



TOWN OF PAONIA
TUESDAY, MAY 28, 2019
REGULAR TOWN BOARD MEETING AGENDA
6:30 PM

Roll Call

Approval of Agenda

Announcements

Recognition of Visitors & Guests

Consent Agenda

1. April 23, 2019 Minutes
2. May 14, 2019 Minutes
3. Paonia Liquors, LLC - License Renewal
4. Special Event Permit - Kids Pasta Project - Edesia Kitchen

Mayor's Report

5. Proclamation - June as Colorado Bike Month
6. Proclamation – Rural Philanthropy Days

Staff Reports

7. Administrator's Report
8. Public Works Report
9. Police Report
10. Treasurer's Report

Disbursements

11. Disbursements

Unfinished Business

12. Ordinance 2019-04 Municipal Code Modification and Addition to Chapter 6, Article 1. – Alcoholic Beverage Licenses; an Ordinance Permitting Alcohol Beverage Tastings
13. Colorado Code Consulting Contract - Collaborative Update of Building Code
14. North Fork Ambulance District - Lease

New Business

15. Colorado Detours, LLC - Commercial Use of Public Property
16. Clark Avenue Sewer Line Bid Review
17. Water Incident After Action Report - Review and Acceptance
18. Business Licensing - Discussion
19. Short-Term Rental - (Airbnb, VRBO) - Discussion

Committee Reports

Finance & Personnel
Public Works/Utilities/Facilities
Governmental Affairs/Public Safety
Space to Create
Tree Board

Adjournment

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.

AGENDA SUMMARY FORM



Roll Call

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

AGENDA SUMMARY FORM



Approval of Agenda

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

AGENDA SUMMARY FORM



Announcements

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

AGENDA SUMMARY FORM



Visitors & Guests

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

AGENDA SUMMARY FORM



Consent Agenda – Work Session and Regular Minutes April 23, 2019

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

Minutes
Regular Town Board Meeting
Town of Paonia, Colorado
April 23, 2019

RECORD OF PROCEEDINGS – Work-Session

Roll Call

PRESENT

Mayor Charles Stewart
Mayor Pro-Tem Chelsea Bookout
Trustee Mary Bachran
Trustee William Bear
Trustee Karen Budinger
Trustee Dave Knutson

ABSENT

Trustee Samira Hart

Continued Town Administrator Goals & Objectives

An overview of the previous discussion was given. Discussion resumed on item 7. Trustee Bear stated he would like to see updated budgets monthly or quarterly at a minimum and suggested a goal for financials for the previous month to be disbursed to the Board by the end of the following month.

Discussion ensued regarding how to report the actions of the Finance Officer during meetings.

Discussion ensued regarding how to plan for employee backups for key department positions.

Discussion ensued regarding behavior, collaboration, and conflict resolution.

Discussion ensued regarding improving follow-up reporting on projects. Administrator Knight questioned the goal and requested a better definition and explanation of the goal.

Mayor Stewart noted some topics are driven by the Board and can be decided and scheduled during regular meetings.

Discussion ensued regarding packet publication and addition of items.

Motion by Trustee Bear, supported by Trustee Bachran to adjourn the work session. Motion carried unanimously. Work Session Adjournment at 6:22pm.

The regularly scheduled Meeting of the Board of Trustees was called to order at 6:30pm.

Roll Call

Mayor Charles Stewart
Mayor Pro-Tem Chelsea Bookout
Trustee Mary Bachran
Trustee William Bear
Trustee Karen Budinger
Trustee Dave Knutson

ABSENT

Trustee Samira Hart

Approval of Agenda

Motion made by Trustee Bear, Seconded by Mayor Pro-Tem Bookout.
Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

Announcements

Trustee Bachran announced a public meeting for Space to Create to be held April 30th at 6:30pm.
Arbor Day Celebration is scheduled for Friday at 2pm at Lee's Park.

Trustee Knutson - Received an email asking if individual trustees wished to sign a letter for climate change letter from Senator Donovan.

Recognition of Visitors & Guests

Christina Patterson - Price Road - requested an update regarding the Riverbank subdivision. Administrator Knight stated a minor subdivision occurred last year. A major subdivision would require a complete process and approval by the Board.

Curtis Foster read a statement to the Board regarding the property at 207 Third Street. Administrator Knight provided administrative follow-up to the statement for the Board.

Suzanne Watson - Delta Avenue - Believes steps were over-looked with the 207 Third Street property permitting and approval process.

Bill Brunner - Second Street - Requested the Town stop selling water taps and read a document to the Board.

