



TOWN OF PAONIA
214 GRAND AVENUE
REGULAR TOWN BOARD MEETING AGENDA
TUESDAY, AUGUST 22, 2023 6:30 PM
[HTTPS://US02WEB.ZOOM.US/J/82642129177](https://us02web.zoom.us/j/82642129177)
MEETING ID: 826 4212 9177
ONE TAP MOBILE
17193594580

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

The CML District 10 Fall Meeting is hosted by the City of Delta at the Delta Public Library on Wednesday, September 6th, beginning at 4:00 p.m.

Public Comment

Any topic not included under Action & Presentations, 3-minute time limit.

Consent Agenda

August 8, 2023 Regular Meeting Minutes

Disbursements

Blue Sage Modification of Premises

The Learning Council- Special Event Liquor License for Pickleball Tournament

Staff Reports

Departmental Scorecard

Actions & Presentations

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

1. Presentation and Request to Re-affirm the Town's Commitment to Renovations and Improvements to the Skate Park
2. Acknowledging Receipt of DRAFT Housing Needs Assessment and Discussion on Providing Comments, Identifying Edits, and Gathering Questions from Trustees.
3. Resolution 2023-13 Declaring a Vacancy on the Board of Trustees
4. Consideration and Appointment of Mayor Pro-Tem
5. SGM Change Order for Designing Safe Pathways for Paonia, CDOT Grant Funded Project
6. CDOT Grant Agreement for Safe Pathways for Paonia
7. Discussion of Sidewalk Fee and Decision on Course of Action
8. Consideration of Nominating Town Administrator, Stefen Wynn to the Colorado Municipal League Policy Committee as a Member, and Samira Vetter as an Alternate
9. Consideration and Appointment to the NFV Airport Advisory Committee

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

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Consent Agenda

Minutes
Regular Town Board Meeting
Town of Paonia, Colorado
August 08, 2023

RECORD OF PROCEEDINGS

Mayor Bachran calls the meeting to order at 6:30 pm.

PRESENT

- Mayor Mary Bachran
- Mayor Pro-Tem Thomas Markle
- Trustee Dave Knutson
- Trustee Paige Smith
- Trustee John Valentine
- Trustee Rick Stelter
- Trustee Morgan MacInnis

Approval of Agenda

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

The motion carries unanimously.

Announcements

August 23 2023 at 4 pm - Joint Work Session with Board of Trustees and Planning Commission to review first draft of Master Plan.

Trustee Knutson announces the eco -flight out of Paonia Airport.

Mayor Pro-Tem Markle announces he is resigning his seat before the next regular meeting, due to the excellent management provided by Interim Town Administrator Leslie Klusmire and the current Twon Administrator Stefen Wynn, he feels better about the direction Town is going and asks that they look at the changes in the planet and start to prepare for the future of the North Fork Valley.

Mayor Bachran expresses her thanks to Mayor Pro-Tem Markle for his service.

Public Comment

Any topic not included on the agenda, 3-minute time limit.

S. Watson: comment on signage for marijuana shops and street trees and microclimates.

M. Nierenberger: comment on climate change and trees.

C. Patterson: comments on Trustee resignations.

Consent Agenda

Trustee Stelter makes a motion, Seconded by Trustee Knutson to approve the Consent Agenda. The motion carries unanimously.

Staff Reports

First Street Fence Encroachment – Town Attorney Update

Town Attorney Cotten-Baez explains that the course of action the Board previously discussed is no longer an avenue available and the issue will now need to go to County Court. He advises that the cost should not change and suggests hiring a local attorney for practical reasons.

Town Administrator

Topics: parks, speed limits, parking and crosswalks, signage, Dorris Avenue sewer line, grant mapping, budget planning and timeline, budget process with staff. Town Administrator Wynn answers questions about the financial statements and budget amendments that are likely on the horizon.

Paonia Housing Needs Assessment and Housing Action Plan - Town Board Update

Trustee Smith gives an update on the Affordable Housing Task Force meeting.

Trustee Knutson comments about how impressed he was with the Public Session and the attention that Urban Rural Continuum paid to all the comments received.

Actions & Presentations

1. Resolution 12 - 2023 Clarifying North Fork Valley Airport Advisory Committee and Liaison

Town Administrator Wynn reports his meeting with Chairman Neal Schwieterman and their discussions about organizational needs to match the resolution that was passed.

Public Comment:

S. Watson: comments on the signs

A. Sargent: attempts to speak on the fence matter, procedural questions.

Point of order is called for it being the wrong time on the agenda for Public Comment. Trustee Stelter makes a motion, Seconded by Mayor Pro-Tem Markle, for a five-minute recess.

Recess begins: 7:11 pm

Meeting Resumes: 7:16 pm

Discussion continues and it is announced that there is still a citizen seat open on the committee.

Trustee Smith asks for a tour of the airport for the Board of Trustees

Mayor Pro-Tem Markle makes a motion, Seconded by Trustee MacInnis to adopt Resolution 2023-12 Clarifying the North Fork Valley Airport Advisory Committee.

Motion carries unanimously.

2. Appointing Town Administrator as liaison to the North Fork Valley Airport Advisory Committee

Trustee Stelter makes a motion, Seconded by Trustee Smith, to appoint Town Administrator Stefen Wynn as Town Liaison to the North Fork Valley Airport Advisory Committee.

The motion carries unanimously.

Mayor & Trustee Reports

Mayor Bachran gives a verbal report including the following highlights: Tier 2 grant and State Revolving Loan has been submitted. SIPA grant was not needed so was not applied for, Mayor Bachran and Administrator Wynn are travelling to Rifle for SRF meeting, Proposition 123 application has been approved.

Trustee Knutson and Trustee Stelter report that the Parks committee meets the 3rd Tuesday of the month, and they are reviewing the Paonia in Motion plan.

Trustee Knutson makes a statement to outgoing Mayor Pro-Tem Markle that he has always appreciated his dedication to the rights of public comment and insistence on transparency.

Adjournment

Meeting adjourns at 7:24 pm.

Samira M Vetter, Town Clerk

Mary Bachran, Mayor



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

AGENDA ITEM:	Consent Agenda- Blue Sage Modification of Premises
SUBMITTED BY:	Samira Vetter, Town Clerk
DATE:	8.22.23
BACKGROUND:	<p>The Blue Sage already has a liquor license and would like to modify it to include part of the front sidewalk. This area would be roped off with a corral (picture) and only be used during certain events, to allow guests to step outside to coll off with their drinks.</p> <p>Town administrator Wynn and I went to the site to see exactly what was proposed and find it reasonable and compliant. The roped off area would be in line with their existing handicap ramp and leave more than the required 36 inches of public sidewalk space. There will not be any chairs or tables, only standing room and signage will also be displayed telling patrons not to leave the roped off area with their drinks. They have a current Business Use of Public Sidewalk Permit.</p> <p>All fees are paid including the DOR, proper forms submitted and there are no concerns or issues noted with the modification of premises.</p>
BUDGET:	Revenue of \$125.00
RECOMMENDATION:	To approve the Blue Sage Center for the Arts modification of Premises.
ATTACHMENT:	<p>Modification of Premises Application Picture of proposed roping equipment Maps of previous and proposed liquor barriers</p>

Permit Application and Report of Changes

All Answers Must Be Printed in Black Ink or Typewritten

1. Applicant is a <input type="checkbox"/> Corporation <input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company		License Number 41-74390-0000
2. Name of Licensee Blue Sage Center for the Arts		3. Trade Name of Establishment (DBA)
4. Address of Premises (Specify exact location of premises) 226-228 Grand Ave		5. Business Email Address director@bluesage.org
City Pueblo	County Delta	State ZIP Business Phone Number CO 81428 970 527 7243

SELECT THE APPROPRIATE SECTION BELOW AND PROCEED TO THE INSTRUCTIONS ON PAGE 2.

Section A – Manager Reg/Change	Section C						
<input type="checkbox"/> Manager's Registration (Hotel & Restr.) \$30.00 <input type="checkbox"/> Manager's Registration (Tavern) \$30.00 <input type="checkbox"/> Manager's Registration (Lodging & Entertainment) \$30.00 <input type="checkbox"/> Change of Manager (Other Licenses pursuant to section 44-3-301(8), C.R.S.) NO FEE <i>Please note that Manager's Registration for Hotel & Restaurant, Lodging & Entertainment, and Tavern licenses requires a local fee with submission to the local licensing authority as well. Please reach out to local licensing authorities directly regarding local processing and fees.</i>	<input type="checkbox"/> Retail Warehouse Storage Permit (ea) \$100.00 <input type="checkbox"/> Wholesale Branch House Permit (ea) \$100.00 <input type="checkbox"/> Change Corp. or Trade Name Permit (ea) \$50.00 <input type="checkbox"/> Change Location Permit (ea) \$150.00 <input type="checkbox"/> Winery/Limited Winery Noncontiguous or Primary Manufacturing Location Change \$150.00 <input checked="" type="checkbox"/> Change, Alter or Modify Premises <table style="width: 100%; border: none;"> <tr> <td style="border: none;">\$150.00 x</td> <td style="border: none;">Total Fee:</td> </tr> </table> <input checked="" type="checkbox"/> Addition of Optional Premises to Existing H/R <table style="width: 100%; border: none;"> <tr> <td style="border: none;">\$100.00 x</td> <td style="border: none;">Total Fee: 100</td> </tr> </table> <input type="checkbox"/> Addition of Related Facility to an Existing Resort or Campus Liquor Complex <table style="width: 100%; border: none;"> <tr> <td style="border: none;">\$160.00 x</td> <td style="border: none;">Total Fee:</td> </tr> </table> <input type="checkbox"/> Campus Liquor Complex Designation No Fee <input type="checkbox"/> Sidewalk Service Area \$75.00	\$150.00 x	Total Fee:	\$100.00 x	Total Fee: 100	\$160.00 x	Total Fee:
\$150.00 x	Total Fee:						
\$100.00 x	Total Fee: 100						
\$160.00 x	Total Fee:						
Section B – Duplicate License <input type="checkbox"/> Duplicate License \$50.00							

Do Not Write in This Space – For Department of Revenue Use Only

Date License Issued	License Account Number	Period
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 of Revenue may collect the payment amount directly from your bank account electronically.		TOTAL AMOUNT DUE \$00

Instruction Sheet

For All Sections, Complete Questions 1-5 Located on Page 1

Section A

To Register or Change Managers, check the appropriate box in section A and complete question 9 on page 4. Proceed to the Oath of Applicant for signature. Submit to State Licensing Authority for approval.

Section B

For a Duplicate license, be sure to include the liquor license number in section B on page 1 and proceed to page 5 for Oath of Applicant signature.

Section C

Check the appropriate box in section C and proceed below.

- 1) **For a Retail Warehouse Storage Permit**, go to page 3 complete question 5 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Submit to State Licensing Authority for approval.
- 2) **For a Wholesale Branch House Permit**, go to page 3 and complete question 5 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Submit to State Licensing Authority for approval.
- 3) **To Change Trade Name or Corporation Name**, go to page 3 and complete question 6 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.
- ✓ 4) **To modify Premise, or add Sidewalk Service Area**, go to page 4 and complete question 10. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.
- 5) **For Optional Premises** go to page 4 and complete question 10. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County).
- 6) **To Change Location**, go to page 3 and complete question 7. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.
- 7) **Winery/Limited Winery Noncontiguous or Primary Manufacturing Location Change**, go to page 4, and complete question 8. Use this section to make a current Noncontiguous Manufacturing Location into a Primary Manufacturing Location, or a Primary Manufacturing Location into a Noncontiguous Manufacturing Location. To be eligible for a Winery/Limited Winery Noncontiguous or Primary Manufacturing Location Change, you must be a Colorado state licensed manufacturer of vinous liquor pursuant to section 44-3-402 or 44-3-403, C.R.S.
- 8) **Campus Liquor Complex Designation**, go to page 5 and complete question 11. Submit the necessary information and proceed to page 5 for Oath of Applicant signature.
- 9) **To add another Related Facility** to an existing Resort or Campus Liquor Complex, go to page 5 and complete question 12.

Storage Permit	<p>5. Retail Warehouse Storage Permit or a Wholesalers Branch House Permit</p> <p><input type="checkbox"/> Retail Warehouse Permit for:</p> <p style="padding-left: 20px;"><input type="checkbox"/> On-Premises Licensee (Taverns, Restaurants etc.)</p> <p style="padding-left: 20px;"><input type="checkbox"/> Off-Premises Licensee (Liquor stores)</p> <p><input type="checkbox"/> Wholesalers Branch House Permit</p> <p>Address of storage premise: _____</p> <p>City _____, County _____ ZIP _____</p> <p>Attach a deed/lease or rental agreement for the storage premises. Attach a detailed diagram of the storage premises.</p>
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Change Trade Name or Corporate Name	<p>6. Change of Trade Name or Corporation Name</p> <p><input type="checkbox"/> Change of Trade name/DBA only</p> <p><input type="checkbox"/> Corporate Name Change (Attach the following supporting documents)</p> <p style="padding-left: 20px;">1. Certificate of Amendment filed with the Secretary of State, or</p> <p style="padding-left: 20px;">2. Statement of Change filed with the Secretary of State, <u>and</u></p> <p style="padding-left: 20px;">3. Minutes of Corporate meeting, Limited Liability Members meeting, Partnership agreement.</p>				
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Old Trade Name</td> <td style="width: 50%;">New Trade Name</td> </tr> <tr> <td>Old Corporate Name</td> <td>New Corporate Name</td> </tr> </table>	Old Trade Name	New Trade Name	Old Corporate Name	New Corporate Name
Old Trade Name	New Trade Name				
Old Corporate Name	New Corporate Name				

Change of Location	<p>7. Change of Location</p> <p>NOTE TO RETAIL LICENSEES: An application to change location has a local application fee of \$750 payable to your local licensing authority. You may only change location within the same jurisdiction as the original license that was issued. Pursuant to 44-3-311(1) C.R.S. Your application must be on file with the local authority thirty (30) days before a public hearing can be held.</p> <p>Date filed with Local Authority _____ Date of Hearing _____</p> <p>(a) Address of current premises _____</p> <p style="padding-left: 20px;">City _____ County _____ ZIP _____</p> <p>(b) Address of proposed New Premises (Attach copy of the deed or lease that establishes possession of the premises by the licensee)</p> <p>Address _____</p> <p style="padding-left: 20px;">City _____ County _____ ZIP _____</p> <p>(c) New mailing address if applicable.</p> <p>Address _____</p> <p style="padding-left: 20px;">City _____ County _____ State _____ ZIP _____</p> <p>(d) Attach detailed diagram of the premises showing where the alcohol beverages will be stored, served, possessed or consumed. Include kitchen area(s) for hotel and restaurants.</p>
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8. Winery/Limited Winery Noncontiguous or Primary Manufacturing Location Change

Select the option that applies to your situation:

Make a current Primary Manufacturing Location (Location 1) into a Noncontiguous Location (Location 2); or

Make a current Noncontiguous Manufacturing Location (Location 1) into a Primary Manufacturing Location (Location 2).

(a) Address of Location 1: _____
 City _____ County _____ ZIP _____

(b) Address of Location 2: _____
 City _____ County _____ ZIP _____

9. Change of Manager or to Register the Manager of a Tavern, Hotel and Restaurant, Lodging & Entertainment liquor license or licenses pursuant to section 44-3-301(8), C.R.S.

(a) Change of Manager

Former manager's name _____

New manager's name _____

(b) Date of Employment _____

Has manager ever managed a liquor licensed establishment?..... Yes No

Does manager have a financial interest in any other liquor licensed establishment? Yes No

If yes, give name and location of establishment _____

10. Modification of Premises, Addition of an Optional Premises, Addition of Related Facility, or Addition of a Sidewalk Service Area

NOTE: Licensees may not modify or add to their licensed premises until approved by state and local authorities.

(a) Describe change proposed Add sidewalk area so people can go outside before or during intermission at events - Sidewalk on both sides will have ropes to contain people

(b) **If the modification is temporary**, when will the proposed change: to contain people
 Start _____ (mo/day/year) End _____ (mo/day/year)

NOTE: THE TOTAL STATE FEE FOR TEMPORARY MODIFICATION IS \$300.00 - person to watch over area

(c) Will the proposed change result in the licensed premises now being located within 500 feet of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary? - signs no alcohol beyond this point Yes No

(d) Is the proposed change in compliance with local building and zoning laws?..... Yes No

(e) If this modification is for an additional Hotel and Restaurant Optional Premises has the local authority authorized by resolution or ordinance the issuance of optional premises?..... Yes No

(f) Attach a diagram of the current licensed premises and a diagram of the proposed changes for the licensed premises.

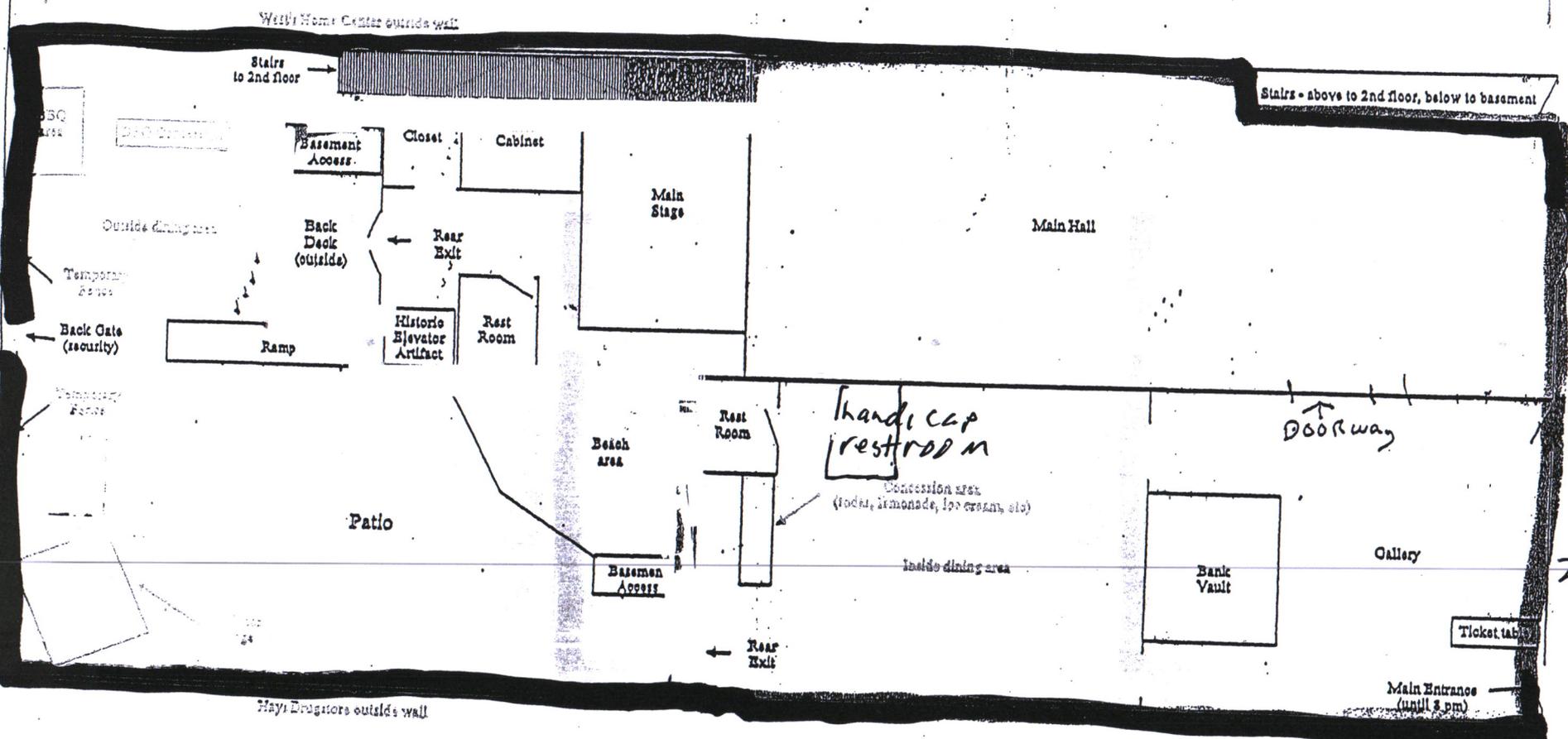
(g) Attach any existing lease that is revised due to the modification.

(h) For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), 1 C.C.R. 203-2, include documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.

Campus Liquor Complex Designation	<p>11. Campus Liquor Complex Designation</p> <p>An institution of higher education or a person who contracts with the institution to provide food services</p> <p>(a) I wish to designate my existing _____ Liquor License # _____ to a Campus Liquor Complex <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
Additional Related Facility	<p>12. Additional Related Facility</p> <p>To add a Related Facility to an existing Resort or Campus Liquor Complex, include the name of the Related Facility and include the address and an outlined drawing of the Related Facility Premises.</p> <p>(a) Address of Related Facility _____</p> <p>(b) Outlined diagram provided <input type="checkbox"/> Yes <input type="checkbox"/> No</p>

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 <i>Debra Muzikar</i>	Print name and Title <i>Debra Muzikar Executive Director</i>	Date <i>7/20/23</i>
Report and Approval of LOCAL Licensing Authority (CITY / 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 applicable provisions of Title 44, Articles 4 and 3, C.R.S., as amended. Therefore, This Application is Approved.		
Local Licensing Authority (City or County)		Date filed with Local Authority
Signature	Title	Date
Report of STATE Licensing Authority		
The foregoing has been examined and complies with the filing requirements of Title 44, Article 3, C.R.S., as amended.		
Signature	Title	Date

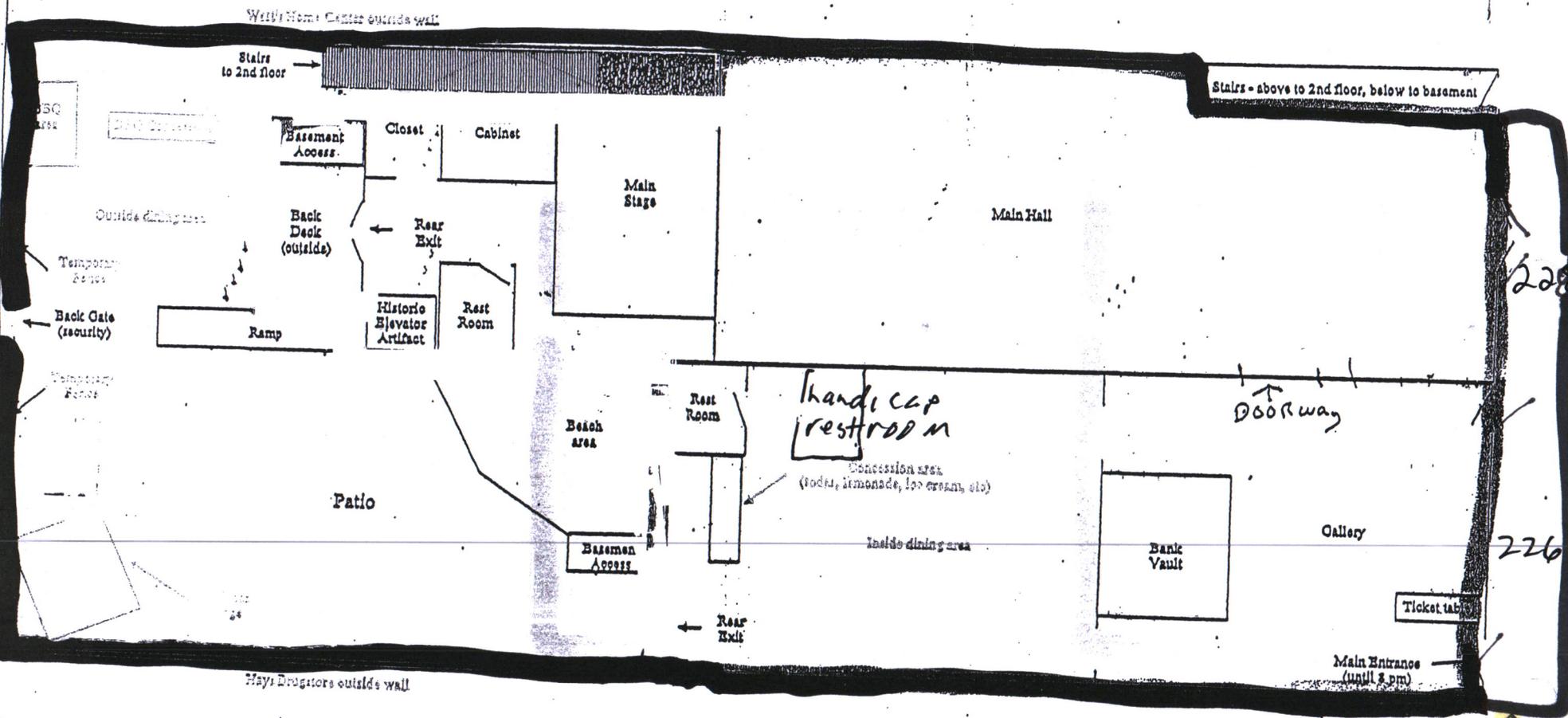




Current

Blue Sage Center for the Arts.

226, 228 Grande Ave
Paonia, CO 81428



Proposed - Add sidewalk

Blue Sage Center for the Arts.

226, 228 Grande Ave
 Paonia, CO 81428

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.)

Paonia Pickleball Tournament

Name of Requester or Presenter: *Calla Rose Ostrander*

Representing: (Group or Agency name, or Self) *Pickleball Planning Committee, Paonia*

Date of submittal: *July 25th 2023*

Date of Requested Board Meeting: (Insert Board Meeting date) *Aug 8th 2023*

Specific request: *Review + Approval of Event Application*

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, just want to host a pickleball tournament
 + bring in local musicians, food vendors + a pickled vegetable contest!*

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.

Approval event permit

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

Contact information:

Name: *Calle Rose Estronker*
Physical Address: *1200 3rd St, # 1 Paonia CO 81428*
Mailing Address: *↑*

E-mail: *allarose@gmail.com*
Daytime Phone: *970 201-3134*

Print Form

Email Form

Office Use Only:
Received: _____
Approved for Agenda: _____
Board Meeting Date: _____

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 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"/> Municipality 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 <i>The Hearing Council</i>	State Sales Tax Number (Required) <i>84-1377794</i>
--	--

2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) <i>TheHearth, 138 Grand Ave Paonia, CO 81428</i>	3. Address of Place to Have Special Event (include street, city/town and ZIP)
---	---

Name	Date of Birth	Home Address (Street, City, State, ZIP)	Phone Number
4. Pres./Secy of Org. or Political Candidate			<i>970 201-3124</i>

5. Event Manager <i>Celia Rose Ostrander</i>	<i>4129193</i>	<i>1200 3rd St #1, Paonia 81428</i>
---	----------------	-------------------------------------

6. Has Applicant Organization or Political Candidate been Issued a Special Event Permit this Calendar Year? <input type="checkbox"/> NO <input type="checkbox"/> YES HOW MANY DAYS? _____	7. Is premises now licensed under state liquor or beer code? <input type="checkbox"/> NO <input type="checkbox"/> 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	Date	Date	Date	Date
Hours From .m.				
To .m.				

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 <i>[Signature]</i>	Title <i>Volunteer Committee Member</i>	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)	<input type="checkbox"/> City <input type="checkbox"/> 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
			<i>-750 (999) \$</i>

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 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: Calla Rose Ostrander

Organization: The Learning Council

Mailing Address: The Hearth, 138 Grand Ave Paonia CO 81428

Telephone Number: 970 433-5852 or 970 201-3184

Event Manager (if different than Applicant): _____

Event Manager Telephone: _____

Event Manager E-Mail: callarose@gmail.com

Please describe the event: 1-Day
Pickleball Tournament,

Event Date(s): Oct 14th 2023 Event Hours: 8am - 6pm

Event Date(s): _____ Event Hours: _____

Event Date(s): _____ Event Hours: _____

Event Date(s): _____ Event Hours: _____

Which park do you want to use?

Town Park – 700 Fourth Street

Green space including shelters and gazebo

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 *I would the Board consider waiving application fee, as NFP/FRD maintains+ ensures the tennis courts?*

2. Would the Town be able to provide portable toilets if the restrooms are not operable by Oct 12th?

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 26th day of July, 2023

Printed Name: Calla Rose Ostrander

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: 9-28-23 11am

Application is deemed complete and is accepted. Employee Initials SMV

Application requires Board of Trustee Approval.

Hearing Date: August 22, 2023

Comments: _____

Pricing:

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

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 \$ 125.00

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

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO
CERTIFICATE OF REGISTRATION

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 **Charitable Organization** registered to solicit contributions in Colorado as required by the Colorado Charitable Solicitation Act, Title 6, Article 16, C.R.S.

This organization has been assigned a registration number of 20203015851.

The status of its registration is **Good**, and this status has been in effect since 08/08/2023.

The organization's registration expires on 08/15/2024.

Registrants may legally solicit contributions, provide consulting services in connection with a solicitation campaign, and conduct solicitation campaigns in Colorado until the registration expires or is withdrawn, suspended, or revoked.

This certificate reflects facts established or disclosed by documents delivered to this office electronically through 08/10/2023.

IN TESTIMONY WHEREOF I have hereunto set my hand and affixed the Great Seal of Colorado, at the City of Denver on 08-10-2023 15:01:13



Jena Griswold

Secretary of State of the State of Colorado



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD) 28
7/28/20

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 81626

CONTACT NAME: Brenda Swank
PHONE (A/C, No, Ext): (970) 249-1710 **FAX (A/C, No):**
E-MAIL ADDRESS: brendas@mtnwst.com

INSURER(S) AFFORDING COVERAGE **NAIC #**
INSURER A: Secura Insurance Company **22543**

INSURED
The Learning Council
PO Box 1744
Paonia, CO 81428

INSURER B: Pinnacle 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 GEN'L 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 AUTO AND \$ 1,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ EACH OCCURRENCE \$ AGGREGATE \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N Y	4243217	4/5/2023	4/1/2024	PER STATUTE <input checked="" type="checkbox"/> OTH-ER 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 Additional Insured as 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
Brenda K Swank

Pan American Ave

Pan American Ave

Box Elder Dr

Apple Valley Park



Stage

Lawn Games & Picnic Area

LIQUOR AREA

Stations: Player Check-in, First-Aid, Hydration

Minnesota Creek

USDA Forest Service

Overflow Parking

Portable Toilets

Courts

Paonia Pilates

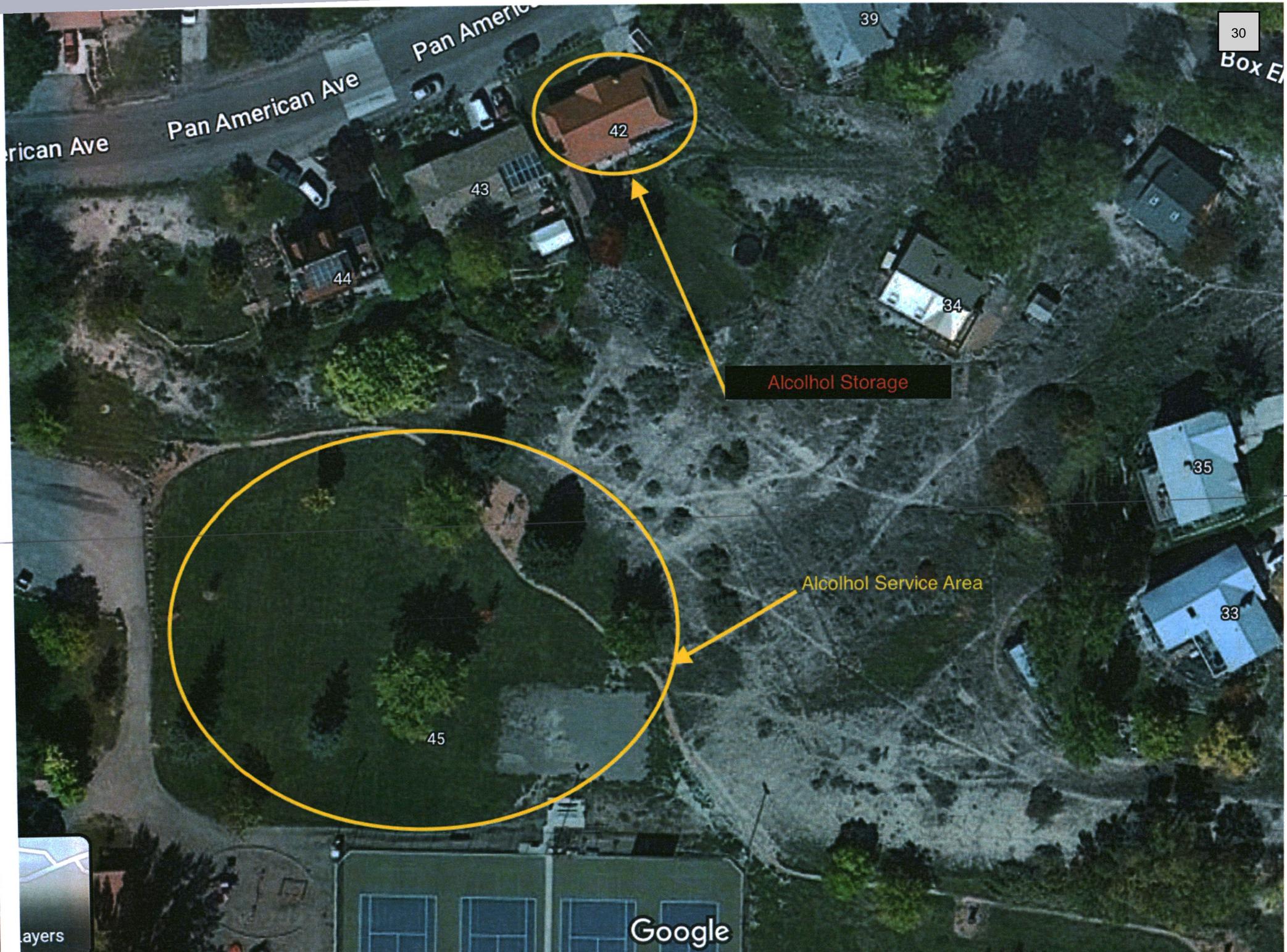
Minnesota Creek

Mountain Oven Organic Bakery



Gaijin Ramen House Ramen





30

Box E

merican Ave

Pan American Ave

Pan American

39

42

43

44

34

Alcohol Storage

35

Alcohol Service Area

33

45

Google

ayers

2023 Paonia Pickleball Tournament and Park Jam Plans

Medical Plan

- All participants are required to sign a waiver stating they are in good health and able to participate in physical activity.
- NF EMS will be made aware this event is happening ahead of time
- A first-aid station will be set up near the courts to handle minor injuries
- Major Injuries or Health Issues will trigger the Emergency Medical Plan
 - All games will be paused
 - 911 will be called
 - All volunteers will assist in clearing a path for EMS and control crowd until issue is resolved

Communication Contacts

Tournament Director: Max Heepke 970.380.2637 max@northforkrecreation.com

Parking Plan

- All volunteers will be invited to park at private residences of Pickleball Committee Members who live on Pan American Ave.
- Carpooling will be encouraged for tournament participants
- The Nat'l Forest Service Office has graciously offered to let us use their parking lot for overflow parking.

Safety Plan

We will be monitoring the weather prior to and during the event. If the weather is deemed unsafe or unsuitable for play the event will be moved indoors or canceled.

Security Plan

In the event the Town allows us to serve alcohol, we will require our alcohol vendor to check ID's and provide wristbands to show the patron is of legal age. Alcohol will not be served until 12:00 PM at the earliest. Alcoholic beverages will not be allowed on the courts, playground, or to leave the park.

**TOWN OF PAONIA
DEPARTMENTAL SCORE CARD**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
TOWN ADMINISTRATOR'S OFFICE					
Improve Meter Reading & Bill Generation Processes	Caselle installed on 1A Laptop, Next step to contact Badger and get access to the web system called Beacon. Export File from Beacon needs to be imported to Caselle. Spoke with Badger, interface work being coordinated to assist with setting up the software platform. John Brinkman with Badger for Beacon AMA, jbrinkman@badgermeter.com -> follow up on 8/1/23, David Chatagnier may find something while John is on vacation. Follow-up on 8/10-11/2023. John confirmed that we have paid for setup and it's just awaiting scheduling to set everything up. Will schedule for later in August a staff training and setup for meter reading.		3.4.2022	8.7.23	
Release of Conservation Trust Fund (CRT) Disbursements/File CTF Report	Awaiting completion of the FY-22 Audit to certify that expenditures tie to the GL. No penalty for filing the CTF report late.		7.17.23	7.17.23	
FY-22 Audit	Professional Management Solutions reported that the Audit should be finished in October, 2023		7.17.23	7.17.23	
CDOT Revitalizing Main Streets Grant, "Safe Pathways for Paonia," 3-Points InX Grand, 4th & 5th	SGM CO #1 Forthcoming adding scope of work for GeoTech Eng. Svcs., and MOT plan to design set & Striping Plan, and Adding Add'l. meetings to Project Admin. as req. by CDOT. (Odisea didn't include in original design)		7.14.23	7.17.23	
Mid-Block Crosswalk on Grand Ave. & Parking issues at Pan America, work with PD on speed limits and regulated sign ordinance for stop signs (UTC)	Consider options for a midblock crosswalk on grand Ave.		7.11.23	7.19.23	
Policy Reviews: Purchasing, Internal Controls, and Personnel	Collecting various policies for review - first discussion at Department Head Meeting on 7.18.23, 8.1.23 Dept. Head meeting discussed procurement policies needing updates and building permit processes for updates		7.17.23	8.1.23	
SLFRF Report to USTreasury	Upload Project/Expenditure Report to SLFRF portal		3.1.22	7.17.23	
Ordinance for Water Companies/Agreements with Water Companies	At a minimum an agreement with water companies that describes expectations from the town, expectations from the water companies/subdivisions, indemnification, and insurance requirements should be considered to reduce liability to the town. Further discussion with the Water Attorney is necessary. Standardized IGA with Water Companies with clauses for mainetnace and increasing bulk water rates for non-compliance/if Water Company chooses to have the town complete mainenance.		7.11.23	8.1.23	
Code Re-Write	Consulting Agreement needed with Leslie Klusmire to go through the Town's Existing Code and clean it up. Coordination between Leslie and Town Attorney. If funded by DOLA grant, then an RFP will need to be issued to meet the competitive bid requirement		7.11.23	8.3.23	
Private Use of Public Rights of Way	Private property should have a lease agreement with the Town if utilizing the public right of way. Sandwich boards, outdoor dining areas, etc. and limited to in front of their own property lines. Otherwise, the only use of public right of way should be by the general public or with Town-owned property.		8.1.23	8.1.23	
Chase ink Credit Account	Submitted a letter to Chase Card Services to get control of the online banking account for the Chase ink Credit Card. Would like to see if any cashback rewards have been earned, and if so, where are they.		7.28.23	8.1.23	

**TOWN OF PAONIA
DEPARTMENTAL SCORE CARD**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
Return Un-used items from SIPA grant	Returned Klipsch Bluetooth Speakers for a credit, opened a case with Amazon to return the audioquest dragonfly cobalt DAC, need to contact Amazon to return (2) Ankerwork Powerconf S500 units.		8.1.23	8.1.23	
Special Event Process and Applications	Improve the process and include the recent ordinance for street closures in the application process. This also includes the process for park reservations.		8.1.23	8.3.23	
Secure Water Rights Attorney	Sherry Coloia Engagement Letter on the 7.25.23 agenda for consideration. Sherry engaged through the end of 2023.		7.14.23	8.1.23	8.1.23
FINANCE DEPARTMENT					
FY-22 Audit	Professional Management Solutions reported that the Audit should be finished in October, 2023		7.17.23	7.17.23	
Caselle GL Updates & Chart of Accounts	Professional Management Solutions working with Amanda to get Chart of Accounts correct and GL updated with the most recent reconciliations		3.1.23	7.17.23	
ADP Workforce Software Integration	Professional Management Solutions working with Staff to get ADP workforce implemented and integrated into the Caselle Software		7.17.23	7.17.23	
Schedule of Fees	Introduced at the 7/11/23 Council Meeting. Further discussion may be warranted - including with sidewalk fees		7.11.23	7.17.23	
Utility Rate/Fees	Water and Sewer Rates need to be reviewed		7.14.23	7.17.23	
SUTA - State Unemployment taxes	SUTA quarterly reporting and payments are all current.		3.1.23	7/28/2023	7/28/2023
Colorado State wage withholding	Reporting and payments are all current.		3.1.23	8.1.23	7/26/2023
IRS tax	941 Employers Federal Tax reporting and payment is current		3.1.23	8.1.23	7/7/2023

**TOWN OF PAONIA
DEPARTMENTAL SCORE CARD**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
CLERK'S DEPARTMENT					
Schedule CEBT Training	CEBT Training is Set up for 10:30 am on September 14th. Emma Dahlin will be here to explain benefits, how to access and to answer any questions the staff has	FREE	7.17.23	7.20.23	
Update Bidding Site	Created Main Contact user profile for Town Administrator on bidnet.com and coordinating training for RFP process		7.17.23	7.17.23	
Equipment Surplus	Asked Department Heads to start assessing what may be eligible to be declared Surplus		7.19.23		
Records Management System Development and Implementation	Began creating naming convention that matches the Retention Index for easy look up	Staff Time			
OnBoard with Empower	Scheduling and onboard training with Empower for next week	Town's contribution percentage	7.17.23	7.19.23	
Point & Pay/ Caselle Integration	Set up third party access in Caselle system and sent back to Caselle	Point and Pay Absorbed Costs	2.15.23	8.9.23	
ADP Workforce Software Integration	Have validation meeting with Michelle and V. Alvarado 8.21.23 @ 2pm. Employee emails rolled out on employee accounts for the timekeeping module 8/17/23, aiming to have employees begin keeping time within the system starting the 19th of August. We are aiming for a September 8 as a 'go live' date as long as no problems arise.		7.17.23	..	
Updating Personnel Records	Personnel files are updated, all staff are signed up for eligible benefits.	Staff Time	7.19.23	7.27.23	7.27.23
Set up UMB Coding Strings	Sent Michelle cardholder names and departments	Staff time	8.10.23	8.11.23	
Create checklists for Clerk Duties	Create checklists, for all permits, licensing, agenda, board meeting, record retention, new hires etc for consistency and thoroughness	Staff Time	7.19.23		
Records and vault reorganization	Working on getting locking file cabinets in Clerk's office and starting the sortign process		8.15.23		
Schedule of Fees	Update and have for Stefen by November				
Learn about liens	Be prepared to file liens				

**TOWN OF PAONIA
DEPARTMENTAL SCORE CARD**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
WATER DEPARTMENT					
CDOT Revitalizing Main Streets Grant, "Safe Pathways for Paonia," 3-Points InX Grand, 4th & 5th	Water Line under InX may need replaced if it's steel or iron. Cost will be internal labor to replace it, and needs coordinated with final contractor - WD to verify pipe under roadway.		7.17.23	7.17.23	
Utility Fee Study	Water and Sewer Rates need to be reviewed		7.14.23	7.17.23	
CDPHE Free Assistance Program for Lead Service Lince Replacement	Applied today for the program with Cory and Stefen as PoC		8.1.23	8.1.23	
Replace meters at Burges & Lamborn Mesa Water Companies	Burges Vault in process of repair and Lamborn Mesa meter replacement will begin soon		8.3.23	8.3.23	
Meter Reading	Meters must be read every month - estimating bills has become problematic		8.7.23	8.7.23	
WASTEWATER DEPARTMENT					
Utility Fee Study	Water and Sewer Rates need to be reviewed		7.14.23	7.17.23	
NPDES Contact Update	Stefen needs to be added as the Executive/Administrative contact for the NPDES Permit. All Correspondence regarding NPDES Permit needs to go to Town Hall Attention: Stefen Wynn, Town Administrator		8.1.23	8.1.23	
Dorris Avenue Sewer Line Replacement	Door Hangers need to go on affected property owner's doors on Wednesday Morning, 8.9.23		8.7.23	8.7.23	
Meter Reading	Meters must be read every month - estimating bills has become prolematic		8.7.23	8.7.23	

**TOWN OF PAONIA
DEPARTMENTAL SCORE CARD**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
POLICE DEPARTMENT					
	Renewing LESO 1033 Application				
	Conducting LESO 1033 Equipment Audit				
	Speed limit study to evaluate potential changes to town wide speed limits				
	Compiling possible municipal code additions, subtractions, and combinations to adress shortfalls in current muni code				
	Reviewing possible municipal code fee/fine updates to adress shortfalls in current muni code				
	Lexipol Policy manual review and implementation.				
CDOT Revitalizing Main Streets Grant, "Safe Pathways for Paonia," 3-Points InX Grand, 4th & 5th					
CO#1 from SGM	SGM CO #1 Forthcoming adding scope of work for GeoTech Eng. Svcs., and MOT plan to design set & Striping Plan, and Adding Add'l. meetings to Project Admin. as req. by CDOT. (Odisea didn't include in original design.	\$40,000.00	7.17.23	7.17.23	
Water Department Water Line Verification	Water Line under InX may need replaced if it's steel or iron. Cost will be internal labor to replace it, and needs coordinated with final contractor - WD to verify pipe under roadway.		7.17.23	7.17.23	
Construction Timeline	SGM estimates that construction will more likely be in Spring 2025, and not Spring of 2024 - TA to verify why?		7.17.23	7.17.23	
R/W Acquisition	Plat from the school needs to be recorded - need to contact Wilmore for changes to legal description; County needs to give R/W ASAP; Need to contact private property owner about R/W in front of home (may have an easement).		7.17.23	8.16.23	

**TOWN OF PAONIA
DEPARTMENTAL SCORE CARD**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
DORRIS AVE. SEWER REPLACEMENT					
Notice of Award - K&D	Notice of Award submitted to K&D Construction so that they can begin planning Mobilization on site. Notice of Award received.		7.17.23	7.17.23	7.27.23
Agreement	Signed Contract received by K&D, awaiting bonding documentation, once received the original agreement and bonding information will be sent via mail to the Town for final execution and records. Needs to include: 1) Agreement; 2) Notice of Award; 3) Notice to Proceed; 4) Performance and Payment Bonds; 5) General Conditions; 6) Supplementary Conditions; 7) Specifications bearing, "Dorris Ave. Sewer Replacement"; 8) Addenda numbers to inclusive; 9) Contractor's Bid Form; 10) Drawing Sets prepared by Respec G1 - C2; 11) Any modification including change orders	\$299,399.50	7.27.13	8.4.23	
Pre-Construction Meeting	K&D Construction, Inc. met with Town Staff and Design Engineer from Respec for a Pre-con meeting to go over mobilization, determining a start date - NTP to be issued on 8.10.23 and coincides with their start date		8.3.23	8.7.23	

**TOWN OF PAONIA
DEPARTMENTAL SCORE CARD**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
Colorado River Water Conservation District Grant					
Grant for \$25,000 for matching funds for the Hydrogeology Study	Contract, COI and W-9 sent and recieved			7.20.23	7.21.23
HOUSING NEEDS ASSESSMENT					
Task force meetings 3/5	Fourth Task Force Meeting is 8.1.2023			8.1.2023	
Open House with Community	Data Collection and Community Stakeholder Outreach, marginalized population outreach completed soon.			8.1.2023	
Draft Needs Assessment and Action Plan	1st half of November for the draft of the plan to be reviewed by Housing Task Force and Board of Trustees. Plan to get the draft HNA to Board for the 8.22.23 meeting (distributed 8.15.23), Staff to discuss at 8.15.23 Dept. Head Meeting.			8.1.2023	
Housing Element of the Master Plan	The Master Plan should reference the Housing Element from the HNA, and the HNA will say that they are an element of the Master Plan.			8.1.2023	



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

AGENDA ITEM:	Agenda Item No. 1 - Presentation and Request to Re-affirm the Town's Commitment to Renovations and Improvements to the Skate park
SUBMITTED BY:	Stefen Wynn, Town Administrator
DATE:	8.18.2023
BACKGROUND:	On March 14, 2023 the Board was presented with options for improving the skate park within the Town's park system. Option 1 was selected as the best path forward for the Town to pursue. Make improvements to the current skate park with existing funds (Attachment A). NFPPRD discussed with staff the merits of the recreation district taking the lead on the project. Staff recommends that NFPPRD take the lead on construction and coordination of the project. The Request to be on the agenda for reaffirming the decision made in March, 2023 is also attached (Attachment B).
BUDGET:	10-46-70 Capital Outlaw & 10-46-75 Grant Projects - \$25,000 Skatepark Project Grant; \$1,500 West CO Community Fund; \$5,000 El Pomar; ~\$6,000 Jay Canode's Gofundme; ~\$250 cash from walk-in donors
RECOMMENDATION:	I move to approve a reaffirmation of moving forward with Option 1 as discussed during the March 14,2023 meeting and to authorize NFPPRD to take the lead on the skate park project.
ATTACHMENT:	Attachment A: Town Board Meeting - March 14, 2023_Skate Park Attachment B: North Fork Recreation District_RequesttobeonAgenda 8.22.23

**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.)

Moving forward with the Skatepark _____

Name of Requester or Presenter: Max Heepke _____

Representing: (Group or Agency name, or Self) NFPPRD _____

Date of submittal: 3/2/2023 _____

Date of Requested Board Meeting: (Insert Board Meeting date) 3/14/2023 _____

Specific request:

To report the feedback provided by GOCO after declining our Town Park Revitalization Project.
To present the 2 options moving forward.

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.

Paonia's Skatepark is in desperate need of improvements in order to continue offering a safe and healthy recreational space for our youth.

The Town has received funds from various grants, governmental bodies, and individuals that needs to be utilized for this project.

GOCO dismissed our grant proposal for the Town Park Revitalization (which included building a new skatepark) this round, but offered feedback and encouraged us to apply again later in the year.

The NFPPRD would like to ask the Town Board how they would like to proceed and to discuss the details of our partnership in this effort.

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.

Option 1: The Town partners with the NFPPRD to use our current funds (~\$115,000) to hire a contractor to design and build permanent improvements on the current skatepark.

Option 2: The Town partners with the NFPPRD to pursue another GOCO Grant to build a new skatepark and make other significant improvements to Paonia Town Park.

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

The NFPPRD has met with Leslie (Interim Town Administrator), Cory Heiniger (Public Works), and Dave Kneutson (Board Member) to discuss the details and implications of the two options.

At this time, we are of the opinion that we should use existing funds to make improvements to the current skatepark. This will have an immediate positive effect for our town that can be considered a leveraged item if the Town of Paonia decides to pursue another GOCO Grant to improve Town Park in the future when more pressing issues have been resolved.

Contact information:

Name: Max Heepke
Physical Address: 28 Pan American Ave
Mailing Address: 28 Pan American Ave
E-mail: max@northforkrecreation.com
Daytime Phone: 970.380.2637

Office Use Only:
Received: 3/2/23
Approved for Agenda: 3/2/23
Board Meeting Date: 3/14/23

[Print Form](#)

[Email Form](#)

Explanation of our options moving forward regarding the Paonia Skatepark.

Background: The Town of Paonia and NFPPRD were turned down for this round of GOCO grants, but we were encouraged to apply for next round in August 2023. Here is the feedback from GOCO;

- We clearly demonstrated the need for a new skatepark, dogpark, and other features. They would have liked to have seen more information about the members/makeup of Paonia In Motion Focus Groups.
- They would liked to have seen more information regarding the Town’s ability to provide stewardship of the proposed projects while tackling the ongoing “water crisis.”
- They encouraged the Town to apply to other time-sensitive grants to provide supplemental funds for the project making our timing more “urgent.”

The NFPPRD has an agreement with the Town of Paonia to lease and make improvements to the current skatepark. We would like to revisit this agreement with the new members of the Board of Trustees and choose one of the following options together.

Option 1: Make improvements to the current skatepark with existing funds; NFPPRD’s preferred option. Between a handful of small grants, donations from community members, and pledges by the County of Delta and Town of Paonia, there is \$115,150 available to put towards improving the skatepark.

Source of Funds (CASH)	Date Secured	GOCO Funds	Matching Funds
GOCO	TBD		
North Fork Pool, Park and Recreation District	2020-Aug		\$10,000.00
Town of Paonia			
Delta County	2021-May		\$10,000.00
The Skatepark Project	2022-Jan		\$25,000.00
El Pomar	2020-Oct		\$5,000.00
Kampe Foundation	2019-Sept		\$5,000.00
Western Colorado Community Foundation	2020-Aug		\$1,500.00
Various Individuals	Various		\$26,500.00
[Partner Source]			
Source of Funds (IN-KIND)			
Town of Paonia	2020-Aug		\$26,000.00
Ira Houseweart Metalworks, LLC	2021-Sept		\$1,000.00
North Fork Pool, Park and Recreation District	Various		\$5,150.00
	<i>subtotal</i>	\$0.00	\$115,150.00
TOTAL SOURCE OF FUNDS			\$115,150.00

The Town of Paonia currently manages these funds.

In late January, Max Heepke and Jay Canode met with Chris Berry, an experienced skatepark builder out of Colorado Springs, at the Paonia Skatepark to get his opinion on the condition of the current slab. He felt it was in good enough condition to keep and that this budget would be sufficient to build a series of concrete features.

Making these significant improvements to the skatepark could be listed as “Leveraged Items” on future GOCO Grant applications if the Town decides to pursue a GOCO Grant at a more convenient time in the future.

If the Trustees choose this option there are a few things that need to be decided;

- 1. Who will write the RFP and choose the contractor? Town of Paonia employees or NFPPRD employees?**
- 2. Who will manage the funds? Town of Paonia or NFPPRD?**

3. Will the current Town Board honor the pledge of in-kind work to be performed by Paonia Town Employees that was pledged by a former board?

Option 2: Apply for the next round of GOCO Grants to secure the funds to build a new skatepark and make other significant improvements to Paonia Town Park. This is the high-demand high-reward option. Many actions need to be taken before re-applying;

1. The Town of Paonia would need to apply to other smaller grants in order to make the GOCO application appear more “urgent.” Possible grants include; DOLA REDI and Main Street Grants to improve electric utilities and restrooms.
2. The Town of Paonia would need to host a community workshop to receive and document more direct community input in order to demonstrate which improvements are most desired.
3. The Town of Paonia would need to perform a physical survey of the park to identify the exact locations of these potential improvements along with the head of Paonia Public Works.
4. The Town of Paonia needs to research costs for other park improvements to add to the estimated budget for the GOCO grant in August. NFPPRD has researched some of the costs for the concept paper submitted in August and could be a resource for the Town in this endeavor.
5. The Town of Paonia must decide what type of partnership, if any, they would like to have with the NFPPRD in relation to the additional new skatepark build. GOCO can divide the grant and make funds available to the NFPPRD for the portion pertaining to the skatepark and they would be the administrator for that portion only. The remainder of the grant would be administered by the Town of Paonia for the other park improvements.
6. An MOU designating duties and responsibilities of each entity would need to be drawn up and signed by the NFPPRD and the Town of Paonia.

**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:

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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.)

Town of Paonia Skatepark _____

Name of Requester or Presenter: Max Heepke & Stephanie Bureau _____

Representing: (Group or Agency name, or Self) North Fork Recreation District _____

Date of submittal: 8/7/2023 _____

Date of Requested Board Meeting: (Insert Board Meeting date) 8/22/2023 _____

Specific request:

To revisit the March 2023 decision to go ahead with a rebuild of the skatepark at its present location, to confirm the Town's "go-forward" position, and to discuss early action steps.

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.

The Town of Paonia has seen some turnover within its staff and leadership in the time since the decision was made and we would like to:

- 1) Confirm that the Town Trustees and Staff still support the decision to renovate the skatepark at its current location made at the March 14, 2023 Board.
- 2) Discuss early action steps

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.

Uphold the decision made at the March 14, 2023 Board Meeting and agree upon action steps.

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

Most recently, we have met and emailed with Stefen Wynn. We updated him on the March 2023 Board decision to renovate the skatepark in its current location (Option 1) rather pursue funding for a larger build at a different location within Town Park (Option 2). We discussed the benefits of the NFPPRD taking the lead on the project.

Contact information:

Name: Max Heepke
Physical Address: 333 Miners Way Hotchkiss, CO 81419
Mailing Address: PO Box 2093 Hotchkiss, CO 81419
E-mail: max@northforkrecreation.com
Daytime Phone: 970-380-2637

Office Use Only:
Received: _____
Approved for Agenda: _____
Board Meeting Date: _____

[Print Form](#)

[Email Form](#)



Town of Paonia
**Housing Needs Assessment
and Housing Action Plan**

TOWN BOARD DRAFT - August 2023

[cover page forthcoming]



ACKNOWLEDGEMENTS

The consulting team appreciates the opportunity to work with the Town of Paonia—residents, employers, organizations, and Town staff—who are dedicated to obtaining a better understanding of Paonia’s housing issues and needs and working toward solutions. We are thankful for everyone who gave their time, assistance, knowledge, and expertise during this process. The information in this report relied on many people who participated in their individual and professional capacities. It is a document informed by the community and for the community.

A special thank you to the members of the housing task force who were instrumental in connecting us with the community and assisting us throughout the process.

Housing Task Force

- Alicia Michelsen, The Learning Council
- Bobby Reedy, Reedy’s Service
- Dave Knutson, Town Trustee
- Gia Fanelli, Paonia Laundromat
- Jenica Schevene, Educator
- Linda McCone, VP of Senior Center
- Lyn Howe, Planning Commissioner
- Marissa Mommaerts, Master Plan Team and Fertile Edge Community Land Trust
- Mary DiFranco, North Fork Trailer & RV Park
- Molly Wheelock, Master Plan Team
- Paige Smith, Town Trustee
- Patti Kaech, Realtor, Paonia Realty



DEFINITIONS AND ACRONYMS

Affordable Housing	As used in this report, housing is affordable if the monthly payment (rent or mortgage, plus utilities) is equal to or less than 30% of gross household income (before taxes).
AMI	The Area Median Income is published annually by the U.S. Department of Housing and Urban Development. In Colorado, these figures are published annually by the Colorado Housing Finance Authority. They are used to set income and rent limits for affordable housing programs statutorily linked to HUD income limits (e.g., low-income housing tax credit rentals).
ACS	The American Community Survey is part of the Decennial Census Program of the U.S. Census. The survey was fully implemented in 2005, replacing the decennial census long form. Because it is based on a sample of responses, its use in smaller areas (under 65,000 persons) is best suited for monitoring general changes over time rather than for precise estimates due to margins of error.
Average Household Size	This refers to the number of persons living in a housing unit, including all adults and children.
Catch-up Needs	The number of housing units needed to catch up to meet the current shortfall in housing available for residents.
CHFA	The Colorado Housing and Finance Authority administers the Low Income Housing Tax Credit and provides mortgage funding.
Cost Burdened	When housing costs exceed 30% of a household’s gross (pretax) income. Housing costs include rent or mortgage and may or may not include utilities, homeowner association fees, transportation, or other necessary costs depending upon its application.
COVID-19/COVID	Coronavirus disease 2019, caused a global pandemic starting in March 2020 and extensive local public health precautions.
Deed Restricted/Restriction	A deed is a legal document that defines who owns a particular property. Deed restrictions are stipulations written into a property’s deed or recorded as a restrictive covenant. Such restrictions can be varied. Throughout this report, use of the terms deed-restricted housing or a deed restriction(s) is generally in reference to written rules that limit the amount a property can be sold or rented for, or that restricts who it can be rented or sold to based on household income, the location of the tenant/future owner’s employment, etc.
DOH	The Division of Housing is within the Colorado Department of Local Affairs. It partners with local communities to create housing opportunities for Coloradans who face the greatest challenges to accessing affordable, safe, and secure homes. DOH supports projects ranging from homelessness prevention to homeownership.
Employee (or Workforce) Housing	Housing intended for and affordable to employees and households earning local wages.



ESRI	Environmental Systems Research Institute is a supplier of geographic information system software, web GIS, and geodatabase management applications.
HISTA	A custom four-way cross tabulation of ACS household data prepared specifically for Ribbon Demographics, LLC for housing market analysis.
HOA	A Homeowners Association is typically part of condominium developments.
HUD	Housing and Urban Development is the federal agency providing funding and regulations for low-income housing.
Keep-up Needs	The number of housing units needed to keep up with job growth and retiring employees to ensure housing is available for employees filling new or vacated jobs through 2028.
LAUS	Local Area Unemployment Statistics is a federal-state cooperative effort to prepare monthly estimates of total employment and unemployment.
LEHD	Longitudinal Employer-Household Dynamics is a federal program that is part of the Center for Economic Studies at the U.S. Census Bureau.
LIHTC	Low Income Housing Tax Credit is a federal program to stimulate capital investment in affordable rental housing, administered in Colorado by the Colorado Housing and Finance Authority.
MLS	The Multiple Listing Service is used for the purchase and sale of residential real estate.
Occupied Housing Unit	As defined by the U.S. Census Bureau, this refers to a housing unit that is occupied by persons who consider their home in a particular geography as their usual place of residence or that have no usual place of residence elsewhere. Occupied units are also referred to as resident/local households in this report.
Paonia CCD	The Paonia Census County Division (CCD) is a statistical entity established cooperatively by the Census Bureau and officials of State and local governments designed to represent community areas focused on trading centers or major land use areas with visible, permanent, and easily described boundaries.
Tenure	Tenure provides a measurement of home ownership. Occupied housing units are classified as either owner-occupied or renter-occupied.
Workforce (or Employee) Housing	Housing intended for and affordable to employees and households earning local wages.



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DRAFT 8.2023



EXECUTIVE SUMMARY

[Forthcoming - Highlight key takeaways from Needs Assessment and Action Plan]

DRAFT 8.2023



INTRODUCTION

[graphic page - forthcoming]

DRAFT 8.2023



PURPOSE

The Town of Paonia sponsored this Housing Needs Assessment and Housing Action Plan to

1. Identify the housing needs and issues in the community, and
2. Identify and define community-supported actions to take to meet housing needs and address issues.

Part 1 of this report is the Housing Needs Assessment and Part 2 is the Housing Action Plan.

WHY HOUSING?

Shelter, in this case housing, has always been and continues to be instrumental in the lives of humans. Today there is a dearth of research highlighting the importance housing plays in human health, economic outcomes, and overall quality of life. In general^{1,2}, the following statements are true:

- Increasing access to affordable housing bolsters economic growth and increases economic mobility.
- The quality of housing plays a decisive role in the health status and health outcomes of its occupants.
- Housing is key to reducing intergenerational poverty and reducing childhood poverty.

“Safe, affordable housing is a basic necessity for every family. Without a decent place to live, people cannot be productive members of society, children cannot learn and families cannot thrive.” Tracy Kaufman, Research Associate National Low Income Housing Coalition/Low Income Housing Information Service; 2003².

PROCESS



¹ The Problem, National Low Income Housing Coalition. <https://nlihc.org>, accessed July 12, 2023

² Centers for Disease Control and Prevention and U.S. Department of Housing and Urban Development. Healthy housing reference manual. Atlanta: U.S. Department of Health and Human Services; 2006. <https://www.cdc.gov/nceh/publications/books/housing/cha01.htm>



This Housing Needs Assessment and Housing Action Plan was developed at roughly the same time as the Paonia Master Plan. The Master Plan was initiated prior to this project and finished after the completion of this plan. Members of each consulting team collaborated with each other throughout the process to avoid duplication and ensure consistency. This Housing Needs Assessment and Housing Action Plan serves as the housing element of Paonia's Master Plan.

METHODOLOGY

This project relied on prior Town efforts, secondary data, primary research, and community engagement.

PRIOR TOWN EFFORTS

Numerous prior Town efforts like surveys, reports, studies, and plans prepared for or by the Town of Paonia were reviewed and used in the preparation of this document, including but not limited to the following:

- 1996 Comprehensive Plan
- Paonia in Motion, Parks, Recreation & Trails Master Plan, June 2022
- Asset Inventory/Capital Improvement Plan, September 2021
- Municipal code and zoning map
- Space to Create Paonia: Arts Market Study, January 2019 and Preliminary Feasibility Report, March 2018
- Strategic Planning session, summer 2022
- Town Priority Survey Results, April 2023
- Community Heart and Soul, North Fork Valley
- North Fork Community Health Needs Assessment, September 2020
- Mind the Gap, Evaluating Workforce Housing in Colorado's Region 10, 2023
- Short-Term Rentals – GAPS Committee Overview

SECONDARY DATA

Numerous sources of published information were referenced or used in the preparation of this document, including but not limited to the following:

- U.S. Census 2000, 2010, 2020
- American Community Survey (ACS) 5-year data
- State Demography Office, Colorado Department of Local Affairs
- Employment information from the Quarterly Census of Employment and Wages (QCEW) accessed via the Bureau of Labor Statistics and the Colorado Department of Labor and Employment, Labor Market Information Gateway
- 2023 Area Median Income from U.S. Department of Housing and Urban Development and the Colorado Housing Finance Authority (CHFA)
- Multiple Listing Service (MLS) data courtesy of Paonia Realty
- Residential permit data from the Town of Paonia
- Registered Mobile Home Parks from Colorado Department of Local Affairs



- Ribbon Demographics, LLC HISTA Summary Report 2023 and Age Estimates Report 2023
- Business Summary Reports prepared by ESRI using data from Data Axle, Inc.
- National Housing Preservation Database

PRIMARY RESEARCH

Primary research in the form of an employer questionnaire was conducted to gather information not otherwise available from public or private data sources. In addition, interviews were conducted with realtors, local developers/builders, landlords, and social service agencies.

Employer Questionnaire

A brief online questionnaire was prepared and distributed to local employers and self-employed people to gather information about challenges they and their employees face, and to forecast housing demand now and over the next 5 years. The survey was distributed as an online link in person and via email. Responses were received from 50 respondents located in the Town of Paonia and surrounding area during a period of just over 30 days – from June 8, 2023, to July 10, 2023. Information from three respondents reporting they operate in Hotchkiss is excluded. About a quarter (26%) of respondents are located near the Town of Paonia and three-quarters (74%) operate in the Town of Paonia boundary. Respondents represent almost 500 jobs including year-round and seasonal jobs, along with just under 20 self-employed people. This represents at least 45% of all jobs in the Paonia area.

Interviews

Interviews were conducted with about 18 individuals in three broad stakeholder categories to gather information, data, and local perspectives and observations.

- Realtors and Property Managers/Landlords: Information was obtained about the for-sale market and trends over time (prices, trends, availability) along with rental conditions and trends (rates, vacancy, turnover).
- Builders/Developers: Information was collected about the current cost to build, entitlement process, and challenges of building in a small, remote town.
- Social Service Organizations: Information was collected and/or confirmed about the many programs and services currently offered and available to Paonia residents. This information was compiled into an existing resources document to be widely disseminated and reviewed and updated over time. It is attached as Appendix C.

COMMUNITY ENGAGEMENT

Housing Task Force

The housing task force was established as an informal committee to help advocate and champion this project for the community. The task force helped connect the community with this project and the consultant team with the community. The task force was made up of 12 individuals representing the Town Board, local businesses, seniors, local non-profits, property owners, and more. The task force met four times throughout the project to provide direction, input, and review drafts. Summaries from the housing task force meetings are included in Appendix E.



Open House

A community-wide open house was held on Thursday, July 13th from 5:30-8:30pm at the Ellen Hanson-Smith (Teen) center. The event was publicized widely online, in person, on posting boards around town, and in numerous Town Board meeting packets. It was a true open house where attendees were directed through stations that first provided a brief project background, then illustrated data and issues with the opportunity to vote on their most pressing issues, then listed potential actions with the opportunity to vote on most favored actions, and then wrapped up with next steps. Participants not only provided input via dot voting but also had the opportunity to provide written feedback on a handout. Thirty-seven community members attended the event and most took their time to provide very thoughtful feedback. The input received from this open house has been incorporated into this document.

A detailed summary of the open house can be found in Appendix D.

Targeted Outreach

Targeted outreach was conducted to reach segments of the community who may have not been reached through other efforts, including marginalized and vulnerable populations. The consultant team attended regularly established meetings or events and had conversations with seniors, people experiencing homelessness, mothers, members of the LGBTQ community, members of churches, and more.

Most of the meetings, events, and conversations started with a quick background of this project and centered around housing issues observed and experienced. A few conversations touched on potential solutions and actions. The feedback received through this outreach is incorporated into this report but purposefully does not single out individuals who provided this information.

HOUSING FOR THE COMMUNITY

Housing for the community, or “community housing,” is used in this assessment to mean dwellings occupied by residents who live and/or work in Paonia. This concept is sometimes referred to as “workforce” or “attainable” housing. The intent is that community housing meets the full range of rental and ownership housing types and prices needed to support household changes over time and ensure Paonia remains a complete and vibrant community.

