



TOWN OF PAONIA
214 GRAND AVENUE
REGULAR TOWN BOARD MEETING AGENDA
TUESDAY, APRIL 09, 2024 6:30 PM
[HTTPS://US02WEB.ZOOM.US/J/81395961882](https://us02web.zoom.us/j/81395961882)
MEETING ID: 813 9596 1882

Public Participation: Must raise hand and be recognized by the Mayor, come to the podium and state your name and the street on which you live. Time limit is 3 minutes, one time per item. Direct all comments to the Mayor. No responses will be made by staff or Board during the meeting. No derogatory or demeaning statements or public displays. Please be respectful.

Roll Call

Approval of Agenda

Announcements

Public Comment

Any topic not included under Actions & Presentations; 3-minute time limit.

Consent Agenda

- [1.](#) LLL 2024-106 Curiel LLC dba Rio Bravo Liquor License Renewal
- [2.](#) March 26, 2024 Regular Meeting Minutes
- [3.](#) SEP 2024-05 Arbol Farmer's Market
- [4.](#) Disbursements

Staff Reports

Town Administrator

[Police](#) Chief

Actions & Presentations

Public comments must be related to the agenda item, 3-minute time limit.

[Agenda](#) Item #1 RESPEC Task Order Drinking Water and Wastewater Engineering and Construction Standards

Mayor & Trustee Reports

[Mayor's](#) Report

Adjournment

AS ADOPTED BY:
TOWN OF PAONIA, COLORADO
RESOLUTION NO. 2017-10 – Amended May 22, 2018

I. RULES OF PROCEDURE

Section 1. Schedule of Meetings. Regular Board of Trustees meetings shall be held on the second and fourth Tuesdays of each month, except on legal holidays, or as re-scheduled or amended and posted on the agenda prior to the scheduled meeting.

Section 2. Officiating Officer. The meetings of the Board of Trustees shall be conducted by the Mayor or, in the Mayor's absence, the Mayor Pro-Tem. The Town Clerk or a designee of the Board shall record the minutes of the meetings.

Section 3. Time of Meetings. Regular meetings of the Board of Trustees shall begin at 6:30 p.m. or as scheduled and posted on the agenda. Board Members shall be called to order by the Mayor. The meetings shall open with the presiding officer leading the Board in the Pledge of Allegiance. The Town Clerk shall then proceed to call the roll, note the absences and announce whether a quorum is present. Regular Meetings are scheduled for three hours, and shall be adjourned at 9:30 p.m., unless a majority of the Board votes in the affirmative to extend the meeting, by a specific amount of time.

Section 4. Schedule of Business. If a quorum is present, the Board of Trustees shall proceed with the business before it, which shall be conducted in the following manner. Note that all provided times are estimated:

- (a) Roll Call - (5 minutes)
- (b) Approval of Agenda - (5 minutes)
- (c) Announcements (5 minutes)
- (d) Recognition of Visitors and Guests (10 minutes)
- (e) Consent Agenda including Approval of Prior Meeting Minutes (10 minutes)
- (f) Mayor's Report (10 minutes)
- (g) Staff Reports: (15 minutes)
 - (1) Town Administrator's Report
 - (2) Public Works Reports
 - (3) Police Report
 - (4) Treasurer Report
- (h) Unfinished Business (45 minutes)
- (i) New Business (45 minutes)
- (j) Disbursements (15 minutes)
- (k) Committee Reports (15 minutes)
- (l) Adjournment

* This schedule of business is subject to change and amendment.

Section 5. Priority and Order of Business. Questions relative to the priority of business and order shall be decided by the Mayor without debate, subject in all cases to an appeal to the Board of Trustees.

Section 6. Conduct of Board Members. Town Board Members shall treat other Board Members and the public in a civil and polite manner and shall comply with the Standards of Conduct for Elected Officials of the Town. Board Members shall address Town Staff and the Mayor by his/her title, other Board Members by the title of Trustee or the appropriate honorific (i.e.: Mr., Mrs. or Ms.), and members of the public by the appropriate honorific. Subject to the Mayor's discretion, Board Members shall be limited to speaking two times when debating an item on the agenda. Making a motion, asking a question or making a suggestion are not counted as speaking in a debate.

Section 7. Presentations to the Board. Items on the agenda presented by individuals, businesses or other organizations shall be given up to 5 minutes to make a presentation. On certain issues, presenters may be given more time, as determined by the Mayor and Town Staff. After the presentation, Trustees shall be given the opportunity to ask questions.

Section 8. Public Comment. After discussion of an agenda item by the Board of Trustees has concluded, the Mayor shall open the floor for comment from members of the public, who shall be allowed the opportunity to comment or ask questions on the agenda item. Each member of the public wishing to address the Town Board shall be recognized by the presiding officer before speaking. Members of the public shall speak from the podium, stating their name, the address of their residence and any group they are representing prior to making comment or asking a question. Comments shall be directed to the Mayor or presiding officer, not to an individual Trustee or Town employee. Comments or questions should be confined to the agenda item or issue(s) under discussion. The speaker should offer factual information and refrain from obscene language and personal attacks.

Section 9. Unacceptable Behavior. Disruptive behavior shall result in expulsion from the meeting.

Section 10. Posting of Rules of Procedure for Paonia Board of Trustees Meetings. These rules of procedure shall be provided in the Town Hall meeting room for each Board of Trustees meeting so that all attendees know how the meeting will be conducted.

II. CONSENT AGENDA

Section 1. Use of Consent Agenda. The Mayor, working with Town Staff, shall place items on the Consent Agenda. By using a Consent Agenda, the Board has consented to the consideration of certain items as a group under one motion. Should a Consent Agenda be used at a meeting, an appropriate amount of discussion time will be allowed to review any item upon request.

Section 2. General Guidelines. Items for consent are those which usually do not require discussion or explanation prior to action by the Board, are non-controversial and/or similar in content, or are those items which have already been discussed or explained and do not require further discussion or explanation. Such agenda items may include ministerial tasks such as, but not limited to, approval of previous meeting minutes, approval of staff reports, addressing routine correspondence, approval of liquor licenses renewals and approval or extension of other Town licenses. Minor changes in the minutes such as non-material Scribner errors may be made without removing the minutes from the Consent Agenda. Should any Trustee feel there is a material error in the minutes, they should request the minutes be removed from the Consent Agenda for Board discussion.

Section 3. Removal of Item from Consent Agenda. One or more items may be removed from the Consent Agenda by a timely request of any Trustee. A request is timely if made prior to the vote on the Consent Agenda. The request does not require a second or a vote by the Board. An item removed from the Consent Agenda will then be discussed and acted on separately either immediately following the consideration of the Consent Agenda or placed later on the agenda, at the discretion of the Board.

III. EXECUTIVE SESSION

Section 1. An executive session may only be called at a regular or special Board meeting where official action may be taken by the Board, not at a work session of the Board. To convene an executive session, the Board shall announce to the public in the open meeting the topic to be discussed in the executive session, including specific citation to the statute authorizing the Board to meet in an executive session and identifying the particular matter to be discussed "in as much detail as possible without compromising the purpose for which the executive session is authorized." In the event the Board plans to discuss more than one of the authorized topics in the executive session, each should be announced, cited and described. Following the announcement of the intent to convene an executive session, a motion must then be made and seconded. In order to go into executive session, there must be the affirmative vote of two thirds (2/3) of Members of the Board.

Section 2. During executive session, minutes or notes of the deliberations should not be taken. Since meeting minutes are subject to inspection under the Colorado Open Records Act, the keeping of minutes would defeat the private nature of executive session. In addition, the deliberations carried out during executive session should not be discussed outside of that session or with individuals not participating in the session. The contents of an executive session are to remain confidential unless a majority of the Trustees vote to disclose the contents of the executive session.

Section 3. Once the deliberations have taken place in executive session, the Board should reconvene in regular session to take any formal action decided upon during the executive session. If you have questions regarding the wording of the motion or whether any other information should be disclosed on the record, it is essential for you to consult with the Town Attorney on these matters.

IV. SUBJECT TO AMENDMENT

Section 1. Deviations. The Board may deviate from the procedures set forth in this Resolution, if, in its sole discretion, such deviation is necessary under the circumstances.

Section 2. Amendment. The Board may amend these Rules of Procedures Policy from time to time.



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	2024-106 Curiel LLC dba Rio Bravo Liquor License Renewal
SUBMITTED BY:	Samira Vetter, Town Clerk
DATE:	April 9, 2024
BACKGROUND:	<ul style="list-style-type: none">- All required paperwork and fees as well as the State fees have been turned into the Town Clerk.- Paonia Police Department has no issues or concerns with the renewal of this license- Paonia Public Works has no issues or concerns with the renewal of this license- All legal requirements have been met for the renewal of this license
BUDGET:	\$250.00 to 10-32-01 : Liquor Licenses
RECOMMENDATION:	All legal requirements have been met for this liquor license Renewal
ATTACHMENT:	Curiel LLC dba Rio Bravo Renewal Application

Submit to Local Licensing Authority

**RIO BRAVO
 PO BOX 868
 Paonia CO 81428**



APPLICANT ID: 604086

5

Fees Due		
Renewal Fee		625.00
Storage Permit	\$100 X _____	\$
Sidewalk Service Area	\$75.00	\$
Additional Optional Premise Hotel & Restaurant	\$100 X _____	\$
Related Facility - Campus Liquor Complex	\$160.00 per facility	\$
Amount Due/Paid		\$

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Retail Liquor License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name CURIEL LLC		Doing Business As Name (DBA) RIO BRAVO	
Liquor License # 03-08033	License Type Hotel & Restaurant (city)		
Sales Tax License Number 32138292	Expiration Date 05/10/2024	Due Date 03/26/2024	
Business Address 240 GRAND AVENUE Paonia CO 81428			Phone Number 9705273258
Mailing Address PO BOX 868 Paonia CO 81428		Email	
Operating Manager Juan Curiel	Date of Birth [REDACTED]	Home Address P.O. BOX 673 115 Niagara Ave. Paonia	Phone Number [REDACTED]
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease 5/31/25			
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3b. If so, which are you renewing? <input type="checkbox"/> Delivery <input type="checkbox"/> Takeout <input type="checkbox"/> Both Takeout and Delivery			
4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. Yes No

8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. Yes No

Affirmation & Consent I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.		
Type or Print Name of Applicant/Authorized Agent of Business	Title	
Juan Curiel	owner Manager	
Signature	Date	
	4-26-24	
Report & Approval of City or County Licensing Authority The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules. Therefore this application is approved.		
Local Licensing Authority For		Date
Signature	Title	Attest

Tax Check Authorization, Waiver, and Request to Release Information

I, Juan Curiel am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Rio Bravo (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101, et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and is duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business) <u>Rio Bravo</u>		Social Security Number/Tax Identification Number <u>81-4873147</u>	
Address <u>240 grand ave</u>			
City <u>Paonia</u>		State <u>Co</u>	Zip <u>81428</u>
Home Phone Number <u>[REDACTED]</u>		Business/Work Phone Number <u>970) 527-3258</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>Juan Curiel</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>[REDACTED]</u>			Date signed <u>3-26-24</u>

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).

Minutes
Regular Town Board Meeting
Town of Paonia, Colorado
March 26, 2024

RECORD OF PROCEEDINGS

Public Participation: Must raise hand and be recognized by the Mayor, come to the podium and state your name and the street on which you live. Time limit is 3 minutes, one time per item. Direct all comments to the Mayor. No responses will be made by staff or Board during the meeting. No derogatory or demeaning statements or public displays. Please be respectful.

Roll Call

PRESENT

- Mayor Mary Bachran
- Mayor Pro-Tem Dave Knutson
- Trustee Paige Smith
- Trustee John Valentine
- Trustee Morgan MacInnis
- Trustee Kathy Swartz

ABSENT

- Trustee Rick Stelter

Approval of Agenda

Mayor Pro-Tem Knutson makes a motion, seconded by Trustee Smith, to accept the agenda.

The motion carries unanimously.

Announcements

Safe Routes to Apple Valley Park - Walk & Roll Audit - April, 3, 2024

Public Comment

Any topic not included under Actions & Presentations; 3-minute time limit.

