

**TOWN OF RYE  
POLICY  
MANUAL**

**Updated May 10, 2023**

**Approved by Board of Trustees**

## RESOLUTION 2022-4

### Revision to Resolution 2021-5 to Increase Water and Sewer Rates

**BE IT RESOLVED**, by the Board of Trustees of the Town of Rye that water and sewer rates will be increased effective January 1, 2022, as follows:

#### Water:

To meet the financial needs of providing water to our residents the following right to serve rate (base rate) changes are proposed for the years 2022-2026:

Meter Size	Yr. 2022	Yr. 2023	Yr. 2024	Yr. 2025	Yr. 2026
3/4"	\$61.00	\$62.83	\$64.71	\$66.66	\$68.66
1"	\$71.24	\$73.78	\$75.58	\$77.85	\$80.19
1 1/2"	\$81.58	\$84.03	\$86.55	\$89.15	\$91.82
2"	\$111.03	\$114.37	\$117.80	\$121.33	\$124.97

In addition to the right to serve rate (base rate), residents will be charged per gallon used monthly at the following rate:

3/4" \$.00302/gal used	1" \$.00324/gal used	1 1/2" \$.00344/gal used	2" \$.00404/gal used
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Example: Account 150 has a 3/4" service line and used 4280 gallons in the month of June. The bill would be figured as follows: 4280 gal X .00302/gal + \$61.00 right to serve fee (base rate) = \$73.93 will be billed for water.

The Town of Rye has identified customers with **multiple efficiency units\*** receiving water through a single meter associated with the property. The principal connection will be charged per month based on meter size rate, plus usage, AND plus an additional fee of \$40.00 for each efficiency unit on that property that is served by the property's single meter.

#### Sewer:

Sewer charges are determined yearly for each customer by averaging individual water consumption for the months of December, January, and February and adding the right to serve sewer fee of \$29.64/month. The months of December, January, and February are used to determine the average water consumption because water usage is generally at the lowest per individual customer.

To meet the financial needs of providing wastewater treatment to the residents of the Town of Rye, the following right to serve fee (base rate) and consumption averages fees are proposed:

All customers will be charged a flat fee of \$29.64 per month for right to serve (base rate) for wastewater treatment. Additionally, customers will be charged per month for the average usage as follows:

3/4" and 1" .005/gal of the average water consumption of Dec., Jan., Feb.

1 1/2" and 2" .00697 /gal of the average water consumption of Dec., Jan., Feb.

Example: Account 150 has a 3/4" meter and averaged 2160 gal of water consumed for the months of Dec., Jan., and Feb.  $2160 \text{ gal} \times .005/\text{gal} + \$29.64 \text{ right to serve fee (base rate)} = \$40.44$ . Account 150 would know their sewer fee would be \$40.44 each month for the entire year.

The Town of Rye has identified customers with **multiple efficiency units\*** that are connected to the town sewer main through one connection. The principal connection will be charged per month based on meter size rate, plus usage average, AND plus an addition fee of \$15.00 for each efficiency unit on the property that is served by the property's single sewer main connection.

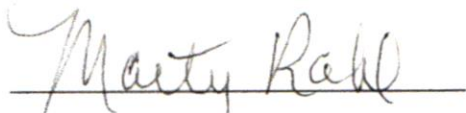
For sewer billing purposes, water consumption for Dec., Jan., and Feb. will be recalculated yearly in the month of February. The new water and sewer fees will appear in March billing of each year, beginning in 2023.

**\*Efficiency Unit** is any unit in addition to the principal connection (i.e. multiple connections on the same line). Additionally, efficiency units have not been permitted since Ordinance 2020-9 "Ordinance to Require Water/Sewer Tap for Every Single-Family Home and Commercial Residential/Multi-Family Properties to Require Board Approval for Water and Sewer Taps Prior to Construction Beginning" was enacted on May 13, 2020.

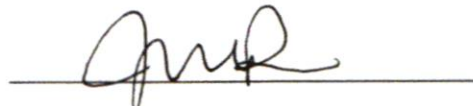
**WHEREAS:** The rate increase is necessary to cover water treatment plant debt service and for operating and maintaining the infrastructure. Minimum usage and rate structure will be assessed to all properties including vacant and seasonal use properties.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF RYE, COLORADO,** that the Board of Trustees instructs the Clerk to increase the water rate effective January 1, 2022.

