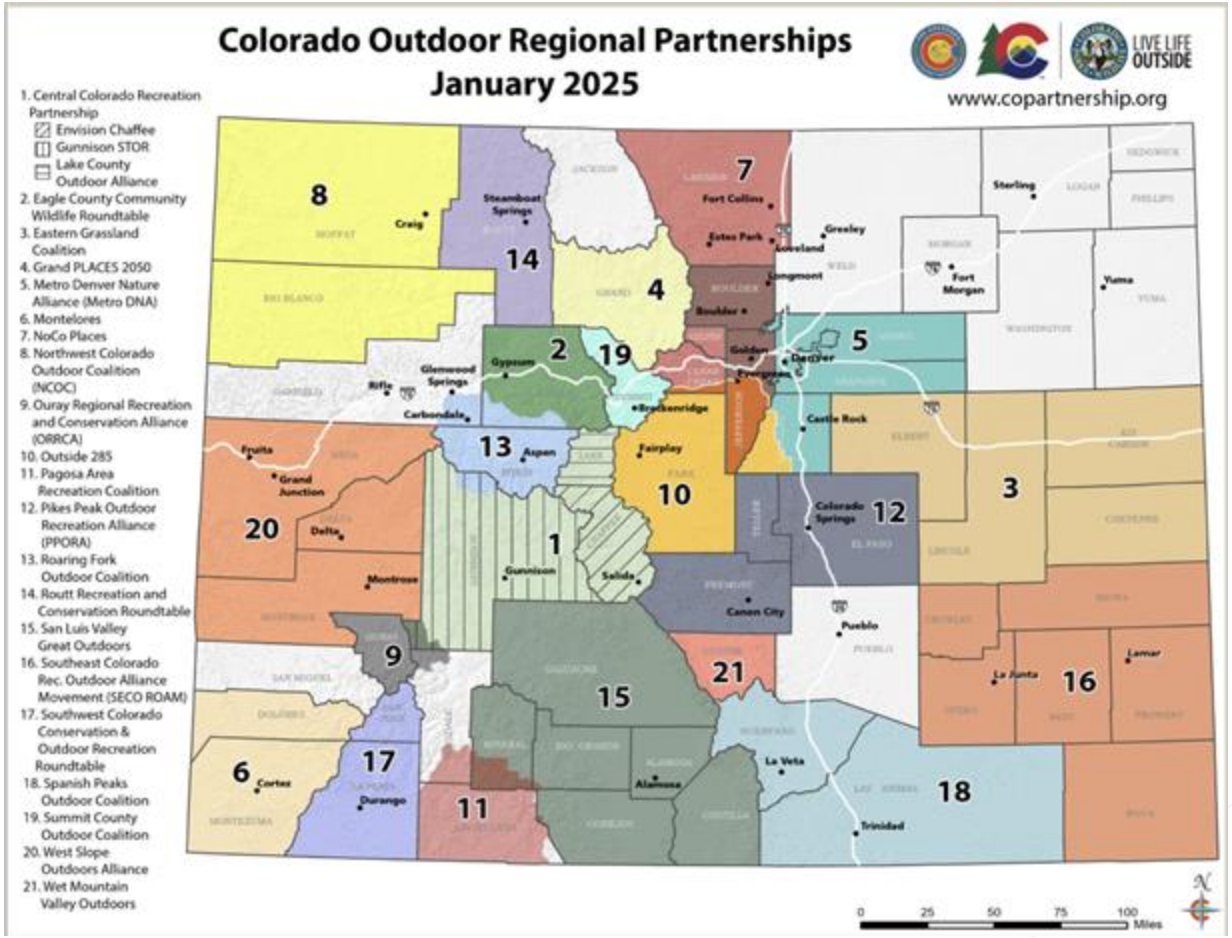
TECHNICAL COMMITTEE

- Abe Medina, *Colorado State Land Board*
- Angela Boag, *Colorado Parks and Wildlife*
- Beatriz Soto, *Protegete/Conservation Colorado*
- Brian Dreher, *Colorado Parks and Wildlife*
- Cate Townley, *Colorado Department of Public Health and Environment*
- Chris Latimer, *Bird Conservancy of the Rockies*
- Chris Yuan-Farrell, *Great Outdoors Colorado*
- Cindy Williams, *Envision Chaffee County*
- Conor Hall, *Colorado Outdoor Recreation Industry Office*
- David Klute, *Colorado Parks and Wildlife*
- Drew Rayburn, *The Nature Conservancy*
- Fletcher Jacobs, *Colorado Parks and Wildlife*
- Gemara Gifford, *Mending Mountains Collective*
- Jackie Corday, *Corday Natural Resources Consulting*
- Jason Bertolacci, *Thiry-O'Leary Foundation*
- Kristen Weil, *Trust for Public Land*
- Les Owen, *Colorado Department of Agriculture*

PPORA & other Regional Partnerships: Strategy Implementers



Map of Partnerships across Colorado



FY 2025 - FY 2030

"GOCO and CPW are collaborating to infuse the RPI with $50 million in funding over five years. Regional Partnerships can apply for grants for project implementation and additional data and capacity needs. Funding will support a broad range of outcomes across jurisdictional boundaries as projects align with COS goals and objectives."

- GOCO 2025 Strategic Plan

Led By the Pikes Peak
Outdoor Recreation Alliance

OUTDOOR
PIKES PEAK INITIATIVE

Part of the Colorado Outdoor Regional Partnerships Initiative

OPPI Mission

OUTDOOR PIKES PEAK INITIATIVE

To collaboratively identify and advance priorities and innovative strategies to ensure the resiliency and improvement of our natural and recreational values for the Pikes Peak region's future.

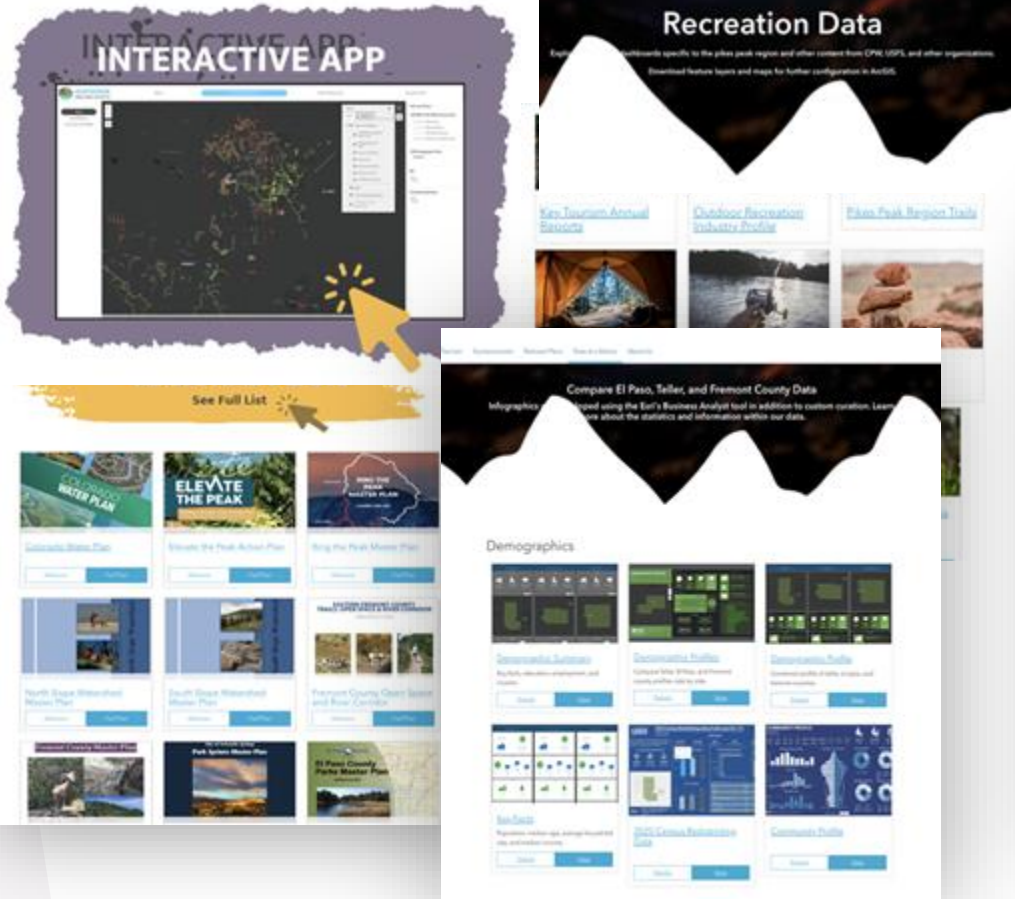
**Pikes Peak region is loosely defined as El Paso, Teller, and Fremont Counties*

GOAL #1:
Convene a broad-based coalition or “Task Force”

Focus Group Work

Task Force Meeting to Give Feedback on Strategies & Action Items

GOAL #2:
Create and maintain a dynamic Outdoor Pikes Peak Data Hub



GOAL #3:
Develop a multi-layer mapping tool

Project Criteria Framework

OUTDOOR
PIKES PEAK INITIATIVE

PROJECT CRITERIA FRAMEWORK

CRITERIA BASED ON VALUES ALIGNED WITH OPPI

This decision support tool is a resource to help decide if a project fits the Outdoor Pikes Peak Initiative Vision. Each question or question group can be answered "Yes," "Maybe," or "No."*Yes" means it aligns with the specific goal while "Maybe" or "No" means further evaluation will need to be completed to see if that project aligns with regional goals. However, this does not mean that this project is not a good fit overall, and can still be considered. Please also include the rationale or reason for answering as you did when bringing this to conversations and the OPPI Task Force.

QUESTIONS TO CONSIDER FOR MOVING PROJECTS FORWARD:	RATIONALE/NOTES:	YES/MAYBE/NO
Is this project on the OPPI Proposed Project List?		
CONNECTIVITY: Connecting communities and recreation opportunities within the Pikes Peak region creates a more sustainable, equitable, and enjoyable future.		
PROXIMITY: Is there proximity to existing transportation access? Is it public? Is the project close to an urban core, remote area, or agricultural area?		
ACCESSIBILITY AND INCLUSION: Does the project provide access to disproportionately impacted communities? * *RESOURCE: Look at Trust for Public Land "Access to Recreation Report" on Data Hub*		
CREATES RECREATION CONNECTIONS: Does the project connect trails, corridors, communities or to other recreation opportunities?		
MANAGEMENT: Exceptional cross-jurisdictional management provides collaborative planning and delivers effective staffing, maintenance, enforcement, and funding for the Pikes Peak region's natural resources and recreational opportunities.		
COMPATIBLE WITH LEGAL MANDATES: The project needs to work with existing local, regional, state, and federal structures in place.		

GOAL #4:
Evaluate past planning efforts, goals, and outcomes

Land Manager Recap

- Feedback received representing 32 plans
- Summary of Consistent Feedback:
  - Plans are still relevant
  - Funding is a challenge for staffing and additional projects
  - Concerns for maintaining existing let alone adding projects
  - Agencies desire partnership, collaboration, and coordinated effort

GOAL #5:

Invite and assess the needs and aspirations of land managers, stakeholders, and the general public

Listening Sessions - Round 1

Cheyenne Mountain Jr. High, Co. Springs

Pathfinder Park, Florence

Library 21C, Northern Colo. Springs

Cripple Creek Heritage Center

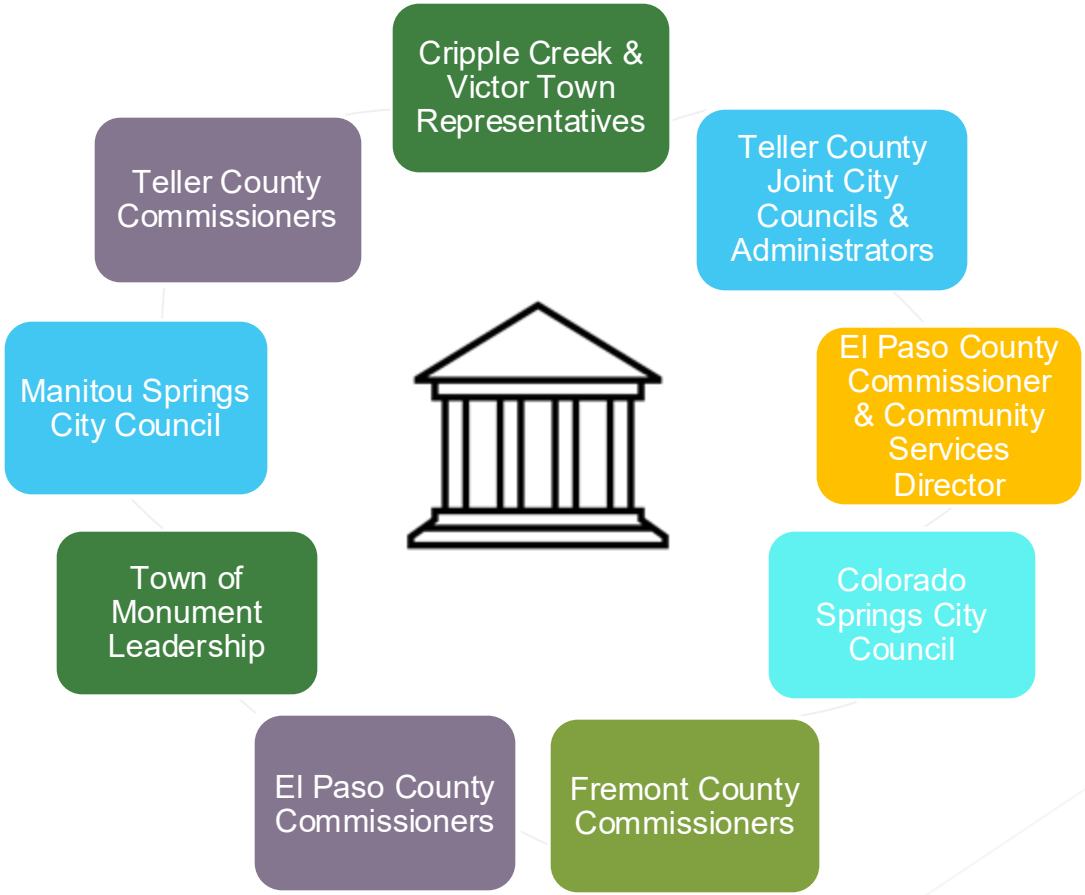
Ute Pass Cultural Center, Woodland Park

Pikes Peak State College, Southern Colo. Springs

Additional Outreach

- Underserved Communities
- Spanish & English Materials
- Military Community
- Private Landowners
- Business & Community Leaders
- Youth
- Tribal Representatives

Meetings with Elected Officials



Vision Statements, Strategies & Action Items

MANAGEMENT

Vision/Value Statement: collaborative planni and funding for the opportunities.