- M. Wolf: comments about billing.
- C. Patterson: comments on Election integrity.
- J. Ackerman: invitation to Final Friday Frolic.

Consent Agenda

Trustee Smith makes a motion, seconded by Trustee MacInnis, to approve the consent agenda.

The motion carries unanimously.

Staff Reports

Town Administrator Wynn provides updates on utility billing, rate comparisons for communities nearby, and purchasing policy updates.

Actions & Presentations

Public comments must be related to the agenda item, 3-minute time limit.

Presentation:

FY-2022 Audit Presentation - Hinkle & Company, PC

Jim Hinkle, from Hinkle & Company PC, provides a presentation on the Town of Paonia FY-2022 Audit which has an unmodified or clean opinion. He also reports that they are on track to start the FY-2023 Audit in June and thinks it will go much quicker and be done by July 31 2024.

Public Comments:

S. Watson: Comments on franchise tax

W. Brunner: Question about the revenue funds

The Board of Trustees asks questions and discusses Highway Tax, common reserve levels for small communities, Enterprise vs Government Funds, Audit deadlines, monthly reports as best practices, purchase orders & encumbrances and Budget to Actuals.

Presentation:

Status Update from Phoenix Rising Resources on the Comprehensive Plan

Calla Rose Ostrander, Phoenix Rising Resources LLC, provides a status update on the Comprehensive Plan and next steps.

Public Hearing

Hotel and Restaurant Liquor License transfer from Flying Fork LLC to Flying Fork Ltd

Mayor Bachran opens the public hearing at 7:23 pm.

Town Clerk Vetter confirms that proper notification was made.

Town Clerk Vetter goes over the Preliminary Findings report for the Board of Trustees and confirms that all legal requirements are met for the Transfer of the Liquor License.

Jessica and Francesco Catinella, Flying Fork Ltd, introduce themselves to the Board and present their plans for the restaurant.

Public Comment:

No public comment is made.

Mayor Bachran closes the public comment portion of the public hearing.

Trustee MacInnis asks questions about the bar menu.

Mayor Pro-Tem Knutson ask about hours of operation and planned closing days.

Mayor Bachran closes the public hearing at 7:32pm

Mayor Pro-Tem Knutson makes a motion, seconded by Trustee MacInnis to approve the Hotel and Restaurant Liquor License Transfer from Flying Fork LLC to Flying Fork Ltd.

The motion carries unanimously.

Agenda Item 1 - Consideration of Approval of the First Amendment to Lease with SBA Towers II LLC

Town Administrator Wyn request that this be continued until a later meeting while he verifies certain conditions.

Agenda Item 2 - Consideration of Approval of Camping at Apple Valley Park for the Volunteers for Outdoor Colorado Group May 4th and 5th

Town Administrator Wynn provides background on the request.

Public Comment:

T. McReady: Comments about last year's success,

L. Howe: Asks questions about number of volunteers and routes.

Trustee Smith makes a motion, seconded by Trustee MacInnis to approve camping at Apple Valley Park for the Volunteers for Outdoor Colorado on May 4th and 5th.

The motion carries unanimously.

Agenda Item 3 - Consideration of submitting a SS4A to USDOT to create safe streets plan for the Town of Paonia.

Mayor Bachran gives a background and explains how this grant being used for a Safe Streets Plan could provide the opportunity to apply for more grants to fix the streets.

Trustee Swartz makes a motion, seconded by Trustee Smith, to approve submitting a SS4A to USDOT to create a Safe Streets Plan for the Town of Paonia.

Voting Aye: Trustee MacInnis, Trustee Valentine, Trustee Smith, Trustee Swartz

Voting Nay: Mayor Pro-Tem Knutson

The motion carries.

Agenda Item 4 - Consideration of Terminating Agreement for SCADA Contract at the Clock Treatment Plant

Town Administrator Wynn provides background to the SCADA contract

Public Comment:

C. Patterson: comments on the amount

S. Watson: asks about abandoning the lower treatment plant.

Board discussion includes relining, whether abandoning the tank, freeing up money, cost- saving measures

Mayor Pro-Tem Knutson makes a motion, seconded by Trustee Smith to terminate the SCADA contract at the Clock Treatment plant.

The motion carries unanimously.

Agenda Item 5 - Consideration of Appointing Trustee Paige Smith (Mayor-Elect) as the Local Government Designee to the Energy & Carbon Management Commission

Mayor Pro-Tem Knutson makes a motion, seconded by Trustee MacInnis to appoint Trustee Paige Smith, the Mayor-Elect as the Local Government Designee to the Energy & Carbon Management Commission.

The motion carries unanimously.

Agenda Item 6 - Consideration of Approving Conference Attendance for Trustee Smith to the 2024 Energy & Environment Symposium: oil and gas education for local government

Trustee MacInnis makes a motion, seconded by Mayor Pro-Tem Knutson to approve conference attendance for Trustee Smith, Mayor-Elect to the 2024 Energy & Environment Symposium: Oil & Gas Education for Local Government.

The motion carries unanimously.

Agenda Item 7 - Letter of Support for Submission of Safe Pathways for Paonia Congressionally Directed Spending Request

Mayor Bachran gives the background.

Trustee Smith makes a motion, seconded by Trustee MacInnis to approve a letter of support for Submission of Safe Pathways for Paonia's Congressionally Directed Spending Request.

The motion carries unanimously.

Agenda Item 8 - Consideration of Approval for Change Order #1 to the Phoenix Rising Agreement for the Comprehensive (Master) Plan

Calla Rose Ostrander, Phoenix Rising Resources LLC, explains the change order. Trustee MacInnis makes a motion, Seconded by Mayor Pro-Tem Knutson to approve the Change Order #1 to the Phoenix Rising Agreement for the Comprehensive (Master) Plan.

Voting Aye: Mayor Pro-Tem Knutson, Trustee Smith, Trustee MacInnis, Trustee Swartz

Voting Nay: Trustee Valentine

The motion carries.

Mayor & Trustee Reports

Parks and Public Safety Committee Report

Adjournment

The meeting adjourns at 8:17 pm.

Samira M Vetter, Town Clerk

Mary Bachran, Mayor

Special Event Park Permit Checklist

Minimum Days Due
PRIOR TO EVENT



ITEM:

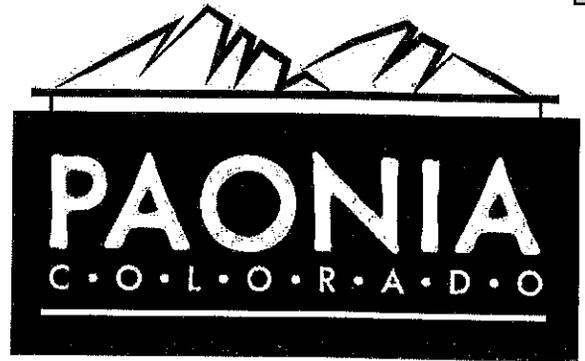
Request to be on Agenda		60 DAYS
Large Group Park Application		45 DAYS
Special Event Permit Application (serving alcohol)		45 DAYS
On Premise Liquor Permit Requested		45 DAYS
Park/Location Map		45 DAYS
(Outline all areas to be licensed, serving area, and storage area)		
Off Site Map (Map area of off site liquor storage)		45 DAYS
Safety Plan		45 DAYS
Banner Permit Application	\$ 50.00 still needed	45 DAYS
Street Closure Application		45 DAYS
Non-Profit Certificate of Good Standing		45 DAYS
Certificate of Insurance		15 DAYS
Vendor List (PRELIMINARY)		15 DAYS
Town Fee - liquor (\$50 per day)		with application
Town Fees - park - per application requirements		with application
** SEP Notification Posted PRIOR TO HEARING		15 DAYS
(Email photo of posting proof to: Corinne@townofpaonia.com)		15 DAYS

Packet Complete: 4/17/24 Date: 2/8/24

Additional Notes: Thank you!



TOWN OF PAONIA
REQUEST TO BE PLACED ON AGENDA
PO Box 460
Paonia, CO 81428
970/527-4101
Paonia@townofpaonia.com



Here are things you need to know:

Formal Board agenda items should be matters of substance for the Board to consider. Examples include: Presentations to the Board seeking support or wishing to inform the Board of plans that affect the Town, Committees presenting their goals and accomplishments, Items that need Board approval to proceed.

Submitting an agenda request does not guarantee placement on an agenda. The Mayor will determine if this is an appropriate item for consideration on the Board of Trustees' formal agenda.

Should this request be denied, the requester may present their item in writing to the Board under correspondence received or by making a verbal comment within the established time limit at the beginning of a regular meeting.

Please complete the following information and return this form no later than Tuesday, two weeks prior to the Board meeting to the Town Hall at 214 Grand Avenue. If the regular meeting is on the Tuesday the 28th, the request must be received before 5pm on Tuesday the 14th.

If your issue is placed on the agenda, be aware that your presentation is limited to 5 minutes.

Office hours are Monday through Friday, 8:00 a.m. to 4:30 p.m.
Regular Board meetings are scheduled for the second and fourth Tuesdays of each month.

Subject: Up to 6 words (example: Town Park, Potholes, Open Meetings, etc.)

Name of Requester or Presenter:

Representing: (Group or Agency name, or Self) *Orbol Farmers Market*

Date of submittal: *2/8/24*

Date of Requested Board Meeting: (Insert Board Meeting date) *2/27 or 3/12*

Specific request: *Farmers Market*

Describe the problem that requires resolution* or the topic(s) to be presented:

***The Problem**

- What is the problem that needs to be addressed?
- Please start with defining the problem, not describing the solution.
- Please explain briefly why it is essential that the Town address this problem.
- This section should be no more than 4-5 sentences long.

No problem, we are excited to ask for permission to utilize space for the local farmers market!

Recommendation (Please state your recommendation here, along with the main points needed for approval of your request, at most 50 words.) Example: The Paonia Association recommends the Board pass an ordinance preventing elk from standing in the road.

We are requesting to host Paonia's Arbol Farmers Market in the park for the 4th year.

What staff member have you spoken to about this? Please summarize your discussion:

~~XXXX~~ Paperwork was received from Ruben.

Contact information:

Name: Aubrie Pohl - Market Manager

Physical Address:
Mailing Address: > PO BOX #1744

E-mail: Aubrie@thelearningcouncil.org

Daytime Phone: (661) 904-5994

Office Use Only:
Received: 3/15/24
Approved for Agenda: _____
Board Meeting Date: _____

Print Form

Email Form

Town of Paonia Park/Event Registration Application

This form is intended for events 100+ people using public property. The Town of Paonia encourages the use of its parks for the pleasure of its citizens and reminds applicants to consider impacts on neighbors living adjacent to these public areas so we may all continue to enjoy our parks!

Please contact the Town office should there be any questions in filling out this form. The Town office is open from 8:00a to 4:30p Monday through Friday.

Thank you~

Applicant Name: Aubrie Pohl

Organization: Arbol Farmers Market

Mailing Address: ~~████~~ PO Box #1744, Paonia CO 81428

Telephone Number: (606) 904-5994

Event Manager (if different than Applicant): —

Event Manager Telephone: —

Event Manager E-Mail: Aubrie@thelearningcouncil.org

Please describe the event: Paonia's Arbol Farmers Market serves
the NEV & beyond - connecting local food with local people,
strengthening the viability of local agriculture, and increasing
community health from the soil up.

Event Date(s): _____ Event Hours: _____

Event Date(s): Tuesdays 5/14 - ~~8/14~~ ^{8/27} Event Hours: 5pm - 8pm

Event Date(s): Tuesdays 9/3 - 10/15 Event Hours: 4pm - 7pm

Event Date(s): _____ Event Hours: _____

Which park do you want to use?

Town Park – 700 Fourth Street
 Green space including shelters and gazebo center road
 Football and/or Back Field area
 Apple Valley Park – 45 Pan American Avenue
 Poulos Park – 221 Grand Avenue
 River Park – Grand Avenue

Will there be alcohol? (Alcohol Requires Board of Trustees Approval)

No
 Yes, but we are not selling it.
 An On-Premise Liquor Application is required.
 Yes, and we would like to sell it.
 We are a non-profit and submitted From DR-8439 Application for a Special Event Permit and any associated forms required.
 On an attached piece of paper is the Alcohol Mitigation Plan.