**Revised** this 13th day of April 2022.



Marty Rahl, Mayor



Jocelyn Mower, Clerk





RESOLUTION 2022-8

RESOLUTION FOR ALL PROPERTY OWNERS TO SUBMIT A WATER/SEWER TAP APPLICATION FOR  
APPROVAL FOR ANY NEW WATER AND/OR SEWER TAP(S) OR UPGRADE REQUESTS

BE IT RESOLVED, by the Board of Trustees of the Town of Rye that a Water/Sewer Tap Application must be submitted to the Town of Rye Board of Trustees for any property owner wanting to obtain a new water and/or sewer tap(s) or upgrade approval effective, September 21, 2022, as follows:

**WATER/SEWER TAP APPLICATION**

For New and Existing Water and/or Sewer Tap(s) or Upgrade Requests

<u>WATER TAP</u>	<u>\$5,000.00</u>	ADDITIONAL FEES TBD	_____
<u>SEWER TAP</u>	<u>\$5,000.00</u>	ADDITIONAL FEES TBD	_____

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

Name Of Record Owner(s) of Property to be Serviced:

\_\_\_\_\_

Mailing Address:

\_\_\_\_\_

PHONE #: \_\_\_\_\_ CELL #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

Legal Description of Property to be served:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Address of Property to be served:

\_\_\_\_\_

Requested Water Service Line Size: \_\_\_\_\_

Specify Uses of Tap:

\_\_\_\_\_

*(example: residential, restaurant, retail store, gas station, laundromat, theatre, financial institution, library, museum, car wash, personal service establishment, professional or business offices & studios, indoor recreation facilities, grocery store, ETC.)*

## **WATER/SEWER TAP APPLICATION CONTINUED**

I(We) understand this application will be presented to the Town of Rye Board of Trustees for approval and that no connection or construction can begin until the Board has approved this application. I(We) further understand that all applicants will furnish all additional information about the premises such as, building plans, planned efficiency units, and licensed and insured contractors that will install service lines, and that such information will be submitted with the application before the application will be reviewed.

I(We) understand that any person who makes, causes, permits, solicits, aids, or abets any other person to make or cause any connection to the Town water or sewer system without proper approval from the Town of Rye Board of Trustees therefor is subject to a civil penalty in an amount equal to twice the amount of the service tap fee for the connection made.

I(We) understand that if this application is approved all fees must be paid within forty-eight (48) business hours from the date of approval. If fees are not paid, this application becomes void, and the approved service tap forfeited.

I(We) understand that all costs incurred to connect the water or sewer service line from the premises to the main service line will be at the expense of the applicant and that the premises owner will be responsible for the water and sewer service lines to the main service line. The Town of Rye is responsible for the main service line.

I(We) understand that if water or sewer service connection is not made to the main line within ninety (90) days from the date of approval unless extension of time is granted, the permit shall expire and become void, the fees paid shall be refunded in full and the approved service tap forfeited. Each license may be extended for up to an additional ninety days (90) upon approval by the Town of Rye Board of Trustees, such approval for an extension would need to be determined prior to the ninety (90) day expiration date.

I(We) understand that each approved service tap in the Town of Rye applies only to the premises and is not deemed in any sense to be personal property. No license may be transferred from one (1) premises to another without written approval from the Town of Rye Board of Trustees, but the license shall be deemed to follow any transfer or sale of the fee ownership of the licensed premises.

I(We) understand that any applicant whose approved service tap expires may reapply and said application will be considered a new application for service, requiring all application information to be resubmitted. Said refiling of the application is not guaranteed for approval.



## **WATER/SEWER TAP APPLICATION CONTINUED**

I(We) understand that all approved water or sewer service lines must be connected to the main line and may not be connected to a preexisting or neighboring connection line without Board approval. The Town of Rye will hire a licensed and insured third-party to perform the official connection between the main service line and the approved applicants service lines, installed by the applicants licensed and insured contractor from the premises therein.

I(We) understand that water tap fees are \$5,000.00, to include cost of yoke, dome, and pit. Upgrade fees are \$2,500.00 from  $\frac{3}{4}$ " meter to 1  $\frac{1}{2}$ " meter or larger. Sewer tap fees are \$5,000.00. I(We) further understand that all upgrades must be approved by the Town of Rye Board of Trustees for all existing accounts prior to connection and construction and upon approval must be paid within forty-eight (48) business hours of approval prior to new parts and meters being ordered.