This assessment, therefore, centers on an understanding of how much households can afford to spend on housing in Paonia, or “what is affordable.” It uses the definition that housing is affordable when the monthly payment (rent or mortgage, plus utilities) is equal to no more than 30% of a household’s gross income (i.e., income before taxes). This standard is commonly applied by federal, state, and local housing programs, mortgage lenders, and leasing agents.

Important Definitions

Affordable in this report is consistent with the federal standard that no more than 30% of a household’s gross income (before taxes) should be spent on housing costs, including utilities.

Area Median Income (AMI): The median family income in Delta County, Colorado, which is used to determine eligibility for affordable housing programs. The AMI is set according to family size.

Cost Burden: Spending more than 30% of gross household income on housing costs.



The application of this 30% standard results in affordable rents and purchase prices that are often calculated for various income levels, expressed as a percentage of the Area Median Income (AMI). AMI is published annually by the U.S. Department of Housing and Urban Development (HUD) for each county and represents the Median Family Income of an area, which is higher than the median income of all households because many local households (single and roommate households) are not considered families and typically have lower incomes. AMI varies by household size. More information is available in Appendix B.

Delta County Income Limits by Household Size, 2023

AMI Level	1-Person	2-Person	3-Person	4-Person	5-Person
30%	\$18,270	\$20,880	\$23,490	\$26,100	\$28,200
60%	\$36,540	\$41,760	\$46,980	\$52,200	\$56,400
80%	\$48,720	\$55,680	\$62,640	\$69,600	\$75,200
100%	\$60,900	\$69,600	\$78,300	\$87,000	\$94,000
120%	\$73,080	\$83,520	\$93,960	\$104,400	\$112,800
160%	\$97,440	\$111,360	\$125,280	\$139,200	\$150,400
180%	\$109,620	\$125,280	\$140,940	\$156,600	\$169,200

SOURCE: CHFA 2023 INCOME LIMITS

In this assessment, the income limits for a two-person household are used to analyze affordability because the average household size is approximately two people, and about 73% of households are comprised of just one or two people. The maximum affordable rent and purchase prices by AMI (below), therefore, apply to the vast majority of local households.

Maximum Affordable Housing Costs, two-person household

AMI	Household Income	Maximum Rent	Maximum Purchase Price [1]
<= 30%	\$0-\$20,880	< \$522	\$66,100
30.1 - 60%	\$20,881-\$41,760	\$1,044	\$132,100
60.1 - 80%	\$41,761-\$55,680	\$1,392	\$176,200
80.1 - 100%	\$55,681-\$69,600	\$1,740	\$220,200
100.1 - 120%	\$69,601-\$83,520	\$2,088	\$264,300
120.1 - 160%	\$83,521-\$111,360	\$2,784	\$352,400
160.1 - 180%	\$111,360-\$125,280	\$3,132	\$396,400
> 180%	> \$125,280	> \$3,132	>\$396,400

[1] Assumes 30-year mortgage at 7% with 5% down and 20% of the payment covering taxes, HOA, PMI, and insurance.

SOURCE: CHFA 2023 INCOME LIMITS, CONSULTANT TEAM

Mortgage interest rates have risen dramatically since the summer of 2022. The national average rate for a 30-year fixed mortgage as of July 6, 2023, was 7.22%³ although this assessment uses 7%. A household's mortgage interest rate greatly affects their purchasing power.

³ Mortgage News Daily 30 Year Fixed daily survey, July 6, 2023



To illustrate this, if a local couple had a combined household income of \$69,600 (100% AMI), they can only afford a \$220,000 home today based on the assumptions in the table above. If the interest rate were to fall to 6%, and all other assumptions remain the same, they could afford a \$244,000 home, giving them \$24,000 more in purchasing power.

DRAFT 8.2023



PART 1: HOUSING NEEDS ASSESSMENT

[graphic page - forthcoming]

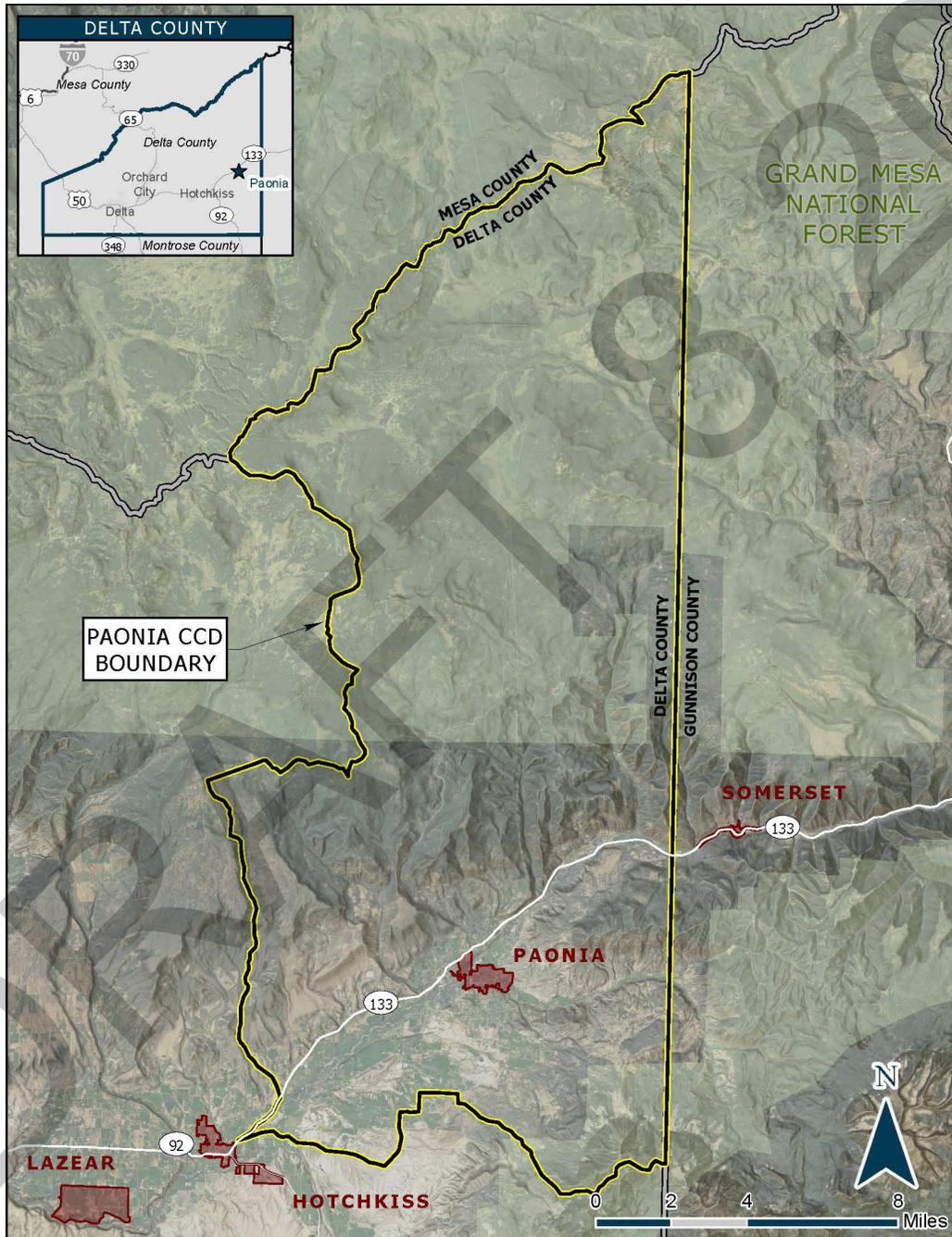
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A. DEMOGRAPHICS

This section focuses on demographic changes and trends—especially since 2010—in the Town of Paonia. It provides information about changes in the population and households, including how much money households earn. Comparison to a larger area of the northern North Fork Valley, the Paonia County Census Division (Paonia CCD), is also included to provide context for the greater Paonia area even though this report is mostly focused on the area within the Town boundary.

Paonia CCD Area Relative to Town of Paonia



SOURCE: ESRI



POPULATION AND HOUSEHOLDS

Demographic trends are a foundational component of understanding local housing demand.

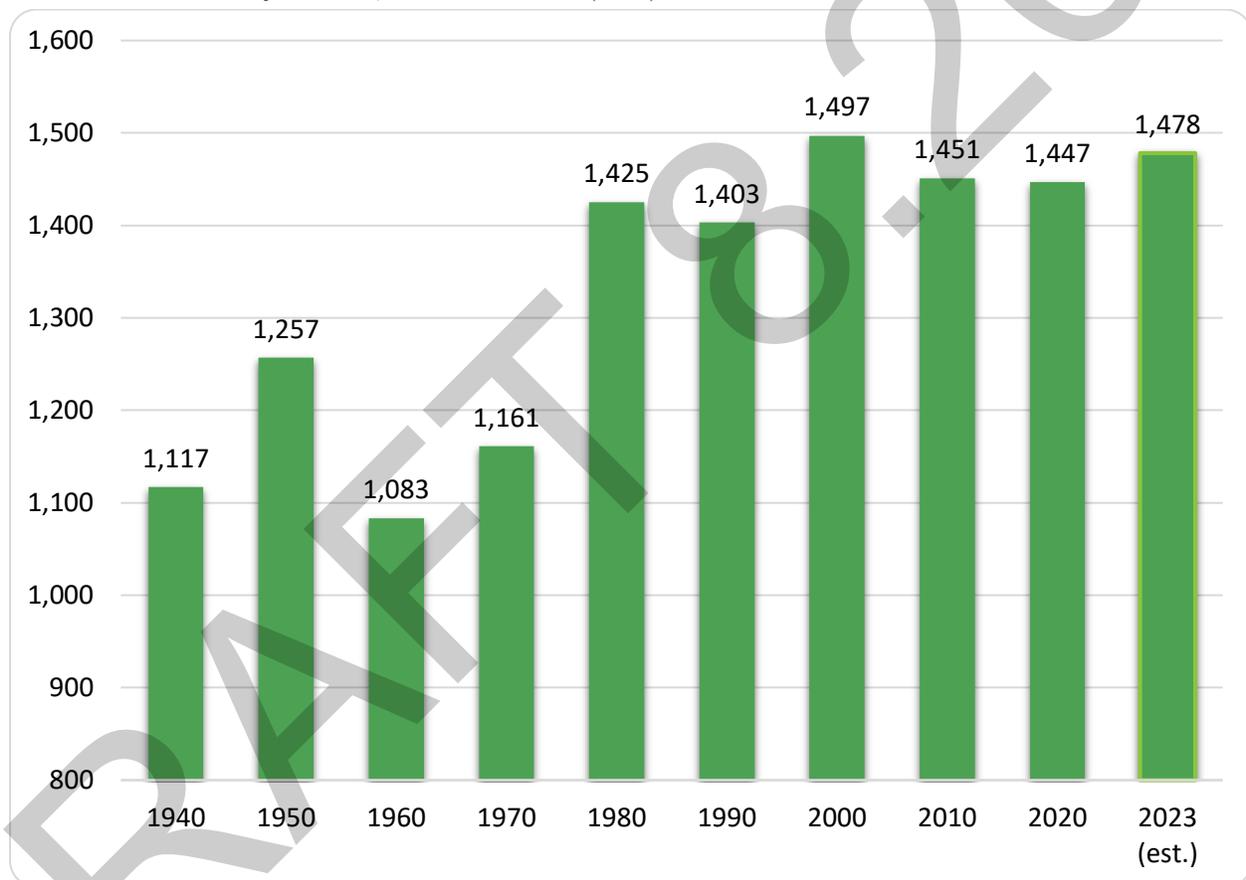
Why is this important?

As the population grows, so does the need and demand for housing.

Population

An estimated 1,478 residents live in the Town of Paonia in 2023, an increase of about 30 residents since 2000. Despite the recent uptick, the population has changed very little since 1980, although there have been population fluctuations between decades with ebbs and flows of the local economy, especially natural resource extraction activity (e.g., the increase and decrease from 1980 to 1987). Today's population is almost identical to the Town's population in 1987 (1,471), 1998 (1,475) and 2005 (1,472).

Town of Paonia Population, 1940 to 2023 (est.)



SOURCE: COLORADO DEMOGRAPHY OFFICE, HISTORICAL CENSUS DATA, TOWN OF PAONIA, CONSULTANT TEAM

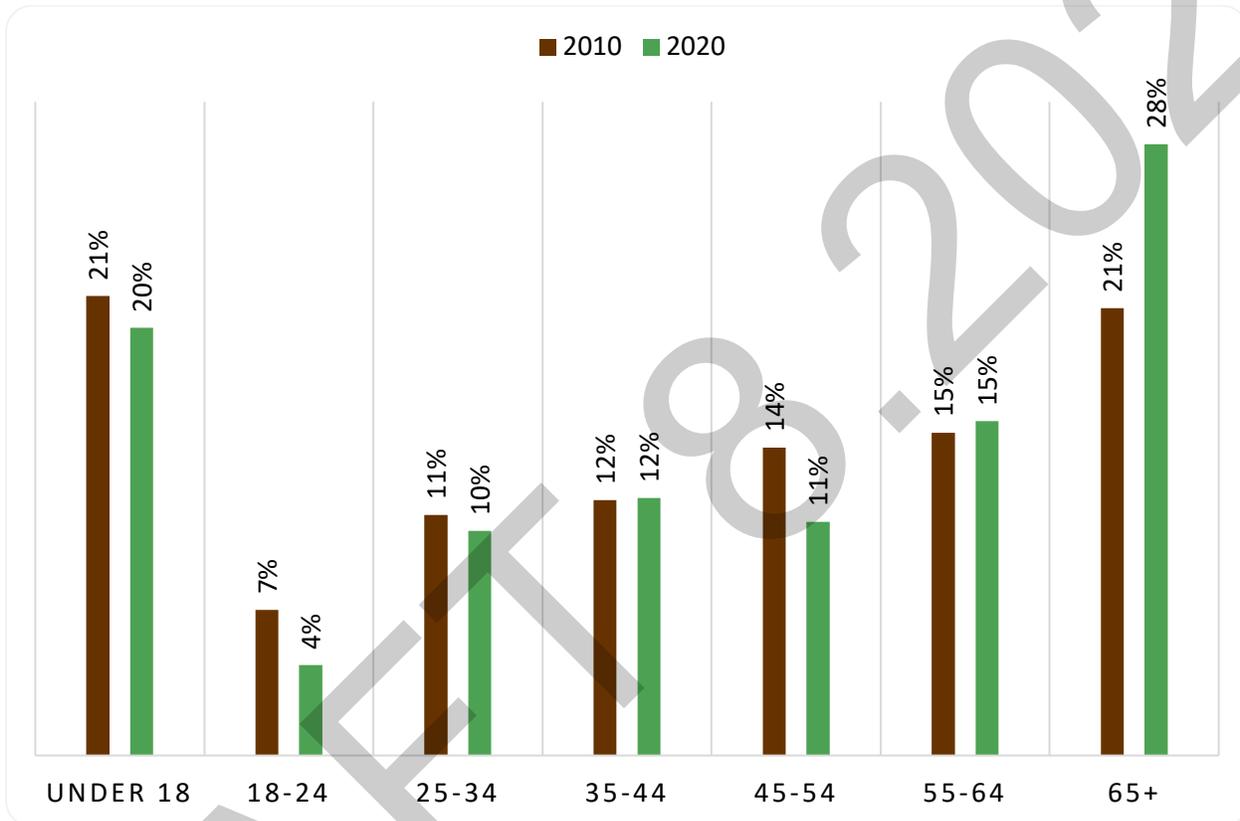
While the Town's population was basically the same in 2020 as 2010, the population of the Paonia CCD excluding the Town of Paonia declined by about 2% to roughly 2,500 residents. In contrast, Delta County grew by 0.6% per year on average from 2010 to 2020 due to positive net migration rather than natural increase (deaths outpaced births in the county).



Age

The Town's population is aging, with two of five (43%) residents aged 55 or older; this is significantly higher than that of Colorado where only 27% of residents are that age. The share of residents aged 65 and over increased by about 7 percentage points from 2010 to 2020, but otherwise the distribution of Paonia residents by age has changed little since 2010 and is similar to that of Delta County. It is important to ensure seniors, many of whom are long-time valley residents, can safely age in place.

Town of Paonia Age Distribution, 2010 to 2020



SOURCE: U.S. CENSUS BUREAU, CENSUS 2010 AND 2020

The aging of the population is pronounced. The median age of residents was 41 in 2000, 44 in 2010, and 49 in 2020. This same trend is occurring in Delta County at large, which is in sharp contrast to the much younger median age of 37 in the State of Colorado.

The age of residents is important to the local economy. The share of residents who are part of the prime age workforce, those aged 25 to 54, has declined from 37% in 2010 to 33% in 2020. A decline in this age cohort coupled with an increase in seniors creates a challenging economic environment. Retired seniors consume local goods and services, which requires a large enough workforce to support their needs. Local employers report difficulty recruiting and retaining workers, which aligns with fewer people in the community of prime working age and a very low unemployment rate (See Section "B. Employment" for more details).

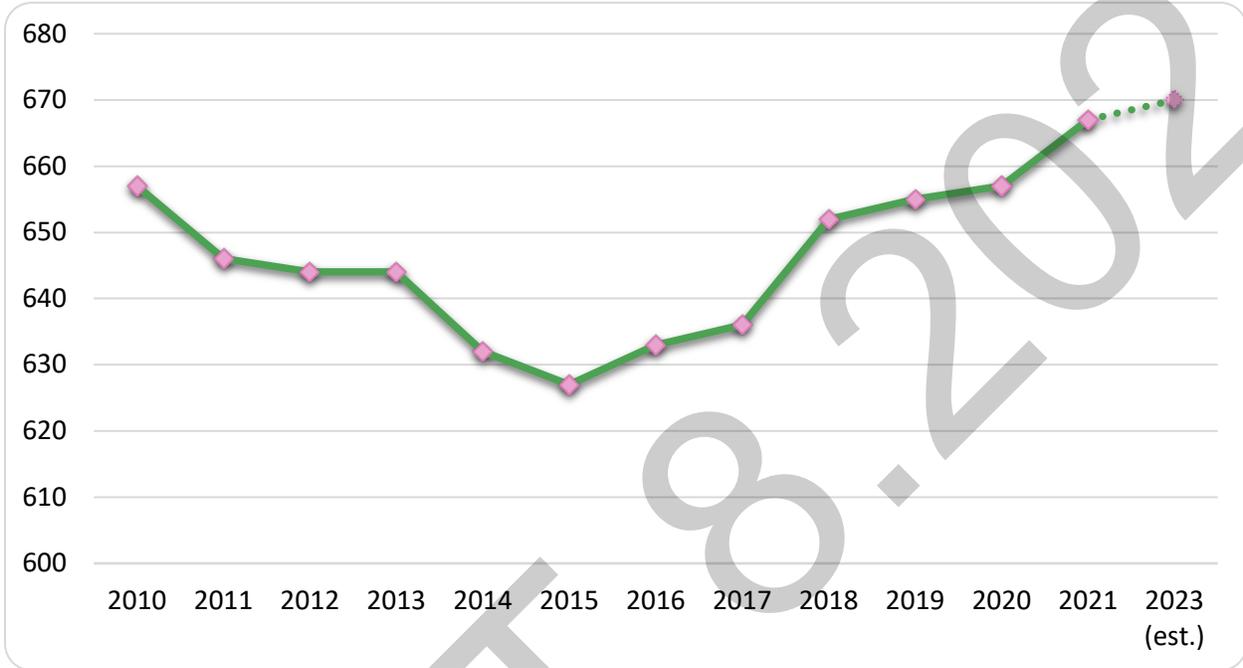
The Paonia CCD excluding the Town of Paonia is also aging. Just under half (48%) of residents in this part of the valley are aged 55+, much more than in 2000 (29%) and 2010 (40%).



Households

The Town of Paonia has an estimated 670 households today, which is approximately 13 more than in 2010. Like the population, the number of local households hit a low of 627 in 2015. Since then, the number of households in Town has consistently increased each year.

Town of Paonia Total Households, 2010 to 2023 (est.)



SOURCE: COLORADO DEMOGRAPHY OFFICE

Household Size

The size of households has changed little over the last two decades, only declining slightly. On average, households are comprised of two people, which is lower than in Delta County where the average household size is about 2.5. In Paonia, homeowner households are larger than renter households on average.

Average Household Size by Tenure, 2000 to 2021

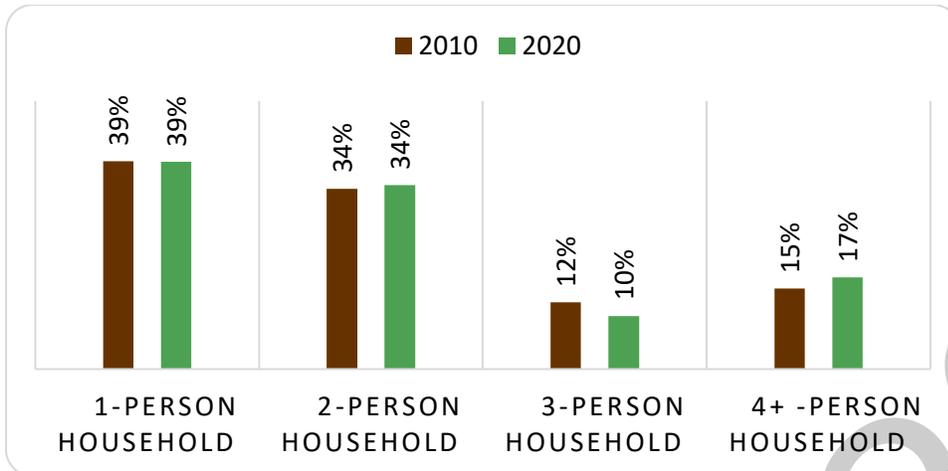
	2000	2010	2021
Total occupied	2.3	2.2	2.1
Owner occupied	2.3	2.2	2.3
Renter occupied	2.2	2.1	1.8

SOURCE: U.S. CENSUS BUREAU, 2000, 2010 AND 2017-2021 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

The distribution of households by size has not changed much since 2010. The vast majority (73%) of all households only have one or two people in them.



Town of Paonia Household Size Distribution, 2010 to 2020



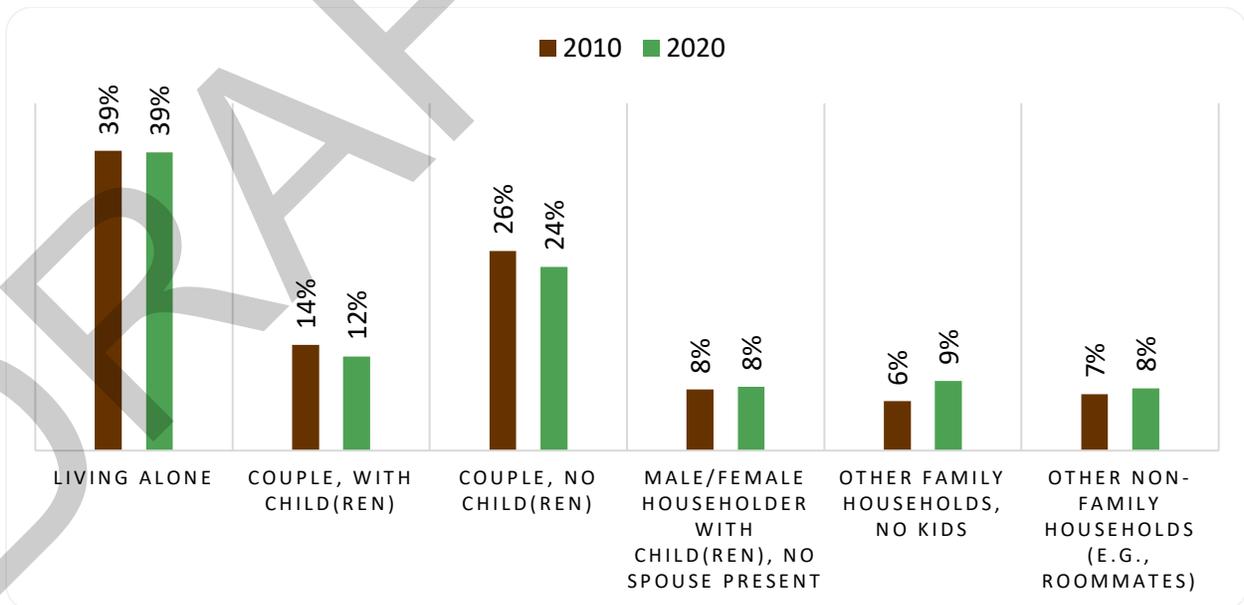
May not sum to 100% due to rounding.
SOURCE: U.S. CENSUS BUREAU, CENSUS 2010 AND 2020

The Paonia CCD excluding the Town of Paonia has a higher share of two-person households (45%) and a lower share of one-person households (29%) relative to households within the Town of Paonia boundary.

Household Type

The composition of households has not changed much since 2010, including the share of family households (53%) versus non-family households (47%). Just under two-thirds (63%) of households are comprised of a single person living alone or a couple without children (many being empty nesters). Of those living alone, about two of every five (42%) are seniors who are more likely to be living on a fixed income.

Town of Paonia Household Types, 2010 to 2020



May not sum to 100% due to rounding.
SOURCE: U.S. CENSUS BUREAU, CENSUS 2010 AND 2020



The biggest difference between households in the Paonia CCD excluding the Town of Paonia and households living within the Town boundary is that the share of couples without children outside of Town is 41%, or about 17 percentage points higher than in the municipal limits.

As seniors get older, some will sell their homes to seek other living arrangements, live closer to family and/or medical services, etc. Freeing up these homes for newcomers could mitigate the need for more housing, but current home prices are too high for most locals, which means such sales are likely to be to wealthier newcomers like retirees and remote workers earning higher than local wages.

Household Income

Household income in the Town of Paonia is similar to that of Delta County, lower than the broader Paonia area (Paonia CCD), and significantly lower than Colorado as a whole. The median income of the Paonia CCD is 24% higher than in the Town of Paonia.

Why is this important?

An understanding of how much local households earn through wages or other income sources is important to determine the availability and need for housing at various price points.

Household Income, 2021 [1]

	Town of Paonia	Paonia CCD	Delta County	State of Colorado
Median	\$53,646	\$66,646	\$51,803	\$80,184
Average	\$72,552	\$79,600	\$72,549	\$107,446

[1] 2021 inflation-adjusted dollars

SOURCE: U.S. CENSUS BUREAU, AMERICAN COMMUNITY SURVEY 2017-2021 5-YEAR ESTIMATES

See Appendix A and B for more information about the income of families and households in the Town of Paonia and the AMI limits by household size established by HUD and reported by CHFA.

Housing Cost Burden

Paying too much for housing is relatively common for households in Paonia; this leaves less money available to pay for other life necessities, including food, health care services, and transportation. This impacts local businesses because less money is available to spend locally on goods and services. If a household pays more than 30% of their gross income toward housing, they are cost burdened.

Cost Burdened Households by Tenure

	Households	Percentage [1]
All households	~150-180	22% - 27%
Owner households	~100-120	19% - 22%
Renter households	~50-60	33% - 40%

[1] based on number of households for which cost burden is calculated.

SOURCE: U.S. CENSUS BUREAU, AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES, CONSULTANT TEAM

Roughly one of every five homeowners and two of every five renters are cost burdened.

With a very large increase in property tax assessments in 2023, the risk of local households being forced to move because they can no longer afford to stay in their home has increased.

In general, cost-burdened households are at increased risk of being evicted and even becoming homeless. This is especially true for those who are extremely cost burdened (i.e., those who pay more than 50% of their income toward housing payments). In Paonia, just over half of cost-burdened households are extremely cost burdened.



B. EMPLOYMENT

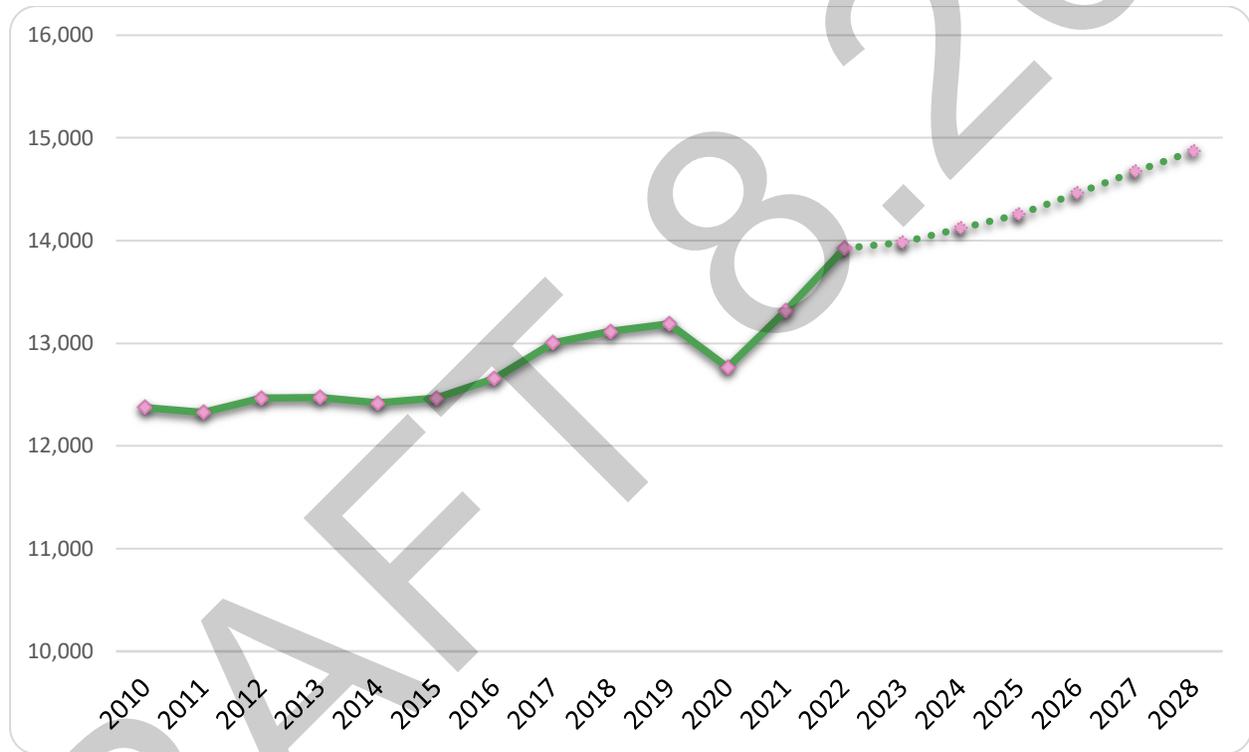
This section provides an overview of the jobs, wages, and commuting patterns.

NUMBER OF JOBS

There are almost 14,000 total jobs in Delta County, with roughly 56% being wage and salary jobs.

Why is this important?
 Jobs and housing are interconnected. The economic success and mix of jobs in a region informs the amount, type, and price point of housing needed to sustain the local economy. Likewise, a sufficiently diverse housing supply is needed to attract and keep quality employees that are invested in the community.

Total Jobs, Delta County



SOURCE: COLORADO DEMOGRAPHY OFFICE

JOB TRENDS AND PROJECTIONS

The number of jobs in Delta County grew by about 0.78% per year from 2011 to 2021. Jobs were lost quickly and dramatically in 2020 because of the COVID pandemic, but the recovery was swift with total jobs in 2021 exceeding the number in 2019. Job growth in Delta County from 2023 to 2028 is projected to be 1.2% per year on average. Due to the rapid increase in interest rates in the last year and continued concerns about a potential recession, the lower historical rate of job growth from 2011 to 2021 (0.78% per year) is used below. Using this lower growth rate results in a projection of 890 new jobs in Delta County over the next 5 years.



Job Estimates and Projections, 2011 to 2028

	2011	2021	2023 (estimate)	2028 (projected)	Annual Growth Rate	
					2011-2021	Projected 2023-2028
Delta County	12,327	13,319	13,982	14,872	0.78%	1.24%

SOURCE: COLORADO DEMOGRAPHY OFFICE, CONSULTANT TEAM

As shown below, multiplying the number of new jobs forecasted in the county by the Paonia CCD share of county jobs yields between 40 and 80 new jobs. This figure is closely aligned with the number of new jobs projected by local employers.

Number of New Jobs by 2028, Paonia CCD

Delta County, new jobs projected through 2028 [1]	890
Paonia CCD share of new jobs (4.5%-9%) [2]	40-80
New jobs projected by local employers in Paonia CCD through 2028 [3]	74

[1] Based on 0.78% compound annual growth rate.

[2] Range based on U.S. census county business patterns and LEHD data.

[3] Based on employer questionnaire distributed as part of this assessment.

SOURCE: COLORADO DEMOGRAPHY OFFICE, U.S. CENSUS AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES, CONSULTANT TEAM

TYPES OF JOBS AND WAGES

Employment in the Town of Paonia is concentrated in sectors like education; arts, entertainment, and recreation; social assistance; and food and other services. Many local businesses and employers benefit directly or indirectly from seasonal visitation and there is a seasonal increase in employment in the summer and fall.

Almost all employers answering the employer questionnaire question about when their seasonal employees work indicated they work during the summer or harvest season. In response to a question about the share of seasonal/part-year employees living in the area year-round, 75% of those that hire seasonal employees indicated that "Greater than 75%" of their employees live in the area year-round.

Spending by visitors to the area provides a revenue boost that helps sustain many local businesses over the slower winter months. The closure of Highway 133 in the spring/early summer of 2023 precluded typical visitation patterns for months, which adversely impacted local businesses prior to it reopening in June 2023. This is indicative of the local area's reliance on spending by tourists and those traveling through the area. The local economy is also tied to the hundreds of well-paying mining and wholesale trade jobs at the West Elk Mine in Gunnison County.

The average annual wages in Delta County in 2016 and 2022 shows that jobs in retail, arts and entertainment, and food services are the lowest paying of any sector, which makes housing affordability a serious struggle for many local employees working such jobs.

With the incoming wealth and people working remotely (or retired)... i.e., new people does not equal new jobs, it's becoming more dire to keep this community vibrant and businesses open or it becomes a dead retirement community.
- Local employer



Delta County Average Annual Wage and Change, 2016 to 2022 (sorted 2022 high to low)

	2016	2022	Average Annual % Change [2]
Management of Companies and Enterprises	\$57,824	\$76,856	4.9%
Utilities	\$56,784	\$71,864	4.0%
Finance and Insurance	\$44,408	\$62,764	5.9%
Mining	\$73,684	\$60,476	-3.2%
Professional and Technical Services	\$37,596	\$55,952	6.9%
Real Estate and Rental and Leasing	\$35,308	\$52,312	6.8%
Construction	\$42,640	\$51,064	3.1%
Health Care and Social Assistance	\$34,372	\$49,920	6.4%
Public Administration	\$42,536	\$49,192	2.5%
Wholesale Trade	\$40,768	\$47,840	2.7%
Information	\$32,760	\$47,112	6.2%
Transportation and Warehousing	\$38,792	\$46,384	3.0%
Manufacturing	\$35,360	\$44,564	3.9%
Administrative and Waste Services	\$28,288	\$41,236	6.5%
Agriculture, Forestry, Fishing & Hunting	\$28,704	\$41,184	6.2%
Other Services, Ex. Public Admin	\$30,420	\$37,804	3.7%
Retail Trade	\$26,156	\$34,424	4.7%
Accommodation and Food Services	\$13,884	\$21,060	7.2%
Arts, Entertainment, and Recreation	\$20,124	\$19,500	-0.5%

[1] Many mining and wholesale trade jobs associated with the Paonia economy are located in Gunnison County and had an average annual wage in Q4 2022 of \$106,714 and \$65,867, respectively.

[2] Represents the compound annual growth rate.

Note: data for "Educational Services" is suppressed in 2016 and 2022, along with "Unclassified" in 2016 and therefore not reported. Annual wage calculated as average weekly wage multiplied by 52 weeks per year.

SOURCE: COLORADO DEPARTMENT OF LABOR AND EMPLOYMENT, LMI GATEWAY (QCEW DATA), CONSULTANT TEAM

Wages in all but two sectors above increased from 2016 to 2022. Annual wages in the mining sector and arts, entertainment, and recreation decreased by 3.2% and 0.5% per year on average.

The average annual pay for all industries increased by 4.6% per year on average from 2016-2022 to just under \$44,000 per year in 2022.

Average Annual Pay, 2016 to 2022

	Average Annual Pay
2016	\$32,765
2022 [1]	\$43,858
Average Annual % Change [2]	4.6%

[1] Data provided by BLS is preliminary and subject to change.

[2] Represents the compound annual growth rate.

SOURCE: COLORADO DEPARTMENT OF LABOR AND EMPLOYMENT, LMI GATEWAY (QCEW DATA), CONSULTANT TEAM



Although wages have increased over time, projections indicate that most household growth through 2028 will be among households earning \$125,000 or more per year. This is a very high income for local households, even those with two earners, and points to the continued inflow of retirees and those earning money from outside the local area.

LABOR FORCE AND UNEMPLOYMENT

Shrinking Labor Force

The labor force comprises people aged 16+ who are either employed or unemployed but looking for work. The labor force in Delta County was lower in 2022 than in any year since 2000. As baby boomers continue to retire, local businesses will increasingly have to recruit from outside the local labor market.

Delta County Labor Force and Unemployment, 2002 to 2022

	2002	2012	2022
Labor Force	14,298	14,365	13,282
Employed	13,556	12,958	12,802
Unemployed	742	1,407	480
Unemployment Rate	5.2%	9.8%	3.6%

SOURCE: COLORADO DEPARTMENT OF LABOR AND EMPLOYMENT, LMI GATEWAY, LAUS

Very Low Unemployment

The unemployment rate is very low, at or near the lowest since 2000. In the first 5 months of 2023 it ranged from a high of 4.4% in February 2023 to a low of 3% in April 2023. This is important because it means that almost all people in the labor force already have a job. With so few people unemployed in the county, local businesses must compete against other businesses in the county for a small number of available workers, or recruit from adjacent counties or farther away.

JOBS PER EMPLOYEE AND EMPLOYEES PER HOUSEHOLD

The number of jobs per employee and the number of employees per employed household are used to translate job growth into the number of housing units workers need to fill jobs. Since some employees have more than one job, the number of jobs per employee is greater than one (1.07).

Delta County Average Jobs per Resident Employee, 2023 projections

Jobs held by residents	14,701
Resident workers with more than one job	929
Employed residents	13,773
Jobs per employee	1.07

SOURCE: COLORADO DEMOGRAPHY OFFICE, CONSULTANT TEAM

It is important to note that many households in Paonia and the Paonia CCD do not have a worker because many local households are comprised of non-working retirees or people with a disability. About 28% of Paonia's population is 65+ and more than one in ten residents (14%) has a disability, some of which may preclude them from working. The average of 1.5 employees per household indicates many households have more than one employee. For example, a couple with two kids where both parents work would be two employees per household.



Employees per Household with a Worker, 2021

	Paonia CCD (excluding Town)	Town of Paonia
Employed population age 16 and over	948	732
Households with a worker	576	497
Employees per household with a worker	1.65	1.47

SOURCE: U.S. CENSUS BUREAU, 2017-2021 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES, CONSULTANT TEAM

COMMUTING

Commuting is a necessity for many in western Colorado, including those who work in the Paonia area. The limited supply of new homes over the last decade, an aging population (more retirees living in homes rather than members of the labor force), and a massive reduction in housing affordability over the last 5 years has created a situation where local businesses will increasingly rely on workers who must drive to work from elsewhere. Construction of additional housing priced to be affordable to local workers is needed.

In-Commuting

About 80% of those who work in the Town of Paonia and over half of those employed in the Paonia CCD live outside these boundaries, respectively. Employers responding to the 2023 employer questionnaire report that about one in five employees (20%) drive to work from towns/places outside the Paonia area.

Percent of In-Commuters

	% of In-Commuters
Employed in Town of Paonia, live outside Town (U.S. Census)	79%
Employed in Paonia CCD, live outside this area (U.S. Census)	53%
Employed in Paonia area, live outside this area (2023 Employer Questionnaire)	20%

SOURCE: U.S. CENSUS BUREAU LEHD, 2023 EMPLOYER QUESTIONNAIRE, CONSULTANT TEAM

The opposite is true for those who live in Paonia or the Paonia CCD. About 77% of workers living in Paonia are employed outside Town and 71% of workers living in the Paonia CCD are employed outside its boundary. Out-commuting is largely a function of the region's job centers being located elsewhere in Delta County and adjacent Mesa and Montrose Counties.

Building more housing affordable for people working in or near Paonia would provide them with more opportunities to live closer to work and reduce their daily commute time and expenses.

Cost of Commuting

The cost of commuting is often an overlooked household expense. The ability to live near one's work and minimize this cost not only benefits working households but also reduces tailpipe emissions.

*My staff presently commute from Sommerset, Cedaredge, and Crawford.
- Local employer*

Using the Internal Revenue Service 2023 standard mileage rate, the cost of commuting from nearby communities ranges from about \$235 to \$785 per month.



Cost of Commuting to and from the Town of Paonia, Colorado

Community	Miles [1]	IRS Cost/Mile	Daily Cost of Commute (one way)	Cost of Commute (per month) [2]
Hotchkiss & Somerset	9	\$0.66	\$5.90	\$236
Crawford	15	\$0.66	\$9.83	\$393
Cedaredge & Delta	30	\$0.66	\$19.65	\$786

[1] Exact mileage may differ depending on start/stop point.

[2] Assumes 20 commuting days per month.

SOURCE: IRS 2023 STANDARD MILEAGE REIMBURSEMENT RATE, GOOGLE MAPS, CONSULTANT TEAM

EMPLOYER QUESTIONNAIRE INSIGHT

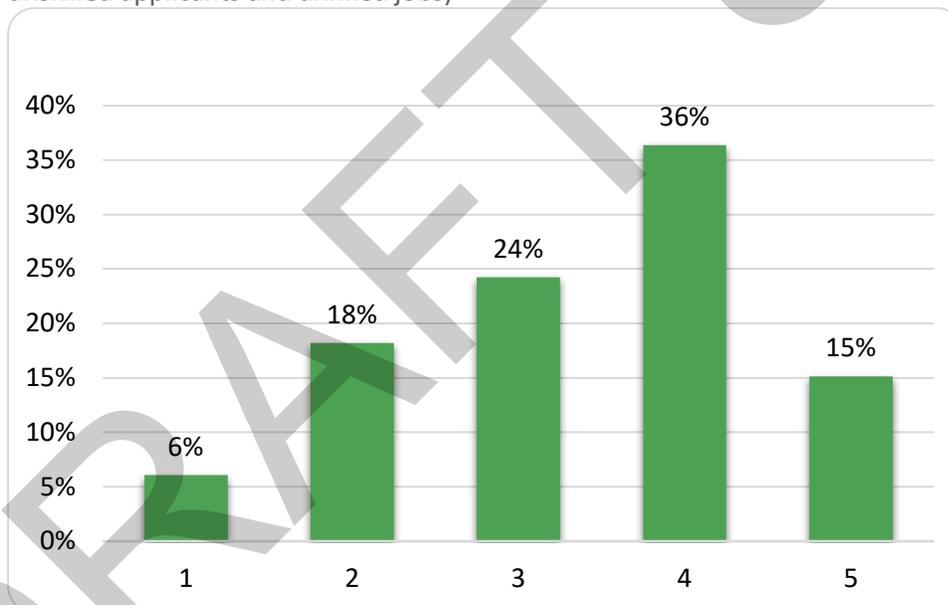
Key insights gained directly from the local business community responding to the employer questionnaire are highlighted below.

Challenges Recruiting and Retaining Employees

Local employers are facing headwinds recruiting and retaining employees to operate successfully in the valley.

How would you rate your ability to recruit and retain qualified employees for your business or organization?

1 = Never a problem (can always find who I need), 5 = Significant problem (almost always have few or unskilled applicants and unfilled jobs)



SOURCE: 2023 EMPLOYER QUESTIONNAIRE, CONSULTANT TEAM

Respondents indicated that about 3% of their jobs are unfilled. This rate is quite low compared to Colorado, where the total nonfarm job openings rate (seasonally adjusted) in March 2023 was 7%⁴.

⁴ U.S. Bureau of Labor Statistics JOLTS data accessed July 10, 2023.



Local employers were asked to list issues they face finding or keeping employees. Responses indicate that they are challenged by the tight labor market, a lack of housing, pay issues, and a lack of childcare options, among others. A lack of housing received the third-highest number of responses.

In the past year, have you experienced any of the following issues in finding or keeping qualified employees? (select all that apply)	Responses
No or few applicants	18
Unskilled applicants	13
Lack of housing	12
Lower pay or benefits compared to other areas	10
Lack of childcare options	7
Work ethic or dedication problems	6
Long commute or tired of commuting	5
Lack of transportation	3
Spouse unable to find employment	3
Other [1]	2

[1] Other responses included “can only find high school kids” and “no options for career advancement”.

SOURCE: 2023 EMPLOYER QUESTIONNAIRE, CONSULTANT TEAM

Problems Housing Employees

Local employers were asked to identify how much of a problem various aspects of the housing market are for their employees. Although prices and the lack of available housing their employees can afford were identified as the biggest problems, home variety and condition were also rated as notable problems.

How much of a problem are: 1 = No problem, 5 = Critical problem	Average
Current prices of homes for sale in/near Paonia for your employees	4.3
Current rental prices in/near Paonia for your employees	4.1
The availability (supply) of housing in/near Paonia that your employees can afford	4.1
The selection and variety of homes in/near Paonia for your employees	3.4
The condition of homes in/near Paonia for your employees	3.3

SOURCE: 2023 EMPLOYER QUESTIONNAIRE, CONSULTANT TEAM

When asked about housing needed for their employees, local employers identified entry-level housing and year-round rental housing priced to be affordable for their employees as the most pressing need. This was followed by rental housing for seasonal employees and smaller homes to accommodate downsizing retirees.



How would you rate the need for the following:

1 = No need/sufficient supply, 5 = Critical need/insufficient supply

	Average
More entry-level housing that is for sale at prices your employees can afford	4.2
More year-round rental housing your employees can afford	4.1
More rental housing for seasonal/part-year employees they can afford	3.3
Smaller homes that retiring employees could purchase to downsize their current home and stay in Paonia	3.3
More move-up housing (bigger or nicer homes) for your employees who are already homeowners	2.6

SOURCE: 2023 EMPLOYER QUESTIONNAIRE, CONSULTANT TEAM

Employer Housing Assistance

Employers were asked whether they provide housing assistance in a variety of forms. About 60% of respondents said they do not provide any assistance and 40% said they do. Of those that do, assistance with housing search and paying a higher wage than nearby communities for the same or similar job were the most common responses. A few local employers reported that they provide temporary or relocation housing, only one of which operates within the Town boundary.

Do you provide any of the following types of housing or cost of living assistance for your employees? (select all that apply)

	Responses
Assistance with housing search	4
Higher wage than nearby communities for the same or similar jobs	4
Temporary or relocation housing	3
Employer owned or leased units rented to or provided as compensation to employees	2
Other [1]	2
Hiring bonus	1

[1] Other responses included “we give [cost of living] raises as the budget allows” and “have been . . . implementing a raise every four months to help offset living prices . . .”

SOURCE: 2023 EMPLOYER QUESTIONNAIRE, CONSULTANT TEAM

About one-third of local employers completing the question about their willingness to help with housing for local employees indicated that they are willing to help for either their own employees or all employees in the community. Another 53% said they are uncertain and need more information. Engaging the local business community in the solutions to local housing issues will be very important going forward.

In the future, would you be interested in opportunities to work with local employers or community organizations to help with housing for local employees?

	Respondents	Percent of Respondents
Uncertain, need more information	26	53%
Yes, for any employee in the community	9	18%
No, I am not willing to or cannot support housing for employees	8	16%
Yes, for my employees only	6	12%
Total question respondents	49	100%

SOURCE: 2023 EMPLOYER QUESTIONNAIRE, CONSULTANT TEAM



C. HOUSING INVENTORY

This section examines Paonia's housing stock. This includes the occupancy rate, homes rented versus owned, home types and when they were built, and the income-restricted inventory.

HOUSING UNITS

There are about 755 housing units in the Town of Paonia and about 90% of them are occupied year-round. The Town's housing inventory is very homogenous, comprised almost entirely of single-family and manufactured homes.

Housing Occupancy

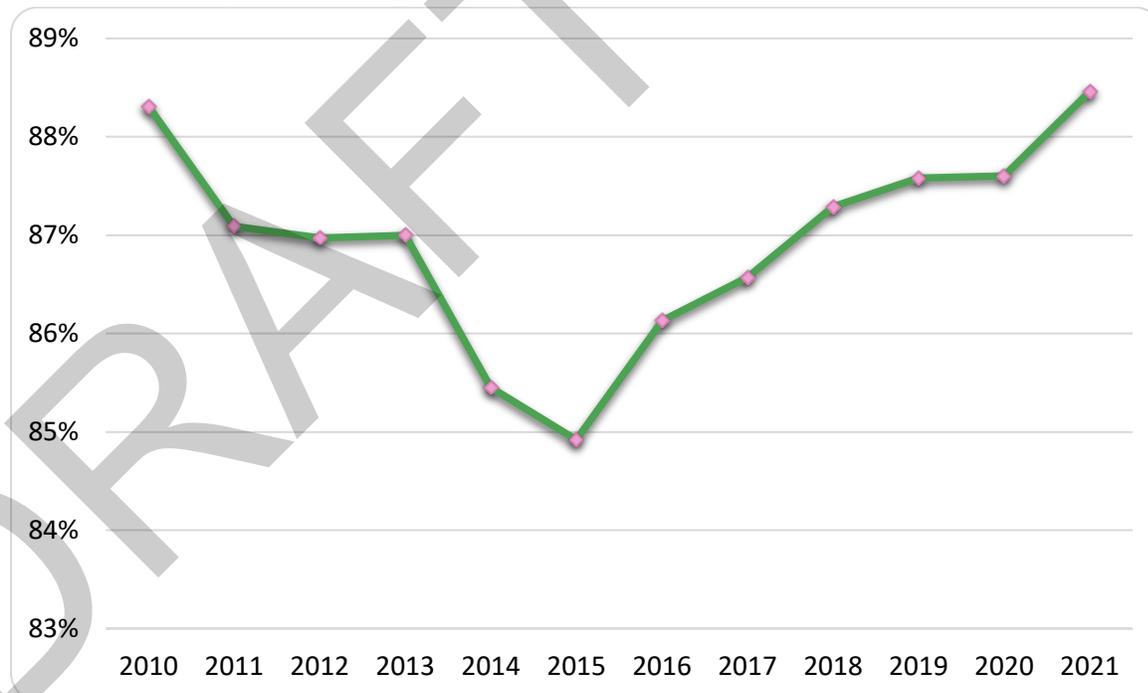
Today's occupancy rate is similar to what it was in 2010 (88%), yet the occupancy rate fell from 2010 to 2015 before picking back up. This rate is relatively low compared to many Colorado communities with high levels of second homeownership and short-term rentals.

The upward home occupancy trend since 2015 is indicative of a tightening housing market, which continues today given the very low inventory of homes for sale and no new construction due to the water moratorium. Anyone looking to move to Town for work is faced with very few choices in a market where demand outpaces supply.

Why is this important?

The characteristics of the Town's housing stock provides an understanding of the variety and quality of current housing and the rate of development. The information assists in identifying imbalances in the market and informs the size, type, and tenure of housing that is needed.

Town of Paonia, Home Occupancy Rate, 2010-2021



SOURCE: COLORADO DEMOGRAPHY OFFICE



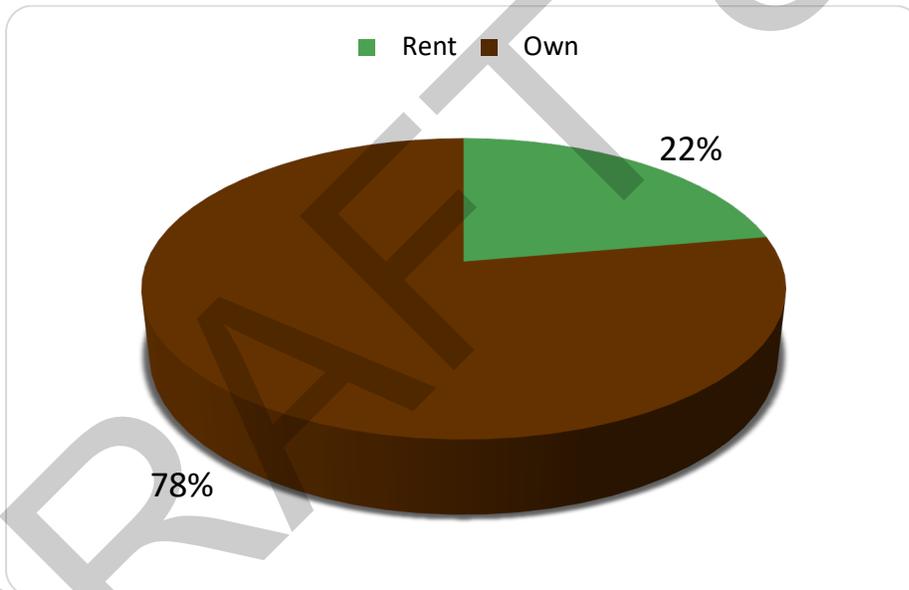
About 11% of homes are classified as unoccupied or vacant, which includes those for sale or rent, those sold or rented but not yet occupied, vacation homes and short-term rentals, as well as homes not occupied year-round for other reasons.

- For rent: The consultant team found only about two to four units publicly listed for rent in any given month in the first half of 2023 (see “D. Housing Market Conditions” section for details).
- For sale: There were only 11 homes for sale in the Town of Paonia in early June 2023 (see “D. Housing Market Conditions” section for details).
- Short-term rentals: Previous research conducted by the Town’s GAPS Committee indicated that there were approximately 20 short-term rental units (excluding rooms rented for less than 30 days) in Paonia in February 2020 and 18 in May 2021. In numerous searches in June and July 2023, the consultant team found 27⁵ units.

Housing Tenure (Own versus Rent)

According to the 2020 Census, the share of homeowners in Paonia (65%) is the same as that of Colorado, but much lower than that of the Paonia CCD excluding the Town (83%). Yet so few rentals were identified in the Town of Paonia during this project that it appears the homeownership rate is quite a bit higher. Private data estimates indicate it is 78%, which more closely aligns with information gathered by the consultant team during this assessment. This is important because it highlights how few rentals there are in Town.

Town of Paonia Tenure, 2023 Estimate



SOURCE: RIBBON DEMOGRAPHICS, LLC, CONSULTANT TEAM

⁵ A manual review of www.airbnb.com and www.vrbo.com was conducted in June 2023 and www.airdna.co was reviewed in mid-July 2023. Neither rooms being rented on a short-term basis nor those in commercial lodging operations are accounted for.



At least one-third of homes in the Town of Paonia area headed by someone aged 65+. About two of every five owner-occupied homes and at least one in five rentals is headed by someone aged 65+. This is important because many of these households, especially homeowners, are in homes that are larger than needed and often expensive and difficult to maintain. Inflation is hitting seniors on fixed incomes particularly hard.

Senior Households by Tenure

	2016	2021
Share of owner-occupied homes with a senior householder (65+)	38%	41%
Share of renter-occupied home with a senior householder (65+)	21%	20%

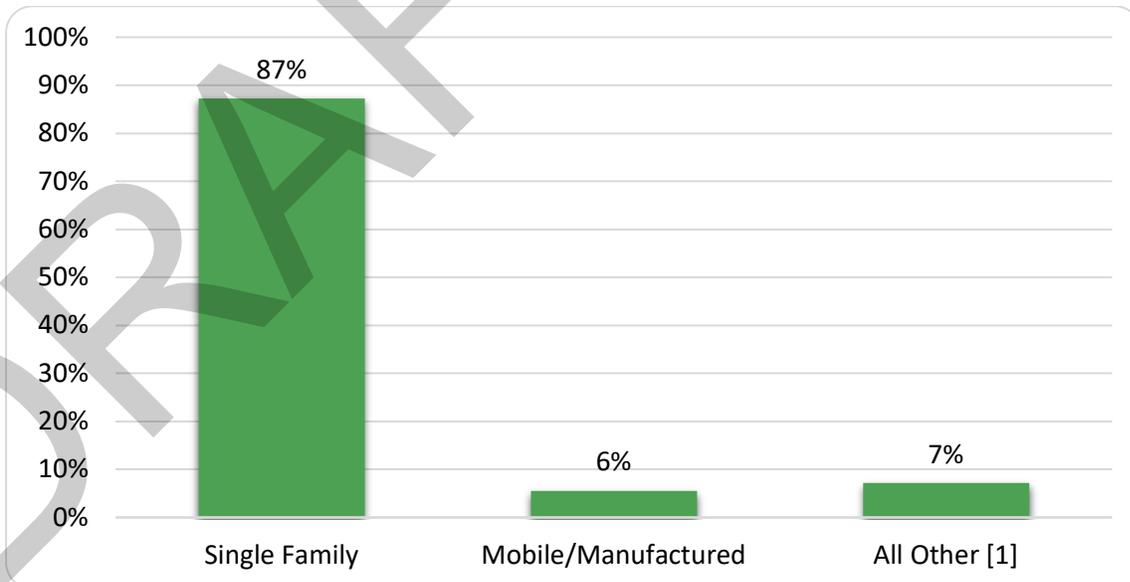
SOURCE: U.S. CENSUS BUREAU, 2012-2016 AND 2017-2021 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

TYPES OF HOUSING

The housing stock in Paonia is extremely homogenous. About nine in ten homes are either single-family homes or mobile/manufactured homes. Other than the Creek Vista Senior Living Apartments, there are only a few other small apartment complexes in Town, like the Maple Leaf Apartments and the apartments a few blocks away on Onarga Avenue. Few housing units exist that fall into the category of “missing middle” housing types, like duplexes.

With very little diversity in the types of housing in Paonia, residents have very few choices other than a single-family or mobile/manufactured home. A more diverse inventory would provide households with more choices to best suit their needs and desires at different life stages. For example, a single person who moves to Town for work wanting to rent will have very few options other than to try to find a room in an existing single-family house due to cost and availability. Some seniors living in homes that they raised children in may find them to be too big and expensive to maintain. Smaller accessible units with very low maintenance needs would help them age in Paonia with fewer challenges.

Town of Paonia Housing Unit Distribution by Building Type



[1] 2+ units per building.

SOURCE: U.S. CENSUS BUREAU, AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES, CONSULTANT TEAM



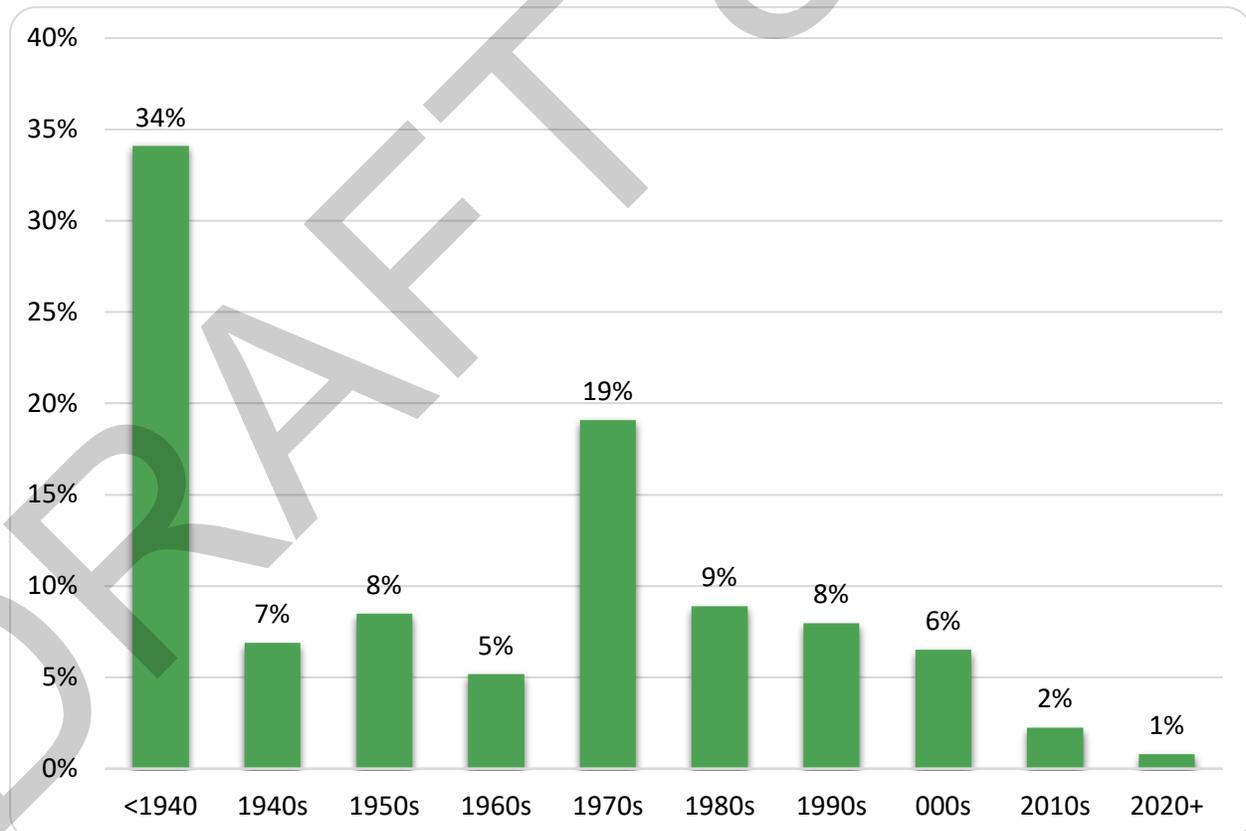
AGE OF HOUSING

Paonia's housing stock is extremely old with very little new inventory constructed since 2010.

- 54% of homes were built 50+ years ago.
- From 1940 to 2010 (excluding the 1970s), there were about 55 homes built per decade in Town, or roughly 5 to 6 new homes per year.
- About one in five homes in Town were built in the 1970s.
- Town records indicate that only 23 new homes have been permitted/built (includes change of occupancy) since 2015.
 - » 12 units in the Silver Leaf Co-housing project
 - » 11 single-family or manufactured homes

The figure below highlights the timing of housing supply over time and showcases the fact that very few homes have been built since 2000. It is important to note that it shows when the structure was first constructed and not when it was remodeled, added to, or converted. Home remodeling and updates are occurring across Paonia, however, the number of units being fully rehabilitated (completely gutted and redone including electrical, plumbing, HVAC, etc.) appears to be a small percentage of the total housing stock (information about partial versus full rehabilitation is not readily available). This is important because the rehabilitation of older homes changes the effective age of the housing stock.

Town of Paonia Total Housing Units by Original Year Built



SOURCE: U.S. CENSUS BUREAU, AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES, COLORADO DEMOGRAPHY OFFICE, TOWN OF PAONIA, CONSULTANT TEAM



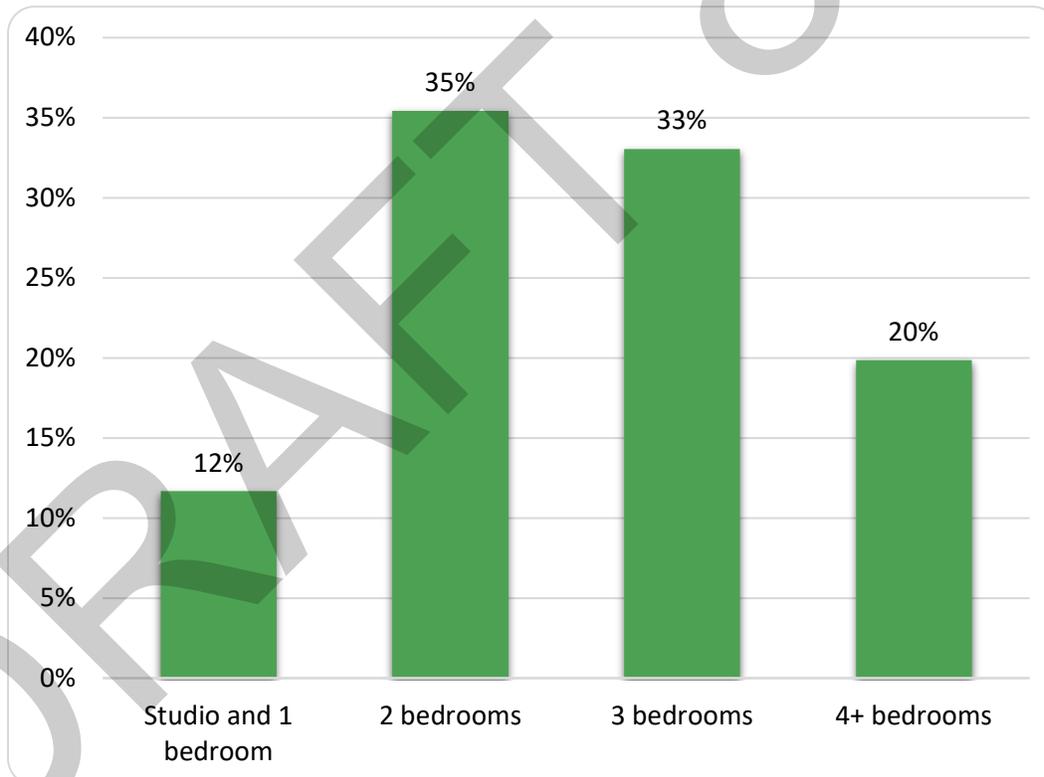
The housing stock in the Paonia CCD excluding the Town of Paonia is much newer than that of the Town, with less than 20% being built prior to 1940. This part of unincorporated Delta County experienced very robust housing construction in the 1970s and 1990s, but like Paonia, new residential construction has been limited since 2000.

Number of Bedrooms and Household Size

There is a significant misalignment of the housing stock and the size of households in Paonia. Roughly two out of five households are comprised of only one person, but only about one in ten homes is a studio or one-bedroom unit that is more appropriately sized for people living alone. One of the main reasons there is such a mismatch is the sizable senior householder population (42% of one-person households are aged 65 or older, many of whom are still living in the larger home they purchased to raise a family). Moreover, at least 40% of homeowners in Paonia are seniors and about 20% of renters are seniors (65+). These households are mostly no larger than two people.

A notable issue in Paonia is that seniors are aging in place in relatively large homes. These homes are more expensive to maintain and the recent increase in the 2023 residential assessment will raise property taxes in excess of what many senior households will be able to afford, especially those on a fixed income (at least 35% of households in Paonia receive social security income). There is a need for smaller units to accommodate one- and two-person households.

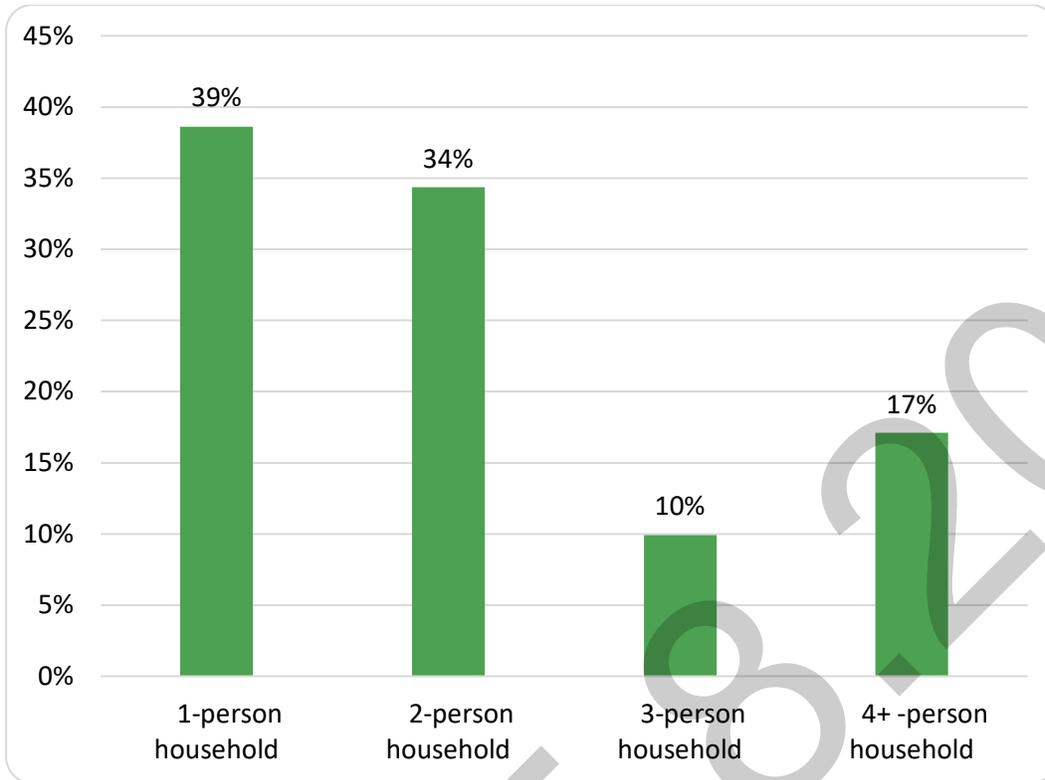
Town of Paonia Home Size Distribution by Number of Bedrooms



SOURCE: U.S. CENSUS BUREAU, AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES, CONSULTANT TEAM



Town of Paonia Household Size Distribution, 2020



SOURCE: U.S. CENSUS BUREAU, CENSUS 2020, CONSULTANT TEAM

The Paonia CCD excluding the Town of Paonia differs from the Town in terms of the size of homes and households. In general, homes tend to be larger than in Town with just over 70% of homes having three or more bedrooms, about 20 percentage points higher than in the Town of Paonia. On average, the size of households in this part of the county is similar to the Town, but the distribution differs. There is a smaller percentage of one-person households (29% of all households) and a higher percentage with two people (45%).