Will there be vendors?

No
 Yes
 A list of vendors is being provided to the Town for tax compliance. We have contacted the Department of Revenue to work out how taxes will be submitted for the event; either electronically or manually.
 Vendors will be notified that tax compliance will be monitored. Chalk or tape are permitted to define vendor boundaries on the grass.

Are you having a parade? Do you need a street closed?

No
 Yes. Attached is the street closure request form noting the day, hours and route information.

Do you have any special requests? (i.e. - gate openings at certain times?)

No
 Yes Bathroom open during event
During Fall season, have access to sport lighting.
We also request to have additional vendor fees waived

Pricing:

Half Day (4 Hours or less) \$ 100.00/day
 Includes: 3 dumpsters and up to 5 vendors
 Date Submitted 2/8/24 Amount 2,300.00

Full Day (4+ Hours until 10:00p) \$ 175.00/day
 Includes: 3 dumpsters and up to 10 vendors
 Date Submitted _____ Amount _____

Multi-Day Rate (3+ consecutive days) \$ 150.00/day
 Includes: 3 dumpsters and up to 10 vendors
 Date Submitted _____ Amount _____

Additional Vendors (More than 10) \$ 5.00/ea
 Date Submitted _____ Amount _____

Trash: The Town provides 3 dumpsters. If the event requires more, it is the responsibility of the applicant to contract with a local agency for additional services. Compostable ware is strongly encouraged from all vendors and event managers. Styrofoam not permitted.
 Date Submitted _____ Amount _____

Any additional fees submitted (street closure, liquor licensing, etc):
 Type: _____ \$ _____
 _____ \$ _____
 _____ \$ _____
 _____ \$ _____
 Date Submitted _____ Amount _____

Recycling: Should the event provide recycling, a \$50 credit shall be applied. \$ _____

TOTAL FEES SUBMITTED \$ 2,300⁰⁰

All fees must be submitted no less than thirty (30) days before the first date of the event.

Requesting this fee waived as done before

Other items submitted for consideration: *(On an attached piece(s) of paper)*

- Communication Contacts
- Liability Insurance
(\$1,000,000 minimum AND the Town of Paonia needs to be listed as an additional insured)
- Medical Plan *(ie - How do you plan on addressing a person who is injured at the event?)*
- Parking Plan *(ie-Staff versus Visitor parking)*
- Safety Plan *(ie - How would you deal with a natural emergency or a tree limb falling?)*
- Security Plan *(ie - Vendor security, controlling alcohol, etc)*

Promotion:

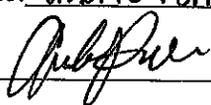
The Town is willing to promote your event by posting submitted material on the Town website, the Town of Paonia Facebook page, and/or a poster placed in the Town Hall entryway.

Any material to be promoted must be submitted no less than thirty (30) days before the first day of the event. Material shall only be promoted once for each avenue noted above.

The undersigned agrees to restore the park to pre-event condition, safety standards will be observed at all times, no glass will be brought into the park and all fees submitted are non-refundable, even if the event is canceled.

Signed and submitted this 8 day of February, 2024.

Printed Name: Aubrie Pohl

Signature: 

Unless waived by Town staff; no less than one week before the event, a meeting **must** be scheduled with the Public Works Director, Town Clerk and the Police Chief, or designees to finalize all plans and coordinate last minute items.
Date of Pre-Event Meeting: 180 5/6/24 2pm

Application is deemed complete and is accepted. Employee Initials _____

Application requires Board of Trustee Approval.
Hearing Date: April 9th 2024

Comments: _____

Application for a Special Events Permit

In order to qualify for a Special Events Permit, You Must Be Nonprofit and One of the Following (See back for details.)

<input checked="" type="checkbox"/> Social	<input type="checkbox"/> Athletic	<input type="checkbox"/> Philanthropic Institution
<input type="checkbox"/> Fraternal	<input type="checkbox"/> Chartered Branch, Lodge Or Chapter	<input type="checkbox"/> Political Candidate
<input type="checkbox"/> Patriotic	<input type="checkbox"/> Of A National Organization Or Society	<input type="checkbox"/> Municipally Owning Arts Facilities
<input type="checkbox"/> Political	<input type="checkbox"/> Religious Institution	

LIAB	Type of Special Event Applicant Is Applying for:	DO NOT WRITE IN THIS SPACE
2110	<input type="checkbox"/> Malt, Vinous And Spirituous Liquor \$25.00 Per Day	Liquor Permit Number
2170	<input type="checkbox"/> Fermented Malt Beverage \$10.00 Per Day	

1. Name of Applicant Organization or Political Candidate
Arbol Farmers Market

State Sales Tax Number (Required)

2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) PO Box #1744 Paonia, CO 81428	3. Address of Place to Have Special Event (include street, city/town and ZIP) Town Park 700 Fourth Street Paonia, CO 81428
--	--

Name	Date of Birth	Home Address (Street, City, State, ZIP)	Phone Number
4. Pres./Secy of Org. or Political Candidate			
5. Event Manager Aubrie Pohl	11/29/1991		(761) 904-5994

6. Has Applicant Organization or Political Candidate been Issued a Special Event Permit this Calendar Year?
 NO YES HOW MANY DAYS? _____

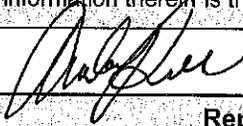
7. Is premises now licensed under state liquor or beer code?
 NO YES TO WHOM? _____

8. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed? Yes No

List Below the Exact Date(s) for Which Application is Being Made for Permit

Date	Hours	From	To	Date	Hours	From	To	Date	Hours	From	To	Date	Hours	From	To
Tuesdays 9/14-10/15															

Oath of Applicant
 I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

Signature:  Title: **Farmers Market Manager** Date: _____

Report and Approval of Local Licensing Authority (City or County)
 The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended.
THEREFORE, THIS APPLICATION IS APPROVED.

Local Licensing Authority (City or County) City County Telephone Number of City/County Clerk _____

Signature: _____ Title: _____ Date: _____

DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY

Liability Information			
License Account Number	Liability Date	State	Total
		-750 (999)	\$

Application Information and Checklist

The following supporting documents must be attached to this application for a permit to be issued:

- Appropriate fee.
- Diagram of the area to be licensed (not larger than 8 1/2" X 11" reflecting bars, walls, partitions, ingress, egress and dimensions.
Note: If the event is to be held outside, please submit evidence of intended control, i.e., fencing, ropes, barriers, etc.
- Copy of deed, lease, or written permission of owner for use of the premises.
- Certificate of good corporate standing (NONPROFIT) issued by Secretary of State within last two years; or
- If not incorporated, a NONPROFIT charter; or
- If a political Candidate, attach copies of reports and statements that were filed with the Secretary of State.

- Application must first be submitted to the local licensing authority (city or county) at least thirty (30) days prior to the event.
- The premises to be licensed must be posted at least ten (10) days before a hearing can be held. (44-5-106 C.R.S.)
- An approved application must be received by the liquor enforcement division at least ten (10) days prior to the event.
- Check payable to the Colorado Department Of Revenue

(44-5-102 C.R.S.)

A Special Event Permit issued under this article may be issued to an organization, whether or not presently licensed under Articles 4 and 3 of this title, which has been incorporated under the laws of this state for the purpose of a social, fraternal, patriotic, political or athletic nature, and not for pecuniary gain or which is a regularly chartered branch, lodge or chapter of a national organization or society organized for such purposes and being non profit in nature, or which is a regularly established religious or philanthropic institution, and to any political candidate who has filed the necessary reports and statements with the Secretary of State pursuant to Article 45 of Title 1, C.R.S. A Special Event permit may be issued to any municipality owning arts facilities at which productions or performances of an artistic or cultural nature are presented for use at such facilities.

If an event is cancelled, the application fees and the day(s) are forfeited.

Town of Paonia Temporary Banner Permit

Organization Name: Arbol Farmers Market
Address: PO Box #1744 Paonia CO 81428
Contact Person: Aubrie Pohl Telephone #: (661) 904-5994
Event: Arbol Farmers Market Date(s): Tuesdays 5/14-10/15

This permit is good for local events only.
Organization must be registered non-profit.
\$50.00

Banner Specifications:

- Not to exceed 3 Foot Height x 16 Foot Length _____
- Must have air holes
- Installation performed by applicant

(Note: The Applicant agrees to indemnify and hold harmless the Town, and its officers and its employees, from and against any and all liability, claims, demands, and expenses, including court costs and attorney fees, on account of any injury, loss, or damage, which arise out of or are in any manner connected with the services to be provided under this Agreement, if such injury, loss, or damage is caused in whole or in part by, or is claimed to be caused in whole or in part by, the act, omission, or other fault of the Applicant, any subcontractor of the Applicant, or any officer, employee, or agent of the Applicant or any subcontractor of the Applicant. Applicant further waives and releases the Town, and its officers and its employees, from any and all liability, claims, demands, and expenses, including court costs and attorney fees, on account of any injury, loss, or damage, which Applicant may suffer and which arise out of or are in any manner connected with the services to be provided under this Agreement.)

Banners may be installed up to two (2) weeks prior to event and **must** be removed no later than five (5) days after the event.

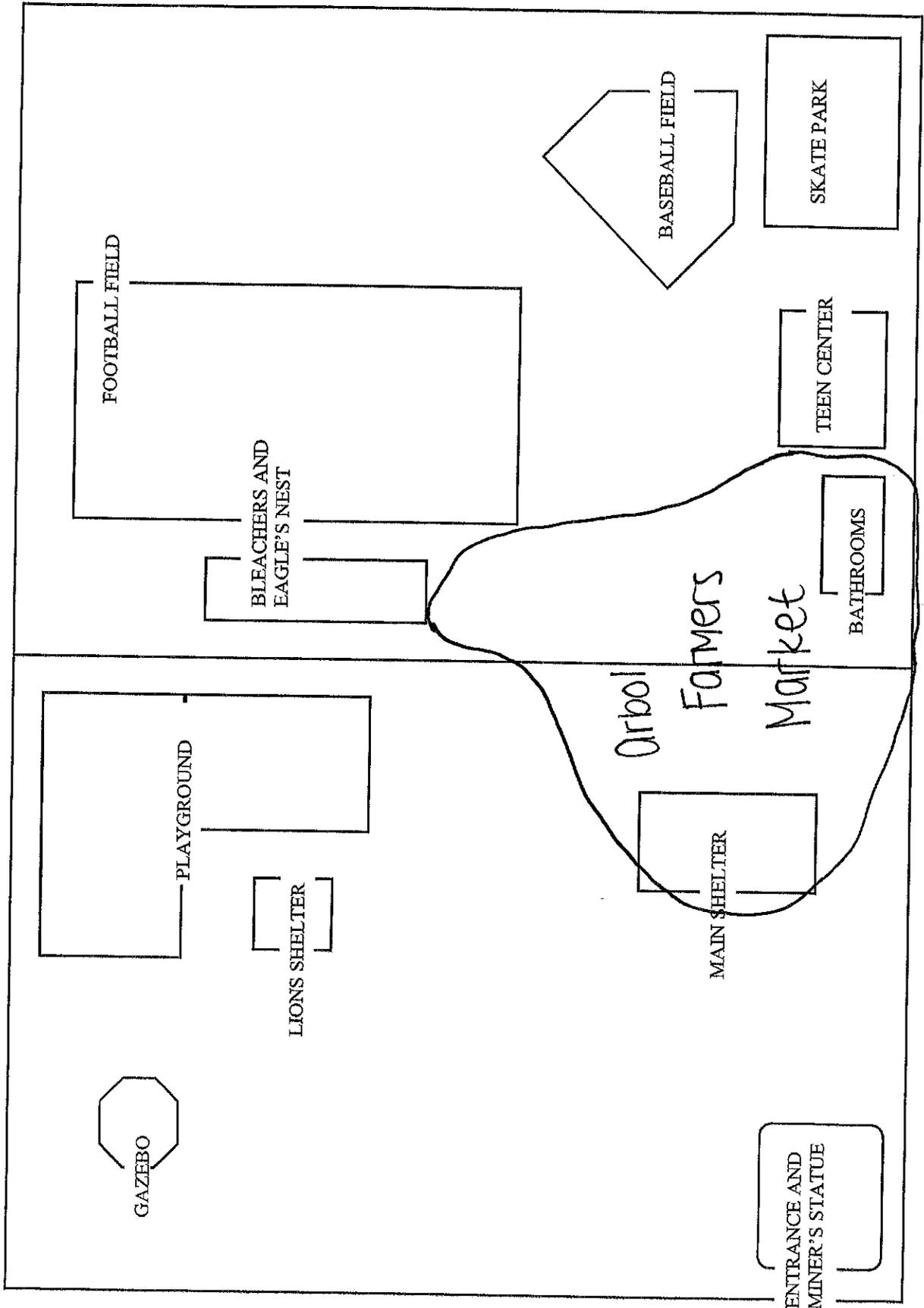
I, the undersigned, hereby agree to all terms and conditions set forth herein.
Failure to comply may result in the inability to apply for future permits.