I(We) understand that any tap requiring extraordinary expense for installation shall be an additional fee charged to applicant for the actual expense incurred by the Town for installing the tap.

I(We) understand that only Town of Rye personnel are authorized to open water meter vaults to turn water on and/or off unless approval from Town of Rye authorized personnel is given, including emergency situations.

I(We) understand that the Town of Rye may revoke any approved water or sewer service tap, before or after the tap is connected and activated, upon a determination that the application contained false or inaccurate information and, but for such misinformation, the application would have been denied when made, or for any other reason determined by the Board of Trustees for the Town of Rye.

I(We) understand the Town reserves the right to deny any application for service when, in the opinion of the Board, the service applied for would create an excessive demand on the facilities and/or financial burden to the Town. Denial may also be based upon an unresolved obligation between the Town and the Applicant, inadequate documentation of easements for main lines serving the property, or such other reasons as determined by the Town of Rye Board of Trustees.

## **WATER/SEWER TAP APPLICATION CONTINUED**

I(We) understand the following water and sewer service rates, usage rates and efficiency rates will be charged to the water and sewer account of the owner following the official water or sewer connection that has been made from the premises therein to the main line each month.

WATER RATES			
LINE SIZE	RIGHT TO SERVE	RATE PER GALLON (ACTUAL USE)	TOTAL DUE
3/4"	\$61.00	0.00302	RTS + .00302/GAL
1"	\$71.24	0.00324	RTS + .00324/GAL
1-1/2"	\$81.58	0.00344	RTS + .00344/GAL
2"	\$111.03	0.00404	RTS + .00404/GAL

SEWER RATES			
LINE SIZE	RIGHT TO SERVE	RATE PER GALLON (Annual Fixed Usage Cost*)	TOTAL DUE
3/4"	\$29.64	0.005	RTS + Annual Fixed Usage Total
1"	\$29.64	0.005	RTS + Annual Fixed Usage Total
1-1/2"	\$29.64	0.00697	RTS + Annual Fixed Usage Total
2"	\$29.64	0.00697	RTS + Annual Fixed Usage Total
*Annual Fixed Usage Cost based off individual customer 3-month average usage (Dec-Feb) x Rate Per Gallon.			

EFFECIENCY UNITS	
WATER PER UNIT	\$40.00
SEWER PER UNIT	\$15.00

**WATER/SEWER TAP APPLICATION CONTINUED**

I(We) understand that water and sewer right to serve service fees, usage fees and efficiency fees will not start until the official connection has been made from the premises to the main line.

I(We) further understand that a \$15.00 late fee will be assessed monthly if the water and sewer account is not paid by the second to last business day of the month. If the water or sewer service account reaches 61+ days overdue, a notice for suspension of service for nonpayment will be placed on the front door of the premises. The owner will have five (5) business days to make payment in full or the water and sewer services will be suspended. To restore service, the total amount due plus a \$200.00 fee must be paid. If by the month of September, the account is still delinquent, the delinquent fees account will be given to the attorney for the Town of Rye to file a lien on the premises with Pueblo County. Upon acceptance of the lien from Pueblo County, the meter will be pulled and the right to serve service fees, usage fees and efficiency fees will cease. The owner forfeits the water and/or sewer service tap(s) which will then require reapplication in full for a new water tap and/or sewer tap services.

I(We) understand that water and/or sewer tap fees are subject to change per Board approval at any time.

I(We) understand that water and/or sewer right to serve rates, water and/or sewer usage rates, and water and/or sewer efficiency rates are subject to change per Board approval at any time.