D. HOUSING MARKET CONDITIONS

This section evaluates each segment of the housing market (for sale and rent) separately. It includes information on prices, availability, and trends over time.

FOR SALE MARKET

The information below primarily documents home sales in the Town of Paonia municipal limits. It does include some information about sales in the Paonia multiple listing service (MLS) boundary area, which is similar to the Paonia CCD, excluding the Town of Paonia.

Number of Sales per Year

There have been 690 residential sale transactions in the Paonia area since the beginning of 2013. The percentage of sales within the Town of Paonia (48%) over this time is slightly less than in the Paonia area excluding the Town of Paonia (52%). In the 10 years from 2013 to 2022, annual sales in Town peaked in 2017 at 43, whereas sales outside of Town peaked in 2020 at 46.

Home Sales per Year, 2013-2023

Year	Town of Paonia	Paonia Area (excluding Town of Paonia) [2]
2013	9	33
2014	26	27
2015	35	40
2016	41	44
2017	43	31
2018	38	42
2019	37	31
2020	38	46
2021	35	30
2022	21	28
2023 [1]	7	8
Total	330	360

[1] Through June 2, 2023.

[2] The Paonia multiple listing service geography is similar to the U.S. Census Bureau Paonia CCD boundary.

SOURCE: MLS COURTESY OF PAONIA REALTY, CONSULTANT TEAM

Price Trends

Home prices have increased quickly and dramatically. From 2016 to 2022, the average and median price of homes sold in the Town of Paonia more than doubled, increasing by just over 16% per year on average, or about 3.6 times as fast as the average annual pay in Delta County (see “Types of Jobs and Wages” above). The median 2022 sale price in Town (\$330,000) was about \$200,000 more than the 2016 median sale price.

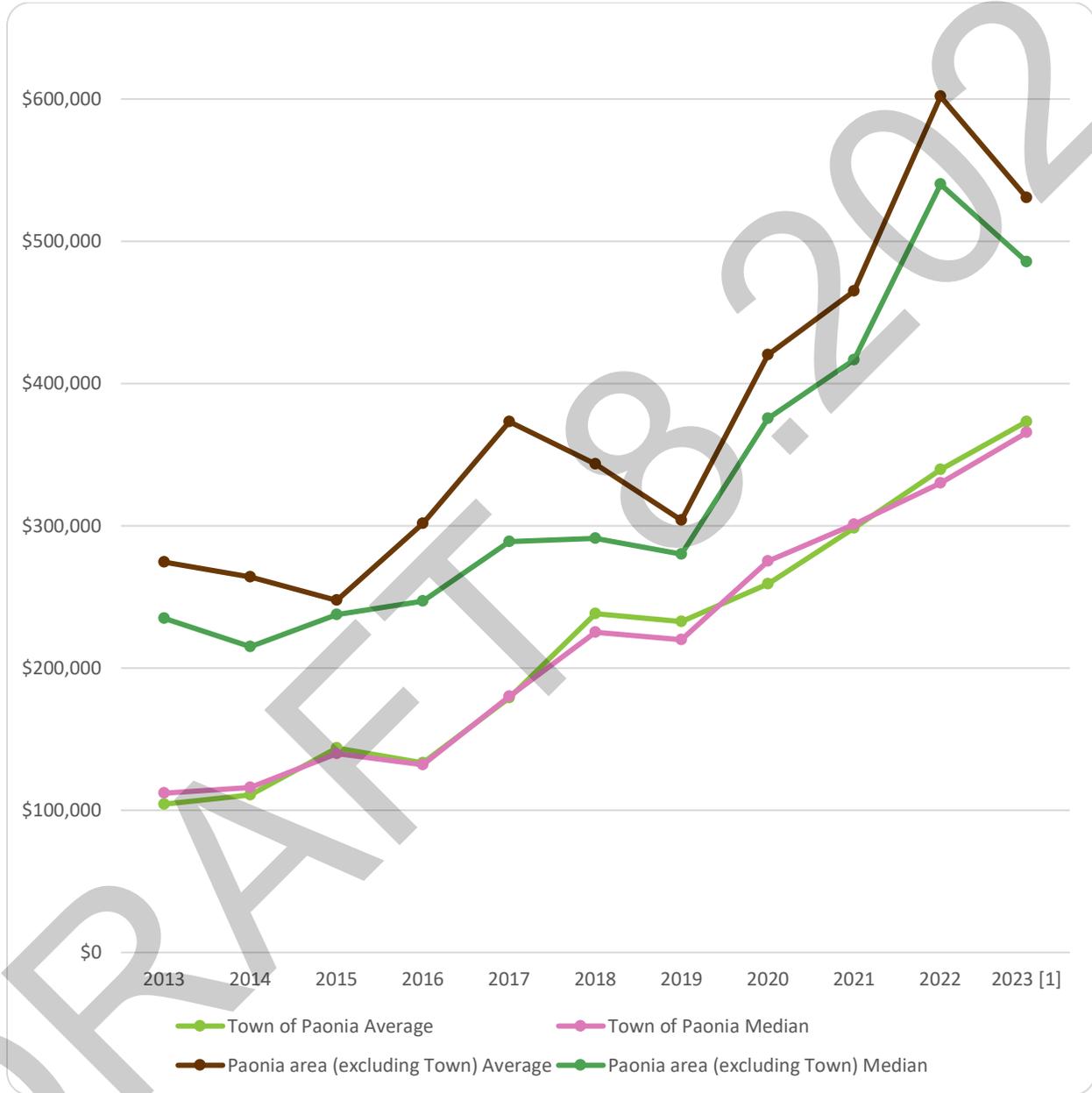
Why is this important?

Housing market conditions provide insight into what the housing market is providing, how much is available, and at which price points. This information helps us understand the housing types and price points missing from the housing market.



Homes sold in the Paonia CCD excluding the Town of Paonia have been, and continue to be, much more expensive than within the Town boundary. In general, however, homes and home prices within and outside of Town are not comparable because many homes outside of Town are sold on larger lots, often with agricultural land and water rights, etc.

Town of Paonia and Paonia Area (excluding Town) Home Sale Prices, 2013 to 2023



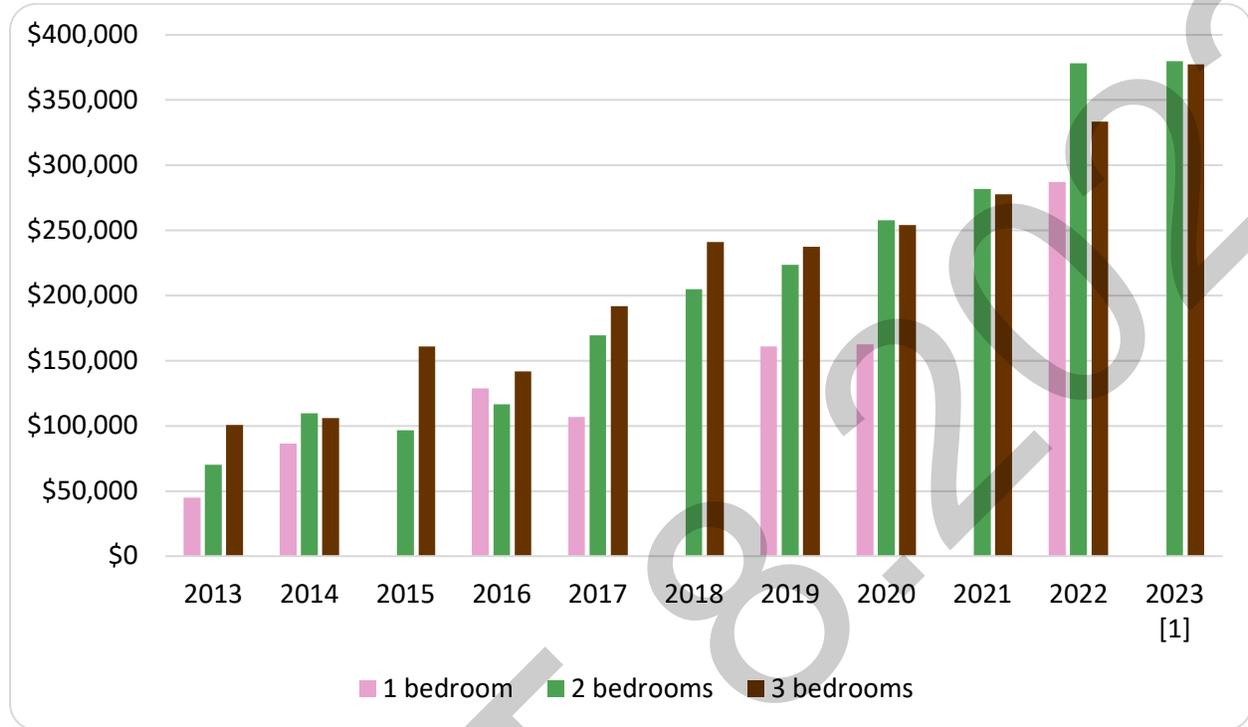
[1] Through June 2, 2023.

SOURCE: MLS COURTESY OF PAONIA REALTY, CONSULTANT TEAM



From 2016 to 2022, the average price of a two-bedroom home in the Town of Paonia increased by 224%, more than one (123%) and three-bedroom units (135%).

Town of Paonia Average Sale Price by Number of Bedrooms, 2013 to 2023



[1] Through June 2, 2023.

SOURCE: MLS COURTESY OF PAONIA REALTY, CONSULTANT TEAM

Price Per Square Foot

The average annual sale price per square foot in the Town of Paonia hit \$100 in 2016 and consistently increased each year to \$263 in 2022, a more than 160% increase over this time.

Town of Paonia Average Sale Price per Square Foot, 2013 to 2023

Year	Sale Price Per Sq. Ft.
2013	\$75
2014	\$83
2015	\$96
2016	\$100
2017	\$138
2018	\$163
2019	\$171
2020	\$200
2021	\$201
2022	\$263
2023 [1]	\$220

[1] Through June 2, 2023.

SOURCE: MLS COURTESY OF PAONIA REALTY, CONSULTANT TEAM



Since 2016, the average percentage of the listing price received at sale has been above 95%. It was highest in 2022 at 99%, followed by 2021 at just over 98%. In addition, the average number of days homes in Town were on the market in 2021 and 2022 were the lowest of any year since 2013. This is indicative of a tighter market in these years, with sellers being much less likely to need to negotiate or provide concessions. Homes on the market for a long period of time may indicate that the home has been priced too high, that there is a problem with the home, or it may just indicate soft demand for homes on the market.

Average Annual Number of Days on Market, Residential Sales, 2013 to 2023

Year	Town of Paonia	Paonia Area (excluding Town of Paonia)
2013	150	178
2014	165	334
2015	180	187
2016	140	194
2017	89	160
2018	103	116
2019	119	172
2020	127	120
2021	73	180
2022	62	87
2023 [1]	154	178

[1] Through June 2, 2023.

SOURCE: MLS COURTESY OF PAONIA REALTY, CONSULTANT TEAM

The average size of homes sold since 2013 ranges from about 860 square feet for a one-bedroom home to almost 2,100 square feet for a four-bedroom dwelling.

Town of Paonia Average Size of Homes Sold by Number of Bedrooms, 2013 to 2023 [1]

Bedrooms	Average Square Feet
1	859
2	1,088
3	1,538
4	2,094

[1] Through June 2, 2023.

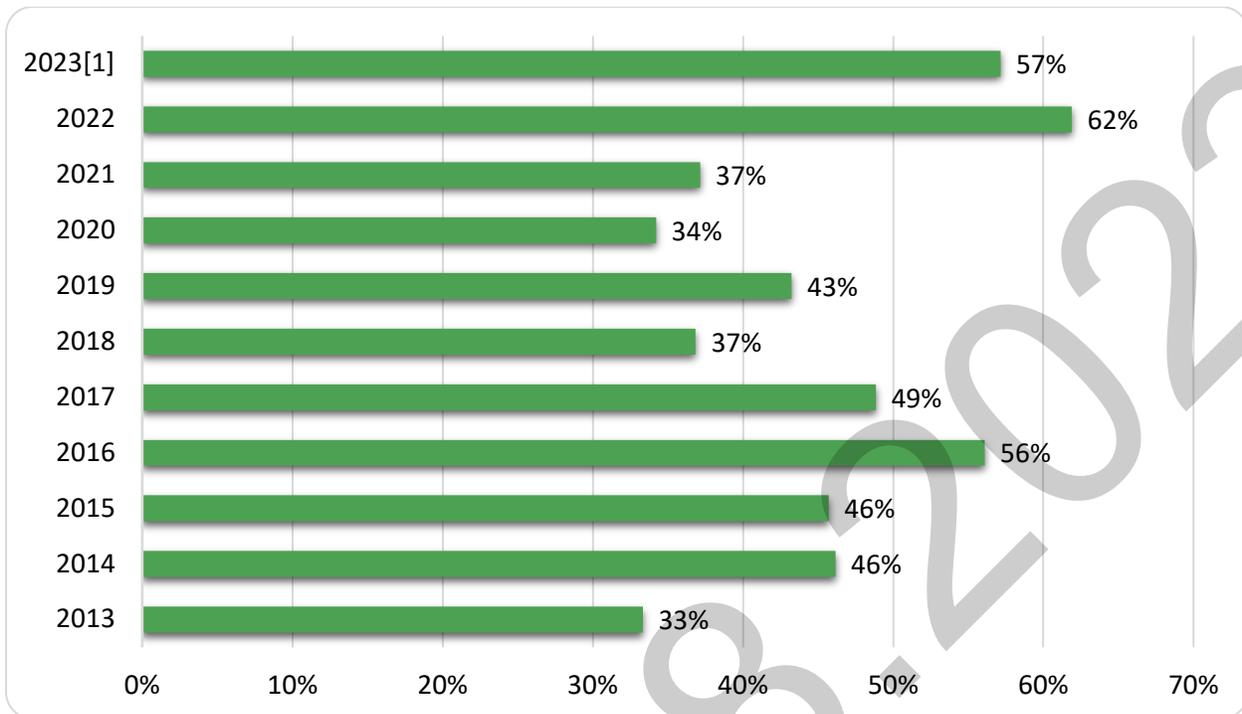
SOURCE: MLS COURTESY OF PAONIA REALTY, CONSULTANT TEAM

Cash Buyers

Even local households with sufficient earning power to afford homes priced at \$400,000 and higher are at a distinct disadvantage if they need a mortgage because the share of homes purchased by cash buyers has and continues to be high. Cash buyers often outcompete buyers who need a loan. Roughly three out of every five homes sold in Town in 2022 were bought with cash. Interviewees indicated that these buyers are often moving from other parts of Colorado (or from other states), and that they are bringing equity from home sales in very high-priced housing markets and buying in Town. Homes purchased near Paonia in the county are also often bought with cash—57% of homes sales in 2022.



Town of Paonia Cash Sales by Year, 2013 to 2023



[1] Through June 2, 2023.

SOURCE: MLS COURTESY OF PAONIA REALTY, CONSULTANT TEAM

For-Sale Listings - June 2023

Only 11 homes were listed for sale in early June 2023.

Town of Paonia Active Listings, June 7, 2023

Bedrooms	Bathrooms	Approximate Square Feet	List Price	List Price/sq. ft.
3	3	1,250	\$350,000	\$280
3	2	1,310	\$350,000	\$267
3	2	1,955	\$363,000	\$186
3	3	1,844	\$379,000	\$206
3	2	1,796	\$399,000	\$222
3	2	1,228	\$417,000	\$340
4	2	1,815	\$425,000	\$234
2	2	998	\$479,000	\$480
5	5	4,016	\$565,000	\$141
3	4	2,810	\$589,000	\$210
4	3	1,788	\$699,000	\$391

Note: Excludes one listing under \$350,000 that was not yet habitable.

SOURCE: MLS COURTESY OF PAONIA REALTY, CONSULTANT TEAM

This number of active listings is higher than recent lows in the single digits, and lower than at some points in the past 10 years. Local realtors, however, report that it is relatively typical over the long term for there to be roughly a dozen active listings at any one time. Compared to average monthly sales in



2022 (21), this represents just over 6 months of inventory, which is generally associated with a balanced market. But, relative to 2021 average monthly sales, there is less than 4 months of inventory. The months of inventory priced to be affordable to most locals is extremely small.

Housing Affordability and Buyer Preferences

The rise in home prices combined with the increase in mortgage interest rates over the past year has very quickly and negatively impacted housing affordability in Paonia. Even though local prices are not as high as in many other Colorado markets, prices are too high for a large share of local households earning a living locally.

*Cost of housing is why our employee will be leaving the area.
- Local employer*

The least expensive homes for sale in early June 2023 were \$350,000 (\$267 and \$280 per square foot). To purchase a home for \$350,000, a local household would need to make about \$110,000 per year, which is more than about 74% of local households earn per year. This observation assumes the household would have a 5% down payment and access a 30-year loan at 7% interest. It also assumes that 20% of the housing payment would cover taxes, HOA dues (if applicable), private mortgage insurance (PMI), and property insurance.

The table below shows the maximum affordable purchase price for a two-person household at different income levels. It also shows the distribution of all owner households by AMI and the share of listings corresponding to the maximum affordable price a two-person household can afford. Current home listings are mostly at or near \$400,000 and above. This corresponds to about 180% AMI and higher for the average household size in the Town of Paonia and Paonia CCD (two people).

Homeowner Affordability: Owner Household Income Compared to Homes for Sale

AMI	Household Income Range (2-person household)	Maximum Affordable Purchase Price [1] (2-person household)	Owner Household Distribution	June 7, 2023, Listings	
				(% of listings)	(# of listings)
Under 30%	\$0-\$20,880	\$66,100	12%	0%	0
30.1 - 60%	\$20,881-\$41,760	\$132,100	16%	0%	0
60.1 - 80%	\$41,761-\$55,680	\$176,200	9%	0%	0
80.1 - 100%	\$55,681-\$69,600	\$220,200	10%	0%	0
100.1 - 120%	\$69,601-\$83,520	\$264,300	9%	0%	0
120.1 - 160%	\$83,521-\$111,360	\$352,400	17%	18%	2
160.1 - 180%	\$111,360-\$125,280	\$396,400	6%	18%	2
Over 180%	> \$125,280	>\$396,400	21%	64%	7
Total	---	---	525	100%	11

[1] Max purchase price assumes a 30-year mortgage at 7% with 5% down and 20% of the payment covering taxes, HOA, PMI, and insurance.

The comparison of listing prices relative to the purchasing power of a two-person household using CHFA 2023 Income Limits is provided for illustrative purposes – see Appendix B for detailed income limits.

May not sum to 100% due to rounding.

SOURCES: CHFA 2023 INCOME LIMITS, RIBBON DEMOGRAPHICS, LLC, MLS, CONSULTANT TEAM



Gaps in the market are highlighted in gray in the table above, which indicates that the share of owner households exceeds the share of current listings. This is also true of the 120.1-160% AMI row because only two homes were available for sale at the very top end of the range—\$350,000. It is important to note that should a home for sale need repairs or upgrades on top of the purchase price, such cash outlays are not accounted for above.

Stakeholders interviewed noted that local buyers would need homes priced in the high \$100,000s to the low \$200,000s, which are not available. It is also important to note that because of the age of many homes, and the way they were constructed and maintained over time, many need fairly significant repairs. This includes structural issues with foundations, roofs that need to be repaired or replaced, among many other maintenance items.

With so few homes available, many buyers are purchasing homes in need of large repairs. They often have no other choice if they want to live in Town. Realtors report that buyers are purchasing these homes fully aware of the problems and potential repair costs prior to purchase. In some cases, this could be on the order of \$100,000. The need for additional cash outlays on top of the purchase price further reduces the ability of younger households to become homeowners (first-time home buyers), and for others to move up or down in the market as their life circumstances change.

RENTAL MARKET

The rental market in the Town of Paonia includes full rental units and room-only rentals. The market is tight, vacancies are low, and prices are too high for many locals.

*Rents are too high for what wages will support.
-Local Employer*

Full Rental Units

Excluding Creek Vista Senior Living Apartments, the rental market in Paonia is small and available rentals are often leased via word of mouth rather than public listings. The consultant team found only 16 single-family homes and apartments for rent in the Town of Paonia from January through early July 2023.

Rental listings were found in the following ways:

- Public rental listing platforms were monitored from early May to early July 2023. Searches for old listings back to January 2023 were also conducted.
- Community boards in Town were checked numerous times in May and June 2023.
- Two of the total listings were shared with the consultant team via word of mouth and were not publicly listed.

Most rentals found in the Town of Paonia were two-bedroom units; the monthly rental amount varied widely from \$900 to \$1,975 per month.



Paonia-area Rental Listings and Rental Rates

Bedrooms	No. of Listings	Average Monthly Rent	Monthly Rent Range
0	1	\$750	NA
1	1	\$1,100	NA
2	11	\$1,359	\$900 - \$1,975
3	3	\$1,850	\$1,600 - \$2,000

SOURCE: FACEBOOK AND FACEBOOK MARKETPLACE, CRAIGSLIST, ZILLOW, HOTPADS.COM, COMMUNITY BOARDS, WORD-OF-MOUTH, CONSULTANT TEAM

Most public rental listings did not specify whether utilities are paid by the landlord or the tenant. Based on interviews with local property managers, many rentals in Town require tenants to pay for electricity and gas service (as applicable), and quite a few also require tenants to pay for water, sewer, and trash service (see “Utilities” section below for more details).

The deposit required to move in is frequently the same as the monthly rent, but many listings asked for the first and last month’s rent plus the deposit to move in. Of the ten public listings indicating whether pets are allowed, only three prohibited pets. The others allowed pets or indicated they could be approved or are negotiable. Landlords report that many local renter households have pets, and that rentals that do not accept pets often have a harder time finding tenants given a smaller pool of potential applicants. Only four public listings stated whether smoking is allowed, and all of them indicated that it is not. Lease terms varied, but six out of seven indicated a 6- to 12-month term.

Interviewees indicated that the rental market in Paonia is somewhat bifurcated between properties that are well maintained and meet basic health and safety codes, and those that may not. The latter may not be publicly listed and are more likely to be rented for less than publicly listed market rates, according to interviewees. It is extremely difficult to know the condition of all property being rented in Town without

*Conditions [some] people are living in are “shocking.”
-Local resident*

in-person inspection, which is outside of the scope of this assessment, but this does point to a demand for rental units and the potential need for increased code enforcement in Town.

Rooms or Shared Space

In addition to the 16 units listed for rent above, four public listings were for a room only and two were to be shared. Room-only listings ranged from \$425 to \$750 per month. Listings to share a single-family home were \$600 and \$950 per month.

Near Paonia

Five additional rental listings were found outside of the Town of Paonia, including one on Pitkin Mesa and one east of Town. Rents for these ranged from \$1,200 for a small studio apartment to \$1,800 for a three-bedroom/two-bathroom single-family home. In addition, four listings were found in Hotchkiss, which is outside the study area, with rents ranging from \$925 to \$1,800 per month.



Vacancy

Rental vacancy rates are very low ($\leq 3\%$), indicative of a tight rental market. More rentals are needed. Landlords interviewed indicated that they almost never have an involuntary vacancy. This typically only occurs when the landlord does not rent a unit for a short time to do maintenance, repairs, or upgrades. Vacancies appear to be more common for rentals that preclude pets.

When rental vacancy rates are this low, the market is near capacity and cannot as easily absorb new residents or employees moving to Paonia. This results in numerous issues, including the following:

- Rents tend to increase faster than incomes.
- Renters have difficulty moving from one unit to another as their circumstances change.
- New employees struggle to find housing when hired, impacting businesses and the economy.
- Renters displaced due to owners selling rentals, converting their unit from a long-term to short-term rental, or other reasons have few or no options.
- Landlords have little incentive to make repairs and capital investments.

Renter Affordability

Of the 16 publicly listed rental units identified while rental listings were monitored, no rentals were found that are affordable to households earning under 30% AMI. Only one was found that is affordable for those earning 30-60% AMI. Combined, this is one rental for roughly half of renter households. Interviews with landlords indicated there are a few more rentals in Town in the 30-60% AMI range, but they are rarely on the market.

Renters under 30% AMI are much more likely to face difficult choices between housing costs and other life necessities and are more at risk of becoming homeless. During this project, one local service employee likely earning between 30% and 60% AMI indicated they are living on a friend's couch because rents are just too high.

With so few rental choices, lower income households are being forced to take on rents above their means. This is evident by the fact that most publicly listed rentals are priced between \$1,000 and \$2,000 per month, which is affordable to a relatively small share of renters.

The percentage of listings from 60% to 120% AMI is higher than the share of renter households, which normally indicates that market pricing generally aligns with renter household incomes. But, because there are so few rentals under 60% AMI and such a high share of households who make under this amount, there are far too few rental units available at these price points, which is a major gap in the market. When prices are higher than what people can afford, people get creative. This tends to incentivize overcrowding and people living in undesirable or unsafe situations. Based on public listings, many people are looking for roommates to help cover rent.

More rental units are especially needed for households making 60% AMI and under.



Renter Affordability: Renter Household Income Compared to Homes for Rent

AMI	Household Income Range (2-person household)	Max Affordable Rent + Utilities (2-person household)	Renter Household Distribution	Rental Listings [1] (% of listings)	Rental Listings [1] (# of listings)
Under 30%	\$0-\$20,880	< \$522	34%	0%	0
30.1 - 60%	\$20,881-\$41,760	\$523 to \$1,044	17%	6%	1
60.1 - 80%	\$41,761-\$55,680	\$1,045 to \$1,392	8%	13%	2
80.1 - 100%	\$55,681-\$69,600	\$1,393 to \$1,740	6%	38%	6
100.1 - 120%	\$69,601-\$83,520	\$1,741 to \$2,088	2%	13%	2
120.1 - 160%	\$83,521-\$111,360	\$2,089 to \$2,784	10%	31%	5
160.1 - 180%	\$111,360-\$125,280	\$2,785 to \$3,132	6%	0%	0
Over 180%	> \$125,280	> \$3,132	17%	0%	0
Total	---	---	150	100%	16

[1] Rental listings based on a search from early May to early July 2023, inclusive of public listings since January 2023; assumes monthly utility allowance of \$120 for water/sewer/trash and gas and/or electric service at \$200/mo. unless listing specified that utilities are included.

The comparison of listing prices relative to the purchasing power of a two-person household using CHFA 2023 Income Limits is provided for illustrative purposes - see Appendix B for detailed income limits.

May not sum to 100% due to rounding.

SOURCES: CHFA 2023 INCOME LIMITS, RIBBON DEMOGRAPHICS, LLC, CONSULTANT TEAM

Utilities

When determining the amount of monthly “gross rent” a household can afford (30% of monthly gross annual household income), utilities and any non-optional fees paid by the tenant are added to the total of the monthly resident-paid rent. Telephone, cable, or internet are typically not accounted for.

Housing subject to federal and state code, regulations, and policies must adhere to utility allowance requirements. In general, however, it is important to understand the range of costs tenants pay for gas and electric service.

Town of Paonia Monthly Electricity and Gas Cost Distribution

	Electricity	Gas
Less than \$50	5%	34%
\$50 to \$99	50%	43%
\$100 to \$149	15%	20%
\$150 or more	30%	2%

SOURCE: U.S. CENSUS BUREAU, 2017-2021 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

In Town, utility costs vary widely for many reasons including the home’s insulation, appliance/equipment type and condition, household use and preferences, etc. The consultant team spot-checked actual utility bills for single-family homes in the Town of Paonia and found that homes ranging in size from 1,050 to 1,460 square feet had gas bills from about \$55 to \$100 per month when averaged over a year. Electric bills in Town range from about \$60 per month to \$360 per month when averaged over a year. Fees for Town provision of water, wastewater/sewer, and trash collection services must also be accounted for if paid by the tenant.



Town of Paonia Basic Residential Rates for Water, Sewer, Trash

	Monthly Rate
Water	\$40
Wastewater/Sewer	\$55
Trash (one 33-gallon container pickup up weekly)	\$25
Total	\$120

SOURCE: TOWN OF PAONIA, COLORADO, RESOLUTION NO. 2022-08, 2022-14, 2022-15

Applying a generalized monthly amount for electricity and gas service of \$125 and \$75 per month, respectively, plus \$120 per month for water, sewer, and trash sums to \$320 per month. If a tenant household were responsible for paying for all these services in this example, \$320 should be accounted for in determining whether a household can afford the monthly rent. The example below is included to illustrate this point.

Example of Maximum Rental Amount for Local Household Making \$65,800 per Year

Annual gross (before taxes) household income - (100% AMI for a 2-person household)	\$65,800
Annual affordable payment (30% of gross income)	\$19,740
Monthly affordable housing payment	\$1,645
Utilities paid by tenant (water, sewer, trash, electricity, gas)	\$320
Monthly rental amount (monthly affordable payment minus utilities)	\$1,325

SOURCE: CHFA 2023 INCOME LIMITS, CONSULTANT TEAM

MOBILE HOME PARKS

One mobile home park is registered with the State of Colorado's Department of Local Affairs—the North Fork Trailer & RV Park—located near Paonia.

Registered Mobile Home Parks Near Paonia, 2023

Name	Address	City	County	Registration Number
North Fork Trailer & RV Park	1514 Highway 187	Paonia adjacent	Delta	MHP-000730

SOURCE: COLORADO DEPARTMENT OF LOCAL AFFAIRS, DIVISION OF HOUSING MOBILE HOME PARK REGISTRY

Some of these homes likely cost 30% or less of their residents' gross income. When costs are affordable, but the home does not have a formal income restriction like a deed restriction, it is referred to as naturally occurring affordable housing. This makes their preservation important even though they are not located in the Town of Paonia.



INCOME-RESTRICTED AND SUBSIDIZED HOUSING

There is only one income-restricted property in Paonia: the Creek Vista Senior Living Apartments. These provide affordable independent living options for seniors aged 62 and older. There are 20 apartments at Creek Vista:

- 13 (65%) units have two bedrooms
- 7 (35%) units have one bedroom

Income-Restricted and Subsidized Rental Inventory - Paonia

Name	Address	Type of Subsidy	Who Is Housed	Units	Built
Creek Vista Senior Living Apartments	446 Vista Drive	9% LIHTC	Seniors 62+	20 [1]	2001

[1] One unit is being used to house the property manager.

SOURCE: NATIONAL HOUSING PRESERVATION DATABASE, DELTA COUNTY HOUSING AUTHORITY, CONSULTANT TEAM

Sixteen of the units are also subsidized through the federal Housing Choice (Section 8) voucher program, which pays the difference between the monthly rental amount and each tenant's affordable housing payment (30% of their gross income). Of these sixteen, five of them are project-based vouchers that stay with the units. On top of the monthly rent, tenants pay for electricity and internet, if desired.

As of early June 2023, there were 14 people on the waitlist for these units:

- 9 people on the list for a one-bedroom unit
- 5 people on the list for a two-bedroom unit



E. CURRENT AND PROJECTED HOUSING NEEDS

This section estimates the number of new housing units needed in Paonia through 2028 and relies heavily on information presented in previous sections, but mostly on direct feedback from local employers that filled out the employer questionnaire. The number of new homes needed is projected through 2028 and is quantified in two categories.

- **Catch-Up Needs** – the number of housing units currently needed to house workers commuting to Town each day for work and those filling open jobs.
- **Keep-Up Needs** – the number of units needed to keep up with future demand for housing based on projected job growth and backfilling jobs that will be vacated by retiring employees.

CATCH-UP NEEDS (CURRENT CONDITIONS)

In-Commuters

An additional 25 homes are needed to house in-commuters who are likely to move to Paonia if suitable housing they could afford is available. Creating such housing opportunities would reduce expenses for these workers and reduce emissions. Other benefits of housing near employment include a reduction in employee turnover and absenteeism, and increased community vibrancy and year-round occupancy.

Local employers who completed the questionnaire indicated that about almost 40% of their in-commuting employees (those who drive to work from locations outside of the Paonia area, which could include places like Somerset, Hotchkiss, Crawford, and Delta, or farther away like Montrose or Grand Junction), would be likely to move to Paonia if suitable housing they could afford were available.

Estimated Housing Units Needed to House In-Commuters

Total number of in-commuters	93
% that would move to Paonia area if suitable housing were available	39%
# that would move	36
Employees per households with a worker	1.47
New housing units needed (rounded to nearest 5)	25

SOURCE: 2023 EMPLOYER QUESTIONNAIRE, U.S. CENSUS BUREAU, 2017-2021 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES, CONSULTANT TEAM

Unfilled Jobs

Roughly 10 new housing units are needed to help fill unfilled jobs.

Estimated Housing Units Needed to Help Fill Jobs

Unfilled jobs	14
Jobs per employee	1.07
Employees filling jobs	13
Employees per households with a worker	1.47
New housing units needed (rounded to nearest 5)	10

SOURCE: 2023 EMPLOYER QUESTIONNAIRE, COLORADO DEMOGRAPHY OFFICE, U.S. CENSUS BUREAU, 2017-2021 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES, CONSULTANT TEAM



Pending Development Adjustments

No new projects are in the planning pipeline, so no downward adjustments were made to the 35 catch-up housing units needed. Due to the water tap moratorium, this is likely to be the case for about 3 years.

KEEP-UP (FUTURE NEEDS)

Job Growth

About 45 housing units are needed to keep up with job growth over the next 5 years, as projected by local employers. Housing shortages worsen when local job growth and the need for more workers exceed the available housing inventory.

Estimated Housing Units Needed to Fill New Jobs, 2023-2028

New jobs (through 2028)	74
Jobs per employee	1.07
Employees filling jobs	69
Employees per households with a worker	1.47
New housing units needed (rounded to nearest 5)	45

SOURCE: 2023 EMPLOYER QUESTIONNAIRE, COLORADO DEMOGRAPHY OFFICE, U.S. CENSUS BUREAU, 2017-2021 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES, CONSULTANT TEAM

Retiring Employees

Just under 20 new homes are projected to be needed to house new employees filling jobs vacated by current employees who will retire over the next 5 years.

I have some long-term employees but as they start to retire housing will become a real issue with the high rent and home prices.
- Local employer

Local employers are projecting that just under 50 current employees will retire over the next 5 years, 85% of which live in the Paonia area (excludes Hotchkiss, Crawford, and Somerset). Of those who live in the Paonia area, employers estimate that 36 will stay (and occupy a home) in the area. Employers estimate that four retirees who live in the area will not stay, but since housing prices are too high for most working households, it is assumed that the sale of their homes will not be to workers filling jobs vacated by other retirees.

Estimated Housing Units Needed to Fill Jobs Vacated by Retirees, 2023-2028

Number to retire over next 5 years	47
Number to retire who live in the Paonia area	40
Number to retire and likely to stay in the Paonia area	36
Employees per households with a worker	1.47
New housing units needed (rounded to nearest 5)	25

SOURCE: 2023 EMPLOYER QUESTIONNAIRE, U.S. CENSUS BUREAU, 2017-2021 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES, CONSULTANT TEAM

SUMMARY OF HOUSING NEEDS

An additional 105 housing units are estimated to be needed to help reduce in-commuting, fill available jobs, and keep up with new jobs and retirements. For simplicity, 100 new units is used below. This figure



is solely based on feedback received from local employers in response to the 2023 employer questionnaire and should be considered a conservative figure for the following reasons:

1. The employer questionnaire responses do not represent all local employers. It did, however, capture the majority of large employers in the Paonia CCD.
2. It does not account for employment projections of the West Elk Mine in nearby Gunnison County. Should coal prices remain high over the next 5 years, demand for housing in the Paonia area by mine workers, including the Town of Paonia, will remain as the mine seeks to maximize production. This was not accounted for because natural resource extraction jobs are volatile due to commodity price volatility among other variables, which makes forecasting challenging.
3. It does not account for the number of people on the waitlist for the Creek Vista Senior Living Apartments.
4. It does not account for the number of unhoused people in the Paonia CCD. The truly unhoused population appears to be very small, but not nonexistent.

Knowing that commuting is a way of life and that many working households will desire to live in other communities or outside of Town on larger lots where they can more easily grow food, keep animals, etc., all 100 units do not need to be constructed in Town. The summary table below, therefore, estimates the need assuming half are constructed in Town, which would begin to reverse historical commute patterns although many workers would still need to drive to work from elsewhere. The 20% column aligns with the U.S. Census Longitudinal Employer-Household Dynamics (LEHD) estimate of the share of workers who live outside of the Town boundary and commute in each day for work.

Estimate of Total Housing Units Needed through 2028

	Share of Housing Need Located in the Town of Paonia		
	100%	50%	20%
# of units to house in-commuters	25	12	5
# of units to help fill jobs	10	5	2
Total Catch-up Need	35	17	7
# of units to fill new jobs	45	23	9
# of units to fill jobs vacated by retirees	20	10	4
Total Keep-up Need	65	33	13
Catch-up and Keep-up through 2028	100	50	20

The current water tap moratorium precludes any new development at this time, but under normal circumstances, approximately 4 to 20 units would have to be built each year to meet this need, depending on the assumptions used.

Town records indicate that only 23 new homes have been permitted/built (includes change of occupancy) since 2015. This amounts to three to four new residences built or under construction per year on average. This rate would be about the number needed to retain current commuting patterns (20), except that many are priced too high for local working households.



Setting a housing production goal based on the identified need is a policy decision. Many communities set a goal somewhere between the current production rate and the full need, depending on local building capacity, available land and funding, and other community priorities.

Should there be a material change in economic conditions (e.g., mine closure, economic downturn or recession) over the next 5 years, the estimated number of housing units needed will also change. It is important, therefore, to monitor local economic conditions over time. Moreover, because the local housing market is relatively small, it will be important to start relatively small and test the market.

HOUSING NEED BY TENURE

Assuming the current share of owners and renters remains unchanged, 78% own and 22% rent, then 16 to 78 homes need to be built and sold and 4 to 22 need to be built and rented.

Estimate of Total Housing Units Needed through 2028 by Current Tenure Split

	Share of Housing Located in the Town of Paonia		
	100%	50%	20%
Catch-up and Keep-up through 2028	100	50	20
Own (78%)	78	39	16
Rent (22%)	22	11	4

SOURCE: RIBBON DEMOGRAPHICS, LLC, CONSULTANT TEAM

Yet because there are so few rental units in Town and very low rental vacancy rates, it is recommended that developers and policymakers prioritize investments in new rental units more heavily than this, such as a 50-50 tenure split. Doing so would result in the need for 10 to 50 units for sale and 10 to 50 units for rent.

HOUSING NEEDED BY INCOME LEVEL

New housing should generally be built in amounts proportionate to household income distributions; therefore, the number of units needed is distributed by the share of households by income in the table below. The number of units needed, and corresponding AMI range, is included below to assist public, private, and non-profits applying for federal and state funds tied to specific AMI thresholds (see Appendix A and B for additional AMI and household income information). In addition, it is important to note that many banks and private equity investors also look at household income data and demographics to better understand the local market.

The table below assumes that 50% of the housing need will be met by new construction in the Town of Paonia, or 50 units, and that of these, half will be rental units and half will be for sale. It also assumes the current distribution of household incomes by AMI remains steady through 2028. Based on current land and construction costs (see Cost to Build and Capital Gap below), many units will need to be priced below market rates, which will require changes to local policies and subsidies. Creativity and persistence will be needed to build at prices below market. The table below also shows that 24 units are needed below 80% AMI, which is the same number as the Town's Proposition 123 commitment and almost the same as the 23 units called for by a project-specific market study completed in January 2019.



Units Needed through 2028 by AMI [1]

	Rent	Own
<30%	9	3
30.1-60%	4	4
60.1-80%	2	2
80.1-100%	1	3
100.1-120%	1	2
120.1-160%	2	4
160.1-180%	2	2
>180%	4	5
Total	25	25

[1] Assumes 50% of total need built in Town and 50-50 tenure split.

SOURCE: CHFA 2023 INCOME LIMITS, RIBBON DEMOGRAPHICS, LLC, CONSULTANT TEAM

COST TO BUILD AND CAPITAL GAP

An understanding of the current costs to build in the State of Colorado in general, and specifically in Paonia, highlights a big challenge—the cost to build exceeds what a large share of local households earning local wages can afford.

Based on conversations with developers around the state and developers/builders in the Paonia area, the costs to build a home range from \$250 per square foot to \$400 per square foot, on average. The cost varies based on many variables, including the finishes, ability to access competitive subcontractor labor pools, and the cost of land. Other factors—most notably the scale of development—influence unit cost, with larger projects being more cost effective on a per-unit basis than small projects.

Like many parts of Colorado, the Paonia area has a limited supply of construction labor, especially skilled laborers. Local builders report that they would hire more people today, especially locals with the right skills, if they could find them, and that many area subcontractors are understaffed and overbooked.

As a recent case study suggests, for a community like Paonia without a deep pool of contractors and subcontractors, building homes at affordable cost may be a challenge. In Craig, Colorado, the Craig Housing Authority is seeking to build 20 units of affordable modular housing with an estimated cost of \$9.5 million. The homes are for sale and targeted to households at or below 120% AMI. While the price to build is \$475,000 per unit, the sale price is set at \$259,000 to \$310,000. The cost to build is being subsidized through state and federal housing grants to ensure an affordable price point. Although many factors influenced Craig's construction cost, it does provide a good case study as to the challenges of building homes that households earning their income locally can afford.

Numerous assumptions are used to identify the capital gap to construct seven for sale units and 22 rental units below.

For Sale Gap

Based on conversations with local builders, it appears that a 1,500 square foot, three-bedroom single family home with modest finishes and amenities could be built for around \$375,000 excluding the cost of land, although building at this price is currently very challenging. Adding an assumed \$85,000 in land



costs brings the total cost per unit to \$460,000. Note that the average cost of the five lots sold in town in 2021 and 2022 was \$105,400. Based on these assumptions, most local households are unable to pay for this house.

The capital gap to construct seven units at this price given a range of household incomes up to 120% AMI is estimated to be about \$1.5 million.

Capital Gap Between Construction Costs and Household Buying Power

	Household Income (3-person household) [1]	Maximum Affordable Purchase Price (3-person household) [2]	Gap between Cost to Build and Sales Price	Number of Units Needed [3]	Per Unit Gap x Number of Units Needed
Break Even Price	\$145,369	\$460,000	\$0		
60.1 - 80% AMI	\$62,640	\$198,200	-\$261,800	2	-\$523,600
80.1 - 100% AMI	\$78,300	\$247,800	-\$212,200	3	-\$636,600
100.1 - 120% AMI	\$93,960	\$297,300	-\$162,700	2	-\$325,400
Total Capital Gap (for sale units) [1]					-\$1,485,600

Based on a per unit cost of \$375,000 + \$85,000 land and limited infrastructure costs.

[1] 2023 CHFA Income Limits.

[2] Max purchase price assumes a 30-year mortgage at 7% with 5% down and 20% of the payment covering taxes, HOA, PMI, and insurance.

[3] Assumes the distribution by AMI in the "Units Needed through 2028 by AMI" table in this assessment, except that all households with incomes <60% AMI will rent, not own.

SOURCE: CHFA 2023 INCOME LIMITS, CONSULTANT TEAM

For Rent Gap

A basic analysis of the dollar shortfall (financing gap) to construct and rent 22 units to households with incomes at 80% AMI for a two-person household (\$55,680 per year and an affordable payment of \$1,392 per month) is \$5 to \$6 million.

An income corresponding to 80% AMI was used because federal and state funders typically use this AMI as the cutoff for multifamily rental projects.

It is important to note that construction costs can vary depending on site conditions, topography, and access to utility and street infrastructure. In addition, the limited local labor pool and subcontractors may also impact actual project prices.

In this example, the total development costs would be just under \$10 million using the following assumptions:

- 22-unit multi-family development on a 1.5-acre site, which would allow room for parking and other amenities.
- A building size of roughly 20,570 square feet – 850 square feet per unit plus a 10% allotment for shared space such as hallways and utility closets.
- \$25/square foot for site work and \$250/square foot for construction.



Total Capital Gap

The total capital gap to construct the seven for sale units up to 120% AMI and the 22 units at 80% AMI in the examples above is roughly in the range of \$6.5 million to \$7.5 million given the many assumptions relied upon. Changes to any of the assumptions used would yield different results and a larger capital gap dollar amount is possible.

The inclusion of this information is intended to highlight a key housing issue and challenge in Paonia – under current market conditions it is extremely difficult to build housing at price points that are affordable to many local households. This information can provide a basis for future grant requests, along with [\[Part 2, section x - forthcoming cross reference here\]](#) that includes a more detailed strategy for the development of an affordable housing project in Paonia.

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PART 2: HOUSING ACTION PLAN

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INSERT HOUSING ACTION PLAN

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APPENDICES

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APPENDIX A - FAMILY INCOME VS. HOUSEHOLD INCOME

The body of this report relies on the 2023 Colorado income limits, which are based on the Department of Housing and Urban Development (HUD) FY2023 Multifamily Tax Subsidy Program income limits. The federal HUD income limits are prepared annually and are the result of numerous data sources, tests, and adjustments. Details of the methodology are publicly available on HUD's website (www.hud.gov) and briefly summarized below, relying heavily on language from HUD documentation, as applicable to Delta County, Colorado, for FY2023.

- 1) HUD begins with historical American Community Survey (ACS) data (in this case 2017-2021 ACS) and uses the change in consumer price index (CPI) to adjust the historical ACS data to arrive at the rounded FY2023 estimate of median family income (\$75,900).
- 2) In Delta County, 50% of the Colorado non-metro median family income (\$45,450) is greater than half of the median family income presented in #1 above ($\$75,900/2 = \$37,950$), and therefore the higher amount is used and then adjusted. In this case, the adjustment is based on the maximum allowed increase from FY2022 and rounded down to \$43,500.
- 3) This figure (very low income, or 50% AMI for a family of 4 = \$43,500) is then adjusted for each family size from one to eight. Family sizes smaller than four are reduced by 10% per person, and those greater than four are increased by 8% per person.
- 4) The very low income, or 50% AMI figures, are then increased or decreased to match the AMI percentages. For example, the 100% AMI income threshold by family size is twice that of 50%.

Family Income

HUD income figures are predicated on the incomes of family households. Because family households tend to earn more than non-family households (people living alone and households comprised of unrelated roommates), the income dollar amounts for each AMI level are higher than if it accounted for all households in Delta County. This is true regardless of the Colorado non-metro median family income adjustment.

With this in mind, the household income and family income statistics reported by the U.S. Census Bureau's American Community Survey (ACS) are included below for reference.

Household Income

The median income of all households in the Town of Paonia (not just family households) is about \$53,600 per year. This means half of the households have an annual income lower than this, and half have a higher income.

There is a very large difference between households who own and those who rent. Renter households in Paonia have much lower incomes than owners (39% lower according to the most recently available

Why is this important?

Federal and state housing funding is linked to the use of Area Median Income (AMI) figures. Because the AMI amounts are artificially increased, more households in Paonia would qualify for housing developed with income restrictions tied to AMI than if data from other sources (e.g., the U.S. Census Bureau) were used.



2015-2019 ACS 5-year estimate). Renters across the county and state have incomes that are roughly half that of owners—52% and 47%, respectively.

Household Income, 2021

	Colorado	Delta County	Town of Paonia
Average income	\$107,446	\$72,549	\$72,552
Median income	\$80,184	\$51,803	\$53,646
<i>Median owner household income</i>	\$99,715	\$61,544	\$48,438
<i>Median renter household income</i>	\$53,087	\$29,611	<i>Not available</i>

SOURCE: U.S. CENSUS BUREAU, 2017-2021 AMERICAN COMMUNITY SURVEY 5-YEAR ESTIMATES

According to the 2017-2021 American Community Survey, the median family income in Paonia was \$69,167 and the median income of all households was \$53,646. This disparity is important in that single and roommate households, often renters, can afford a lot less than families that are larger (average family size is about three people). In addition, the most recently available median family income estimate in Paonia (\$69,167) is much lower than HUD's FY2023 published MFI of \$75,900, which means even more local households fall into lower AMI brackets.



APPENDIX B - AREA MEDIAN INCOME

The Area Median Income (AMI) is included throughout this report because it is a metric used by affordable housing funders. AMI is published annually by HUD for each county and varies by household size.

Delta County 2023 Income Limits

AMI	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
30%	\$18,270	\$20,880	\$23,490	\$26,100	\$28,200	\$30,300	\$32,370	\$34,470
50%	\$30,450	\$34,800	\$39,150	\$43,500	\$47,000	\$50,500	\$53,950	\$57,450
60%	\$36,540	\$41,760	\$46,980	\$52,200	\$56,400	\$60,600	\$64,740	\$68,940
80%	\$48,720	\$55,680	\$62,640	\$69,600	\$75,200	\$80,800	\$86,320	\$91,920
100%	\$60,900	\$69,600	\$78,300	\$87,000	\$94,000	\$101,000	\$107,900	\$114,900
120%	\$73,080	\$83,520	\$93,960	\$104,400	\$112,800	\$121,200	\$129,480	\$137,880
160%	\$97,440	\$111,360	\$125,280	\$139,200	\$150,400	\$161,600	\$172,640	\$183,840
180%	\$109,620	\$125,280	\$140,940	\$156,600	\$169,200	\$181,800	\$194,220	\$206,820

SOURCE: CHFA 2023 INCOME LIMITS, CONSULTANT TEAM

Households by AMI

The income distribution of households in the Town of Paonia by AMI is shown on the next page. It is the result of comparing the Delta County income limit figures above with what households in Paonia make. Because AMI represents the median family income of an area, it does not incorporate incomes from non-family single and roommate households that represent over half (54%) of households in Paonia. Therefore, household incomes in Paonia are generally lower than the family income limits presented above (see detailed explanation in Appendix A), and as a result, the share of households with incomes less than 100% AMI is more than 50% of households.

Why is this important?

Federal and state resources for homebuyers and housing development subsidies use AMI to determine whether families are eligible.

A large percentage of households in Paonia are in the lower tiers of the income scale. This aligns with other indicators of income disparity in Town, such as the share of households in poverty or using other public assistance programs.

- Almost one in five (18%) Paonia residents live in poverty, which is similar to the poverty rate in Delta County.
- Roughly 10% of Paonia households receive food assistance through Food Stamps/SNAP benefits.

The income disparity by tenure is highlighted in the figure below, which includes the income range of a two-person household for reference. About 59% of renter households and 37% of owner households have incomes of 80% AMI and under.



Town of Paonia Household Income Distribution by Tenure and AMI, 2023

AMI	Household Income Range (2-person household)	Renter Households	Owner Households	All Households
<= 30%	\$0-\$20,880	34%	12%	17%
30.1 - 60%	\$20,881-\$41,760	17%	16%	16%
60.1 - 80%	\$41,761-\$55,680	8%	9%	8%
80.1 - 100%	\$55,681-\$69,600	6%	10%	9%
100.1 - 120%	\$69,601-\$83,520	2%	9%	8%
120.1 - 160%	\$83,521-\$111,360	10%	17%	16%
160.1 - 180%	\$111,360-\$125,280	6%	6%	6%
> 180%	> \$125,280	17%	21%	20%
Total (2023 estimate)		150	525	675

May not sum to 100% due to rounding.

SOURCE: CHFA INCOME LIMITS 2023 (DELTA COUNTY), RIBBON DEMOGRAPHICS, LLC, CONSULTANT TEAM

About half (52%) of senior households (age 65+) have an income corresponding with 80% AMI or less. This includes 73% of senior renter households and almost half (47%) of senior homeowner households.



APPENDIX C - EXISTING PUBLIC HOUSING RESOURCES

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EXISTING PUBLIC HOUSING RESOURCES – JUNE 2023

Program	Population Served	Contact
Home Ownership		
Permanently Affordable Homeownership, Delta	Low-income individuals and households, 4 homes currently being rehabilitated	Habitat for Humanity, Delta County hfhofdelta@gmail.com AND Elevation Community Land Trust 720.822.0052 info@elevationclt.org
<i>Want to help? Volunteer for Habitat for Humanity of Delta County</i> <i>970.985.8489 or makisheila@yahoo.com</i>		
Home Buyer Education Classes – in-person (Grand Junction) or virtual classes held monthly	Prospective homebuyers	Housing Resource Center of Western CO 970.241.2871 Debh@hrwco.org
Home Loans, downpayment assistance and more , various types	First time homebuyers, VA, conventional, low-income	Community Resources & Housing Development Corporation 720.595.3704
Single Family Housing Direct Home Loans – payment assistance to help reduce mortgage payments temporarily	Low- and very-low-income	USDA Rural Development, Colorado Delta Office 970.399.8198 victoria.martinez@usda.gov nicki.barks@usda.gov
Rental Housing		
Housing Choice Vouchers (previously called Section 8)	Low-income people including elderly, disabled, families, and singles	Delta Housing Authority 970.874.7266 voucher@deltahousingauthority.org
<i>Want to help? Become a Housing Choice Voucher landlord</i> <i>Delta Housing Authority, 970.874.7266 extension 3 or 5</i>		
Project Based Voucher (PBV) for Creek Vista Apartments, Vista Drive, Paonia	Low-income people 62 years or older	Delta Housing Authority 970.874.7266 pha@deltahousingauthority.org
Project Based Voucher (PBV) for Residences at Delta Villa Street, Delta	Low-income people 62 years or older	Delta Housing Authority 970.874.7266 pha@deltahousingauthority.org
1-bedroom apartments and 2-3-4 bedroom single family homes Various locations, Delta	Low-income including elderly, disabled, families, and singles	Delta Housing Authority 970.874.7266 pha@deltahousingauthority.org
Alta Vista de la Montana Agricultural Worker Housing 7108 Hwy 50, Delta	Agricultural workers	Community Resources & Housing Development Corporation 970.874.6166

Program	Population Served	Contact
Home Repairs and Modifications		
Handy Helper – minor home maintenance and repairs	People over 60 years of age	Habitat for Humanity, Delta County AND Region 10 For services: 844.862.4968
<i>Want to help? Volunteer as a Handy Helper</i> 970.318.0995 or dobermeyer@region10.net		
Rehabilitation Loan Program – technical and financial assistance for general repairs and improvements	Low to moderate-income homeowners	Habitat of the San Juans 970.650.2502 steve@buildinglives.org
<i>Want to help? Volunteer for Habitat for Humanity of the San Juans</i> 970.650.2509 or whitney@buildinglives.org		
Weatherization Assistance Program – free energy efficiency and health and safety services	Income qualifying residents, including homeowners and renters	Housing Resource Center of Western CO , in partnership with Colorado Energy Office and DMEA 970.241.2871
Single Family Housing Repair Loans and Grants – loans for homeowners to repair, improve or modernize their homes; grants to elderly homeowners to remove health and safety hazards	Loans: Low- and very-low-income homeowners Grants: 62+ and unable to repay a repair loan	USDA Rural Development Delta Office 970.399.8198 nicki.barks@usda.gov
Counseling and Education		
Counseling and Education – pre-purchase, post-purchase, reverse mortgage (has a fee), financial capability, default	Everyone	Housing Resource Center of Western CO Intake: 970.773.9188
Counseling and Education	Prospective homebuyers, those in foreclosure, those wanting to improve their financial capability	Community Resources & Housing Development Corporation 303.428.1448
Walk-In Resource Center, Free Every Wednesday 11am-1pm	Everyone	Westminster Hall 135 4 th Street, Delta, CO 81416 970.874.7911
Emergency and Transitional Housing		
The Abraham Connection Homeless Shelter – emergency nightly shelter	Emergency shelter for men, women, and families. October 23 – mid-April, annually	The Abraham Connection 970.773.8290 abrahamconnectiondelta@gmail.com 480 Silver Street Delta, CO 81416
Haven House – transitional housing	Primarily serves families with children without safe housing	Haven House 970.323.5280 nfo@havenhousehomeless.org 4806 North River Road Olathe, CO 81425

Program	Population Served	Contact
Additional Resources		

Fertile Edge Community Land Trust: Currently being established. mmommaerts@gmail.com, 970.312.7489.

Colorado Housing Connects: Provides Coloradans with general housing and fair housing resources.

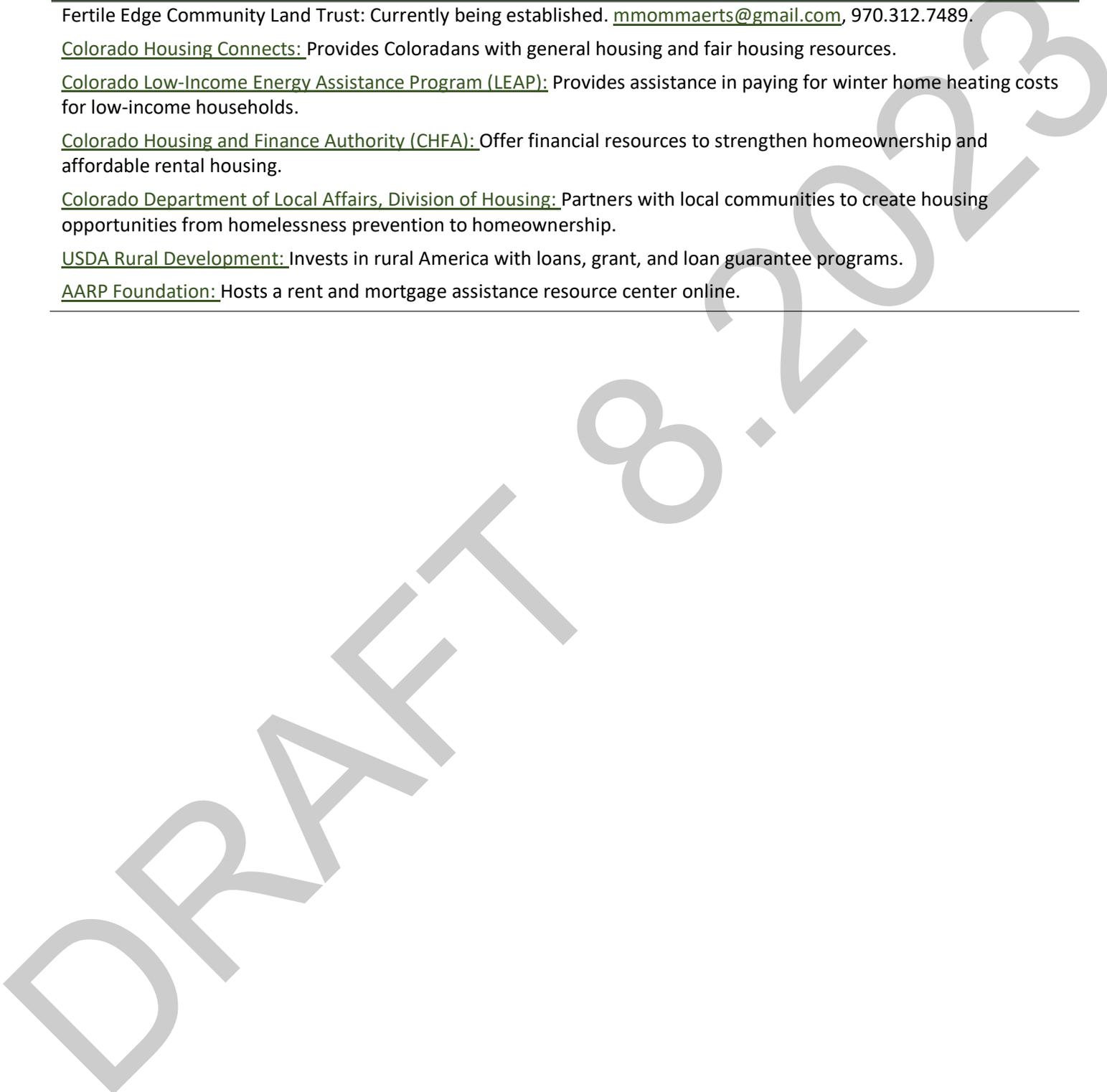
Colorado Low-Income Energy Assistance Program (LEAP): Provides assistance in paying for winter home heating costs for low-income households.

Colorado Housing and Finance Authority (CHFA): Offer financial resources to strengthen homeownership and affordable rental housing.

Colorado Department of Local Affairs, Division of Housing: Partners with local communities to create housing opportunities from homelessness prevention to homeownership.

USDA Rural Development: Invests in rural America with loans, grant, and loan guarantee programs.

AARP Foundation: Hosts a rent and mortgage assistance resource center online.



APPENDIX D - OPEN HOUSE SUMMARY

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DRAFT 8.2023





OPEN HOUSE - SUMMARY

HELD JULY 13, 2023, 5:30PM - 8:30PM

ELLEN HANSON-SMITH (TEEN) CENTER

Publicizing the Open House

The event was publicized widely via

- fliers on posting boards around town,
- Facebook posts on both the Town’s page and the Paonia Colorado Message Board page,
- published in a Town Board meeting packet,
- added to the Town’s website and calendar,
- listed on KVNF’s event page (and requested to be shared verbally on the radio),
- emailed directly to all emails collected during this project,
- emailed to organizations for them to share with their email lists, and
- fliers passed out at the farmer’s market.

Attendees

The project consultants from Urban Rural Continuum hosted this Open House and were supported by the following six volunteers throughout the evening, most of whom are also members of the Housing Task Force.

- Alicia Michelsen, The Learning Council
- Dave Knutson, Town Trustee
- Lyn Howe, Planning Commissioner
- Paige Smith, Town Trustee
- Patti Kaech, Realtor, Paonia Realty
- Jeremiah Paul, Fertile Edge Community Land Trust

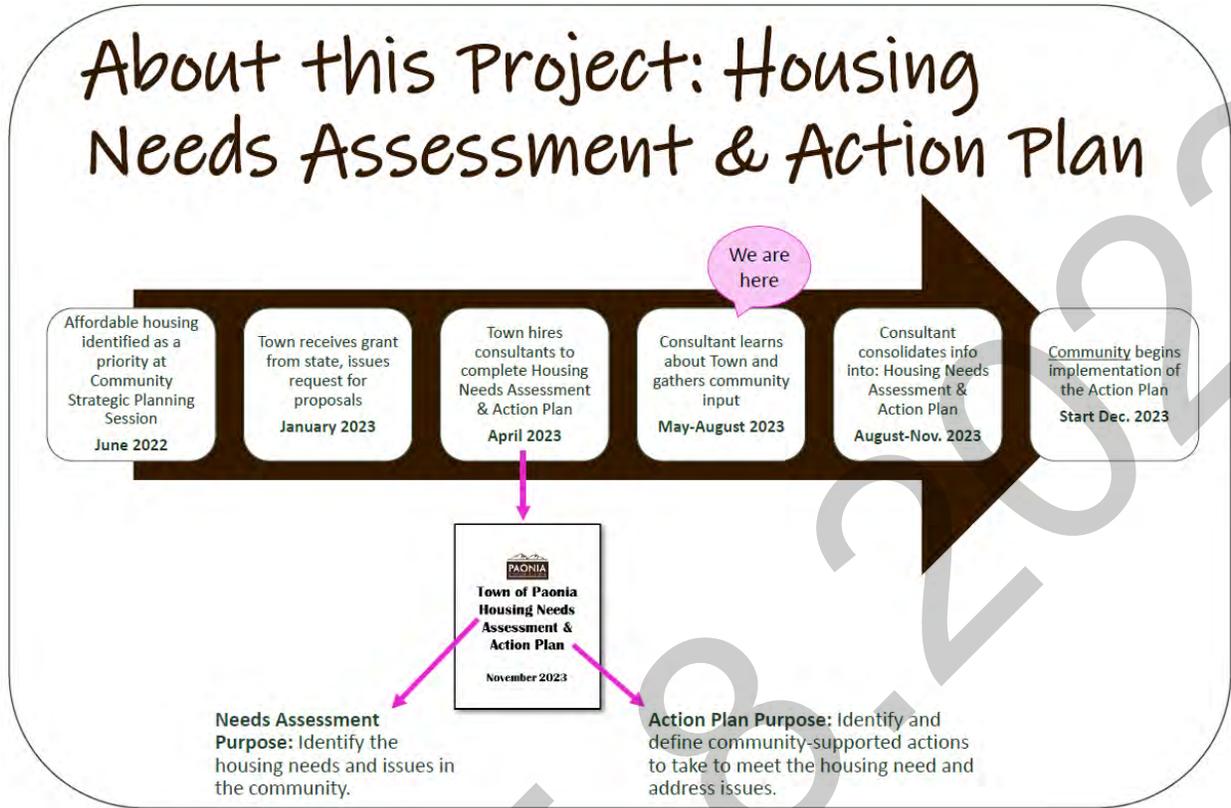
Throughout the evening, 31 community members and the volunteers participated.

Overview of Event and Feedback

The event was set up in a circuit with five stations.

1. **Start Here** - participants were greeted by volunteers and given instructions along with a handout, pen, 3 blue dots, and 3 yellow dots.

- 2. **Project Background** - participants learned a little about this project including how it came to be and what remained.



- 3. **Data & Issues** - participants were encouraged to read the two boards below, which framed the issues through data and other information.

Data and Issues

To educate and inform action planning.

Town of Paonia Population, 1940-2020

Year	1940	1950	1960	1970	1980	1990	2000	2010	2020
Population	1,117	1,247	1,083	1,191	1,425	1,403	1,487	1,451	1,447

Town of Paonia Age Distribution

Age Group	Under 18	18-24	25-34	35-44	45-54	55-64	65+
2010 %	2.8%	7%	11%	12%	14%	13%	21%
2020 %	2.0%	6%	10%	12%	11%	15%	28%

Town of Paonia Home Size Distribution by Number of Bedrooms

Bedrooms	Studio/1	2	3	4+
%	12%	36%	36%	15%

Town of Paonia Total Housing Units by Year Built

Year	<1940	1940's	1950's	1960's	1970's	1980's	1990's	2000's	2010's	2020's
%	34%	7%	6%	5%	13%	9%	8%	6%	3%	1%

Town of Paonia Housing Unit Distribution by Building Type

Building Type	Single Family	Mobile/Manufactured	All Other (1)
%	87%	6%	7%

Town of Paonia Household Size Distribution

Household Size	1-person	2-person	3-person	4+ person
%	39%	34%	10%	17%

Callouts:

- The town's population has changed very little over time.
- The town's population is aging.
- Home size is misaligned with household size.
- The housing stock is very old and many need repairs.
- The housing stock is very homogenous.
- Seniors have trouble downsizing and small households live in larger homes than needed.

Data and Issues

To educate and inform action planning.

Home prices have increased 3 times faster than wages.

Commuting to work is prevalent and expensive.
 ~80% of those employed in the Town of Paonia drive there for work
 ~80% of workers who live in the Town of Paonia drive elsewhere for work

Building costs exceed what most locals can afford.

Zoning rules contain barriers to affordable housing.
 For example, it is difficult to build "missing middle" housing types and add gentle density.

Short-term rentals have reduced housing choice.
 There are as many as 30 short-term rentals in the Town of Paonia (about 10 more than two years ago).

Rental options are limited and unaffordable for many locals.
 The rental market is relatively small, limiting options. Prices are too expensive for many locals. Those looking to move to town for work are unable to tap into the word-of-mouth portion of the market.

Too few homes for sale affordable to locals.
 Many residences need fixes or updates too. The least expensive home listed in early June was \$350,000. A local household would need to make about \$110,000 per year to afford this home, which is more than about 74% of local households make.

Locals struggle to compete with cash buyers.

The water tap moratorium has fixed the supply of housing.
 Prices will tend to be sticky or even go higher with continued demand.

Town of Paonia, Homes Purchased with Cash Per Year

Year	Percentage
2017	49%
2018	37%
2019	43%
2020	34%
2021	37%
2022	62%

SOURCE: MLS COURTESY OF WALDORF REALTY, CONSULTANT TEAM

Participants were then asked to vote for their top three issues, although all three votes could go to one issue. Votes are tallied in the table below.