Consent Agenda

Regular Minutes April 9, 2019

One Thirty-Three, LLC – dba West Elk Wine & Spirits License Renewal

Motion made by Trustee Bachran, Seconded by Trustee Knutson.

Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

Mayor's Report

Nothing to report.

Staff Reports

Town Administrators Report

April 24th is Administrative Professional Day

Provided information regarding upcoming meetings

Board questions: none

Public questions: none

Public Works Report

Park preparations for the season are underway

Street cleaning continues

Clark Alley sewer-line RFP is out

Maintenance of ditch near Town Park underway

Gutters are being cleaned

Board questions: none.

Public Questions: Suzanne Watson - questioned where the sand goes that is swept up from streets.

Collette Clock - Price Road - Requested information regarding expansion of the sewer line on Price Rd.

Police Department Report

Blotter included in the packet.

Speed sign will be out for the season.

Board Questions: none.

Public Questions: Mike Gruenefeldt - 3rd Street - Asked why the speed limit sign was removed from alley on North Fork.

Luke Reschke - Box Elder Avenue - Believes the alleys should have speed signs.

Suzanne Watson - Delta Avenue – questioned why there are no signs posting speed limits for ATVs.

Town Treasurer Report

Reviewed Payroll and Disbursements
Worked on Highway Users Report for submittal
Working on Purchasing Policy
Investigating re-financing a USDA loan that could result in significant savings to Town

Board Questions: none.
Public Questions: none.

Disbursements

Motion to approve disbursements as presented.
Motion made by Mayor Pro-Tem Bookout, Seconded by Trustee Budinger.
Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

Unfinished Business

Town Clerk Public Records Policy

Motion to accept public records policy as presented.
Motion made by Mayor Pro-Tem Bookout, Seconded by Trustee Budinger.
Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

Town Administrator Review – Goals & Objectives

Mayor Stewart provided an overview of the two work sessions to set goals and objectives for Administrator Knight. Sixteen original goals were narrowed to four goals.

Motion made by Mayor Pro-Tem Bookout seconded by Trustee Bachran to set goals for water systems as discussed.

Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

Motion made by Trustee Knutson seconded by Trustee Bachran to set goals for planning as discussed.

Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

Motion made by Trustee Bear seconded by Trustee Knutson to amend and set first goal for financial.

Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

Motion made by Trustee Bear seconded by Mayor Pro-Tem Bookout to set second goal for financial as presented. Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

Motion made by Trustee Budinger seconded by Trustee Bachran to set goals for communication as presented.

Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

Finalized list of Goals and Objectives attached to the minutes for the record.

Annexation of County Road(s) – Stahl Road County road section of Grand Avenue to the bridge, County road sections of Colorado Avenue, Clock Road and Price Road

The continued discussion from last Board meeting regarding annexation of certain sections of County Roads, currently contiguous to Town.

Administrator Knight provided information regarding each road requested for annexation, including the benefits for installation of Town sewer line extension and Town entryways. Administrator Knight added that he has no plan to try to force annexation for any of the property owners along the road.

All roads are within the Town and County Highway 133 Planning area. Administrator Knight requests approval of the Board to move forward with a formal request to go before the Board of County Commissioners to present the road annexation request.

Public Questions:

James Sorensen - Price Road - questioned the costs to attach to Town sewer and when a person would be required to annex.

Bill Brunner – 2nd Street - Stated he believed the Town and County Highway 133 plan requires annual reaffirmation - and added that all Town funds will go to maintaining the new roads instead of existing roads in Town.

Suzanne Watson – Delta Avenue - noted concern with the condition of Colorado Road and believes annexation is premature.

Christina Patterson - Price Road - concerned with annexing roads prior to updating the existing Master Plan.

Frankie Wist - Price Road - asked for clarification regarding the annexation process.

Motion to authorize Administrator Knight to apply to County BOCC to annex roads as presented.

Motion made by Mayor Pro-Tem Bookout, Seconded by Trustee Budinger.
Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger.
Voting Nay: Trustee Knutson.

A five-minute recess was called.

New Business

Public Hearing: 120 North Fork Avenue – Non-Conforming Lot

Mayor Stewart provided an explanation of the protocol for a public hearing.

Hearing Opened at: 8:17pm

Mr. Gruenefeldt is requesting a variance to build a house on a non-conforming lot. A complete application included in the packet.

Staff Presentation:

Administrator Knight stated for the Board that Mr. Gruenefeldt would have been able to replace the removed mobile home if he had acted within 12 months. Removing old out-of-date mobile homes with a site built home approves the appearance and character of the Town. Without a variance the lot is now un-developable. However, staff believes that variances should be issued only in extreme and unusual circumstances. The Planning Board recommends approval.