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APPLICANT SIGNATURE

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APPLICANT SIGNATURE

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DATE

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DATE



**WATER/SEWER TAP TERMS OF AGREEMENT CONTINUED**

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**FOR USE BY THE TOWN OF RYE**

Board approved/denied on: \_\_\_\_\_

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

Reason for denial:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FEES**

Water tap \$ \_\_\_\_\_

Additional Fees \$ \_\_\_\_\_

Sewer tap \$ \_\_\_\_\_

Additional Fees \$ \_\_\_\_\_

**TOTAL FEES** \_\_\_\_\_

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

Amount Paid: \_\_\_\_\_

Check #: \_\_\_\_\_

Received By: \_\_\_\_\_

\*\*\*\*\*

Maintenance Department approval / review:

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

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

Maintenance Department reasons for extraordinary fees (if applicable):

\_\_\_\_\_  
\_\_\_\_\_

Installation Date: \_\_\_\_\_ Meter Serial #: \_\_\_\_\_ Installed By: \_\_\_\_\_

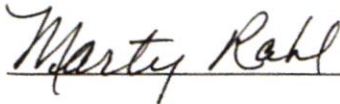
**WHEREAS**, Ordinance 2020-9 was ordained by the Town of Rye Board of Trustees on May 13, 2020.

**WHEREAS**, Ordinance 2020-9 requires every single-family residential home constructed must have a water and a sewer tap that must be paid in full prior to construction beginning to provide for the health, safety and welfare of the residents of the Town of Rye. In addition, commercial residential/multi-family properties require Board approval for water and sewer taps prior to construction beginning.

**WHEREAS**, a Water/Sewer Agreement is necessary to outline the terms of agreement for new water and/or sewer tap(s) or upgrade request applicants in the Town of Rye.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF RYE, COLORADO**, that the Board of Trustees will require submittal of the Water/Sewer Agreement for approval for all property owners wanting to obtain a new water and/or sewer tap(s) or upgrade approval effective September 21, 2022.

**INTRODUCED, READ, APPROVED AND ADOPTED** this 21<sup>st</sup> day of September 2022.



Marty Rahl, Mayor



Jocelyn Mower, Clerk

#### RENTERS:

The Town of Rye bills the water and sewer to the property owners only. Current Renters are grandfathered in to be billed. Once they move, owners will be billed for the water and sewer.

#### DISCOUNTS:

No discounts allowed. Minutes December 8, 2008.

#### DELINQUENT:

Late Fee – A \$15.00 late fee will be assessed monthly if not paid by the day before the last business day of the following month. (Example: March billing done on last business day of the month, due on the day prior to the last business day of April). Every billing statement that is past due will be stamped “past due” when the account reaches 30 days past due.

Past Due Accounts – When an account reaches 61+ days overdue, A Notice of Disconnect for Nonpayment will be hung on the resident’s front door that states “To Whom It May Concern: The Town of Rye has been forced to disconnect the water service for the property located at \*\*\*\* in Rye, Colorado, for nonpayment. Our policy clearly states that any account that is 61+ days overdue will be disconnected. Prior to water service being restored, the owner (or new property owner) must pay the current balance plus \$200 (\$100 each for the disconnect fee and for the reconnect fee). This entire balance must be paid with Money Order or Cash to the Town Clerk prior to the restoration of service. You may make payment via US Postal Service at PO Box 236, Rye, CO 81069, or feel free to drop your payment inside the drop box at the Town Hall at 2067 Main Street, Rye, CO 81069. To avoid having your water service suspended and the imposed \$200 in fines, please remit your payment in full within five business days of the date of this notification.” During the time that water service is suspended, there will be a right-to-serve fee assessed as well as a late fee each month until the account is up to date. If, by the following September, the account is not up to date the property will be turned over to the attorney for a lien to be filed with Pueblo County. Upon acceptance of Pueblo County, the meter will be pulled, and right-to-serve fees will be stopped. The cost to have the new meter installed will be \$5,000 as a new tap fee.

Accounts in Good Standing – A \$25.00 fee will be charged for water shut off and a \$15.00 fee charged to reconnect.

Liens – A lien will be filed against the resident’s property when accounts become 90 days past due. Per attorney, if, by the following September 1, the account is not up to date the property will be turned over to the attorney for a lien to be filed with Pueblo County Treasurer. Upon acceptance of Pueblo County, the meter will be pulled, and



right-to-serve fees will be stopped. The cost to have the new meter installed will be \$5,000 as a new tap fee.

#### METER READINGS:

A \$25.00 fee will be charged to Town of Rye water customers to have water meters turned on, turned off to inspected for service line leaks. The same fee will be charged to property owners when meters are turned on and/or off when properties are bought and sold. Only Town of Rye personnel are authorized to open water meter vaults to turn water on and/or off. Minutes 9.12.13.