Issues	Votes Received
Short-term rentals have reduced housing choice.	21
The water tap moratorium has fixed the supply of housing.	17
Rental options are limited and unaffordable for many locals.	15
Too few homes for sale affordable to locals.	9
Home prices have increased three times faster than wages.	7
Zoning rules contain barriers to affordable housing.	7
Building costs exceed what most locals can afford.	6
The housing stock is very old and many need repairs.	4
Home size is misaligned with household size.	2
Locals struggle to compete with cash buyers.	2
Commuting to work is prevalent and expensive.	1
The housing stock is very homogenous.	1
The town's population has changed very little over time.	0
The town's population is aging. 43% of residents are 55+ years old.	0

4. Tools - participants were asked to vote for their top three tools. All three votes could be applied toward one tool if desired. The boards offered quick explanations of each tool and participants could read printed handouts with additional considerations if desired. Many participants took their time and sat down with the handouts to read through them, then placed their votes. Many conversations were held among participants, consultants, and volunteer Housing Task Force Members. Votes are tallied in the table below.

Tools	Votes Received
Allow for Accessory Dwelling Units (ADU)	12 [1]
Short Term Rental (STR) Restrictions	12 [2]
Public-Private Partnerships to Build Affordable Housing	11
Small Scale Development and Sweat Equity for Homeownership	10
Allow Gentle Density	8
Align Community Infrastructure Investments	7
Utilize, Promote, and Build on Existing Resources	7
Acquire Land/Bank Land	6
Update Zoning Regulations to Remove Barriers and Add Incentives	5
Annexation Policy	4
Dedicated Funding Stream	3
Create a Density Bonus	2
Deed Restriction Policy	2
Housing "One Stop Shop" Hub	1
Right of First Refusal on Housing	1
Revise Parking Requirements	1
Fee Deferral	0
Fee Reimbursement or Waiver	0

[1] The consultant team heard a lot of support for ADUs prior to this Open House so votes could be applied to either or both of the two ADU options presented if desired - 5 votes were received for "Allow in all residential areas" and 7 votes were received for "Allow in some residential areas."

[2] The consultant team heard a lot of support for STR restrictions prior to this Open House so votes could be applied to either or both of the two STR restriction options presented - 7 votes were received for "Prohibit completely" and 6 were received for "Limit the total allowed."

- Next Steps** – participants were presented with the board below that identified next steps, the timeline and deliverables of this project. Handouts were also collected at this final station. All submitted handouts are attached. The consultant team has reviewed all comments and will incorporate, as appropriate, in the development of the Needs Assessment and Action Plan.



Open House Handout

Paonia Housing Needs Assessment & Action Plan

July 13, 2023

Station #1 Start Here

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- 2) **Goal:** To gather input from the community to inform the development of an implementable Housing Action Plan that the community supports by:
 - a. Determining which housing issues are most pressing to the community.
 - b. Getting input on which tools are most favored by the community.

Station #2 Background

- 1) Review the board to learn about this project.
- 2) Things to keep in mind:
 - o Housing is affordable when the monthly payment (rent or mortgage, plus utilities) is equal to no more than 30% of a household's gross income (i.e., income before taxes). This applies across the income spectrum, from minimum wage to six figures and above.
 - o There is no one solution to housing affordability.
 - o Public, private, and non-profit sectors have a role to play in housing solutions in addition to community members.

Station #3 Data & Issues

- 1) Browse through the data on the boards. Read through the issues.
- 2) **Vote on your top 3 most pressing issues** by placing a blue dot in the designated area.
- 3) Comments on data and issues (anything missing, inaccurate, surprising, etc.):

I appreciated the info on seniors and that you included a "tool" to try and match seniors living alone with a roommate to help them out. Tricky but I have seen it work successfully.

Station #4 Tools

- 1) Read through all 3 boards of potential tools to address housing issues. If you want to learn more about any of these tools, read the printouts that include detailed considerations. You can also visit <https://officials-housing-toolkit.cdola.colorado.gov/> on your phone to learn even more.
- 2) **Vote on your top 3 most favored tools** across all 3 boards by placing a yellow dot in the designated area.
- 3) Comments on tools (details about tools on the boards or other tools you would favor):

The difficulty we have getting changes through the town board of trustees is an issue. Accordingly, I voted for the "low hanging fruit" but I do see the value of adjusting the zoning laws and fee structure once the moratorium has lifted. I would like to see follow up tools or have a follow up discussion once some changes have been made.

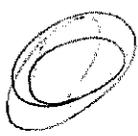
Station #5 Next Steps

- 1) Other comments:

see above. Communication is key! - Keep the public apprised of what is happening (and how those actions were selected) at every step of the way.

- 2) Please **drop off this paper** in the drop box or with a volunteer.

Thank you for your participation and interest in Paonia remaining a complete and vibrant community!



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- 2) **Vote on your top 3 most pressing issues** by placing a blue dot in the designated area.
- 3) Comments on data and issues (anything missing, inaccurate, surprising, etc.):

Basic economics says to grow there needs to be jobs —

Station #4 Tools

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- 3) Comments on tools (details about tools on the boards or other tools you would favor):

Why not use existing resources - Delta Housing Authority. Don't recreate wheel.

Provide accessible to water - West Elk taps available ???

Work w/ low income homebuyers - loans, etc

Station #5 Next Steps

- 1) Other comments:

Keep public informed

- 2) Please **drop off this paper** in the drop box or with a volunteer.

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- 3) Comments on data and issues (anything missing, inaccurate, surprising, etc.):

With the large number of seniors I would imagine the demand for smaller homes would be greater. Is there any way to capture if that is actually the case? Realtors?

Station #4 Tools

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- 3) Comments on tools (details about tools on the boards or other tools you would favor):

I would promote land banking if it was paired with the development of affordable housing.
 My 4th choice was to limit STR to some properties and to allow owners who live on the property and have been running one for years to continue.

Station #5 Next Steps

- 1) Other comments:

I greatly appreciate this exercise and especially the data presented before we were asked to make decisions. It helped me make more informed choices.

- 2) Please **drop off this paper** in the drop box or with a volunteer.

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- 3) Comments on data and issues (anything missing, inaccurate, surprising, etc.):

Missing data

Total # of housing units
 # of units being used for STR
 # of units unoccupied (perhaps due to real estate speculation)
 # of long-term rentals
 average lease length on ~~the~~ rentals
 average rental price

Station #4 Tools

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Many of these tools have very different impact windows and fail to estimate the impact. For instance, a STR rental ban would add 100 units overnight, while affordable housing initiatives with new construction might add 20 units over a 5 year period. We should prioritize impact in a timely manner

Station #5 Next Steps

- 1) Other comments:

Any solution should emphasize community led initiatives over the current affordable housing industrial complex that is mainly profit driven and operates on a scale that is too large for a town of 1500.

- 2) Please **drop off this paper** in the drop box or with a volunteer.

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① Need local (town only) data on needs assessment - what is the quantifiable need for what demographic groups

② Need to consider employment opportunities - current & future

③ Need to consider sources of income - there is a high percentage of "mailbox income" in town & in the county.

④ The town needs to increase population in order to survive - towns < 2000 are at a serious disadvantage because

base
of
minimal

Station #4 Tools

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There is an educational opportunity for
 in farming the public about the role of
 the town in the process. Many people object
 to the town paying for housing a
 about private-public partnerships -
 Look at what Ridgway has done - they have
 several on-going housing projects

Station #5 Next Steps

- 1) Other comments:

Don't let this sit on a shelf - Set priorities
 and do something! You have to start
 from where you are, set the plan and
 push through the small percentage of
 nay-sayers & do-nothings!

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- 3) Comments on data and issues (anything missing, inaccurate, surprising, etc.):

"Affordable" is a term fraught with problems. It sidesteps many issues that affect us. "Price controlled" "low income"

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- 3) Comments on data and issues (anything missing, inaccurate, surprising, etc.):

*• Comes a lot - thanks -
 - at first look - a couple things were surprising to me
 but upon further consideration - not really -*

Station #4 Tools

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- 3) Comments on tools (details about tools on the boards or other tools you would favor):

*- Awesome information on what's available -
 I'd like to see movement in the ADU area - one might see current homeowners put "tiny homes" in their yards to rent out - as long as infrastructure is available - it my help*

Station #5 Next Steps

- 1) Other comments:

Bigger practice area - business owners who want to expand - cannot due to lack of infrastructure to place building - etc - my business will plateau due to these lacks -

Thank you for doing this

- 2) Please **drop off this paper** in the drop box or with a volunteer.

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- 3) Comments on data and issues (anything missing, inaccurate, surprising, etc.):

I found it surprising that so many homes were purchased with cash in 2022!

Affordable housing is very important for young families in Paonia! Both rentals and home purchases.

Station #4 Tools

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- 2) **Vote on your top 3 most favored tools** across all 3 boards by placing a yellow dot in the designated area.
- 3) Comments on tools (details about tools on the boards or other tools you would favor):

There are a lot of tools, I found it hard to vote for only 3.
The topics ~~are~~ explanations are easy to understand.

Station #5 Next Steps

- 1) Other comments:

- 2) Please **drop off this paper** in the drop box or with a volunteer.

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Open House Handout

Paonia Housing Needs Assessment & Action Plan

July 13, 2023

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Station #3 Data & Issues

- 1) Browse through the data on the boards. Read through the issues.
- 2) **Vote on your top 3 most pressing issues** by placing a blue dot in the designated area.
- 3) Comments on data and issues (anything missing, inaccurate, surprising, etc.):

address zoning barriers to affordable housing
 limit/cap/tax short-term rentals
 use ad-hoc committees (trustees + public) to address priority
 projects/fund that will overturn to water moratorium

Station #4 Tools

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- 3) Comments on tools (details about tools on the boards or other tools you would favor):

Lots of free \$ out there for land banking & building
 public/private/non-profit partnerships are key
 updating zoning reg's a no-brainer

Station #5 Next Steps

- 1) Other comments:

Prioritize affordable housing & take care how much is tilted. Creative strategies. An ad-hoc committee?
 Non-profit partners may be more suitable than partnerships w/ private sector with more vested interest.

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~~I believe the 30~~

How did you come ^{to} find that there are ^{only} 30 short-term rentals?

Are these Airbnb only?
I believe there are many more.

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A complete inventory of the housing & vacant lots would have been useful as well as % of them being Airbnb

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annexation will be flight tooth & nail because no one in the eq wants to be under the Towns Rule for building etc.

Station #5 Next Steps

- 1) Other comments:

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** Labor challenges - having low income housing prioritized for people who work in Paonia would be awesome **
 * For those of us just outside town limits, having resources for how to build housing / ADU's on personal property
 * Would love more info on the current annexation policy
 → oops, these are just random notes

Station #5 Next Steps

- 1) Other comments:
 I'm wondering how to continue to be involved, only found out about this by luck at the farmers market on Tuesday. We live in the county but still happy to help! Feel free to reach out via email - 

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Dedicate housing to minimum wage employees who work in the town. As Hatcher and Delta grow, employers will not be able to offer competitive wages to get employees to commute to Paonia. This will put a bigger strain on small businesses that will shut many down as time goes on.

Station #5 Next Steps

- 1) Other comments:

With the aging population of Paonia, making sure there is affordable housing for the people who will take care of the elderly, who work in the shops, public servants, and small businesses. No one is going to drive 30 minutes for \$31,000 a year, when they can get the same money living and working in Delta.

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Too much info to read, comprehend + decide on in this amount of time!

Station #5 Next Steps

- 1) Other comments:

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Open House Handout

Paonia Housing Needs Assessment & Action Plan

July 13, 2023

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Station #3 Data & Issues

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Provide networking for people living in more space than they need to find people who need housing

Encourage cooperative household/community houses as rentals

Give incentives to build actual cohousing rather than mini subdivisions

It was surprising how many houses are inhabited by ~~single~~ ^{one} individuals

Hire a building inspector as a service position rather than a corporate entity motivated to collect as many fees as possible

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We need carpenters/apprentices for people power to build/training
 Involve local banks and accountants
 Teach people skills to be able to upgrade their home
 Providing jobs and developing an apprenticeship program

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- 3) Comments on data and issues (anything missing, inaccurate, surprising, etc.):

Very complete appearing. Complex issues & potential solutions

Station #4 Tools

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- 3) Comments on tools (details about tools on the boards or other tools you would favor):

So many good ideas. Question is which are really practicable.

Station #5 Next Steps

- 1) Other comments:

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- 3) Comments on data and issues (anything missing, inaccurate, surprising, etc.):

↓

Let FREEDOM REIGN
 Let BUSINESS FLOURISH
 * NO NON-PROFITS & NO GOV'T
 INTERFERENCE

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NONE

Station #5 Next Steps

- 1) Other comments:

PRENATURE TO BE PLANNING
THIS NOW
~~FOR~~ A TARIUM WON'T BE LIFTED
UNTIL WATER SYSTEM FUNCTIONING

- 2) Please **drop off this paper** in the drop box or with a volunteer.

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Require air BNB to also rent to locals. Example: Local can rent 3/4 of square footage with privacy; remaining 1/4 footage can be Air BNB

Station #3 Data & Issues

- "Old" housing is irrelevant; some old houses are better than new ones
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one choice "Building costs exceed what most locals can afford"
 The word "building" is confusing. It assumes a new structure?
 Would "Housing" be a better word?

"The water tap moratorium has fixed t. supply of housing" Is someone playing games? I have heard water supply is seasonal & that town is dumping excess water at those times of abundance instead of storing it.

zoning chart in your display made no sense to me; needs explanation key

people age differently today: one of my grandma's was in a nursing home around my age; whereas I maintain home & acreage

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- Question: How many of the short-term rentals are owned/operated by people who reside locally?
vs. How many STRs are owned/operated by outside interests?
- It was surprising and helpful to see the disparity between housing needs and housing availability (Not enough one-room dwellings)
- Very surprised to see the prevalence of commuting in our community
Why can't the people who work here afford to live here?

- Most surprising data was the dramatic increase of "cash" home purchases made in 2022 vs. 2021. Are these buyers moving to Paonia and living here?

Station #4 Tools

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- 3) Comments on tools (details about tools on the boards or other tools you would favor):

1. Update Zoning ~*allow for ADUs or*allow gentle density
 update parking requirements
 Align Community Infrastructure Investment
 Annexation Policy
 Right of first refusal on housing.

2. Regulate Short-term Rentals!
 This is the most-obvious, biggest bang-for-buck tool in our kit. STRs must be regulated AND enforced.
 Regulation should allow local residence to generate income from rentals while prohibiting outside investors from making a business from Paonia rental income (which essentially commercializes our residential district.)

Station #5 Next Steps

- 1) Other comments:

It seems to me that many of the tools presented could be implemented by the town for low cost by changing the zoning and codes and allowing Paonians to grow Paonia. Help Paonians use/find the resources available to maintain aging home. Allow ADUs or multi-family units in more areas of town. Add density and preserve green space and public access recreation areas.

!!! DO NOT ENCOURAGE (or ALLOW) DEVELOPERS !!!

- 2) Please drop-off this paper in the drop-box or with a volunteer. We challenge the status-quo and unsustainable paradigms. ~~Yes, we need more housing,~~ Yes, we need more housing, more affordable housing, but we do not need outside developers to solve this problem! Use the existing infrastructure map to Thank you for your participation and interest in Paonia remaining a guide rezoning ~~complete~~ complete and vibrant community! to allow the residents of Paonia to profit from the "growth" in Paonia.

The simple answers may be the most effective here.

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Station #3 Data & Issues

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- 2) **Vote on your top 3 most pressing issues** by placing a blue dot in the designated area.
- 3) Comments on data and issues (anything missing, inaccurate, surprising, etc.):

Very limited options in Paonia
Seniors stuck in large houses
Families stuck in ^{too} small homes } *Do something about migrating*
Similarly 30% residents commute out
while 80% job holders " in

Station #4 Tools

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Being really creative about a housing program that combines public ownership of the land, private equity funding & sweat equity by future owners that helps the family build wealth

Station #5 Next Steps

- 1) Other comments:

Try to avoid clustering low income people together in one place - isolating them from the diversity of our community

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Who are the people who need housing? Do they work? Are they old, young? Are they short term? Do they want to experience a hipster mountain town for a few months and then move on? could they rent rooms or do they need houses?

Station #3 Data & Issues

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- 2) **Vote on your top 3 most pressing issues** by placing a blue dot in the designated area.
- 3) Comments on data and issues (anything missing, inaccurate, surprising, etc.):

old housing stock shouldn't be torn down.
 New housing is never as charming & aesthetic
 Where are the local jobs for new residents. There isn't much here (look at help wanted ads!)
 We shouldn't encourage commuting from Paonia communities for income people to commute to Delta & Montrose & Junction.

Maybe don't make global warming worse with commuting by housing people who are forced to And work elsewhere

I don't want my tax dollars subsidizing others while I struggle and cut back. Don't feel building department should be self-supporting "sales tax revenue from Dependable Lumber benefits from greedily"

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*LOW-COST BUILDING PERMITS

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PRIVATE & FREE ENTERPRISE

Station #3 Data & Issues

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NONE

Top Paonia responsibilities LIMITED to planning & zoning
 *NOT Buying LAND or Properties
~~responsibilities~~ RENOVATE OLD HOUSES
 Building permits are extremely expensive, discouraging
 Got RID of SHUMCO DA & rehab
 # DAN REARDON #
 Home owners build their ADU's, set the rental cost
 and find tenants

FREE!!!
17ar ket

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- 1) Review the board to learn about this project.
- 2) Things to keep in mind:
 - o Housing is affordable when the monthly payment (rent or mortgage, plus utilities) is equal to no more than 30% of a household's gross income (i.e., income before taxes). This applies across the income spectrum, from minimum wage to six figures and above.
 - o There is no one solution to housing affordability.
 - o Public, private, and non-profit sectors have a role to play in housing solutions in addition to community members.

Station #3 Data & Issues

- 1) Browse through the data on the boards. Read through the issues.
- 2) **Vote on your top 3 most pressing issues** by placing a blue dot in the designated area.
- 3) Comments on data and issues (anything missing, inaccurate, surprising, etc.):

I feel that short term rentals are the biggest, and ~~one~~ most easily fixed issue. It is my opinion, that the town of Paonia should prohibit the short-term rental of entire houses. More apts or accessory dwelling units for singles, low-income folks & elderly are needed.

Station #4 Tools

- 1) Read through all 3 boards of potential tools to address housing issues. If you want to learn more about any of these tools, read the printouts that include detailed considerations. You can also visit <https://officials-housing-toolkit.cdola.colorado.gov/> on your phone to learn even more.
- 2) **Vote on your top 3 most favored tools** across all 3 boards by placing a yellow dot in the designated area.
- 3) Comments on tools (details about tools on the boards or other tools you would favor):

I don't think that the Town of Paonia should be in the housing business. The town is not equipped to add more to its management plate.

Affordable housing is crucial to the town for many reasons, including allowing people who work in town afford to live in town

Station #5 Next Steps

- 1) Other comments:

As a business owner in town, I see affordable housing availability as a constant stress for my employees. When someone's rental is sold to an out-of-towner to be airbnb'd, there's a big concern that another place will not be available.

- 2) Please **drop off this paper** in the drop box or with a volunteer.

Thank you for your participation and interest in Paonia remaining a complete and vibrant community!

APPENDIX E - TASK FORCE MEETING SUMMARIES

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PAONIA HOUSING NEEDS ASSESSMENT AND HOUSING ACTION PLAN

Housing Task Force Meeting 1 - Summary

Wednesday, May 24,
2023

5:00 – 6:30 pm

Town Hall

Introductions

In attendance: Patty Kaech, Dave Knutson, Bobby Reedy, Alisha Michelsen, Marissa Mommaerts, Linda McCone, Paige Smith, Mary Difranco, Andrew Coburn, Shay Coburn

Top housing issues: housing affordability in general, people wanting to maximize sale prices/rental income, lack of good jobs, aging housing and residents, need for housing upkeep/maintenance, high utility costs, short term rentals, water moratorium, health impacts, out of town investors, and more.

Project Overview

This project includes using data to identify the housing needs and issues in the community (Needs Assessment) and developing a plan to help meet that need and address issues (Action Plan). Please visit www.urbanruralcontinuum.com to see examples from other Colorado communities. While this project will not solve all issues related to housing affordability, it will create a path for the community to address the issues. Although the Town Board plays a key role, keep in mind that this is a community-wide project and the public, private, and non-profit sectors have a role to play in the solutions.

Project Principles

- No surprises: regular Board updates and community participation
- Strong coordination with Master Plan efforts
- Avoid going to the well too many times: don't exhaust public participation
- Don't reinvent the wheel: use past plans and studies when applicable
- Be realistic: see Paonia as it is and plan within its capacity
- Keep it simple: documents will be clear and concise

Role of the Task Force

You are project advocates and champions of this effort for your community. We want you to help connect the community to this project and connect us to the community. We hope you can attend three more Task Force meetings and the housing-specific open house, review draft documents, and provide guidance and input. Trustees Smith and Knutson are the project's Board liaisons.

What Has Been Completed and What is Coming Up

Completed: Kicked off the project, reviewed background docs, worked on forming the Housing Task Force and planned first meeting, started data collection, created list of existing housing resources that will be refined throughout the project, drafted employer questionnaire, created page on Town's website about the project and to collect email addresses for project updates.

We are working on: Finalizing the Housing Task Force, publishing the employer questionnaire, preparing for interviews/focus groups, conducting interviews and focus groups, data analysis, and developing an initial list of strategies.

Monthly updates are being provided to the Town Board for the first meeting of each month. Please see the updates for more information.

For Discussion

- Schedule
 - Task Force meeting #2 for the week of June 19 – *Planned Wednesday, June 21, 5-6:30pm*
 - Open house for the week of July 10 – *Planned for Thursday, July 13, 5:30pm, location and other details to be determined.*
- Terminology – affordable housing, community housing, etc.
 - What term(s) should we all use and not use?
 - Affordable housing is typically defined as housing that costs no more than 30% of a household's gross income. This way it is a simple math problem that is applied the same way whether a household's income is \$25,000/yr. or \$250,000/yr.
 - *"Affordable housing" can be a problematic term and is mis-used by many. We will use the definition that housing is affordable when the monthly payment (rent or mortgage, plus utilities) is equal to no more than 30% of a household's gross income (i.e., income before taxes). This definition is industry standard and used by federal and state housing programs. This applies across the income spectrum, from minimum wage to six figures and above.*
 - *"Housing for the Community" is the Task Force's preferred term and it means, dwellings occupied by residents who live and/or work in Paonia. This concept is sometimes referred to as "workforce" or "attainable" housing. The intent is that community housing meets the full range of rental and ownership housing types and prices needed to support household changes over time and ensure Paonia remains a complete and vibrant community.*
 - *The consultant team will be sure to define any technical terms used. Terms can be revisited with the Task Force later in the project if needed.*

- Employer questionnaire – what is this and why is it helpful? Please review. What is the best approach for us to publicize this to local employers?
 - *The consultant team hopes to learn from employers about the demand for housing, commuting patterns, impact of housing on operations and housing issues and needs. This is data that is not available elsewhere.*
 - *This questionnaire will first be shared with the Task Force for their input. Then it will be shared with businesses in and around Paonia, not employers solely in other towns.*
 - *The Task Force expressed concerns that the Paonia residents who employ themselves through one or more cash jobs will likely not fill out the survey which may leave a gap in the data.*
 - *The Task Force will help spread the word to employers and those self-employed to fill out the questionnaire.*
- Interviews/Focus Group – we need to connect with local realtors, property managers, builders, and others to help inform the Needs Assessment. Discuss who might be helpful to connect with.
 - *The group brainstormed a list. The Consultant team will connect with those identified.*
- Project goals.
 - *The group brainstormed what people were not yet represented by the Task Force. Those identified will be contacted with an invitation to the Task Force.*

What the Task Force Should Do After This Meeting

- Save the date and plan to attend the next Task Force meeting and Open House. *See dates above.*
- Complete a test run of the draft employer questionnaire and send comments to andrew@urbanruralcontinuum.com by end of day on Friday, May 26. Also help us get local employers to fill it out. *Link to be provided via email.*



PAONIA HOUSING NEEDS ASSESSMENT AND HOUSING ACTION PLAN

Housing Task Force Meeting 2 - Summary

Wednesday, June 21,
2023

5:00 – 6:30 pm

Town Hall

Introductions

In attendance: Linda McCone, Alicia Michelsen, Bob Reedy, Dave Knutson, Paige Smith, Jennica Schevene, Patti Kaech, Gia Fanelli, Marissa Mommaerts, Mary DiFranco, Lyn Howe, Molly Wheelock, Andrew Coburn, Shay Coburn.

Consultant Update: What Has Been Completed and What is Ongoing or Coming Up

Completed: project kick off, formation of the Task Force, Task Force meeting 1, review of past plans and studies.

In progress: employer questionnaire (getting a good number of responses, will work to get more), interviews (completed about 10, have about 5 more), drafted resources list, data gathering and analysis, drafted issues, drafted potential actions list, and planning for the Open House.

Coming up: targeted outreach, Open House event, draft Housing Needs Assessment, and continue to refine the list of strategies.

For Discussion

- Housing Resources Document – see attached, review and finalize
This document summarizes existing public housing resources. This will be clarified on the document. The Task Force was concerned that many of these resources are Delta-centric and expressed a desire for more in Paonia.

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- **Open House: July 13, 5:30-8:30pm, Teen Center** – *the Teen Center is now called the Ellen Hanson-Smith Center, but people may not know it this way. When publicizing the Open House also say something like “Teen Center in Paonia Town Park”*
 - **Format** – *a true open house where people can arrive at any time and stay for 30 minutes to the full 3 hours. This will be made clear when the event is advertised.*
 - **Content** – *there will be a circuit for people to follow beginning with a Start Here table that gives instructions for the event and defines the goals. The 2nd station will include information about the project. The 3rd station will be about existing conditions and issues – and voting on top issues. The 4th station will display potential actions and provide an opportunity to vote on preferred actions. Consultants will create a summary of feedback received during the Open House and share that with the public.*
 - **Plan to publicize** – *fliers will be posted around town, shared on Facebook, sent to email addresses collected thus far, and some other organizations will share with their members. KVNF was identified as another important way to publicize the event.*
 - **Will need volunteers to help host a station** – *many of the Task Force members volunteered to help at the Open House. Consultants will be in touch with roles and details.*
- **Review Initial Issues and Actions** – see attached, review and refine to assist consultant team in preparation for the Open House

Issues: A few surprising items were discussed like age distribution showing an aging community, the number of short-term rentals not being higher, and how cash purchases of homes have increased. Discussed that most data shared at the meeting is representative of residents living within the town boundary, which is the geographic scope of this project. Some data inclusive of nearby areas in unincorporated Delta County will be used/referenced (like area jobs data to inform housing demand). Discussed many issues happening in the area and nationally. The information in the issues document is generally okay to present at the Open House with a few tweaks.

Actions: The water moratorium was discussed and some of the actions will be adjusted to clearly reflect that reality. Discussed current zoning and it was clear there is a desire to dig into that topic further to potentially adjust current zoning regulations and the zoning map. Generally, the list of potential actions presented is okay to present to the public during the Open House with the few edits discussed at the meeting.
- **Schedule Task Force meeting #3** – July 31, August 1 or 2 – *likely August 2 at Town Hall. The meeting date and details will be confirmed via email.*
- **Targeted Outreach** – *we plan to connect with various groups to gather more input. Any ideas and contacts? A list of ideas was compiled. The consultants will reach out to this list.*

What the Task Force Should Do After This Meeting

- Plan to attend the Open House on July 13, 5:30-8:30pm, Teen Center.
- Plan to attend the next Task Force meeting as planned during the meeting. Schedule time ahead of the meeting to review the Draft Housing Needs Assessment.



PAONIA HOUSING NEEDS ASSESSMENT AND HOUSING ACTION PLAN

Housing Task Force Meeting 3

Tuesday, August 1, 2023

5:00 – 6:30 pm

Town Hall

Please review all attached materials prior to the meeting. There is a lot to cover in 90 minutes, so targeted feedback is requested.

Introductions

In attendance: Linda McCone, Dave Knutson, Lyn Howe, Molly Wheelock, Bob Reedy, Paige Smith, Mary Difranco, Patti Kaech, Andrew Coburn, Shay Coburn.

Consultant Update: What Has Been Completed and What is Ongoing or Coming Up

Completed: project kick off, formation of the Task Force, Task Force meeting 1, review of past plans and studies, Task Force meeting 2, Existing Public Housing Resources document, employer questionnaire, interviews, and community-wide Open House.

In progress: finishing up targeted outreach, draft Housing Needs Assessment to be reviewed by Task Force today and then by Town Board 8/22, and draft Housing Action Plan.

Coming up: final Task Force meeting 4 and optional add-ons as approved by the Board 7/25 (first draft of updated code language for up to 4 of DOLA’s qualifying strategies and a strategy for development of an affordable housing project).

For Discussion

- Open House debrief, see Summary
This document summarizes the Open House process and input received. It will be an appendix to the final report and put on the Town’s project webpage in the meantime. Observations were discussed from the event and from the input received. It was noted that many of the participants spent considerable time providing thoughtful input and that the results of the voting and comments are very important to consider for the Action Plan.

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- Review Draft Housing Needs Assessment

The draft Housing Needs Assessment was shared with the Task Force a week before this meeting for their review. The purpose of this review was to identify inaccuracies, etc., prior to going to the Town Board. This is part one of the project, with part two being the Action Plan. This Needs Assessment includes more detail on the data and issues presented at the Open House.

Discussion included a comment that some information was surprising to learn about (i.e., commute costs), the impact that the eventual coal mine closure will have on the community in the future, tourism, the need for higher paying jobs, the water tap moratorium as it relates to mine owned taps and housing strategies, pets in relation to ADUs and rentals, a desire to start action planning and ideas or preferences for strategies, and the importance of actually taking action based on this assessment and the forthcoming action plan.

Task Force comments will be accepted on the draft until the end of the day on Friday.

- Schedule Task Force meeting #4 – Scheduled for Thursday, August 31 5-6:30pm at Town Hall.

What the Task Force Should Do After This Meeting

- Plan to attend the next Task Force meeting as planned during the meeting (8/31). Schedule time ahead of the meeting to review the Draft Housing Action Plan. *The draft Action Plan will be in more of a draft form than the Needs Assessment from this meeting.*
- Plan to attend the Board meeting on 8/22, where the Town Board will review the draft Housing Needs Assessment.

Insert Meeting 4 Summary

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

AGENDA ITEM:	Agenda items 3 & 4
SUBMITTED BY:	Samira Vetter, Town Clerk
DATE:	August 22, 2023
BACKGROUND:	Resolution 2023-13 Declaration of a Vacancy on the Board of Trustees is in response to former Mayor Pro-Tem Thomas Markle's resignation. As is stated in the resolution itself, I recieved his written resignation on August 15, 2023. Letters of Interest to fill the empty seat should come to the Town Clerk at Town Hall before the next regular meeting. The time limit is set at 21 days so that you may appoint an interested party at your next regular meeting on September 12, 2023.
BUDGET:	N/A
RECOMMENDATION:	To approve Resolution 2023-13 Declaring a Vacancy on the Board of Trustees Agenda Item 4: To appoint a Msayor Pro-Tem
ATTACHMENT:	Resolution 2023-13

**TOWN OF PAONIA, COLORADO
RESOLUTION NO. 2023-13**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO, DECLARING A VACANCY ON THE BOARD OF TRUSTEES

WHEREAS, the Town of Paonia (the “Town”) is a statutory town in Delta County, Colorado;

WHEREAS, with respect to a vacancy on the Board of Trustees, C.R.S. § 31-4-303 provides in part:

The board of trustees has the power, by appointment, to fill all vacancies in the board or any other office, and the person so appointed shall hold his office until the next regular election and until his successor is elected and has complied with section 31-4-401. The board also has the power to fill a vacancy in the board or in any other elective office of the town by ordering an election to fill the vacancy until the next regular election and until a successor has been elected and has complied with section 31-4-401. If a vacancy in the board or in such other elective office is not filled by appointment or an election is not ordered within sixty days after the vacancy occurs, the board shall order an election, subject to the municipal election code, to be held as soon as practicable to fill the vacancy until the next regular election and until a successor has been elected and has complied with section 31-4-401....

(emphasis added);

WHEREAS, Section 2-2-10(e) of the Town of Paonia Municipal Code (the “Code”) provides, in part, that “The Board of Trustees shall have power, by appointment, to fill all vacancies in the Board of Trustees or in any other elected office, and the person so appointed shall hold office until the next regular election and until his or her successor is elected and qualified”;

WHEREAS, at the Board of Trustees regular meeting on August 8, 2023, Mayor Pro-Tem Thomas Markle verbally resigned from the Board, which he confirmed in writing to the Town Clerk on August 15, 2023.

WHEREAS, accordingly, the Board of Trustees wishes to declare a vacancy on the Board of Trustees, as set forth herein.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO:

- 1. Recitals. The foregoing recitals are incorporated herein as findings of the Board of Trustees.

- 2. Board of Trustees Vacancy. As a result of Trustee Weber resigning his appointed Trustee position, the Board of Trustees hereby declares a vacancy on the Board of Trustees effective as of the date of approval of this Resolution.
- 3. Filling of Vacancy. It is the Board’s intention that such vacancy be filled by appointment not later than 21 days from the approval of this Resolution – that is, not later than September 12, 2023; however, the Board shall have until the statutory deadline to make such appointment, at the Board’s discretion. The Board will order a special election to fill the vacancy within the statutory timeframe of 60 days from the effective date of this Resolution if the Board does not fill the vacancy by appointment prior to that time.
- 4. Term. The term of the vacant Trustee position is to and through April of 2024.
- 5. Information. Information on when and how qualified residents may seek appointments to the Board will be posted on the Town’s website, on the Town’s Facebook page, in the High Country Shopper, in the Town Clerk’s office, and on the bulletin board at Town Hall.

APPROVED AND ADOPTED this 22nd day of August, 2023, by the Board of Trustees, Town of Paonia.

TOWN OF PAONIA, COLORADO

Mary Bachran, Mayor

ATTEST:

Samira M. Vetter, Town Clerk

Approved as to form and contents:

Nick Cotton-Baez, Town Attorney



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

AGENDA ITEM:	Agenda Item No. 5 - SGM Change Order for Designing Safe Pathways for Paonia, CDOT Grand Funded Project
SUBMITTED BY:	Stefen Wynn, Town Administrator
DATE:	8.18.2023
BACKGROUND:	<p>In 2018, the Town began planning with a local engineering firm for improvements to the intersection of 5th and Grand Avenue. Upon completion of the preliminary drawings, the Town submitted a grant application to CDOT under the Revitalizing Main Streets program in 2022 (Attachment A), and the application was awarded funding. In 2023, the Town asked its current roadways engineer, SGM to provide a memorandum on the existing drawings for the improvements and what it would take to meet CDOT's design specifications for roadways (Attachment B). The memorandum was based on assumptions and exemptions from CDOT requirements based on the funding received through the Revitalizing Main Streets Program and amounted to \$64,634 in additional design to meet CDOT specifications for design to adhere to the grant program guidelines. On May 30, 2023, an additional grant application was submitted to CDOT for consideration and it was approved (Attachment C). During a coordination kickoff meeting with SGM and CDOT on 7.13.23, additional design work was identified by CDOT that needed to be completed by SGM that wasn't in the original scope of work (Attachment D). Due to the additional design work necessary to meet CDOT's requirements for improvements to the intersection, SGM presented the Town with CO#1 \$83,900 for a total design NTE cost of: \$148,534 (Attachment E).</p>
BUDGET:	10-45-20 Streets Legal & Engineering Services - a budget amendment will need to be completed before year end to cover existing obligation (already spent) and a portion of this Change Order. The majority of expenses will need to be budgeted in FY-2024
RECOMMENDATION:	I move to approve SGM CO #1 for an additional \$83,900 for a total design not-to-exceed price of: \$148,534.
ATTACHMENT:	<p>Attachment A: CDOT RMS Grant Application Opportunity 1 - Larger Safety Infrastructure Grant Attachment B: 5th & Grand Realignment Proposal 05312023 Attachment C: RMS Small Multi-modal & Economic Resiliency Grant 5.30.23 Attachment D: Project Status Meeting - Town of Paonia_CDOT_SGM July 13, 2023 Attachment E: 5th & Grand SGM Change Order 081123</p>

Revitalizing Main Streets

FY 2022 Projects

Opportunity 1: Larger Safety Infrastructure Grant

Application Form

OVERVIEW

The **Revitalizing Main Streets: Safety Infrastructure Grant** was released on **December 6, 2021**. Review the application and submit questions for the Pre-Application Workshop on January 6, 2021. **Applications are due Friday, February 4, 2022**. Please submit your application to cdotmainstreets@state.co.us.

- The application must be affirmed by either the applicant's City or County Manager or Chief Elected Official (Mayor or County Commission Chair) for local governments, or agency director or equivalent for other applicants.
- Further details on project eligibility, evaluation criteria, and selection process are defined on the [Revitalizing Main Streets Program website](#).
- Each jurisdiction is only able to submit one project for consideration. The committee values collaboration and will consider the proximity of overlapping jurisdictions. Jurisdictions awarded in the first round of funding *are eligible* to submit an application for this round of funding; Please refer to updated guidance for Round 1 Awardees found on pages 2-3 of the [Eligibility Rules and Selection document](#).
- Projects requiring CDOT and/or local concurrence must provide their official response with this application submission. Please reach out to them as soon as possible.
- With technical questions, please reach out to Nathan Lindquist, CDOT Land Use Planner and Analyst at nathan.lindquist@state.co.us.
- For data portions of the application, especially *Part 3*, provide as much information as possible using local and state data; provide traffic counts as necessary. If data is not available, please provide a clear narrative describing the problem and how it would be improved with your project.

APPLICATION OUTLINE

Part 1 | Project Information

Applicants will enter basic information for their *project/plan* (hereafter referred to as *project*) in Part 1, including a Problem Statement, project description, and concurrence documentation from CDOT and/or a local agency, if applicable. Part 1 will not be scored.

Part 2 | Evaluation Criteria, Questions, and Scoring

This part includes sections for the **applicant to provide qualitative and quantitative responses** to use for scoring projects. To learn more about how projects will be scored, please see the eligibility rules and selection process document.

Part 3 | Project Data - Calculations and Estimates

Based on the project elements, applicants will complete the appropriate sections to estimate benefit values. Part 3 will be combined with CDOT Safety analysis, and the quantitative responses should be used to back-up the applicant's qualitative narrative.

Part 1 Project Information

1. Project Title	Safe Pathways for Paonia
2. Project Type	Bicycle and pedestrian facilities, including sidewalks, crossings and pedestrian safety enhancements.
3. Project Start/End points or Geographic Area <i>Provide a map with submittal that includes the project location.</i>	In Paonia, CO, the intersection of Fifth Avenue and Grand Avenue commencing at 4th Street and continuing down Grand Ave. beyond 5th Street for approximately 200 feet, and down 5th Street for approximately 120 feet. Entire project is 810 feet. (See Attachment A for maps.)
4. Project Applicant	Town of Paonia
5. Project Contact Person, Title, Phone Number, and Email	Corinne Ferguson, Town Administrator, 970-527-4101, corinne@townofpaonia.com

6. Does this project touch CDOT Right-of-Way or involve a CDOT roadway?

Yes No
If yes, provide applicable concurrence documentation with submittal (please use prepared form located in the Additional Resources section of the RMS Webpage)

7. What planning document(s) identifies the need for this plan or project?

Provide link to document/s and referenced page number

Town of Paonia Highway 133 Corridor Master Plan, pages 11, 12, 15, 22
<https://townofpaonia.colorado.gov/sites/townofpaonia/files/2021-01/final-highway-133-corridor-plan-12-16-10.pdf>
 Attachment B: Town of Paonia Major Arterial Rehabilitation and Reconstruction Project; Paonia Police

8. Project Overview (concise abstract limited to 5,000 characters)

Paonia is a small mountain town on the Western Slope and a physically active community. The area is beautiful with accessible public lands, trails and parks. Parents and children enjoy biking, hiking and other outdoor activities both inside and outside the town limits. While people state they want safe thoroughfares for all modes of transportation, less than half of the streets in town have adequate sidewalks, there are no designated bike lanes even though many people do their shopping by bike and kids ride bikes to school. Many of the older sidewalks do not have curb ramps. (See ToP Community Survey #2 pages 7-9 in Attachment C.) While ameliorating this situation throughout the Town is far outside the scope of this grant, one small, essential piece can be completed. The intersection of 5th Street and Grand Avenue has historically been one of the main access to the elementary schools and to Paonia's Business District. It is also part of Paonia's Certified Creative District. The intersection was originally constructed without adequate engineering and now poses pedestrian and traffic safety issues. The pavement is cracked and worn. There are:

- no crosswalks or indications of safe crossing areas
- no curbs, sidewalks
- no lighting or traffic signals
- no bike lanes
- no speed calming indicators.

In surveys, parents have expressed concerns about this intersection and it has been identified as dangerous for over seven years with several attempts made to obtain funding to reconfigure it. (See Attachment C surveys.)

Paonia's K-8 is located approximately 0.5 miles north of the intersection. The North Fork School of Integrated Studies (NFSIS), serving preschool through 6th grades, is 0.3 miles from the intersection. The Technical School of the Rockies Energy Tech is located at the intersection. Traffic through this intersection by pedestrians, bikes, busses and cars that get kids to and from school is focused on a young demographic (pre-school to 8th grade). Over 90% of all students pass through the intersection to get to school. This makes it even more imperative to revamp this intersection into a safe path for students and the population at large.

The intersection itself is a slanted "Y" shape with no clear indication of where to safely cross in any direction. This intersection also feeds into the nearby entrance to the Paonia River Park, which students walk to multiple times a year for school outings and projects. No sidewalks connect the schools to the River Park and there are no sidewalks on 5th St between NFSIS and Grand Ave. Further, Grand Ave. is one of the two main feeder routes into the Town from Highway 133 and sustains steady traffic. In recent years two restaurants have located at the intersection, adding to increased traffic and parking.

9. Project Description. Describe your project and what it is going to do. Do not include background information or justification language. Please only include details specific to the work that will occur as part of this project. (limited to 15,000 characters)

The project will connect Paonia's schools and parks, creating safe routes for children and adults. The project also will create a welcoming and safe gateway to the Towns Business District.

To accomplish this, the Town of Paonia will reconstruct the intersection at 5th St and Grand Ave. from 4th Street to approximately 200 feet north of the 5th St. intersection on Grand Ave. to create a T-intersection. Sidewalks, curbs, gutters, and ADA curb ramps will be installed on 5th St and Grand where they are missing. Sidewalks will be extended to join the existing sidewalk on the west side of the street and a sidewalk will be installed to the entrance to the River Park on the east side of the street. Bicycle lanes and crosswalks will be painted and signage will indicate safe pathways. Rectangular rapid action beacon (RRAB) pedestrian signals will be installed on the crosswalks on Grand Ave. The pavement will be grooved on either side of the intersection to alert traffic to the reduced speed limits and school crossings.

Attachment D includes the engineering diagrams and cost estimates, in-kind donation breakdown for Delta County and the Town of Paonia. It also contains information on the cost of RRAB signs.

10. Define the **scope** and **specific elements** of the project. Each task should start with a title and follow with a description.

Task 1: Excavation and reconfiguring: Remove existing sidewalk, curb, gutter, concrete pavement and asphalt mat throughout intersection area. Reconfigure intersection to

Task 2: Install curbs, gutters and sidewalks: Pour curbs and gutters in the new configuration adhering to ADA guidelines throughout. Pour sidewalks in conjunction with the c

Task 3: Pave: Install new concrete drain pan in the 4th Street and Grand Ave. intersection. Pave Grand Ave. from the 4th St. intersection to approximately pavement 200 feet

Task 4: Painting: Paint crosswalks at intersection and paint bike lanes that are in compliance with Federal and State guidelines.

Task 5: Signal and signage: Install a pedestrian activated RRAB signal on the crosswalk crossing Grand Ave. and other school crossing signs, and reduced speed limit sign

11. Is the project scalable, and/or do project components have independent utility? Accordingly, would a smaller amount than requested be acceptable, while maintaining the original intent of the project?

Yes No

If yes, define smaller meaningful limits, size, or scopes, along with the cost for each, if the project is scalable.

A. Project Financial Information and Funding Request

A detailed engineer’s cost estimate and schedule should accompany the application to support the funding request detailed below.

1. Total Project Cost		\$
2. Total amount of funding request (State Funds) <i>Projects with a match of 20% or higher will be scored higher. See more scoring criteria details in the eligibility rules and selection document.</i>	792,961.46 \$	85.5% % of total project cost
3. Outside Funding Partners List each funding partner/source and contribution amount.	\$\$ Contribution Amount	% of contribution to overall total project cost
Delta County, Colorado	\$89,489.65 in-kind	11.3%
Town of Paonia, Colorado	\$ 25,500 in-kind	3.2%
	\$	
	\$	
	\$	
	\$	
Total amount of funding provided by other funding partners <i>(private, local, state, regional or federal)</i>	\$ 114,989.65	14.5%

	FY 2022	FY 2023	FY 2024	Total
Federal Funds	\$0	\$0	\$0	\$0
State Funds*	\$0	\$677,971.81	\$0	\$677,971.81
Local Funds	\$0	\$114,989.64	\$0	\$114,989.64
Total Funding	\$0	\$792,961.46	\$0	\$792,961.46

*This grant program is providing State Funds through SB 110.

4. By checking this box , the applicant’s Chief Elected Official (Mayor or County Commission Chair) or City/County Manager for local governments or Agency Director or equivalent for others, has certified it allows this project request to be submitted for funding and will follow all DRCOG policies and state and federal regulations when completing this project, if funded.	<input checked="" type="checkbox"/>
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Part 2 Evaluation Criteria, Questions, and Scoring

A. Safety, Active Transportation, and Construction Readiness

Provide **qualitative and quantitative** (derived from Part 3 of the application) responses to the following questions on the significance of the proposed project.

1. Why is this project important?

This intersection is the main thoroughfare for students of Paonia K-8 walking and biking to school. Approximately 150 bike trips (75 each way) and 90 pedestrians (45 each way) cross the intersection every day. It is also one of the main corridors for people entering the town with over 124,000 cars moving through the intersection every year. This intersection has no traffic controls, no indicated parking, no bike lanes, no sidewalks, and no crosswalks. Students walking to school often have to walk in the street to skirt parked cars. With the 90+ % of our students traveling through this dangerous intersection, reconfiguration is essential to providing safety for them and all who travel through this intersection to school and into and out of town. It will also provide a safe incentive to walk or bike to school.

The day school began in August 2021, several children walking to school were nearly hit by cars backing across this intersection from a coffee shop adjacent to the street. One child had to jump off his bike in order to avoid being hit by a car. Several parents and grandparents were so alarmed they began acting as volunteer crossing guards. They usher the students across the intersection and stop cars to permit this to happen. Vehicles do not always comply. The volunteers have continued to do this morning and evening every school day. These volunteers are in their 70's and 80's and are out of town for significant periods of time during the school year. While the Paonia Police Department and the Delta County Sheriff's Department have attempted to provide support, the staffing levels of both departments are not sufficient to continue to perform their other duties and act as crossing guards on a daily basis.

Forty-one percent of Paonia's population is over 60 years old. Many of these people are very active citizens who walk, run and cycle regularly. The 5th street intersection is used to access parks, restaurants, pubs, businesses, classes and the library. The current configuration of the intersection described in this application poses dangers from traffic entering and leaving the Town and backing out of parking areas. While it is fortunate that there have not been fatalities other serious accidents, the existing situation compromises the mobility of the Senior population and is a deterrent to alternative non-vehicular modalities.

2. How specifically does the project improve safety for vehicles, pedestrians, bikes, access, or multimodal transportation? Provide specific [FHWA](#) and/or [STEP countermeasures](#) that are being included in this project.

The new configuration will include crosswalk visibility enhancements including high visibility crosswalk markings, advance yield signs and stop line painted on pavement and overhead lighting, a crosswalk warning sign, and pedestrian activated rectangular rapid action beacon (RRAB) signs on Grand Ave. The crosswalk markings will be the same on 5th Street. A brightly painted bike lane on both Grand Ave. and 5th St. will be included. These enhancements will make it clear where to safely cross the streets and control traffic on Grand Ave. to allow safe crossings. Speed limits have been decreased with increased signage, and longitudinal rumble strips will be scored into the pavement on Grand Ave. approaching the crossing areas.

3. Describe the crash history at the project location.

While there have been no crashes in the intersection due in part to the efforts of the Town to minimize accidents in the potentially dangerous intersection, there was an accident where a bicycle hit a vehicle while the vehicle was opening its door into traffic at the far southern end of the project location. Since the relocation of Paonia K-8 and increases in traffic and parking issues, this intersection is "...an accident waiting to happen," according to the Chief of Police. Several close calls have happened since the beginning of the school year. This project is a pre-emptive safety countermeasure to keep our children safe as they travel to and from school.

4. Provide a description/illustration of existing safety concerns.

In its current configuration, there are no designated crosswalks and no obvious places to safely cross both 5th St. and Grand Ave. This is a main corridor for elementary and school children going to and from school. Traffic generally begins to speed up on Grand Ave. as it enters the intersection and moves out of town limits which further compounds the problem. Sidewalks are patchy or non-existent, and there are no bike lanes or paved shoulders on which to ride. Parking is not controlled and occurs both on and off street in a haphazard fashion which often means pedestrians have to walk on the pavement to get around them. See Attachment E for illustration of safety concerns.

5. Provide a description/illustration of the proposed improvement and the extent to which it addresses the crash problem.

While there have been no serious accidents at this intersection to date, there have been several close calls with students narrowly avoiding being hit by cars. The new configuration will provide sidewalks for pedestrian and make it clear where to cross the street because of brightly painted crosswalks, stop lines painted in the pavement, and with the installation of active crossing controls (RRABs). These measures will allow for safe passage along this much traveled street. Grooved pavement approaching the intersection from both directions and advance yield signs will further alert drivers to the crosswalks and slow down traffic. The installation of a bike lane will provide a safe way for children and adults to traverse this intersection as well. See Attachment F for final configuration.

6. Identify any aspects of the project that would involve new technologies or innovative methods for improving safety and user experience.

Brightly colored crosswalks will make all those who cross the street more visible and slow traffic down. Pedestrian triggered RRAB flashing signs will stop traffic at this otherwise uncontrolled intersection.

7. Describe whether and how the project serves as part of a designated Main Street district. This project is not part of a designated Main Street District.

8. Describe how the project will expand access to active transportation options for residents of all ages, incomes and abilities, especially highlight improvements to new and/or safer access to biking, walking and/or transit.

A safe and clear way to traverse this intersection will benefit everyone who walks, bikes, or wheels on both Grand Ave and 5th Street. At the present there is nothing to indicate a safe way to travel through this intersection except by car. Installing crosswalks, crosswalk signals, ADA curb ramps and bike lanes will make this place safe for residents and visitors of all ages and abilities.

9. Provide a project schedule including all important milestones. When is the anticipated completion date for this project? **Please consider the timing of the Design Phase, Field Inspection Review, Final Office Review, anticipated Advertisement Date, anticipated project construction duration, and anticipated completion date. Also note if there are railroad impacts or if ROW acquisition is required.**

- Phase 1: Excavation 5 weeks
- Phase 2: Install curb and gutter 2 weeks
- Phase 3: Install pavement 3 weeks
- Phase 4: Paint crosswalks and bike lane 1 week
- Phase 5: Install signage and pedestrian activated crossing signal 3 days
- Completed project: 12 weeks from start depending, of course, on weather and contractor and materials availability.

10. Describe any environmental clearance work that has been completed to date. None.

11. Do you anticipate the construction to be led by CDOT or your agency? Note that CDOT reserves the right to lead any awarded project located on a state highway. The Town of Paonia in conjunction with Delta County will be responsible for this project.

12. Describe any proposed changes to maintenance or ownership of any assets or facilities after construction, if applicable. After the project, Delta County will cede the intersection to the Town and a boundary realignment between the Town and the School District will move control of the 5th St. part of the intersection to the Town. The Town has been maintaining this intersection to date and will continue to do so. See Attachment G for letter of intent from Delta County

B. Funding Need, Diversity of Funding, and Economic Revitalization Benefits

Provide **qualitative and quantitative** (derived from Part 3 of the application) responses to the following questions on the level of support, readiness, and matching funds for the project.

1. Is this already included in the City/County Capital budget? If yes, please provide an explanation for why this grant is needed to fund a budgeted project.

No

2. Has the applicant received/been awarded grant funds from CDOT in the past year (excluding CARES Act funding and other Federal pass-through dollars)? If yes, please list funds and amounts below.
Yes, 2020 Revitalizing Main Streets grant, \$46,342. Received final reimbursement in 2021.

3. What is your jurisdiction's local Average Median Income (AMI) using [the most recent Census data](#)?
\$41,683

4. How will the project benefit vulnerable users or populations?
The project will benefit the students who walk and bike to school from around the Town. It will also benefit all the people in the community who bike, wheel or walk through this intersection and make the intersection safe for persons with limited mobility meeting all ADA requirements. This project is not in a designated Environmental Justice area.

c. Public Support and Local Match

Provide **qualitative and quantitative** (derived from Part 3 of the application) responses to the following questions on the level of support, readiness, and matching funds for the project.

1. Does the proposed project cross and/or benefit multiple **municipalities**? If yes, which ones and how? his project is located with the boundaries of Paonia, the County of Delta and the Delta County School District, 50J. Paonia Town borders include the north side of 5th Ave. and the southern half of the 4th and Grand Ave intersection. Delta County land includes Grand Ave. to the north half of 4th St and Grand Ave. intersection, and the school district owns 5th Street at the intersection to approximately 250 feet east. Attached are letters of support from the school district, Delta County, private citizens, Paonia K-8, the North Fork School of Integrated Studies and Western Slope Consulting, the Paonia In Motion study group. Also included are surveys completed by parents at Paonia Elementary School, the North Fork School of Integrated Studies, and Paonia Junior High School. See Attachment H for letters of support.

2. What is/are the source(s) and status of local matching funds? Will the project include the devolution of any State highways?

Local funding will come from in-kind donations from Delta County Road and Bridge and Paonia Public Works departments. The Town of Paonia has a very limited tax base and its budget has been negatively impacted by the loss of 91% of previous severance and mineral lease taxes as two of the three local coals mines have closed in the last seven years. Because of our small downtown (1.5 blocks) we do not generate a great deal of sales taxes and constantly struggle to find the funds to even do basic maintenance on our streets. Covid also closed many restaurants and store fronts in our community. While we are attempting to rebuild, our budget is not at the point we can commit a 20% match.

No state highways are involved in this project.

3. Please provide displays of public and stakeholder support including public survey results and/or letters indicating support.

See Attachment H for letters of support.

Part 3	Project Data - Calculations + Estimates <i>(Complete all subsections that are applicable to the project)</i>
---------------	--

A. General Data:			
	Within 1/4 mile of project	Within 1/2 mile of project	Within 1 mile of project
Approximate Population	1,400	1,700	1,816
Approximate Employment	275 people / 82 businesses	326 people / 86 businesses	331 people / 87 business

B. Transit Use (if applicable)		
---------------------------------------	--	--

Transit Use Calculations <small>(How will the proposed project change current usage?)</small>	Most Recent Year	After Completion
1. Estimated daily transit boardings <i>Provide any supporting documentation as part of application submittal</i>		
2. If values would be distinctly greater for weekends, describe the magnitude of difference:		

C. Bicycle Use (if applicable)		
---------------------------------------	--	--

Bicycle Use Calculations <small>(How will the proposed project change current usage?)</small>	Most Recent Year	After Completion
1. Estimated weekday one-way bicycle trips on the facility <i>Provide any supporting documentation as part of application submittal</i>	75	110
2. If values would be distinctly greater for weekends, describe the magnitude of difference:		

D. Pedestrian Use (if applicable)		
Pedestrian Use Calculations (How will the proposed project change current usage?)	Most Recent Year	After Completion
1. Estimated weekday pedestrian one-way trips on the facility <i>Provide any supporting documentation as part of application submittal</i>	45	55
2. If values would be distinctly greater for weekends, describe the magnitude of difference:		

E. Single Occupancy Vehicle Use (if applicable)		
Single Occupancy Vehicle Use Calculations (How will the proposed project change current usage?)	Most Recent Year	After Completion
1. Estimated weekday pedestrian one-way trips on the facility	45	55
2. Estimated number of one-way Single Occupancy Vehicle trips	17,231	17,000
3. If values would be distinctly greater for weekends, describe the magnitude of difference:		

F. Provide Traffic Counts from each Direction			
	Direction	Traffic Count	
	North	51/day	
	South	51/day	
	East	20/day	
	West	20/day	

G. Vulnerable Populations

Use Most Current Census Data	Vulnerable Populations	Population within 1 mile of project	Percent of total population within 1 mile of project
	Persons over age 65	599	33%
	Minority persons	44	2.4%
	Low-Income households	196	10.8%
	Linguistically-challenged persons	51	2.83%
	Individuals with disabilities	341	18.8%
	Households without a motor vehicle	No data	
	Children ages 6-17	349	14.2%
Health service facilities served by project	0		
	Health service facilities served by project		

H. Traffic Crash Reduction

<p>1. Provide the current number of crashes involving motor vehicles, including vehicle collisions with pedestrians and/or bicycles as well. Do not include bicycle/bicycle or bicycle/pedestrian collisions. (Use most recent 5-year period of data.)</p>		<p>Please consider the estimated reduction in each of these crashes, but leave Part F.2 blank. A CDOT evaluator will calculate the reductions.</p>
Fatal crashes	0	
Serious Injury crashes	0	
Other Injury crashes	0	
Property Damage Only crashes	0	
<p>2. Estimated reduction in crashes applicable to the project scope: (These calculations will be completed by CDOT.)</p>		
Fatal crashes reduced	(CDOT will complete)	
Serious Injury crashes reduced	(CDOT will complete)	
Other Injury crashes reduced	(CDOT will complete)	
Property Damage Only crashes reduced	(CDOT will complete)	

I. Facility Condition

Applicants must use a current industry-accepted pavement condition method or system and calculate the average condition across all sections of pavement being replaced or modified. Applicants will rate as: Excellent, Good, Fair, or Poor

Bicycle/Pedestrian/Other Facility

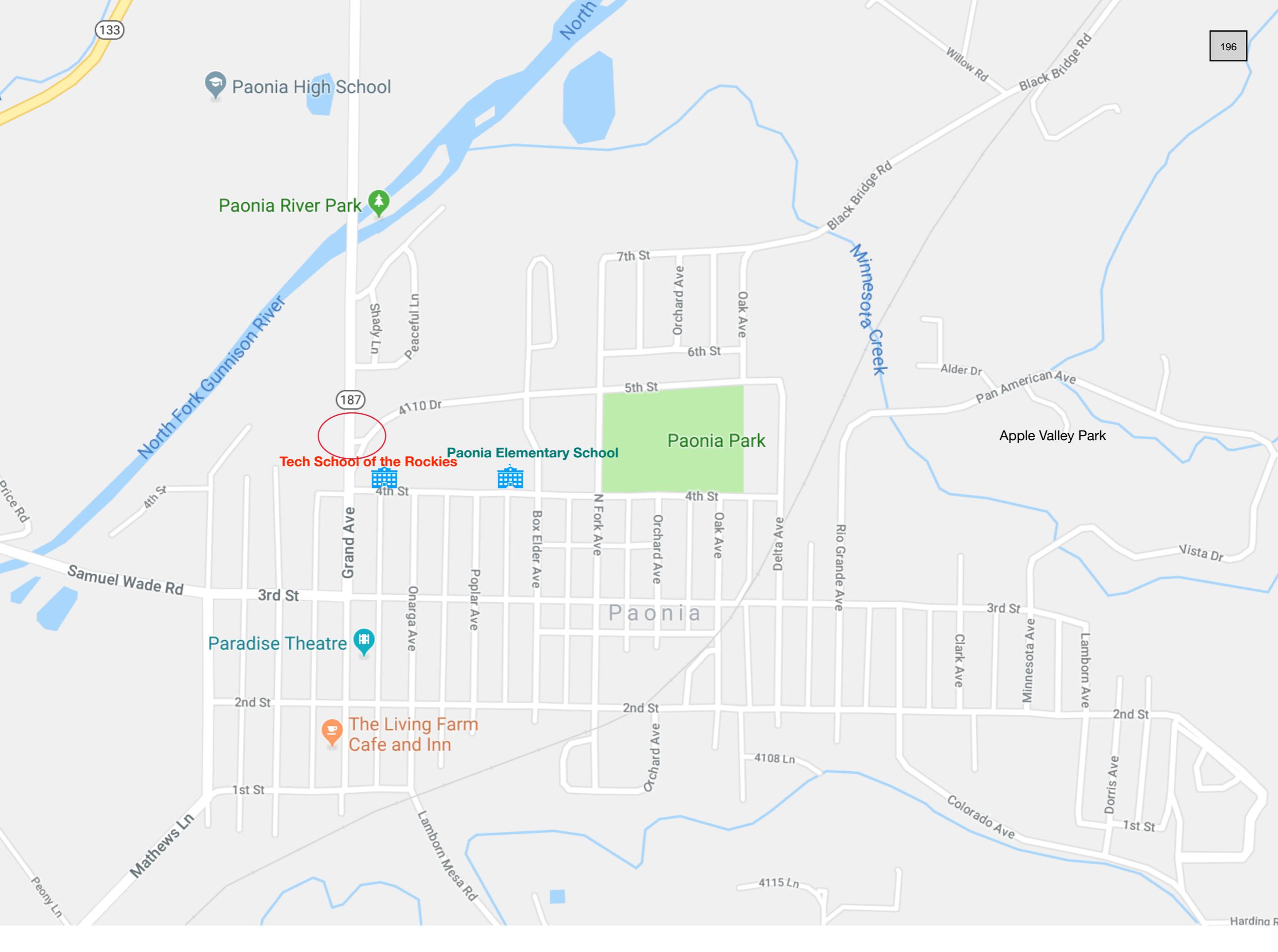
1. Current bicycle/pedestrian/other facility condition	Poor
--	------

2. Describe current condition issues and how the project will address them:

Grand Avenue has not been paved or resurfaced for at least 17 years (Paser ranking 3, poor). Fifth Street was surfaced about 15 years ago (Paser raking 4, fair). This project will repave both streets through the intersection.

3. Average Daily User Volume	48	
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ATTACHMENT A
Maps



133

196

Paonia High School

Paonia River Park

Tech School of the Rockies

Paonia Elementary School

Paonia Park

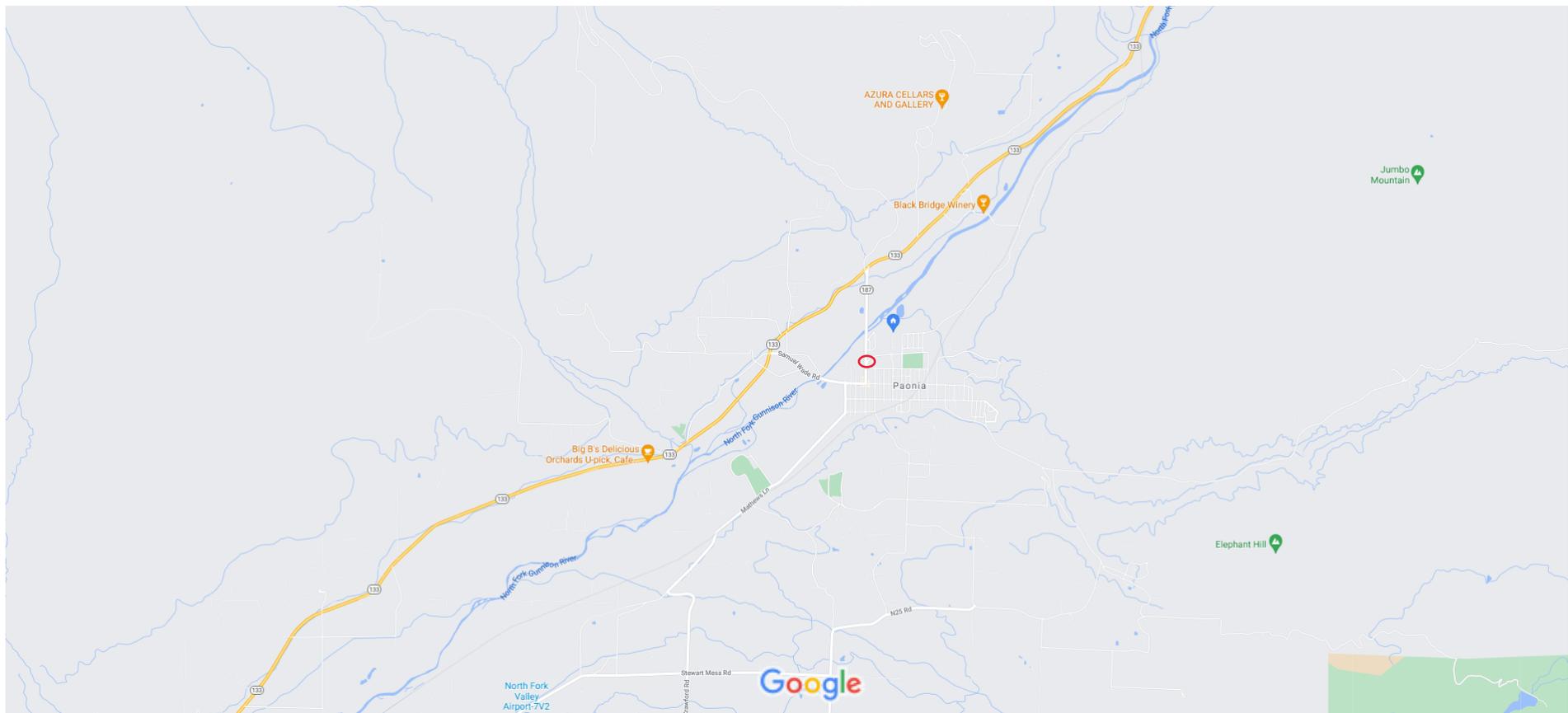
Paradise Theatre

The Living Farm
Cafe and Inn

Paonia

Apple Valley Park

Hardino R



Map data ©2021 2000 ft

ATTACHMENT B
Planning documents



Paonia Major Arterial Rehabilitation and Reconstruction Project

Funding Opportunity Number : DTOS59-18-RA-BUILD1

Title: FY 2018 National Infrastructure Investments

Prepared by: Elaine M. Brett, Project Consultant
Kenneth Knight, Town Administrator

Submission Date: July 19, 2018



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EXECUTIVE SUMMARY

Objective

The Town of Paonia is a small rural municipality in Western Colorado. Budget constraints, coal mine closures and a changing economy have impaired the Town's ability to rebuild and maintain streets, bridges and walkways. Our objective is to provide safe, navigable areas for vehicular and pedestrian traffic.

Goals

1. Rebuild and expand the Samuel Wade Bridge that is part of the main entrance to the Town to widen lanes for safety purposes and to provide an ADA walkway for pedestrians
2. Improve the neglected main arteries of the town by paving and rehabilitating roads, sidewalks and curbs.

Solution

The Department of Transportation BUILD program could provide much needed capital for the road, bridge and sidewalk improvements.

Project Outline

The Town is in dire need of road and bridge repair, sidewalk and storm water drain construction. The health and safety of its residents and visitors is of primary concern. Roads have taken their toll from industrial truck traffic and agricultural vehicles. In many areas, sidewalks are nonexistent. Our plan is to upgrade the main arteries so that all areas have proper street surfaces, curbs, gutters, storm water drainage and handicap curb ramps.

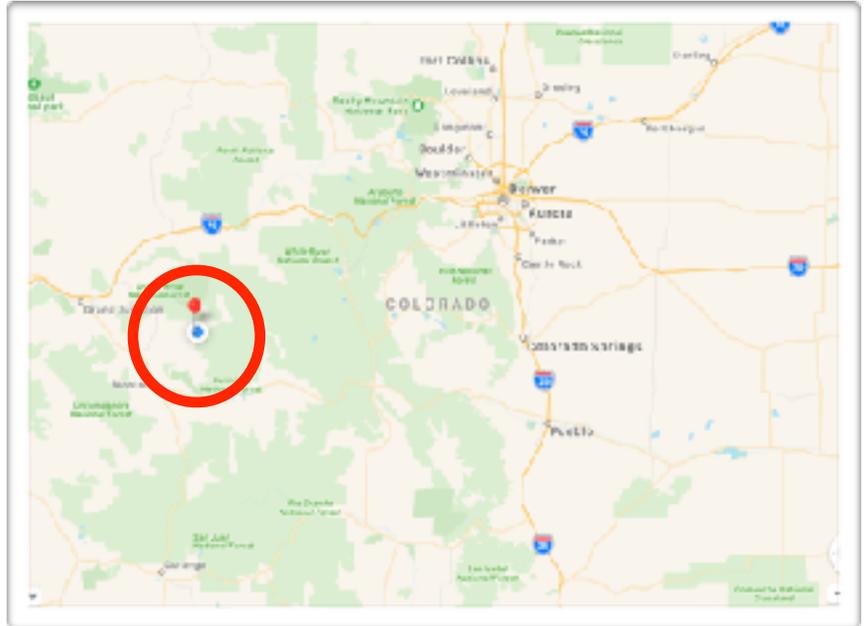
The following comprise the priority areas of our request:

- Re-building or Redecking the Samuel Wade bridge to provide 16' travel lanes and a 5 ft. ADA appropriate sidewalk;
- 3rd Street reconstruction include removal of base, grinding of pavement, replacement of storm sewers, curb and gutter, sidewalks, and repaving;
- Paving of Samuel Wade Road and construction of sidewalks from Highway 133 to the bridge;
- 5th Street realignment – including realigning the road, and sidewalks on both the east and west sides of Grand Avenue to connect existing sidewalks for safe access by school children.
- Upgrades to Grand Avenue (Paonia's Commercial Main Street) sidewalks from 4th Street to the River Park.
- 2nd Street and rehabilitation and reconstruction. Sidewalks, curbs, gutters,
- Main Street between 1st and 3rd streets. (truck route) paving, curbs, gutters, storm water drains and sidewalk

BACKGROUND INFORMATION

The Town of Paonia is located on the Western Slope of the Rocky Mountains and on the North Fork of the Gunnison River. The valley is bordered by the West Elk Mountains (and the Gunnison National Forest) to the East and the Grand Mesa National Forest to the north and west. Paonia is 250 miles from Denver, the nearest Metro area. The location makes it both ideal and challenging.