Applicant Presentation:

Mr. Gruenefeldt provided a history of the purchase and clean-up of the property since the purchase in 2015, as well as his request to build on the non-conforming lot. The mobile removed was approximately 980 square feet. The new build will have a total footprint of approximately 500 square feet.

Board Questions:

Are there existing sewer and water tap at lot?

Public Comment:

Luke Reschke - Box Elder Avenue - noted existing fence is not on the property, it encroaches on to railroad property and requests it be moved.

Suzanne Watson - stated she believes the Administrator used wrong section of code for the hearing process.

Hearing Closed at: 8:30 PM

Board Deliberation:

Motion made to grant the variance request as presented.

Motion made by Mayor Pro-Tem Bookout, Seconded by Trustee Budinger.

Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger and Trustee Knutson.

Public Hearing: 332 Onarga Avenue – Non-Conforming Fence

Hearing Opened at: 8:32pm

Mr. Skeels requests a variance to keep an eight-foot fence height. A complete application was included in the packet.

Staff Presentation:

Mr. Knight stated for the Board that a fence height of 8' is not normally allowed within a residential zone. Staff believes that variances should be issued only in extreme and unusual circumstances. The Board of Trustees should give careful consideration as to whether this request rises to those circumstances. The Planning Board recommends approval due to the previous building officials' fence approval.

Applicant Presentation:

None

Board Questions:

None

Public Comment:

None

Hearing Closed at: 8:36 PM

Board Deliberation:

Mayor Stewart noted he would not be in favor of the request had it not been approved by a former Town employee.

Motion made by Trustee Bear seconded by Trustee Bachran to approve the variance request as presented.

Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger and Trustee Knutson.

Public Hearing: 511 Box Elder Avenue – Home Occupancy

Hearing Opened at: 8:39pm

Administrator Knight stated Staff does not have any issues for review with this application. The Planning Board recommends approval.

Board questions:

None.

Public comment:

None

Hearing Closed at 8:41pm

Motion to approve Home occupancy permit.

Motion made by Trustee Bear seconded by Trustee Budinger.

Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger and Trustee Knutson.

Rural Philanthropy Days – Large Park Event Registration

Elaine Brett, Alicia Michelson, and Michelle Livingston were present on behalf of Rural Philanthropy Days. All applications and documents are included in the packet.

No Board questions.

Motion to approve rural Philanthropy Days plans as presented.

Motion made by Mayor Pro-Tem Bookout seconded by Trustee Knutson.

Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger and Trustee Knutson.

Friends of the Paradise Theatre - Rural Philanthropy Days Special Event License

Sunshine Knight was present on behalf of Friends of the Paradise Theatre.

Suzanne Watson - questioned where the Rural Philanthropy Days agenda is available at, is it a paid event, and if any logistical problems would occur with two or more trustees present.

Motion made to approve the special event license for the Friends of the Paradise Theatre as presented.

Motion made by Trustee Bachran, Seconded by Trustee Budinger.

Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

Town Administrator Contract Extension

Mayor Stewart opened the discussion regarding the need for the Administrator contract extension.

Suzanne Watson - Delta Avenue - thinks the renewal cycle makes sense to fit with Board elections and supports the new board making the decision to renew.

Motion to approve extension agreement as presented and authorize Mayor Stewart to sign.

Motion made by Trustee Bear, Seconded by Trustee Budinger.

Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

2019 Optional Coverage Program for Detainee Medical Coverage

The optional coverage would allow the Town to have a medical coverage for detainee's hurt while being detained and/or arrested, this is not in reference to an excessive use of force. Chief Ferguson believes the potential for benefit is there and the Town should accept the additional coverage. Mayor Stewart asked to what extent the Town wishes to pay for injuries to individuals.

Discussion ensued regarding number of claims the Town has had in the past.

Motion to reject optional coverage.

Motion made by Trustee Budinger, Seconded by Trustee Bachran.

Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger.

Voting Nay: Trustee Knutson.

Ordinance 2019-TBD Clark Avenue Parking

Administrator Knight - confirmed with the Fire Chief that parking may be an issue if on both sides of the street.

Discussion ensued regarding housing parking and which side to close and the ability for vehicles to turn around to exit Clark Avenue.

Motion to approve Ordinance 2019-TBD Clark Avenue Parking first reading and set for second reading at the next meeting.

Motion made by Trustee Knutson, Seconded by Trustee Budinger.

Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

North Fork Ambulance Association Lease Transfer

Mayor Stewart provided an overview regarding the draft ordinance for one-side street parking on the 300 block of Clark Avenue.