#### TAP FEES:

Water tap fees are \$5,000 (to include cost of yoke, dome and pit). Upgrade fees will be \$2500.00 (i.e. from  $\frac{3}{4}$ " meter to 1  $\frac{1}{2}$ " service), payable prior to new meter and parts being ordered. Sewer tap fees are \$5,000.

#### DEPOSITS:

Payments received the previous week need to be deposited by Friday of the following week. Minutes 9.8.97.

#### BANKS:

Bank of the San Juan

Account #0022 – General Checking  
Account #0493 – Conservation Fund  
Account #0422 – Highway Users Fund  
Account #5511 – Maintenance Fund  
Account #4389 – Sewer Checking  
Account #4808 – Sewer Money Market  
Account #4400 – Water Checking  
Account #2340 – Water Money Market

NSF Charge \$30.00

Stop Payment \$30.00

Returned Checks \$30.00 Charge – Approved 11/13/2019.

### ACCOUNTS PAYABLES

#### PAYMENTS:

If no Quorum, Clerk is permitted to pay bills with approval of members present.  
Minutes of 6/13/77 and 8/3/98.

#### TRUSTEES & MAYOR:

Trustees & Mayor will be paid \$20.00 per month for each regular meeting and special meeting attended with a cap of \$599.99 annually. They will also be paid for training and work at the Town Hall for the purpose of providing service to the Town. These "honorariums" will be paid at the December regular meeting.

Trustees who terminate service will still be paid in full for monthly meetings attended. Minutes 12/7/81.

Per CML attorney, Board can approve an increase in pay for the Board, but it will not go into effect until a New Board is sworn in. Colorado Statute 31-4-405.

#### WATER PITS & YOKES:

The Town of Rye will keep on hand two meters. Work needs to be done by a qualified person (certified plumber) by the Town of Rye. Minutes 4/10/02. Pits and yokes will be at no cost when the \$5,000 new meter tap fee has been paid in full.

#### WORK ON PRIVATE PROPERTY:

The Town of Rye Water and Sewer customers will be responsible for the water and sewer lines to the main line. The Town of Rye will be responsible for the main line. 9/12/13. Water leaks and/or water breaks that are detected on Town of Rye property will be assessed by excavation when necessary and if said water breaks are determined to be on private property owners damaged service line then the responsible property owner will be notified by the Town Clerk that any damaged service lines will be capped to prevent water loss until repaired by the responsible private property owner. 5/10/23.

#### RECONNECT SEWER SERVICES:

Property owner, at their expense, will need to use an appropriate licensed contractor to reconnect sewer service. Minutes 6/13/2011 but see 3/14/2011 for precedent.

#### OUTSIDE WATER LEAKS/BILLING:

One incident per year for leaks outside of any structure, (documented) will be allowed a 50% credit to the bill. Any leak within the structure, adjustments will not be considered.

### MISCELLANEOUS

#### WORKMEN'S COMP INSURANCE:

Mayor, Trustees, Clerk, and Maintenance are covered on Workmen's Comp Insurance. Approved 11/13/2019. Independent contractors will carry their own insurance and sign a document that they are not covered under the Town of Rye insurance.

All Trustees, Mayor, Clerk, and Employees agree to wear seatbelts and not participate in activities that would constitute distracted driving per CIRSA on 2-3-2020. All employees must have a current and valid drivers' license and proof of insurance per CIRSA.

#### PAYROLL:

Clerk, Salary to be determined by board.  
Paid monthly effective 03/27/2019

Maintenance, Salary to be determined by board. Paid monthly effective 11/13/2019

Affiliation with PERA

A mileage log must be completed properly each time Employee's personal vehicle is used for Town of Rye business, this includes reimbursement only for use that benefits the Town of Rye (i.e. purchasing supplies, emergency calls, etc.) The mileage log must include the date, time, mileage, purpose of trip and signature. The mileage log shall be turned in monthly with Employee's time sheet to the Town Clerk. Employees will not be paid for daily commute mileage for one-way from Employee's residence to the Town of Rye.