Strategies:

- Establish cross-j provide enforce
- Explore single existing land m provide excep
- Enhance visitc better collabc
- Prioritize plar reduces barr

COMMUNICATION

Vision/Value Statement: Intentional communication is essential to fostering

RECREATION

Vision/Value Statement: A broad spectrum of exceptional outdoor rec opportunities that are accessible, inclusive, enjoyat health, wellness, and economic benefits to local co sense of appreciation and stewardship for the Pik

Strategies:

- Identify areas currently being used for recrea recreation asset improvement, expansion, an
- Prioritize acces asset and oppo
- Increase the sa training, and t
- Determine su development
- Encourage op development

PARTNERSHIPS

Vision/Value Statement: Partnerships among land managers, volunteers, businesses and the community are key to maintaining resources and recreation assets.

CONNECTIVITY

Vision/Value Statement: Connecting communities and recreation opportunities within the Pikes Peak region creates a more sustainable, equitable, and enjoyable future.

NATURAL RESOURCE CONSERVATION

Vision/Value Statement: Exceptional conservation, connectivity, and adaptive management of the Pikes Peak region's plant and wildlife species, and the habitats on which they depend, ensures resilience and sustainability in the face of stressors such as changing climate, increased and changing recreational use, and urban development.

Strategies:

- Sustain key wildlife corridors to reduce habitat fragmentation, encourage species health, and provide climate resiliency
- Conserve priority public and private lands to ensure they continue to provide their many benefits long into the future
- Limit development in prioritized wildlife corridors and areas of high conservation value
- Preserve and restore riparian areas within the Pikes Peak region to sustain the

managers to

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ctivity: trail to trail, trail to

portunity, etc.

creation opportunities

ity

View Detailed Action Items for Strategies Here

View Detailed Action ems for Strategies He

Listening Sessions - Round 2

GOAL #6:

Recommend a revised/alternative management & funding model

COLORADO PARKS AND WILDLIFE (CPW) UNIQUELY FITS THIS REQUIREMENT FOR THE PIKES PEAK MASSIF:

Lead Entity Recreation Management Exploration:

OUTDOOR
PIKES PEAK INITIATIVE

VISIONING A WORLD-CLASS FUTURE
FOR PIKES PEAK – AMERICA'S MOUNTAIN

PIKES PEAK ACCLAIM

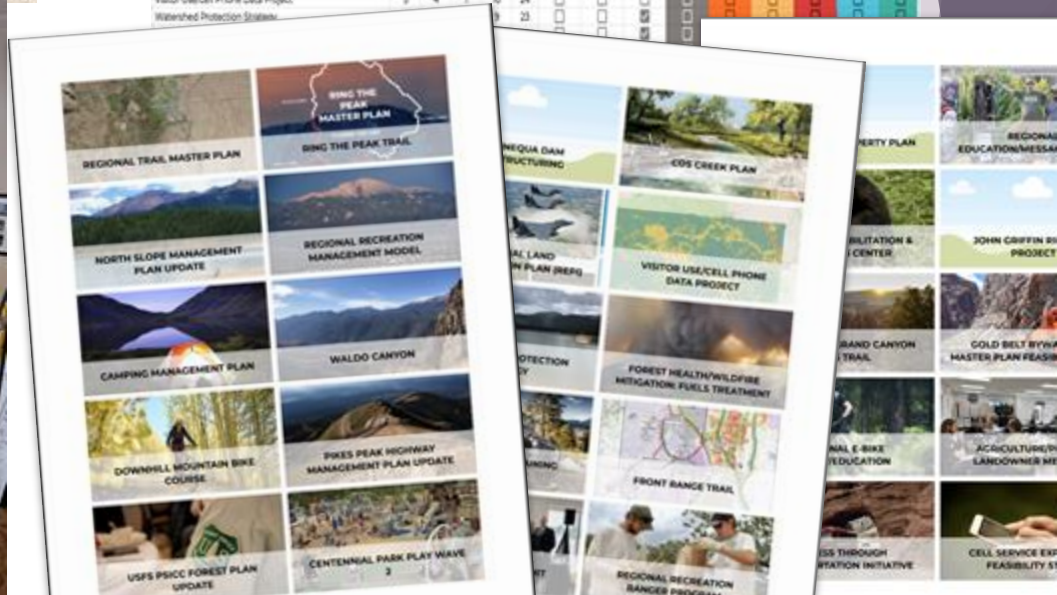
STATUS TODAY

Governor Polis Recognition & Support

GOAL #7:

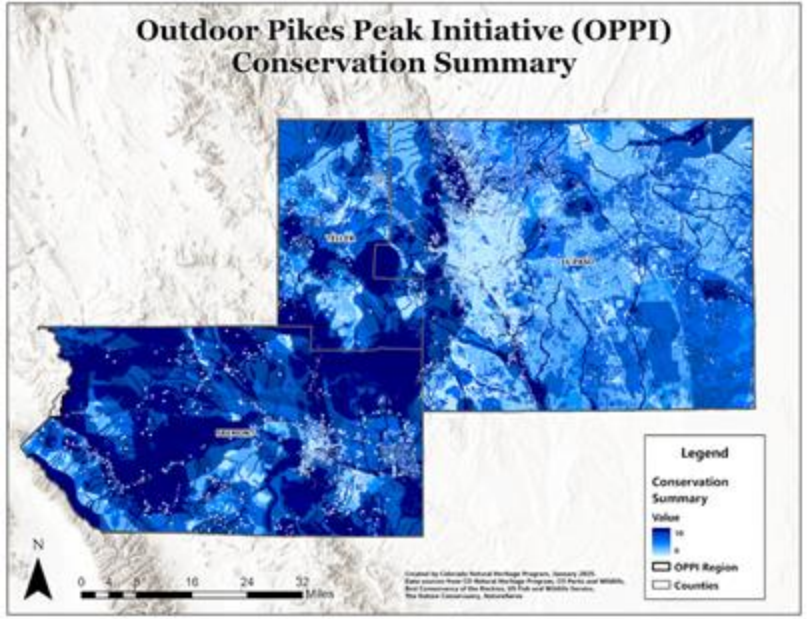
Identify recreation and conservation priorities and the key projects

	Votes					Priority			Category					
	High	Med	Low	Total	Score	Top	Secondary	Elevate						
Regional Trail Master Plan	16	3	0	19	54	☑	☐	☐	☑	☑	☑	☑	☑	☑
Ring the Peak Trail	13	3	1	17	46	☑	☐	☐	☐	☐	☐	☐	☐	☐
North Slope Management Plan Update	10	3	3	16	39	☑	☐	☐	☐	☐	☐	☐	☐	☐
Regional Recreation Management Model-CPW	9	5	2	16	39	☑	☐	☐	☐	☐	☐	☐	☐	☐
Camping Management Plan	6	7	6	19	38	☐	☑	☐	☐	☐	☐	☐	☐	☐
Waldo Canyon	6	9	1	16	37	☐	☑	☐	☐	☐	☐	☐	☐	☐
Downhill Mountain Bike Course	9	3	3	15	36	☑	☐	☐	☐	☐	☐	☐	☐	☐
Pikes Peak Highway Management Plan Update	9	2	3	14	34	☑	☐	☐	☐	☐	☐	☐	☐	☐
USFS PSICC Forest Plan Update	7	5	1	13	32	☐	☐	☐	☐	☐	☐	☐	☐	☐
Centennial Park Play Wave 1 (More than just a play wave)	4	4	7	15	27	☐	☑	☐	☐	☐	☐	☐	☐	☐
Minnequa Dam Restructuring	4	6	2	12	26	☐	☐	☐	☐	☐	☐	☐	☐	☐
COS Creek Plan	2	6	6	14	24	☐	☑	☐	☐	☐	☐	☐	☐	☐
Regional Land Conservation Plan (REPI, Open Space, Views)	4	4	4	12	24	☐	☐	☐	☐	☐	☐	☐	☐	☐
Visitor Use/Cell Phone Data Project	5	4	1	10	24	☐	☐	☐	☐	☐	☐	☐	☐	☐
Watershed Protection Strategy					23	☐	☐	☑	☐	☐	☐	☐	☐	☐



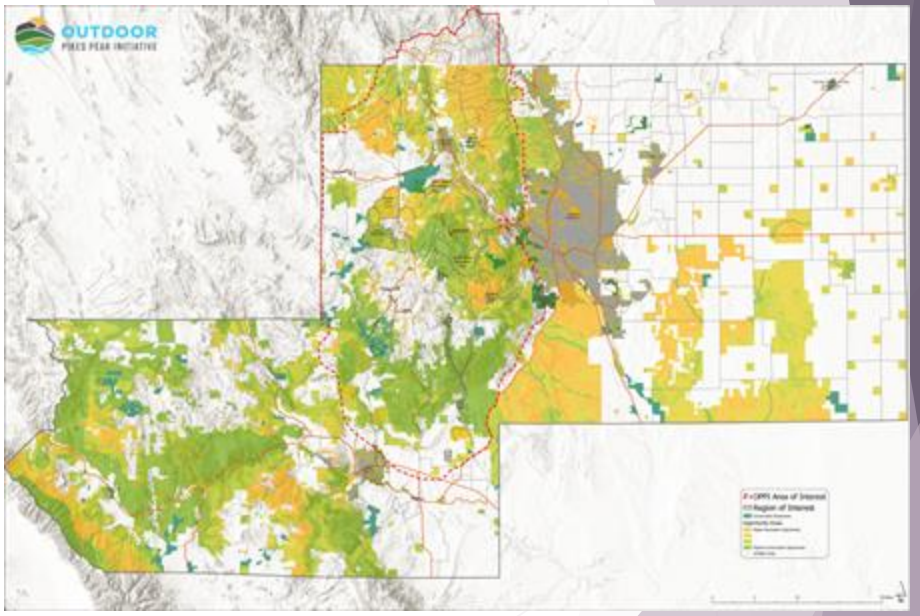
GOAL #8:
Identify desirable and critical natural resource and habitat areas

Pikes Peak Region Conservation Summary



GOAL #9:
Identify areas for potential opportunities for improved recreation

Opportunity Area Maps: Recreation & Conservation



UCCS

Mapping Tools developed in partnership with UCCS Department of Geography and Environmental Studies & Trails and Open Space Coalition

Colorado Natural Heritage Program

OPPI

GOAL #10:
Create a sustainable recreation and conservation vision plan

The draft vision plan is available on our website and public comment is open through June 1, 2025.

More than a Milestone… A Pivotal Moment

- ➔ Colorado Springs and El Paso County are growing at a rapid pace
- ➔ Tourism is a growing economic driver and visitors are drawn to our outdoors
- ➔ Smart growth requires thoughtful planning: We have the **plan and identified priorities** to grow outdoor amenities while safeguarding natural resources and wildlife
- ➔ We have the **support of the Governor** who wants to see a new collaborative management model on Pikes Peak that he can expand elsewhere in Colorado
- ➔ We have the **partners** and relationships and are doubling down on them
- ➔ We have **access to significant funding** resources but it is highly competitive and requires local investment

We have the plan.
We have the partners.
We have state-level support and access to critical funding opportunities.

Now, what we need—is you.

OUTDOOR
PIKES PEAK INITIATIVE

“Peak Exceptionalism” $2.5M RPI Grant

- Recreation Ranger Program
- Ring the Peak Trail Corridor
  - Advance Land Manager Partnership
  - Improve/realign existing segments
  - New Trail and Trailhead on Ute Pass
  - Private Landowner Engagement
  - Forest and watershed health/wildfire Mitigation Projects
  - Expanded Camping Opportunities & Management
- Stakeholder Engagement/Coalition Work
- Regional Resource Investment
  - Pikes Peak Data Hub & Mapping
  - Fundraising to Advance Vision Plan Priorities

THANK YOU

PIKES PEAK OUTDOOR Recreation Alliance

Questions?