Committee Reports

Finance & Personnel

None.

Public Works/Utilities/Facilities

Met on the 16th to discuss multiple items

Toured the Town parks

Water tracking program not yet complete

Remote meters continue to be replaced

Clark Ave drainage bids are out

GPS mapping grant is being worked on

2mg lining plan in beginning stages

Discussed curb cut near Ollie's and potential removal of tree

Governmental Affairs/Public Safety

Attended the listening session regarding updating building codes
Next meeting set for May 2nd at 3pm - open to public

Curtis Foster - good time to decide if his issue will be on the next agenda.

Motion by Trustee Bear supported by Trustee Budinger to place 207 2nd Street topic on agenda. Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

Governmental Affairs/Public Safety
None.

Space to Create
None.

Tree Board
None.

Adjournment

Motion made by Trustee Bear, Seconded by Trustee Knutson.
Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

Meeting adjourned at 9:20pm.

J. Corinne Ferguson, Town Clerk

Charles Stewart, Mayor

AGENDA SUMMARY FORM



Consent Agenda – Regular Minutes May 14, 2019

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

Minutes
Regular Town Board Meeting
Town of Paonia, Colorado
May 14, 2019

RECORD OF PROCEEDINGS

Roll Call

PRESENT

Mayor Charles Stewart
Trustee Mary Bachran
Trustee William Bear
Trustee Karen Budinger
Trustee Samira Hart
Trustee Dave Knutson

ABSENT

Mayor Pro-Tem Chelsea Bookout

Approval of Agenda

Motion made to approve the agenda as presented.

Motion made by Trustee Hart, Seconded by Trustee Bear.

Voting Yea: Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Hart, Trustee Knutson.

Announcements

A Little Help has 42 volunteers for service Saturday. The group has two events coming up. How to write your own obituary and Pints for the People at the Paonia United Brewery.

Recognition of Visitors & Guests

Thomas Markle - Asked for a plan to remove or address a hump in road on the north side of Onarga and 2nd Street.

Suzanne Watson - stated the Town Hall restrooms are not compliant with the International Plumbing Code due to closed toilet seats.

Consent Agenda

Large Park Event - Pickin in the Park

Special Event Liquor License - Friends of the Paradise Theatre for Pickin in the Park

Large Park Event - North Fork Valley Community Rights Advocates

Liquor License Renewal - Friends of the Paradise Theatre dba Paradise Theatre

Liquor License Renewal - The Living Farm Cafe` LLC dba The Living Farm Cafe`

Motion to approve consent agenda.

Motion made by Trustee Bachran, Seconded by Trustee Hart.

Voting Yea: Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Hart, Trustee

Knutson.

Mayor's Report

Mayoral Proclamation – Building Safety Month – May 2019

Mayor Stewart read the proclamation for the record, declaring May Building Safety Month.

Staff Reports

Administrator's Report

Town staff has received the preliminary draft of the After-Action Report from the Town water incident. A meeting to finalize the draft is set for Monday, May 20th.

Out of town May 26th to June 9th.

Trustee Knutson - complimented the Town Staff on including the spring cleanup on the utility bill.

Eric Goold - KVNF – questioned if the all agency after action meeting will be a public meeting. The report will be available to public once finalized following the meeting on the 20th.

Public Works Report

Parks clean up and prep for upcoming season is going well.

Interviewing potential employee applicants this week.

A current public works employee member passed his CDL.

The treatment facility is producing approximately 190,000 gallons a day at the 2MG.

Running 1MG only for maintenance 2 days a week. The 1MG storage tank is full.

Trustee Bear noted a pothole on 3rd and Rio Grande.

Trustee Knutson appreciated the mowing in Apple Valley Park.

Water is spilling approximately 400,000 gallons a day.

Trustee Watson - questioned if using the 2MG tank is putting Town pipes at risk.

Police Department Report

Blotter is in the packet.

Code enforcement heavy in Town, weeds, grass, and parking violations.

Officer Winnett anticipating moving to area in next few weeks.

Officers will be out later in early morning hours with school ending.

Town Treasurer Report

Disbursements and payroll reviewed.

Reviewed procedures and processes for payroll review, disbursements, and fund balances.

Auditors were in office last week working on 2018 audit.

Pursuing options to secure additional funding for sewer.

Disbursements

Motion to approve disbursements as presented.

Motion made by Trustee Budinger, Seconded by Trustee Hart.

Voting Yea: Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Hart, Trustee Knutson.