Applicant Signature:  Date: _____

Town of Paonia Use Only		
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Date: _____
Signed: _____		

TOWN PARK MAP

FIFTH STREET



NORTH FORK AVENUE



The Learning Council

education, creativity & life skills

www.TheLearningCouncil.org

970.433.5852 PO Box 1744 Paonia, CO 81428

Arbol Market Communication Contact List 2024

Alicia Michelsen Executive Director of The Learning Council Alicia@thelearningcouncil.org
phone 970-433-5852

Aubrie Pohl Market Manager Aubrie@thelearningcouncil.org
Phone 661-904-5994

Emily Hartnett Committee Member mlehartnett@gmail.com
Phone 267-981-6339

Mark Waltermire Committee Member thistlewhistlefarm@gmail.com
Phone 970-623-5015

Tony Prendergast Committee Member tony.prendergast@gmail.com
Phone 970-361-7126



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Medical Plan

The Arbol Farmer's Market will be held each Tuesday from May 14 to October 15, 5:00-8:00pm. We anticipate 200-250 participants weekly.

The Health and Safety Point of Contact for these events is Alicia Michelsen. She can be reached by phone or text at 970-433-5852 or by email at Alicia@thelearningcouncil.org

During the Arbol Farmer's Market, there will be in attendance professional medical care providers such as nurses, and EMTs. Alicia is certified in CPR and Emergency First Aid as are other market participants. These medical professionals will be the first point of contact if a medical emergency occurs. We will also utilize local resources such as the North Fork Ambulance and Paonia Police if necessary. We will have a comprehensive first aid kit at the event.

If a person is injured at this event and it is safe to move them, we will move the person to a centrally located place away from the activity, where medical professionals can assist the person until an ambulance arrives.

We will have communication with the Health and Safety team through cell phones.

If necessary, we will utilize Paonia Urgent Care Clinic for minor medical problems and triage.

We are planning for the safety of our participants and strongly feel that an ounce of prevention is worth a pound of cure, so we will be doing our best to provide a safe environment at the Town Park. We will be sure to include clear pathways to move people through and access for emergency vehicles. We plan to space vendors 12 feet apart from each other to ensure clear pathways.

We will host a meeting for our safety team prior to the Market and the safety team will remain in contact and accessible throughout the event.



The Learning Council

education, creativity, & life skills

PO Box 1744 Paonia, CO 81428 970-433-5852

Parking Plan for Arbol Farmers Market

Customers can park all around the park and the streets nearby.

At the Town Park we will encourage staff and vendors to park farther away from the park so that elders and guests may have access to closer parking.

We are encouraging walking and carpooling via incentives for a gift basket drawing at the end of the season for folks who walk, ride bikes, carpool, bring an elder or shop for an elder.



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970.433.5852 PO Box 1744 Paonia, CO 81428

Safety Plan

We anticipate about two hundred attendees at the Arbol Farmers Market. We will have a health and safety team consisting of trained healthcare professionals, and people with CPR certification present. We will also work with Paonia Police and Paonia Firefighters if the need should arise.

We will have a volunteer team responsible for security, trash and recycling. We will have a designated point-of-contact. We will be using temporary structures (event tents with walls) for vendor and information booths, and to protect people, food, and equipment from the elements. We will be utilizing electricity during our event. We will keep all electrical outlets secured from the weather and keep electrical wires taped or pinned down. In the event of adverse weather, we will cancel the market.

In the case of a natural emergency, we will shut down the event and send folks home. In the case of a tree limb falling, we will ensure that all participants are safe and moved from the area, and we will work with our safety team and local authorities to remove the limb.

We will have food vendors and or other vendors at the Town Park. There will be hand washing stations, and the food vendors will be skilled in food safety regulations.

We will keep exits clear so that there is always a direct exit route available. We will be bringing in hand sanitizing stations. We will be providing access for people with special needs.

We plan to be safe and have vendors spaced apart, have handwashing stations and we will utilize the multiple entrances and exits to keep the flow of pedestrians from blocking up.



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970.433.5852 PO Box 1744 Paonia, CO 81428

Security Plan For Arbol Farmers Market 2024

Vendors will be responsible for the security of their booths.

There will be a team for the setup and breakdown of each market. Members of this team will be employed to assist with security, safety, parking, regulations, maintenance of handwashing and sanitizing stations, and overseeing the events.

Booths will be set up between 3:00 and 5:00 and taken down by 8:30

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

the learning council

is a

Nonprofit Corporation

formed or registered on 01/10/2007 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20071014530 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 02/07/2024 that have been posted, and by documents delivered to this office electronically through 02/08/2024 @ 14:48:06 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 02/08/2024 @ 14:48:06 in accordance with applicable law. This certificate is assigned Confirmation Number 15736285 .



Jena Griswold

Secretary of State of the State of Colorado

*****End of Certificate*****

Notice: A certificate issued electronically from the Colorado Secretary of State's website is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's website, <https://www.coloradosos.gov/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our website, <https://www.coloradosos.gov> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD) **31**
2/8/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Mountain West In & Fin Serv LLC 100 E Victory Way Craig, CO 81625	CONTACT NAME: PHONE (A/C, No, Ext): (970) 824-8185		FAX (A/C, No): (970) 824-8188
	E-MAIL ADDRESS:		
INSURED The Learning Council PO Box 1744 Paonia, CO 81428	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Secura Insurance Company		22543
	INSURER B : Pinnacol Assurance		41190
	INSURER C :		
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL. AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		CP3238594	5/21/2023	5/21/2024	EACH OCCURRENCE	\$ 1,000,000	
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000	
							MED EXP (Any one person)	\$	
							PERSONAL & ADV INJURY	\$ 1,000,000	
							GENERAL AGGREGATE	\$ 2,000,000	
							PRODUCTS - COMP/OP AGG	\$ 2,000,000	
							HIRED/NONOWNED	\$ 1,000,000	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$	
							BODILY INJURY (Per person)	\$	
							BODILY INJURY (Per accident)	\$	
							PROPERTY DAMAGE (Per accident)	\$	
								\$	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE	\$	
							AGGREGATE	\$	
								\$	
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	Y	N/A	4243217	4/5/2023	4/1/2024	PER STATUTE <input type="checkbox"/> OTHER <input checked="" type="checkbox"/>	
								E.L. EACH ACCIDENT	\$ 1,000,000
								E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
								E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate holder is named as additional insured with respect to general liability, if required by written contract.

CERTIFICATE HOLDER Town of Paonia 214 Grand Ave Paonia, CO 81428	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	SEP 2024-05 The Learning Council - Arbol Farmers Market
SUBMITTED BY:	Samira Vetter, Town Clerk
DATE:	April 9, 2024
BACKGROUND:	- On approval, there are just a few loose ends to tie up. The pre-event meeting is scheduled. There haven't been any issues with this event in the park.
BUDGET:	\$2350.00 in miscellaneous costs
RECOMMENDATION:	
ATTACHMENT:	Special Event Permit Application