TOWN OF MONUMENT
645 Beacon Lite Road
Monument, CO 80132

PLANNING DEPARTMENT
719-884-8015
www.townofmonument.org/planning

TO: The Honorable Mayor and Town Council
FROM: Dan Ungerleider, AICP, Director of Planning
DATE: August 4, 2025
SUBJECT: Ordinance No. 15-2025 – An Ordinance Approving a Major Amendment to the Planned Unit Development for Native Sun Construction at 15010 Woodcarver Road [Public Hearing]

BACKGROUND: On July9, 2025, the Planning Commission conducted a public hearing for a Major Amendment to a Final Planned Unit Development (FPUD) for Native Sun Construction at 15010 Woodcarver Road. During the hearing Planning Commission Member Green noted that she recalled that this property was subject to an annexation agreement, and under the terms of the agreement water service to the property would need to be upgraded from a well to municipal service, and that Woodcarver Road would need to be improved up to Town standards. She was unclear to whom the responsibility and cost of both improvements was assigned. This information had not been found by Staff, nor was it introduced by the owner of Native Sun Construction during the application review process or during the July 9, 2025, Planning Commission Public Hearing. At the conclusion of the Planning Commission public hearing, the Planning Commission unanimously recommended approval of Native Sun Construction's request.

The Planning Department has since found the 2021 Annexation and Development Agreements and found that if certain conditions are met 1) municipal water, most likely Forest Lakes Metro District, must be brought to the property; and 2) that the owner of Native Sun Construction is required to improve and dedicate a set portion of Woodcarver Road to the Town of Monument.

The Planning Department and the Native Sun Construction have not been able to address these, and other conditions raised by the aforementioned Annexation and Development Agreement before tonight's Town Council agenda packet was posted. As a result, Staff is requesting that tonight's posted and noticed Town Council public hearing for this case be continued until August 18, 2025.

REQUESTED ACTION: A motion to continue the Town Council public hearing for the consideration of an Ordinance approving a Major Amendment to the Planned Unit Development for Native Sun Construction at 15010 Woodcarver Road from August 4, 2025, to August 18, 2025.

TOWN OF MONUMENT
645 Beacon Lite Road
Monument, CO 80132

PLANNING DEPARTMENT
719-884-8015
www.townofmonument.org/planning

TO: The Honorable Mayor and Town Council
FROM: Dan Ungerleider, AICP, Director of Planning
DATE: August 4, 2025
SUBJECT: Ordinance No. 16-2025 – An Ordinance Adding Chapter 2.26 To Title 2 of the Monument Municipal Code Concerning Establishing A Town Engineer

BACKGROUND: The Town has been utilizing an on-call engineering services agreement to provide development review and other miscellaneous services since at least 2017. While the services provided by the Town's on-call engineering services provider, Jacobs Engineering, has suited many of the Town's engineer, Staff has determined that it is necessary and beneficial for the operation of the Town to create an official Town Engineer. The attached ordinance provides the language describing the purpose and responsibilities of the Town Engineer, supporting both public project engineering services and private development review services, and their relationship with the Town Manager, the Public Works Department, and the Planning Department.

As I've previously presented, and under the guidance of Council, Staff posted a request for proposals to solicit a full-service consulting engineering firm that would serve in this capacity. The Town was fortunate to have received five (5) eligible proposals, one of which was selected and whose contract will be presented to Council on August 18, 2025, for approval. This firm is equipped to provide cost effective engineering services as described in the proposed ordinance and be a formal member of the Town's professional planning, development and public works team.

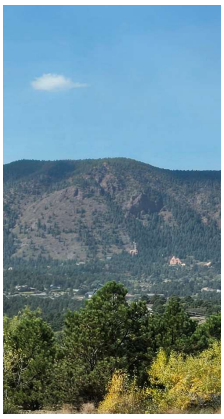
REQUESTED ACTION: A motion to approve Ordinance 16-2025, an ordinance adding Chapter 2.26 to Title 2 of the Monument Municipal Code Concerning Establishing a Town Engineer.

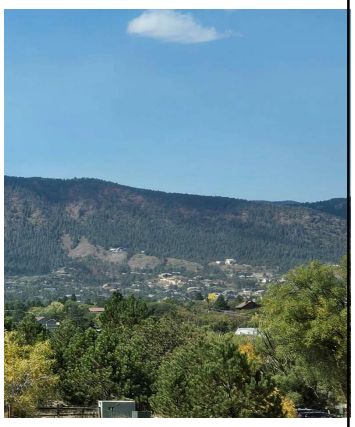
Att. Staff Presentation
Ordinance No 16-2025, an ordinance adding Chapter 2.26 to Title 2 of the Monument Municipal Code Concerning Establishing a Town Engineer.

Ordinance No 16-2025

Creating Chapter 2.26 – Town Engineer

8/4/2025 Town Council





1

INTRODUCTION

Ordinance No. 16-2025 – An Ordinance Adding Chapter 2.26 To Title 2 of the Monument Municipal Code Concerning Establishing A Town Engineer.

The attached ordinance provides the language describing the purpose and responsibilities of the Town Engineer, supporting both public project engineering services and private development review services, and their relationship with the Town Manager, the Public Works Department, and the Planning Department.

2

Title 2.26 - TOWN ENGINEER

2.26.010 Hiring

- Establishes that the Town Manager will hire a qualified engineer or engineering firm and provides qualifications.

2.26.020 Duties

- Suggest and comment on engineering related issues, ordinance modifications, public works design standards and construction specification modifications.
- Work with Town staff to review or complete federal, state, or county permits, applications, or agency notifications.
- Work with Town staff, organizations, and funding agencies to help develop competitive and complete grant applications or funding proposals.
- Serve as the Town's representative during the review, plan approval, construction management, and project closeout phases of any development or planning project prepared by other engineers and submitted to the Town for approval. This includes land development projects such as subdivisions or site-specific developments.

3

Title 2.26 - TOWN ENGINEER

2.26.020 Duties (continued)

- Review preliminary engineering design drawings and design calculations for general conformance with state, county, and Town requirements and sound engineering practices.
- Review final submitted construction plans prepared by other professionals and, after acceptance, stamp and sign the drawings as "Approved for Construction by the Town Engineer".
- Attend pre-application, construction, Planning Commission, Town Council, or other meetings as requested by the Town.
- Provide detailed design and construction specifications for successful bidding and construction coordination of Town infrastructure improvement and maintenance projects.
- Provide project construction observations of public improvements installed as part of private development projects. Verify general conformance with Town approved construction plans and specifications.
- Provide project management, engineering design, and construction observation for Town public works construction projects.

4

Title 2.26 - TOWN ENGINEER

2.26.020 Duties (continued)

- Perform final construction observations and punch lists for completion of private developments and for Town project sites, including review of as-built drawings, testing results, as-built certification, project closeout, and initiation of the required construction warranty period.
- Perform engineering work pertaining to public records, property acquisitions, condemnations, forfeiture activities, public improvements and improvement districts, public rights-of-way, easements, code enforcement, and matters relating to special assessments and public utilities.
- Perform additional basic engineering and special services as requested by the Town Manager including, but not limited to, design of Town-owned public works facilities including streets, water, sewer, storm drainage facilities, fiber optics, and Town owned parks and buildings.
- Such other duties as prescribed by the Town Manager.
- The Town Engineer does not have the exclusive right to perform all engineering-related services for the Town.

Next Steps & Questions

TOWN OF MONUMENT

ORDINANCE NO. 16-2025

AN ORDINANCE ADDING CHAPTER 2.26 TO TITLE 2 OF THE MONUMENT MUNICIPAL CODE CONCERNING ESTABLISHING A TOWN ENGINEER

WHEREAS, the Town of Monument ("Town") is a home rule municipality duly organized and existing under Article XX of the Colorado Constitution and the Town's Home Rule Charter approved by the electors on November 8, 2022 ("Charter"); and

WHEREAS, the Town Council has determined that it is necessary and beneficial for the efficient and cost effective operation of the Town to establish a Town Engineer; and

WHEREAS, this Ordinance was introduced by title, considered at a public hearing, and voted upon at the regular meeting of the Town Council on August 4, 2025.

THE TOWN COUNCIL OF THE TOWN OF MONUMENT, COLORADO, ORDAINS:

Section 1. Incorporation. The recitals set forth above are incorporated and ordained as if set forth in this section in full.

Section 2. Addition of Chapter 2.26. Title 2 of the Monument Municipal Code is hereby amended by the addition of Chapter 2.26 as set forth in Exhibit A, attached hereto and incorporated herein.

Section 3. Publication. Pursuant to Subsections 6.5 and 3.6 of the Charter and Subsection 2.04.030, G. of the Monument Municipal Code, upon approval this Ordinance shall be published on the Town's official website in full for not less than ten (10) days.

Section 4. Authentication and Filing. Upon passage, this Ordinance shall be authenticated by the Mayor and Town Clerk and maintained by the Town Clerk in such form as is sufficient to assure reasonable access by the public. Failure to authenticate any ordinance shall not invalidate it or suspend its operation.

Section 5. Effective Date. This Ordinance shall become effective and be in full force and effect ten (10) days after final publication.

Section 6. Severability. If any portion of this Ordinance or the application thereof to any person or circumstances shall be found to be invalid by a court, such invalidity shall not affect the remaining portions or applications of the ordinance which

can be given effect without the invalid portion or application, provided such remaining portions or applications are not determined by the court to be inoperable.

INTRODUCED, PASSED, and ADOPTED/REJECTED, by the Town Council of the Town of Monument, Colorado this 4th day of August, 2025 by a vote of ____ for and _____ against.

TOWN OF MONUMENT, COLORADO

By: _____
Mitch LaKind, Mayor

Attest:

_____
Tina Erickson, Town Clerk

EXHIBIT A TO ORDINANCE NO. 16-2025

Chapter 2.26 – TOWN ENGINEER

2.26.010 Hiring.

The Town Manager shall hire a qualified individual engineer or engineering firm to serve as Town Engineer. To be qualified, the individual or firm must be licensed to practice engineering in the State of Colorado and in good standing with the Colorado Professional Engineers Board.

2.26.020 Duties.

The Town Engineer shall perform the following duties:

A. Suggest and comment on engineering related issues, ordinance modifications, and public works design standards and construction specification modifications.

B. Work with Town staff to review or complete federal, state, or county permits, applications, or agency notifications.

C. Work with Town staff, organizations, and funding agencies to help develop competitive and complete grant applications or funding proposals.

D. Serve as the Town's representative during the review, plan approval, construction management, and project closeout phases of any development or planning project prepared by other engineers and submitted to the Town for approval. This includes land development projects such as subdivisions or site-specific developments.

E. Review preliminary engineering design drawings and design calculations for general conformance with state, county, and Town requirements and sound engineering practices.

F. Review final submitted construction plans prepared by other professionals and, after acceptance, stamp and sign the drawings as "Approved for Construction by the Town Engineer".

G. Attend pre-application, construction, Planning Commission, Town Council, or other meetings as requested by the Town.

H. Provide detailed design and construction specifications for successful bidding and construction coordination of Town infrastructure improvement and maintenance projects.

I. Provide project construction observations of public improvements installed as part of private development projects. Verify general conformance with Town approved construction plans and specifications.

J. Provide project management, engineering design, and construction observation for Town public works construction projects.

K. Perform final construction observations and punch lists for completion of private developments and for Town project sites, including review of as-built drawings, testing results, as-built certification, project closeout, and initiation of the required construction warranty period.

L. Perform engineering work pertaining to public records, property acquisitions, condemnations, forfeiture activities, public improvements and improvement districts, public rights-of-way, easements, code enforcement, and matters relating to special assessments and public utilities.

M. Perform additional basic engineering and special services as requested by the Town Manager including, but not limited to, design of Town-owned public works facilities including streets, water, sewer, storm drainage facilities, fiber optics, and Town owned parks and buildings.

N. Such other duties as prescribed by the Town Manager.

Notwithstanding the above enumerated duties, the Town expressly reserves the right, at its sole discretion, to assign any engineering-related work or services to its own employees or to contractors or consultants other than the Town Engineer. The Town Engineer does not have the exclusive right to perform all engineering-related services for the Town.

CERTIFICATE OF PUBLICATION

I, the duly qualified Town Clerk of the Town of Monument, Colorado, do hereby certify the foregoing Ordinance No. 16-2025 was approved by the Town Council of the Town of Monument at its *regular* meeting held on the 4th day of August, 2025, and was published on August _, 2025, on the Town's official website for not less than ten (10) days, as shown on the Attached Exhibit A.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of Monument, Colorado, this _____ day of August, 2025.

_____
Tina Erickson, Town Clerk

(S E A L)

Exhibit A to Certificate of Publication

[Screenshot showing date and time of website publication]

MEMORANDUM

To: The Honorable Mayor and Town Council
From: Jonathan Rigaud, Water Manager
Date: August 4, 2025
RE: Resolution No. 49-2025

BACKGROUND: Well #7 unexpectantly shut down on July 9th. After performing an internal investigation as well as an investigation from Devco (well/drive specialist), it was determined that there was a short caused by wiring issues within the casing. Upon finding that out, it was determined that the piping, pump and motor needed to be removed and inspected which was performed by Applied Ingenuity as they were the lowest of three (3) bids. Upon the removal of the pipe on July 21st -22nd, there was damaged wire (cause of the short) damage to pipe threads and the check valves. It was recommended that this all be replaced to prevent future issues. After testing the pump and motor, those proved to be in good condition and are still good to use.

Well #7 is essential for supplying water directly to the Beacon Lite tank and meeting the high demand during the summer months. It plays a crucial role in maintaining volume with the high-pressure zone. While its failure alone has a manageable impact, the resulting strain on our other wells and infrastructure could become unsustainable during the peak summer demand. Well #7 is key to our redundancy and resilience within the Town's water system.