Paonia is in the fertile bucolic North Fork Valley surrounded by agricultural lands, scenic mountains and semi-arid deserts. However, the Town is somewhat isolated 85 miles from a major interstate highway, 50 miles from the nearest regional airport and 75 miles from the nearest shopping mall.



Demographics

The Town of Paonia population is 1,693¹, although the Town services much of the surrounding unincorporated county area of the North Fork Valley (population approximately 9,000). Between 2010 and 2016, the Town saw a steady increase in population. Migration of retirees and young families is changing the demographic and putting a strain on the Town's infrastructure. The median age in Paonia is 48.7 and the age profile of the area depicts more than 30% of the population is over 60 years old.

The Colorado State Demographers Office reports that Paonia's Median Household Income was \$38,676 and 16.8% of the population in Delta County is in poverty.²

¹ Source: Colorado State Demography Office 2016 census

² <https://demography.dola.colorado.gov/census-acs/american-community-survey-data/>

History and Heritage

The area was first explored in 1853 by Captain John W. Gunnison for the U.S. Army. Gunnison was on an expedition to locate a suitable pass through the Rocky Mountains for Topographical Engineers.

The Valley was inhabited by Ute Indians until 1880 when the Ute Indian people were removed to a Utah reservation. The Valley was settled in 1880 by Samuel Wade and William Clark who had accompanied Enos Hotchkiss to the area from Ohio. The Town of Paonia was officially incorporated in 1902. The peony roots that Samuel Wade brought with him to Colorado in 1881 inspired him to submit the latin name for peony “Paeonia” as a town name. The post office would not allow the extra vowel, so “Paeonia” became “Paonia.”

Significant early industries included ranching, mining and orchard farming. Cattle came first and in 1893 sheep were introduced to the valley.

Vast reserves of coal lay buried in the area. The advent of the railroad made the shipping of coal economical and coal mining became a major (although boom and bust) industry.

Warm air flowing up the valley at night and cool air from the mountains during the day create optimal conditions for growing cherries, apricots, grapes, peaches, plums, pears, nectarines and apples. Early settlers populated the valley and mesas with fruit trees. Today agriculture (organic fruit, wine grapes, specialty produce, livestock and, most recently industrial hemp) is the anchor industry.



Changing Economy

Paonia is in a transition time with the reduction of its core coal mining industry including closures of two of the three mines. The third mine is expected to close within five years. “In January 2010, 950 coal miners worked here at three mines. In January 2017, there were just 220 workers and one remaining mine.”³ “Coal production in the North Fork Valley has fallen about 90 percent since early 2008, according to Energy Information Administration data. “It’s a dying industry,” said Cliff Brewer, who worked at the Elk Creek coal mine in the Valley for 14 years before being laid off in 2014, along with about 300 other miners.”⁴

³ <http://www.cpr.org/news/story/the-north-fork-valley-s-mining-towns-will-move-forward-with-or-without-coal>

⁴ <http://insideenergy.org/2015/05/29/coals-decline-means-cultural-changes-in-rural-colorado/>

While the obvious effect of the closures is loss of jobs, the Town of Paonia is challenged other ways. A drop in local spending means sales taxes decline. Severance taxes, which gave the Town budget a steady baseline in the past, have dramatically fallen. According to Mayor Charles Stewart, “In 2012, the town received \$102,384.68 in severance taxes and mineral leasing revenue. Since 2012, two of three local mines have closed. In 2017, the town received just \$16,920.30 in severance taxes and mineral leasing revenue, a reduction of \$85,464.38. Severance taxes and mineral leasing revenue help fund the town's general fund. The general fund pays for police, streets, parks, and general administration.”⁵ These deficits leave the Town looking for other resources, like Federal grants, to provide much needed upgrades for basic infrastructure and services.

In recent years, Paonia and the North Fork Valley have become a desirable destination for tourism. Agri-tourism, outdoor recreation and an active arts community are influencing the trend. Paonia is a Colorado Certified Creative District⁶ and is the center of the West Elk AVA⁷ (an official federal designation as a unique wine grape-growing region in the United States). As a destination, it is essential that the infrastructure connection of rural remote area is intact and that the visitors experience of the area is positive. Our future depends on it.

PROJECT LOCATION

Paonia is located in eastern Delta County at 38°52'03"N 107°35'33"W.⁸ It is situated on the North Fork Gunnison River ("North Fork River") about 10 miles (16 km) northeast of (upstream from) neighboring Hotchkiss. It lies near the head of the North Fork Valley, an area about 150 miles (240 km) by air southwest of Denver. The valley lies at the foot of 11,396-foot (3,474 m) Mount Lamborn to the southeast and the Grand Mesa to the northwest.

Colorado State Highway 133 touches the northwest boundary of Paonia as the highway runs up the North Fork Valley; it leads southwest 9 miles (14 km) to Hotchkiss and northeast 58 miles (93 km) over McClure Pass to Carbondale.

According to the United States Census Bureau, the town of Paonia has a total area of 0.85 square miles (2.2 km²), all of it land.⁹

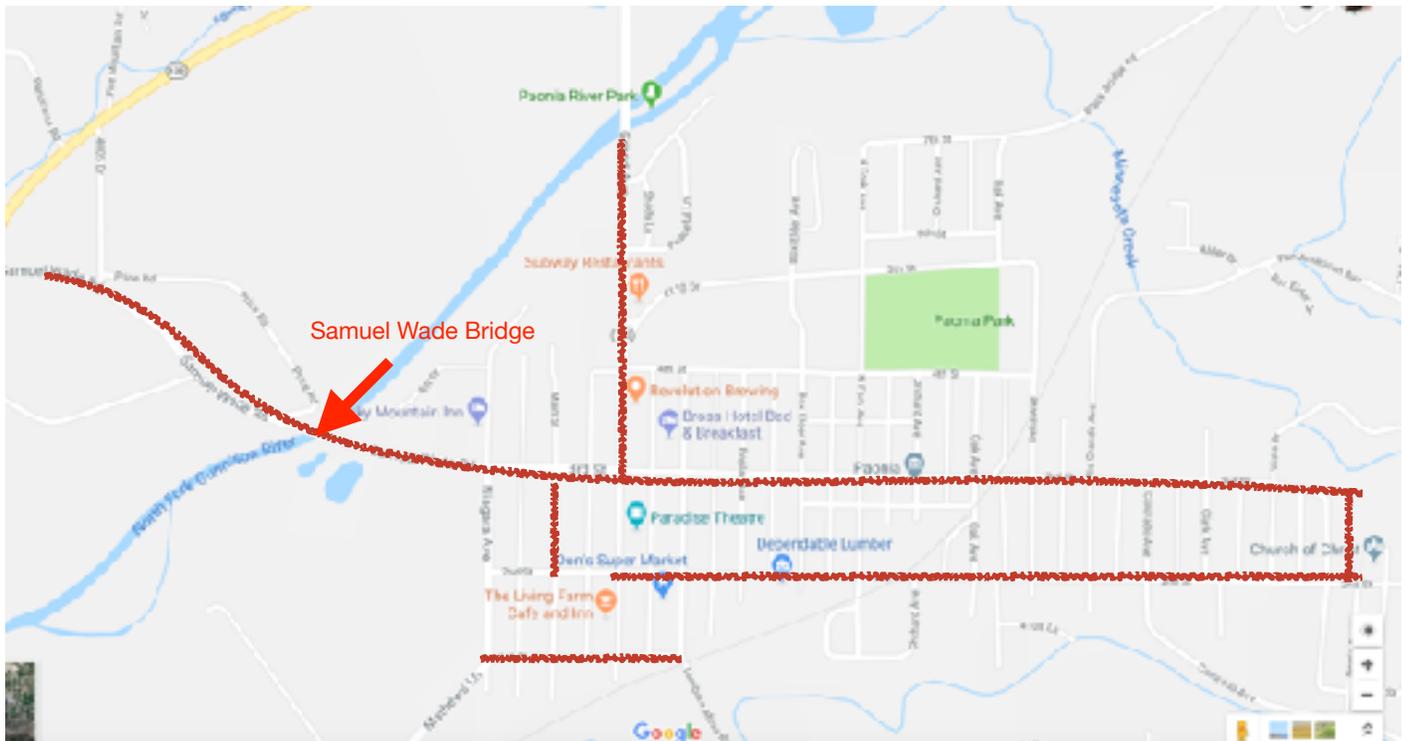
⁵ <http://www.deltacountyindependent.com/vote-yes-on-paonia-sales-tax-increase-cms-10703>

⁶ <https://www.colorado.com/articles/why-paonia-maker-haven-western-slope-colorado-creative-district>

⁷ <http://westelksava.com/about/>

⁸ "US Gazetteer files: 2010, 2000, and 1990". [United States Census Bureau](http://www.census.gov). 2011-02-12. Retrieved 2011-04-23.

⁹ "Geographic Identifiers: 2010 Demographic Profile Data (G001): Paonia town, Colorado". U.S. Census Bureau, American Factfinder. Retrieved October 15, 2015.



Town Map indicating proposed rehabilitation and reconstruction areas in red and location of Samuel Wade Bridge.

PROJECT DESCRIPTION

The Project is part of a larger vision for walkable, safe areas for the town and a downtown revitalization. The main arteries are worn and only about 50% of the streets have sidewalks, curbs and gutters. As a Colorado Creative District, Paonia is gaining a reputation as a destination for visitors contributing to a better economic picture but dangerous streets and unsafe walkways are a deterrent. An aging population needs ADA accessible, walkable streets and sidewalks. Young entrepreneurs with families need to feel safe on roads and sidewalks.

Our proposed project will replace and expand the existing bridge over the North Fork of the Gunnison River on Samuel Wade Road to include ADA sidewalk access and safe passage for bicycles and pedestrians. The Project will also include repair and paving of Samuel Wade/3rd Street (main access to the Town and primary East-West artery), Grand Avenue (Paonia's Main Street) including 5th Street realignment and 2nd Street (East-West artery). Street paving, curbs and gutters, storm-drain replacement, handicapped ramps and new sidewalks will be included. (See video of Paonia streets at <https://youtu.be/uIjiOGaHsoc>.)

Like many cities and towns in the USA, Paonia suffers from old infrastructure and neglected maintenance due to lack of funding. The Town of Paonia was first paved in the early 1950's. Over time, sections of pipe for domestic water beneath the pavement were repaired and replaced on 2nd and 3rd Street leaving a patchwork of asphalt and perturbations with potholes and sections of uneven pavement that are unsafe for bicyclists and motorized vehicles. The patching also has caused the road to crown resulting in the center being higher than the curbs and causing drainage issues. Because of old, unsophisticated methods initially used for storm water drainage, there is questionable drainage in some locations causing stormwater to flow into the Town sewer system instead of the intended flow to the North Fork River. Correction of flow is a priority for this project.

Curbs and gutter and sidewalks are discontinuous preventing pedestrian access in many areas, again, raising issues of safety for residents of all ages. Connectivity to public resources such as the library, parks, town offices and schools is missing. Sidewalks have been damaged due to old tree root systems in numerous areas along the arteries. ADA access is spotty and unpredictable.

In 2015, a small section of 3rd street, between the Samuel Wade Bridge and Grand Avenue there was an emergency repair because of excessive flooding causing damage to local businesses and residences. All other streets were paved more than 20 years ago.

Samuel Wade Bridge

One of the gateways connecting Highway 133 to the town includes the Samuel Wade bridge over the North Fork River. The bridge was built in the late 1970s after the river flooded the existing entrance into the Town. The bridge lanes are narrow (10 feet wide), not offering shoulders or bike lanes. A narrow three foot walkway on the Northeast side of the bridge is not ADA accessible and is





Approaching the bridge from Town



Bridge showing narrow pedestrian walkway

considered unsafe for pedestrians. There are no sidewalks installed at either end of the bridge. Pedestrians are subject to loose, uneven gravel and uncleared weeds and debris as shown below in the picture. There are no shoulders, curbs or gutters. Note that the building on the far left side of the street is the Public Library.

There are two alternatives to remediation of the bridge (1) demolition and full replacement of the bridge and (2) re-decking and expansion of the bridge traffic lanes and pedestrian walk way if the support system is deemed acceptable by county and state engineers. Per the FHWA, "Bridge crossings are essential to pedestrians and bicyclists. Whenever possible, the sidewalks should be continued with their full width. Sidewalks on bridges should be placed to eliminate the possibility of falling into the roadway or over the bridge itself. Sidewalks should be placed on both sides of bridges. Under extreme conditions, sidewalks can be used on one side only, but this should only be done when safe crossings can be provided on both ends of the bridge. When sidewalks are placed on only one side, they should be wider in order to accommodate large volumes of pedestrian traffic."¹⁰

This proposal recommends replacement of the bridge in order to expand the lanes, add bike lanes and an ADA compliant pedestrian walkway on at least one side of the bridge. A professional estimate for this portion of the project at \$1.6M Actual cost is subject to final engineering work.

Additional pictures and a report from the Colorado Department of Transportation for the routine inspection of the bridge condition are included in the attachments.

5th Street Realignment

In 2018, plans were developed by Odysea LLC to improve and realign the three-way intersection at 5th street and Grand Ave. This intersection is a connector for Paonia High School and Paonia

¹⁰https://safety.fhwa.dot.gov/ped_bike/univcourse/pdf/swless13.pdf

Elementary School and the Technical School of the Rockies. It is at a point where the Town of Paonia borders the unincorporated area of Delta County and is one of the main gateway from Highway 133 into the Town.

The proposal is to remove the curve onto 5th Street, create a “T” intersection and install sidewalks to complete the connection between the schools. The roadway also connects the Town with the Paonia River Park, an outdoor community facility with nature trails, information kiosks and one of the only public access points along the North Fork River.¹¹

The vision for this area is included in the attached Highway 133 Corridor Master Plan. Engineering plans and cost estimates are included as attachments. Cost for this portion of the project (810 feet) is estimated at \$356,393.



2nd and 3rd Street Reconstruction

Historic records indicate that paving was done on in 1983 and 1995. Between 2014 and 2017, major breaches to the deteriorating domestic water system forced excavations on 3rd and 2nd Streets to make necessary repairs. In combination with years of attempted rehabilitation due to raveling,

cracking, rutting and potholes, the general street conditions are substandard with ratings of fair to poor.

(See HUFT Streets Inventory Report for the Town of Paonia in attachments.) If not adequately treated, all streets will deteriorate and develop large cracks and potholes.

Given the extent of unimproved streets, such as those that are not constructed with curbs, gutters and engineered road bases, the only effective

treatment is to rebuild the street to full city street standards, thus



3rd St near Minnesota Ave. showing cracking, pothole, asphalt patching and lack of storm drains, curbs and sidewalks.



2nd Street and Orchard Ave. near Paonia laundromat.

¹¹ <http://westernslopeconservation.org/what-we-do/paonia-river-park/>

improving the classification. Historically, the roads in Town were constructed without a stormwater plan.

Third Street from Grand Avenue to Lamborn Street exhibits excessive crowning from repeated layering of asphalt and concrete over the years, particularly in response to repair and replacement of underground waterlines. The assessment of the Town's Public Works Department is that the road reconstruction of approximately 5000 feet should include removal of base, grinding of pavement, resurfacing with concrete and replacement of, or installation of, new storm drains, curb and gutter, curb ramps sidewalks. Road preparation and asphalt removal for 880,000 sq.ft. of existing pavement is estimated at \$4.4M. Concrete paving his estimated at \$7,770,400. Curbs and gutters are estimated at \$880,000.

Main Street is a truck route and connects 3rd and 2nd Streets. Estimates include street repair and installation of curbs, gutters, sidewalks, stormwater drains and curb ramps.

Please see additional photos of damages on 3rd and 2nd Streets in Attachments.

Sidewalks



“Sidewalks are recommended on both sides of all urban arterial, collector, and most local roadways. Although local codes vary, AASHTO and other national publications insist that separation of the pedestrian from motorized traffic is an essential design feature of a safe and functional roadway.”¹² “Agencies around the country recognize that improving pedestrian facilities and safety is critical to their communities' vitality. In fact, some communities also are using pedestrian and bicycle facilities to help revitalize struggling areas. In Raytown,



MO, for example, the city recently

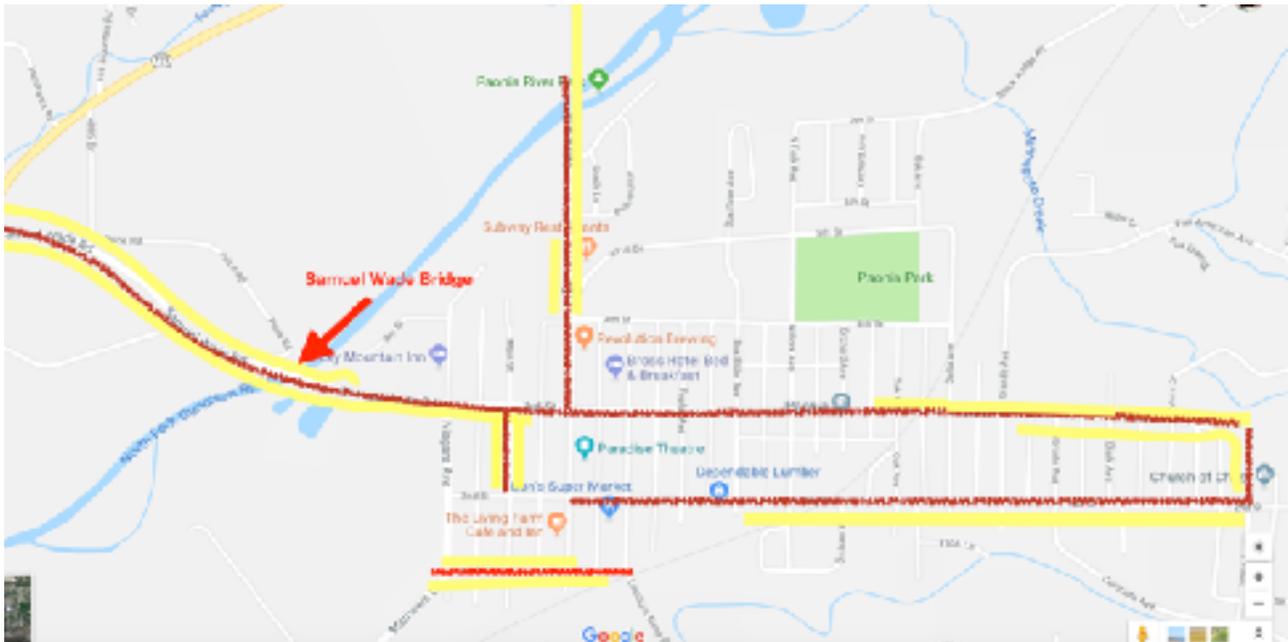
approved adding new sidewalks and medians along one of its main streets to improve pedestrian access to the commercial and retail development along the corridor. John Benson, interim director of community development for the city of Raytown says, ‘These improved facilities will not only provide safe bicycle and pedestrian facilities but also [serve as] a component of the city's economic

¹² https://safety.fhwa.dot.gov/ped_bike/univcourse/pdf/swless13.pdf

redevelopment strategy for the Highway 350/Blue Parkway corridor and the Raytown Central Business District.”¹³

Less than 50% of the Paonia arteries have existing or acceptable sidewalks, curb and gutters.

The graphic below indicates areas with no sidewalks in yellow. Most existing sidewalks are either 3 or 4 feet wide and will be replaced with ADA compliant sidewalks and curb ramps. The proposed plan includes 17,600 linear feet of sidewalk at a cost of \$1.6M and 136 handicap curb ramps at \$258400. See photos in Attachments.



¹³ <https://www.fhwa.dot.gov/publications/publicroads/12marapr/04.cfm>

New sidewalks will be built or replaced according to the following plan:

Street	Linear feet	Sides of street
Lamborn	500	2
3rd Street	5000	2
Samuel Wade	3200	1
Grand Ave	2000	2
Main Street	600	2
2nd Street	6300	2

GRANT FUNDS, SOURCES & USES OF PROJECT FUNDING

The Town of Paonia’s resources are limited, however, there are attempts to fund some priority, emergency projects that demonstrate the intention to make improvements.

- Sidewalk Fee. In 2014, the Town implemented a \$3 per month Sidewalk Fee per household specifically for repair and replacement of existing sidewalks. The fund yields approximately \$30,000 annually. Since 2015, small priority areas have been addressed.
- Sales Tax increase. In April 2018, residents voted to increase Sales Tax by 1 percent to supplement the General Fund and Capital Improvement Fund and to compensate for lost severance taxes. This will provide an approximately \$100,000 annually.
- Restricted Bridge Fund. The Town has \$560,000 in a reserve fund for the maintenance and repair of the Samuel Wade Bridge as a result of an inter-governmental agreement with Delta County. The Town wishes to retain some of this fund for future maintenance and repairs.
- Capital Improvements Budget. The Town has approximately \$150,000 annually budgeted for street repairs.
- Creative District Wayfinding Grants. Paonia is a Certified Creative District as determined by Colorado Creative Industries and the Colorado Office of Economic Development and International Trade. The Creative District is managed by the North Fork Valley Creative Coalition (NFVCC). The NFVCC has received a matching grant of \$10,000 from the State of Colorado to design user-friendly signage for the Town that will complement road improvements on the gateway routes. Once the design is finalized and accepted, the NFVCC will fundraise for fabrication and installation.

- The Town of Paonia, in collaboration with the North Fork Valley Creative Coalition, is applying for a National Endowment for the Arts Out Town Grant to design “increase green space, public art and improved walkability along Paonia’s “main street” and to encourage pedestrians to travel along the roadway to visit and enjoy the Grand Avenue corridor from the Downtown to the River Park.”
- Safe Routes to Schools. In 2008, Paonia received \$202,419 for Sidewalk Improvement at Paonia Elementary School. The 2018 CDOT application process will open on August 1. Since our proposal in this BUILD grant includes areas of the Grand Ave artery that connects the Paonia schools, we can seek state funding for infrastructure projects such as sidewalks, striping for bicycle lanes, pedestrian crossing signs and other amenities that will make it safer for students to walk and bike to and from school.
- The Colorado Department of Local Affairs (DOLA) offers matching grants from the Energy and Mineral Impact Assistance (EMIA) Fund for infrastructure projects

Project Breakdown

Note: Costs are based on a per block estimates from previous projects.

Task	Activity	Unit	Estimated Cost
Administrative			\$47,000
Engineering	Design, Environmental Assessment		\$1,745,000
Bridge replacement			\$1,600,000
Streets		880,000 sq ft	
	Road Prep		\$3,520,800
	Asphalt removal		\$880,000
	Concrete		\$7,770,400
Sidewalks		157,500 sq ft	\$1,258,200
Curb & Gutter		35,200 ft	\$880,000
Handicap access		136 ramps	\$258,400
Inspection			\$258,000
Contingency		10% of total cost	\$1,590,000
			\$19,807,800

	Federal: BUILD	State	Other
Administrative			\$47,000
Land, structures, right away, appraisals, etc.	N/A		\$0
Relocation expenses and payments	\$0		\$0
Architectural and engineering fees*	\$1,720,000		\$25,000
Other architectural and engineering fees			
Project inspection fees	\$258,000		
Site work	\$3,270,000	\$250,000	
Demolition and Removal	\$880,000		
Construction	\$10,689,800	\$750,000	\$328,000
Equipment			
Contingency	\$1,590,000		
Miscellaneous			
Sub Totals	\$18,407,800	\$1,000,000	\$400,000
Project Total	\$19,807,800		

* Includes environmental assessment.

MERIT CRITERIA

Safety. The primary objective of this Project is to ensure the health and safety of residents and visitors to Paonia. Anticipated safety improvements include:

- Reconstruction of streets will provide safer passage on Paonia’s most heavily trafficked streets. Operators and bicyclists will no longer have to dodge potholes and cracks or risk loss of control of their vehicle or bike. Potential damage to personal and commercial vehicles will be reduced or eliminated. The Town will lower its risk of legal actions under the premise of negligence.
- The plan will create bicycle lanes and safe intersections for cyclists. Potholes are very real dangers to cyclists. According to data accumulated by the National Highway Traffic Safety Administration (part of the U.S. Department of Transportation), 43% of bikers who feel their personal safety is threatened while biking blame uneven surfaces for their fears.¹⁴
- The re-decking of Samuel Wade Bridge will allow safe pedestrian crossing and widen lanes for safe passing for vehicles and bicycles. This piece of the project will also provide adequate width of the sidewalk for handicap access and bring the pedestrian access up to standards. As development occurs, pedestrian traffic into Town will become very important. As described in the FHWA “Bridge crossings are essential to pedestrians and bicyclists. Whenever possible, the sidewalks should be continued with their full width. Sidewalks on bridges should be placed to eliminate the possibility of falling into the roadway or over the bridge itself. Sidewalks should be placed on both sides of bridges. Under extreme conditions, sidewalks can be used on one side only, but this should only be done when safe crossings can be provided on both ends of the bridge. When sidewalks are placed on only one side, they should be wider in order to accommodate large volumes of pedestrian traffic.”¹⁵
- Installation of sidewalks and the separation of pedestrian from motorized traffic is essential. Paonia is an active community for people of all ages. Children, Senior Citizens and others need to feel safe to walk, run and play. Current conditions are detrimental and inhibit physical activity in neighborhoods.

“Annually, around 4,500 pedestrians are killed in traffic crashes with motor vehicles in the United States. Pedestrians killed while "walking along the roadway" account for almost 8 percent of these deaths. Many of these tragedies are preventable. Providing walkways

¹⁴ <https://www.pothole.info/2015/11/bikers-and-potholes-injuries-and-costly-litigation/>

¹⁵ https://safety.fhwa.dot.gov/ped_bike/univcourse/pdf/swless13.pdf

separated from the travel lanes could help to prevent up to 88 percent of these "walking along roadway crashes."¹⁶

State of Good Repair. The Project will reduce maintenance costs of patching the main roads in town. Currently, the Town budgets approximately \$150,000 for road repairs and maintains a public works staff of five. The Town is committed to maintain the new infrastructure and will be able to shift priorities to improvement of side streets and secondary roads. Reconstruction with concrete pavement has a life expectancy of over 25 years before repair, thereby, saving in maintenance costs and allowing the Town to tackle other priority areas.

The Town has a restricted fund for future repair and maintenance of the Samuel Wade Bridge.

If roads are not improved, the poor condition will threaten future transportation network efficiency and the mobility of people and goods. As Paonia seeks economic growth and development of new small businesses, the unimproved roads would be a deterrent.

Economic Competitiveness. The North Fork Valley has amenities that are attracting small businesses especially in the fields of agriculture and value-add food production and energy resources. The area offers an idyllic landscape, organic farms and orchards, thousands of acres of public lands to explore, temperate weather conditions, a small-town way of life, gigabyte broadband service and relief from the stresses of urban living. Through State and Regional economic development efforts like ENGAGE (<https://engagedeltacounty.org>), Paonia is cultivating entrepreneurial small businesses. Paonia is also the home of Solar Energy International, a nonprofit campus and training facility that attracts over 500 students each year (<https://www.solarenergy.org/>). As a Colorado Creative District, Paonia is witnessing an increasing number of artists, creative industries professionals and visitors.

Now is the time to replace the crumbling infrastructure described in this proposal to attract businesses and consumers to the area. Small towns in America, like Paonia, are making progress but unacceptable transportation networks discourage newcomers and new businesses. In order to be competitive in small business and tourism markets, improvements must be made. Rural towns like Paonia do not have the advantage of a dense population and tax base to provide for needed upgrades.

Environmental Protection. Paonia's stormwater run off should flow into the North Fork of the Gunnison River to the Gunnison River which is the largest tributary of the Colorado River.

¹⁶ https://safety.fhwa.dot.gov/ped_bike/tools_solve/walkways_trifold/

Historically when roads were constructed, they were done without a stormwater plan. The lack of improved arterial roads without curbs and gutters in addition to faulty storm drains that were a result of historically deficient engineering, storm water run off causes a significant problem. Our proposal will ensure appropriate separation of stormwater and sewer drainage and proper flow of stormwater.

Post-storm accumulation of water is a concern for generating mosquitos which spread West Nile Virus Infection.¹⁷ From 2003 a significant number of incidents of West Nile infection were reported in Delta County.¹⁸

Environmental assessments will be updated and completed in the Engineering phase of the project. The Town has assessments done for 3rd and 2nd Streets from the recent waterline project and could realize some cost savings if these reports are acceptable.

Quality of Life. A good transportation network is critical to a small town community. Unlike urban and suburban settings, a small town thrives when its citizens can easily access grocery stores, the post office, parks, restaurants, entertainment and town offices by walking or riding a bicycle. Pedestrian and bike traffic promotes energy savings, better health, and a sense of community that only happens when citizens can freely interact with their neighbors.¹⁹

In Paonia in the last 3 years there has been an influx of electric assisted bicycles (e-bikes). This technology is being adopted by active senior citizens as a preferred mode of transportation. In the case of one subdivision adjacent to the Town, all residents have e-bikes, most of which are solar-charged, and residents enjoy the economic and health advantages of cycling as described by local engineer, Zach Krapfl, in his 2016 TEDx talk https://www.youtube.com/watch?v=0zJHMMYa01g&index=14&list=PLk9Sgig2v6cg5BoAYhLtXHiznfbjIcT9v&ab_channel=TEDxTalks

As a Certified Colorado Creative District, Paonia has the opportunity to be a leader of transportation alternatives for small western towns. Improved roads, installation of sidewalks, handicap accessible streets and bridges are critical to this vision. Currently there are no bike lanes and no sidewalks to separate pedestrians from vehicular traffic on more than half of the arterial streets.

¹⁷ <https://www.deltacounty.com/452/Mosquito-Borne-Diseases>

¹⁸ https://wwwn.cdc.gov/arbovet/maps/ADB_Diseases_Map/index.html

¹⁹ <https://www.fhwa.dot.gov/publications/publicroads/13mayjun/05.cfm>

Innovation

The proposed plan is a pragmatic solution using existing technology and practice for rehabilitation and reconstruction of roads. While estimates in this proposal have been made based on conventional materials and construction procedures, the Town is open to other practical approaches to contracting and development processes to increase project management flexibility, improved efficiency, timely project implementation, and new revenue streams as depicted by the FHWA.^{20,21} and CDOT Design-Build.²²

Since the Town already has Gigabyte internet service through a fiber network provided by ELEVATE Fiber²³, the project will not impact broadband service in the Town. Paonia is well situated to provide broadband internet service. Elevate has made Paonia, Hotchkiss, Cedaredge, Orchard City and Montrose “Gigabit” cities. The availability of fiber based broadband providing 1 GBPS service in a symmetric manner (1 GBPS download AND 1 GBPS upload) is a game changer for rural communities like this. Note also, there are only 100 or so Gigabit cities across the US and ELEVATE hosts a few of them. This will only grow in importance as such concepts as the Internet of Everything (IoE), SmartCity and Precision Agriculture grow in importance in our economy and our lives.

Engagement with the residents of the community is a primary concern. In 2012-2014, the community participated in an innovative community engagement process that gathered input from community members and identified priorities.²⁴ Infrastructure improvements were a high priority along with the conundrum of how to find funding to make the improvements. In a small town that is somewhat of a throwback in time and has been likened to “Mayberry” of the West, programs such as BUILD are the innovative approach to meeting the needs and making improvements for the community. In our section on page 12 of Grant Funds, Sources and Uses of Funding, we have outlined ways that the Town is trying to increase local revenue (through fees and sales taxes) and take advantage of State and private sector programs.

With a lean staff, the Town has enlisted help from community volunteers for economic development and grant writing. The Town is making headway and has gained state and regional attention through opportunities such as Colorado Creative Industries’ Certified Creative District program (Colorado Office of Economic Development and International Trade) that highlights the influence and

²⁰ <https://www.federalregister.gov/documents/2004/10/06/04-21975/new-special-experimental-project-sep-15-to-explore-alternative-and-innovative-approaches-to-th>

²¹ https://www.fhwa.dot.gov/programadmin/contracts/sep_a.cfm

²² <https://www.codot.gov/business/designsupport/innovative/2016-cdot-d-b-manual/2016-cdot-db-manual/view>

²³ <http://www.dmea.com/content/elevate-fiber>

²⁴ www.northforkheartsoul.com

importance of Creative businesses on a small rural town and brings visitors and tourists to our area. In addition, Paonia succeeded in a competitive statewide program called Space to Create and is collaborating in private-public partnerships to bring resources for affordable housing for those working in the Creative Industries sector. The impacts of these programs, along with broadband internet service, provides an increase in tourism revenues and heightened propensity for entrepreneurship and new business development. All of these efforts have been factors in trending toward growth, better baseline revenues, and sustainability. Small efforts like these are impossible to compare to major projects in urban and suburban areas.

Partnership

The project is within the town limits and will need necessary approvals from the Town Planning Commission and Town Trustees. Areas that border or cross into Delta County will require collaboration with County engineers and County Commissioners. The Town and the County already have an intergovernmental agreement for the Highway 133 Corridor Master Plan. The attached document entitled “Final Highway 133 Corridor Plan.pdf.” defines infrastructure, partnership and annexation plans for the two gateway corridors into Paonia.

The Town of Paonia will work with CDOT and FHWA to ensure compliance with State and Federal requirements. We will seek partnerships with the private sector to obtain the most efficient and effective contracting agreements.

PROJECT READINESS

Technical Feasibility. All proposed construction is within the Town of Paonia and subject to approval by the Board of Trustees. All access and easements are within the Town’s purview and will not require negotiations or acquisitions. The proposal is straightforward construction which can be handled by an experienced contractor for roads and bridges. The Town Public Works Department does not anticipate any major technical issues. All construction will be in compliance with the Paonia Municipal Code²⁵ and the Colorado Department of Transportation requirements.

²⁵ https://library.municode.com/co/paonia/codes/municipal_code?nodeId=CH11STSIPUPL_ART1STSI_S11-1-50RESI

The Town of Paonia has recently demonstrated its ability to implement a large water distribution infrastructure project as reported in the 2018 Town Budget Report²⁶ and described below:

A.) COMPLETION OF THE WATER DISTRIBUTION PROJECT

The 2MG (million gallon) filtration project was completed April 2016. We have begun work on the distribution systems. Four (4) phases are near completion on the out-of-town distribution system and Two (2) of Five (5) phases have been completed on the in-town distribution system. Work has also begun on the PRV vaults out-of-town. \$500,000 was set aside in the 2014 Grant/Project Budget as matching funds. The project has been funded by grants and low interest loans from DOLA (Department of Local Affairs), Water Power Authority, The Gunnison Basin Round Table and CWCB (Colorado Water Conservation Board). The Town received a \$1,000,000 grant from DOLA, \$847,920 principal forgiveness from Water Power Authority, a \$75,000 grant from The Gunnison Basin Round Table and \$310,000 from CWCB. A DWRF (Drinking Water Revolving Fund) loan with a 2.08% rate has been approved and bonds have been issued by the Water Power Authority on our behalf for the remaining balance of \$3,000,000.00 needed to complete the 5.7 million dollar project. The funds have assisted in the Raw Water Line diversion, the 2MG State mandated filtration upgrade, the 1MG tank repair, and now the Distribution system upgrade.

The engineering was completed mid-2016 along with the state approval. Construction started mid-November 2016 with an expected completion date of October 2018.

The Highway 133 Corridor Master Plan which can be found in the attachments already defines infrastructure, land use and annexation for the Grand Avenue and Samuel Wade/3rd Street arteries in addition to depicting the partnership between Delta County and the Town of Paonia.

Engineering diagrams and cost estimates for the 5th Street re-alignment portion of the project can be found in the attachments.

²⁶ <http://www.townofpaonia.com/wp-content/uploads/2018/03/2018-Final-Budget.pdf>

Project Schedule and Work Plan

Phase	Timeline
Project contracting	Winter 2019
Engineering Design	Summer 2019 - Fall 2020
Bid Process start	Fall 2020
Bid Award	Winter 2020
Project start	
Bridge Re-decking	Summer 2021
Street repairs/repaving	Spring 2022 - Fall 2023
Sidewalk installations	Spring 2021 - Spring 2022
Project Final Inspections	Fall 2023
Project completion	Spring 2024

Required Approvals.

The Project is subject to approval by the Paonia Board of Trustees. Areas that are adjacent to Delta County roads will be reviewed with the Delta County Engineer and Board of County Commissioners as needed. Paonia Public Works will work with CDOT and FHWA as required.

Assessment of Project Risks and Mitigation Strategy

Project Risks	Description	Strategies to Mitigate
Procurement delays	Meeting prerequisite steps to obligate Federal funds	Plan for early and frequent communications with FHWA Field office. Plan for early engagement with contractors in bid process Maintain best practices for project management.
Environmental uncertainty	Failure to meet environment requirements for storm water drainage or for construction of bridge.	The project will be designed to protect public safety through the proper design and operation of stormwater basins. The Town will follow best practices with regard to any disturbances to the North Fork River during bridge demolition and construction. For will be scheduled in months when few is minimal.
Increase in real estate acquisition costs	Not Applicable	
Uncommitted local match	Failure to acquire DOLA or other state funds	The Town will maintain optimal communication with appropriate agencies to ensure successful funding. In the event of a nonfunding scenario, the project will be reprioritized.
Weather contingencies	Winter months bring snow and ice and freezing temperatures. Summer temps can reach 100F .	Manage the project for seasonal weather patterns. Schedule major construction between April and November.
Lack of legislative approvals	In the event that changes in the Board of Trustees results in reprioritization and reappropriation of funds.	Town Staff will keep elected officials informed and apprised of the benefits of the project. Once BUILD funds are obligated, the Town will be committed to moving forward.

BENEFIT COST ANALYSIS

A quantitative Benefit Cost Analysis (BCA) has been prepared following the US DOT Benefit Cost Analysis Guidance for Discretionary Programs. A detailed Excel spreadsheet named Paonia BCA.xlsx can be found in the attachments.

While the analysis shows a net negative figure for the quantitative BCA, the Town strongly believes that the unquantifiable benefits to quality of life and economic impact are the strongest drivers for justification of this project. In addition, since local roads are not built or maintained by the State or the County, small rural towns like Paonia are at a disadvantage for making necessary improvements because of funding issues. The local tax base simply cannot support major infrastructure projects.

Obviously rural areas and small towns have low population density. The BCA measures that are based on numbers of vehicles or volume of users are skewed in the favor of urban more densely populated areas. The fact that Paonia only has an annual average of 7 minor accidents on the streets that we are proposing in this application should not negate the fact that the physical conditions of the roads and sidewalks are unacceptable. We should not have to apologize for not having a traffic fatality in 10 years! Places like Paonia with low density, low accident rates, and a high quality of life are desirable to many people seeking a less stressful, strong community. Small towns in Colorado are certainly experiencing a trend toward inward migration.

Opportunities like the BUILD program are the only way that small rural towns can improve to grow, compete and attract business. The Road Information Program (TRIP), a Washington-based non-profit organization that advocates for policies that relieve traffic congestion, improve road conditions and enhance economic productivity, released a report in 2004 on poor road conditions in Virginia (“Paying the Price for Inadequate Roads in Virginia, the Cost to Motorists in Reduced Safety, Lost Time and Increased Vehicle Wear”). A primary conclusion is “the quality of a region’s transportation system is an important factor in where businesses and industries decide to locate, expand or downsize. A modern transportation system is of critical importance if Virginia is to capitalize on economic development opportunities.”²⁷ Urban or rural, we need to improve our road conditions.

Cost Benefit Analysis	
Total PV Benefits	\$11,562,815
Total PV Costs	\$15,687,624
NET BENEFIT	-\$4,124,809

²⁷ <https://www.pothole.info/2010/01/economic-dependence-on-good-roads/>

Current Status/Baseline and Problem to be addressed	Change to Baseline or Alternatives	Types of Impacts
<p>Samuel Wade Bridge is not compliant with standards for traffic lanes and pedestrian walkways causing unsafe conditions for motorists, cyclists and pedestrians.</p>	<p>Reconstruct and widen the bridge</p>	<ul style="list-style-type: none"> • Improve safety for pedestrians and motorists. • Encourage bicycle and pedestrian access. • Create a welcoming entrance into the Town.
<p>Historically the Town has had a reactive approach to road and sidewalk installation and repairs. Today, a large percentage of the major arteries are without curbs and gutters resulting in safety and drainage issues.</p>	<p>Install or replace curbs and gutters. Correct stormwater drainage.</p>	<ul style="list-style-type: none"> • Minimize, to the extent practical, any increase in stormwater runoff from any new development; • Reduce soil erosion from any development or construction project; • Assure the adequacy of existing and proposed culverts and bridges, and other in-stream structures; • Maintain groundwater recharge; • Prevent, to the greatest extent feasible, an increase in nonpoint pollution; • Maintain the integrity of stream channels for their biological functions, as well as for drainage; • Minimize pollutants in stormwater runoff from new and existing development to restore, enhance, and maintain the chemical, physical, and biological integrity of the waters of the state, to protect public health, to safeguard fish and aquatic life and scenic and ecological values, and to enhance the domestic, municipal, recreational, industrial, and other uses of water; and • Protect public safety through the proper design and operation of stormwater basins.

Current Status/Baseline and Problem to be addressed	Change to Baseline or Alternatives	Types of Impacts
Minimal ADA access on major arteries.	Install handicap curb ramps at all intersections.	<ul style="list-style-type: none"> • Meet ADA standards. • Provide safe access. • Improve general health and welfare by encouraging walking and cycling.
Sidewalks are damaged or nonexistent on major arteries of 2nd and 3rd Streets and areas of Grand Ave that connect to the High School. Where sidewalks are installed most are 3 or 4 feet wide. Many areas are damaged from tree root uplift.	Install or Replace sidewalks to ADA standard.	<ul style="list-style-type: none"> • Improve safety for pedestrians and motorists • Connect pathways to create safe pedestrian and bicycle passage to schools. • Improve pedestrians perception that their needs are being met along roadways. • Increase the number of trips made by walking especially in mixed use areas. • Increase transportation options for those not able to operate a car. • Improve motorist operations by moving pedestrians off of travel lanes. • Encourage recreational walking contributing to physical and mental well-being.
Main arteries including 2nd and 3rd Streets and Grand Ave are damaged with raveling, cracking, rutting and potholes causing unsafe conditions for motorists and cyclists.	Rehabilitate or reconstruct main arteries	<ul style="list-style-type: none"> • Minimize vehicle damages and cost to consumers (tire punctures, bent wheels, windshield damage, suspension, exhaust and undercarriage damage, car body and bumper damage). • Minimize accidents from correction to avoid road damage. • Improve bicycle safety. • Improve perception of Town for visitors and tourists prompting extend stays and repeat visits, thus boosting the local economy. • Improve general quality of life for town residents. • Increase property values by \$3000-5000. • Reduce risk of litigation for the Town.

LETTERS OF SUPPORT

Letters have been requested from Senators Michael Bennet and Cory Gardner and Congressman Scott Tipton and well as Delta County Commissioners and the Paonia Mayor. Those not attached to this application will be sent directly to the Secretary.

ATTACHMENTS

	Document	File name
1	Project Narrative	Narrative.pdf
2	2018buildinfoform.xlsx (SF-424C)	2018buildinfoform.xls
3	2017 Paonia Zoning Map	ZoningMap.pdf
4	CDOT Full Report - Samuel Wade Bridge	SWBridgRep.pdf
5	Final Highway 133 Corridor Plan	133Plan.pdf
6	HUFT Streets Inventory Report	HUFT.pdf
7	5th Street Alignment Engineering Report 04251	5thStEng.pdf
7	5th Street-Grand Ave Realignment Construction Estimate 06071	5thStEst.pdf
8	Images - 3rd Street & Minnesota	Pix3rd-1.pdf
9	Images - 3rd Street	Pix3rd-2.pdf
0	Images - 2nd Street	Pix2nd.pdf
10	Images - 3rd Street Sidewalks	Pix3rdSW.pdf
11	Images - Lamborn Ave	PixLamb.pdf
12	Images - Samuel Wade Bridge	PixSWBridg.pdf
13	Paonia BCA - Benefit Cost Analysis	BCA.pdf

Please view drone video of Paonia streets at <https://youtu.be/uljiOGaHsoc>

Good Afternoon, as requested I examined some of the data regarding the safety of children walking/bicycling to and from school within a two (2) mile radius.

The following information was discovered when assessing the implications of child safety and comparing that to our Spillman database: for the years of 2019 to 2021.

There has been an annual average of forty-three (43) traffic accidents recorded. One of which was a bicycle hitting a vehicle while the vehicle was opening its door into traffic. Traffic accidents can be of concern to children coming and going from school since the school year in Paonia includes the winter months when many traffic accidents occur due to snow/ice and loss of vehicle control. As a related matter, several blocks around the Paonia Elementary School (PES) have no sidewalk, forcing pedestrians to walk on the shoulder of the roadway or in the roadway.

In addition, many streets within a two (2) mile radius of both the PES and Paonia High School (PHS) do not have lane markings (center lines or shoulder lines), creating a safety concern for children bicycling to and from school having to rely on implied lanes/shoulders. In addition, there has been an increase of traffic with 235 traffic stops recorded, for School Zone violations.

In regard to crime data, the most obvious concern would be marijuana grows that are being conducted in violation of the recreational marijuana growing guidelines (i.e. locked and covered). Within the previous two (2) years, there have been approximately (50) marijuana grow violations/investigations per year. Since violations of the recreational marijuana growing guidelines typically include marijuana being grown within view of the public and in an unsecured manner, this creates potential for children walking to and from school to have access to marijuana.

No other significant crime data was discovered outside of typical residential neighborhood crime rates.

Hope this helps,
Chief Neil Ferguson
Paonia Police Department

ATTACHMENT C
Surveys



Master Plan Community Survey #2 Results: Economic Development, Transportation, & Community Sustainability

1. Please select whether Paonia has too much, has enough, or needs more of the various items listed below.

	Have Too Much	Have Enough	Need More	No Opinion	Average
Jobs/Employment Opportunities	1	38	260	9	2.87
Grocery Stores	1	256	47	4	2.15
Restaurants/Dining Options	10	116	174	8	2.55
Entertainment	7	190	99	12	2.31
Arts & Culture Activities	25	184	88	11	2.21
Recreation Opportunities	9	105	185	9	2.59

2. Please rate Paonia as a community on each of the items listed below

	Excellent	Good	Fair	Poor	Average
Overall, as a place to live	162	128	14	4	1.55
Overall safety of residents	149	134	24	1	1.60
Quality of public schools	81	137	72	18	2.09
Quality of the library	136	135	32	5	1.69
As a place to retire	115	145	38	10	1.81
As a place to raise children	142	132	28	6	1.67
Access to quality healthcare	17	94	120	77	2.83
As a place to work	20	104	133	51	2.70
Community openness/acceptance	49	138	99	22	2.31
Overall quality-of-life in Paonia	127	158	21	2	1.67

3. Approximately what percent of your spending occurs outside of Paonia or online?

	Response	
0-10%	7.79%	24
11-30%	23.38%	72
31-50%	26.95%	83
51-75%	27.27%	84
76-100%	14.61%	45



Master Plan Community Survey #2 Results: Economic Development, Transportation, & Community Sustainability

4. Where does the majority of your spending occur for the items listed below?						
	In Paonia	Within Delta County	Outside Delta County	Online	Not Sure	Average
Grocery Shopping	73	210	22	1	2	1.84
Hardware/Home-Improvement	135	123	37	11	2	1.75
Dining/Restaurants	146	118	35	0	9	1.63
Discount/Thrift Stores	76	121	62	7	42	2.00
Appliance/Furniture Shopping	6	73	167	33	29	2.81
Drugstores	139	124	15	14	16	1.67
Farmers' Market/Fresh Produce	160	128	9	1	10	1.50
Entertainment	164	64	59	13	8	1.74

5. Please select the option that best describes your ties to the Paonia area.		
	Responses	
I work and live within Paonia town limits	32.79%	101
I live in town limits and work outside of town limits	23.05%	71
I live in town limits and am retired (or do not work)	18.51%	57
I work within town limits, but live outside town limits	10.06%	31
I am retired (or do not work) and live outside of town limits	9.09%	28
I live within Delta County and visit Paonia frequently	5.19%	16
Other	1.30%	4



Master Plan Community Survey #2 Results: Economic Development, Transportation, & Community Sustainability

6. Which of the following categories best describes your employment status?		
	Responses	
Employed, working full-time	23.70%	73
Employed, working part-time	11.69%	36
Self-employed	33.77%	104
Undemployed, looking for more work	3.90%	12
Not employed, looking for work	1.95%	6
Not employed, <i>not</i> looking for work	1.62%	5
Retired	22.08%	68
Disabled, not able to work	1.30%	4

7. Which category below indicates your age?		
	Responses	
Under 18	0.32%	1
18 to 24	1.62%	5
25 to 34	8.44%	26
35 to 44	19.81%	61
45 to 54	20.13%	62
55 to 64	20.13%	62
65 and Over	29.55%	91



Master Plan Community Survey #2 Results:
Economic Development, Transportation, &
Community Sustainability

8. Would you be in favor of the Town legalizing the sale of recreational marijuana?		
	Responses	
Yes/Support	81.82%	252
No/Against	18.18%	56

9. If you selected yes to legalizing the sale of recreational marijuana, what would you like to see the marijuana sales tax revenue be allocated to?		
	Responses	
Infrastructure (roads/utilities)	52.60%	162
Community Development	10.71%	33
Affordable Housing	10.39%	32
I did not select "Yes/Support"	18.18%	56
Other (see list below):	8.12%	25



Master Plan Community Survey #2 Results: Economic Development, Transportation, & Community Sustainability

10. When it comes to growth and development, what are Paonia's greatest challenges?		
	Responses	
Providing adequate job opportunities	39.29%	121
Supporting a year-round economy	26.30%	81
Providing a suitable range of housing options	36.36%	112
Protecting scenery and natural resources	34.42%	106
Preserving the character of the community	27.92%	86
Providing for adequate utilities and services	18.83%	58
Providing adequate amenities (parks, education, medical care, etc.)	16.88%	52
Other (see list below):		



Master Plan Community Survey #2 Results: Economic Development, Transportation, & Community Sustainability

11. What should be the top economic development priorities for Paonia?		
	Responses	
Year-round recreation and tourism	45.78%	141
Emerging industries and new technology	35.71%	110
Remote/teleworking opportunities	25.97%	80
Light manufacturing	17.53%	54
Construction/development	7.47%	23
Renewable energy (wind, solar, etc.)	62.34%	192
Promotion and retention of existing businesses	60.71%	187
Other (see list below):		

12. In the future, what types of development should the Town discourage?		
	Responses	
Fast food restaurants	76.95%	237
Industrial facilities	59.74%	184
Bix box/chain stores	87.34%	269
Oil and gas development	83.77%	258
Fracking industry	86.04%	265
Other (see list below):		



Master Plan Community Survey #2 Results: Economic Development, Transportation, & Community Sustainability

13. Please share any additional comments regarding economic development below:
How can we improve our response to similar situations in the future? How will we acquire funding to fix the infrastructure currently? What affects does the change in agriculture and mini homes have on water use and how can we best track and regulate this.
Will the out of town water companies ever be offered an integrated contract? Will the out of town water companies ever get a voice/vote about decisions impacting our water supply?
Is the current infrastructure sufficient to continue to support current users?

14. What mode of transportation do you use the most?		
	Responses	
Personal Vehicle	76.30%	235
Carpool/Ridshare	0.65%	2
Bicycle/E-bike	8.12%	25
Walk	14.94%	46
Other	0.00%	0

15. How frequently do you use each mode of transportation?							
	Multiple Time A Day	Once A Day	A Few Times Per Week	About Once a Week	Rarely	Never	Average
Personal Vehicle	119	78	81	19	9	2	2.11
Carpool/Rideshare	1	7	31	42	125	102	4.91
Bicycle/E-bike	25	16	72	43	84	68	4.13
Walk	75	70	77	29	41	16	2.80



Master Plan Community Survey #2 Results: Economic Development, Transportation, & Community Sustainability

16. How would you rate the quality of roads in Paonia?		
	Responses	
Excellent	0.65%	2
Good	9.09%	28
Fair	39.94%	123
Poor	50.32%	155

17. Select all that you encounter when travelling by foot or wheelchair.		
	Responses	
People driving too fast	42.86%	132
Tripping hazards on sidewalks	76.95%	237
Missing curb ramps at intersections	31.17%	96
Residential streets with no sidewalks	58.12%	179
A lack of crosswalks	21.43%	66
Property owners not clearing snow/ice from sidewalk	42.53%	131
Poor lighting at night	23.38%	72
Other (see list below):		



Master Plan Community Survey #2 Results: Economic Development, Transportation, & Community Sustainability

18. What do you see as the top two challenges to biking in Paonia?		
	Responses	
Lack of safe marked routes	20.78%	64
Automobile speeds	21.43%	66
Condition of Roads	38.96%	120
Lack of bike lanes	36.69%	113
Bicycle parking destinations	18.18%	56
Awareness of bicycle rights and laws	29.22%	90
I do not travel by bicycle	18.83%	58
Other (see list below):		

19. The Town's limited transportation funds should be allocated to:							
	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	No Opinion	Average
Street repair/maintenance	215	78	13	0	2	0	1.36
Improve walkability	111	122	61	6	5	3	1.92
Improve bicycle travel	84	95	90	12	15	12	2.25
Improve parking	27	57	124	49	31	20	3.00



Master Plan Community Survey #2 Results: Economic Development, Transportation, & Community Sustainability

20. Please share specific roads that need to be repaired, as well as dangerous intersections. Also, provide any additional comments regarding transportation:

21. Please rate the Town's performance in each of the following areas:						
	Excellent	Good	Fair	Poor	No Opinion	Average
Keeping citizens informed	26	135	106	29	12	2.45
Welcoming citizen involvement	35	121	100	29	23	2.43
Listening to citizens	11	97	132	36	32	2.70
Managing and planning for growth	5	49	140	86	28	3.10
Operating programs and services	6	74	135	45	48	2.84
Promotion of economic development	8	50	119	75	56	3.04
Support of local businesses	20	95	107	44	42	2.66
Overall direction the Town is heading	9	101	135	41	22	2.73

22. Are you supportive of the Town of Paonia becoming a designated Dark Sky community? Designated Dark Sky Communities preserve and protect the night sky through responsible lighting policies and public education.		
	Response	
Very Supportive	72.73%	224
Supportive	12.34%	38
Neutral	8.77%	27
Unsupportive	1.62%	5
Very Unsupportive	4.55%	14



Master Plan Community Survey #2 Results: Economic Development, Transportation, & Community Sustainability

23. Please prioritize what the Town should preserve as Paonia experiences future growth.								
	1 (Top Priority)	2	3	4	5	6	7	No Opinion
Water resources	269	23	6	5	2	2	0	1
Air quality	18	170	63	26	18	7	4	2
Open/green spaces	8	68	121	75	17	9	5	5
Wildlife habitats	8	15	56	98	124	4	1	2
Agricultural lands	4	23	41	76	122	19	21	2
Historic properties	1	9	21	28	25	89	113	22
Other (see list below):								

24. How concerned are you about environmental issues?		
	Response	
Very Concerned	73.70%	227
Concerned	16.23%	50
Somewhat Concerned	4.87%	15
Not Concerned	5.19%	16

25. Do you think environmental issues directly affect your life?		
	Response	
Yes	91.56%	282
Not Concerned	8.44%	26



**Master Plan Community Survey #2 Results:
Economic Development, Transportation, &
Community Sustainability**

26. Do you believe that environmental issues, if left unaddressed, will directly impact the lives of future generations?

	Response	
Yes	91.56%	282
No	5.19%	16
No Opinion	3.25%	10

27. Over the past decade, the Board of Trustees have taken a firm stance against oil/gas and fracking developments. Would you like to see future Boards maintain this stance against the oil/gas and fracking industries?

	Response	
Yes	86.69%	267
No	9.09%	28
No Preference	4.22%	13

28. Would you be interested in the Town Staff hosting regular public input meetings to share information regarding ongoing projects, listen to the public's concerns, and discuss potential courses of action?

	Response	
Very Interested	46.10%	142
Interested	39.94%	123
Neutral	12.66%	39
Uninterested	1.30%	4
Very Uninterested	0.00%	0



Master Plan Community Survey #2 Results:
Economic Development, Transportation, &
Community Sustainability

29. Please provide any additional input regarding community sustainability:

Student Travel Tally Report: One School in One Data Collection Period

School Name: Paonia Junior High School

Set ID: 27193

School Group: Town of Paonia

Month and Year Collected: October 2018

School Enrollment: 78

Date Report Generated: 10/24/2018

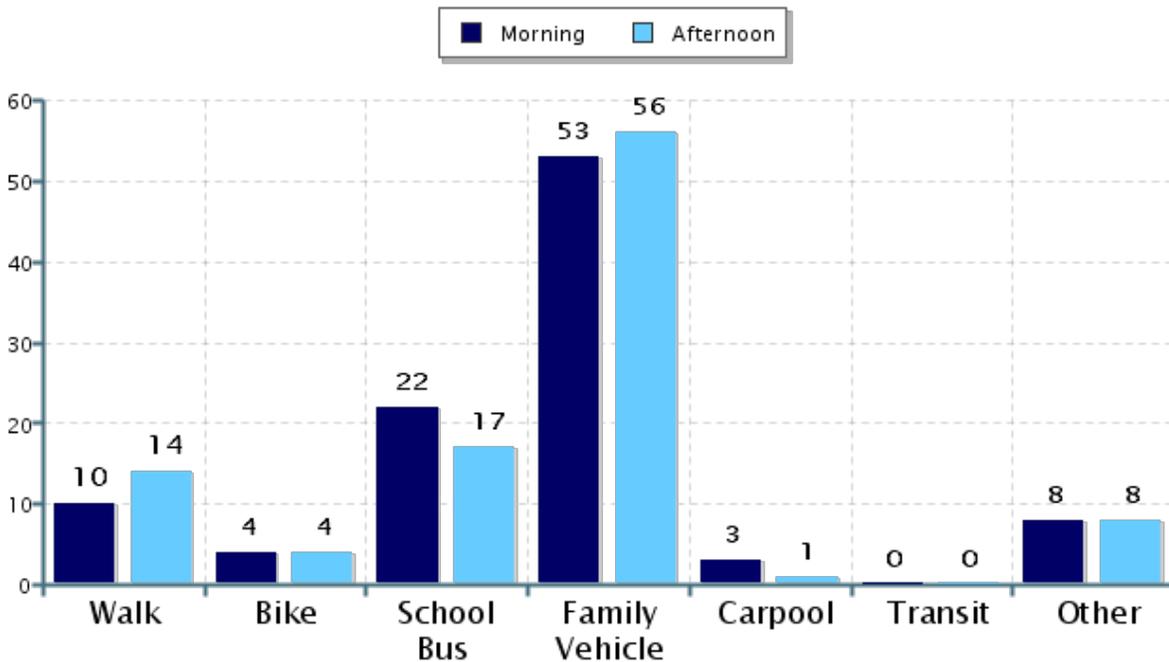
% of Students reached by SRTS activities:

Tags:

**Number of Classrooms
Included in Report:** 6

This report contains information from your school's classrooms about students' trip to and from school. The data used in this report were collected using the in-class Student Travel Tally questionnaire from the National Center for Safe Routes to School.

Morning and Afternoon Travel Mode Comparison



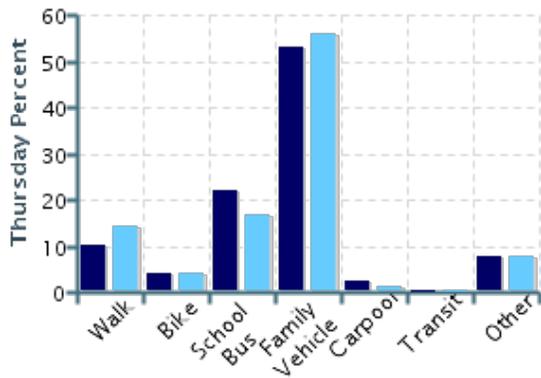
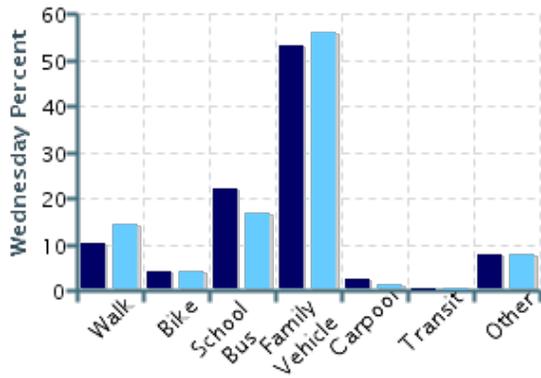
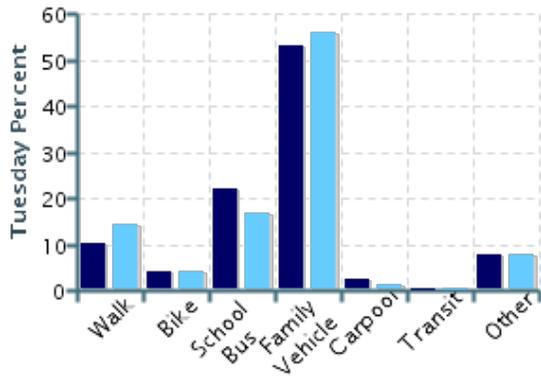
Morning and Afternoon Travel Mode Comparison

	Number of Trips	Walk	Bike	School Bus	Family Vehicle	Carpool	Transit	Other
Morning	231	10%	4%	22%	53%	3%	0%	8%
Afternoon	231	14%	4%	17%	56%	1%	0%	8%

Percentages may not total 100% due to rounding.

Morning and Afternoon Travel Mode Comparison by Day

■ Morning ■ Afternoon

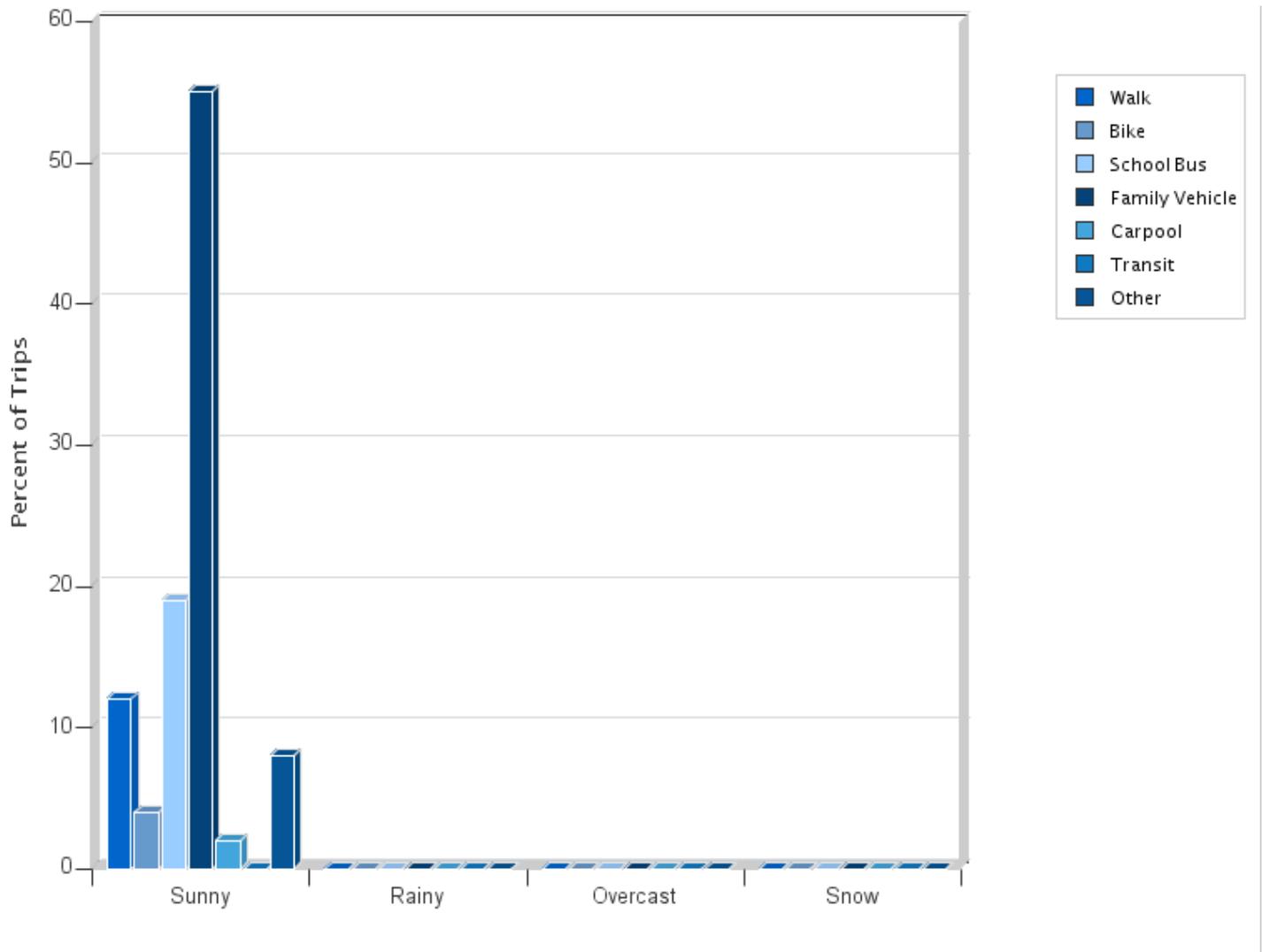


Morning and Afternoon Travel Mode Comparison by Day

	Number of Trips	Walk	Bike	School Bus	Family Vehicle	Carpool	Transit	Other
Tuesday AM	77	10%	4%	22%	53%	3%	0%	8%
Tuesday PM	77	14%	4%	17%	56%	1%	0%	8%
Wednesday AM	77	10%	4%	22%	53%	3%	0%	8%
Wednesday PM	77	14%	4%	17%	56%	1%	0%	8%
Thursday AM	77	10%	4%	22%	53%	3%	0%	8%
Thursday PM	77	14%	4%	17%	56%	1%	0%	8%

Percentages may not total 100% due to rounding.

Travel Mode by Weather Conditions



Travel Mode by Weather Condition

Weather Condition	Number of Trips	Walk	Bike	School Bus	Family Vehicle	Carpool	Transit	Other
Sunny	462	12%	4%	19%	55%	2%	0%	8%
Rainy	0	0%	0%	0%	0%	0%	0%	0%
Overcast	0	0%	0%	0%	0%	0%	0%	0%
Snow	0	0%	0%	0%	0%	0%	0%	0%

Percentages may not total 100% due to rounding.