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
AMAZON BUSINESS								
1341	AMAZON BUSINESS	1NQC-L14P-4	KEYBOARD UNDER-DESK TRA	04/01/2024	69.99		10-41-15 OFFICE SUPPLIES	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	MICROLIT MICROPIPETTES	04/01/2024	58.00		60-50-16 OPERATING SUPPLIES	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	5.5 GAL BLUE FUEL JUGS W/HO	04/01/2024	10.72		10-45-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	5.5 GAL BLUE FUEL JUGS W/HO	04/01/2024	10.72		60-50-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	5.5 GAL BLUE FUEL JUGS W/HO	04/01/2024	10.72		70-51-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	5.5 GAL BLUE FUEL JUGS W/HO	04/01/2024	10.73		10-46-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	RED 5.5 FUEL CONTAINERS W/	04/01/2024	19.09		10-45-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	RED 5.5 FUEL CONTAINERS W/	04/01/2024	19.09		60-50-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	RED 5.5 FUEL CONTAINERS W/	04/01/2024	19.09		70-51-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	RED 5.5 FUEL CONTAINERS W/	04/01/2024	19.09		10-46-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	BLACK PENS FOR COUNTER	04/01/2024	5.13		10-41-15 OFFICE SUPPLIES	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	1/2 RING BINDERS	04/01/2024	17.41		10-41-15 OFFICE SUPPLIES	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	HIGHLIGHTERS FOR OFFICE	04/01/2024	14.80		10-41-15 OFFICE SUPPLIES	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	BINDING COMBS, 1 INCH	04/01/2024	12.79		10-41-15 OFFICE SUPPLIES	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	RED PENS FOR OFFICE	04/01/2024	17.99		10-41-15 OFFICE SUPPLIES	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	BLUE PENS FOR OFFICE	04/01/2024	12.99		10-41-15 OFFICE SUPPLIES	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	YELLOW 5.5 GALLON FUEL JUG	04/01/2024	20.99		10-45-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	YELLOW 5.5 GALLON FUEL JUG	04/01/2024	21.00		60-50-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	YELLOW 5.5 GALLON FUEL JUG	04/01/2024	21.00		70-51-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	YELLOW 5.5 GALLON FUEL JUG	04/01/2024	21.00		10-46-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	CLOROX WIPES FOR CUSTODI	04/01/2024	25.74		10-41-25 TOWN HALL EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	5.5 GALLON FUEL JUGS	04/01/2024	7.19		10-45-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	5.5 GALLON FUEL JUGS	04/01/2024	7.19		60-50-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	5.5 GALLON FUEL JUGS	04/01/2024	7.19		70-51-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	5.5 GALLON FUEL JUGS	04/01/2024	7.20		10-46-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	USB TO USB-C ADAPTERS	04/01/2024	8.99		10-41-74 MACHINERY & EQUIPMENT	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	SPEAKER STANDS FOR OWLS	04/01/2024	74.99		10-41-74 MACHINERY & EQUIPMENT	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	SODERING CONNECTORS	04/01/2024	39.98		60-50-22 REPAIRS & MAINTENANCE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	PRINTER INK FOR PD	04/01/2024	35.90		10-42-15 OFFICE SUPPLIES	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	CORK BOARD PANELS FOR SA	04/01/2024	39.99		10-41-15 OFFICE SUPPLIES	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	SHEET PROTECTORS FOR OFF	04/01/2024	11.73		10-41-15 OFFICE SUPPLIES	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	BINDER FOLDER ORGANIZERS	04/01/2024	6.98		10-41-15 OFFICE SUPPLIES	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	WELDING GLOVES FOR PW	04/01/2024	15.49		10-45-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	WELDING GLOVES FOR PW	04/01/2024	15.49		10-46-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	PLASMA CUTTING TIPS	04/01/2024	35.90		10-45-25 SHOP EXPENSE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	SHIPPING & HANDLING	04/01/2024	91.88		10-41-17 POSTAGE	04/30/2024
1341	AMAZON BUSINESS	1NQC-L14P-4	PROMOTIONS & DISCOUNTS	04/01/2024	49.94-		10-41-15 OFFICE SUPPLIES	04/30/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
Total AMAZON BUSINESS:					794.23			
Anyway Plumbing								
1263	Anyway Plumbing	689783	PLUMBING REPAIRS AT TOWN	04/01/2024	167.50		10-41-22 REPAIRS & MAINTENANCE	04/30/2024
Total Anyway Plumbing:					167.50			
Archuleta, Benny								
1245	Archuleta, Benny	ARCH4-1-2024	CERTIFIED OPERATOR IN RES	04/01/2024	1,500.00		60-50-42 CONTRACT SERVICES	04/30/2024
Total Archuleta, Benny:					1,500.00			
Black Hills Energy								
987	Black Hills Energy	0878832035-0	GAS UTILITIES - 600 4TH STRE	03/20/2024	293.61		10-46-28 UTILITIES	04/30/2024
987	Black Hills Energy	5058039592-0	GAS UTILITIES - 403 2ND STRE	03/20/2024	227.77		60-50-28 UTILITIES	04/30/2024
987	Black Hills Energy	5058039592-0	GAS UTILITIES - 403 2ND STRE	03/20/2024	227.76		70-51-28 UTILITIES	04/30/2024
987	Black Hills Energy	5058039592-0	GAS UTILITIES - 403 2ND STRE	03/20/2024	227.76		80-52-28 UTILITIES	04/30/2024
987	Black Hills Energy	5058039592-0	GAS UTILITIES - 403 2ND STRE	03/20/2024	227.77		10-45-28 UTILITIES	04/30/2024
987	Black Hills Energy	5315712897-0	GAS UTILITY - 214 GRAND	03/20/2024	72.43		60-50-28 UTILITIES	04/30/2024
987	Black Hills Energy	5315712897-0	GAS UTILITY - 214 GRAND	03/20/2024	72.43		70-51-28 UTILITIES	04/30/2024
987	Black Hills Energy	5315712897-0	GAS UTILITY - 214 GRAND	03/20/2024	72.43		80-52-28 UTILITIES	04/30/2024
987	Black Hills Energy	5315712897-0	GAS UTILITY - 214 GRAND	03/20/2024	36.22		10-41-28 UTILITIES	04/30/2024
987	Black Hills Energy	5315712897-0	GAS UTILITY - 214 GRAND	03/20/2024	36.23		10-42-28 UTILITIES	04/30/2024
987	Black Hills Energy	9843021504-0	GAS UTILITIES - LAMBORN MES	03/20/2024	174.06		60-50-28 UTILITIES	04/30/2024
Total Black Hills Energy:					1,668.47			
Bolinger & Queen Inc								
14	Bolinger & Queen Inc	131686	WATER ORDER 131	03/11/2024	16.69		60-50-22 REPAIRS & MAINTENANCE	04/30/2024
Total Bolinger & Queen Inc:					16.69			
Browns Hill Engineering & Controls								
1126	Browns Hill Engineering & Control	03132024	FINAL CONTRACT PAYMENT - 0	03/13/2024	21,139.84		60-50-31 DUES & SUBSCRIPTIONS	04/30/2024
Total Browns Hill Engineering & Controls:					21,139.84			
Bruin Waste								
1307	Bruin Waste	1797275	PORT-A-POTTY RENTAL LAMBO	04/03/2024	99.75		60-50-24 RENTALS	04/30/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
1307	Bruin Waste	1797278	PORT-A-POTTY RENTAL 332 4T	04/03/2024	231.00		10-46-24 RENTALS	04/30/2024
1307	Bruin Waste	1797321	PORT-A-POTTY RENTAL 40571	04/03/2024	168.00		10-46-24 RENTALS	04/30/2024
Total Bruin Waste:					498.75			
CEBT								
1320	CEBT	INV0065093	BENEFITS PERIOD 2024-04	04/02/2024	16,996.00		10-0223 HEALTH/LIFE INSURANCE	04/30/2024
Total CEBT:					16,996.00			
CIRSA								
23	CIRSA	240860 + W24	WORKERS' COMPENSATION C	04/01/2024	233.32		10-41-10 WORKMENS COMPENSATIO	04/30/2024
23	CIRSA	240860 + W24	WORKERS' COMPENSATION C	04/01/2024	2,527.60		10-42-10 WORKMENS COMPENSATIO	04/30/2024
23	CIRSA	240860 + W24	WORKERS' COMPENSATION C	04/01/2024	1,302.68		10-45-10 WORKMENS COMPENSATIO	04/30/2024
23	CIRSA	240860 + W24	WORKERS' COMPENSATION C	04/01/2024	729.11		10-46-10 WORKMENS COMPENSATIO	04/30/2024
23	CIRSA	240860 + W24	WORKERS' COMPENSATION C	04/01/2024	1,069.37		60-50-10 WORKMENS COMPENSATIO	04/30/2024
23	CIRSA	240860 + W24	WORKERS' COMPENSATION C	04/01/2024	1,011.04		70-51-10 WORKMENS COMPENSATIO	04/30/2024
23	CIRSA	240860 + W24	WORKERS' COMPENSATION C	04/01/2024	826.33		80-52-10 WORKMEN'S COMP	04/30/2024
23	CIRSA	240860 + W24	PROPERTY/CASUALTY COVER	04/01/2024	1,690.09		80-52-27 INSURANCE & BONDS	04/30/2024
23	CIRSA	240860 + W24	PROPERTY/CASUALTY COVER	04/01/2024	1,677.66		70-51-27 INSURANCE & BONDS	04/30/2024
23	CIRSA	240860 + W24	PROPERTY/CASUALTY COVER	04/01/2024	4,225.22		60-50-27 INSURANCE & BONDS	04/30/2024
23	CIRSA	240860 + W24	PROPERTY/CASUALTY COVER	04/01/2024	1,553.39		10-46-27 INSURANCE & BONDS	04/30/2024
23	CIRSA	240860 + W24	PROPERTY/CASUALTY COVER	04/01/2024	919.61		10-45-27 INSURANCE & BONDS	04/30/2024
23	CIRSA	240860 + W24	PROPERTY/CASUALTY COVER	04/01/2024	248.54		10-43-27 INSURANCE & BONDS	04/30/2024
23	CIRSA	240860 + W24	PROPERTY/CASUALTY COVER	04/01/2024	13,794.11		10-42-27 INSURANCE & BONDS	04/30/2024
23	CIRSA	240860 + W24	PROPERTY/CASUALTY COVER	04/01/2024	2,485.42		10-41-27 INSURANCE & BONDS	04/30/2024
Total CIRSA:					34,293.49			
COLORADO WATER RESOURCES & POWER DEVELOP								
1380	COLORADO WATER RESOURC	D08F212-0401	LOAN PAYMENT 04012024	04/01/2024	10,605.11		60-50-55 LOAN PRINCIPAL	04/30/2024
1380	COLORADO WATER RESOURC	D08F212-0401	LOAN PAYMENT 04012024	04/01/2024	1,066.59		60-50-56 LOAN INTEREST	04/30/2024
Total COLORADO WATER RESOURCES & POWER DEVELOP:					11,671.70			
Delta County Landfill								
56	Delta County Landfill	416475	Landfill Fee	03/18/2024	391.50		80-52-42 LANDFILL FEES	04/30/2024
56	Delta County Landfill	416816	Landfill Fee	03/22/2024	452.00		80-52-42 LANDFILL FEES	04/30/2024
56	Delta County Landfill	416999	Landfill Fee	03/25/2024	263.25		80-52-42 LANDFILL FEES	04/30/2024
56	Delta County Landfill	417257	Landfill Fee	03/29/2024	477.75		80-52-42 LANDFILL FEES	04/30/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
56	Delta County Landfill	417389	Landfill Fee	04/01/2024	205.50		80-52-42 LANDFILL FEES	04/30/2024
Total Delta County Landfill:					1,790.00			
Delta Montrose Electric Assn.								