DISCUSSION: The initial pipe removal work was bid by three (3) different contractors and Applied Ingenuity bid the lowest and performed the work. Applied Ingenuity LLC has submitted a proposal for the replacement of the cable, check valves and drop pipe to be installed so that we can take the next steps towards placing this well back in service. This is an emergency repair to get well #7 back up and running and because of that, we are unable to go through a normal competitive bid process as that would delay the repair and could result in failures of other wells.

PRO'S / CON'S: Pro's – Approving this proposal with Applied Ingenuity will enable the replace and repair quickly to get to the main goal of putting this well back into operation. Con's – By not approving this proposal with Applied Ingenuity, the well will remain out of service until plan is put together which could cause further delays in putting this well back

into service and risk other failures in well's while keeping up with the high demand of the summer.

FISCAL IMPACT: The total of not to exceed $88,174 will come out of line item Well Repair and Maintenance of the Water Fund.

STAFF RECOMMENDATION: Recommend passage of Resolution No. 49-2025 approving a proposal from Applied Ingenuity for repair and maintenance to well #7.

TOWN OF MONUMENT

RESOLUTION NO. 49-2025

A RESOLUTION TO APPROVE A CONTRACT WITH APPLIED INGENUITY FOR REPAIR TO WELL #7

WHEREAS, the Water Fund has a line item for well repair and maintenance funds, and;

WHEREAS, the staff has determined the emergency repairs to well #7 to get it back up and running, and;

WHEREAS, the Town staff has determined that Applied Ingenuity can perform this emergency repair as they were the contractor who was awarded the initial contract to remove the piping and discovered the repairs needed, and;

WHEREAS, Staff is recommending approval of this proposal to Applied Ingenuity to replace and repair the cable, check valves and drop pipe of well #7.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MONUMENT, COLORADO THAT:

The Town Council hereby approves a proposal to Applied Ingenuity to perform necessary repairs to well #7. The total amount of this proposal is not to exceed **$88,174** which is budgeted in the Well Repair and Maintenance line item under the Water Fund.

PASSED AND RESOLVED by the Town Council of the Town of Monument, El Paso County, Colorado, this 4th day of August 2025 by a vote of ___ for and ____ against.

TOWN OF MONUMENT

_____
Mitch LaKind, Mayor

ATTEST:

_____
Tina Erickson, Town Clerk

Applied Ingenuity PM, LLC.
39601 E 136th Ave.
Hudson, Co. 80642
Ph. (303) 289-2280 Fax (303) 289-1026

Scope of Work and Proposal

Attn: **Mr. Jonathan Riguad**

Date: **July 28, 2025**

Project: **Well 7**

From: **Scott Martin, Applied Ingenuity. LLC**

Thank you for asking ***Applied Ingenuity*** to provide you with this proposal for equipping your well. Based on the pull, the downhole cable was found to be shorted, also, the check valve was not holding and the pipe threads were badly worn. We are recommending replacing the cable, check valves and drop pipe. We electrically tested the motor assembly and the windings were balanced and 100+ meg ohms to ground.

Scope of Work: ***Applied Ingenuity*** proposes the following scope of work and equipment for this project.

Furnish the following equipment:

Motor.....Existing
Pump .....Existing
Seal……..Existing
Motor Lead.....Existing
Transducer.....Existing
Cable .....1700’ #4 3c Gal Round Armour w/g
Splice……Splice MLE to Cable
Drop Pipe .....1675’ 4 ½” 10.5# J55
Supplies.....Banding, Tape, Splice Kits and Normal supplies
Payment and Performance Bond

Lump Sum, Materials and Labor Not to Exceed $88,174

Note:
Applied Ingenuity Warranty does not apply to existing well or equipment.

Terms and Conditions of Purchase

Freight: Will be added to equipment pricing if applicable.

Taxes: No Federal, State or local use or sales taxes are included. These will be added where applicable at the time of invoicing.

Delays: ***Applied Ingenuity*** shall be liable for no penalty, charge or cost for delays in performance by Applied Ingenuity caused by weather, acts of God, shortage of materials or labor, strikes or circumstances outside the control of ***Applied Ingenuity.***

Warranty: ***Applied Ingenuity*** shall extend the manufacturers normal warranty and shall not be liable for any charges and/or expenses beyond the normal warranty extended by the manufacturer.

Payment: Payment terms are net 30 days from date of invoice. Retainage is not allowed. A service charge of **2% PER MONTH (24% PER ANNUM)** shall be added on any past due accounts and if the account is not paid when due the buyer agrees to pay all reasonable costs of collection. Payment to ***Applied Ingenuity*** is not contingent on other payments to Purchaser by other third parties or upon any other thing or event other than receipt of the equipment.

Conditional Proposal: The proposal is conditioned upon ***Applied Ingenuity*** receiving written notice of its acceptance within 30 days from the date of the offer.

Bonding: Performance Bonding has not been included in the Purchase Order Agreement.

Attorneys Fees: In the event of a default under or breach of the terms of this contract, the defaulting party shall pay the non-defaulting party all costs incurred in enforcing the terms of this agreement, including court costs and attorney's fees in a reasonable amount and including all costs of arbitration, if any, all fees and costs of arbitrators, all costs of discovery and depositions and copies, expert witness fees, travel expenses and any other cost or expense of litigation.

Thank you for the opportunity to quote this project. If ***Applied Ingenuity, LLC***. is selected for this work, please sign below, and return to ***Applied Ingenuity, LLC***. with your purchase order.

Accepted by:

_____

_____ Date

Well #7 Incident and System Summary Report

Overview of Well #7: Well #7, an Arapahoe well located approximately 1,800 feet below the surface, serves as a critical component of our water infrastructure. It functions as a treatment plant capable of producing around 165,000 gallons per day and is situated within the high-pressure zone, directly supplying water via lines that exceed 180 PSI. Currently, Well #7 is the only plant within this high-pressure zone, and it can pump directly to the Beacon Lite tank. It should also be noted that well #7 is one of two treatment facilities in operation capable of connecting to our diesel generator in the event of prolonged power outages.

System Reliance and Risks: While we are currently maintaining water levels in this zone through other wells and our booster station, this setup is not ideal. The dependence on auxiliary systems presents a risk; if other facilities experience mechanical failure due to high demand and long run times, the town could face significant water supply challenges.

Incident Summary:

Date & Time:

- **Wednesday, July 9th, approximately 8:00 PM**

Event Description:

- Well #7 unexpectedly shut down without prompt. The on-call operator responded and attempted troubleshooting but was unable to restart the well.

Follow-up Investigation:

- The next morning, an internal investigation was initiated with our in-house team, which led to contacting Devco, our well/drive specialist, for further troubleshooting.

Troubleshooting & Diagnosis:

- Devco arrived later that day, reviewed error codes, and managed to bring Well #7 back online. However, the well shut down again approximately 2 hours after restart.
- Devco returned the following day, observed the same error codes, and tested well components. They identified a suspected short caused by wiring issues within the casing.

Further Actions:

- To specifically identify the cause, the piping, pump, and motor needed removal and inspection.
- Quotes were obtained for the removal, and Applied Ingenuity was hired to perform the work.

Component Removal and Findings:

- On Monday, July 21st-22nd, Applied Ingenuity removed the components.
- They discovered a damaged section of wiring, confirmed as the cause of the short.

- During removal, it was noted that the well pipe threads were barely holding together, posing safety hazards to the crew and risks of the pipe falling back down the hole, which would have necessitated high-cost retrieval operations.
- Thankfully, no incidents occurred during removal.
- Testing of the pump motor and seal showed they were in good condition and should be good to place back down into the well.
- It was recommended that the wiring and downhole piping be replaced to prevent future issues.

Current Status & Next Steps:

- The bid for wiring and piping replacement has been received (attached).
- Replacement work is scheduled to address the wiring short and improve well reliability.
- Further safety measures and monitoring should be considered during this process.

Summary of Well 7's Role within the Water System: Well #7 is essential for supplying water directly to the Beacon Lite tank and meeting the high demand during summer months. It plays a crucial role in maintaining volume within the high-pressure zone. While its failure alone has a manageable impact, the resulting strain on our other wells and infrastructure could become unsustainable during peak summer demand. Well #7 is key to our redundancy and resilience within the Town’s Water system.

TOWN OF MONUMENT
645 Beacon Lite Road
Monument, CO 80132

PLANNING DEPARTMENT
719-884-8015
www.townofmonument.org/planning

TO: The Honorable Mayor and Town Council
FROM: Dan Ungerleider, AICP, Director of Planning
DATE: August 4, 2025
SUBJECT: Planning Commission Appointment – Valerie Baumer, Alternate Member

---

BACKGROUND: The Town of Monument Planning Commission is to consist of seven (7) regular members and two (2) alternate members, the terms of which are staggered. Alternate members are utilized to ensure a quorum at each meeting and are appointed to serve as regular members in the absence of one or two regular Commissioners. All members are appointed for a two-year term.

As of July 7, 2025, the Town of Monument Planning Commission consists of seven (7) regular members and no alternate members. On July 6, 2025, the Planning Department received an application from resident Valerie Baumer to serve as one (1) of the two (2) vacant alternate member positions. Ms. Baumer's application is attached for consideration by Town Council.

On July 21, 2025, I met with Ms. Baumer and found that her interest in serving her community and her vast experience as a professional strategic planner for the U.S. government makes her a formative candidate to serve on the Town's Planning Commission.

STAFF RECOMMENDATION: Appointment of Valerie Baumer to serve as a Planning Commission alternate member for the remainder of a two-year term effective August 4, 2025, and expiring December 31, 2026.

REQUESTED ACTION: A motion to approve Resolution No. 50-2025, a resolution appointing Valerie Baumer to serve as an alternate member of the Town of Monument Planning Commission for the remainder of a two-year term beginning August 4, 2025, and expiring December 31, 2026.

ATTACHMENTS:

1. Planning Commission Membership Roster – Updated 8/4/2025
2. Valerie Baumer, Planning Commission Member Application dated 7/6/2025
3. Resolution No. 50-2024 a resolution appointing John Parr as a member of the Planning Commission, term ending December 31, 2026+

Attachment 1

Planning Commission Membership Roster
(Updated 8/4/2025)

Name	Term Expiration	Renewable (y/n)	Terms Remaining
Ray Egley, chair	12/31/2026	Y	2
Corey Petersen, member	12/31/2025	Y	3
Martin Trujillo, member	12/31/2026	Y	1
Daniel Ours, member	12/31/2026	N	NA
Cathy Green, member	12/31/2025	Y	3
Donna Hatch, member	12/31/2026	Y	3
John Parr, member	12/31/2025	Y	3
Valerie Baumer, alt. member[1]	**12/31/2026**	**Y**	**3**
Vacant, alt. member			

[1]Assuming Appointment Approval on 8/4/2025

2.40.020 - Membership—Terms—Term limit—Vacancies.

The planning commission shall consist of seven regular members and two alternates. The term of each planning commission member and alternates shall be two years, ending December 31 of the year immediately following the year of his or her appointment, or until his or her successor is appointed. Terms shall be staggered with three members being appointed during the same year for terms of two years, and four members being appointed the following year for terms of two years. Members shall serve no more than four consecutive terms. Terms are considered consecutive unless they are at least a term apart. Current members who have served in excess of four consecutive terms shall serve until their current term expires.

Vacancies occurring otherwise than through the expiration of term shall be filled for the remainder of the unexpired term by appointment by the Board of Trustees.

(Ord. 27-2007 § 1; Ord. 21-2000 § 1; Ord. 6-97: prior code § 2-10-2)
(Ord. No. 04-2013, § 1, 2-4-2013; Ord. No. 12-2017, § 1, 6-19-17)

TOWN OF MONUMENT
645 Beacon Lite Road
Monument, CO 80132

PLANNING DEPARTMENT
719-884-8015
www.townofmonument.org/planning

PLANNING COMMISSION MEMBER APPLICATION

APPLICANT INFORMATION	
Name:	**Valerie Renee Baumer**
Address:	[redacted]
Email:	[redacted]
Phone:	719[redacted]

MINIMUM REQUIREMENTS	
Are you at least 18 years of age?	☑ Yes ☐ No
Are you a U.S. citizen?	☑ Yes ☐ No
Have you lived within Monument Town limits for at least one year?	☑ Yes ☐ No

APPLICANT QUESTIONS

Please describe why you are interested in serving on the Planning Commission.

Professionally, my position with the U.S. Air Force is a Strategic Military Planner. I understand the importance of applying an objective lens when considering the needs of the public. We moved to Monument in September of 2023 and decided to purchase a home here because we value small town morals and ideals. In order to preserve those small-town values and ideals, I believe we must be active participants in the management and decision making of our community.

Have you ever served on a civic board, commission, or other similar body? If yes, please identify which one with your role and years served.

I have never served on a civic board, commission, or other similar body. However, I feel that my knowledge, skills and abilities are suitable for this role.

What are your qualifications for serving on the Planning Commission?

As previously stated, I am a professional strategic planner for the U.S. government and certified as a Project Management Professional. I have over 20 years' experience in operations management, risk management, and intelligence. I am analytical, methodical, and direct – which I feel is needed in any field with project management or planning. I hold an undergraduate degree in Sociology from UNC-Greensboro and a Master in Arts of Security Management from American Military University. My most recent planning effort (1 yr long) resulted in the development of NORAD and USNORTHCOM's Strategic Military Campaign where I led a joint planning team, established goals and milestones, and co-authored the entire plan. My resume can highlight more planning experience.

What are your goals associated with serving in this capacity?