Parent Survey Report: One School in One Data Collection Period

School Name: PES

Set ID: 17953

School Group: Town of Paonia

Month and Year Collected: October 2018

School Enrollment: 183

Date Report Generated: 10/30/2018

% Range of Students Involved in SRTS: Don't Know

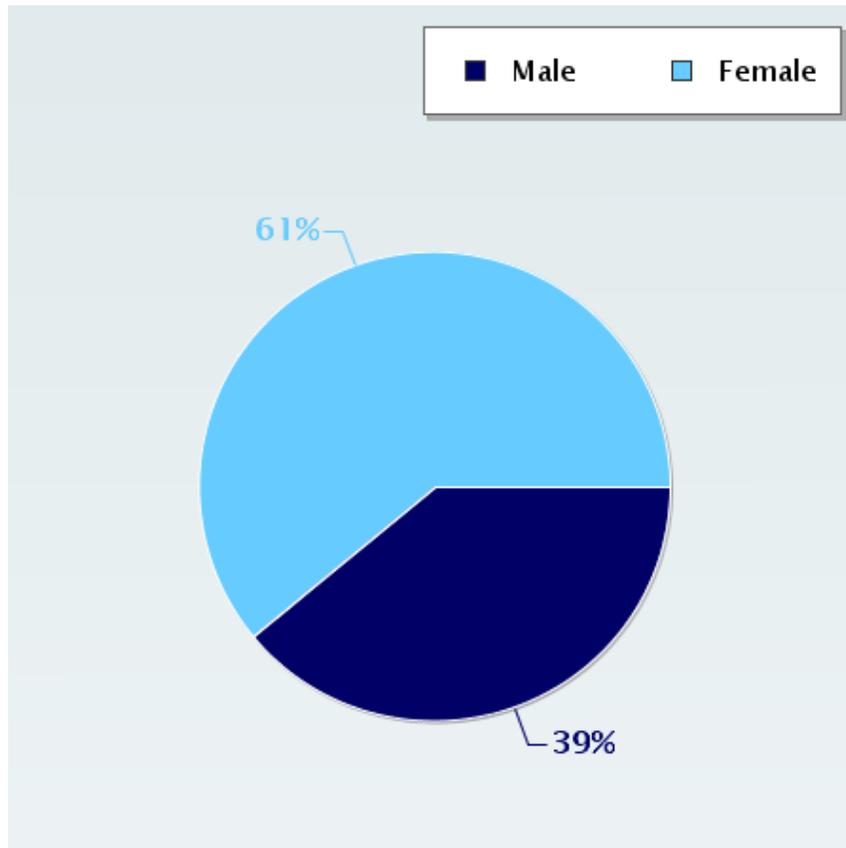
Tags:

Number of Questionnaires Distributed: 0

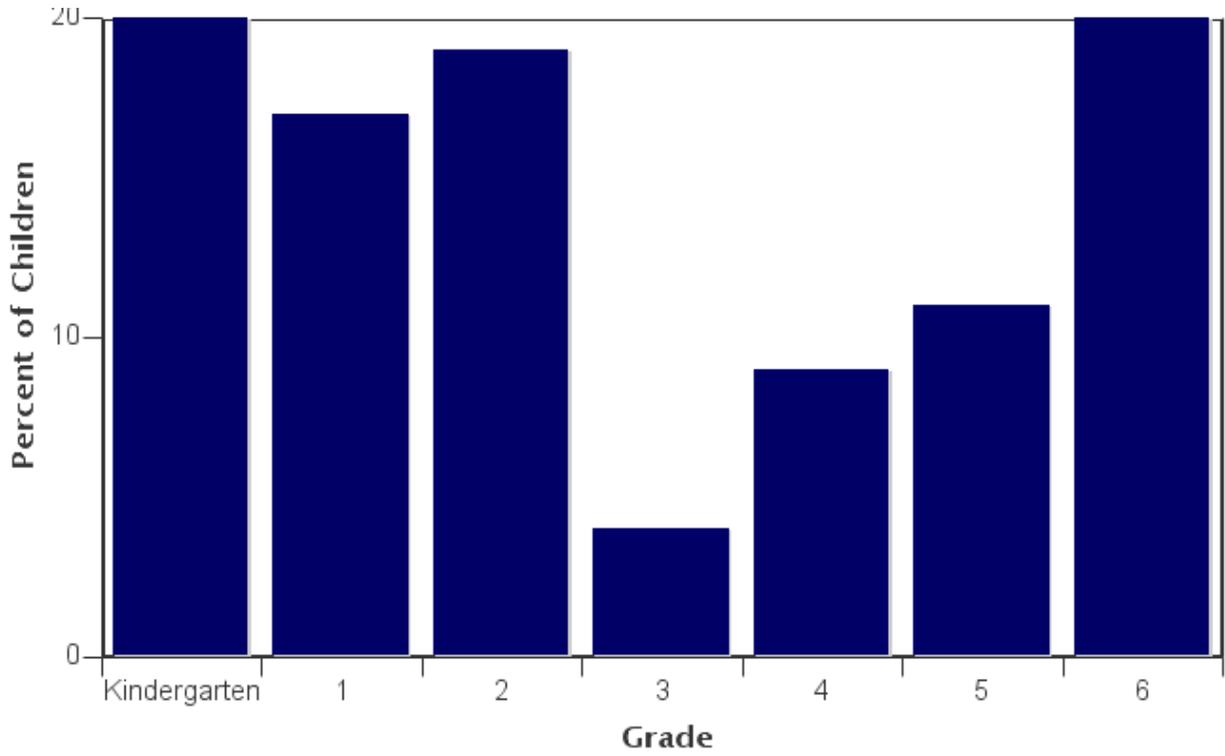
Number of Questionnaires Analyzed for Report: 56

This report contains information from parents about their children's trip to and from school. The report also reflects parents' perceptions regarding whether walking and bicycling to school is appropriate for their child. The data used in this report were collected using the Survey about Walking and Biking to School for Parents form from the National Center for Safe Routes to School.

Sex of children for parents that provided information



Grade levels of children represented in survey



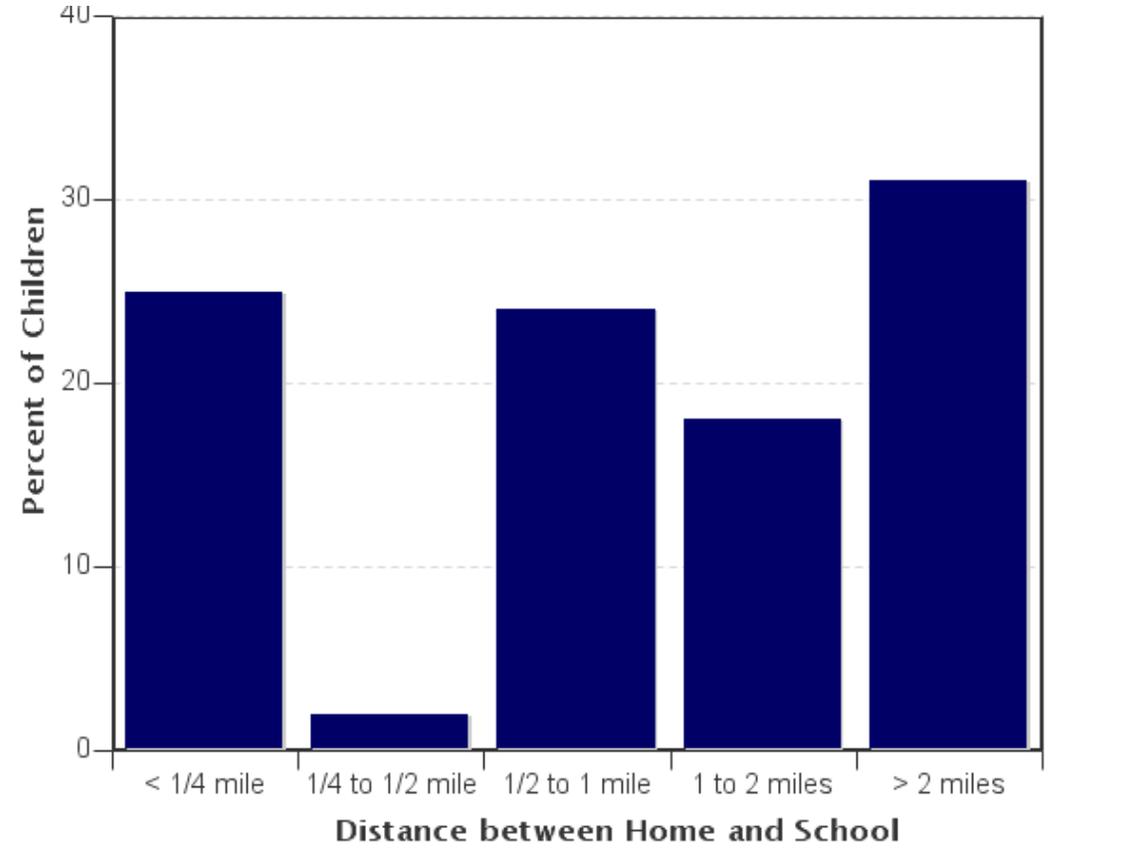
Grade levels of children represented in survey

Grade in School	Responses per grade	
	Number	Percent
Kindergarten	11	20%
1	9	17%
2	10	19%
3	2	4%
4	5	9%
5	6	11%
6	11	20%

No response: 0

Percentages may not total 100% due to rounding.

Parent estimate of distance from child's home to school

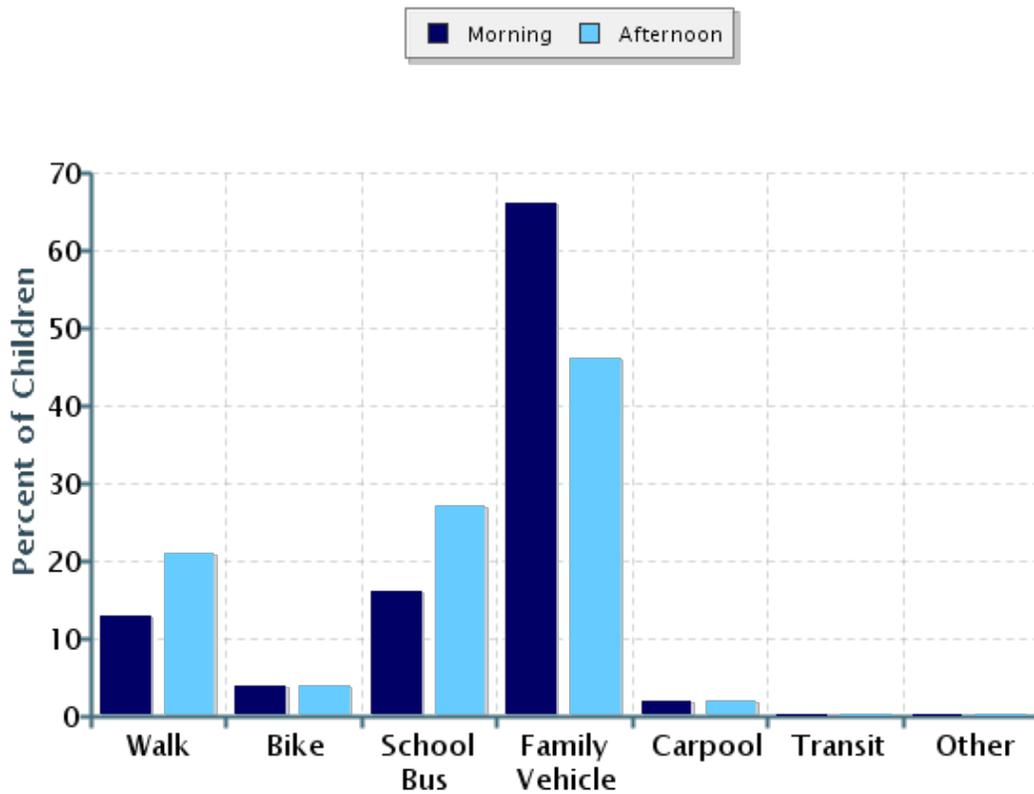


Parent estimate of distance from child's home to school

Distance between home and school	Number of children	Percent
Less than 1/4 mile	14	25%
1/4 mile up to 1/2 mile	1	2%
1/2 mile up to 1 mile	13	24%
1 mile up to 2 miles	10	18%
More than 2 miles	17	31%

Don't know or No response: 1
 Percentages may not total 100% due to rounding.

Typical mode of arrival at and departure from school



Typical mode of arrival at and departure from school

Time of Trip	Number of Trips	Walk	Bike	School Bus	Family Vehicle	Carpool	Transit	Other
Morning	56	13%	4%	16%	66%	2%	0%	0%
Afternoon	56	21%	4%	27%	46%	2%	0%	0%

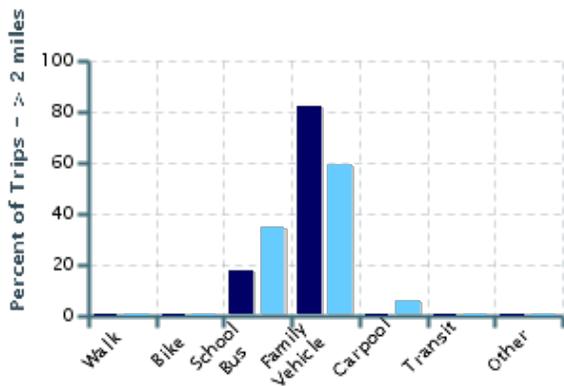
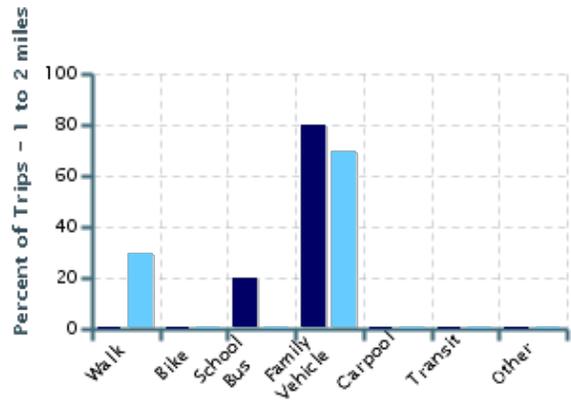
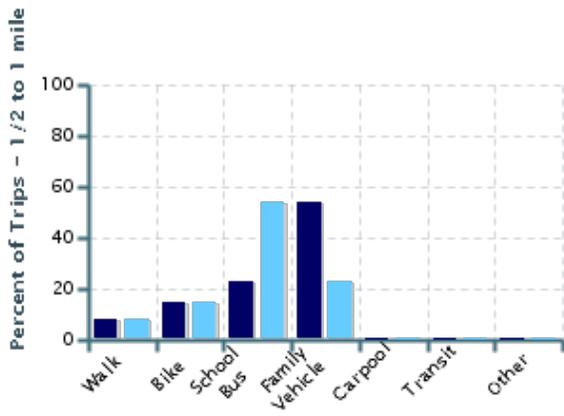
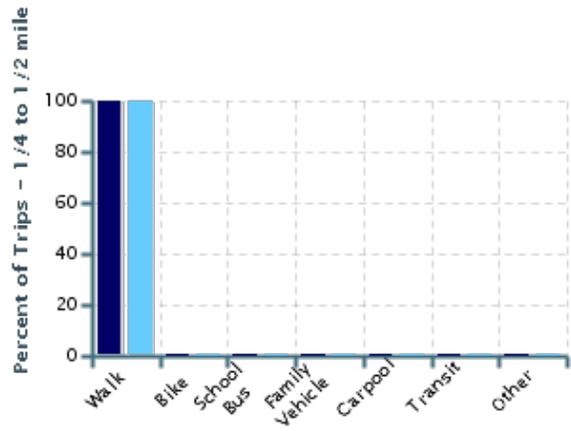
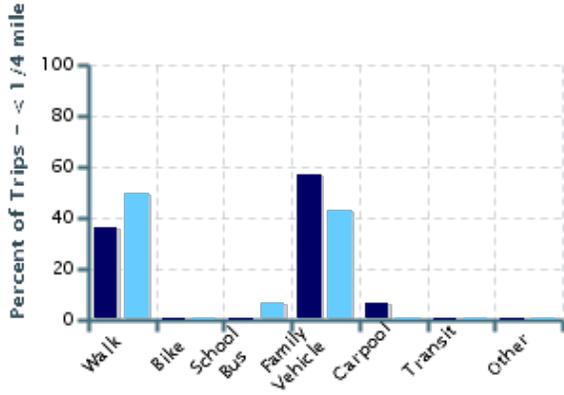
No Response Morning: 0

No Response Afternoon: 0

Percentages may not total 100% due to rounding.

Typical mode of school arrival and departure by distance child lives from school

■ Morning ■ Afternoon



Typical mode of school arrival and departure by distance child lives from school

School Arrival

Distance	Number within Distance	Walk	Bike	School Bus	Family Vehicle	Carpool	Transit	Other
Less than 1/4 mile	14	36%	0%	0%	57%	7%	0%	0%
1/4 mile up to 1/2 mile	1	100%	0%	0%	0%	0%	0%	0%
1/2 mile up to 1 mile	13	8%	15%	23%	54%	0%	0%	0%
1 mile up to 2 miles	10	0%	0%	20%	80%	0%	0%	0%
More than 2 miles	17	0%	0%	18%	82%	0%	0%	0%

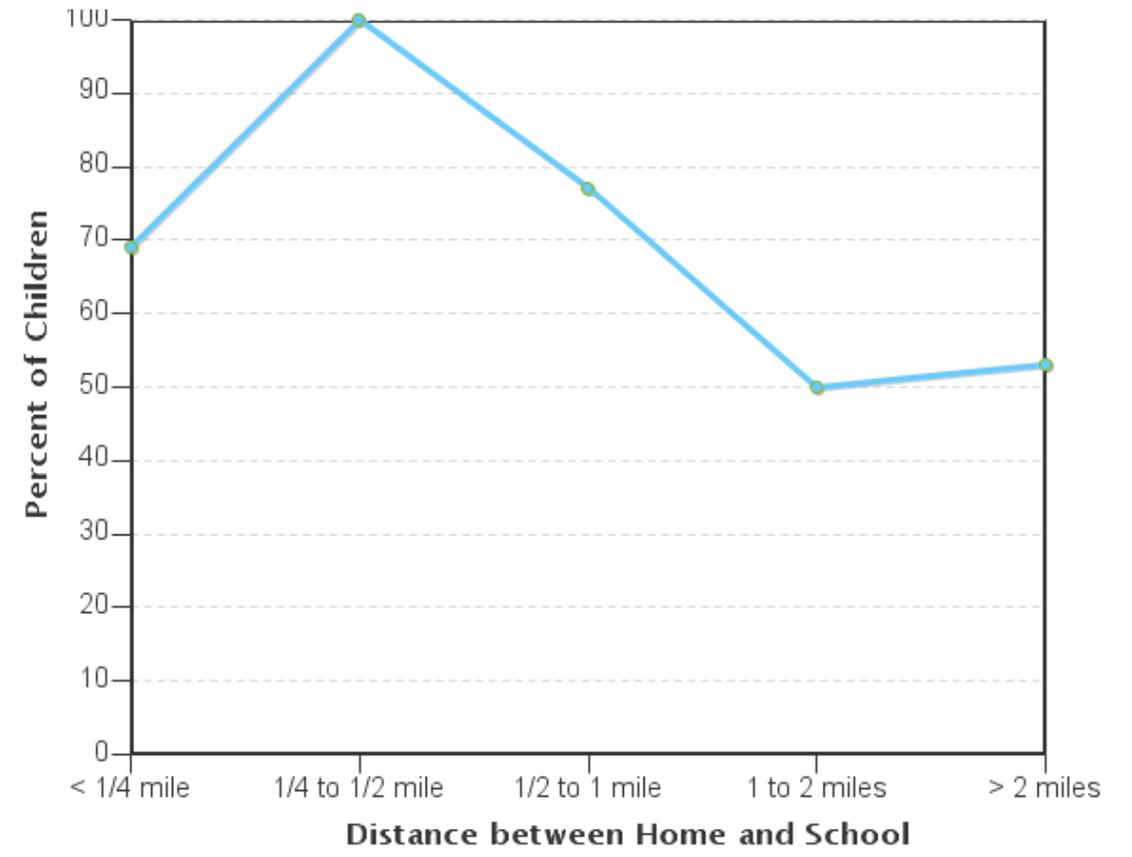
Don't know or No response: 1
 Percentages may not total 100% due to rounding.

School Departure

Distance	Number within Distance	Walk	Bike	School Bus	Family Vehicle	Carpool	Transit	Other
Less than 1/4 mile	14	50%	0%	7%	43%	0%	0%	0%
1/4 mile up to 1/2 mile	1	100%	0%	0%	0%	0%	0%	0%
1/2 mile up to 1 mile	13	8%	15%	54%	23%	0%	0%	0%
1 mile up to 2 miles	10	30%	0%	0%	70%	0%	0%	0%
More than 2 miles	17	0%	0%	35%	59%	6%	0%	0%

Don't know or No response: 1
 Percentages may not total 100% due to rounding.

Percent of children who have asked for permission to walk or bike to/from school by distance they live from school

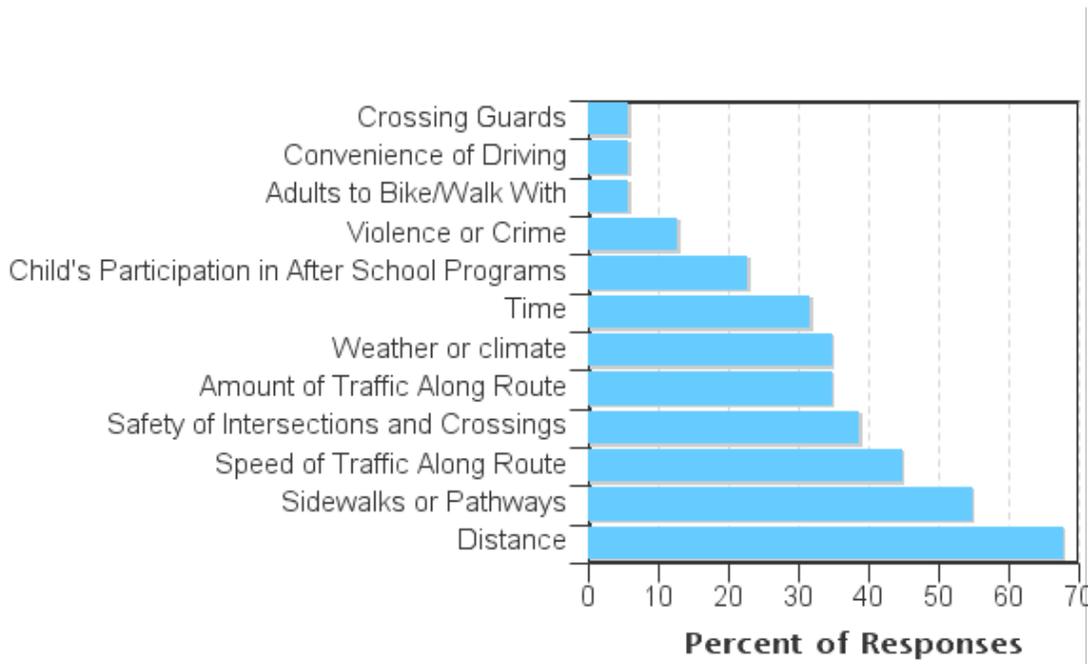


Percent of children who have asked for permission to walk or bike to/from school by distance they live from school

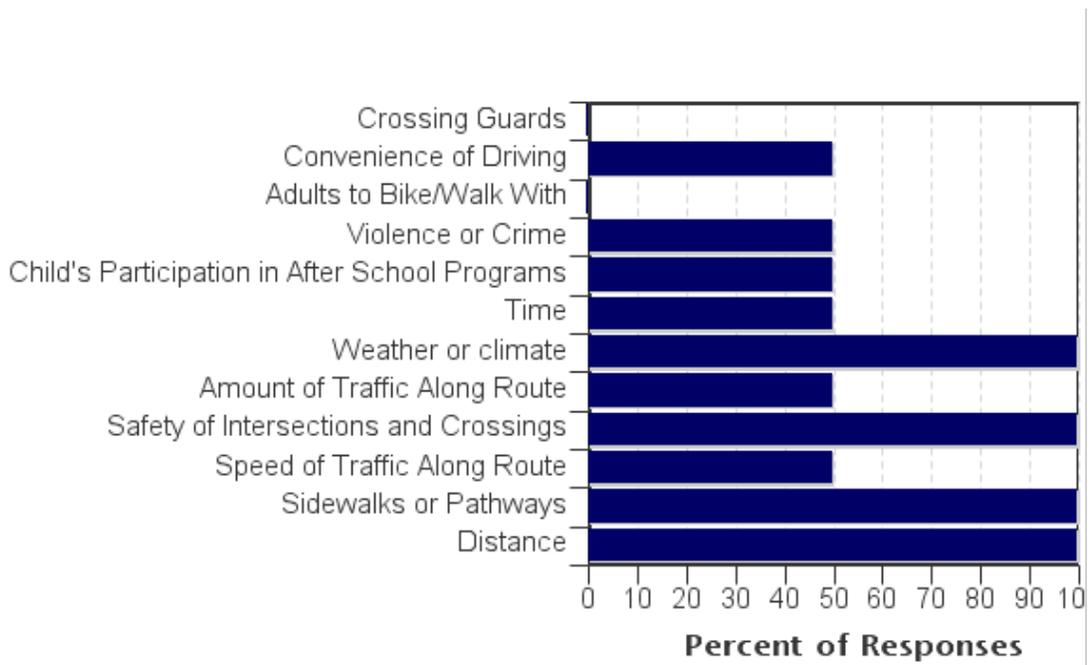
Asked Permission?	Number of Children	Less than 1/4 mile	1/4 mile up to 1/2 mile	1/2 mile up to 1 mile	1 mile up to 2 miles	More than 2 miles
Yes	34	69%	100%	77%	50%	53%
No	20	31%	0%	23%	50%	47%

Don't know or No response: 2
 Percentages may not total 100% due to rounding.

Issues reported to affect the decision to not allow a child to walk or bike to/from school by parents of children who do not walk or bike to/from school



Issues reported to affect the decision to allow a child to walk or bike to/from school by parents of children who already walk or bike to/from school



Issues reported to affect the decision to allow a child to walk or bike to/from school by parents of children who already walk or bike to/from school

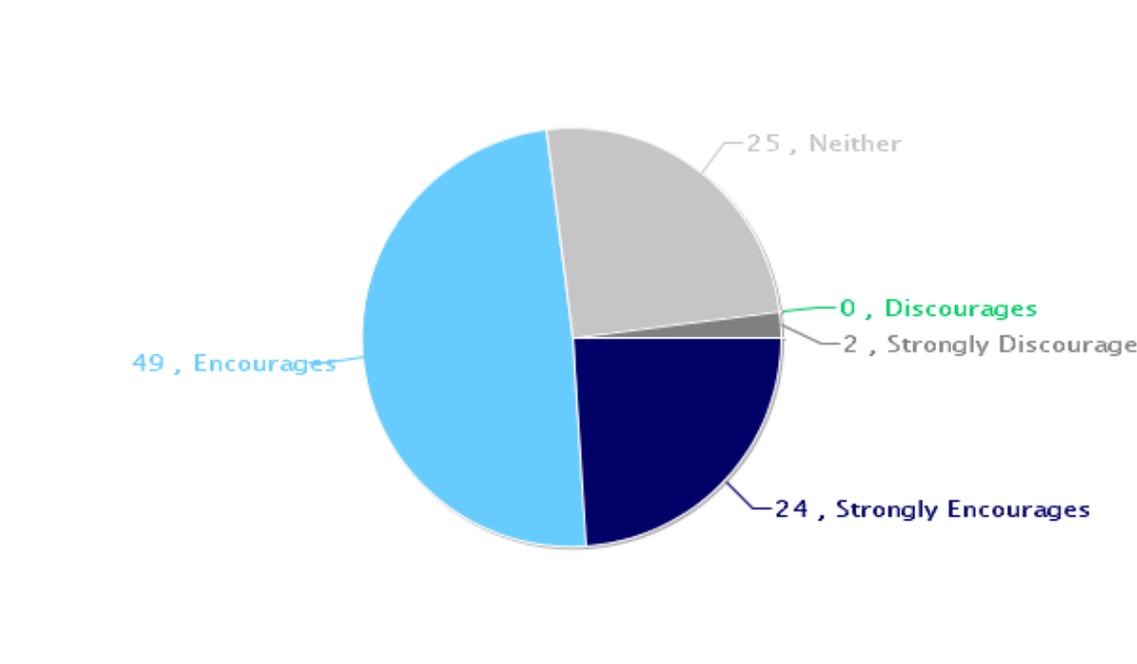
Issue	Child does not walk/bike to school	Child walks/bikes to school
Distance	68%	100%
Sidewalks or Pathways	55%	100%
Speed of Traffic Along Route	45%	50%
Safety of Intersections and Crossings	39%	100%
Amount of Traffic Along Route	35%	50%
Weather or climate	35%	100%
Time	32%	50%
Child's Participation in After School Programs	23%	50%
Violence or Crime	13%	50%
Adults to Bike/Walk With	6%	0%
Convenience of Driving	6%	50%
Crossing Guards	6%	0%
Number of Respondents per Category	31	2

No response: 23

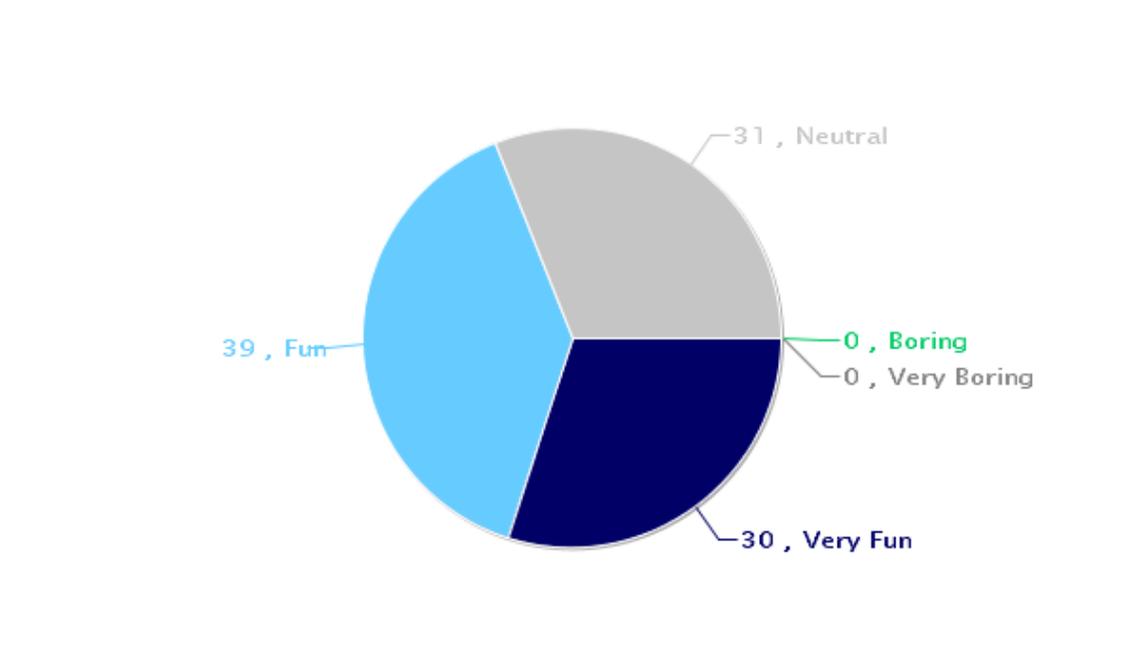
Note:

- Factors are listed from most to least influential for the 'Child does not walk/bike to school' group.
- Each column may sum to > 100% because respondent could select more than issue
- The calculation used to determine the percentage for each issue is based on the 'Number of Respondents per Category' within the respective columns (Child does not walk/bike to school and Child walks/bikes to school.) If comparing percentages between the two columns, please pay particular attention to each column's number of respondents because the two numbers can differ dramatically.

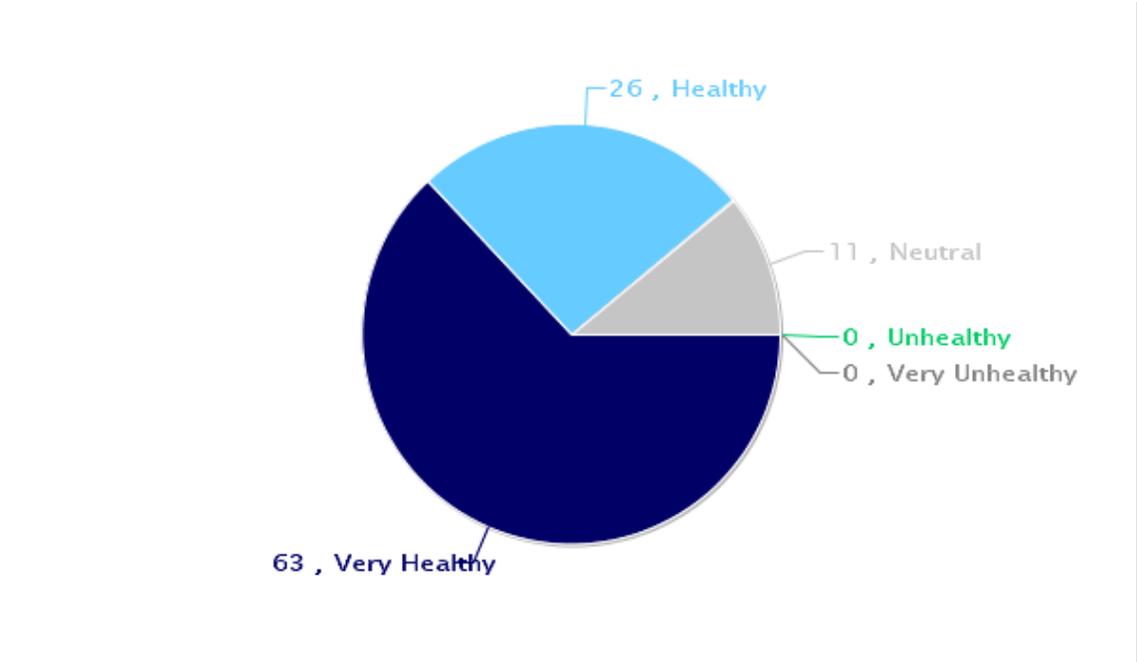
Parents' opinions about how much their child's school encourages or discourages walking and biking to/from school



Parents' opinions about how much fun walking and biking to/from school is for their child



Parents' opinions about how healthy walking and biking to/from school is for their child



Comments Section

SurveyID	Comment
1624639	Lack of street and path lights also affects if our kids walk or ride.
1624642	we have many aggressive dogs and a narrow road with no shoulder
1624671	Bike to School is a fun/great event. My children look forward to it. We do not bike any other time. I will be with my children on bike days.
1624673	I drive my child, however kids ride their bikes unsafely right in front of me all the time. Kids need educated.
1626092	We live too far away.
1626105	Bike to school day is great I am a parent who will go with my children on that day. It is not something we do any other time.
1626111	We currently live in the Crawford area, so it is not possible for my children to walk to Paonia for school.
1627652	This survey probably isn't helpful from us because of distance from school.
1624628	More visual crosswalk awareness-flashing lights etc would be good on the crossing @ poplar & 2nd street to the Elementary. Non-parents seem to fly down 2nd to work, etc.
1624662	My son's route to school has back roads. More signs for bicyclists would be nice. Bike paths would be even more favorable.
1624666	our commute is littered with several aggressive dogs, narrow, windy, no shoulder roads.
1624670	I would highly encourage biking/walking to school if we lived closer
1624672	I believe we need crossing guards so our kids can make it home safely.
1626110	Paonia is the type of community that encourages walking & biking. Increasing safety is a must.
1626116	I would love to let him walk independently if a safe route was available.
1624638	Wonderful school!! Thank you for all you do.
1626101	We absolutely love this school! Thank you for all that you do!!
1626115	We live outside of town but sometimes allow our kids to walk from our business, but there are still dangerous intersections that have very bad sun glare and no crosswalks or crossing guards.
1624627	Most of this doesn't apply to my kids but the sidewalks are very bad in Paonia
1624658	My family lives clear in Hotchkiss. Walking/biking is not an option
1624645	My child would love to walk to school if we lived closer

Student Travel Tally Report: One School in One Data Collection Period

School Name: North Fork School of Integrated Studies

Set ID: 27281

School Group: Town of Paonia SRTS Coalition

Month and Year Collected: October 2018

School Enrollment: 46

Date Report Generated: 10/29/2018

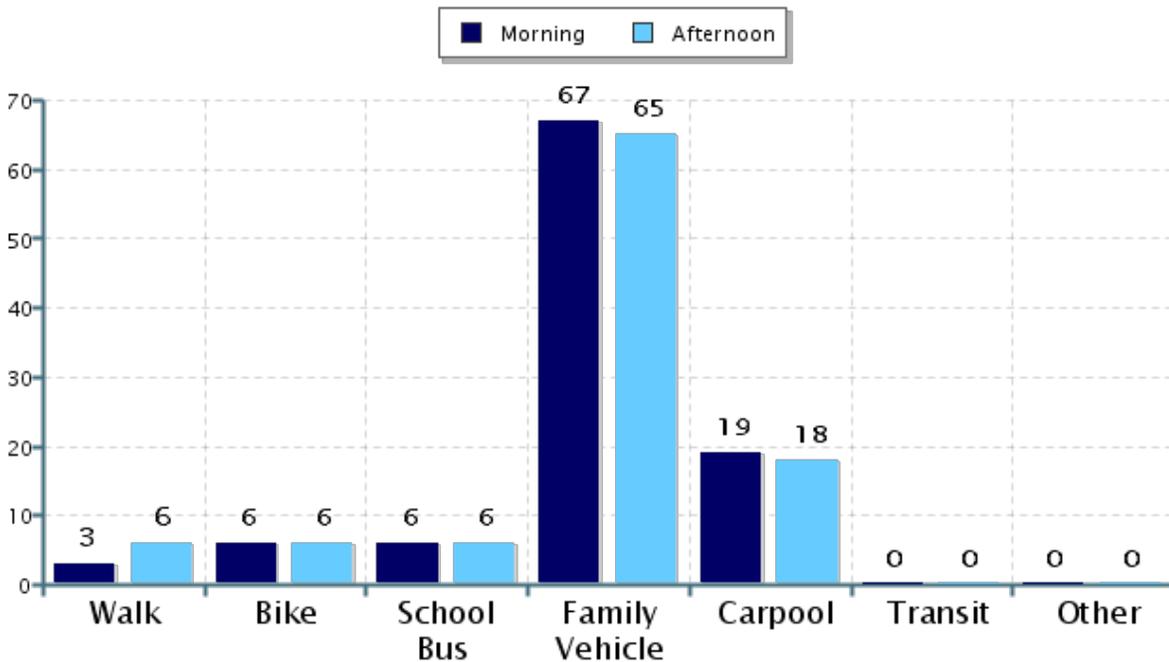
% of Students reached by SRTS activities:

Tags: Fall 2015

**Number of Classrooms
Included in Report:** 3

This report contains information from your school's classrooms about students' trip to and from school. The data used in this report were collected using the in-class Student Travel Tally questionnaire from the National Center for Safe Routes to School.

Morning and Afternoon Travel Mode Comparison



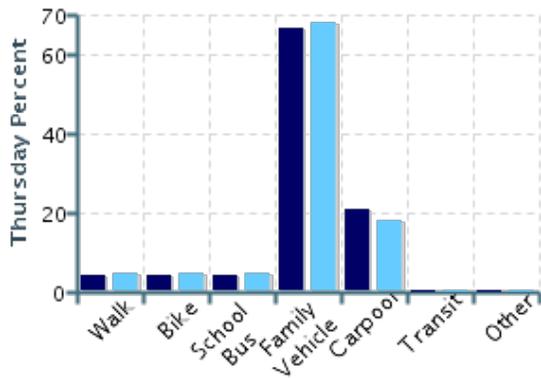
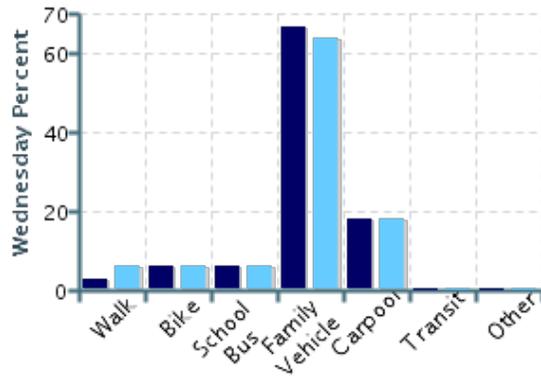
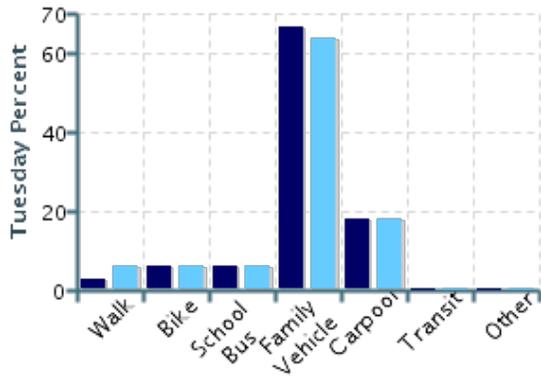
Morning and Afternoon Travel Mode Comparison

	Number of Trips	Walk	Bike	School Bus	Family Vehicle	Carpool	Transit	Other
Morning	90	3%	6%	6%	67%	19%	0%	0%
Afternoon	88	6%	6%	6%	65%	18%	0%	0%

Percentages may not total 100% due to rounding.

Morning and Afternoon Travel Mode Comparison by Day

■ Morning ■ Afternoon

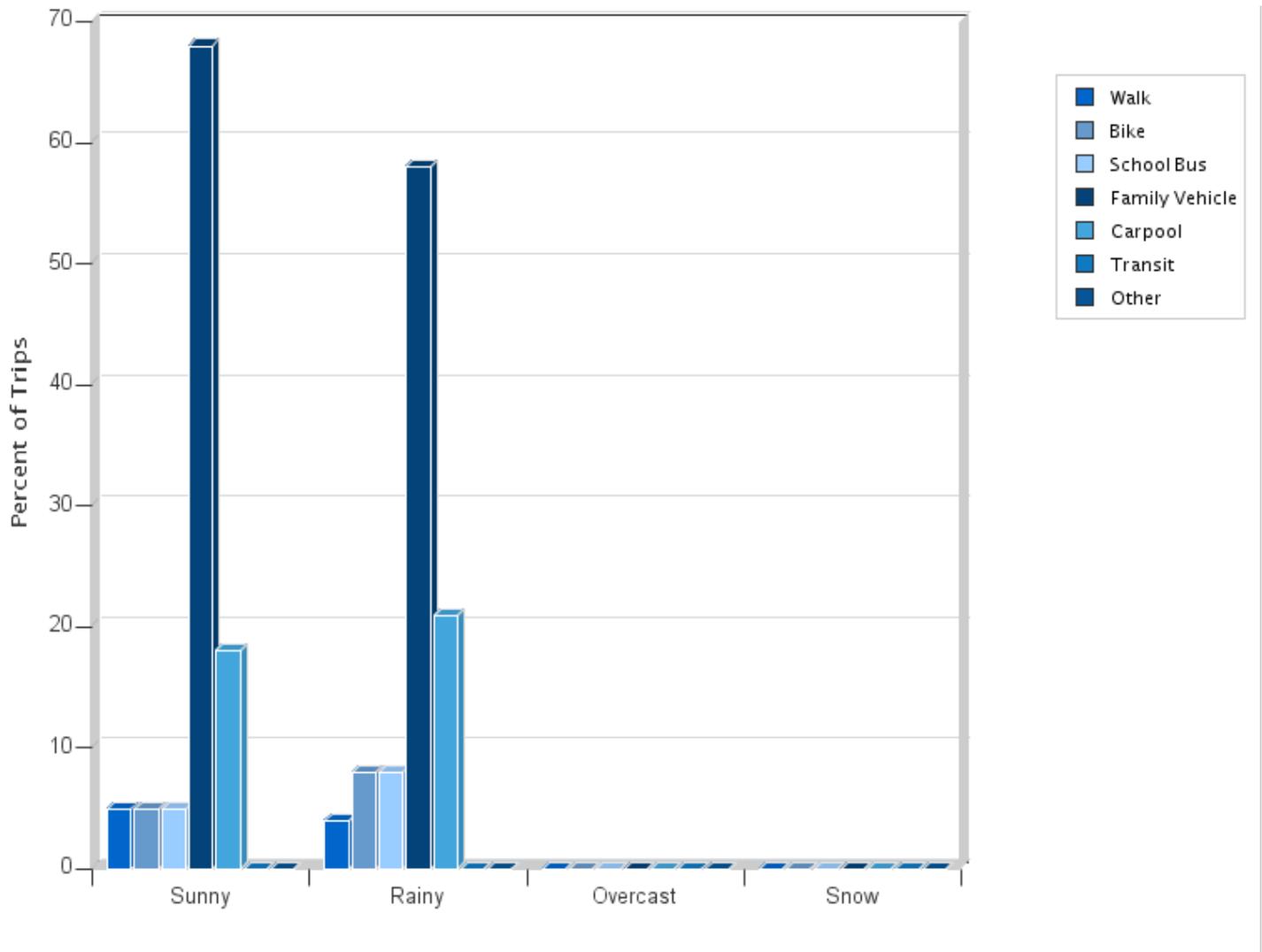


Morning and Afternoon Travel Mode Comparison by Day

	Number of Trips	Walk	Bike	School Bus	Family Vehicle	Carpool	Transit	Other
Tuesday AM	33	3%	6%	6%	67%	18%	0%	0%
Tuesday PM	33	6%	6%	6%	64%	18%	0%	0%
Wednesday AM	33	3%	6%	6%	67%	18%	0%	0%
Wednesday PM	33	6%	6%	6%	64%	18%	0%	0%
Thursday AM	24	4%	4%	4%	67%	21%	0%	0%
Thursday PM	22	5%	5%	5%	68%	18%	0%	0%

Percentages may not total 100% due to rounding.

Travel Mode by Weather Conditions



Travel Mode by Weather Condition

Weather Condition	Number of Trips	Walk	Bike	School Bus	Family Vehicle	Carpool	Transit	Other
Sunny	130	5%	5%	5%	68%	18%	0%	0%
Rainy	48	4%	8%	8%	58%	21%	0%	0%
Overcast	0	0%	0%	0%	0%	0%	0%	0%
Snow	0	0%	0%	0%	0%	0%	0%	0%

Percentages may not total 100% due to rounding.

Parent Survey Report: One School in One Data Collection Period

School Name: North Fork School of Integrated Studies

Set ID: 17951

School Group: Town of Paonia SRTS Coalition

Month and Year Collected: October 2018

School Enrollment: 46

Date Report Generated: 10/29/2018

% Range of Students Involved in SRTS: 76-100%

Tags: Fall 2015

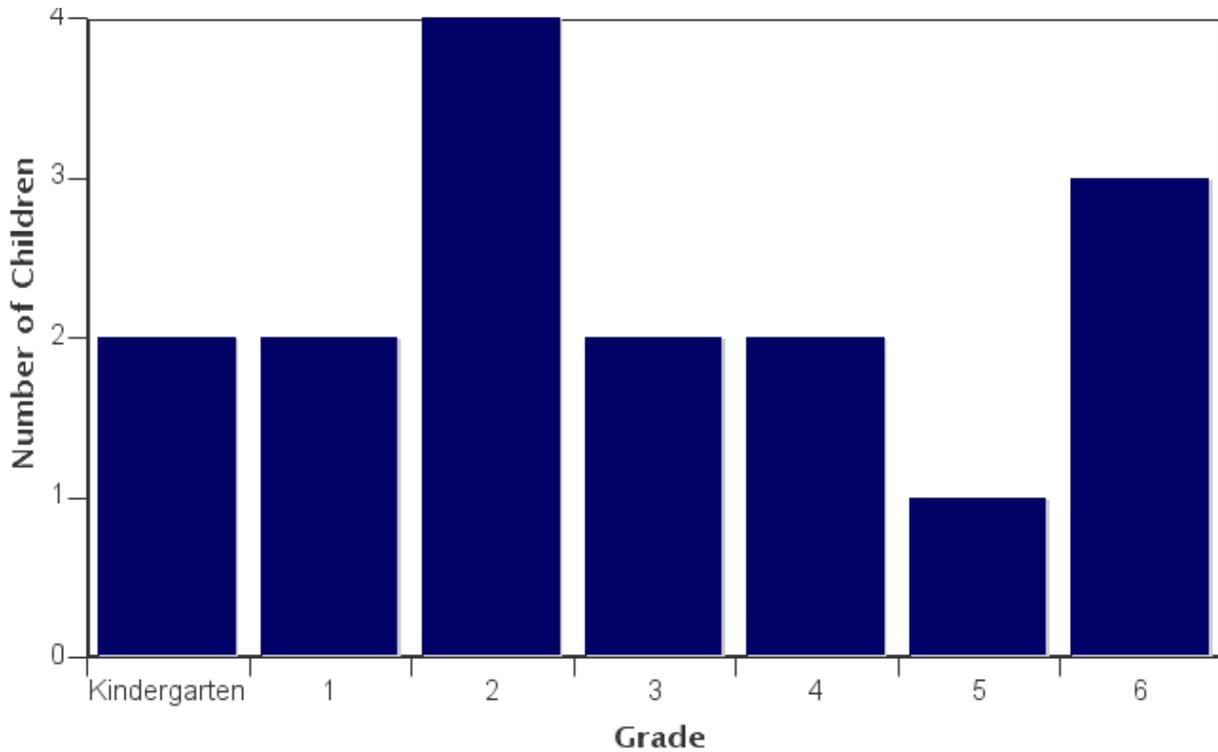
Number of Questionnaires Distributed: 46

**Number of Questionnaires
Analyzed for Report:** 16

This report contains information from parents about their children's trip to and from school. The report also reflects parents' perceptions regarding whether walking and bicycling to school is appropriate for their child. The data used in this report were collected using the Survey about Walking and Biking to School for Parents form from the National Center for Safe Routes to School.

**Because less than 30 questionnaires are included in this report, each graph and table display counts rather than percentage information.

Grade levels of children represented in survey



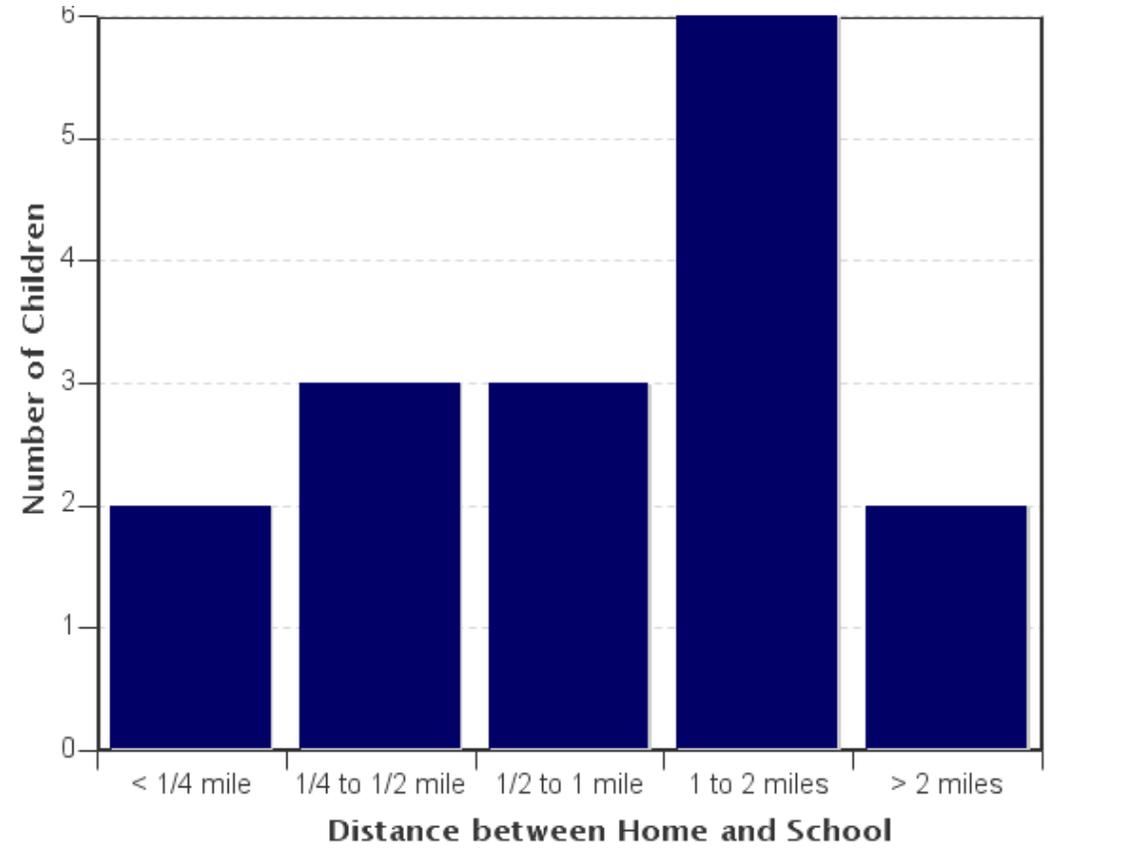
Grade levels of children represented in survey

Grade in School	Responses per grade
	Number
Kindergarten	2
1	2
2	4
3	2
4	2
5	1
6	3

No response: 0

Numbers rather than percents are displayed because the number of respondents for this question was less than 30.

Parent estimate of distance from child's home to school



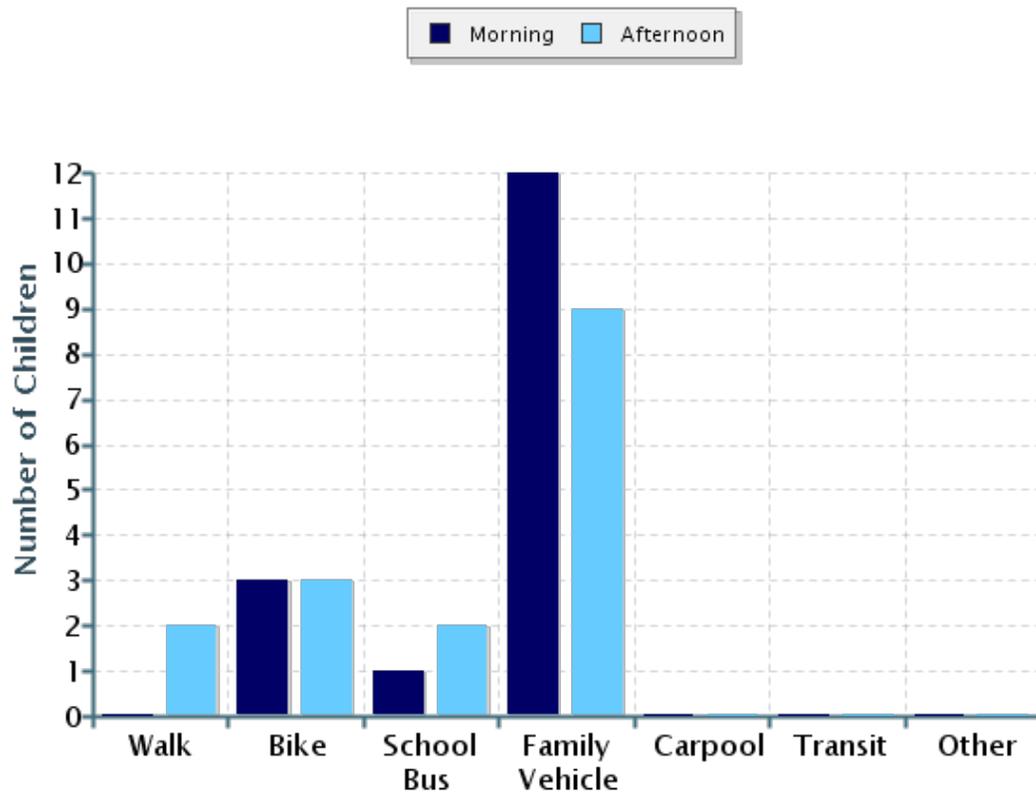
Parent estimate of distance from child's home to school

Distance between home and school	Number of children
Less than 1/4 mile	2
1/4 mile up to 1/2 mile	3
1/2 mile up to 1 mile	3
1 mile up to 2 miles	6
More than 2 miles	2

Don't know or No response: 0

Numbers rather than percents are displayed because the number of respondents for this question was less than 30.

Typical mode of arrival at and departure from school



Typical mode of arrival at and departure from school

Time of Trip	Number of Trips	Walk	Bike	School Bus	Family Vehicle	Carpool	Transit	Other
Morning	16	0	3	1	12	0	0	0
Afternoon	16	2	3	2	9	0	0	0

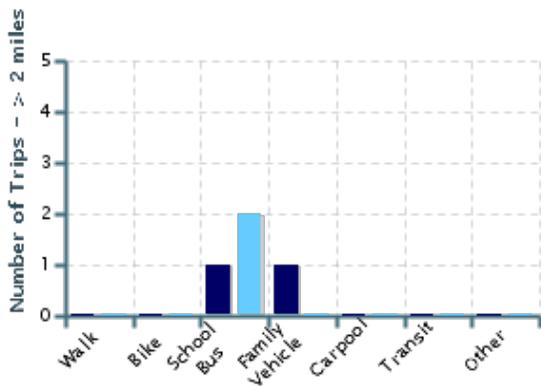
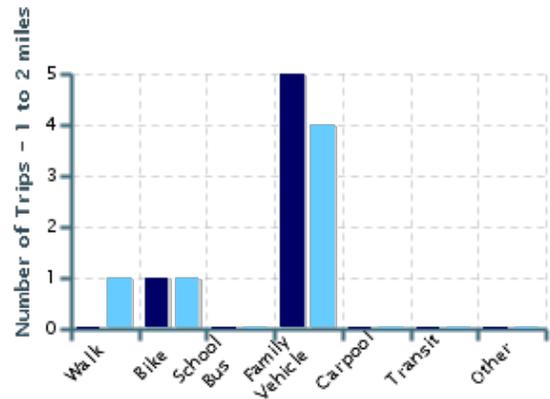
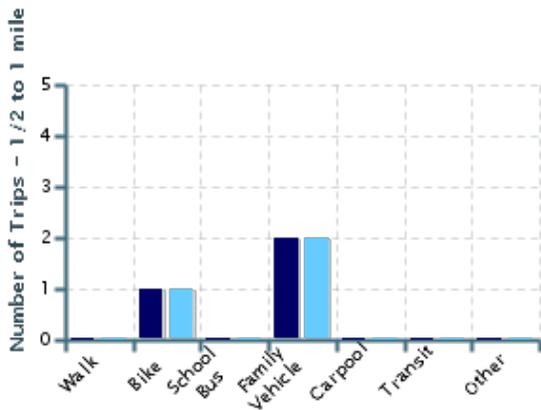
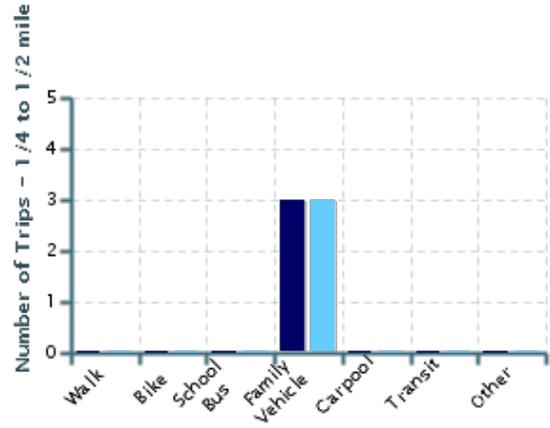
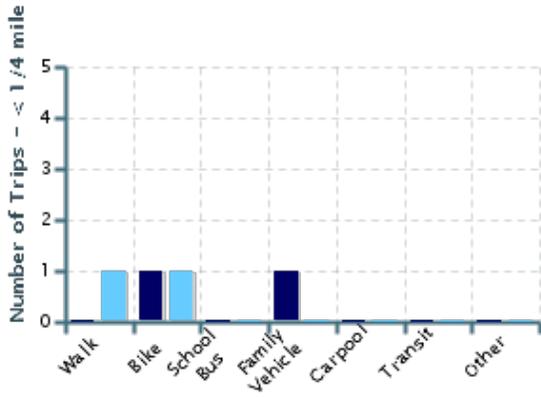
No Response Morning: 0

No Response Afternoon: 0

Numbers rather than percents are displayed because the number of respondents for this question was less than 30.

Typical mode of school arrival and departure by distance child lives from school

■ Morning ■ Afternoon



Typical mode of school arrival and departure by distance child lives from school

School Arrival

Distance	Number within Distance	Walk	Bike	School Bus	Family Vehicle	Carpool	Transit	Other
Less than 1/4 mile	2	0	1	0	1	0	0	0
1/4 mile up to 1/2 mile	3	0	0	0	3	0	0	0
1/2 mile up to 1 mile	3	0	1	0	2	0	0	0
1 mile up to 2 miles	6	0	1	0	5	0	0	0
More than 2 miles	2	0	0	1	1	0	0	0

Don't know or No response: 0

Numbers rather than percents are displayed because the number of respondents for this question was less than 30.

School Departure

Distance	Number within Distance	Walk	Bike	School Bus	Family Vehicle	Carpool	Transit	Other
Less than 1/4 mile	2	1	1	0	0	0	0	0
1/4 mile up to 1/2 mile	3	0	0	0	3	0	0	0
1/2 mile up to 1 mile	3	0	1	0	2	0	0	0
1 mile up to 2 miles	6	1	1	0	4	0	0	0
More than 2 miles	2	0	0	2	0	0	0	0

Don't know or No response: 0

Numbers rather than percents are displayed because the number of respondents for this question was less than 30.

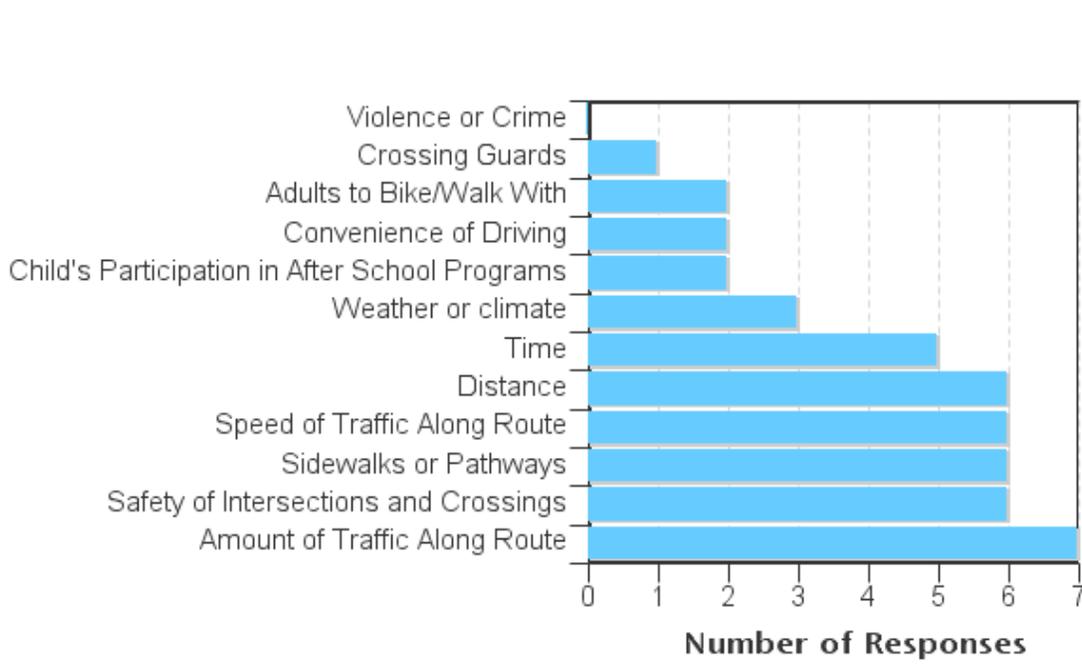
Number of children who have asked for permission to walk or bike to/from school by distance they live from school

Asked Permission?	Number of Children	Less than 1/4 mile	1/4 mile up to 1/2 mile	1/2 mile up to 1 mile	1 mile up to 2 miles	More than 2 miles
Yes	10	2	2	3	3	0
No	5	0	1	0	2	2

Don't know or No response: 1

Numbers rather than percents are displayed because the number of respondents for this question was less than 30.

Issues reported to affect the decision to not allow a child to walk or bike to/from school by parents of children who do not walk or bike to/from school



Issues reported to affect the decision to allow a child to walk or bike to/from school by parents of children who already walk or bike to/from school

Issue	Child does not walk/bike to school	Child walks/bikes to school
Amount of Traffic Along Route	7	0
Safety of Intersections and Crossings	6	0
Sidewalks or Pathways	6	0
Speed of Traffic Along Route	6	0
Distance	6	0
Time	5	0
Weather or climate	3	0
Child's Participation in After School Programs	2	0
Convenience of Driving	2	0
Adults to Bike/Walk With	2	0
Crossing Guards	1	0

Violence or Crime	0	0
Number of Respondents per Category	10	0

No response: 6

Note:

--Factors are listed from most to least influential for the 'Child does not walk/bike to school' group.

Parents' opinions about how much their child's school encourages or discourages walking and biking to/from school

Level of support	Number of children
Strongly Encourages	3
Encourages	6
Neither	6
Discourages	1
Strongly Discourages	0

Parents' opinions about how much fun walking and biking to/from school is for their child

Level of fun	Number of children
Very Fun	8
Fun	5
Neutral	3
Boring	0
Very Boring	0

Parents' opinions about how healthy walking and biking to/from school is for their child

How healthy	Number of children
Very Healthy	11
Healthy	4
Neutral	0
Unhealthy	0
Very Unhealthy	1

Comments Section

SurveyID	Comment
1624605	Due to unsafe crossings and speeding cars my child was hit by a car walking home last year and now refuses to walk
1624606	Safer bike lanes around school would be nice.
1624620	On bike to school day - candy is given out as a reward -not a very healthy positive message
1624621	We are in process of changing to electric bike commute to school
1624607	It would nice to have better sidewalks in town.
1624619	no sidewalks and small shoulders
1624604	Our children walk to our place of work after school. They would love to walk to schoolroom our house, but distance and lack of sidewalks prevents that .
1624616	If intersections & crossings felt safer/more child aware (speed limit) (crossing guards) we would be more likely to encourage walking and/or ride/walk with him to school.
1627437	I watch my kids to and from school. I can see them the whole time.
1624617	We live approximately 20+ miles from the school. Walking/biking that distance is not realistic for my child.