Unfinished Business

Colorado Code Consulting Building Code Proposal Update

Dan Reardon - Building Official - updated the Board on the status of agreements with other municipalities. Ridgeway, Montrose and Cedaredge have signed a contract and Colorado Code Consulting believes they will have a minimum of 4 communities in agreement. The contract deadline is June 28th.

Trustee Knutson asked for clarification regarding the fee structure and maximum fee amount that could be billed.

Administrator Knight added he believes it would be a disservice to continue moving forward with a 15+ year old building code and believes building codes should be updated every 3 to 6 years to stay up to date. Administrator Knight strongly recommends the contract approval.

Trustee Hart added she believes the Board needs to move forward with the Colorado Code Consulting contract, which will be included on the next agenda.

Richard Schmidt - questioned whether Delta County is adopting building codes.

Suzanne Watson - Hotchkiss and Orchard City are considering accepting the contract. Believes the Board should consider a do not exceed clause for the costs presented in the contract and asked if there may be a state requirement regarding building codes.

Thomas Markle - provided some considerations for the process for the Board.

Ordinance 2019-03 Clark Avenue Parking

Second reading of Ordinance 2019-03 regarding parking limitations to a certain section of Clark Avenue.

Thomas Markle - believes parking should be on the west side of the street instead of the east.

Motion to accept second read and adopt Ordinance 2019-03.

Motion made by Trustee Bear, Seconded by Trustee Hart.

Voting Yea: Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Hart, Trustee Knutson.

Administrator Knight Contract Renewal Draft

Mayor Stewart provided an overview of the contract renewal included in the contract. He noted potential oversights in the draft contract such as:

1. There is a provision discussing conditions upon which severance would be payable but is not in the contract including the 3-month severance package pay-out.
2. Section 7 - paragraph A - should be removed. It is for the 6-month trial period for a new employee and is no longer relevant.

Administrator Knight suggested August 31st instead of July 31st for renewal to allow more meetings for new Boards to review.

Motion to amend the contract to change renewal date to August 31, 2020.

Motion made by Trustee Bachran, Seconded by Trustee Knutson.

Voting Yea: Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Hart, Trustee Knutson.

Motion to amend the contract, adding a 90-day review notice requirement be given to the Board.

Motion made by Trustee Knutson, Seconded by Trustee Bachran.

Voting Yea: Trustee Bachran, Trustee Bear, Trustee Knutson.

Voting Nay: Trustee Hart Trustee Budinger.

Motion to amend Paragraph f requiring cost sharing of mediation between the Town and Administrator.

Motion made by Trustee Knutson, Seconded by Trustee Bear.

Discussion ensued regarding the burden or lack of burden on the staff member and whether the addition of a mediation split of cost places undue burden on the administrator.

Trustee Bachran called the question.

Voting Yea: Trustee Bachran, Trustee Bear, Trustee Hart Trustee Budinger.

Voting Nay: Trustee Knutson

Motion to amend Paragraph f requiring cost sharing of mediation between the Town and Administrator was brought to a vote.

Voting Yea: Trustee Knutson

Voting Nay: Trustee Bachran, Trustee Bear, Trustee Hart Trustee Budinger.

Main motion as amended to approve the contract as presented with 8/31 expiration, 90-day notice provision, removal of section 7, and addition of 3-month severance payout.

Motion made by Trustee Bear, Seconded by Trustee Hart.

Voting Yea: Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Hart, Trustee Knutson

New Business

Curtis Foster - Community Member Request for Discussion Regarding 207 3rd Street

Curtis Foster – Onarga Avenue – State his concern with the way the duplex approval was handled at 207 3rd Street. Mr. Foster read a statement for the Board, noting what he believes were administration approval and code violations.

Administrator Knight provided information regarding the administrative approval that was under the code at the time of approval and how water and taps are billed for in a duplex.

Building Official Reardon addressed the Board regarding Mr. Curtis' concerns with the project. Mr. Reardon added while all legal, it could have been done better.

Motion to direct Administrator Knight to discuss concerns with owners regarding the ramps and come back to the board with an update.

Discussion ensued regarding safety, parking, and discussions with the property owner.

Motion made by Trustee Bear, Seconded by Trustee Knutson.

Voting Yea: Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Hart, Trustee Knutson.

A 5-minute recess was called.

Memorandum of Agreement - Delta County Risk MAP Phase 2

Motion to accept the Delta County Risk MAP Phase 2 plan and authorize Administrator Knight to sign.

Motion made by Trustee Knutson, Seconded by Trustee Hart.

Voting Yea: Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Hart, Trustee Knutson.