43	Delta Montrose Electric Assn.	20886100-031	UTILITIES - HWY 133 -SEWAGE	03/18/2024	3,499.95		70-51-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	9080095000-03042024-12762 RO	04/01/2024	1,432.36		70-51-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	3080629100-03042024-41576 LA	04/01/2024	198.72		60-50-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	3100701901-03042024-41010 LA	04/01/2024	120.13		60-50-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	3100003000-03042024-LAMBOR	04/01/2024	55.01		60-50-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	3080270000-03042024	04/01/2024	42.10		10-46-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	3200125000-03112024-STREET	04/01/2024	692.16		10-45-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	3200690300-03112024-214 GRA	04/01/2024	119.83		10-41-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	3200690300-03112024-214 GRA	04/01/2024	119.83		10-42-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	3140305400-03112024-TEEN CE	04/01/2024	176.72		10-46-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	3180027500-03112024-403 2ND	04/01/2024	41.48		10-45-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	3180027500-03112024-403 2ND	04/01/2024	41.51		60-50-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	3180027500-03112024-403 2ND	04/01/2024	41.48		70-51-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	3180027500-03112024-403 2ND	04/01/2024	41.48		80-52-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	3140015008-03112024-LIGHTS F	04/01/2024	49.44		10-46-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	3140124001-03112024-730 4TH	04/01/2024	46.31		10-46-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	20992900-03112024-4TH STREE	04/01/2024	37.13		10-46-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	3120200000-03112024-APPLE V	04/01/2024	31.45		10-46-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	3140308201-03112024-PAONIA P	04/01/2024	31.09		10-46-28 UTILITIES	04/30/2024
43	Delta Montrose Electric Assn.	MULTIPLE - M	9805013000-03112024-200 BLOC	04/01/2024	30.50		10-45-28 UTILITIES	04/30/2024
Total Delta Montrose Electric Assn.:					6,848.68			
Dependable Lumber, Inc.								
46	Dependable Lumber, Inc.	2403-025747	MASON MIX	03/20/2024	328.44		10-46-22 REPAIRS & MAINTENANCE	04/30/2024
46	Dependable Lumber, Inc.	2403-026026	GLOVES	03/22/2024	13.28		80-52-16 OPERATING SUPPLIES	04/30/2024
46	Dependable Lumber, Inc.	2403-026362	CONTRACTOR BAGS	03/25/2024	14.99		10-46-16 OPERATING SUPPLIES	04/30/2024
46	Dependable Lumber, Inc.	2403-026386	MM BAR & CHANG OIL	03/25/2024	13.49		60-50-22 REPAIRS & MAINTENANCE	04/30/2024
46	Dependable Lumber, Inc.	2403-026386	MM BAR & CHANG OIL	03/25/2024	13.50		10-46-22 REPAIRS & MAINTENANCE	04/30/2024
46	Dependable Lumber, Inc.	2403-026507	HEX BUSHING	03/26/2024	2.99		10-46-23 VEHICLE EXPENSE	04/30/2024
46	Dependable Lumber, Inc.	2403-026529	BRUSH WIRE AND RESPIRATO	03/26/2024	36.98		10-46-22 REPAIRS & MAINTENANCE	04/30/2024
46	Dependable Lumber, Inc.	2404-027538	PALLET RETURN	04/02/2024	20.00-		10-46-22 REPAIRS & MAINTENANCE	04/30/2024
46	Dependable Lumber, Inc.	2404-027540	LATEX GLOVES	04/02/2024	15.99		80-52-25 SHOP EXPENSE	04/30/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
Total Dependable Lumber, Inc.:					419.66			
Duckworks Auto Parts Inc								
50	Duckworks Auto Parts Inc	0367004101	BATTERIES	03/26/2024	319.98	10-46-23	VEHICLE EXPENSE	04/30/2024
Total Duckworks Auto Parts Inc:					319.98			
EAGLE WASH								
1367	EAGLE WASH	854454	CAR WASH USAGE	03/15/2024	56.19	10-42-23	VEHICLE EXPENSE	04/30/2024
1367	EAGLE WASH	854454	CAR WASH USAGE	03/15/2024	33.71	80-52-23	VEHICLE EXPENSE	04/30/2024
1367	EAGLE WASH	854454	CAR WASH USAGE	03/15/2024	33.71	70-51-23	VEHICLE EXPENSE	04/30/2024
1367	EAGLE WASH	854454	CAR WASH USAGE	03/15/2024	33.71	10-46-23	VEHICLE EXPENSE	04/30/2024
1367	EAGLE WASH	854454	CAR WASH USAGE	03/15/2024	33.72	60-50-23	VEHICLE EXPENSE	04/30/2024
1367	EAGLE WASH	854454	CAR WASH USAGE	03/15/2024	33.72	10-45-23	VEHICLE EXPENSE	04/30/2024
Total EAGLE WASH:					224.76			
Empower Trust Company LLC								
1190	Empower Trust Company LLC	20240322 1	Retirement Plan PPE 3/15	03/22/2024	3,368.23	10-0220	RETIREMENT PLAN	04/30/2024
1190	Empower Trust Company LLC	396535	Retirement Plan PPE	03/20/2024	250.00	10-0220	RETIREMENT PLAN	04/30/2024
Total Empower Trust Company LLC:					3,618.23			
ENVIRO-CHEM ANALYTICAL INC								
1221	ENVIRO-CHEM ANALYTICAL IN	14170836	LAB TESTING	03/22/2024	65.30	70-51-20	LEGAL, ENGINEERING & PR	04/30/2024
Total ENVIRO-CHEM ANALYTICAL INC:					65.30			
Fire & Police Pension Assn.								
63	Fire & Police Pension Assn.	20240401	PPE in 03/15	03/22/2024	3,501.66	10-0219	FPPA	04/30/2024
Total Fire & Police Pension Assn.:					3,501.66			
Flowpoint Environmental Systems Inc.								
1172	Flowpoint Environmental Systems	SU10035	ANNUAL SOFTWARE RENEWAL	03/19/2024	1,095.00	60-50-42	CONTRACT SERVICES	04/30/2024
Total Flowpoint Environmental Systems Inc.:					1,095.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
Green Analytical Laboratories								
1246	Green Analytical Laboratories	2403070	NITRATE/NITRITE PACKAGE	03/20/2024	246.00		60-50-20 LEGAL, ENGINEERING & PR	04/30/2024
1246	Green Analytical Laboratories	2403071	SUPPLIES	03/20/2024	289.00		60-50-20 LEGAL, ENGINEERING & PR	04/30/2024
Total Green Analytical Laboratories:					535.00			
Heiniger, Cory								
1249	Heiniger, Cory	HEINIGERCO	2024 BOOT ALLOWANCE REIMB	03/22/2024	50.00		60-50-25 SHOP EXPENSE	04/30/2024
1249	Heiniger, Cory	HEINIGERCO	2024 BOOT ALLOWANCE REIMB	03/22/2024	50.00		80-52-25 SHOP EXPENSE	04/30/2024
1249	Heiniger, Cory	HEINIGERCO	2024 BOOT ALLOWANCE REIMB	03/22/2024	50.00		70-51-25 SHOP EXPENSE	04/30/2024
Total Heiniger, Cory:					150.00			
Intermountain Sweeper Co.								
183	Intermountain Sweeper Co.	121789	PARTS FOR STREET SWEEPER	03/30/2024	242.00		10-45-22 REPAIRS & MAINTENANCE	04/30/2024
Total Intermountain Sweeper Co.:					242.00			
Kelly PC								
1277	Kelly PC	04012024	LEGAL SERVICES PROVIDED T	04/01/2024	2,914.00		10-41-20 LEGAL, ENGINEERING & PR	04/30/2024
1277	Kelly PC	04012024	LEGAL SERVICES PROVIDED T	04/01/2024	70.50		60-50-20 LEGAL, ENGINEERING & PR	04/30/2024
Total Kelly PC:					2,984.50			
Kendall Excavating								
424	Kendall Excavating	2065	BACKHOE WORK ALLEY OF 326	12/18/2023	390.00		70-51-22 REPAIRS & MAINTENANCE	04/30/2024
424	Kendall Excavating	2069	VAC TRAILERS FOR CLEANOUT	12/18/2023	825.00		60-50-22 REPAIRS & MAINTENANCE	04/30/2024
Total Kendall Excavating:					1,215.00			
Leon, Susan								
470	Leon, Susan	LEON-04-2024	Cleaning Contract	04/01/2024	775.00		10-41-20 LEGAL, ENGINEERING & PR	04/30/2024
Total Leon, Susan:					775.00			
NAPA - Paonia Auto Parts								
122	NAPA - Paonia Auto Parts	409908	TIRE REPAIR KIT	03/22/2024	3.25		10-46-22 REPAIRS & MAINTENANCE	04/30/2024
122	NAPA - Paonia Auto Parts	409908	TIRE REPAIR KIT	03/22/2024	3.26		70-51-22 REPAIRS & MAINTENANCE	04/30/2024
122	NAPA - Paonia Auto Parts	409908	TIRE REPAIR KIT	03/22/2024	3.26		60-50-22 REPAIRS & MAINTENANCE	04/30/2024
122	NAPA - Paonia Auto Parts	409908	TIRE REPAIR KIT	03/22/2024	3.26		10-45-22 REPAIRS & MAINTENANCE	04/30/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
122	NAPA - Paonia Auto Parts	409969	Oil DRY	03/26/2024	32.73		10-46-25 SHOP EXPENSE	04/30/2024
122	NAPA - Paonia Auto Parts	410065	BLISTER MINIATURES	03/29/2024	3.19		80-52-22 REPAIRS & MAINTENANCE	04/30/2024
122	NAPA - Paonia Auto Parts	410133	MOTOR OIL	04/01/2024	19.32		10-46-22 REPAIRS & MAINTENANCE	04/30/2024
Total NAPA - Paonia Auto Parts:					68.27			
Norris, Mary								
991	Norris, Mary	NORRIS-04-20	NORRIS PENSION PAYMENT 04	04/01/2024	560.00		60-50-44 NORRIS RETIREMENT	04/30/2024
991	Norris, Mary	NORRIS-04-20	NORRIS PENSION PAYMENT 04	04/01/2024	560.00		70-51-44 NORRIS RETIREMENT	04/30/2024
Total Norris, Mary:					1,120.00			
Paonia Farm & Home Supply Inc								
125	Paonia Farm & Home Supply Inc	182961	Gloves	03/25/2024	6.99		80-52-16 OPERATING SUPPLIES	04/30/2024
125	Paonia Farm & Home Supply Inc	183047	BRUSH & SPOUT	03/26/2024	14.48		60-50-16 OPERATING SUPPLIES	04/30/2024
125	Paonia Farm & Home Supply Inc	183357	BATTERIES FOR REMOTES	03/29/2024	15.96		10-41-15 OFFICE SUPPLIES	04/30/2024
125	Paonia Farm & Home Supply Inc	183648	WHEEL WIRE	04/02/2024	31.98		10-46-25 SHOP EXPENSE	04/30/2024
Total Paonia Farm & Home Supply Inc:					69.41			
Phonz +								
499	Phonz +	16559	Water	04/01/2024	614.02		60-50-31 DUES & SUBSCRIPTIONS	04/30/2024
499	Phonz +	16559	Sewer	04/01/2024	614.02		70-51-31 DUES & SUBSCRIPTIONS	04/30/2024
499	Phonz +	16559	General	04/01/2024	614.02		10-41-31 DUES & SUBSCRIPTIONS	04/30/2024
499	Phonz +	16559	Sanitation	04/01/2024	614.00		80-52-31 DUES & SUBSCRIPTIONS	04/30/2024
Total Phonz +:					2,456.06			
PIONEER								
1319	PIONEER	PS11846877	TRAIL MIX AND DELIVERY	04/01/2024	626.54		10-46-22 REPAIRS & MAINTENANCE	04/30/2024
Total PIONEER:					626.54			
PROTECH DIESEL REPAIR								
1381	PROTECH DIESEL REPAIR	555	TRASH TRUCK SERVICE	03/22/2024	265.77		80-52-23 VEHICLE EXPENSE	04/30/2024
Total PROTECH DIESEL REPAIR:					265.77			
RESPEC Company LLC								
1124	RESPEC Company LLC	INV-0224-770	PAONIA WATER/WW GENERAL	02/29/2024	1,605.00		70-51-20 LEGAL, ENGINEERING & PR	04/30/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
1124	RESPEC Company LLC	INV-0224-771	WATER CIP PHASE 1 - WATER S	02/29/2024	25,521.25	60-50-20	LEGAL, ENGINEERING & PR	04/30/2024
Total RESPEC Company LLC:					27,126.25			
Rhinehart Oil Co.								
1224	Rhinehart Oil Co.	IN-973833-24	FUEL	03/19/2024	368.38	10-46-23	VEHICLE EXPENSE	04/30/2024
1224	Rhinehart Oil Co.	IN-973833-24	FUEL	03/19/2024	368.38	60-50-23	VEHICLE EXPENSE	04/30/2024
1224	Rhinehart Oil Co.	IN-973833-24	FUEL	03/19/2024	368.38	70-51-23	VEHICLE EXPENSE	04/30/2024
Total Rhinehart Oil Co.:					1,105.14			
The Paper-Clip LLC								
861	The Paper-Clip LLC	2048885-0	Office Supplies	03/19/2024	41.97	10-41-15	OFFICE SUPPLIES	04/30/2024
861	The Paper-Clip LLC	2048885-0	Office Supplies	03/19/2024	41.97	60-50-15	OFFICE SUPPLIES	04/30/2024
861	The Paper-Clip LLC	2048885-0	Office Supplies	03/19/2024	41.97	70-51-15	OFFICE SUPPLIES	04/30/2024
861	The Paper-Clip LLC	2048885-0	Office Supplies	03/19/2024	41.97	80-52-15	OFFICE SUPPLIES	04/30/2024
Total The Paper-Clip LLC:					167.88			
UNCC								
161	UNCC	224031028	WATER RTL Transmissions	03/31/2024	30.32	70-51-20	LEGAL, ENGINEERING & PR	04/30/2024
161	UNCC	224031028	WW RTL Transmissions	03/31/2024	30.31	60-50-20	LEGAL, ENGINEERING & PR	04/30/2024
Total UNCC:					60.63			
URBAN RURAL CONTINUUM LLC								
1323	URBAN RURAL CONTINUUM LL	PAONIA-7	AMENDMENT #2 OF HOUSING	03/31/2024	1,400.00	10-41-20	LEGAL, ENGINEERING & PR	04/30/2024
Total URBAN RURAL CONTINUUM LLC:					1,400.00			
Winwater Corp								
491	Winwater Corp	07357502	SADDLECORP POWERJOINTS	03/21/2024	80.96	60-50-16	OPERATING SUPPLIES	04/30/2024
Total Winwater Corp:					80.96			
WYNN, STEFEN								
1334	WYNN, STEFEN	WYNN-MILEA	MILEAGE REIMBURSEMENT FO	04/05/2024	171.79	10-41-26	TRAVEL, MEETINGS & TRAI	04/30/2024
Total WYNN, STEFEN:					171.79			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
Grand Totals:					<u>147,250.14</u>			