Goal 1: To preserve the integrity of Monument's public service positions in order to enhance the community's trust in their commissioners.

Goal 2: To protect the small-town values of Monument while assisting in the community's economic stabilization.

Does your schedule allow you to attend regular, special, and work session meetings? Typically, a minimum of a 15-day notice will be given.

Yes. My schedule allows me to attend regular meetings after 5:30 pm weekdays.

A resume may be submitted with this application but is not required.

If you are not immediately selected for appointment on the Planning Commission, would you like your application to be kept on file for future consideration?	☑ Yes ☐ No

Thank you for your interest in serving your community. Town Staff will be in touch if you are selected for an interview or appointment. All appointments are made by the Town of Monument Town Council.

Valerie Renee Baumer — Signature

7/6/2025 — Date

Please submit your application to the Town of Monument Planning Department.

Attn: Planning Department
645 Beacon Lite Road, Monument, CO 80132
Or email to planning@tomgov.org

For Staff Use Only	
Date Application Received:	
Interview:	
BOT Appointment:	
Contacted By:	
Other:	

VALERIE BAUMER

[redacted] | MONUMENT, CO 80132
PHONE (719) [redacted] • VALERIE.R.BAUMER@GMAIL.COM

SUMMARY OF QUALIFICATIONS:

- Active Top Secret/SCI clearance; U.S. Citizen
- Master's degree in Security Management; Bachelor's degree in Sociology
- Graduate of the U.S. Army Counterintelligence Agent Course, Open Source Intelligence Course, Military Intelligence Officer Transition Course, DIA Intelligence Planners Course; Joint Enabling Capabilities Command Planners Course; Security Officer Course, Foreign Disclosure Representative Training
- Detailed knowledge of national, DoD, and U.S. Army intelligence practices, policies and procedures
- In depth experience with Joint Planning at MAJCOM and CCMD levels focusing on intelligence support, campaign, and communication efforts; annexes and level 1-4 plan development
- Project Management Professional (PMP) Certified
- Current GS-13; Prior experience in 0080 (Security), 0301 (Management), 2210 (IT), and 0132 (Intel) Job Series

EXPERIENCE:

J532, U.S. Northern Command (USNORTHCOM)

Strategic Campaign Planner | Operations Advisor
Peterson Space Force Base, Colorado Springs, 80914| 01/2024 – Present | Salary: ~$[redacted] USD Per Year | Hours per Week: 40 | Series: 0301 | Pay Plan: GS | Grade: 13 (non-supervisory)
Supervisor: RADM Scott Roberston, 719-[redacted]; may contact by email

PLANNER. Provide strategic level input into development of combatant command campaign plan supporting USNORTHCOM's missions that align with national strategy. Coordinate and lead operational planning teams (OPTs) and Joint Planning Groups (JPGs) related to campaign plan development. Review and influence national level policy and guidance that shape operational support to the warfighter. Lead cross-organizational collaboration between DOD service components on identification and coordination of capabilities and requirements during campaign efforts. Provide support to Future Plan Cell as needed during crisis situations. Assist in deconflicting tasks among staff and subordinates to ensure campaign objectives are met.

ACTION OFFICER. Secreariat for Joint Plans and Operations Board (JPOB), responsible for coordinating venues, agenda, and facilitating the JPOB for GO/FO/SESs. Division Security Manager, enforcing security measures for storage of classified material and maintaining security forms IAW DOD and ICD policies. Adminstrator of the Command's Campaign Management and Assessment Tool, enabling the consolidation of assessments providing the Commander a quarterly view of current campaign efforts. Brief the J5's portion of the NORTHCOM 101 course for newcomers.

OPERATIONS ADVISOR. Serve as civilian senior operations advisor for three general officer(s)/Field grade officers(s) that oversee NORAD and USNORTHCOM's Strategy, Policy, and Plans Directorate. Responsible for all scheduling of battle rhythm support, directs staff on product preparation and assignments, interfaces with Commander, Deputies, and Chief of Staff for synchronization of planning, and coordinates with Joint Staff and the Office of Secretary of Defense for integration updates.

LinQuest (Contract) U.S. Space Command (USSPACECOM)

Mission Assurance Analyst
1110 Bayfield, Colorado Springs, CO 80909| 09/2023 – 01/2024| Salary: ~$[redacted] USD Per Year | Hours per Week: 40 | Contractor for U.S. Space Command (USSPACECOM)
Supervisor: Mary Ellen Ramsey, 719-[redacted]; may contact

RISK MANAGEMENT. Provided subject matter expertise in identifying, prioritizing, and categorizing vulnerabilities from Joint and Service Assessments in support of USSPACECOM's Lines of Effort and key mission areas as identified in the Unified Command Plan. Coordinated risk mitigation or remediation efforts with other directorates on potential actions to reduce overall risk posture for the Command. Adapted Joint Risk Assessment Methodology to develop USSPACECOM's baseline of risk to strategic missions.

J63, U.S. Europe Command (USEUCOM)

Command and Control, Computers and Communications (C4) Planner
Bldg 2301-T, Patch Barracks, Germany 70569| 11/2021 – 08/2023 | Salary: ~$[redacted] USD Per Year | Hours per Week: 40 | Series: 2210 | Pay Plan: GS | Grade: 13 (non-supervisory)
Supervisor: Michael Schweighardt, [redacted]; may contact

PLANNER. Developed six communication annexes during 18 month tenure. Provided key input into operational planning teams and Joint Planning Groups. Reviewed and influenced national level policy and guidance that shaped communications support to the warfighter. Lead cross-organizational collaboration between DOD service components on deconfliction of C4 capabilities and requirements in contested environments. Lead for Mission Assurance cyber-related activities to include the identification and association of Mission Related Terrain in Cyberspace (MRTC) to Defense Critical Infrastructure and follow-on vulnerability assessments and post- assessment analysis. Coordinated and facilitated two mobile training teams for theater wide MRTC skill development at zero cost to the Command. Coordinated and executed critical communication support for air operation deconfliction between US and partner nation during key exercises which led to successful execution during real-world crisis in the Levant.

SECURITY. Served as Foreign Disclosure Representative to coordinate releasability of C4 planning information to NATO Allies. Served as Special Security Representative, responsible for implementing INFOSEC, PERSEC, and PHSYEC policy and training within the directorate, creating security profiles for new arrivals, handling all NATO read-ons for newcomers and establishing JWICS accounts. Advised and represented leadership on matters related to the classification, downgrading, declassification, and safeguarding of national security information. Responsible for both collateral and sensitive compartmented information facilities (SCIF), to include response to alarms, alarm testing, changing X9/X10 codes, disposal of classified information and hard drives, addressing security incidents and violations, and maintaining physical security over the SCIF.

STRATEGIC GUIDANCE. Provided strategic input and guidance to national level policy influencing C4I processes and tactics; to include, real-time crisis support to foreign NATO and non-NATO mission partners. Coordinated with NATO J6 counterparts for planning and interoperability of C4 capabilities.

Identified C4 gaps and shortfalls and sought mitigation measures to ensure C4 resiliency during steady state and crisis operations. Coordinated Mission Assurance Decision Support System (MADSS) training for mission owners, asset owners and stakeholders for two Combatant Commands and Service Components IOT shape the theater cyber-common operating picture by identifying and associating Mission Relevant Terrain in Cyberspace to USEUCOM operations and activities.

ACHIEVMENTS:

- Joint Staff Civilian Commendation Award (2023)
- ECJ6 Civilian of the Quarter (1st QTR 2022)
- USEUCOM Deputy Commander's Hero of the Week (1 Sep 2022)

J34, U.S. Africa Command (USAFRICOM)

Security Specialist – Mission Assurance Assessment Coordinator
Bldg. 3306, Kelly Barracks, Germany 70569| 08/2021 – 11/2021 | Salary: ~$[redacted] USD Per Year | Hours Per Week: 40 | Series: 0080 | Play Plan: GS | Grade: 13 (non-supervisory)
Supervisor: Michael Bray, [redacted]; may contact

ASSESSMENT PLANNER. Coordinate and integrate Mission Assurance Assessments and protection program assessments to determine the criticality, vulnerability and threat to USAFRICOM mission sets. Review strategic level policy for programmatic implementation and execution of Mission Assurance and AT programs. Responsible for the recommendation and coordination and alignment of Joint Mission Assurance and Balanced Survivability Assessments to theater Defense Critical Infrastructure IAW DOD periodicity requirements. Coordinate Antiterrorism Periodic Program Reviews for subordinate elements.

RISK MANAGEMENT. Prioritize and categorize vulnerabilities from Joint and Service Assessments ISO CDRUSAFRICOM's Lines of Effort. Coordinate with Service Components and recommend USAFRICOM advocacy positon to achieve and acceptable level of mission risk.

ACHIEVEMENTS:

- Joint Staff Civilian Achievement Award, USAFRICOM ACJ34 Certificate of Achievement, and USEUCOM ECJ2X COIN of Excellence

Mission Essential, LLC

Functional Analyst – Mission Assurance (USEUCOM)
Bldg 2308, Patch Barracks, Germany | 01/2021 – 08/2021 | Salary: $[redacted] USD Per Year |Hours Per Week: 40 | Contractor for US European Command J-9 Strategic Infrastructure Division
Supervisor: Casey Groves, [redacted]; may contact

RISK IDENTIFICATION AND MANAGEMENT. Coordinated Mission Assurance efforts across DOD agencies, interagency, and Services to optimize stake holder participation and ensure mission readiness across the Theater. Led Mission Assurance working groups to facilitate planning and execution of Joint and Service vulnerability assessments. Responsible for the developing, maintaining

and revising USEUCOM's Strategic Asset List verifying its alignment with USEUCOM's operational requirements in support of USEUCOM's theater campaign plan, OPLANS, and CONPLANs. Collaborate with Joint Cyber Center and J6 to identify Mission Related Terrain in Cyberspace for USEUCOM through assessments and mission analysis.

RISK RESPONSE AND MONITOR. Coordinate risk mitigation or remediation efforts with other directorates or offer recommendations to service commands on potential actions to reduce overall risk posture. Monitor regional threat activity and emerging capabilities that potentially could threaten USEUCOM critical infrastructure resulting in the prioritized allocation of risk response resources. Maintain direct link to Joint Operations Center for degradation of critical asset capabilities that impact the mission and coordinate actions to build resiliency.

G2, U.S. Army Network Enterprise Technology Command (NETCOM)

Intelligence Specialist
Bldg 61801, 2133 Cushing St, Ft. Huachuca AZ, 85613 | 10/2016 – 12/2020 | Salary: ~$[redacted] USD Per Year |Hours Per Week: 40 | Series: 0132 | Pay Plan: GG | Grade: 11 Step 7
Supervisor: Ms. Marnie Vance, (520) [redacted]; may contact

ALL SOURCE INTELLIGENCE. All source intelligence analyst in support of DoD Information Network – Army (DODIN-A) operations, communications technology, and cyberspace domain; specifically cyber threats. Scan, research, analyze, and interpret all-source intelligence information using various analytical tradecraft, methodologies and intelligence database systems to provide the Commander with daily all-source intelligence products, assessments, threat analysis, special studies, and current events products to answer priority intelligence requirements. Identified information gaps and potential cyber and kinetic threats to DoDIN-A operations by evaluating the relevance and accuracy of gathered information using intelligence database systems. Researched, queried, and processed information from intelligence databases to develop products for internal and external requests for information. Provided intelligence support to the Army protection programs IOT advise the Commander of threats to potential vulnerabilities in defense critical infrastructure.

INTELLIGENCE PLANNING. Served as intelligence planner to the NETCOM Intelligence Analysis and Control Element Chief on NETCOM cyber intelligence strategies, policies, requirements, plans, and programs for the four major geographic combatant command areas of responsibility. Identify, develop, and submit requirements for NETCOM cyber gaps to develop threat analysis products. Developed DoDIN-A Cyber and kinetic Intelligence Preparation of the Environment analysis documents for the European, IndoPacific, Southwest Asia and Continental U.S. areas of responsibility. Used the joint intelligence planning process to assist in development and implementation of realistic threat scenarios ISO training and exercise development. Developed intelligence annexes for operational plans and exercise events and coordinate with higher, adjacent, and subordinate commands and agencies to ensure communications plans are compatible and interoperable with all inter-related systems, and in compliance with DoD standards. Provideed current relevant all-source intelligence support (assessments, intelligence estimates, briefings, and special studies) to support NETCOM exercises worldwide. Supported ARCYBER and NETCOM with threat assessments to inform Commander's Risk analysis of the DODIN.

ORAL AND WRITTEN COMMUNICATION. Researched, prepared, and briefed intelligence threat analysis, current event products, and information papers to General Officers, Senior Executive

Service Civilians, and other Senior Leaders on a weekly basis. Reviewed, critiqued, and provided advice daily on NETCOM all-source intelligence products to ensure compliance with Intelligence Community Directives, Intelligence Oversight policies and regulations, and internal analytical requirements. Provided quality control and peer review of all G2 analytic production in accordance with Intelligence Community Directives (ICD) 203, 206, and 208 regarding analytic integrity and usability.