Grand Avenue, Samuel Wade Road, and a Portion of 3rd Street Striping Proposal

Public Works Director Loberg provided an explanation for road striping from 3rd Street to Highway 133, installation of cross walk at 3rd Street and Grand Avenue, 2nd Street and Grand Avenue, and new cross walk at 1st Street and Grand Avenue. New cross walk installations are indented and will have a longer life expectancy.

Discussion ensued regarding location of striping, prep work, and parking lines.

Motion to approve striping proposal.

Motion made by Trustee Hart, Seconded by Trustee Bachran.

Voting Yea: Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Hart, Trustee Knutson.

Resolution 2019-09 Town Sale of Surplus Property

Administrator Knight and Public Works Director Loberg provided information regarding the vehicles and equipment listed for surplus.

Motion to adopt Resolution 2019-09 as presented.

Motion made by Trustee Hart, Seconded by Trustee Bachran.

Voting Yea: Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Hart, Trustee Knutson.

Motion to extend meeting to 10pm.

Motion made by Trustee Hart, Seconded by Trustee Knutson.

Voting Yea: Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Hart, Trustee Knutson.

Ordinance 2019-04 Municipal Code Addition to Chapter 6, Article 1. – Alcoholic

Beverage Licenses; an Ordinance Permitting Alcohol Beverage Tastings

A brief explanation regarding the request and ordinance was provided by Town Clerk Ferguson.

Motion to adopt Ordinance 2019-04 as presented and set for second reading.

Motion made by Trustee Knutson, Seconded by Trustee Hart.

Voting Yea: Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Hart, Trustee Knutson.

Committee Reports

Finance & Personnel

None.

Public Works/Utilities/Facilities

None.

Governmental Affairs/Public Safety

Met last week regarding plastic bag ordinance - want to encourage incentives before discussing a ban.

Building Code update

Food truck regulations

VRBO and Airbnb regulations

Business licensing would help to identify businesses.

Space to Create

Received paperwork approving Evan Bolt as S2C Vista intern and Town comprehensive plan update. He will be starting June 10th.

Tree Board

Arbor Day celebration was a success.

Adjournment

Motion to adjourn.

Motion made by Trustee Hart, Seconded by Trustee Bear.

Voting Yea: Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Hart, Trustee Knutson

Meeting adjourned at 933pm.

J. Corinne Ferguson, Town Clerk

Charles Stewart, Mayor

DRAFT

AGENDA SUMMARY FORM



Paonia Liquors, LLC - License Renewal

Summary:

Notes:

Clerks Note: All documents and payments received
 Police Note: No issue noted

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

Submit to Local Licensing Authority

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

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

Retail Liquor or Fermented Malt Beverage License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name Paonia Liquors, LLC		Doing Business As Name (DBA) Paonia Liquors		
Liquor License # 4710199	License Type Liquor Store	Sales Tax License # 33780290-0000	Expiration Date 7-5-19	Due Date 5-24-19
Business Address 4 3rd Street Paonia, CO 81428			Phone Number 970-527-3131	
Mailing Address P.O. Box 342 Paonia CO 81428			Email PaoniaLiquors@gmail.com	
Operating Manager Christina Knowles	Date of Birth	Home Address	Phone Number	

- Do you have legal possession of the premises at the street address above? Yes No
 Are the premises owned or rented? Owned Rented* *If rented, expiration date of lease _____
- Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. Yes No
- Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. Yes No
- Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. Yes No
- Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. Yes No

Affirmation & Consent

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Type or Print Name of Applicant/Authorized Agent of Business Christina Knowles	Title Owner
Signature <i>Christina Knowles</i>	Date 5-1-19

Report & Approval of City or County Licensing Authority

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.

Therefore this application is approved.

Local Licensing Authority For	Date
Signature	Title
	Attest

AGENDA SUMMARY FORM



Consent Agenda - Special Event Permit - Kids Pasta Project - Edesia Kitchen

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

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:

- You must contact the Town Administrator or Town Clerk prior to coming to the Board. Quite often the issue can be resolved by staff action.
- No charges or complaints against *individual* employees should be made. Such charges or complaints should be sent to the employee's Department Head in writing with your signature.
- Remarks that discriminate against anyone or adversely reflect upon the race, color, ancestry, religious creed, national origin, political affiliation, disability, sex, or marital status of any person are *out of order* and may end the speaker's privilege to address the Board.
- Defamatory, abusive remarks or profanity are *out of order* and will not be tolerated.

Please complete the following information and return this form no later than the Monday, a week prior to the Board meeting to the above address or bring it to the Town Hall at 214 Grand Avenue.

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.