Board Meeting Date: _____

Town Administrator: _____

Finance Committee: _____

Date Reviewed: _____



Paonia Police Department

DEPARTMENT BRIEFING: SUMMARY OF PROGRESS

04/01/2024

The department has filled its open patrol officer vacancy. Officer Bradley Bardessona began training with the department April 8th and will commence full patrol duties upon successful completion of the FTO program.

The department would like to remind everyone that the updated “Inoperable Vehicle” ordinance will go into effect on April 12th. A link to the updated ordinance is posted on the department’s website.

The department participated in the Paonia K8 ALICE drill training last month. Moving forward we will be working with the school staff to actively participate in those drills and continue to improve our response.

Department staff participated in the Walk and Roll Audit with other town staff and community members. We received some valuable feedback and look forward to working together to address some of the issues that were identified.

Paonia Police Department

Law Incident Table, by Date and Time

Date Occurred: 03/01/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
11:34:00	DEATH INVESTGTN	NIAGARA AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 1					

Date Occurred: 03/02/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
16:38:33	TrafficAccident	2ND ST, Paonia, CO	PPD	PPD	
16:45:07	CRIM MISCHIEF	OAK AVE, Paonia, CO	PPD	PPD	
17:34:20	ALARM	3RD ST, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 3					

Date Occurred: 03/04/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:28:07	RUNAWAY	MAIN AVE, Paonia, CO	PPD	PPD	
10:58:32	CIVIL PROBLEM	RIO GRANDE AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 2					

Date Occurred: 03/07/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:20:06	TRESPASS	3RD ST, Paonia, CO	PPD	PPD	VW
19:41:13	SUSPICIOUS	1st St., Paonia, CO	PPD	PPD	
Total Incidents for this Date: 2					

Date Occurred: 03/09/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
13:31:11	Information	PAN AMERICAN AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 1					

Date Occurred: 03/10/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:40:27	Traffic Stop	GRAND AVE, Paonia, CO	PPD	PPD	CIT
Total Incidents for this Date: 1					

Date Occurred: 03/12/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
11:20:37	WILDLIFE	paonia river park, Paonia, CO	PPD		
19:32:03	DOMESTIC	PAONIA AVE, Paonia, CO	PPD	PPD	UNF
Total Incidents for this Date: 2					

Date Occurred: 03/14/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
12:23:07	Parking Problem	COLORADO AVE, Paonia, CO	PPD	PPD	VW
12:28:55	Parking Problem	COLORADO AVE, Paonia, CO	PPD	PPD	VW
12:46:11	Parking Problem	RIO GRANDE AVE, Paonia, CO	PPD	PPD	VW
Total Incidents for this Date: 3					

Date Occurred: 03/15/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:11:36	AGENCY ASSIST	HIGHWAY 133; MM 5 HWY 133 Hotchkiss, CO	PPD	DIST3	
Total Incidents for this Date: 1					

Date Occurred: 03/16/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
12:12:13	ANIMAL PROBLEM	MAIN AVE, Paonia, CO	PPD	PPD	VW
18:33:32	911/hangup	2ND ST, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 2					

Date Occurred: 03/18/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
13:19:22	ALARM	GRAND AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 1					

Date Occurred: 03/19/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:04:58	LOST/FOUND PROP	OAK AVE, Paonia, CO	PPD	PPD	
20:06:11	Information	GRAND AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 2					

Date Occurred: 03/21/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:11:54	CITIZEN ASSIST	GRAND AVE, Paonia, CO	PPD	PPD	
10:32:23	AGENCY ASSIST	ONARGA AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 2					

Date Occurred: 03/22/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:17:32	Information	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
09:18:05	Information	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
16:38:07	WELFARE CHECK	ALDER DR, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 3					

Date Occurred: 03/23/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:10:27	ANIMAL CONTROL	BOX ELDER AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 1					

Date Occurred: 03/24/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
11:53:11	SUSPICIOUS	2ND ST Paonia, CO	PPD	PPD	
15:30:37	Information	GRAND AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 2					

Date Occurred: 03/25/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:41:54	CITIZEN ASSIST	ONARGA AVE, Paonia, CO	PPD	PPD	
10:42:17	TrafficAccident	GRAND AVE, Paonia, CO	PPD	PPD	
11:44:05	Information	GRAND AVE, Paonia, CO	PPD	PPD	UNF
Total Incidents for this Date: 3					

Date Occurred: 03/26/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
11:17:20	Information	ONARGA AVE, Paonia, CO	PPD	PPD	
17:14:17	Parking Problem	DELTA AVE, Paonia, CO	PPD	PPD	
17:17:56	Parking Problem	3RD ST, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 3					

Date Occurred: 03/28/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:17:03	VIN INSPECTION	2ND ST, Paonia, CO	PPD	PPD	
13:16:00	Information	4TH , Paonia, CO	PPD	PPD	
14:04:20	Information	ONARGA AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 3					

Date Occurred: 03/30/24

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:40:30	Traffic Stop	1ST ST & NIAGARA AVE, Paonia, CO	PPD	PPD	CIT

Total Incidents for this Date: 1

Total reported: 39

CIT-2, UNF-2, VW-5

CIT = CITATION

UNF = UNFOUNDED

VW = VERBAL WARNING

Report Includes:

All dates between `00:00:01 03/01/24` and `00:00:01 03/31/24`, All agencies matching `PPD`, All disposition's, All natures, All location codes, All cities



TASK ORDER – WATER / WASTEWATER STANDARDS

To: Town of Paonia

From: Douglas Schwenke
Principal Engineer

Date: March 21, 2024

Subject: Task Order W0333.24008 – Water and Wastewater Construction Standards



SUMMARY / REQUIREMENTS

This is **TASK ORDER** dated 03/21/24, consisting of 5 pages (not including attachments), referred to in and part of the **Agreement between ENGINEER and CONSULTANT for Professional Services relative to the "Master Services Agreement – for General Water and Wastewater Services – to the Town of Paonia"** dated 12/13/2022. Note that all services provided under this amendment shall be billed at the 2024 Billing Rate Schedule according to RESPEC Company, LLC (see attached).

The original Agreement dated 12/13/2022, shall include the following task order to provide services to prepare a set of Water and Wastewater Construction Standards as follows:

- 1) **Water System Engineering and Construction Standards** – will follow the general outline as presented below:
 - a. General
 - b. Construction Drawing Submittal & Main Extension Requirements
 - c. Distribution System Design & Layout
 - d. Easement Requirements
 - e. Materials Technical Specifications
 - f. Water System Installation
 - g. *Optional* – Well Site Requirements

Along with preparing and reviewing the standards internally, RESPEC Company, LLC also proposes the following meetings with the Town of Paonia staff to review the standards as a group:

- 1. Overall General & Construction Drawing Submittal Requirements
- 2. Design, Layout & Easement Requirements
- 3. Materials and Technical Specifications w/ Details Review 1
- 4. Materials and Technical Specifications w/ Details Review 2 (the water standards will probably require 3 or 4 of these meetings due to the larger number of standard drawings)

5540 TECH CENTER DRIVE
SUITE 100
COLORADO SPRINGS, CO 80919
719.227.0072



5. System Installation Requirements

Note that the Water System section of the standards will most likely be larger than the Wastewater Section Standards, so there are more hours, meetings, and budget dedicated to the water system standards than the wastewater system standards.

The estimated budget for the Water System Engineering and Construction Standards is:
\$12,000

2) Wastewater System Engineering and Construction Standards – will follow the general outline as presented below:

- a. General
- b. Construction Drawing Submittal & Main Extension Requirements
- c. Collection System Design & Layout
- d. Easement Requirements
- e. Materials Technical Specifications
- f. Wastewater System Installation
- g. *Optional*– Lift Station & Force Main Requirements

Along with preparing and reviewing the standards internally, RESPEC Company, LLC also proposes the following meetings with the Town of Paonia staff to review the standards as a group:

1. Overall General & Construction Drawing Submittal Requirements
2. Design, Layout & Easement Requirements
3. Materials and Technical Specifications w/ Details Review 1
4. Materials and Technical Specifications w/ Details Review 2 (the wastewater standards will probably only require 1 or 2 of these meetings due to the larger number of standard drawings)
5. System Installation Requirements

The estimated budget for the Wastewater System Engineering and Construction Standards is:
\$9,600

Note that both sets of standards will be complete concurrently with the Town of Paonia CIP Phase 1 Improvements project. The intent is to have the standards completed by the time the proposed water system improvements goes to construction.

Add the following sentence to the end of the third paragraph, part 2:

Task Order W0333.24008 to the Master Services Agreement is attached and is made a part hereof.

Add Section below to the overall Scope of Services in Attachment C of the original MSA:

For Additional Services under Attachment C Scope of Services – Water and Wastewater System Engineering and Construction Standards

– The Town of Paonia, as set forth in Task Order #W033.24008 to the Master Services Agreement, CLIENT shall pay CONSULTANT for time and expenses not to exceed **\$ 21,600.**



Task	Description	Cost Estimate
Task 1	WATER SYSTEM STANDARDS	\$12,000
Task 2	WASTEWATER SYSTEM STANDARDS	\$ 9,600
TOTAL		\$21,600

IN WITNESS WHEREOF, the parties hereto have executed this Amendment, the Effective Date of which is indicated by the date first signed below.

RESPEC Company, LLC

Town of Paonia

By _____

By _____

Title Principal Engineer

Title Town Administrator

Date 03/21/2024

Date _____

Addresses for giving notices:

Addresses for giving notices:

5540 Tech Center Drive, Suite 100

214 Grand Avenue

Colorado Springs, CO 80919

Paonia, CO 81428



2024 BILLING RATE SCHEDULE

COLORADO SPRINGS STAFF

Position	Hourly Rate
Practice Leader	\$235
Principal	\$215
Sr. Project Manager	\$205
Project Manager	\$190
Sr. Project Engineer	\$180
Project Engineer	\$165
Sr. Designer	\$155
Staff Engineer III	\$145
Staff Engineer II	\$135
Staff Engineer I	\$125
Engineering Technician III	\$125
Engineering Technician II	\$115
Engineering Technician I	\$105
Administrative Support	\$85
Engineering Intern	\$75

Construction Support	Hourly Rate
Senior Construction Manager	\$180
Construction Manager/Sr. Inspector	\$155
Project Inspector	\$145
Staff Inspector	\$125

Expenses	
Mileage	Regulatory Rate
Postage/Courier	At Cost
Vendor Printing and Binding	At Cost
Other Expenses	At Cost

ENGINEERING FEE ESTIMATE WORKSHEET

SMALL SYSTEMS CONSULTING SERVICES

Community: *Town of Paonia*
 Project: *Water / Wastewater Standards*

TASK DESCRIPTION (HOURLY RATES)	Doug			James			Rebecca			Isabella							Mileage	TASK COST		
	Principal \$225	Sr. PM \$205	PM \$190	Sr. PE \$180	PE \$170	Sr. Tech \$160	Eng. III \$150	Eng. II \$140	Intern \$75	Tech III \$130	Tech II \$115	Tech I \$105	Sr. CM \$185	PE CM \$95	Eng. CM \$85	Sr. Inspec \$160			PE Inspec \$150	Eng \$130
<i>Task A - Water Standards</i>																				
a. Develop / Update Water Standards for Paonia									70.0										\$5,250.00	
b. Internal meetings to review and comment on standards	5.0	5.0	5.0						5.0										\$3,475.00	
c. Meeting 1 w/ Paonia - Overall General & Construction Drawing Submittals		1.0	1.0						1.0										\$470.00	
d. Meeting 2 w/ Paonia - Design, Layout, and Easement Requirements		1.0	1.0						1.0										\$470.00	
e. Meeting 3 w/ Paonia - Materials and Technical Specifications w/ Details Review 1		1.0	1.0						1.0										\$470.00	
f. Meeting 4 w/ Paonia - Materials and Technical Specifications w/ Details Review 2		1.0	1.0						1.0										\$470.00	
g. Meeting 5 w/ Paonia - Materials and Technical Specifications w/ Details Review 3		1.0	1.0						1.0										\$470.00	
h. Meeting 6 w/ Paonia - Materials and Technical Specifications w/ Details Review 4		1.0	1.0						1.0										\$470.00	
i. Meeting 7 w/ Paonia - System Installation Requirements		1.0	1.0						1.0										\$470.00	
TOTAL	5.0	12.0	12.0						82.0										\$12,015.00	
<i>Task B - Wastewater Standards</i>																				
a. Develop / Update Wastewater Standards for Paonia									50.0										\$3,750.00	
b. Internal meetings to review and comment on standards	5.0	5.0	5.0						5.0										\$3,475.00	
c. Meeting 1 w/ Paonia - Overall General & Construction Drawing Submittals		1.0	1.0						1.0										\$470.00	
d. Meeting 2 w/ Paonia - Design, Layout, and Easement Requirements		1.0	1.0						1.0										\$470.00	
e. Meeting 3 w/ Paonia - Materials and Technical Specifications w/ Details Review 1		1.0	1.0						1.0										\$470.00	
f. Meeting 4 w/ Paonia - Materials and Technical Specifications w/ Details Review 2		1.0	1.0						1.0										\$470.00	
g. Meeting 7 w/ Paonia - System Installation Requirements		1.0	1.0						1.0										\$470.00	
TOTAL	5.0	10.0	10.0						60.0										\$9,575.00	
Subtotal Expenses																				
Estimated Project Total																		TOTAL		\$21,590.00

**Mayor's Report
4-9-24**

Four Years of Progress 4-2020 to 4-2024

The past four years have been a time of great upheaval and change for the Town. COVID impacts were varied and far reaching and lasted longer than anyone would have liked. The divisiveness so visible at the national level trickled down to the town level. Too often Paonia was in the news, not for all the things we were accomplishing, but for the chaos and meanness exhibited in public. It has taken a couple of years and multiple interventions beginning in 2020 with Board workshops, trainings, and planning sessions to finally be at a place where the Town is recognized for its attributes and not its faults.