ACHIEVEMENTS:

- **Recipient – The Knowlton Award for Military Intelligence 2020**
- **MVP of the Year 2019 –** NETCOM assumed DoDIN Operational authority and Tactical Operational Control (TACON) of five Regional Cyber Centers around the globe in 2019. I led a 4 person team to conduct mission analysis and define intelligence requirements. My efforts as the central project lead resulted in the NETCOM Commander approving additional intelligence requirements thus earning me MVP of the 4th QTR for FY19 and winning overall MVP of the Year for 2019.
- **Civilian of the Month March 2018 –** Escalating activity by North Korea in 2017 resulted in military operations to shape the environment and deter conflict. NETCOM was tasked to enhance communication capabilities to the warfighter both on and off peninsula. I prepared and briefed monthly threat intelligence briefs specific to ongoing military operational efforts to multiple general officers and external organizations that resulted in timely decision making by multiple commands.

Intelligence, Communications, and Engineering Inc.

Regional Program Director/Project Manager – Mission Assurance, COOP, AT
Bldg 61801, 2133 Cushing St, Ft. Huachuca AZ, 85613 | 07/2013 – 10/2016 | Salary: $[redacted] USD Per Year |Hours Per Week: 40 | Contractor for U.S. Army NETCOM
Supervisor: Craig Mount, (832) [redacted] may contact

PROGRAM MANAGEMENT. Executed full life cycle of program management for all company defense contracts in the southwest region of the U.S. Provided guidance in establishing objectives, tasks, schedules, and priorities that aligned with both contract and industry policies. Developed technical portions of government proposals. Served as PM for NETCOM's Army Protection Programs, including Mission Assurance, Antiterrorism, and Continuity of Operations.

RISK MANAGEMENT AND ANALYSIS. Applied mission assurance construct to critical infrastructure, to include: Critical Asset Identification Process, performed mission analysis and supporting infrastructure analysis, coordinated vulnerability and criticality assessments, threat assessments, and recommend mitigation measures to inform the Commander's decision via a Risk Decision Package. Conducted geostrategic research and analysis of geopolitics and globalization in economics, technology and demographics to inform the command on emerging conventional and asymmetric threats to command critical assets. Excellent knowledge of EUCOM's, CENTCOM's, NORTHCOM's, STRATCOM's, and INDOPACOM's theater campaign plans, and associated family of operational plans.

RISK RESPONSE. Chaired mitigation working groups for Risk Response which focused on applying the planning, programming, budgeting and execution processes at the combatant command and service

component levels IOT assign and prioritize remediation or mitigation requirements to address vulnerabilities. Implement and manage Department of the Army CIRM program and procedures executing functions consistent with GS 12 and GS 13 level expectations.

MILITARY EXPERIENCE.
United States Army (09/18/2001 – 11/01/2003)
United States Army – Reserves (02/01/2004 – 03/01/2007)
MOS: 97B (Counterintelligence Analyst): Counterintelligence Analyst responsible for training junior agents on document preparation and 513th Military Intelligence Brigade Security Control Officer.
Intelligence Oversight. Special Assistant to Senior Civilian Advisor of Counterintelligence / Human Intelligence Affairs and Non-commissioned officer in charge of Intelligence Oversight for 513th MI BDE.

EDUCATION:

2014 **American Military University** **Charles Town, WV**
Master of Arts (MA), Security Management; GPA 3.8; Magna Cum Laude

2003 **Defense Language Institute – Foreign Language Center** **Monterey, CA**
Technical/Occupational Certificate, Pashtu-Afghan GPA 3.4

2001 **University of North Carolina at Greensboro** **Greensboro, NC**
Bachelors in Sociology (BA), Minor in Criminology GPA 3.15

PROFESSIONAL TRAINING AND CERTIFICATIONS:

- 2024, Joint Enabling Capabilities Command, Joint Planners Course
- 2022, USARMY CES-Advanced Course
- 2020, DIA Intelligence Planners Course
- 2020, DC3 Network Intrusions Basic Course
- 2019, DOD Intelligence Fundamentals Professional Certificate
- 2019, PMI Project Management Professional (PMP) Certification
- 2018, US Army Open Source Intelligence Course
- 2017, US Army Military Intelligence Officer Transition Course
- 2010, Lean Six Sigma (Yellow Belt)
- 2001, US Army Counterintelligence Agent Course

HONOR AND AWARDS:

- Joint Civilian Commendation Award - USEUCOM (2023)
- Joint Civilian Achievement Award - USAFRICOM (2022)
- Knowlton Award – Military Intelligence Recipient (2020)
- Dept of the Army Civilian Service Achievement Medals - US Army NETCOM (2019, 2020)
- Dept of the Army Civilian Service Commendation Medals - US Army NETCOM (Jan 2020, Dec 2019)
- US Army NETCOM MVP of the Year - 2019
- US Army NETCOM Civilian MVP of the Quarter (Q4 2019)
- US Army NETCOM Civilian of the Month (March 2019)
- Graduated Magna Cum Laude from American Military University (2014)

- German Armed Forces Badge – Silver (2002)

REFERENCES

Stephen Zeiders – USEUCOM J9, [redacted]
Peter Sinclair, II – USARMY CYBER G5, [redacted]
Lisa Martinez, Colonel (R)– US Air Force Academy, [redacted]
Trenton Duncan – USNORTHCOM J5, [redacted]

Town of Monument
Resolution 50-2025

A RESOLUTION APPOINTING A MEMBER OF THE PLANNING COMMISSION

WHEREAS, pursuant to Section 2.40.020 of the Monument Municipal Code, the Planning Commission shall consist of seven (7) regular members and two (2) alternate members; and

WHEREAS, Planning Commission terms are for two (2) years, required to be staggered, and Commissioners shall serve no more than four (4) consecutive terms; and

WHEREAS, two (2) alternate member positions are vacant; and

WHEREAS, resident Valerie Baumer has applied and submitted a resume in consideration of her appointment as an alternate member of the Planning Commission; and

WHEREAS, if the applicant seeking appointment as an alternate member is appointed, one (1) alternate member vacancy will remain on the Planning Commission; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF MONUMENT, COLORADO THAT:

Valerie Bauman is hereby appointed to the position of alternate member of the Town of Monument Planning Commission. The term of this appointment shall commence on August 4, 2025, and shall terminate on December 31, 2026, thereby completing the remaining portion of a two-year term.

PASSED AND RESOLVED by the Town of Monument, El Paso County, Colorado, this 4th day of August 2025, by a vote of ___ for and ___ against.

TOWN OF MONUMENT

_____
Mitch LaKind, Mayor

ATTEST:

_____
Tina Erickson, Town Clerk

MEMORANDUM

TO: Mayor and Town Council
FROM: Emily Trujillo, Human Resources Manager and Jennifer Phillips, Finance Director
DATE: August 4, 2025
RE: Compensation Program Policy

Background

On June 2, 2025, the Town Council adopted Resolution 38-2025 approving the Salary Structure and Classifications, which has been implemented as approved by adopting the proposed pay structure and classifications and increasing all employees identified to be below the minimum to above the minimum.

Discussion

As stated in Fiscal Policy 1 – Fiscal Planning and Budgeting, section 1.07 – A system will be used to facilitate position control. The number of full-time and regular part-time employees shall not exceed the total number of positions authorized by the Town Council. Therefore, as part of each budget approval process, the pay structures and classifications will be included for Council's review and approval. Policy 1 does authorize the Town Manager to make temporary appointments which includes the creation of new position classifications that shall follow the Grades established in the proposed pay structure.

To formally establish the Town's compensation program, Human Resources Policy 1 – Compensation Program has been prepared for Council's consideration.

Resolution: Staff have submitted Resolution 51-2025 to request the Town Council approve Human Resources Policy 1 – Compensation Program – Attachment A.

Town of Monument

Human Resources Policy 1 – Compensation Program

Adopted on August 4, 2025

The overall purpose of the Town of Monument's compensation system is to provide a means to assist in recruiting, retaining, and rewarding employees. It seeks to establish salary grades that are competitive with the labor markets in which the Town of Monument recruits talented employees and reflects the value of positions to the Town of Monument, as determined by a job review which takes into account the duties and level of responsibility of each job.

1.01 Annually, Human Resources will assess the adopted compensation salary ranges for all Town positions to determine if town positions remain within the predetermined market ranges.

1.02 During the fiscal year, the Town Manager has the authority to create new positions and assign a salary grade to each new position created. However, the position count shall not be increased without Council approval.

1.03 As part of the budget preparation process, Human Resources will make recommendations for adjustments and Finance will evaluate the Town's financial position and determine if adequate funds are available to increase any recommended salary ranges beyond the annual cost of living increase.

1.04 Any salary increases shall be specifically identified as part of the budget adoption process.

1.05 Annually, as part of the budget process, the Town Council shall review and adopt the compensation salary ranges as well as approve the total position count for the fiscal year.

TOWN OF MONUMENT
RESOLUTION NO. 51-2025

A RESOLUTION TO ADOPT
HUMAN RESOURCES POLICY 1 – COMPENSATION PROGRAM

WHEREAS, the Town Council of the Town of Monument through its Vision Statement, has committed to always ensure cooperative, transparent and inclusive Town governance; and

WHEREAS, the Town Council adopted the Salary and Compensation schedules on June 2, 2025; and

WHEREAS, a Town Council priority is to reinforce a positive work culture that attracts and retains top talent and further enhances the high-quality services provided to the Monument community.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MONUMENT, COLORADO THAT:

Human Resources Policy 1 – Compensation Program attached hereto as Exhibit A is hereby adopted.

PASSED AND RESOLVED this 4th day of August 2025, by the Town Council of the Town of Monument by a vote of ____for and ____against.

TOWN OF MONUMENT

_____
Mitch LaKind, Mayor

ATTEST:

_____
Tina Erickson, Town Clerk, CMC

MEMORANDUM

TO: Mayor and Town Council
FROM: Emily Trujillo, Human Resources Manager and Jennifer Phillips, Finance Director
DATE: August 4, 2025
RE: Town Manager Evaluation Policy

Background

On May 19, 2025, the Town Council appointed the current serving Town Manager. It is a local government best practice to have an established and adopted evaluation process for the Town Manager.

Discussion

Per the Monument Municipal Code Article VII, Section 7.1 the Town Council shall hire a Town Manager who shall be the chief administrative officer for the Town and who shall serve at the pleasure of the Town Council.

The Town Manager shall be evaluated annually by the Town Council as set forth in an approved process,

To formally establish the Town Manager's evaluation process, Human Resources Policy 2 – Town Manager Evaluation as been prepared for Council's adoption.

Resolution: Staff have submitted Resolution 52-2025 to request the Town Council approve Human Resources Policy 2– Town Manager Evaluation – Attachment A.

Town of Monument

Human Resources Policy 2 – Town Manager Evaluation Policy

Adopted on August 4, 2025

The Town Manager Evaluation Policy describes the manner in which the Mayor and Town Council Members are required to complete an annual performance evaluation process for the Town Manager.

The Mayor is expected to assist in facilitating the Town Manager's annual performance evaluation process and related discussions, in consultation with Human Resources and the Town Attorney if required for specific matters, while members of the Town Council are required to complete the evaluation form attached to this policy.

The Town Manager position is a contracted position for which there is an employment agreement. The employment agreement should be amended on a regular basis as stated in the agreement and annually if requested by the appointed Town Manager and agreed to by the Town Manager and the Town Council.

1.01 Annually, thirty (30) calendar days prior to the anniversary of the Town Manager's appointment date, the Town Council shall complete a performance evaluation.

1.02 Thirty (30) days calendar prior to the anniversary of the Town Manager's appointment date, the Town Manager will submit a completed self-assessment Town Manager evaluation form Human Resources.

1.03 Council members will individually complete the Town Manager evaluation form within ten (10) calendar days of receiving the form from Human Resources and submit the completed form to Human Resources who will aggregate the scores and compile the comments into one document.

1.04 The Mayor, Town Council and Human Resources, without the Town Manager present, will meet to discuss the summary document and overall aggregated score of the results in executive session. In this same meeting, Human Resources will provide the Town Council with the associated compensatory adjustment (percentage increase or one-time payment) derived from the overall, aggregated score.

1.05 The Town Manager may also request the Town contract with a neutral third-party consultant to conduct and facilitate the evaluation in collaboration with the Mayor.

1.06 A final version of the summary evaluation will be provided to the Town Manager by

Human Resources (or consultant). The Town Manager will have a minimum of five (5) calendar days to review the summary evaluation prior to the scheduled performance evaluation date.

1.07 The performance evaluation discussion will be held during executive session with the Mayor, Town Council and Town Manager, and if requested by the Town Manager, Human Resources or the third-party consultant. The Town Council will provide the overall score and any associated compensatory adjustment during that executive session.

1.08 An amendment to the employment agreement shall be prepared to include the compensatory adjustment, updated goals and expectations, and any other terms negotiated and agreed upon between the Town Council and Town Manager.

Attachments:

Town Manager Evaluation Form

Town of Monument

Town Manager Evaluation

Employee Name	Performance Evaluation Year	Rater

Rating scale

Exceptional performance	Observed as significantly surpassing criteria for successful job performance. The employee was observed demonstrating mastery in all dimensions of the rated competency this review period.
Above average performance	Observed as generally exceeding criteria for successful job performance. The employee was observed demonstrating mastery in most dimensions of the rated competency this review period.
Performance meets expectations	Observed as consistently meeting established criteria for successful job performance. The employee was observed demonstrating proficiency in most dimensions of the rated competency this review period.
Performance needs improvement	Observed as inconsistently meeting established criteria for successful job performance. The employee was not observed demonstrating proficiency in most dimensions of the rated competency this review period. Improvement is required in key areas of the rated competency to meet expectations.
Poor performance	Observed as not meeting the minimum established criteria for successful job performance. Significant improvement is needed in most areas of the rated competency to meet expectations.