Name of person making presentation: _____

Organization, if speaking on behalf of a group: Kids' Pasta Project

Is this a request for Board action? Yes No

Please provide a summary of your comments:

Kids' Pasta Project dinners are community events that raise money for local organizations; ~~and~~ they help youth learn about the community and ~~learn~~ ^{gain} valuable skills.

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

Corrine
We discussed necessary paperwork for special events at Edesia

Contact information:

Name: Moni Slater
Mailing Address: Box 1617
Paonia, CO 81426

E-mail: _____
Daytime Phone: _____

Office Use Only:

Received: _____

Approved for Agenda: _____

Board Meeting Date: _____

Application for a Special Events Permit

Departmental Use Only

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 checked="" 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 checked="" type="checkbox"/>	Malt, Vinous And Spirituous Liquor \$25.00 Per Day	Liquor Permit Number
2170 <input type="checkbox"/>	Fermented Malt Beverage (3.2 Beer) \$10.00 Per Day	

1. Name of Applicant Organization or Political Candidate <i>Kids' Pasta Project</i>	State Sales Tax Number (Required) <i>270999 423</i>
--	--

2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) <i>P.O. Box 1617 Paonia, CO 81426</i>	3. Address of Place to Have Special Event (include street, city/town and ZIP) <i>Edesia Kitchen 395 Clark Ave Paonia, CO 81428</i>
--	---

Name	Date of Birth	Home Address (Street, City, State, ZIP)	Phone Number
4. Pres./Sec'y of Org. or Political Candidate <i>Moni Slater</i>			

5. Event Manager <i>Same</i>	<i>Paonia, CO</i>
---------------------------------	-------------------

6. Has Applicant Organization or Political Candidate been Issued a Special Event Permit this Calendar Year? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES HOW MANY DAYS? <i>4</i>	7. Is premises now licensed under state liquor or beer code? <input checked="" 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 <i>6/3/19</i> Hours From <i>5:30</i> p.m. To <i>10:00</i> p.m.	Date <i>4/24</i> Hours From <i>5:30</i> p.m. To <i>10:00</i> p.m.	Date <i>7/15</i> Hours From <i>5:30</i> p.m. To <i>10:00</i> p.m.	Date <i>7/22</i> Hours From <i>5:30</i> p.m. To <i>10:00</i> p.m.	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>Moni Slater</i>	Title <i>Director</i>	Date <i>5-10-19</i>
------------------------------	-----------------------	---------------------

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
--	--	---------------------------------------

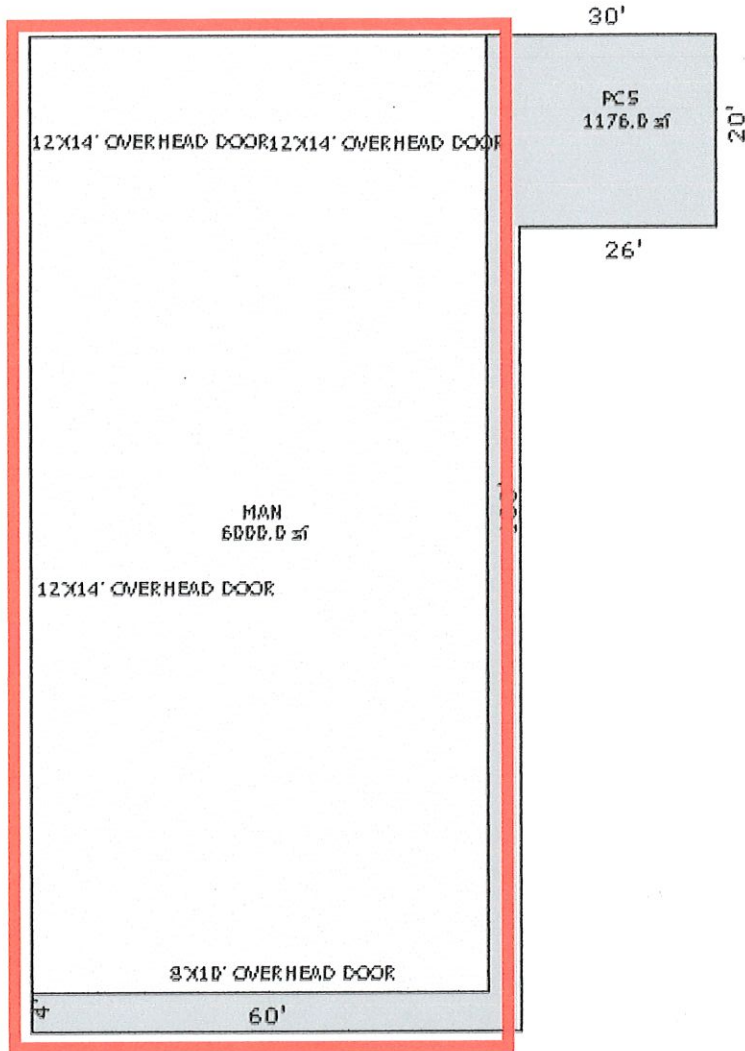
Signature	Title	Date
-----------	-------	------