In the past four years we have set our eyes on the future and made significant progress toward planning for that future. To paraphrase a US Department of Energy quote: "A successful management program starts with a comprehensive strategic plan." To that end we have a new Comprehensive Plan (Master Plan) in progress to replace the 1996 plan under which the Town now operates. We have completed a Housing Needs Assessment to inform us as we plan to address housing shortages. Grants are out for a comprehensive plan that will cover Paonia's entire water system from springs to the farthest tap, and include all the stakeholders in the area, and for a plan to address all the streets in Paonia for safety issues including pavement, curb, gutter, and sidewalks. We are in talks with the Forest Service, WSCC and other players about a grant for a Wildfire Hazard Mitigation Plan. We have updated the Town's hazard mitigation plan and collaborated with Delta County on the county wide plan.

Paonia has challenges ahead. We must implement all the grant dollars received. We must resolve the issue of the water moratorium. We must continue to seek funding to upgrade our infrastructure and address the coming mandates for sewer and water. We must find housing for our workers. We must continue to support staff through adequate pay, education, and advancement. We must support those who give their time and energy to moving the Town into the future. And we must insist on and demonstrate civility and respect in all our interactions with everyone no matter their ideas, stances, or beliefs. We must insist that all staff, all Board members on all Town Boards act with the highest degree of ethics. Without this Paonia will be just another fractious town, mired in divisiveness, unable to address the challenges of an evolving world.

Paonia is a wonderful community and enjoyed by people visiting across the state, nation and even overseas. We have gone from a town mainly reliant on coal and mineral incomes to a diversified economy based on the bounty of the land, the excellence of our artists (writers, chefs, vintners, farmers, painters, etc.), and the tenor of our community. May we continue to move and change with the times while holding fast to those ideals we all share.

It has been my honor to serve this community as Mayor since 2020. I am proud of all of us, and especially of the staff who work tirelessly under often taxing circumstances to make this a place

we all want to live. I shall continue to serve the Town as I can. Thank you for putting your trust in me in 2020. I hope you are pleased with the results.

2020 – The Year of COVID

Even though the COVID pandemic impacted the Town in many ways, from closing Town offices to instituting on-line meetings and new ways of doing business, the Town made progress on several fronts.

- The Parks, Recreation and Trails Plan (Paonia in Motion) organized its steering committee and began work.
- The SCADA system was upgraded at the Clock treatment plan
- The culvert pipe was replaced on Main Ave.
- The exposed sewer pipe near the river was repaired
- The Mayor presented the 2019 Revitalizing Main Streets grant outcomes at Downtown Colorado, Inc. This paved the way for additional grants
- The Town distributed \$68,477 in COVID relief to citizens
 - Citizens \$9,227
 - Businesses \$59,250
- Raised water and garbage rates
- Purchased benches, tables for Town Hall using grant funds and contributed to wayfinding signage
- The US Capital Christmas Tree stopped in Paonia on its way to Washington DC. A great party in a time of darkness.

2021 – COVID continues

COVID wasn't quite finished with the town and Board meetings were held virtually for the first two months of the new year. However, things began to revert to "normal" as the year progressed.

- Changed ordinances so restaurants, etc. could serve liquor on streets during emergency declaration
- Established marijuana ordinances
- Approved The Living Farm's farmers' market in Town Park (a continuing success)
- JDS Hydro (RESPEC) finished their Water Infrastructure Study and was authorized to do an additional analysis concerning the water moratorium
- Engineering was procured for the Clock Treatment Valve and streets
- Another \$16,193 was granted to businesses for COVID relief
- Police Chief Ferguson resigned
- Hired Matt Laminger as new police chief
- Awarded a Brownfields grant to assess the condition of the old sewer treatment pond property
- The Turner Ditch Habitat Project was approved to improve the land along the river below the sewer plant.
- The remaining Boettcher Grant money (for Space to Create) was able to be retained for wayfinding signage (\$5,600) and art installations (\$168.90)

- RCAC water rate study was completed
- Increased water rates

2022

Business at the Town was resuming normalcy. Long term COVID impacts continued to impact the Town, especially with the closure of many restaurants. The Town picked up speed and moved ahead on many projects that had been pending for years and started new ones as the Infrastructure Funding from the Biden Administration (BIL) started to become available.

- Hired a new Town Attorney
- Hired a new Public Works director and increased staffing for the water system by 2 FTE
- Upgraded the Town Hall AV equipment
- SGM completed the Asset Inventory
- Held the first ever Community Strategic Planning Session where the community was asked to come and provide input on what was most important to them
- The Dark Skies ordinance was passed and a new flag and banner policy was enacted
- Adopted the 2018 IBC and other related codes
- Hired new Town Attorney (again)
- Paonia in Motion Plan accepted
- Another presentation of the 2019 Revitalizing Main Streets grant by the Mayor to CDPHE resulted in the Town being invited to submit and awarded \$4,990 grant for trees
- Received the first CDOT grant for Safe Pathways for Paonia, 5th & Grand intersection reconstruction
- Received a DOLA Innovative Housing Opportunity Plan grant for housing needs assessment, and a DOLA planning grant for the master plan
- The Colorado Grand awarded the Town \$17,000 to upgrade the bathrooms in Town Park and Apple Valley Park
- Received a State Internet Portal Agency grant for AV upgrades
- Began the process for State Revolving Loan funding to reline the 2 mg tank
- RCAC sewer rate study completed
- Contracted for Town engineers: RESPEC for water and sewer, SGM for streets
- Corinne Ferguson resigned
- New Interim Town Administrator hired
- Raised water and garbage rates

2023

COVID was in the rear-view mirror and new opportunities and challenges presented themselves to the Town. The mountains had received a record snowpack with the downstream consequences of flooding as it melted. The Town responded rapidly by sending out flood warnings and advice to all Town residents and those nearby. Highway 133 suffered a sinkhole which closed the highway for months. The River Park and school trails were damaged by flood water. BIL money was firmly in the pipeline and ready to be accessed. Sewer collapses plagued the downtown.

- Appointed a new Town Clerk

- Hired a water attorney
- Hired contractors for the housing needs assessment and master plan revision
- Ran a Land Use training for Board and Planning Commission and community
- Extensively engaged with CDOT to ensure Hwy 133 was repaired in a timely fashion
- Received grant funding for the hydrogeological study of the Town's watershed
- Received DOLA Tier I and Tier II grants for the Dorris Ave. sewer line replacement and the relining of the 2 mg water tank
- A food pantry shelf was installed at Town Hall for the needy
- Reconfigured the finance department and hired PMS, began to use the underutilized Cassell software extensively
- Installed ADP as HR and payroll services
- Conducted 3 rounds of interviews for Town Administrator. Hired Stefen Wynn who began in July
- Contracted with ESRI for GIS mapping services
- Updated Town's Hazard Mitigation Plan and submitted to Delta County
- Changed code to allow liquor consumption on sidewalks of restaurants with a license
- Revised marijuana code to remove requirement of medical marijuana sales
- Revised Town Speed limits and parking near Jumbo Mt.
- Opted into Prop 123 for affordable housing
- Multiple master planning session held for community input
- Housing needs assessment community meetings held and final plan submitted
- Instituted new fee schedules
- Submitted a planning grant for the Town Municipal Code rewrite
- Submitted a WaterSMART planning grant for the entire watershed and Town water infrastructure
- Terminated contract with Shums Coda for building inspector
- Completed the PNA for the SRF water loans

2024

With Stefen Wynn up to speed and charging ahead, the Town is on a bright path toward the future. Many old issues have been resolved, such as the automated water meter reads malfunctioning and incorrect reporting, and new ones being tackled. BIL funding is available for the next 2 years, so more grant writing is in the future to access the funding that will benefit the Town while it lasts. With new Board members and Mayor elected, it is hoped the Town can continue its forward momentum and address the thorny issues of economic development to replace job losses and only seasonal employment for many, as well as the need for housing that the workers of Paonia can afford.

- Contracted with City of Delta for building inspector
- Watersmart metering grant for missing radio read meters

- Letter to make Paonia a Dark Skies City
- Raise grant application to complete funding for Safe Pathways for Paonia
- Participating in BLM RMP amendment process
- Congressionally Directed Spending request to complete funding for Safe Pathways for Paonia
- Amended codes on inoperable vehicles, animals, and open burning
- Approved 2022 audit and collected outstanding funds from multiple sources
- Submit SS4A grant streets planning grant to include pavement, sidewalks and gutters

Below is a table showing all the grants applied for, awarded and in the works since 4-2020.

Grants

Name	Date	What For	Amount	Awarded
AARP	4-7-21	Parks: Town Park Upgrades	\$17,900	No
AARP	3-21-22	Parks: Apple Valley & Town Park	\$17,496	No
BOR WaterSMART Grant	10-17-23	Water: Entire water system plan	\$250,000	7-1-24
BOR WaterSMART Grant	1-12-24	Water: meter installation	\$100,000	10-31-24
Brownfields Grant	6-21-21	Sewer: Old sewer ponds	Analysis paid for	Yes
CDOT: Safe Pathways for Paonia	5-14-21	Streets: 5 th and Grand Ave.	\$619,420.68	No
CDOT: Safe Pathways for Paonia #1	2-8-22	Streets: 5 th and Grand Ave.	\$792,961.46	Yes
CDOT: Safe Pathways for Paonia #2	5-25-23	Streets: 5 th and Grand Ave.	\$217,629.97	Yes
CDPHE Quick Win	3-24-22	Trees	\$4,990	Yes
CDPHE State Revolving Fund Loan	11-14-23	Water system began w Corinne	\$8,350,000	In process
CDPHE State Revolving Fund Loan	7-27-23	Sewer system plant & pipes	\$50,000,000	In process
CO Water Conservation Board	5-5-23	Water: Hydrogeology Study	\$147,973	Yes
Colorado Grand	9-28-22	Parks: Restroom upgrades	\$17,000	Yes
Colorado River District	4-29-23	Water: hydrogeology study	\$25,000	Yes
DOLA EIAF Tier I Grant	4-3-23	Sewer: Dorris line replacment	\$137,756	Yes
DOLA EIAF Tier II Grant	7-27-23	Water: Lamborn tank relining	\$956,000	Yes
DOLA Planning Grant	11-21-22	Master Plan	\$25,000	Yes
DOLA Planning Grant	11-22-23	Code Revision	\$25,000	Yes
DOLA: IHOP	12-13-21	Housing Needs Assessment	\$59,850	Yes
State Internet Portal Grant	9-14-22	Town Hall AV upgrades	\$6,500	Yes
USDOT: Raise Grant	2-28-24	Streets: 5 th and Grand Ave.	\$1,857,726	7-27-24
USDOT: SS4A	3-27-24	Streets: Plan for all street	\$293,974	5-24
Total amount of grants awarded			\$2,145,660.43	
Total amount of grants pending			\$2,501,700	
SRF Loan/Grant funds in process for water and sewer			\$58,350,000	
Grand Total of all Grants pending and awarded			\$4,917,360.43	

Region 10 Board of Directors Meeting 3-28-24

- Project 7 review
 - Supplies Montrose, Delta, Olathe, Colona and 2 other water providers
 - Share treatment plants and water transmission
- Executive Director Report – Michelle Haynes
 - Went over budget
- Small Business Resource Center – Nancy Murphy
 - Business Loan Fund – Many loans still coming in
 - SMLB are running at 8-8.5% compared to bank loans at 12-14%
- Community Living Services – Eva Vetch
 - Area Agency on Ageing has been cut dramatically
 - Will be cutting services by 30%