ATTACHMENT D
Cost Estimates

**5TH STREET GRAND AVENUE INTERSECTION
TOWN OF PAONIA, COLORADO**



ENGINEER'S OPINION OF PROBABLE COST

December 30, 2021

CDOT SPEC SECTION	CONTRACT ITEM	UNIT	ENTIRE PROJECT		COST PER UNIT	COST
			PLAN	AS CONST.		
	DESIGN REVIEW, STAKEHOLDER MTG, FINAL ENGINEERING	EACH	1		\$ 25,000.00	\$ 25,000.00
202-00200	REMOVAL OF SIDEWALK	SY	17		\$ 65.00	\$ 1,105.00
202-00201	REMOVAL OF CURB	LF	42		\$ 15.00	\$ 630.00
202-00202	REMOVAL OF GUTTER	LF	42		\$ 20.00	\$ 840.00
202-00210	REMOVAL OF CONCRETE PAVEMENT	SY	77		\$ 40.00	\$ 3,080.00
202-00220	REMOVAL OF ASPHALT MAT	SY	2790		\$ 25.00	\$ 69,750.00
202-00821	REMOVAL OF SIGN PANEL	EACH	2		\$ 500.00	\$ 1,000.00
203-00000	UNCLASSIFIED EXCAVATION	CY	2700		\$ 20.00	\$ 54,000.00
203-00010	UNCLASSIFIED EXCAVATION (CIP)	CY	2		\$ 24.00	\$ 48.00
206-00050	STRUCTURAL BACKFILL (SPECIAL) (COMPACTED EARTH)	CY	902		\$ 45.00	\$ 40,590.00
210-00810	RESET GROUND SIGN	EACH	6		\$ 300.00	\$ 1,800.00
304-02005	AGGREGATE BASE COURSE (CLASS 2) (SRW BACKFILL)	CY	902		\$ 65.00	\$ 58,630.00
304-06007	AGGREGATE BASE COURSE (CLASS 6) (SRW BACKFILL)	CY	428		\$ 65.00	\$ 27,820.00
403-34701	HOT MIX ASPHALT(GRADING SX) (75)	TON	412		\$ 170.00	\$ 70,040.00
412-00600	CONCRETE PAVEMENT (6 INCH)	SY	250		\$ 80.00	\$ 20,000.00
602-00011	REINFORCING STEEL	LB	7184		\$ 1.60	\$ 11,494.40
604	INLETS AND STORM SEWER	EACH	3		\$ 35,000.00	\$ 105,000.00
608-00000	CONCRETE SIDEWALK	SY	683		\$ 75.00	\$ 51,225.00
609-21020	CURB & GUTTER TYPE 2 (SECTION II-B)	LF	1062		\$ 25.00	\$ 26,550.00
614-00011	SIGN PANEL (CLASS I)	SF	54		\$ 70.00	\$ 3,780.00
614-00200	STEEL SIGN POST (U-2)(3#/FOOT)(12 FOOT)	EACH	10		\$ 115.00	\$ 1,150.00
620-00020	SANITARY FACILITY	EACH	1		\$ 1,800.00	\$ 1,800.00
625-00000	CONSTRUCTION SURVEYING	LS	1		\$ 5,000.00	\$ 5,000.00
626-00000	MOBILIZATION	LS	1		\$ 50,000.00	\$ 50,000.00
627-00013	THERMOPLASTIC PAVEMENT MARKING (INLAID)	SF	964		\$ 40.00	\$ 38,560.00
630-00008	TRAFFIC CONTROL	LS	1		\$ 25,000.00	\$ 25,000.00
700-70010	F/A MINOR CONTRACT REVISION	F/A	1		\$ 20,000.00	\$ 20,000.00
					\$ -	\$ -
					\$ -	\$ -
					10% Contingency	\$ 71,389.24
					TOTAL	\$ 785,281.64

LED Lighting Solutions

42410 Winchester Rd.
 Temecula, California 92590
 United States

Estimate

EST03601

Doc Date: 01/24/22

BILL TO:

Town of Paonia, CO
 214 Grand Avenue
 Paonia, CO 81428
 US

SHIP TO:

Town of Paonia, CO
 Mary Bachran
 214 Grand Avenue
 Paonia, CO 81428
 US

Sales Rep	Customer PO	Expires On

Qty	Item	Description	UofM	Unit Price	Ext. Price
2	CCRS004-RFB-PB-BB-SLV	Solar LED Rapid Flashing Beacon System (Amber) Back to Back with Aluminum Silver Push Buttons - Includes 2 Silver Aluminum Push Buttons, 2 Solar Panels, 4 RFBs, 2 Back-to-Back Junction Boxes, 2 Sets of Hardware (Signs not Included)	Each	\$3,499.99	\$6,999.98
8	RRFB-012-YEL-WWS	12V Amber Yellow Rapid Flashing Beacon - MUTCD Compliant Wig-Wag + Steady Flash Pattern - (Requires junction box to operate - only works with SCNTL-001-RFB-12V-BB-PB-WWS)	Each		
4	SIGN-HDWR-001	Hardware for Mounting Solar Junction Boxes for Flashing Signs - (SCNTL-001 Series) - Comes with 2) Metal Band Brackets, 1) Slider & 1) 'U' Bracket - Comes with Sign Install Guide	Each		
4	STND-PB-SLV	Push Button for Push Button Activated Systems - Silver Aluminum Button	Each		
4	SCNTL-001-RFB-12V-BB-PB-WWS	Solar LED Back to Back Push Button Rapid Flashing Beacon Solar 12V Junction Box (Only works with RFB System) - 1 MUTCD Compliant Flash Pattern (Wig-Wag + Steady Flash)	Each		
4	SIGN-HDWR-003	Hardware for LED Flashing Traffic Signs - Kit includes 2) Fully notched Metal Band Brackets and 2 Sign Bracket Sliders	Each		
4	SLR-2018	20W 18V Solar Panel	Each		
8	W112-024-FYG-DMG-NO	MUTCD W11-2 24" Pedestrian Crossing Sign - Fluorescent Yellow/Green - Diamond Grade Reflective - .080 Gauge - No Anti Graffiti	Each	\$49.99	\$399.92
4	W167PL-2412-FYG-DMG-080-NO	MUTCD W16-7PL 24" x 12" Rectangular Down Left Diagonal Arrow Sign - Fluorescent Yellow-Green Diamond Grade Sheeting with Black Details - .080 Gauge - No Laminate, No Anti Graffiti Overlay	Each	\$34.99	\$139.96
4	W167PR-2412-FYG-DMG-080-NO	MUTCD W16-7PR 24" x 12" Rectangular Down Right Diagonal Arrow Sign - Fluorescent Yellow-Green Diamond Grade Sheeting with Black Details - .080 Gauge - No Laminate, No Anti Graffiti Overlay	Each	\$34.99	\$139.96

Items in stock LIPS shipping included	Subtotal	\$7,679.82
--	----------	------------

- ESTIMATES ARE GOOD FOR 30 DAYS -

LED Lighting Solutions

42410 Winchester Rd.
Temecula, California 92590
United States

274

Estimate	
EST03601	
Doc Date:	01/24/22

OT & shipping included
Sales tax not applicable
Estimate good for 30 days

Tax	\$0.00
Freight	\$68.00
Discount	\$0.00
Total	\$7,747.82

Town of Paonia In-Kind

Storm drain prep, install, and back fill:
40 hours

- 2 labors \$35 each per hour = \$2800
- Excavator \$100 per hour = \$4000
- Skid steer \$85 per hour = \$3400
- Water Truck \$ 125 per hour = \$5000
- Traffic Control \$25 per hour = \$1000

Total \$16,200

Not sure if administering grant is considered in-kind, but since it is primarily county, maybe Town facilitating would? We have approximately 16 hours per week x 12 weeks = 186 hours @ \$50 per hour \$9300

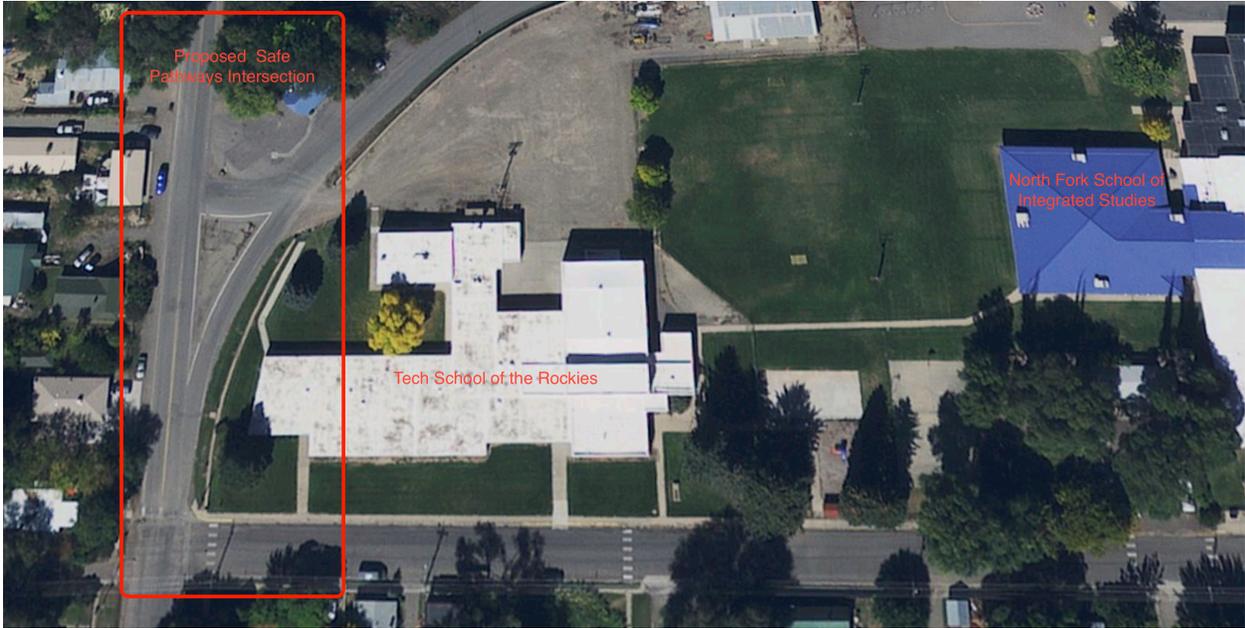
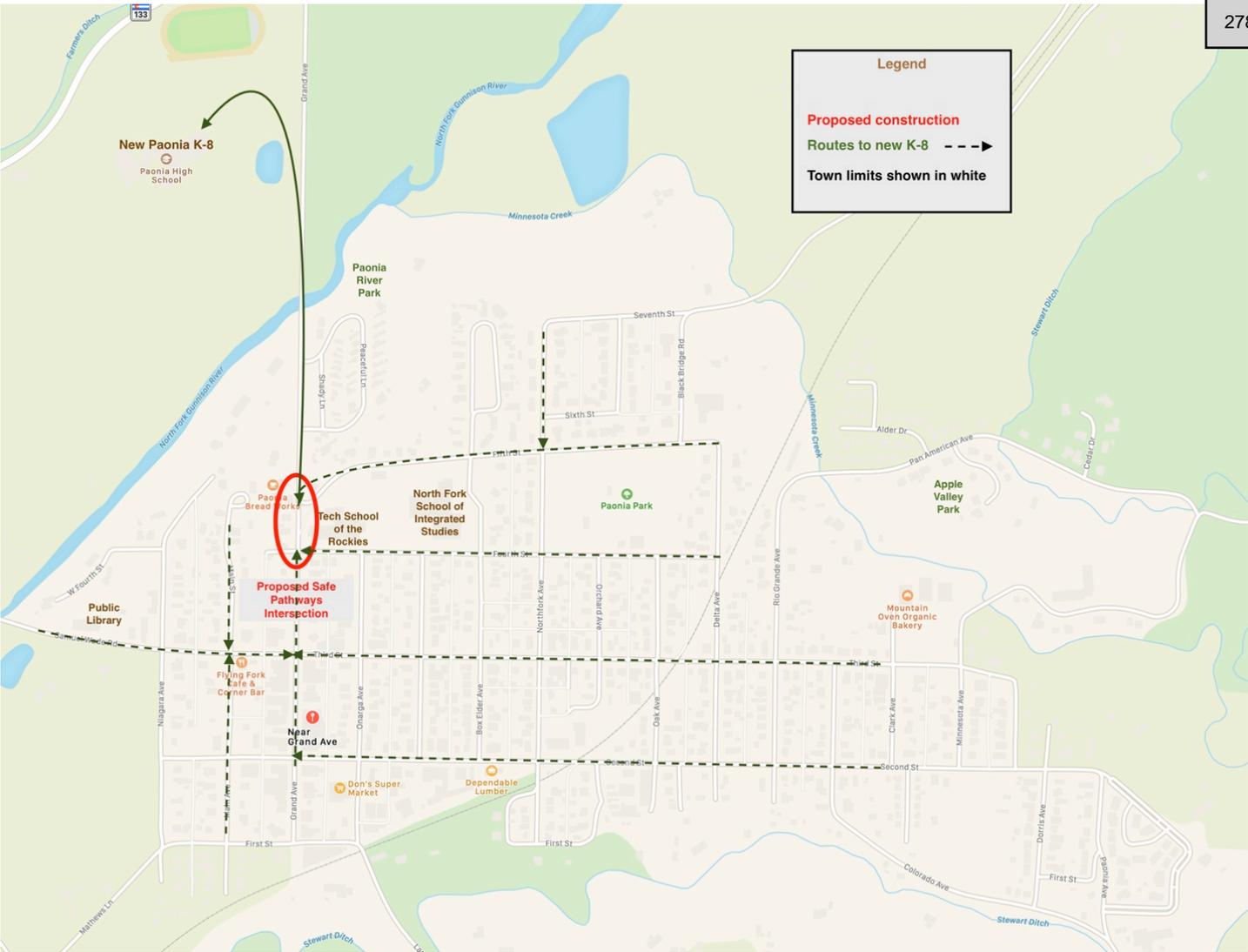
TOTAL PROJECT: \$25,500

J. Corinne

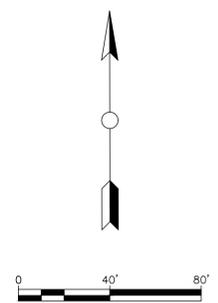
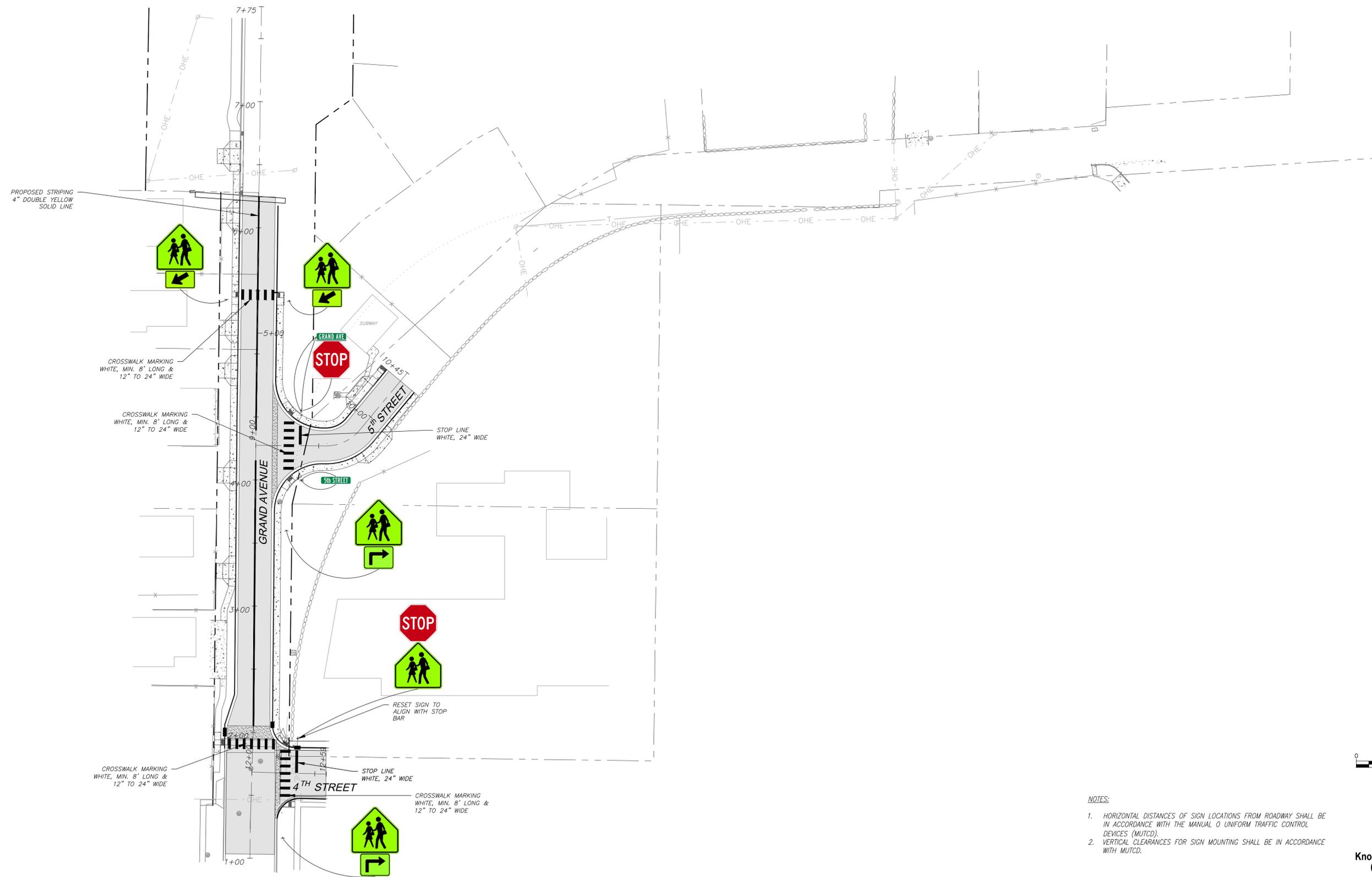


Delta County Engineering - 295 W. 6th Street Delta, CO 81416				
Paonia 5th Street Intersection Cost Estimate 1.18.2022				
Demolition Pavement	Hours	Qty	Rate	Cost
Dump Truck 10 yd	10	2	\$111.07	\$2,221.44
Grader/Maintainer	10	1	\$114.70	\$1,147.02
Grinder	10	1	\$301.37	\$3,013.71
Loader 4 yd	10	1	\$106.28	\$1,062.78
Foreman	10	1	\$32.00	\$320.01
Traffic Control/Flaggers	10	4	\$19.09	\$763.78
Subtotal				\$8,528.73
Excavation				
Grader/Maintainer	15	1	\$114.70	\$1,720.52
Dump Truck 10 yd	15	2	\$111.07	\$3,332.16
Loader 4 yd	15	1	\$106.28	\$1,594.16
Foreman	15	1	\$32.00	\$480.01
Traffic Control/Flaggers	15	4	\$19.09	\$1,145.66
Roller - Sheepsfoot	15	1	\$99.86	\$1,497.91
Water Truck	15	1	\$133.34	\$2,000.08
Subtotal				\$11,770.51
Aggregate				
12" A.B.C. 3" Minus Class 2 (CY) From Pig Mesa		263	\$4.95	\$1,301.85
Grader	30	1	\$114.70	\$3,441.05
Dump Truck 10 yd	30	3	\$111.07	\$9,996.48
6" Min. A.B.C Class 6 (CY)		142	\$5.07	\$720.08
Dump Truck 10 yd	30	3	\$111.07	\$9,996.48
Foreman	30	1	\$32.00	\$960.02
Traffic Control/Flaggers	30	4	\$19.09	\$2,291.33
Subtotal				\$28,707.29
Asphalt				
Hot Mix Asphalt (per ton)		164	\$87.44	\$14,339.90
Dump Truck 10 yd (asphalt delivery)	10	6	\$111.07	\$6,664.32
Laydown Machine	10	1	\$237.11	\$2,371.10
Roller-Steel Drum	10	1	\$102.10	\$1,020.97
Water Truck	10	1	\$133.34	\$1,333.38
Foreman	10	1	\$32.00	\$320.01
Traffic Control/Flaggers	10	4	\$19.09	\$763.78
Subtotal				\$26,813.45
Signs & Culverts				
Removal 2 Man Crew	1	2	\$19.09	\$38.19
Stop Sign		1	\$169.16	\$169.16
Install 2 Man Crew	1	2	\$19.09	\$38.19
Stop Line (SF)		22	\$39.47	\$868.30
Crosswalk Markings (SF)		112	\$39.47	\$4,420.42
Culverts		2	\$2,750.00	\$5,500.00
Subtotal				\$5,534.25
10% Contingency				\$8,135.42
Grand Total				\$89,489.65

ATTACHMENT E
Illustration of Safety Concerns



ATTACHMENT F
Final Configuration



- NOTES:**
- HORIZONTAL DISTANCES OF SIGN LOCATIONS FROM ROADWAY SHALL BE IN ACCORDANCE WITH THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
 - VERTICAL CLEARANCES FOR SIGN MOUNTING SHALL BE IN ACCORDANCE WITH MUTCD.



Computer File Information	
Print Date:	04/25/18
Last Modification:	
Full Path:	x:\2017\17078 - Town of Paonia_Grand & 5th Realignment\dwg\Sheets
Drawing File Name:	13 - SIGNAGE PLAN.dwg
Acad Ver.	2017 Scale: H:XX:XXV:N/A Units: English

Index of Revisions		
Date:	Comments	Init.

5TH ST. & GRAND AVE. INTERSECTION REALIGNMENT



(p) 337 Main Ave
(m) P.O. Box 1809
Paonia, CO 81428



As Constructed
No Revisions:
Revised:
Void:

SIGNAGE & STRIPING	
Drawn By: RB	Date Issued: 04/25/18
Checked By: JR	Original Sheet Size: 22x34
Sheet Subset:	Subset Sheets:

Project No./Code	17078
Sheet:	C10.0

ATTACHMENT G
Letter of Intent from Delta County

Paonia 5th and Grand Ave.

Wendell Koontz <wkoontz@deltacounty.com>

Wed 5/12/2021 11:04 AM

To: Mary B <maryb@townofpaonia.com>

Cc: Robbie LeValley <rlevalley@deltacounty.com>; Corinne Ferguson <corinne@townofpaonia.com>

Mary,

It is the intent of Delta County to transfer the ownership of the lands within the 5th Street and Grand Avenue intersection to the Town of Paonia upon the completion of the realignment and reconstruction of that intersection.

Regards,

Wendell A. Koontz

--

Wendell A. Koontz

Delta County Commissioner District 3

wkoontz@deltacounty.com

O: (970) 874-2113

C: (970) 200-4251

NOTICE: This email transmission from the County of Delta, and any documents, files, or previous email messages attached to it, are intended solely for the individual(s) to whom it is addressed and may contain information that is confidential, legally privileged, and/or exempt from disclosure under applicable law. If you are not the intended recipient, you are hereby notified that any unauthorized review, forwarding, printing, copying, distribution, or use of this transmission or the information it contains is strictly prohibited. A misdirected transmittal of this email does not constitute waiver of any applicable privilege. If you received this transmission in error, please immediately notify the sender and delete the original transmission and its attachments. Notwithstanding the foregoing, sender and receiver should be aware that all incoming and outgoing emails may be subject to the Colorado Open Records Act, C.R.S. 24-72-100.1 et seq. Thank you.

ATTACHMENT H
Letters of Support

Delta County School District 50J

284

145 West 4th Street, Delta, CO 81416

970-874-4438

www.deltaschools.com

May 6, 2021

Colorado Department of Transportation,
ATTN: Revitalizing Main Street - FY 2021 Projects,
2829 West Howard Place,
Denver, CO 80204-2305

Dear Selection Panel:

We are excited to write this letter of support for the Town of Paonia to reconstruct the intersection at 5th St and Grand Ave. and create a T-intersection. This will provide sidewalks, curbs, gutters, ADA curb ramps on 5th St and Grand Ave and provide a much safer route to school for our students in the Paonia Community. Currently there are no sidewalks, crosswalk, bike lanes or pedestrian signs, which make this intersection very dangerous for students who are walking or riding a bike.

This intersection is also dangerous because of the parking and inability to see people when pulling into and out of the local businesses. Vehicles will often speed up through the intersection because they are getting to the edge of town and do not see the school. We believe the reconfiguration of this intersection is critical to the safety of our students and community.

The completion of this project will also allow our students and community to access the walking and biking trails. These trails link to the library, schools and river, and eliminating this dangerous intersection will allow easier access to all.

The School District is committed to helping make this intersection safer for our students and community. Delta County School District is in full support of the 5th street project in Paonia.

Thank you,



Caryn Gibson

Superintendent

Delta County School District



PAONIA JUNIOR SENIOR HIGH SCHOOL

285

High School:
846 Grand Avenue
Paonia, Colorado | 81428
p: (970) 527-4882 | f: (970) 527-4080

Junior High School:
844 Grand Avenue
Paonia, Colorado | 81428
p: (970) 527-4833 | f: (970) 527-4282

Principal: Randal Palmer | Asst. Principal: Amy Miller | Counselor: Spencer Lightfoot

Colorado Department of Transportation
2829 West Howard Place, Denver, CO 80204

May 5, 2021

To Whom It May Concern,

Paonia Junior-Senior High School is writing to voice our strong support of the Town of Paonia's application for the CDOT Revitalizing Main Streets grant.

Paonia Junior-Senior High School has been working with the Town of Paonia to identify areas of concern in regards to our students' ability to walk or ride their bikes to school. We have identified the following areas of concern:

There is a dangerous intersection at 5th Street and Grand Avenue that is confusing for children to navigate. There is not a sidewalk along either side of the entrance to our campus, along Grand Avenue, forcing children to walk in the street. There is not a continuous sidewalk along Grand Avenue for children, or classes, walking to/from Paonia Junior-Senior High School and Paonia Elementary School.

The majority of the sidewalks throughout Paonia that students should use are in poor repair or are non-existent, causing countless students to walk in the street instead of safely on a paved sidewalk. A large percentage of our students participate in after school, extra curricular activities. This means that they cannot ride a bus after school, rather the majority of participants walk home after practices. Due to the deplorable condition of our town's sidewalks, or lack thereof, many of these students are put at-risk, as they must walk in the street, often times after dark, in order to get home.

PJSHS is committed to partnering with the Town of Paonia and the Colorado Department of Transportation to ensure that our students are able to navigate the streets of our small community safely. We understand that if the Town of Paonia were to be awarded a CDOT Revitalizing Main Streets grant, the funds would be used for improving the walking and biking infrastructure around our two school campuses in town as well as promoting pedestrian and bike safety. This may include designated bike routes or lanes in addition to improved sidewalks and intersections. This project will offer improved safety for our local youth, as well as community members.

Thank you again for the opportunity to assist in this great project that will allow our youth to commute safely to and from school every day.

Sincerely,

Randal Palmer
Principal, Paonia Junior Senior High School



**NORTH FORK SCHOOL
OF INTEGRATED STUDIES**

To whom it may concern:

We at the North Fork School for Integrated Studies strongly support the project of CDOT revitalizing Main Street Grant. As a local school in the town of Paonia Colorado, many of our students bike and walk to school everyday. We believe it is important that they have great access, good sidewalks, bike racks, and any other support that will help them to be able to get to school on foot or bike.

Right now we are specifically looking at a remodel of the corner intersection by Breadworks and Erickson's. That intersection is used by our school multiple times a week, walking to and from the River Park, and other field trip activities. In addition, that intersection is used by most students on a daily basis, what are bikes, on foot, or in their car on the way to school. It is a confusing intersection, and definitely needs some restructuring to be safer and more user-friendly.

We are lucky to live in this vibrant community, and part of it is the walkability and bike-ability of our town. Anything that we can do to support the mission of CDOT revitalizing Main Street Grant is in the best interest of our school. Please let us know how we can further support your mission.

Sincerely,

A handwritten signature in blue ink that reads "Christi Gubser". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Christi Gubser
North Fork School for Integrated Studies

To: CDOT Revitalizing Main Street Program

Date: 05-01-21

Ref: Paonia Application

To Whom It May Concern,

I am Neal Schwieterman, and I am quite interested in this Paonia proposal for several reasons.

First, as the Mayor of Paonia from 2007-2016, I sat on various operational committees, one of which was the CDOT Safe Routes to School group that operated from 2014-2015 (give or take.) Via that process I was made aware of the dangerous nature of the 5th and Grand intersection.

While I should have recognized this on my own, an Elementary School parent’s survey delineated that the 5th and Grand intersection was unsafe for pedestrians, additionally I learned that prior to my time with the Town, a student walking to school sustained serious injuries from a vehicle/pedestrian accident at that location.

The intersection in question is a non-standard “T” intersection whereby traffic traveling North on Grand Ave. can bypass part of the intersection by taking a single lane, one way street bypassing the main part of the intersection onto 5th St. where children still need to cross to the school. This presents yet another place for pedestrians to look before crossing. There are no edge lines anywhere at the intersection and all the children from the trailer park must access the Subway parking lot via Grand Ave with NO sidewalk then cross this tricky intersection with no crosswalk.

Additionally, this is a bus route to the Elementary school. Twice a day, busses must use both lanes turning in either direction due to tight turning radii, thereby further complicating and compromising traffic flow and safety.

I attempted to work on a fix for the intersection but ultimately ran out of time before the end of my term.

Secondly, the River Park trail system north of the intersection in question is going to roughly doubled in size this summer, further adding pedestrian numbers traveling through this intersection.

Lastly, I currently work as the administrator for an afterschool arts program. Our classes finish at Paonia Elementary School at 5:00 pm and some of our students walk home via this route. Being 5:00 pm they are traversing the area well after the normal time that school lets out and in winter this occurs at dusk. Each of these factors add to the safety risk for child pedestrians.

For these reasons, I wholly support the Paonia Revitalizing Main Street grant application and would urge you to fund this project!

Thanks you for your time,

Neal Schwieterman



Paonia Elementary School

288

430 Box Elder Ave. (P.O. Box 1179)
Paonia, CO 81428

Principal: Amelia Baldwin
Secretary: Desi Vasquez

Phone: (970) 527-3639
Fax: (970) 527-3339

Where Student S.O.A.R.

May 7, 2021

Revitalizing Main Streets Grant
Colorado Department of Transportation
2829 West Howard Place
Denver, CO 80204

To Whom It May Concern,

Paonia Elementary School has been working with the Town of Paonia to identify areas of concern in regards to our students' ability to walk or ride their bikes to and from school. As our school is moving to a new location in our community, we have identified the following areas of concern:

- The dangerous intersection at 5th street and Grand Avenue that is confusing for children to navigate.
- Walking and biking access are not available to cross in this area.
- Due to the level of traffic in this area, measures to address the safety of crossing are not currently in place.
- There is not a continuous sidewalk along Grand Avenue for children, or classes, walking to/from North Fork School of Integrated Studies (currently Paonia Elementary School) and our future school location (currently Paonia Jr/Sr High).
- There is not a sidewalk along HWY 133 between 5th Avenue and the Paonia River Park where our classes visit on a regular basis for science and nature walks.

Paonia Elementary is committed to partnering with the Town of Paonia and the Colorado Department of Transportation to ensure that our students are able to navigate the streets of our small community safely. We understand that if the Town of Paonia were to be awarded a Revitalizing Main Streets Grant that the funds would be used for improving the walking and biking infrastructure around our two school campuses in town as well as promoting pedestrian safety. This may include designated bike routes or lanes in addition to improved sidewalks and intersections. This project will offer improved safety for our local youth, as well as our community members.

Thank you again for the opportunity to assist in this great project that will allow our youth to commute safely to and from school every day.

Sincerely,

Amelia Baldwin, Principal



Delta County Administration Building | 560 Dodge Street - Delta, CO 81416

May 12, 2021

Colorado Department of Transportation
2829 West Howard Place
Denver, CO 80204-2305
RE: Revitalizing Main Street-FY 2021 Projects

Dear Selection Panel:

Delta County Board of Commissioners strongly supports the application of the Town of Paonia for the Revitalizing Main Street program. Delta County has experienced significant job loss since 2014 with the closing of two coal mines; the net result of this has driven the consolidation of schools in the North Fork Valley. The consolidation requires the high school in Paonia to be repurposed into a K-8 educational building which will result in additional children accessing the streets of Paonia.

The project will connect Paonia's schools and parks, creating safe pedestrian routes. To accomplish this, the Town of Paonia will reconstruct the intersection at 5th St and Grand Avenue to create a T-intersection. Sidewalks, curbs, gutters, and ADA curb ramps will be installed on 5th St and Grand Ave. where they are currently non-existent. Sidewalks will be extended to join an existing sidewalk on the west side of the street; an additional sidewalk will be installed to the entrance to the River Park on the east side of the street. Bicycle lanes and crosswalks will be painted and additional signage will indicate safe pathways. Lighted pedestrian signals will be installed on the crosswalk crossing Grand Ave.

Delta County is committed to improving this intersection as it has been a concern for many years and encourage CDOT to fund this grant application.

Sincerely,

Delta County Board of Commissioners

Mike Lane, Chair

Don Suppes, Vice-Chair

Wendell Koontz, Commissioner

February 2, 2022

Revitalizing Main Streets Selection Committee:

In 2021, the Town of Paonia embarked on a community planning project, named “Paonia In Motion.” The purpose of the project is to develop a community-driven strategy to be used to guide decisions about parks, recreation amenities/ programs, trails, and community gathering spaces in the Paonia area (i.e., a Parks, Recreation, and Trails Master Plan). Our firm, Western Slope Consulting, has been contracted to work alongside the town and local stakeholders to engage all facets of the community to ensure that as many voices as possible are represented in this planning effort. To date, roughly 300 members of the community have participated in Paonia In Motion.

A key theme that has emerged from engagement with the local community is improving non-motorized mobility within Paonia, as well as non-motorized connections to important destinations outside of the town (e.g., Volunteer Park located west of Paonia). As Paonia’s Main Street and one of the town’s primary transportation corridors, Grand Avenue has been a focus of the discussions regarding how to improve non-motorized mobility in Paonia.

The Grand Avenue Corridor serves as a connector between State Highway 133 and downtown Paonia. This corridor also serves as a connector between the core of the town, the new K-8 School (relocated to the former location of the Paonia Junior High/High School), the Paonia River Park, and the trail system that the community is working to develop along the North Fork of the Gunnison River. Refer to the attachment to this letter for a diagram of the important destinations served by the Grand Avenue Corridor.

There is an existing sidewalk, along the west side of Grand Avenue, that supports non-motorized mobility along the corridor. However, there is a critical section of this sidewalk that does not exist. The missing section of sidewalk is between 4th Street and the end of the existing sidewalk (to the north) that connects to the Paonia K-8. Consequently, pedestrians, persons with disabilities, bicyclists, etc. must travel along the western shoulder of Grand Avenue while navigating around parked vehicles and vehicles entering/exiting properties along the corridor. Refer to the Google Earth images below for a better sense of the current conditions along this section of Grand Avenue.



The missing section of sidewalk greatly inhibits safe, comfortable, and convenient non-motorized mobility along the Grand Avenue Corridor. In working with the town and the community to explore this issue further, we were pleased to discover that the town had contracted an engineering firm to develop a design solution for addressing the missing section of sidewalk. We were also pleased to find that the design also works to address other issues along the Grand Avenue Corridor, noted in our work for Paonia In Motion, including:

- The design of the existing intersection of 5th Street and Grand Avenue, which includes both a “T-Intersection” and a curved, right-hand turn lane that seems to be a remnant from Grand Avenue being a component of the state’s highway system;
- Inadequate and improperly designed pedestrian/ADA compliant crossings along Grand Avenue;
- Numerous curb cuts along the west side of Grand Avenue between 4th Street and the end of the existing sidewalk (to the north) that connects to the Paonia K-8; and,
- The lack of a sidewalk along the east side of Grand Avenue, between 4th Street and 5th Street.

While the design for improvements to Grand Avenue is “shovel-ready,” the Town of Paonia lacks the funding necessary for the construction of the improvements. This is not an unusual situation for rural communities on Colorado’s Western Slope, such as Paonia, whose economies have been hit hard by diminishing primary sector industries (i.e., agricultural and natural resource extraction industries), as well as the on-going pandemic. Therefore, we were thrilled to learn about the Colorado Department of Transportation’s Revitalizing Main Streets Program, which we believe is an excellent fit for the planned improvements to Grand Avenue.

We are excited to offer this letter in support of Paonia’s efforts to obtain funding, via the Revitalizing Main Streets Program, for the implementation of non-motorized mobility enhancements along the Grand Avenue Corridor. We believe that construction of the improvements to Grand Avenue will go a long ways towards achieving the community’s goals for mobility within, and around Paonia. Further, we believe that investment in these improvements will help to strengthen the business environment along Grand Avenue, by enabling greater accessibility for pedestrians, people with disabilities, bicyclists, etc., and could serve as a catalyst for private sector investment along the corridor.

If you’re interested in learning more about Paonia In Motion, please visit www.paoniainmotion.com

If you have any questions or would like additional information/data from the planning process for Paonia In Motion please feel free to contact me.

Thank you for your time and consideration,



Matt Farrar
Partner | Western Slope Consulting LLC
970.379.1669
matt@coloradoplanning.com

Attachment: Draft of Enhancement Projects for the Grand Avenue Corridor

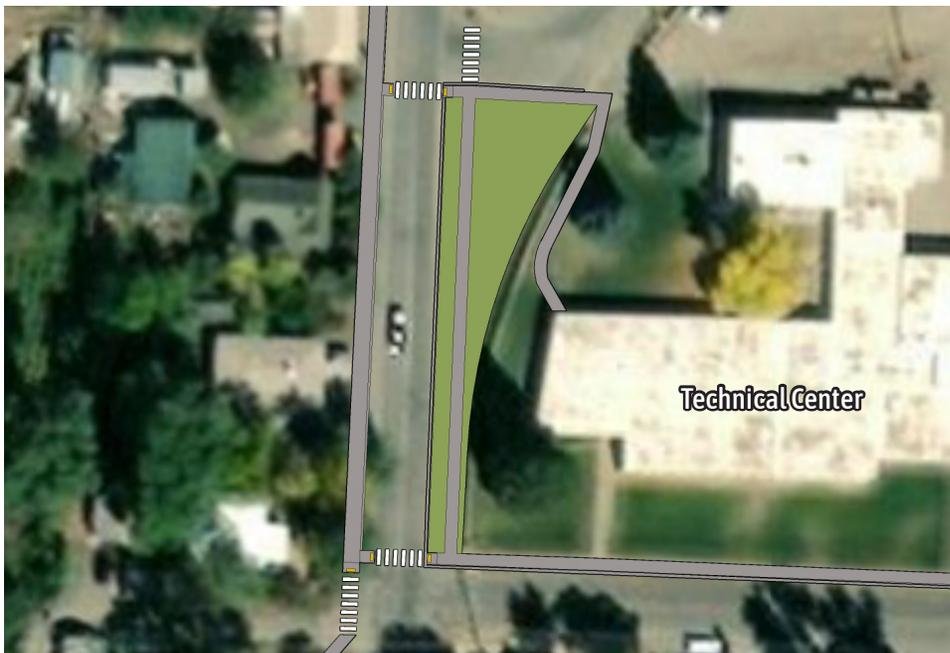


PROJECT SKETCH

1



2



PROJECT DESCRIPTION

Grand Avenue Sidewalk Enhancements

- Explore and pursue funding options for the implementation of the sidewalk enhancements along the west side of Grand Avenue between 4th Street and the end of the existing sidewalk (to the north) that connects to the Paonia K-8.
- Hire a contractor(s) to construct the missing section of sidewalk.
- Explore, and pursue if possible, the installation of dark-sky compliant, pedestrian-scale lighting along the Grand Avenue sidewalk, and at crossings of Grand Avenue, to enhance the safety and comfort of nighttime sidewalk users. It is recommended that solar lights be considered to avoid the need to improve any electrical infrastructure along Grand Avenue.

Redesign & Reconfigure Intersection of Grand Avenue & 5th Street

- The current intersection of Grand Avenue and 5th Street includes a “T-Intersection” and a curved, right-hand turn lane. The curved turn lane is a design feature more commonly found in highway/interstate interchange setting where roads are designed to maintain fast traffic speeds. It is not a design feature that is typical in a town core setting, where it is important to slow traffic speeds.
- It is recommended that the existing intersection of Grand Avenue and 5th Street be redesigned and reconfigured to:
 - Eliminate the curved, right-hand turn lane so that the intersection of Grand Avenue and 5th Street is just a T-intersection;
 - Reclaim the area currently used for the turn lane and transform it into an extension of the landscaped area on the west side of the technical center;
 - Provide a sidewalk connection, along the east side of Grand Avenue, between 4th Street and 5th Street; AND,
 - Provide an east-west crossing of Grand Avenue and a north-south crossing of 5th Street.

PROJECT SKETCH

3



4



PROJECT DESCRIPTION

Pursue Connection Between Grand Avenue Sidewalk & Paonia K-8

- The existing sidewalk, along the west side of Grand Avenue, that connects to the Paonia K-8 ends at the entrance to the school (refer to the adjacent image). This is a concern as children walking, biking, etc. to/from the school do not have a safe route between the end of the sidewalk and the entrance to the school. Therefore, it is recommended that the design and construction of a sidewalk connection or crusher fines trail, between the end of the existing sidewalk and the entrance to the school, be pursued.
- It is recommended that the sidewalk connection or crusher fines trail be designed to:
 - Match the width of the existing sidewalk along Grand Avenue;
 - Be ADA compliant; AND,
 - Limit the number of times school children must cross the access road to the Paonia K-8.
- A concept for this connection is shown on page 1.

Construct a Grand Avenue School Crossing

- Collaboration with Delta County, School District, WSCC, the Nature Connection, and other stakeholders on the design and construction of a street crossing along Grand Avenue. The purpose of this crossing is to improve the safety of the walking/biking route to the Paonia K-8 and to connect the Paonia River Park/river trail with the new sections of the river trail, recently constructed near the Paonia K-8.
- It is recommended that this crossing include the following elements:
 - Highly visible crosswalk striping;
 - School or pedestrian crossing signage;
 - Pedestrian-scale, dark-sky compliant lighting to illuminate the crossing;
 - An ADA compliant connection to the existing sidewalk along Grand Avenue; AND,
 - Transverse rumble strips to alert drivers of the crossing.
- It is also recommended that a radar speed sign, oriented towards drivers entering Paonia on Grand Avenue, be considered.

ATTACHMENT I
Bicycle and Pedestrian Use Calculations

Attachment I

Bicycle use and pedestrian use calculations:

- Grandparents who are helping shepherd children and parents across the intersection did counts morning from 7:15 to 8:00 am and afternoons from 3:25 to 4:00 pm.

Vehicle traffic

- Traffic counters were placed at either end of the intersection from September 13, 2021 until October 8, 2021



MEMORANDUM

TO: Leslie Klusmire – Town Administrator, Town of Paonia

FROM: Ashley Cline, PE - SGM Project Manager

DATE: May 30, 2023

RE: **5th Street Realignment – Town of Paonia
Design and Engineering Services**

Project Background

SGM was asked to review Construction Drawings put together by Odisea Engineering in 2018 and to make recommendations to the Town about necessary upgrades to the plans as well as an updated engineer's estimate of cost for budgeting purposes. SGM has reviewed Odisea's cost estimate and summary of approximate quantities and provided an email response to the Town on 5/15. SGM also identified some plan deficiencies in the same email. SGM believes there are enough deficiencies and necessary reworks to the existing construction plans to constitute a redesign of the plan set. Below is a more detailed write up and design fee of our proposed work.

Section 1 - Project Plan

SGM has put together a detailed list of engineering and design updates that are essential to fulfill the Town's vision for this project. We have taken into account important factors such as turning radii, drainage, and complying with ADA curb ramp design requirements. Our aim is to provide the Town with fully developed Construction Plans that meet the necessary standards for approval from CDOT. Please refer to the list below for a more comprehensive overview of the updates we have identified.

Proposed Design Drawing Updates –

- Integration of parking along west side of Grand Avenue where it exists in its current condition.
- Larger radius on 5th Street to accommodate larger vehicle turning movements.
- Verification of storm sewer design.
- Erosion Control Plan and quantities.
- Curb ramp spot elevations and detail to ensure ADA guidelines are followed.
- Review of geotechnical report to verify structural section is adequate (assuming there is a geotechnical report).
- Subsurface Utility Engineering.
- Review of Grand Avenue, 5th Street, and 4th Street vertical profiles.
 - Understanding why the project is cutting a significant amount of material.
- Updated references to latest CDOT M-Standards and S-Standards.
- Updated Standard Plans List.

Task 1 – Existing Conditions & Baseline Information

Subsurface Utility Engineering Investigation

SGM will comply with the “Colorado SUE Law,” through the implied ASCE standards. This will include depicting lines on the deliverable via Quality Levels, which will convey the level of relative nonquantifiable, uncertainty of the data. SGM will use the industry-leading and CDOT-preferred ProStar PointMan mobile mapping software application to capture and record utility data with survey-grade accuracy.

SUE Scope Area. SGM anticipates providing a baseline of existing utility information for the project scope area on Grand Avenue from 5th Street to 4th Street from edge of right-of-way to edge of right-of-way.

Test Holes. No test holes are anticipated for this project at this time. Pending SGM’s review of the existing storm drainage infrastructure and how the proposed design ties into it, test holes could be warranted in the future.

Finalizing Data and Deliverables. In the final phase of the project design, we will finalize all necessary utility coordination with the various utility owners and finalize our deliverables. Final deliverables will include the underlying existing utility basemap used in all other design sheets, the existing utility plans and all relevant notes and depictions from the investigation, utility test hole information, utility specifications, Utility Conflict Matrix (CDOT-based), and Utility Owner Clearance Letters (CDOT-based).

Task 2 – Civil Engineering Design

Alignments will be generated for Grand Ave, 4th Street and 5th Street. 5th Street will be redesigned to tie into Grand Avenue at a 90° angle within the Town’s existing ROW. Positive drainage will be created throughout the proposed curb and gutter. Inlets will be placed at low points and tie into existing storm infrastructure where possible. A structural section for the roadway will be evaluated based on geotechnical report findings. The roadway and sidewalks will be designed in accordance with Town of Paonia, AASHTO and ADA standards.

Any utility relocations necessitated by the proposed roadway and sidewalk design will be coordinated. Any Town of Paonia Water, Sanitary Sewer, or Storm Sewer relocations will be designed by SGM whereas any electric, fiber, cable, or gas will be designed by the respective utility owners with close coordination with SGM.

Sheets Generated –

- Typical Sections
- Removals Plans
- Utility Plans
- Roadway Plan & Profiles
- Cross Sections

Task 3 – Project Administration

SGM will work closely with Town staff to develop the framework of the project at the initial kickoff meeting. From that point forward, SGM’s project manager will coordinate all phases of the work with the Project Team and provide regular progress reports to the Town. As we know from similar projects, active project management is critical to ensuring the project remains on schedule and important milestones are met. Once the preliminary design begins periodic check in meetings will be held to keep the project on track.

Section 2 – Fee Estimate

Cost Breakdown by Phase		
Task	SGM Hours	Total Cost
Task 1 – Subsurface Utility Engineering	93	\$ 12,099
Task 2 – Civil Engineering Design	295	\$ 42,813
Task 3 – Project Administration	62	\$ 9,722
PROJECT TOTALS	450	\$ 64,634

Section 3 – Assumption/Exclusions/Clarifications

The following assumptions were made in the development of this fee estimate:

- Assuming an 8-month project duration for a Bid Date of February 2024.
- Periodic project update meetings are assumed to begin once preliminary design begins. The project manager will attend all meetings. Discipline leads will attend the meetings on an as-needed basis. Any project stakeholders will also attend these meetings.
- Four (4) Utility Owner Meetings are assumed.
- Project will be under an acre of disturbance and therefore will not need a Storm Water Management Plan.
- Project will meet requirement for SUE required project (public entity, requires the design services of a licensed professional engineering, over 2 vertical feet of excavation for more than 1,000 SF)
- SGM assumes a geotechnical report is readily available and can be provided by the Town.
- The existing conditions base map will be available for SGM’s use and no additional survey will be required.
- No property acquisitions or easement will be necessary.
- No drainage report is required to be submitted as part of the project.

	PROJECT: 5TH ST & GRAND AVE INTERSECTION REALIGNMENT CLIENT: TOWN OF PAONIA	PREPARED BY: A.Cline DATE: 5/30/2023
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SGM Hours and Labor Charges							
No.	Code	Personnel Description	Name	Classification	Rate	Hours	Labor Cost
1	PIC	Principal-In-Charge	Brandyn Bair	Senior Engineer II	\$193.00	10	\$ 1,930.00
2	PM	Project Manager	Ashley Cline	Engineer IV	\$165.00	89	\$ 14,685.00
3	CE	Civil Design Engineer	Michael Morrison	Engineer II	\$130.00	202	\$ 26,260.00
4	QA/QC	Quality Assurance Quality Control	Dan Cokley	Principal Engineer	\$224.00	20	\$ 4,480.00
5	LUE	Lead Utility Engineer	Scot Knutson	Senior Engineer I	\$180.00	13	\$ 2,340.00
6	UE	Utility Engineer	Ivy Todd	Engineer I	\$112.00	15	\$ 1,680.00
7	LSUE	Subsurface Utility Engineer	Karl Schoenbrunn	Project Manager	\$152.00	58	\$ 8,816.00
8	SUE	Subsurface Utility Technician	Taylor Matson	SUE Technician	\$92.00	23	\$ 2,116.00
9	LFSUE	Subsurface Utility Engineer (Field)	Karl Schoenbrunn	Field Project Manager	\$198.00	4	\$ 792.00
10	FSUE	Subsurface Utility Technician (Field)	Taylor Matson	SUE Field Technician	\$137.00	4	\$ 548.00
11	SUET	Subsurface Utility Technician	Bryan Mendez	Intern	\$66.00	12	\$ 792.00
Subtotals						438	\$ 64,439.00

Cost Breakdown by Task Order			
Task Order	SGM Labor	Mileage	Total Cost
1 SUBSURFACE UTILITY ENGINEERING	\$ 11,904.00	\$ 195.00	\$ 12,099.00
2 ENGINEERING DESIGN	\$ 42,813.00	\$ -	\$ 42,813.00
3 PROJECT ADMINISTRATION	\$ 9,722.00	\$ -	\$ 9,722.00
TOTAL PROJECT COSTS: \$			64,634.00

PHASES AND TASKS	SGM PERSONNEL HOURS											SGM		SUBCONSULTANT LABOR COSTS		
	PIC	PM	CE	QA/QC	LUE	UE	LSUE	SUE	LFSUE	FSUE	SUET	Subtotal of Hours	Labor Cost	MILEAGE	N/A	
TASK 1 - SUBSURFACE UTILITY ENGINEERING																
1.1 QLB Investigation (including QLC, QLD)																
1.1.1 Initial Project Development								4	5			9	\$1,068	\$0	\$0	
1.1.2 QLB/QLC Field Investigation								8	8	4	4	12	\$4,084	\$195	\$0	
1.1.3 Process QLB/QLC Data					2			12	10			24	\$3,104	\$0	\$0	
Subtotal: Phase 1.1													\$8,256	\$195	\$0	
1.2 Preliminary Deliverables & Utility Coordination																
1.2.1 QLA Test Holes												0	\$0	\$0	\$0	
1.2.1.1 Hydrovac Contractor (8 Holes)												0	\$0	\$0	\$0	
1.2.1.2 Traffic Control Contractor												0	\$0	\$0	\$0	
1.2.2 Preliminary Test Hole Table												0	\$0	\$0	\$0	
1.2.3 Preliminary Utility Conflict Matrix												0	\$0	\$0	\$0	
1.2.4 Preliminary Utility Coordination								4				4	\$608	\$0	\$0	
Subtotal: Phase 1.2													\$608	\$0	\$0	
1.3 Final Deliverables & Utility Coordination																
1.3.1 Final Test Hole Table												0	\$0	\$0	\$0	
1.3.2 Final Utility (SUE) Plans												0	\$0	\$0	\$0	
1.3.3 Final Utility Conflict Matrix												0	\$0	\$0	\$0	
1.3.4 Final Utility Coordination								4				4	\$608	\$0	\$0	
1.3.5 Utility Owner Clearance Letters								8				8	\$1,216	\$0	\$0	
1.3.6 Utility Specifications								8				8	\$1,216	\$0	\$0	
Subtotal: Phase 1.3													\$3,040	\$0	\$0	
TASK 1 TOTALS:													93	\$11,904	\$195	\$0
TASK 2 - ENGINEERING DESIGN																
2.1 Preliminary Design (30%)																
2.1.1 Preliminary Roadway Design		8	16									24	\$3,400	\$0	\$0	
2.1.2 Preliminary Sidewalk Design		4	8									12	\$1,700	\$0	\$0	
2.1.3 Preliminary Storm Sewer Design					4							4	\$720	\$0	\$0	
2.1.4 Preliminary QC Review (Plans, Estimate)				8								8	\$1,792	\$0	\$0	
2.1.5 Deliverables												0	\$0	\$0	\$0	
FIR Plans	0	9	68	0	2	8	0	0	0	0	0	87	\$11,581	\$0	\$0	
Preliminary Quantities		4	8			1						13	\$1,812	\$0	\$0	
Preliminary Engineer's Estimate of Probable Cost (EOPC)	1	2			1							4	\$703	\$0	\$0	
Subtotal: Phase 2.1													\$21,708	\$0	\$0	
2.2 Final Design (90%)																
2.2.1 Final Roadway Design		4	8									12	\$1,700	\$0	\$0	
2.2.2 Final Sidewalk Design		2	4									6	\$850	\$0	\$0	
2.2.3 Final Storm Sewer Design					2							2	\$360	\$0	\$0	
2.2.4 Final QC Review (Plans, Estimate)				8								8	\$1,792	\$0	\$0	
2.2.5 Deliverables												0	\$0	\$0	\$0	
FOR Plans	0	4	68	0	1	4	0	0	0	0	0	77	\$10,128	\$0	\$0	
Project Special Provisions	2	8										10	\$1,706	\$0	\$0	
Final Quantities		2	4									6	\$850	\$0	\$0	
Final Engineer's Estimate of Probable Cost (EOPC)	1	2			1							4	\$703	\$0	\$0	
Subtotal: Phase 2.2													\$18,089	\$0	\$0	
2.4 Design Phase Completion (100%)																
2.4.1 QC Review (Plans, Specs, Estimate)				4								4	\$896	\$0	\$0	
2.4.2 Deliverables												0	\$0	\$0	\$0	
Final Construction Plans & Special Provisions	1	2	4			2						9	\$1,267	\$0	\$0	
Final Bid Tabulation		2										2	\$330	\$0	\$0	
Engineer's Estimate of Probable Cost - For Construction	1	2			1							3	\$523	\$0	\$0	
Subtotal: Phase 2.3													\$3,016	\$0	\$0	
TASK 2 TOTALS:													295	\$42,813	\$0	\$0
TASK 3 - PROJECT ADMINISTRATION																
1.1 Project Management & Meetings																
1.1.1 Project Management (ongoing project coordination)		4										4	\$660	\$0	\$0	
1.1.2 Meetings												0	\$0	\$0	\$0	
Project Kick off Meeting		2	2			2						6	\$894	\$0	\$0	
30% Review Meeting		2	2			2						6	\$894	\$0	\$0	
90% Review Meeting		2	2			2						6	\$894	\$0	\$0	
Monthly Progress Meetings (assume 8 month project duration)	4	8	8			4						24	\$3,740	\$0	\$0	
1.1.3 Deliverables												0	\$0	\$0	\$0	
Meeting Minutes		8										8	\$1,320	\$0	\$0	
Monthly Progress Reports		8										8	\$1,320	\$0	\$0	
TASK 3 TOTALS:													62	\$9,722	\$0	0
PROJECT TOTALS:													450	\$64,439	\$195	\$0

Revitalizing Main Streets (RMS)

Opportunity 2: Small Multimodal and Economic Resiliency Grant

Application

Introduction

This grant program supports downtown vitality and the built environment by encouraging economic development, supporting community access to public streets and multimodal transportation, and bringing innovative uses of public spaces for people to life. The funds are used for infrastructure improvement projects that meet the aim of the program and ‘shovel ready’, therefore can be completed within a 12 month period from grant contract execution, if approved.

Eligibility



Maximum CDOT grant award per project: \$250,000.
Note: Minimum match amount required is 10% of total project cost.



Projects must be located in the state of Colorado. On-CDOT system and off-CDOT system projects are eligible. *Note:* if a project impacts a state right of way, a [Special Use Permit](#) is required.



Expenses that are exempt from award, if awarded:

- Planning, design, or community engagement expenses are not allowed. Readiness to build the project is part of the scoring criteria, and the CDOT funded portion of the project must be fully constructed within 12 months.
- Work completed prior to contract execution with CDOT is not eligible for reimbursement nor can it count toward the 10% match requirement.
- Staff or volunteer time is not eligible to meet the match requirements.



Applicants must be one of the following:

- Local Governments
- Business Improvement Districts
- Council of Governments, on behalf of a local jurisdiction and with proof of support from that local jurisdiction
- University or College

Process

Completed applications may be submitted at any time to cdotmainstreets@state.co.us. See the website for additional program information.



Part 1 Overview & Scope

1. Entity Name	Town of Paonia	
Project Title	Additional Funding for RMS Opportunity 1 Safe Pathways for Paonia Project	
Entity Address <i>(Include city, state, zip)</i>	214 Grand Ave., PO Box 460 Paonia, CO 81428	
2. Primary Project Manager Name <i>(person responsible for managing and implementing the project)</i>	Mary Bachran	
Project Manager Email	maryb@townofpaonia.com	
3. Project Location: <i>(route with start & end points or detailed geographic area & map)</i>	Paonia, CO at the intersection of Fifth Avenue and Grand Avenue commencing at 4th Street and continuing down Grand Ave. beyond 5th Street for approximately 200 feet, and down 5th Street for approximately 120 feet. Entire project is 810 feet.	
4. Does this project touch CDOT Right-of-Way, involve a CDOT roadway, access transit agency property or request transit agency involvement to operate service?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If yes, please submit a Special Use Permit.</i> <i>If yes, have you completed this submission:</i> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<p>5. Procurement. By checking the box, local jurisdictions acknowledge the use of grant awards in accordance with local jurisdiction procurement standards that identify appropriate procedures to ensure projects are procured through an open and competitive process. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please describe your process:</p> <p>Purchases of \$10,001 and above must be approved by the Board of Trustees. Written quotations are required from a minimum of 3 vendors and the procurement must follow applicable provisions of the "Formal Bidding Requirements". The Town Administrator may reduce the number of required bids and waive otherwise applicable formal bidding requirements if it is determined that it is not practical or advantageous to the interests of the Town. Proposals in this range must be submitted to the Town Board for approval before the purchase can be made. Requests for formal bids shall be distributed to qualified/identified vendors in the manner determined by the requesting department. In requests for formal bids shall be posted to the Town website and may be published in a newspaper of general circulation in the Town, in other publications of limited circulation, or in trade journals, but such publication is not required by the Policy. If publication of a request for formal bids is required for a particular procurement by federal or state law or by a funding agency, the requesting department shall prepare and arrange for publication of the required notice. Notices, general instructions, conditions, and specifications shall be mailed, posted to the Town website and otherwise made available to qualified/identified vendors. All requests for formal bids shall be reviewed and approved by the Town Administrator or designee prior to distribution.</p>		
<p>6. Applicable Federal and/or state laws. By checking the box, local jurisdictions acknowledge their responsibility to ensure compliance with all applicable federal and state laws (such as the Americans with Disability Act). <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>		



7. Project Objective. *Provide a short, no more than one paragraph, summary of what the objective of your project is (limited to 500 characters)? Attach current state photographs and map of the project area.*

To provide the additional funds needed to complete the Opportunity 1 Safe Pathways for Paonia grant due to inflation and the increased cost of materials since the awarding of the original grant in 2022. The Safe Pathways for Paonia Project will connect Paonia's schools and parks, creating safe routes for residents of all ages and abilities, no matter income or ability. The project also will create a welcoming and safe gateway to the Town's Business District.

8. Project Scope Overview. *Describe how you will achieve that objective. Please only include details specific to the work that will occur as part of this project. Include ownership information for the project improvements. (limited to 1,500 characters). Do not include background information or justification language.*

To accomplish this, the Town of Paonia will reconstruct the intersection at 5th St and Grand Ave. from 4th Street to approximately 200 feet north of the 5th St. intersection on Grand Ave. to create a T-intersection, eliminating the diagonal connection from Grand to 5th Street. Sidewalks, curbs, gutters, and ADA compliant curb ramps will be installed throughout the intersection where they are missing. Parking will be delineated. Sidewalks will be extended to join the existing sidewalk on the west side of the street and a sidewalk will be installed to the entrance of the River Park on the east side of the street. Bicycle lanes and crosswalks will be painted and signage will indicate safe pathways. Rectangular rapid action beacon (RRAB) pedestrian signals will be installed on the crosswalks on Grand Ave. The pavement will be grooved on either side of the intersection to alert traffic to the reduced traffic speeds along with reduced speed limit signs and school crossings signs.

The Town of Paonia currently owns all but a short section of the intersection which is owned by Delta County. Delta County has agreed to cede that section of the road to the Town at the completion of the project, as they are a partner in the construction of the intersection.



9. Scope & Element Deliverables

The RMS Grant Requested project scope shall complete the deliverables listed below to achieve the desired outcome:

#	Deliverable	Description
1	Excavation and reconfiguring	Remove existing sidewalk, curb, gutter, concrete pavement and asphalt mat throughout intersection area. Reconfigure intersection to a t-shape eliminating the diagonal connection between Grand Ave and 5th Street to match engineering specs.
2	Install curbs, gutters and sidewalks	Pour curbs and gutters in the new configuration adhering to ADA guidelines throughout. Pour sidewalks in conjunction with the curbs, joining the existing sidewalk on the west side of the street and extending to the River Park on the east side of the street.
3	Pavement	Install new concrete drain pan in the 4th Street and Grand Ave. intersection. Pave Grand Ave. from the 4th St. intersection to approximately pavement 200 feet north of 5th Street. Pave 5th Street. from the intersection with Grand Ave for approximately 120 feet. Groove pavement at both approaches to Grand Ave. crosswalks.
4	Painting	Paint crosswalks at intersection and paint bike lanes that are in compliance with Federal and State guidelines.
5	Signal and signage	Install a pedestrian activated RRAB signal on the crosswalk crossing Grand Ave. and other school crossing signs, and reduced speed limit signs.
6		
7		
8		
9		
10		



Part 2 Financials

10. **Costs.** Please provide the expected cost for all **RMS Funding Requested** project scope deliverables.

A. Local Agency Labor Costs:

#	Employee Classification	Hourly Rate	Estimated Total Hours	Estimated Total Cost
1	Match will be cash			
2				
3				
4				
5				

Total Labor Costs: \$ _____

B. Vendors, Subcontractors, Materials, Equipment, and Other Costs

#	Item Description	Vendor	Quantity	Total Cost
1	Excavation and design	SGM		\$94,630.00
2	Paving	SGM		\$56,419.60
3	Sidewalk, curb and gutter	SGM		\$40,549.26
4	Signage	SGM	10	\$1,850.00
5	25% contingency			\$48,362.22
6				

Total Vendor/Subcontractor/Materials/Equipment/Other Costs: \$ _____

C. Total RMS Funding Requested Cost

The total project cost is \$ 241,881.08 .



11. Budget	
Total Project Budget	\$978,730.50
RMS Funding Requested <i>(up to \$250,000)</i>	\$217,629.97
List all additional project funding source(s) & amount Town of Paonia and Delta County matching funds	\$133,566.55
List all additional project funding source(s) & amount CDOT Opportunity 1 Safe Pathways for Paonia Grant	\$677,971.81
By checking this box, the applicant’s President, Chief Executive Officer, Chief Elected Official (Mayor or County Commission Chair) or City/County Manager for local governments or Agency Director or equivalent for others, has certified it allows this project request to be submitted for funding and will follow all CDOT policies and state and federal regulations when completing this project, if funded.	X

Scope & Financials: Verification and Additional Information

<p>Scope of Work & Financials Verification If an award is approved, this document represents the scope of the work and costs for the project. By signing this, the applicant has reviewed the application to ensure it represents the necessary project components required for execution. No changes to the scope of work can be submitted after this has been submitted to CDOT.</p> <p>Signature: <i>Mary Bachran</i></p>	<p>Date: <u>5-30-23</u> —</p>
<p>Further Review. Describe any review by the applicant or by other agencies (including CDOT) that will be required as part of this project. For example: Identify whether the project involves any CDOT Right-Of-Way (ROW).</p> <p>This project is extra funding for an Opportunity 1 grant currently being administered by CDOT. There are no other applicant or Right-of-Way review that need to be completed.</p>	
<p>Attachments.</p> <ul style="list-style-type: none"> • Please attach relevant maps/photographs/design documents to your application submission. • A clear project connection described to a master plan or community plan is preferred. If a project has no connection to such plans, letters of support may be substituted. 	



Part 3 Narrative

Provide *qualitative and quantitative* responses to the following questions.

1. **Vitality and the Built Environment (35%):** How does the project impact the vitality of your community's downtown, mixed-use center, or community gathering space? Does this project promote economic development?

The intersection at 5th Street and Grand Ave. is one of the two main entrances to the Town from Highway 133 with approximately 150 bike trips (75 each way), 90 pedestrians (45 each way) crossing the intersection every day and over 124,000 cars moving through the intersection every year. It leads directly into the main downtown business district on Grand Avenue and 5th Street is the primary route most people use to find parking at Town Park. Since Town Park is the center for all of the Town's large events and festivals (Cherry Days, Mountain Harvest Festival, Top 'o the Rockies BMW Rally and Pickin' in the Park) a great deal of traffic travels through this intersection during the year. It is also the primary means by which 90% of the school children access Paonia's K-8 elementary school.

At the present time, with the cracked and degrading pavement, the axle grinding dip at the intersection 4th and Grand Ave. and the lack of sidewalks, curb or gutter, it does not present a picturesque entrance into the Town and the business district. Parking is not regulated and can present traffic hazards as it is not under Town control. The intersection is a slanted "y" shape, with a section of gravel between the arms of the "y". It is unsafe for foot traffic without any sidewalks or crosswalks, and with the parking situation and traffic, a hazard for bikers, seniors and users of alternative non-vehicular modalities as well. It does not present the Town in a favorable light nor encourage people to do more than drive to the nearest exit.

The reconfiguration project will address all these issues. Not only will the intersection be safer for all types of travel (walking, biking, skating, wheelchairs, etc.), the County will cede ownership and thus jurisdiction of the road to the Town so that parking issues can be addressed. This alone will increase the safety of the intersection markedly. A parklet can be added near the abandoned road section enhancing the entrance to the Town and making it more inviting to visitors. The parklet would also provide a place to install wayfinding signage indicating directions to the main business district, various other Town amenities, parks, and trails. As the Town is a Creative District, a sculpture and other creative additions could make the entrance even more inviting. As more people walk and bike to the businesses along the intersection with the increased safety, the vitality of that part of Town will be increased as well.

The perception of a Town as a vibrant an inviting space to visit and live in, is enhanced by the corridors that lead into the Town. While the safety of this intersection was the driving force to apply for the Opportunity 1 Revitalizing Main Streets Grant that we received, the benefits to the vitality of the economy of the Town is a side benefit that should not be overlooked. This intersection when completed can be safe and beautiful introduction into the Town of Paonia.



2. Active Transportation and Safety (35%): Does the project promote active transportation, including an increase to biking, walking, and/or transit? Does it improve safety for these and other vulnerable users? If so, how do you know that?

Paonia is a small mountain town on the Western Slope and a physically active community. In surveys and community meetings done in preparation for a master planning process in 2019, over 90% of the respondents found the quality of the Town roads to be in fair to poor quality. The challenges identified for people travelling by foot or wheelchair were greatest for streets with no sidewalks (58.12%), a lack of crosswalks (21.4%) and missing curb ramps at intersections (31.7%). Much the same was found for people biking in Paonia. The main issues were a lack of safe marked routes (20.78%), the condition of the roads (39%), and a lack of bike lanes (36.7%). All these issues are paramount at the intersection we wish to reconfigure.

By reconfiguring this intersection so that it contains sidewalks, crosswalks, reduced speed limits, crosswalk signs, and designated parking and signage it will make it safer for everyone who traverses the space. Because of the increased safety, parents are more likely to allow their kids to walk and ride their bikes to school. More people will be encouraged to walk or bike to the popular coffee shop next to the intersection where parking is very limited. With ramps at the crosswalks and sidewalks to travel on, people with mobility issues and in wheelchairs or who use alternative non-vehicular modalities will have access they do not currently have.

Studies highlighting the benefits to active transportation (biking, walking, ect.) when a safe environment is provided are too numerous to cite, including those done by the Federal Department of Transportation(https://safety.fhwa.dot.gov/ped_bike/tools_solve/walkways_brochure/walkways_brochure.pdf), National Highway Safety Administration (<https://www.nhtsa.gov/road-safety/pedestrian-safety>), AARP Walkable and Liveable Communities Institute (https://legistarweb-production.s3.amazonaws.com/uploads/attachment/pdf/334359/Attachment__3_-_Sidewalk_Factsheets.pdf), just to name three.

In a community such as Paonia, which already is active and outdoors most of the year, this improvement will only increase the safety and use of this intersection. Based on traffic counts done before the submission of the Opportunity 1 Grant and survey responses, we anticipate a 20% increase in foot traffic and a 32% increase in bike traffic once the improvements are completed. Consequently, we expect a reduction vehicle traffic based on traffic counts.



3. Equity and Access (10%): How will the project support low-income people, and/or reach populations with disproportionately lower environmental and health measures and outcomes? Describe how the project includes safe access to opportunity and mobility for residents of all ages, races, languages, incomes and abilities?

Forty-one percent of Paonia’s population is over 60 years old, 33% are over age 65. Eleven percent are low income and almost 20% (18.8%) have disabilities. The 5th Street and Grand Avenue intersection is one of the busiest in the Town, used to access parks, restaurants, pubs, businesses, classes and the library. The current configuration of the intersection described in this application poses dangers from traffic entering and leaving the Town and backing out of parking areas. While it is fortunate that there have not been fatalities other serious accidents, the existing situation compromises the mobility of the senior and disabled populations and is a deterrent to alternative non-vehicular modalities.

Reconfiguring this intersection will benefit all these populations. Without sidewalks, and especially sidewalks without ADA curb ramps and crosswalk crossing lights, people who are reliant on wheelchairs and other non-vehicular modalities cannot travel without being in the street. This street is not safe to be on outside of a car. When the intersection is fitted with these amenities, these necessities for people who do not drive or walk without assistance, it will make the Town more accessible to all of our citizens, not just the drivers.

4. Readiness of Implementation (10%): What is the current status of planning, designing & engineering the project? When is the anticipated completion date for this project? Describe the degree to which a project is “shovel ready,” and provide a project schedule to not exceed 12 months for the RMS requested portion.

The project has been planned, designed and engineered. It is slated to begin construction in spring of 2024 and be completed by August 2024. The project has already begun the CDOT review process.