Directions:

For the Town Manger Evaluation please review the description of each performance competency description, provide comments and examples fitting within the category.

Performance Competencies

Leadership

Description: Makes timely decisions. Strives to be action-oriented and proactive. Inspires respect and trust amongst peers and staff. Acts with integrity and credibility. Holds self and subordinates accountable.
Rater's comments/examples:

☐ Exceptional performance	☐ Above Average performance	☐ Performance meets expectations	☐ Performance Needs Improvement	☐ Poor Performance

Team Building

Description: Consistently exhibits confidence in self and others. Consistently demonstrates the ability to motivate others to accomplish duties and assignments; to build cohesive working units of persons acting together effectively and efficiently.
Rater's comments/examples:

☐ Exceptional performance	☐ Above Average performance	☐ Performance meets expectations	☐ Performance Needs Improvement	☐ Poor Performance

Communications

Description: Consistently expresses ideas and thoughts promptly and accurately. Cultivates a culture of openness in information sharing. Regularly solicits constructive feedback and builds consensus. Demonstrates effective communication with Town Council, Town staff, and citizens and/or various stakeholders (Boards, Commissions, etc.) as required by the position.
Rater's comments/examples:

☐ Exceptional performance	☐ Above Average performance	☐ Performance meets expectations	☐ Performance Needs Improvement	☐ Poor Performance

Operational Stewardship

Description: Responsive to Town Council. Creates dynamic work systems that achieve organizational goals. Demonstrates a thoroughness when making operational plans and decisions. Develops practices, processes, and policies that sustain order and stimulate productivity. Independently identifies risks and solves problems. Is versatile and aware; adapts to changes within the organization, environment, and community.
Rater's comments/examples:

☐ Exceptional performance	☐ Above Average performance	☐ Performance meets expectations	☐ Performance Needs Improvement	☐ Poor Performance

Fiscal Stewardship

Description: Demonstrates a thoroughness when making financial plans and decisions. Continually evaluates financial consequences of plans and decisions; measures outcomes practices, processes, and policies and responds, accordingly. Identifies the most responsible and most advantageous use of public funds.				
Rater's comments/examples:				
☐ Exceptional performance	☐ Above Average performance	☐ Performance meets expectations	☐ Performance Needs Improvement	☐ Poor Performance

TOWN OF MONUMENT
RESOLUTION NO. 52-2025

A RESOLUTION TO ADOPT
HUMAN RESOURCES POLICY 2 – TOWN MANAGER EVALUATION

WHEREAS, the Town Council of the Town of Monument through its Vision Statement, has committed to always ensure cooperative, transparent and inclusive Town governance; and

WHEREAS, the Town Council appointed a Town Manager on May 19, 2025; and

WHEREAS, it is a local government best practice to establish and adopt a Town Manager evaluation process; and

WHEREAS, a Town Council priority is to reinforce a positive work culture that attracts and retains top talent and further enhances the high-quality services provided to the Monument community.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MONUMENT, COLORADO THAT:

Human Resources Policy 2 – Town Manager evaluation attached hereto as Exhibit A is hereby adopted.

PASSED AND RESOLVED this 4th day of August 2025, by the Town Council of the Town of Monument by a vote of ____for and ____against.

TOWN OF MONUMENT

_____
Mitch LaKind, Mayor

ATTEST:

_____
Tina Erickson, Town Clerk, CMC

COLORADO MUNICIPAL LEAGUE

303 831 6411 / 866 578 0936
303 860 8175
www.cml.org
1144 Sherman St., Denver, CO 80203

To: CML Member Mayors, Managers and Clerks
Cc: 2025-2026 Policy Committee Members
From: Heather Stauffer, CML Advocacy Manager
Date: July 23, 2025
Subject: Annual Appointment to CML Policy Committee

Following the election of the new CML Executive Board and in preparation for the 2026 legislative session it's now time for Colorado Municipal League (CML) member municipalities to appoint representatives who will serve on the League's 2025-2026 Policy Committee. Additionally, CML's advocacy team encourages municipal members to submit their legislative or policy proposals for committee consideration and recommendation.

CML Policy Committee

Each CML member municipality is entitled to designate at least one representative and one alternate to the League's Policy Committee. Cities with a population over 100,000 are entitled to appoint two representatives and one alternate. Appointments and reappointments to the committee should occur following the CML Annual Conference in June, and members serve for a one-year term. **Please note that appointees from the 2024-2025 policy committee are presumed to carry over unless the League staff is otherwise informed**. CML asks member municipalities to review the current policy committee roster (Attachment A) to verify their policy committee representative(s) and alternate. **If a member municipality has a change in their policy committee representatives, they should email the updated information to Bev Stables at bstables@cml.org by Monday, September 8.**

The CML Policy Committee is an essential part of the policy development process at CML, and all members are encouraged to take advantage of the opportunity to have their voices heard as the committee makes recommendations on legislation that directly impacts municipalities.

Prior to appointment, each policy committee representative and alternate should review the *Policy Committee Roles and Responsibilities document* (Attachment B). General policy committee responsibilities include:

1. Attending and participating in all Policy Committee meetings, in-person or virtually, and voting on policy positions to recommend to the CML Executive Board.

2. Evaluating requests from member municipalities for CML-initiated legislation and making a recommendation to the CML Executive Board.

3. Reviewing the League's *Annual Policy Statement* that guides League positions on policy issues affecting municipalities and proposing revisions, if necessary. (Any recommended changes to the policy statement are voted on by CML members at the Annual Business Meeting that takes place as part of CML's Annual Conference.)

CML Initiated Legislation Proposals

Each municipality has the opportunity to submit a proposal for CML-initiated legislation (CML staff will create and carry forth the legislation on behalf of member municipalities) to the full committee for consideration. The municipality's Policy Committee member should be prepared to present their municipality's consensus proposal at the October 17, 2025, Policy Committee meeting.

If a municipality would like to submit a proposal for initiated legislation, they can complete the online form at https://forms.office.com/r/ZsdCZwmeYE. This form allows municipal members to directly enter a request for specific legislation they would like CML to initiate.

2025-2026 Policy Statement

The CML Policy Statement is a living document that has evolved throughout the history of the League. When legislation or policy issues are considered, the CML staff, Policy Committee, and Executive Board look first to the Policy Statement to develop recommendations and formal positions. In this way, the policy statement acts as a guide for CML advocacy.

The CML Policy Committee is charged with proposing amendments to the Policy Statement. Members can download a copy of the 2024-2025 Policy Statement at cml.org on the home page. Requests for amendments to the policy statement can be made through the online form at https://forms.office.com/r/n1x8ZKuV6e.

In September, CML will distribute the proposals to policy committee members for review and discussion within that member's municipality. Committee members should review proposals with their municipality or constituency and be prepared to discuss and debate each on behalf of their respective municipalities at each meeting.

CML staff may also submit suggested policy and/or legislative items for the committee's consideration.

Initiated Legislation and Policy Statement Amendments are due no later than COB Monday, September 8.

2025-2026 Policy Committee Meeting dates

- Friday, Oct. 17, 9 -11 a.m.
- Friday, Dec. 5, 9 - 11 a.m.
- Friday, Jan. 16, 9 - 11 a.m. (Virtual only)
- Friday, Feb. 20, 9 - 11 a.m.
- Friday, March 20, 9 -11 a.m. (Virtual only)

Attachments

- Attachment A: 2024-25 Policy Committee Roster
- Attachment B: *Policy Committee Roles and Responsibilities*

Policy Committee Roles and Responsibilities

CML GENERAL GOVERNANCE OVERVIEW

- CML works with and on behalf of Colorado cities and towns to develop and improve municipal government.
- CML provides services that increase the efficiency of Colorado cities and towns.
- CML assists in securing legislative enactments that benefit municipalities while opposing injurious legislation.
- CML always acts in the best interest and for the benefit of all Colorado municipalities and their residents.
- CML conducts all business while adhering to the highest legal and ethical standards.
- CML is governed by an executive board elected by members. The executive board is responsible for setting and establishing policy using existing guidance and recommendations from various committees, including the Policy Committee.

ROLE OF THE POLICY COMMITTEE

- Policy Committee representatives are appointed by their respective municipalities. Each municipality may assign one member and designate an alternate should that member be unable to attend. Cities with a population over 100,000 may appoint two members plus an alternate.
- CML section chairs serve as non-voting members of the committee appointed by their respective sections.
- Policy Committee representatives are responsible for reviewing anticipated, proposed, or introduced legislation provided by CML advocacy staff and voting on recommendations for legislative positions to the CML Board at Policy Committee meetings.
- Representatives are responsible for reviewing requests for CML-initiated legislation from member municipalities or CML staff and voting on a recommendation to the CML Board.
- Representatives are responsible for reviewing CML's Annual Policy Statement and proposing revisions, if necessary. CML members will vote on proposed Policy Statement revisions at CML's Annual Business Meeting.
- CML promotes inclusive leadership development and discourage redundancy: Ensure equitable access to leadership opportunities within both the Policy Committee and Executive Board by encouraging a system of rotation that prevents overlapping memberships. This approach aims to foster diverse perspectives, broaden expertise, and build a dynamic pipeline of leaders across the organization.
- The Policy Committee is dedicated to creating a safe, inclusive space where all members have equal opportunity to voice their perspectives without fear of judgement. Members are

encouraged to actively listen, respect differing opinions, and contribute to an environment that values diversity of thought.

ROLE OF INDIVIDUAL POLICY COMMITTEE REPRESENTATIVES AND ALTERNATES

- **General Expectations**
  - Policy Committee representatives are expected to attend, in person or virtually, all CML policy committee meetings. If you cannot participate in a meeting, please ensure your municipality's designated alternate is available and prepared to attend.
  - Policy Committee representatives are expected to review committee materials with their city councils and relevant municipal staff and departments ahead of CML policy committee meetings to represent their municipality's views accurately.
- **Meeting Expectations**
  - Please arrive on time and ready to participate.
  - Follow the rules and instructions the Policy Committee chair sets forth at the beginning of the meeting.
  - Wait to be recognized by the chair before speaking or making a motion.
  - Having active and engaged committee discussions produces great outcomes. To the extent possible, please minimize distractions during committee meetings, which includes refraining from leaving the room to take phone calls or engaging in unrelated work.
  - Discussions around legislation often lead to passionate conversations, with everyone eager to participate. Dialogue and debate should maintain a civil and respectful atmosphere and tone.
- **Fiduciary Duty**
  - **Duty of Care:** Members must make informed, well-considered decisions based on accurate and current information, dedicating the necessary time and attention to understand relevant issues.

  - **Duty of Loyalty**: Members are expected to prioritize the Municipal League's interests above personal or outside interests, avoiding any actual or perceived conflicts of interest, and must disclose any potential conflicts promptly.

  - **Duty of Obedience**: Members must ensure that all actions and decisions comply with applicable laws, regulations, and organizational policies, safeguarding the League's integrity and public trust.

ROLE OF THE POLICY COMMITTEE CHAIR

- The Policy Committee chair is appointed by and serves at the pleasure of the CML Executive Board President.
- The Policy Committee Chair is responsible for maintaining rules of order and running efficient policy committee meetings.
- The chair will recognize speakers during discussion, recognize motions when made, and call for a vote when appropriate.

- The chair will ensure that each person, both in person and online, has an equal opportunity to speak and make motions during meetings.
- The chair will not recognize speakers for a second time until other members who want to speak have done so.
- The chair will ensure that motions are in order and proceed according to the rules.
- A designated staff member, such as the Communications Manager or Meetings and Event Manager, will assist the Policy Committee Chair in moderating meetings, ensuring smooth engagement with Zoom attendees, and accurately managing vote counts. This support allows the Chair to focus on guiding discussions effectively while staff facilitate technical aspects and participant interaction.

THE ROLE OF THE CML EXECUTIVE BOARD

- CML Executive Board Meetings generally occur the week following CML Policy Committee Meetings.
- The Executive Board has the final authority to establish the League's positions.
- At the CML Executive Board Meetings, the Board will consider recommendations submitted by the CML Policy Committee. A member of the advocacy team will present each recommendation.
- Legislative and policy recommendations may be presented directly to the CML Executive Board when time does not permit waiting to present it to the Policy Committee first.