#### MONTHLY:

On or before the Friday before the regular Wednesday meeting, the following will be left at the Town Hall for the Mayor and Trustees to review:

- Agenda

- Previous Month's Minutes

- Water Treatment Plant End of Month Systems Report Water & Sewer Monthly Meter Usage - Billing Register Summary Accounts - Town of Rye

- System Total Report (RVS)

- Rye Sewer Flowchart (CCMD)

- Checks Written Form (to date)

- Accounts Payable Form (to date)

- Employees' Monthly Timesheet and Mileage Sheet

- Previous Month's Profit and Loss Sheet

- Master Calendar for current and next month

- All supporting/pertinent information for the meeting

Minutes 3/2/81



Items that will be given at the meeting: Take to the meeting to distribute:

Aged Receivables with notes from calls to residents

Updated Accounts Payable/Transfer of Funds to Appropriate

Accounts Sheet, Updated Checks Written Sheet

**ACCOUNTANT:**

Evie Petrikkou- CPA

**ATTORNEY:**

Altman, Keilbach, Lytle, Parlapiano & Ware, PC – Pueblo, Colorado

**VOICEMAIL:**

Messages checked each business day. The outgoing voicemail message will have a telephone number to call in case of an after-hours emergency. Approved 11/13/2019.

**EMAIL:**

Email messages checked daily.

**WATER & SEWER TAPS:**

Moratorium was lifted on water and sewer taps. This will be discussed on a case-by-case basis at a board meeting. Minutes 4/18/13.

**MEETINGS:**

Meet on the 2<sup>nd</sup> Wednesday of every month at the Town Hall Building at 2067 Main Street, Rye, CO, at 6:00 pm. Notice posted at the Post Office, the Town Hall front door, and on the Town of Rye website. Open to the Public.

Clerk will telephone, email, and/or text all Board Members advising them of Special Meetings and Executive Meetings.

**ATTENDANCE:**

In the event any member of the Board is unable to attend any meeting of the Board, such member is requested to make a reasonable effort to advise the Mayor or Town Clerk in advance of the meeting. After three consecutive absences, any member of the Board will be asked to relinquish his/her position so an individual with adequate time can serve the Town.

**BULK WATER HAULING:**

Minutes of 3/6/06 prohibits bulk water hauling. Failure to comply will result in discontinuance of water and a \$100 fine.

**TOWN OF RYE SANITARY SEWER MAINTENANCE POLICY**  
**Minutes 4/18/2014**

**CAPITOL ASSETS VS. EXPENSES:**

Capital assets are defined by the Town as assets with an initial, individual cost of more than \$1,000 (as adopted in February 2019) and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated assets are recorded at estimated fair market value at the date of donation. Equipment and purchases that are less than \$1,000 will be treated as expenses. PER CPA.

**RENTAL OF THE TOWN HALL:**

The Town Hall building may be rented at a cost of \$100 for a full day (9 hours: 8 am -5 pm) or \$50 for half a day, plus a \$100 deposit. Community service projects as well as use for the Board of Trustees will be exempt from these fees. Interested parties must submit a request a month in advance to be approved by the Board prior to the rental. Renters must clean and sanitize the building after use. Approved 11.13.2019

**BOARD TERMS**

**TRUSTEES/MAYOR:**

No Term Limits as of 4/2/02 election.

**TERMS:**

Marty Rahl -Mayor	Expire 2024
Sheila Henderson -Mayor Protem	Expire 2024
Sandra Steele -Trustee	Expire 2024
Markus Buck -Trustee	Expire 2024
Patrick Ryan -Trustee	Expire 2026
Larry Sisk -Trustee	Expire 2024
Kathy Dufty- Trustee	Expire 2024
Jocelyn Mower -Clerk	N/A

The Board can fill a vacancy position by appointment up to 60 days after resignation is received. \*\*See attached letter from Paul J. Willumstad, attorney at law\*\*

**NUMBER OF BOARD OF TRUSTEES:**

CRS 31-4-301(1) provides the town shall be vested in a board of trustees, consisting of one mayor and six trustees, who shall be registered electors who have resided within the limits of the town for a period of at least 12 consecutive months immediately

preceding the date of election... \*\*See attached letter from Paul J. Willumstad, attorney at law\*\*

**QUALIFICATIONS FOR BOARD OF TRUSTEES:**

CRS 31-4-301(1) provides Board members must be a resident of the Town of Rye for at least one consecutive year; CRS 31-10-301 must be 18 years of age or older on the date of election, must be a registered elector; CRS 31-10-2013(a) the address of the member must be the primary residence... \*\*See attached letter from Paul J. Willumstad, attorney at law\*\*