- Kickoff meeting – 8-31-22
- DSR meeting – 4-4-23
- FIR meeting anticipated 5-24-23
- FOR meeting anticipated 6-24-23
- Final plans, specification, estimate package – 8-23
- Final bid package – 9-23
- Ad date – 10-23
- Construction start 4-24
- Construction completion – 8-24



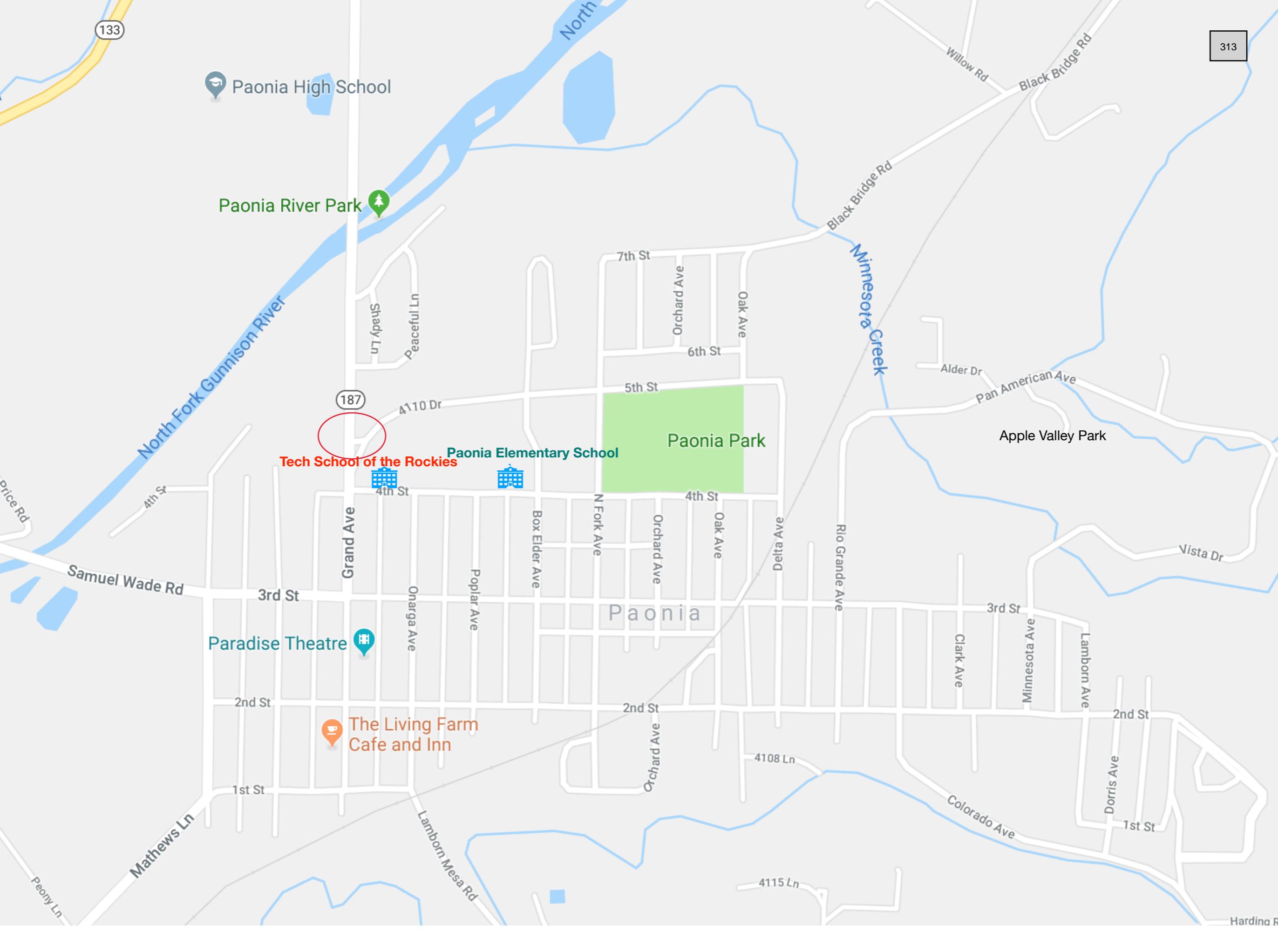
5. **Community Engagement/Public Support: (5%)** Please describe how the community has been engaged to inform the location, design or intent of the project (i.e. surveys, past or current planning processes). Are there community plans that played a role in the creation of the project?

For over five years the Town had engaged in the process of planning and surveying parents, students and the community to support the original Opportunity 1 Grant: Safe Pathways for Paonia. When it was granted in 2022, it was hailed roundly and the beginning of construction highly anticipated. While the multiple surveys and plans have not been included in this application, the letters of support in the attachment indicate how important this project is to the community.

6. **Innovation (5%)** Identify aspects of the project that would involve new technologies or innovative methods, show an innovation in cost-benefit or are leading in innovative approaches.

This project relies on the latest technologies in crossing safety including pedestrian activated rectangular rapid flashing beacons, brightly painted crosswalks, lowered speed limits, and a much improved design of the intersection.

ATTACHMENTS
Maps, Photographs, Letters of Support



133

313

Paonia High School

Paonia River Park

Tech School of the Rockies

Paonia Elementary School

Paonia Park

Paradise Theatre

The Living Farm
Cafe and Inn

Paonia

Apple Valley Park

133

313

Paonia High School

Paonia River Park

Tech School of the Rockies

Paonia Elementary School

Paonia Park

Paradise Theatre

The Living Farm
Cafe and Inn

Paonia

Apple Valley Park

North Fork Gunnison River

Minnesota Creek

North

Willow Rd

Black Bridge Rd

Black Bridge Rd

7th St

Orchard Ave

Oak Ave

6th St

5th St

A110 Dr

Alder Dr

Pan American Ave

4th St

Shady Ln

Peaceful Ln

187

4th St

4th St

4th St

Grand Ave

Onarga Ave

Poplar Ave

Box Elder Ave

N Fork Ave

Orchard Ave

Oak Ave

Delta Ave

Rio Grande Ave

Vista Dr

Samuel Wade Rd

3rd St

3rd St

Paradise Theatre

2nd St

2nd St

2nd St

1st St

1st St

The Living Farm
Cafe and Inn

Lamborn Mesa Rd

4108 Ln

Colorado Ave

Dorris Ave

Minnesota Ave

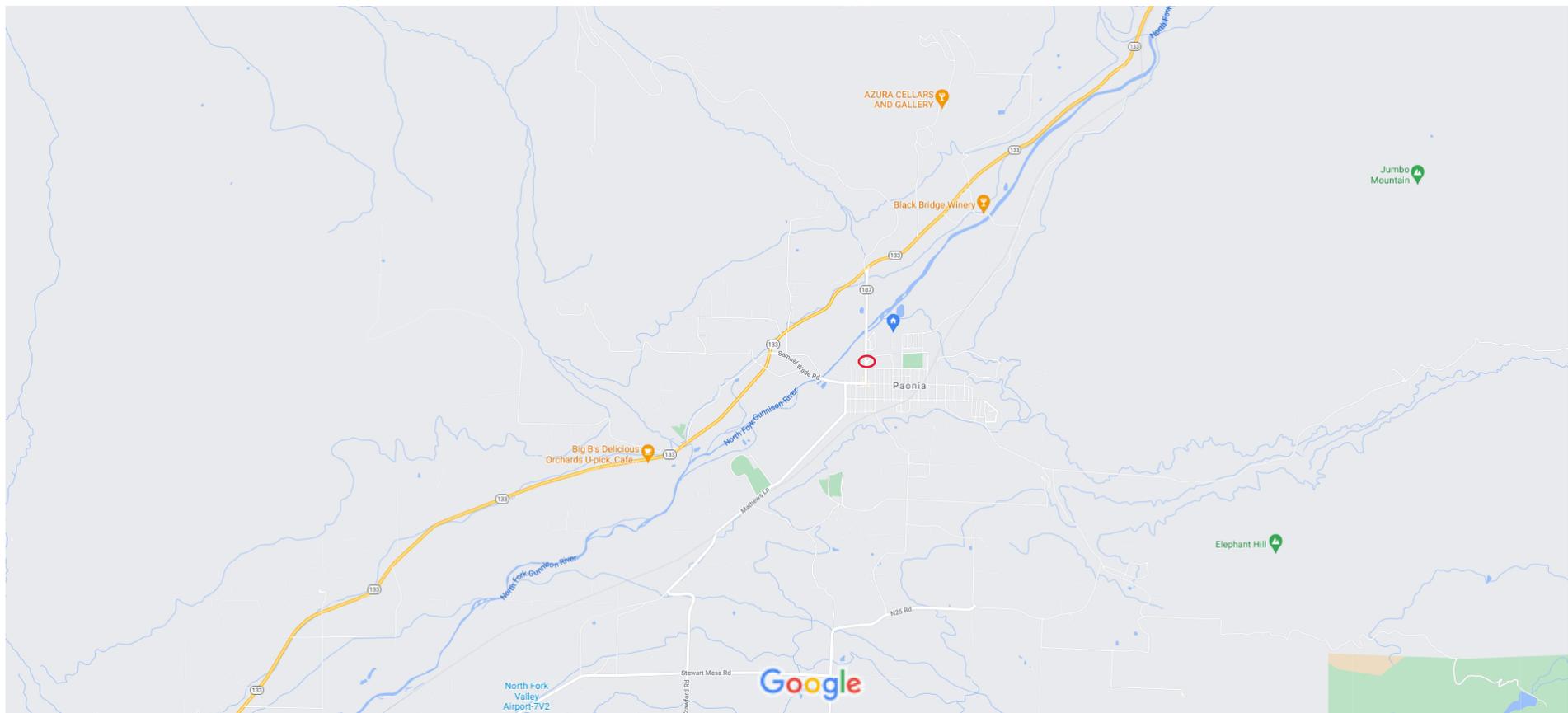
Lamborn Ave

Mathews Ln

Peony Ln

4115 Ln

Hardino R



Map data ©2021 2000 ft





Delta County School District 50J

145 West 4th Street, Delta, CO 81416

970-874-4438

www.deltaschools.com

May 6, 2021

Colorado Department of Transportation,
ATTN: Revitalizing Main Street - FY 2021 Projects,
2829 West Howard Place,
Denver, CO 80204-2305

Dear Selection Panel:

We are excited to write this letter of support for the Town of Paonia to reconstruct the intersection at 5th St and Grand Ave. and create a T-intersection. This will provide sidewalks, curbs, gutters, ADA curb ramps on 5th St and Grand Ave and provide a much safer route to school for our students in the Paonia Community. Currently there are no sidewalks, crosswalk, bike lanes or pedestrian signs, which make this intersection very dangerous for students who are walking or riding a bike.

This intersection is also dangerous because of the parking and inability to see people when pulling into and out of the local businesses. Vehicles will often speed up through the intersection because they are getting to the edge of town and do not see the school. We believe the reconfiguration of this intersection is critical to the safety of our students and community.

The completion of this project will also allow our students and community to access the walking and biking trails. These trails link to the library, schools and river, and eliminating this dangerous intersection will allow easier access to all.

The School District is committed to helping make this intersection safer for our students and community. Delta County School District is in full support of the 5th street project in Paonia.

Thank you,



Caryn Gibson

Superintendent

Delta County School District



PAONIA JUNIOR SENIOR HIGH SCHOOL

318

High School:
846 Grand Avenue
Paonia, Colorado | 81428
p: (970) 527-4882 | f: (970) 527-4080

Junior High School:
844 Grand Avenue
Paonia, Colorado | 81428
p: (970) 527-4833 | f: (970) 527-4282

Principal: Randal Palmer | Asst. Principal: Amy Miller | Counselor: Spencer Lightfoot

Colorado Department of Transportation
2829 West Howard Place, Denver, CO 80204

May 5, 2021

To Whom It May Concern,

Paonia Junior-Senior High School is writing to voice our strong support of the Town of Paonia's application for the CDOT Revitalizing Main Streets grant.

Paonia Junior-Senior High School has been working with the Town of Paonia to identify areas of concern in regards to our students' ability to walk or ride their bikes to school. We have identified the following areas of concern:

There is a dangerous intersection at 5th Street and Grand Avenue that is confusing for children to navigate. There is not a sidewalk along either side of the entrance to our campus, along Grand Avenue, forcing children to walk in the street. There is not a continuous sidewalk along Grand Avenue for children, or classes, walking to/from Paonia Junior-Senior High School and Paonia Elementary School.

The majority of the sidewalks throughout Paonia that students should use are in poor repair or are non-existent, causing countless students to walk in the street instead of safely on a paved sidewalk. A large percentage of our students participate in after school, extra curricular activities. This means that they cannot ride a bus after school, rather the majority of participants walk home after practices. Due to the deplorable condition of our town's sidewalks, or lack thereof, many of these students are put at-risk, as they must walk in the street, often times after dark, in order to get home.

PJSHS is committed to partnering with the Town of Paonia and the Colorado Department of Transportation to ensure that our students are able to navigate the streets of our small community safely. We understand that if the Town of Paonia were to be awarded a CDOT Revitalizing Main Streets grant, the funds would be used for improving the walking and biking infrastructure around our two school campuses in town as well as promoting pedestrian and bike safety. This may include designated bike routes or lanes in addition to improved sidewalks and intersections. This project will offer improved safety for our local youth, as well as community members.

Thank you again for the opportunity to assist in this great project that will allow our youth to commute safely to and from school every day.

Sincerely,

Randal Palmer
Principal, Paonia Junior Senior High School



**NORTH FORK SCHOOL
OF INTEGRATED STUDIES**

To whom it may concern:

We at the North Fork School for Integrated Studies strongly support the project of CDOT revitalizing Main Street Grant. As a local school in the town of Paonia Colorado, many of our students bike and walk to school everyday. We believe it is important that they have great access, good sidewalks, bike racks, and any other support that will help them to be able to get to school on foot or bike.

Right now we are specifically looking at a remodel of the corner intersection by Breadworks and Erickson's. That intersection is used by our school multiple times a week, walking to and from the River Park, and other field trip activities. In addition, that intersection is used by most students on a daily basis, what are bikes, on foot, or in their car on the way to school. It is a confusing intersection, and definitely needs some restructuring to be safer and more user-friendly.

We are lucky to live in this vibrant community, and part of it is the walkability and bike-ability of our town. Anything that we can do to support the mission of CDOT revitalizing Main Street Grant is in the best interest of our school. Please let us know how we can further support your mission.

Sincerely,

A handwritten signature in blue ink that reads "Christi Gubser". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Christi Gubser
North Fork School for Integrated Studies

To: CDOT Revitalizing Main Street Program

Date: 05-01-21

Ref: Paonia Application

To Whom It May Concern,

I am Neal Schwieterman, and I am quite interested in this Paonia proposal for several reasons.

First, as the Mayor of Paonia from 2007-2016, I sat on various operational committees, one of which was the CDOT Safe Routes to School group that operated from 2014-2015 (give or take.) Via that process I was made aware of the dangerous nature of the 5th and Grand intersection.

While I should have recognized this on my own, an Elementary School parent's survey delineated that the 5th and Grand intersection was unsafe for pedestrians, additionally I learned that prior to my time with the Town, a student walking to school sustained serious injuries from a vehicle/pedestrian accident at that location.

The intersection in question is a non-standard "T" intersection whereby traffic traveling North on Grand Ave. can bypass part of the intersection by taking a single lane, one way street bypassing the main part of the intersection onto 5th St. where children still need to cross to the school. This presents yet another place for pedestrians to look before crossing. There are no edge lines anywhere at the intersection and all the children from the trailer park must access the Subway parking lot via Grand Ave with NO sidewalk then cross this tricky intersection with no crosswalk.

Additionally, this is a bus route to the Elementary school. Twice a day, busses must use both lanes turning in either direction due to tight turning radii, thereby further complicating and compromising traffic flow and safety.

I attempted to work on a fix for the intersection but ultimately ran out of time before the end of my term.

Secondly, the River Park trail system north of the intersection in question is going to roughly doubled in size this summer, further adding pedestrian numbers traveling through this intersection.

Lastly, I currently work as the administrator for an afterschool arts program. Our classes finish at Paonia Elementary School at 5:00 pm and some of our students walk home via this route. Being 5:00 pm they are traversing the area well after the normal time that school lets out and in winter this occurs at dusk. Each of these factors add to the safety risk for child pedestrians.

For these reasons, I wholly support the Paonia Revitalizing Main Street grant application and would urge you to fund this project!

Thanks you for your time,

Neal Schwieterman



Paonia Elementary School

321

430 Box Elder Ave. (P.O. Box 1179)
Paonia, CO 81428

Principal: Amelia Baldwin
Secretary: Desi Vasquez

Phone: (970) 527-3639
Fax: (970) 527-3339

Where Student S.O.A.R.

May 7, 2021

Revitalizing Main Streets Grant
Colorado Department of Transportation
2829 West Howard Place
Denver, CO 80204

To Whom It May Concern,

Paonia Elementary School has been working with the Town of Paonia to identify areas of concern in regards to our students' ability to walk or ride their bikes to and from school. As our school is moving to a new location in our community, we have identified the following areas of concern:

- The dangerous intersection at 5th street and Grand Avenue that is confusing for children to navigate.
- Walking and biking access are not available to cross in this area.
- Due to the level of traffic in this area, measures to address the safety of crossing are not currently in place.
- There is not a continuous sidewalk along Grand Avenue for children, or classes, walking to/from North Fork School of Integrated Studies (currently Paonia Elementary School) and our future school location (currently Paonia Jr/Sr High).
- There is not a sidewalk along HWY 133 between 5th Avenue and the Paonia River Park where our classes visit on a regular basis for science and nature walks.

Paonia Elementary is committed to partnering with the Town of Paonia and the Colorado Department of Transportation to ensure that our students are able to navigate the streets of our small community safely. We understand that if the Town of Paonia were to be awarded a Revitalizing Main Streets Grant that the funds would be used for improving the walking and biking infrastructure around our two school campuses in town as well as promoting pedestrian safety. This may include designated bike routes or lanes in addition to improved sidewalks and intersections. This project will offer improved safety for our local youth, as well as our community members.

Thank you again for the opportunity to assist in this great project that will allow our youth to commute safely to and from school every day.

Sincerely,

Amelia Baldwin, Principal



Delta County Administration Building | 560 Dodge Street - Delta, CO 81416

May 12, 2021

Colorado Department of Transportation
2829 West Howard Place
Denver, CO 80204-2305
RE: Revitalizing Main Street-FY 2021 Projects

Dear Selection Panel:

Delta County Board of Commissioners strongly supports the application of the Town of Paonia for the Revitalizing Main Street program. Delta County has experienced significant job loss since 2014 with the closing of two coal mines; the net result of this has driven the consolidation of schools in the North Fork Valley. The consolidation requires the high school in Paonia to be repurposed into a K-8 educational building which will result in additional children accessing the streets of Paonia.

The project will connect Paonia's schools and parks, creating safe pedestrian routes. To accomplish this, the Town of Paonia will reconstruct the intersection at 5th St and Grand Avenue to create a T-intersection. Sidewalks, curbs, gutters, and ADA curb ramps will be installed on 5th St and Grand Ave. where they are currently non-existent. Sidewalks will be extended to join an existing sidewalk on the west side of the street; an additional sidewalk will be installed to the entrance to the River Park on the east side of the street. Bicycle lanes and crosswalks will be painted and additional signage will indicate safe pathways. Lighted pedestrian signals will be installed on the crosswalk crossing Grand Ave.

Delta County is committed to improving this intersection as it has been a concern for many years and encourage CDOT to fund this grant application.

Sincerely,

Delta County Board of Commissioners

Mike Lane, Chair

Don Suppes, Vice-Chair

Wendell Koontz, Commissioner

Town of Paonia, CDOT and SGM Meeting minutes

25364 – Town of Paonia – Safe Pathways for Paonia Project

Date: July 13, 2023

Meeting Attendees:

Mary Bachran – Town of Paonia Mayor
 Stephan Wynn – Town of Paonia Town Manager
 Cory Heiniger – Town of Paonia Public Works
 Neysa Birmingham – CDOT
 Mark Rogers – CDOT
 Mike Konn – CDOT
 Medora Bornhoft – CDOT
 Brandyn Bair – SGM
 Scott Forrester – SGM
 Ashley Cline – SGM

Action Items:

- 1) SGM will complete the project plan set initially designed by Odyssey in 2018.
- 2) SGM will need to complete a SUE investigation.
- 3) The Town/SGM to follow up with Mike K. CDOT to schedule the DSR/FIR meeting asap. It currently takes 6 to 8 weeks to get a DSR/FIR meeting scheduled. The relevant project plan set/specifications/Project Specials etc. are to be submitted to Mike K. one month prior to the FIR (30%) or FOR (90%) meetings for distribution to the CDOT review team.
- 4) Discussion regarding a ROW parcel within the project area that is Delta County owned. The Town is in talks with Delta County to transfer ownership of the parcel to the Town. The Town shall have sole ownership of all property within the project area.

Notes:

- 1) SGM need the project Geotech report.
- 2) SGM to provide a project schedule including milestones and any critical path elements.
- 3) No ETA was given by SGM as to when the construction plan set/specifications/documents will be ready for a FIR meeting.
- 4) The 25364 – Town of Paonia – Safe Pathways for Paonia Project is a **Construction Only** project.
- 5) The Town will **not** be seeking Design reimbursement.
- 6) **Cash match is required from the grant funding for this project. No In-Kind match is allowed.**
- 7) The project will need to follow the CDOT process, FIR/FOR/PS&E/ROW/Environmental etc.
- 8) The project is to be designed in accordance with current CDOT Standards and Specifications
- 9) Town/SGM to identify all (TCE/PE) ROW impacts associated with the project. ROW acquisition can significantly impact a project's schedule.
- 10) Monthly Prime (General) contractor Pay Applications and Grant Reimbursements by the Town are required
- 11) ROW – Follow the Uniform Act
- 12) The Local Agency (Town/consultant) drives the project schedule
- 13) Additional note not brought up in the project meeting. All ADA elements within the project design/construction shall be PROWAG compliant.

August 11, 2023

Stefen Wynn
Paonia Town Administrator
214 Grand Ave.
Paonia, CO 81428

RE: 5th Street and Grand Avenue Intersection Design Change Order

Dear Stefen:

This memorandum serves as a Change Order request for the increased scope and fee for SGM's work designing the 5th Street and Grand Avenue Intersection improvements. Since the original scope and fee was approved by the Town's Board of Trustees the project scope has changed. After a meeting with CDOT on July 13, 2023, the full scope and requirements for the project were provided. CDOT is requiring the Town to go through the CDOT Local Agency process. This means that all CDOT standards, policies, and procedures must be followed. The table below summarizes fee changes. The cover letter and design services memorandum attached to this Change Order more fully detail the revised project scope and fee.

Task	Original Fee	Fee Increase	Revised Fee
Task 1 - Existing Conditions & Baseline Information	\$12,099	\$50,400	\$62,499
Task 2 - Civil Engineering Design	\$42,813	\$17,000	\$59,813
Task 3 - Project Administration	\$9,722	\$16,500	\$26,222
TOTAL	\$64,634	\$83,900	\$148,534

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$ 64,634

Increase of this Change Order:

\$ 83,900

Contract Price incorporating this Change Order:

\$ 148,534

ACCEPTED:

By: *M. Scott Fent*
Engineer

Date: 8/11/2023

ACCEPTED:

By: _____
Town of Paonia

Date: _____

August 1, 2023

Stefen Wynn, *Town Manager*

Town of Paonia

214 Grand Ave.
Paonia, CO 81428

RE: 5th Street Realignment – Updated Scope and Fee

SGM is pleased to provide the Town of Paonia with an updated scope of work and fee estimate for the 5th Street and Grand Avenue Intersection Realignment Project. Since the original scope and fee was submitted on May 30, 2023, the project scope has changed. After a meeting with CDOT on July 13, 2023, the full scope and requirements for the project were provided. CDOT is requiring the Town to go through the CDOT Local Agency process. This means that all CDOT standards, policies, and procedures must be followed. This has resulted in an \$83k increase in the overall fee. Specific additional scope items are detailed further below.

Project Management and Meetings – Due to the nature of the CDOT review process, the original project timeline has been extended. CDOT requires 3-4 weeks of review time before a review meeting can be held at each project milestone. CDOT has agreed to combine the Design, Scoping, Review (DSR) meeting with the Field Internal Review (FIR) meeting, which will save the project time. However, allowing for field work to be completed, submitting FIR plans, reviewing FIR plans, submitting FOR plans, reviewing FOR plans, and gaining all necessary project clearances (Right-of-Way, Utilities, Traffic, Materials, Environmental) takes time. A 13-month project duration has been assumed based on SGM's recent experience with similar projects and feedback from CDOT Local Agency Manager Mike Konn. The review meetings for CDOT are typically 2-3 hours in length and additional coordination with all CDOT specialty units has been accounting for in SGM's updated scope of work. **(+\$16.5k)**

Subsurface Utility Engineering – CDOT requires a heightened level of detail regarding subsurface utilities, therefore additional scope and fee have been added to project. CDOT requires utility clearance letters be provided to any utility owner within the project area, regardless of conflict within the project or not. CDOT also requires utility conflict matrices to be created if conflicts are present within the project corridor. Quality Level A utility information is required for any utility crossing of a gravity fed system (storm or sanitary sewer), meaning utility potholes will likely be required with the removal and replacement of the existing storm sewer system. **(+\$23.0k)**

Geotechnical Investigation – In our previous scope and fee we had assumed that the Town had a geotechnical report for the project corridor. As this is not the case, SGM will need a geotechnical investigation and report completed to select the appropriate structural roadway section for the project. Ground Engineering will provide this service and their scope and fee has been included. **(+\$15.4k)**

Environmental Clearances – All CDOT projects require environmental clearances. While this project site is already a built environment there are still some items CDOT requires to be completed. A cultural assessment and hazardous waste assessment will need to be performed to complete CDOT's Categorical Exclusion NEPA checklist. **(+\$12.0k)**

Increased Engineering Design – CDOT will require traffic control and phasing plans to be presented to verify that the project can be constructed. Additional information will be required on the utility plan sheets, including test hole information, utility conflict matrix information, and detailed existing utility information. Also, additional water line scope has been added to the project. **(+\$17.0k)**

SGM has extensive experience with CDOT Local Agency projects, working with numerous municipalities on the Western Slope over the years to achieve successful design project outcomes and well executed construction projects. The attached scope of work and fee identify all CDOT requirements necessary to complete this project for the Town.



MEMORANDUM

TO: Stefen Wynn – Town Manager, Town of Paonia
CC: Mary Bachran – Town Mayor, Town of Paonia
FROM: Ashley Cline, PE - SGM Project Manager
DATE: July 28, 2023
RE: **5th Street Realignment – Town of Paonia**
Design and Engineering Services

Project Background

For years, the Y-intersection of 5th Street and Grand Avenue has been a source of driver circulation issues within the Town of Paonia. To address this concern, the Town aims to realign 5th Street, connecting it to Grand Avenue at a 90-degree angle. Back in 2018, Odisea Engineering developed initial construction plans for the Town. Now, with the recent approval of CDOT's Revitalizing Main Streets funding, the project will need to adhere to CDOT's Local Agency process. SGM, has been entrusted with the task of leveraging the design intent from the previous plans to create construction plans that fully comply with CDOT regulations.

The proposed project involves comprehensive design and planning to ensure the smooth and efficient realignment of 5th Street and its integration with Grand Avenue. We recognize the importance of addressing the historical driver circulation issues and optimizing the transportation infrastructure in the area. Our team will build upon the groundwork laid by Odisea Engineering, using their previous plans as a foundation for our CDOT-compliant construction plans.

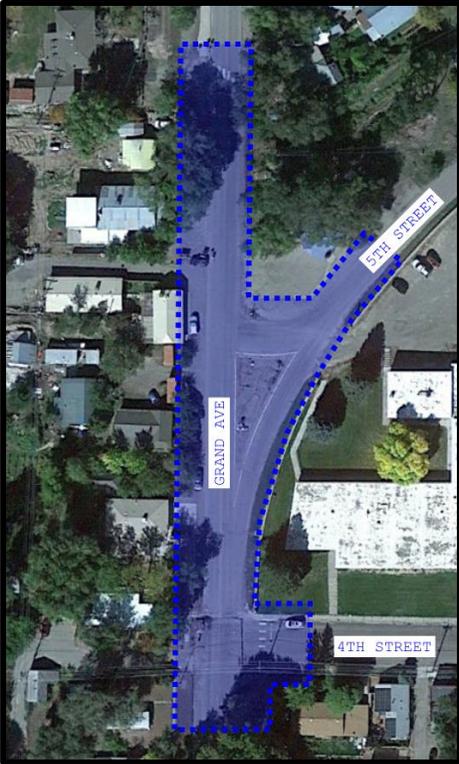


Figure 1. Project Scope Area

Section 1 - Project Plan

Task 1 – Existing Conditions & Baseline Information

Task 1.1 Subsurface Utility Engineering Investigation

SGM will comply with the “Colorado SUE Law,” through the implied ASCE standards. This will include depicting lines on the deliverable via Quality Levels, which will convey the level of relative nonquantifiable, uncertainty of the data. SGM will use the industry-leading and CDOT-preferred ProStar PointMan mobile mapping software application to capture and record utility data with survey-grade accuracy.

SUE Scope Area. SGM anticipates providing a baseline of existing utility information for the project scope area on Grand Avenue from 5th Street to 4th Street from edge of right-of-way to edge of right-of-way.

Test Holes. No test holes are anticipated for this project at this time. Pending SGM’s review of the existing storm drainage infrastructure and how the proposed design ties into it, test holes could be warranted in the future.

Finalizing Data and Deliverables. In the final phase of the project design, we will finalize all necessary utility coordination with the various utility owners and finalize our deliverables. Final deliverables will include the underlying existing utility basemap used in all other design sheets, the existing utility plans and all relevant notes and depictions from the investigation, utility test

hole information, utility specifications, Utility Conflict Matrix (CDOT-based), and Utility Owner Clearance Letters (CDOT-based).

Task 1.2 Geotechnical Investigation

Ground Engineering will drill four (4) test holes to evaluate the subsurface profile and to obtain earth material samples for laboratory testing. Ground will obtain a CDOT permit and retain a traffic control service provider to provide traffic control services for their geotechnical evaluation. laboratory testing will occur to evaluate relevant engineering characteristics of the materials at the site.

Results will be analyzed to develop geotechnical parameters including proposed site grading/earthwork operations, excavation, water-soluble sulfate content, soil corrosivity (including chloride concentration), and pavement sections. Pavement sections will be prepared using M-E Pavement Design software in general accordance with CDOT specifications. Ground will prepare a report summarizing the data obtained and present our conclusions and parameters. An electronic copy (PDF format) of the report will be provided.

Task 1.3 Environmental Clearances

The building at 218 4th Street, currently owned by the school district, served as a training center for years and is now up for sale. Due to its historical significance and age (built in 1960), a cultural assessment is deemed necessary. To conduct the assessment, Alpine Archaeology will be engaged as a subcontractor. They will perform a Class III pedestrian survey, site recording, and consultation with SHPO.

Apart from the cultural assessment, the project's scope includes providing a narrative response to the CDOT Region 3 Form 128 Resource checklist, ensuring compliance with Section 106. A licensed subconsultant (Alpine Archaeology) will conduct a cultural survey and literature review for further Section 106 compliance. Additionally, basic record search and completion of CDOT's hazardous waste potential form (CDOT 881-ISA) are necessary. The environmental review process will also involve completing CDOT's CatEx NEPA checklist. Minor coordination efforts with the project design team will ensure an accurate environmental review that aligns with the project design. The final report preparation is flexible, typically occurring between 30% and 60% design review meetings. Lastly, a site visit will compile a photolog and documentation on environmental aspects, using photos from other specialists as needed.

Task 2 – Civil Engineering Design

Alignments will be generated for Grand Ave, 4th Street and 5th Street. 5th Street will be redesigned to tie into Grand Avenue at a 90° angle within the Town's existing ROW. Positive drainage will be created throughout the proposed curb and gutter. Inlets will be placed at low points and tie into existing storm infrastructure where possible. A structural section for the roadway will be evaluated based on geotechnical report findings. The roadway and sidewalks will be designed in accordance with Town of Paonia, CDOT, AASHTO and ADA standards.

Any utility relocations necessitated by the proposed roadway and sidewalk design will be coordinated. Any Town of Paonia Water, Sanitary Sewer, or Storm Sewer relocations will be

designed by SGM whereas any electric, fiber, cable, or gas will be designed by the respective utility owners with close coordination with SGM.

This task represents the actual design development effort required for the project. As with nearly all design projects, this is a sequential process that engages multiple disciplines at key milestones during the project. The proposed steps outlined below are consistent with a typical CDOT project development model of preliminary design, final design, and For Construction documents. Using this model will allow reviews to occur at key times and inputs from these reviews to be efficiently incorporated into the design.

Task 2.1 Preliminary Design (FIR)

In this stage, the design team begins assembling the preliminary design package. The conceptual design is further developed with added detail. The preliminary design is committed to plan drawings which will become the basis for presenting the limits and impacts of the project to the stakeholders. The preliminary design will cover all project elements to a level of detail that defines how all elements interact with each other so that no unexpected conflicts occur in later phases of design. The preliminary design will not have all the details necessary to construct the project but will provide an accurate snapshot of project impacts and costs.

Deliverables

- Typical Sections
- Roadway Plan and Profiles
- Removal and Reset Plans
- Utility Plans
- Storm Sewer Plan and Profiles
- Waterline Plan and Profiles
- Cross Sections
- Preliminary Geotechnical Report
- Preliminary Quantities and Opinion of Probable Cost

Task 2.2 Final Design (FOR)

In this stage, the design team will resolve any issues identified in the FIR design. All project elements, including calculations, reports, plans, specifications, and estimates will be completed to a 90% level. All details needed for construction, applicable standard drawings, and utility information are consolidated into the plan package. Additional plan subsets, such as intersection detail, curb ramp details, erosion control plans, and construction traffic control that were not in the FIR set are included in the Final Design plan set. The FOR PS&E package will be submitted to the Town and CDOT for final comments. In general, this is the review period where the team and stakeholders have their last chance at changes prior to advertising for bids. We would expect only minor changes to the plans at this point.

Deliverables

- FIR Comment Resolution Form completed with final dispositions.
- Final Reports
- All sheets generated in FIR Design
- Paving Plan
- Driveway and Intersection Details

- Curb Ramp Details
- Storm Sewer Details
- Waterline Details
- Traffic Control Plans
- Erosion Control Plans
- Signing and Striping Plans
- Project Special Provisions
- Quantities and Opinion of Probable Cost

Task 2.3 Finalize Bid Documents

SGM will provide a complete Plans, Specifications & Estimate (PS&E) package that is bid-ready. This work element is the culmination of a lot of effort by the entire team. For this project to be ultimately successful (on time and within budget) the PS&E work element requires careful production and QA/QC on the part of SGM and our subconsultants. These documents must be carefully and clearly put together and reviewed to avoid ambiguity and confusion during construction.

Review comments will then be addressed and incorporated into the final Contract Documents which are submitted to the Town for solicitation of bids. The Contract document will include invitations to bid, bid forms, and a bid schedule of all project cost items and quantities.

Deliverables

- FOR Comment Resolution Form completed with final dispositions
- Construction Plans
- Project Special Provisions and Standard Special Provisions
- Final Opinion of Probable Project Cost

Task 3 – Project Administration

SGM will work closely with Town staff to develop the framework of the project at the initial kickoff meeting. From that point forward, SGM’s project manager will coordinate all phases of the work with the Project Team and provide regular progress reports to the Town. As we know from similar projects, active project management is critical to ensuring the project remains on schedule and important milestones are met. Once the preliminary design begins periodic check in meetings will be held to keep the project on track.

Deliverables

- Meeting Minutes
- Monthly Progress Reports provided with Invoices
- Comment Resolution Forms from Agency and Stakeholder Reviews

Section 2 – Fee Estimate and Project Schedule

The table below shows a tentative design schedule for this project. The schedule is based on a Notice to Proceed date of August 11, 2023. As is typical of CDOT local agency projects, ample time is required for review of plan documents. 3-4 weeks has been given between plan submittal milestones and plan review meetings. A project duration of 13 months has been assumed.

Task	Timeframe
Project Kickoff Meeting/Site visit	August 23
Data Collection/Field Inventories— Geotechnical, SUE, Environmental	August - October
Preliminary Design (FIR)	September - December
Utility Test Holes (aka Potholing)	October
Preliminary Design Submittal (FIR)	December 20
CDOT FIR (30) Review Meeting	January 17, 2024
Final Design (FOR)	January - April
Final design Submittal (FOR)	April 11
CDOT FOR (90) Review Meeting	May 2
For Construction Documents	May - August
Project Bid Date	September 2024
Start of Construction	Spring 2025

The overall anticipated project costs are presented below by project phase and the supporting detailed man-hour, task and fee breakdown is presented on the following page. The project cost is based on the detailed scope of the RFP.

A summary of overall project costs is given below, and a breakdown of SGM labor hours by task is on the following page. The project is divided into four tasks- 1) Existing Conditions & Baseline Information, 2) Civil Engineering Design, and 3) Project Administration. The proposed method of compensation is time and materials not-to-exceed.

Cost Breakdown by Phase		
Task	SGM Hours	Total Cost
Task 1 – Existing Conditions & Baseline Information	218	\$ 62,316
Task 2 – Civil Engineering Design	418	\$ 59,808
Task 3 – Project Administration	161	\$ 26,343
PROJECT TOTALS	833	\$ 148,467

Section 3 – Assumption/Exclusions/Clarifications

The following assumptions were made in the development of this fee estimate:

- Assuming a 13-month project duration for a Bid Date of September 2024.
- Periodic project update meetings are assumed to begin once preliminary design begins. The project manager will attend all meetings. Discipline leads will attend the meetings on an as-needed basis. Any project stakeholders will also attend these meetings.
- Project will be under an acre of disturbance and therefore will not need a Storm Water Management Plan.
- It is assumed that traffic control for any additional survey work or utility potholing will be provided by the Town.
- SGM assumes (4) utility potholes will be necessary.
- Any additional survey information will be provided by Wilmore & Company Professional Land Surveyors and coordinated through the Town.
- No property acquisitions or easements will be necessary.
- No drainage report is required to be submitted as part of the project.
- No additional permit work is included, should the need for such be identified (e.g. Sec 404 delineation and permitting is not included).
- No subsurface investigation for soils/paleo/cultural/hazardous waste potential is included. The site investigation is limited to surface conditions only.



SGM Hours and Labor Charges							
No.	Code	Personnel Description	Name	Classification	Rate	Hours	Labor Cost
1	PIC	Principal-In-Charge	Brandyn Bair	Senior Engineer II	\$193.00	16	\$ 3,088.00
2	PM	Project Manager	Ashley Cline	Engineer IV	\$165.00	153	\$ 25,245.00
3	CE	Civil Design Engineer	Michael Morrison	Engineer II	\$130.00	261	\$ 33,930.00
4	QA/QC	Quality Assurance Quality Control	Dan Cokley	Principal Engineer	\$224.00	20	\$ 4,480.00
5	LUE	Lead Utility Engineer	Scot Knutson	Senior Engineer I	\$180.00	46	\$ 8,280.00
6	UE	Utility Engineer	Ivy Todd	Engineer I	\$112.00	51	\$ 5,712.00
7	LSUE	Subsurface Utility Engineer	Karl Schoenbrunn	Project Manager	\$152.00	136	\$ 20,672.00
8	SUE	Subsurface Utility Technician	Taylor Matson	SUE Technician	\$92.00	35	\$ 3,220.00
9	LFSUE	Subsurface Utility Engineer (Field)	Karl Schoenbrunn	Field Project Manager	\$198.00	9	\$ 1,782.00
10	FSUE	Subsurface Utility Technician (Field)	Taylor Matson	SUE Field Technician	\$137.00	6	\$ 822.00
11	EC	Environmental Consultant	Alex Nees	Senior Consultant	\$158.00	44	\$ 6,952.00
12	SM	Survey Project Manager	Bob Bradenberry	Survey Manager	\$180.00	20	\$ 3,600.00
Subtotals						797	\$ 117,783.00

Subconsultants				
No.	Code	Description	Name	Total Cost
1	GRD	Geotechnical	Ground Engineering	\$ 15,400.00
2	ALPINE	Cultural Assessment	Alpine Archeology	\$ 6,600.00
3	HYDRO	Hydrovac Contractor	TBD	\$ 8,500.00
TOTAL SUBCONSULTANT COSTS:				\$ 30,500.00

Cost Breakdown by Task Order				
Task Order	SGM Labor	Subconsultants & ODCs	Total Cost	
1 EXISTING CONDITIONS AND BASELINE INFORMATION	\$ 31,724.00	\$ 30,592.00	\$	62,316.00
2 ENGINEERING DESIGN	\$ 59,808.00	\$ -	\$	59,808.00
3 PROJECT ADMINISTRATION	\$ 26,251.00	\$ 92.00	\$	26,343.00
TOTAL PROJECT COSTS:				\$ 148,467.00

PHASES AND TASKS	SGM PERSONNEL HOURS													SGM		SUBCONSULTANT LABOR COSTS				
	PIC	PM	CE	QA/QC	LUE	UE	LSUE	SUE	LFSUE	FSUE	EC	SM	Subtotal of Hours	Labor Cost	MILEAGE	GROUND	ALPINE	HYDRO	TC	
TASK 1 - EXISTING CONDITIONS AND BASELINE INFORMATION																				
1.1 QLB Investigation (including QLC, QLD)																				
1.1.1 Initial Project Development							6	7					13	\$1,556	\$0	\$0				
1.1.2 QLB/QLC Field Investigation							10	10	6	6			32	\$4,450	\$92	\$0				
1.1.3 Process QLB/QLC Data					2	3	16	10					31	\$4,048	\$0	\$0				
Subtotal: Phase 1.1					2	3	32	27	6	6			76	\$10,054	\$92					
1.2 Preliminary Deliverables & Utility Coordination																				
1.2.1 QLA Test Holes							14	3					17	\$2,722	\$0	\$0				
1.2.1.1 Hydrovac Contractor (4 Holes)													0	\$0	\$0	\$0			\$8,500	
1.2.1.2 Traffic Control Contractor													0	\$0	\$0	\$0				
1.2.2 Preliminary Test Hole Table					2		10	2					14	\$2,064	\$0	\$0				
1.2.3 Preliminary Utility Conflict Matrix													0	\$0	\$0	\$0				
1.2.4 Preliminary Utility Coordination					4		4	4					12	\$1,696	\$0	\$0				
Subtotal: Phase 1.2					6		28	6	3				43	\$6,482	\$0	\$0			\$8,500	
1.3 Final Deliverables & Utility Coordination																				
1.3.1 Final Test Hole Table							7						7	\$1,064	\$0	\$0	\$0	\$0	\$0	
1.3.2 Final Utility (SUE) Plans					2		5						7	\$1,120	\$0	\$0	\$0	\$0	\$0	
1.3.3 Final Utility Conflict Matrix							8	2					10	\$1,400	\$0	\$0	\$0	\$0	\$0	
1.3.4 Final Utility Coordination							18						18	\$2,736	\$0	\$0	\$0	\$0	\$0	
1.3.5 Utility Owner Clearance Letters							8						8	\$1,216	\$0	\$0	\$0	\$0	\$0	
1.3.6 Utility Specifications							15						15	\$2,280	\$0	\$0	\$0	\$0	\$0	
Subtotal: Phase 1.3					2		61	2					65	\$9,816	\$0	\$0	\$0	\$0	\$0	
1.4 Geotechnical Investigation																				
1.4.1 Geotechnical Field Investigation													0	\$0	\$0	\$9,900	\$0	\$0	\$0	
1.4.2 Geotechnical Report													0	\$0	\$0	\$5,500	\$0	\$0	\$0	
Subtotal: Phase 1.4													0	\$0	\$0	\$15,400	\$0	\$0	\$0	
1.5 Environmental Clearances																				
1.5.1 Environmental Review and Form 128 Completion/Clearance											20		20	\$3,160	\$0	\$0	\$0	\$0	\$0	
1.5.2 Hazardous Waste / Geosearch Review & Form 881-ISA											12		12	\$1,896	\$0	\$0	\$0	\$0	\$0	
1.5.3 Cultural Assessment											2		2	\$316	\$0	\$0	\$6,600	\$0	\$0	
Subtotal: Phase 1.5											34		34	\$5,372	\$0	\$0	\$6,600	\$0	\$0	
TASK 1 TOTALS:	0	0	0	0	10	3	121	35	9	6	34	0	218	\$31,724	\$92	\$15,400	\$6,600	\$8,500	\$0	
TASK 2 - ENGINEERING DESIGN																				
2.1 Preliminary Design (FIR)																				
2.1.1 Preliminary Roadway Design		8	32										40	\$5,480	\$0	\$0	\$0	\$0	\$0	
2.1.2 Preliminary Sidewalk Design		4	8										12	\$1,700	\$0	\$0	\$0	\$0	\$0	
2.1.3 Preliminary Storm Sewer Design					4	8							12	\$1,616	\$0	\$0	\$0	\$0	\$0	
2.1.4 Preliminary QC Review (Plans, Estimate)					8								8	\$1,792	\$0	\$0	\$0	\$0	\$0	
2.1.5 Deliverables													0	\$0	\$0	\$0	\$0	\$0	\$0	
FIR Plans	0	9	68	0	6	16	0	0	0	0	0	0	99	\$13,197	\$0	\$0	\$0	\$0	\$0	
Preliminary Quantities		4	4			1							9	\$1,292	\$0	\$0	\$0	\$0	\$0	
Preliminary Engineer's Estimate of Probable Cost (EOPC)	1	2			1								4	\$703	\$0	\$0	\$0	\$0	\$0	
Subtotal: Phase 2.1	1	27	112	8	11	25							184	\$25,780	\$0	\$0	\$0	\$0	\$0	
2.2 Final Design (90%)																				
2.2.1 Final Roadway Design		4	16										20	\$2,740	\$0	\$0	\$0	\$0	\$0	
2.2.2 Final Sidewalk Design		2	4										6	\$850	\$0	\$0	\$0	\$0	\$0	
2.2.3 Final Storm Sewer Design					2	4							6	\$808	\$0	\$0	\$0	\$0	\$0	
2.2.4 Final QC Review (Plans, Estimate)					8								8	\$1,792	\$0	\$0	\$0	\$0	\$0	
2.2.5 Deliverables													0	\$0	\$0	\$0	\$0	\$0	\$0	
FOR Plans	0	10	91	0	7	16	0	0	0	0	0	0	124	\$16,532	\$0	\$0	\$0	\$0	\$0	
Project Special Provisions		4	16										20	\$3,412	\$0	\$0	\$0	\$0	\$0	
Final Quantities		4	8			1							13	\$1,812	\$0	\$0	\$0	\$0	\$0	
Final Engineer's Estimate of Probable Cost (EOPC)	1	2			1								4	\$703	\$0	\$0	\$0	\$0	\$0	
Subtotal: Phase 2.2	5	38	119	8	10	21							201	\$28,649	\$0	\$0	\$0	\$0	\$0	
2.4 Design Phase Completion (100%)																				
2.4.1 QC Review (Plans, Specs, Estimate)					4								4	\$896	\$0	\$0	\$0	\$0	\$0	
2.4.2 Deliverables													0	\$0	\$0	\$0	\$0	\$0	\$0	
Final Construction Plans & Special Provisions	2	8	8			2							20	\$2,970	\$0	\$0	\$0	\$0	\$0	
Final Bid Tabulation													4	\$660	\$0	\$0	\$0	\$0	\$0	
Engineer's Estimate of Probable Cost - For Construction	1	4											5	\$853	\$0	\$0	\$0	\$0	\$0	
Subtotal: Phase 2.3	3	16	8	4		2							33	\$5,379	\$0	\$0	\$0	\$0	\$0	
TASK 2 TOTALS:	9	81	239	20	21	48	0	0	0	0	0	0	418	\$59,808	\$0	\$0	\$0	\$0	\$0	
TASK 3 - PROJECT ADMINISTRATION																				
1.1 Project Management & Meetings																				
1.1.1 Project Management (ongoing project coordination)			24										24	\$3,960	\$0	\$0	\$0	\$0	\$0	
CDOT Survey and ROW Coordination											20		20	\$3,600	\$0	\$0	\$0	\$0	\$0	
1.1.2 Meetings													0	\$0	\$0	\$0	\$0	\$0	\$0	
Project Kick off Meeting (Assume in person)	5	5	5		5	5							25	\$4,100	\$92	\$0	\$0	\$0	\$0	
FIR Review Meeting	2	2		2	2					2			10	\$1,570	\$0	\$0	\$0	\$0	\$0	
FOR Review Meeting	2	2		2	2					2			10	\$1,570	\$0	\$0	\$0	\$0	\$0	
Monthly Progress Meetings (assume 13 month project duration)	2	13	13		6	6				6			46	\$7,161	\$0	\$0	\$0	\$0	\$0	
1.1.3 Deliverables													0	\$0	\$0	\$0	\$0	\$0	\$0	
Meeting Minutes			13										13	\$2,145	\$0	\$0	\$0	\$0	\$0	
Monthly Progress Reports			13										13	\$2,145	\$0	\$0	\$0	\$0	\$0	
TASK 3 TOTALS:	7	72	22	0	15	0	15	0	0	0	10	20	161	\$26,251	\$92	0	0	0	0	
PROJECT TOTALS:	16	153	261	20	46	51	136	35	9	6	44	20	797	\$117,783	\$185	\$15,400	\$6,600	\$8,500	\$0	



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

AGENDA ITEM:	Agenda Item No. 6 - CDOT Grant Agreement Safe Pathways for Paonia,
SUBMITTED BY:	Stefen Wynn, Town Administrator
DATE:	8.18.2023
BACKGROUND:	CDOT awarded the Town funding for both Revitalizing Main Streets (RMS) Opportunities 1 & 2 (Attachment A). The Town's original required cash match was \$111,165. There was confusion in allowable in-kind match vs. cash match. Grant program requirements include a cash match from the local agency. After a meeting with CDOT on 8.16.23, the cash match was reduced to \$30,000. In order to secure \$1,010,592 in funding from CDOT, the Town must pass a Resolution (Attachment B) and enter into an agreement with CDOT.
BUDGET:	10-45-70 Streets Capital Outlaw - \$30,000+ will need to be budgeted in FY-2024
RECOMMENDATION:	I move to approve Resolution 2023-14 approving an intergovernmental agreement with CDOT concerning a grant for the Town's Safe Pathways for Paonia Project.
ATTACHMENT:	Attachment A: RMS award letter_Paonia_Aug16-2023 Attachment B: Res. 2023-14 CDOT Grant agt_5th and Grand Intersection



COLORADO
Department of Transportation
 Division of Transportation Development

Multimodal Planning Branch
 2829 W. Howard Pl., Denver, CO 80204

Town of Paonia
 Mayor Mary Bachran

August 16, 2023

Dear Mary,

Congratulations. This is your updated grant award letter, which supersedes all previous award letters for this project approval. The Colorado Department of Transportation (CDOT) has reviewed the application submitted by the (grantee) for the Revitalizing Main Streets (RMS) Opportunity 1 and 2 funds. This letter provides the official notification for the award decision for the combination of both awards. **Please be aware, this is not your notice to proceed, therefore do not begin spending any costs you expect to receive grant reimbursement for regarding this project.**

Funds

The Safe Pathway for Paonia project has been awarded grant funding, in the amount of: \$1,010,592. Please note the following detailed regarding these funds:

1. This grant requires the use of your Town of Paonia cash match minimum amount: \$30,000.
2. For the project being awarded funding, the allocation is for the reimbursement of funds up to, and not to exceed, the RMS funding amount listed above. If project costs overrun, exceeding the grant award and committed match, those costs are the responsibility of the Town of Paonia, no additional RMS grant funds are guaranteed for your project. In addition, if costs for the scope are higher than anticipated, no scope adjustments can be considered without formal review by the CDOT RMS review process.
3. RMS funding operates on a reimbursable basis, therefore the grantee is required to capture all invoices for work within the scope of the project as well as copies of proof of payment for those invoices. Those will be submitted to CDOT along with the invoice cover sheet for reimbursement. Note reimbursement is not immediate. Once the invoices and cover sheets are validated to be accurate, the process for reimbursement can take weeks to process.
4. Acceptance of these funds is also acceptance of following the required CDOT Local Agency process to ensure safety and compliance with regulatory requirements.

Timeline:

The timeline for which your award has been granted is located in your Intergovernmental Agreement (IGA). Please note that:

1. If delays arise that impact project readiness and subsequent project completion, please reach out to us at minimum 6 months before your expiration date.





COLORADO
Department of Transportation
Division of Transportation Development

- 2. If an extension request is not submitted and approved within 6 months of the end date of agreement, CDOT may not be able to extend the current contract. This could result in a work stop period. In addition, CDOT reserves the right to remove this award and reallocate funding to the next ranked application.

Next Steps

Please remember accepting this letter requires your participation in CDOT’s local agency construction project process, which is designed to ensure safety and compliance with regulatory requirements. To learn more about this process, please visit: <https://www.codot.gov/business/localagency/manual>. Your primary contact for this project at CDOT will be Mike Konn, who can be reached at: Michael.konn@state.co.us.

Again, congratulations on your awarded project and we look forward to working with you.

Sincerely,



Neysa Bermingham
Revitalizing Main Streets Grant Program
cdotmainstreets@state.co.us



**RESOLUTION NO. 2023-14
SERIES 2023**

A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT WITH CDOT CONCERNING A GRANT FOR THE TOWN’S SAFE PATHWAYS FOR PAONIA PROJECT

WHEREAS, the Town of Paonia has applied for and has been awarded a grant of funds in the amount of \$1,010,591 (the “Grant”) from the State of Colorado, through the Colorado Department of Transportation (“CDOT”), subject to the execution of a grant agreement; and

WHEREAS, funding from the Grant is to be used in the design and construction of the Town’s “Safe Pathways for Paonia Project,” which consists of the design and reconstruction of the intersection at 5th Street and Grand Avenue (the “Project”); and

WHEREAS, the Town and CDOT estimate the Project’s design and construction will cost approximately \$1,121,756; and

WHEREAS, the Grant is conditioned upon the Town’s contribution of \$30,000 in local agency matching funds to the Project; and

WHEREAS, the Town desires to accept the Grant and to authorize the execution of a grant agreement in order to receive funds under the Grant.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO, THAT:

Section 1. The Board of Trustees (“Board”) hereby accepts the grant in the amount of \$1,010,591 (the “Grant”) from the State of Colorado, Department of Transportation, to be used in the design and construction of the Town’s “Safe Pathways for Paonia Project,” Project No. RMS M035-003 (25364), which consists of the design and reconstruction of the intersection at 5th Street and Grand Avenue (the “Project”).

Section 2. The Board hereby approves that certain Contract (the “Agreement”) by and between the State of Colorado, acting by and through the Colorado Department of Transportation, and the Town of Paonia, for the Grant awarded to the Town for the Project, in substantially the same form as the copy of such Agreement accompanying this Resolution.

Section 3. The Mayor, Town Clerk, and any other officers of the Town shown in the Agreement’s signature blocks, are hereby authorized to execute the Agreement on behalf of the Town of Paonia, and the Mayor is hereby further authorized to negotiate and approve such revisions to the Agreement as the Mayor determines are necessary or desirable for the protection of the Town, so long as the essential terms and conditions of the Agreement are not altered.

Section 4. The Mayor, Town Administrator, and Town staff are hereby authorized and directed to do all things necessary on behalf of the Town to perform the obligations of the Town under the Agreement, including without limitation that the Mayor and Town Administrator are authorized to execute and deliver any certifications, reports, forms, option letters, contract amendments and other documents appropriate or required in connection with the Agreement and completion of the Project to be funded in part with funds received under the Agreement.

PASSED AND ADOPTED this 22nd day of August, 2023.

Mary Bachran, Mayor

ATTEST:

Samira Vetter, Town Clerk



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

AGENDA ITEM:	Agenda Item No. 8 - Nominating Town Administrator and Clerk to CML's Policy Committee
SUBMITTED BY:	Stefen Wynn, Town Administrator
DATE:	8.18.2023
BACKGROUND:	Each municipality that is a member of CML is entitled to designate at least one representative and one alternate to the League's Policy Committee. A memo on the process and schedule for appointment to the committee is also attached (Attachment A). Expectations of committee members include attendance in person or virtually or an alternate in an instance where member can't attend. Review committee materials with the Board of Trustees and relevant municipal staff and departments ahead of CML policy committee meetings to represent municipality's views accurately (Attachment B).
BUDGET:	There may be travel expenses out of 10-41-26 Administration Travel & Meetings.
RECOMMENDATION:	I move to nominate the Town Administrator, Stefen Wynn as a member to CML's Policy Committee and Town Clerk, Samira Vetter as an alternate.
ATTACHMENT:	Attachment A: 2023-2024 Policy Committee Memo Attachment B: CML Policy Committee Roles and Responsibilities



To: CML Member Mayors, Managers and Clerks
Cc: 2022-2023 Policy Committee Members
From: Heather Stauffer, CML Advocacy Manager
Date: August 7th, 2023
Subject: Annual Appointment to CML Policy Committee

Following the election of the new CML Executive Board and in preparation for the 2024 legislative session it's now time for Colorado Municipal League (CML) member municipalities to appoint representatives who will serve on the League's 2023-2024 Policy Committee. Additionally, CML's advocacy team encourages municipal members to submit their legislative or policy proposals for committee consideration and recommendation.

CML Policy Committee

Each CML member municipality is entitled to designate at least one representative and one alternate to the League's Policy Committee. Cities with a population over 100,000 are entitled to appoint two representatives and one alternate. Appointments and reappointments to the committee should occur following the CML Annual Conference in June, and members serve for a one-year term. **Please note that appointees from the 2022-2023 policy committee are presumed to carry over unless the League staff is otherwise informed.** CML asks member municipalities to review the current policy committee roster (Attachment A) to verify their policy committee representative and alternate. If a member municipality has a change in their policy committee representatives, they should email the updated information to Heather Stauffer at hstauffer@cml.org by August 31st.

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

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

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

2. Evaluating requests from member municipalities for CML-initiated legislation and making a recommendation to the Executive Board.
3. Reviewing the League’s [Annual Policy Statement](#) that guides League positions on policy issues affecting municipalities and proposing revisions, if necessary. (Any recommended changes to the policy statement are voted on by CML members at the Annual Business Meeting that takes place as part of CML’s Annual Conference.)

CML Initiated Legislation Proposals

Each municipality has the opportunity to submit a proposal for CML-initiated legislation (CML staff will create and carry forth the legislation on behalf of member municipalities) to the full committee for consideration. The municipality’s Policy Committee member should be prepared to present their municipality’s consensus proposal at the October 13, 2023, Policy Committee meeting.

If a municipality would like to submit a proposal for initiated legislation, they can complete the online form at bit.ly/3KkiLLH. This form allows municipal members to directly enter a request for specific legislation they would like CML to initiate.

2024-2025 Policy Statement

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

The CML Policy Committee is charged with proposing amendments to the Policy Statement. Members can download a copy of the 2023-2024 Policy Statement at cml.org on the home page. Requests for amendments to the policy statement can be made through the online form at bit.ly/3DzQPQ8.

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

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

Initiated Legislation and Policy Statement Amendments are due no later than COB Monday, September 11.

2023-2024 Meeting dates

- Friday, Oct. 13, 9 -11 a.m.
- Friday, Dec. 8, 9 - 11 a.m.
- Friday, Jan. 19, 9 - 11 a.m. (Virtual only)
- Friday, Feb. 12, 9 - 11 a.m.
- Friday, March 15, 9 -11 a.m. (Virtual only)

Attachments

- Attachment A: 2022-23 Policy Committee Roster
- Attachment B: *Policy Committee Roles and Responsibilities*



Policy Committee Roles and Responsibilities

CML GENERAL GOVERNANCE OVERVIEW

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

ROLE OF THE POLICY COMMITTEE

- Policy Committee representatives are appointed by their respective municipalities. Each municipality may assign one member and designate an alternate should that member be unable to attend. Cities with a population over 100,000 may appoint two members plus an alternate.
- CML section chairs serve as non-voting members of the committee appointed by their respective sections.
- Policy Committee representatives are responsible for reviewing anticipated, proposed, or introduced legislation provided by CML advocacy staff and voting on recommendations for legislative positions to the CML Board at Policy Committee meetings.
- Representatives are responsible for reviewing requests for CML-initiated legislation from member municipalities or CML staff and voting on a recommendation to the CML Board.
- Representatives are responsible for reviewing CML’s Annual Policy Statement and proposing revisions, if necessary. CML members will vote on proposed Policy Statement revisions at CML’s Annual Business Meeting.

ROLE OF INDIVIDUAL POLICY COMMITTEE REPRESENTATIVES AND ALTERNATES

- **General Expectations**
 - Policy Committee representatives are expected to attend, in person or virtually, all CML policy committee meetings. If you cannot participate in a meeting, please ensure your municipality’s designated alternate is available and prepared to attend.

- Policy Committee representatives are expected to review committee materials with their city councils and relevant municipal staff and departments ahead of CML policy committee meetings to represent their municipality's views accurately.
- **Meeting Expectations**
 - Please arrive on time and ready to participate.
 - Follow the rules and instructions the Policy Committee chair sets forth at the beginning of the meeting.
 - Wait to be recognized by the chair before speaking or making a motion.
 - Having active and engaged committee discussions produces great outcomes. To the extent possible, please minimize distractions during committee meetings, which includes refraining from leaving the room to take phone calls or engaging in unrelated work.
 - Discussions around legislation often lead to passionate conversations, with everyone eager to participate. Dialogue and debate should maintain a civil and respectful atmosphere and tone.
- **Wear your municipal official hat**
 - Policy Committee members should first and foremost represent the viewpoint of the municipality that appointed them to the Policy Committee.
 - While professions, interests, and activities outside of being municipal officials shape our worldview, Policy Committee members should refrain from advocating for those viewpoints unless they coincide with the position or viewpoint of their municipality.

ROLE OF THE POLICY COMMITTEE CHAIR

- The Policy Committee chair is appointed by and serves at the pleasure of the CML Executive Board President.
- The Policy Committee Chair is responsible for maintaining rules of order and running efficient policy committee meetings.
- The chair will recognize speakers during discussion, recognize motions when made, and call for a vote when appropriate.
- The chair will ensure that each person, both in person and online, has an equal opportunity to speak and make motions during meetings.
- The chair will not recognize speakers for a second time until other members who want to speak have done so.
- The chair will ensure that motions are in order and proceed according to the rules.

THE ROLE OF THE CML EXECUTIVE BOARD

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



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

AGENDA ITEM:	Agenda Item No. 9 - Consideration of Appoint to the NVFAAC
SUBMITTED BY:	Stefen Wynn, Town Administrator
DATE:	8.18.2023
BACKGROUND:	The North Fork Valley Airport Advisory Committee requires a third interested person to join the committee. Mr. Randy Boykin has submitted a letter of interest (Attachment A) and an application (Attachment B). The Committee will have full membership should this appointment be confirmed.
BUDGET:	N/A
RECOMMENDATION:	I move to appoint Mr. Randy Boykin to the NFVAAC.
ATTACHMENT:	Attachment A: Letter of Interest Attachment B: Application for Committee

Town of Paonia,

My name is Randy Boykin,

I have been interested and involved in aviation for as long as I can remember I am a member of national AOPA and EAA organizations as well as a member of the EAA chapter 1373 in Delta. I own a hangar at North Fork Valley airport and an airplane. I came from Wyoming where I owned and operated a ranch, a heavy equipment construction company, and a trucking business, did all my own repair on the equipment and constructed several building on the ranch. I understand about business and have been successful in making them work.

In 2018 my wife and I purchased an orchard on Rogers Mesa so we could slow down and not work so hard, like that worked! We have worked our whole life and don't know how to slow down but age makes it where you just can't do everything you once could. In 2020 we sold our holdings in Wyoming. We now have time to pursue other interests.

The airport at North Fork Valley is home to many airplanes and many other pilots fly in to visit and get fuel. We have an awesome airport manager, Mike Clawson. I would like to see it continue to be a great airport attract more pilots. It absolutely an asset to the community.

TOWN OF PAONIA
NOTIFICATION OF INTEREST IN SERVING ON VARIOUS COMMITTEES & BOARDS

EVERY FEW YEARS THE BOARD OF TRUSTEES FOR THE TOWN OF PAONIA ADVERTISE TO RECRUIT EXISTING BOARD MEMBERS WHO HAVE TERMS DUE TO EXPIRE AND INTERESTED VOLUNTEERS WILLING TO FILL VACANCIES ON VARIOUS BOARDS.

PLEASE LIST THE COMMITTEE THAT YOU ARE INTERESTED IN SERVING ON AND INDICATE IF YOU ARE A CURRENT MEMBER OR INTERESTED IN FILLING A VACANCY ON THIS BOARD OR COMMITTEE. THIS FORM IS TO MAKE IT EASIER FOR ALL PERSONS INTERESTED IN SERVING ON BOARDS.

DATE: Aug 15 2023

NAME OF COMMITTEE/BOARD: AAB

ARE YOU A CURRENT COMMITTEE/BOARD MEMBER? LIST YOUR NAME AND WHICH BOARD YOU ARE CURRENTLY ON AND IF YOU ARE INTERESTED IN CONTINUING SERVICE FOR NEW TERM:

NAME (PLEASE PRINT)

PLANNING & ZONING COMMISSION TREE BOARD VOLUNTEER
ZONING BOARD OF ADJUSTMENTS/APPEALS ADVISORY WATER COMMITTEE

ARE YOU INTERESTED IN SERVING ON BOARD/COMMITTEE: NAME OF PERSON INTERESTED IN BEING CONSIDERED FOR APPOINTMENT ON BOARD:

NAME (PLEASE PRINT) Randy Boykin

ADDRESS: rkb.ch750@yahoo.com

CONTACT PHONE: 307-710-5523

E-MAIL:

NOTES: (INCLUDE LETTER OF INTEREST LISTING YOUR INTERESTS, KNOWLEDGE & SKILLS YOU FEEL WILL BENEFIT THE TOWN)


SIGNATURE

[Print Form](#)

[Email Form](#)

Town of Paonia

350



Mayor & Trustee Reports

**Mayor's Report
August 22,2023**

West Elk Scenic By Ways Meeting 8-11-22

- Replacement of 7 panels around the By Way
- Gunnison County keeping up with roads but still 6 weeks behind on maintenance. Keebler Pass is good shape
- Blue Creek construction on Hwy 50 still slowing things down, waits of up to an hour. Construction should be done by November.
- Carbondale slow spring but things are picking up after summer. Have a "Re-Cycle" program of electric and regular bikes to rent to ride around town. First half hour is free and then 50 cents a minute after that.
- Looking for officers to take over.
- Looking for grants to support the By Way

Law Enforcement Committee August 15, 2023

Present: Chief Laiminger, Trustee Stelter, Trustee Knutson, Christina Patterson (citizen)

Our Chief kicked it off by updating about personnel changes. A recruit sent to the Academy had decided to accept a job with Cedaredge despite having verbally committed to Paonia. He made the switch prior to signing a contract with us. Meanwhile in Hotchkiss several officers resigned, one of which reached out to Paonia to test the waters, we enthusiastically accepted him back to service with us.

Chief Laiminger reviewed recent de-escalation training, outlined how officers now respond to crisis events, and mentioned the value of mental health support available by phone and in person during the calls. It was suggested that the full Board be updated regarding progress with Behavior Analysis Training and the community impact.

Other topics discussed included code enforcement challenges and the Department’s plan to remedy issues with junk, parked cars/trailers, and dogs at large. The animal shelter in Delta may provide options for when at-large dogs cannot be returned to owners. Review of the costs and benefits of this option are still ongoing. We discussed the urgency of needing a code enforcement officer and some discussion of funding the position. It can be part time, but there's a backlog of work that might require some period of full-time work.

Parks Committee August 15, 2023

Present: Trustee Stelter, Trustee Knutson, and Christina Patterson (citizen)

Our meeting for September (9/19/23 at 4:00 p.m.) will be held in Apple Valley Park to review progress and the irrigation/swamping issues. Town Park has been well cared for given the impacts from BMW Rally and Pickin’ in the Park Thursday concerts. We discussed the wear and tear in Town Park and the possible need for aeration and fertilizing as well as some changes to watering schedules. It was brought up that a citizen had asked why we haven't planted trees in the football field, as it is no longer used for High School football.

Lee's Park, Apple Valley Park and City Park, all could benefit from some (or better signage) directing people to all of them.

A suggestion to the Board is to budget for water fountains to be installed at Apple Valley and Town Park.

In addition, the Miner's Memorial will need a temporary stucco or concrete application on top of the two walls to prevent freeze issues over the winter. The repair and replacement granite will not be available until next year and the wall needs to be protected from moisture prior to winter setting in.

The main Parks Committee item was a review of Paonia in Motion and to discuss changes needed to adopt the plan. The plan was merely "accepted" by the Board. Both Trustees felt that moving forward on this without Board ownership and involvement is ill advised. A suggestion to the Board is to set up a work session to fine tune Board input on what is needed to adopt the Plan.

It was noted that directional signs are needed for Apple Valley as well as traffic calming measures for pedestrians and vehicles at the park entrance.