Full Name	Municipality	Title	Position
Gillian Laycock	AKRON	Town Manager	MEM
Liz Hensley	ALAMOSA	Mayor Pro Tem	ALT
Tyron Coleman	ALAMOSA	Mayor	MEM
Sharon Davis	ARVADA	Councilmember	MEM
Randy Moorman	ARVADA	Councilmember	MEM
Bryan Archer	ARVADA	Chief Financial Officer	SECTCHAIR
Katie Kurtz	ARVADA	Presiding Judge	SECTCHAIR
John Doyle	ASPEN	Mayor Pro Tem	ALT
Roberto Venegas	AURORA	Deputy City Manager	ALT
Angela Lawson	AURORA	Council Member	MEM
Liz Rogers	AURORA	Intergovernmental Relations Manager	MEM
Rachel Allen	AURORA	Client Group Manager/Attorney	SECTCHAIR
Alec W. Oughton	AURORA	Chief, Aurora Fire Rescue	SECTCHAIR
Trish Stiles	BENNETT	Town Manager	MEM
Jodie Willey	BLUE RIVER	Mayor Pro Tem	MEM
Carl Castillo	BOULDER	Chief Policy Advisor	ALT
Matt Benjamin	BOULDER	Council Member	MEM
Tina Marquis	BOULDER	Council Member	MEM
Megan Valliere	BOULDER	City Council Program Manager	STSUPPORT
Laurel Witt	BOULDER	Assistant City Attorney II	STSUPPORT
Keely Ambrose	BRECKENRIDGE	Town Attorney	MEM
Jim Snyder	BRIGHTON	Council Member	ALT
Gregory Mills	BRIGHTON	Mayor	MEM
Sheryl Johnson	BRIGHTON	Executive Administrative Assistant	STSUPPORT
James Marsh-Holschen	BROOMFIELD	Council Member	ALT
Kenny Van Nguyen	BROOMFIELD	Council Member	MEM
Jennifer Hoffman	BROOMFIELD	City & County Manager	SECTCHAIR
Danee Brouillard	BROOMFIELD	Affairs	STSUPPORT

CMO Admin Team	BROOMFIELD		STSUPPORT
Joel Benson	BUENA VISTA	Senior Policy Advisor & Project Advocate	MEM
Greg Swiatkowski	BURLINGTON	Mayor	ALT
James Keehne	BURLINGTON	City Administrator	MEM
John S. Hamrick	CANON CITY	Mayor Pro Tem	MEM
Colin Laird	CARBONDALE	Trustee	MEM
Geoffrey Blue	CASTLE PINES	Council Member	ALT
Roger Hudson	CASTLE PINES	Council Member	MEM
Michael Penny	CASTLE PINES	City Manager	STSUPPORT
Kristin Read	CASTLE ROCK	Assistant Town Manager	ALT
Tim Dietz	CASTLE ROCK	Council Member	MEM
Mick Murray	CEDAREDGE	Trustee / Treasurer	ALT
Steve Anderson	CEDAREDGE	Trustee	MEM
Marlo Alston	CENTENNIAL	Council Member	MEM
Don S. Sheehan	CENTENNIAL	Council Member	MEM
Naomi Lowell	CENTENNIAL	Executive Assistant to The City Manager's Office	STSUPPORT
Wyatt Peterson	CENTENNIAL	Senior Management Analyst	STSUPPORT
Abigail R. Robbins, MPA	CENTRAL CITY	Finance Director / HR Director	ALT
Daniel Miera	CENTRAL CITY	City Manager	MEM
Robert Eber	CHERRY HILLS VILLAGE	Council Member	ALT
Katy Brown	CHERRY HILLS VILLAGE	Mayor	MEM
Dan Hodges	COLORADO ASSOCIATION OF MUNICI	Executive Director	SECTCHAIR
Jamie Fabos	COLORADO SPRINGS	Chief of Staff	ALT
Carly Hoff	COLORADO SPRINGS	Senior Legislative Analyst	STSUPPORT
Sarah Johnson, MMC	COLORADO SPRINGS	City Clerk	STSUPPORT
Michael Montgomery	COLORADO SPRINGS	Deputy City Council Administrator	STSUPPORT
J.D. McCrumb	COLUMBINE VALLEY	Town Administrator / Town Clerk	MEM
Steven J. Douglas	COMMERCE CITY	Mayor	ALT
Susan Noble	COMMERCE CITY	Council Member	MEM

Annette Peters	COMMERCE CITY	Assistant to The City Manager	STSUPPORT
Randy Looper	CRAIG	Council Member	MEM
Dara MacDonald	CRESTED BUTTE	Town Manager	MEM
Adam Morehead	DACONO	Mayor	ALT
William Tedrow	DELTA	Mayor Pro Tem (District C)	ALT
Elyse Ackerman-Casselberry	DELTA	City Manager	MEM
Jolene Nelson	DELTA	City Clerk	SECTCHAIR
Lucas Palmisano	DENVER	Senior Legislative Policy Analyst	ALT
Timothy Hoffman	DENVER	Director of Policy	MEM
Amanda Sawyer	DENVER	Council Member	MEM
Carolyn Skowyra	DILLON	Mayor	ALT
José Madrigal	DURANGO	City Manager	ALT
Laura Bulzomi	EATON	Trustee	ALT
Liz Heid	EATON	Mayor Pro Tem	MEM
Dan Maples	EDGEWATER	City Manager	MEM
Kit Lammers	EDGEWATER	Community Services Director	SECTCHAIR
Kim Wright	ENGLEWOOD	Council Member	ALT
Steven Ward	ENGLEWOOD	Council Member	MEM
Brandon Bell	ERIE	Council Member	MEM
Dan Kramer	ESTES PARK	Town Attorney	MEM
Janell Sciacca, CMC	FAIRPLAY	Town Administrator / Town Clerk / Interim Treasurer	ALT
Ray Douglas	FAIRPLAY	Mayor Pro Tem	MEM
Bonnie Sellers	FEDERAL HEIGHTS	Council Member	ALT
Celeste Arner	FEDERAL HEIGHTS	Council Member	MEM
Jacqueline Halburnt	FEDERAL HEIGHTS	City Manager	STSUPPORT
Linda J. Haney	FIRESTONE	Trustee	ALT
Sean Doherty	FIRESTONE	Trustee	MEM
Jeni Arndt	FORT COLLINS	Mayor	ALT
Tricia Canonico	FORT COLLINS	Councilperson	MEM

Julie Pignataro	FORT COLLINS	Council Member	MEM
Tyler Marr	FORT COLLINS	Deputy City Manager	STSUPPORT
Virginia Sawyer	FORT COLLINS	Lead Project Manager	STSUPPORT
Jeanelle Andersen	FORT LUPTON	Court Administrator	ALT
Chris Cross	FORT LUPTON	City Administrator	MEM
Brent Nation	FORT MORGAN	City Manager	MEM
Detra Duncan	FOUNTAIN	Council Member	ALT
Scott Trainor	FOUNTAIN	City Manager	MEM
Lisa Jones	FOXFIELD	Mayor	MEM
Ryan Johnson	FREDERICK	Assistant Town Manager - Community and Economic Development	MEM
Leslie Edwards, CPA	FRISCO	Finance Director	MEM
Shannon Vassen	FRUITA	City Manager	MEM
Filbert Archuleta	GARDEN CITY	Mayor	MEM
Storm Gloor	GLENDALE	Mayor Pro Tem	MEM
Lisa Vitry	GOLDEN	Councilor	ALT
Robert Reed	GOLDEN	Councilor	MEM
Josh Hardy	GRANBY	Mayor	MEM
Anna Stout	GRAND JUNCTION	Council Member	MEM
Melissa McDonald	GREELEY	Council Member	ALT
Raymond C. Lee, III	GREELEY	City Manager	MEM
Staycie McNamara	GREELEY	Intergovernmental Relations Officer	MEM
Sunde King	GREEN MOUNTAIN FALLS	Mayor Pro Tem	MEM
David Kerber	GREENWOOD VILLAGE	Mayor Pro Tem	ALT
Libby Hilton Barnacle	GREENWOOD VILLAGE	Councilmember	MEM
James Gelwicks	GUNNISON	Councilor	MEM
Andrew Marsh	IDAHO SPRINGS	City Administrator	ALT
Charles Harmon	IDAHO SPRINGS	Mayor	MEM
Steven Oncley	JAMESTOWN	Trustee	ALT

Ken Lenarcic	JAMESTOWN	Town Administrator	MEM
Mitzi McCoy	JOHNSTOWN	Deputy Town Manager	ALT
Matthew LeCerf	JOHNSTOWN	Town Manager	MEM
Karl Hanlon	KARP NEU HANLON, P.C.	Attorney	MEM
Stacy Brown	KERSEY	Town Manager	MEM
Carol Kerr	KEYSTONE	Town Council Member	MEM
Kimberly Boyd	KIOWA	Town Administrator	MEM
Audrea Rendon	LA JARA	Trustee	MEM
Jaideep Mangat	LAFAYETTE	Mayor	ALT
Nicole Samson	LAFAYETTE	Councilor	MEM
Isabel Cruz	LAKEWOOD	Council Member	MEM
Ben Goldstein	LAKEWOOD	Deputy City Manager	MEM
Greg Tacha	LIMON	Town Manager	ALT
Pam Grove	LITTLETON	Council Member	MEM
Henry "Jay" Carpenter	LONE TREE	Mayor Pro Tem	ALT
Alecia Brown	LONE TREE	Council Member	MEM
Sandi Seader	LONGMONT	Assistant City Manager	ALT
Matthew Popkin	LONGMONT	Council Member	MEM
Pam Roeding	LONGMONT	Procurement Specialist	SECTCHAIR
Samma Fox	LOUISVILLE	Deputy City Manager	ALT
Deborah Fahey	LOUISVILLE	Council Member	MEM
Jacki Marsh	LOVELAND	Mayor	MEM
Jenell Cheever	LOVELAND	Executive Coordinator	STSUPPORT
Brett Stewart	LOVELAND	Assistant to The City Manager	STSUPPORT
Jamie Higgins	MANCOS	Town Clerk / Treasurer	MEM
Denise Howell	MANITOU SPRINGS	City Administrator	MEM
Herman Schranz	MEAD	Trustee	ALT
Colleen G. Whitlow	MEAD	Mayor	SECTCHAIR
Earle Bidez	MINTURN	Mayor	ALT

J. David Reed	MONTROSE	City Councilor	MEM
Terri Wilcox	MONTROSE	Human Resources Director	SECTCHAIR
Steve King	MONUMENT	Mayor Pro Tem	ALT
Mitchell LaKind	MONUMENT	Mayor	MEM
Leal Algiene	MOUNTAIN VIEW	Council Member	MEM
Paul Wisor	MOUNTAIN VILLAGE	Town Manager	MEM
Nicholas Kempin	MT. CRESTED BUTTE	Mayor	MEM
Shannon Lukeman-Hiromasa	NORTHGLENN	Mayor Pro Tem	ALT
Nicholas Walker	NORTHGLENN	Council Member	MEM
Karen Gates	ORDWAY	Treasurer	MEM
Sarah Matchett	PALISADE	Trustee	MEM
Samira M. Vetter	PAONIA	Town Clerk	ALT
Stefen Wynn	PAONIA	Town Administrator	MEM
Travis Elliott	PARACHUTE	Town Manager	MEM
Joshua Rivero	PARKER	Mayor	ALT
Laura Hefta	PARKER	Councilmember	MEM
Emily Hogan	PARKER	Assistant Town Manager - Administration	STSUPPORT
David Brand	PLATTEVILLE	Public Works Director	ALT
Troy Renken	PLATTEVILLE	Town Manager	MEM
Scott Hobson	PUEBLO	Acting Director of Planning and Community Development	ALT
Mark Aliff	PUEBLO	City Council President	MEM
Brian McCain	PUEBLO	Chief of Staff	MEM
Lisa Coughlin	PUEBLO	Court Administrator	SECTCHAIR
Alyssa Parga	PUEBLO	Executive Assistant	STSUPPORT
Tracey Sample	PUEBLO	Executive Assistant	STSUPPORT
Andrew Shaffer	RANGELY	Mayor Pro Tem	ALT
Preston Neill	RIDGWAY	Town Manager	MEM
Duane Gurulé	ROCKY FORD	Mayor	MEM

Christy Doon	SALIDA	City Administrator / HR Director	MEM
Nicholas J. Wharton, MPA	SEVERANCE	Town Manager	ALT
Matthew Fries	SEVERANCE	Mayor	MEM
Michael Moreno	SHERIDAN	Council Member	ALT
Terrance Kelly	SHERIDAN	Council Member	MEM
Kim Ingelhart	SILT	Trustee	ALT
Derek Hanrahan	SILT	Mayor Pro Tem	MEM
Clint Kinney	SNOWMASS VILLAGE	Town Manager	MEM
Bryan Swintek	STEAMBOAT SPRINGS	Councilor	ALT
Gail Garey	STEAMBOAT SPRINGS	City Council President	MEM
Luke Janes	STERLING	Mayor Pro Tem	MEM
Neal Shah	SUPERIOR	Council Member	ALT
Jason Serbu	SUPERIOR	Mayor Pro Tem	MEM
Karen Bigelow	THORNTON	Mayor Pro Tem	ALT
Roberta Ayala	THORNTON	Council Member	MEM
Chris Russell	THORNTON	Council Member	MEM
James Baird	THORNTON	Police Chief	SECTCHAIR
Todd Barnes	THORNTON	Communications Director	SECTCHAIR
Patricia Ellis	THORNTON	Administrative Specialist III	STSUPPORT
Manuel Trujillo	TRINIDAD	Council Member	ALT
Karen Griego	TRINIDAD	Mayor	MEM
Russell W. Forrest	VAIL	Town Manager	MEM
Patti Garcia	WELLINGTON	Town Administrator	ALT
Shirrell Tietz	WELLINGTON	Trustee	ALT
Edward Cannon	WELLINGTON	Trustee	MEM
David DeMott	WESTMINSTER	Councillor	ALT
Claire Carmelia	WESTMINSTER	Councillor	MEM
Amber Hott	WESTMINSTER	Councillor	MEM
John Burke	WESTMINSTER	City Engineer	SECTCHAIR

Theresa Booco	WESTMINSTER	Policy and Budget Coordinator	STSUPPORT
Council Events	WESTMINSTER		STSUPPORT
Bud Starker	WHEAT RIDGE	Mayor	MEM
Jill Hassman	WIDNER JURAN LLP	Attorney/Partner	ALT
Eric Lucas	WINDSOR	Deputy Town Manager	ALT
Shane Hale	WINDSOR	Town Manager	MEM
James DePue	WRAY	City Manager	MEM
Marc E. Shay	YUMA	Council Member	ALT
Terri Frame	YUMA	Council Member	MEM