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

Liability Information

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

Edesia Community Kitchen
395 Clark Avenue
Paonia, CO 81428



- Safety Plan:
- All entrances monitored so no alcohol will leave licensed area
- Attendees will be carded and given wrist bands if over 21
- Bartenders will be trained to look for wrist bands

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Wayne W. Williams, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

Kids' Pasta Project

is a

Nonprofit Corporation

formed or registered on 09/26/2009 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20091508969 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 08/30/2018 that have been posted, and by documents delivered to this office electronically through 08/31/2018 @ 15:31:37 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 08/31/2018 @ 15:31:37 in accordance with applicable law. This certificate is assigned Confirmation Number 11095840 .



A handwritten signature in blue ink that reads "Wayne W. Williams".

Secretary of State of the State of Colorado

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

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

Safety Plan for Kids' Pasta Project at Edesia Kitchen
395 Clark Avenue, Paonia

In the event of a fire or other major emergency, we will announce that everyone should exit from the closest door and we will call 911.

In the event that an individual suffers a serious incident, such as a heart attack or seizure, we will call 911, ask if there is anyone medically trained on the premises and have the victim lie still and monitor symptoms until emergency personnel arrive.

In the event of a minor cut, we will use supplies from the first aid kit (located under the sinks) to take care of it. For minor burns to hands, we will run cold water over the affected area and assess whether or not further treatment is necessary.

Town of Paonia

May 12, 2019

Permission for event for Kids Pasta Project.

Kids Pasta Project has permission to apply for a special event permit on the following dates June 3,24 and July 15,22nd at the Edesia Community Kitchen located at 395 Clark Ave in Paonia. Alcohol will be permitted only within the designated spaces in the building and not allowed outside of the building per town regulations. Signs will be posted at all doors to comply with regulations.




Mary George

President HMF Inc. dba Edesia Community Kitchen

Property owner as member of 395 Clark LLC

AGENDA SUMMARY FORM

	Proclamation - June as Colorado Bike Month		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

Proclamation

Whereas, the bicycle is a viable and environmentally sound form of transportation and an excellent form of recreation; and

Whereas, millions of Coloradans will experience the joys of bicycling during the month of June through educational programs, races, commuting events, trail work days, charity events, or just getting out and going for a ride; and

Whereas, Colorado's road and trail system attracts hundreds of thousands of bicyclists each year from all 50 states and from across the globe, providing economic, health, and scenic benefits to citizens of Colorado and the world; and

Whereas, these bicycling activities and attractions have great potential to have a positive impact on Colorado's economy and tourism industry and to stimulate economic development by making the state attractive to businesses and citizens who enjoy the out of doors and healthy lifestyles; and

Whereas, creating bicycle-friendly communities has been shown to improve citizens' health, well-being, and quality of life, to boost community spirit, to improve traffic safety, and to reduce pollution and congestion; and

Whereas, June has been declared National Bike Month for the State of Colorado, and

Whereas, the education of bicyclists and motorists as to the proper and safe operation of bicycles is important to ensure the safety and comfort of all users; including the proper usage of bicycle helmets and properly lit bicycle equipment for dusk and dark riding hours; and

Whereas, the Colorado bike to work day is set for June 26th, 2019

Now, therefore, be it resolved that I, Charles Stewart, Mayor of the Town of Paonia, hereby recognize the month of June 2019 as Colorado Bike Month and proclaim Wednesday June 26th, 2019 as Bike to Work Day; and

Be it further resolved that I, urge all who support bicycling to participate in planned events and that all road users share the road safely with bicyclists.

Proclaimed this 28th day of May 2019.

Charles Stewart, Mayor

ATTEST:

J. Corinne Ferguson, Town Clerk

AGENDA SUMMARY FORM



Proclamation – Rural Philanthropy Days

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

Town of Paonia
Proclamation
Western Slope Rural Philanthropy Days

WHEREAS, Rural Philanthropy Days has proven to increase the number of grants and the total dollar amount awarded to rural regions; and

WHEREAS, Rural Philanthropy Days improves local and regional collaboration among and between nonprofit organizations and local governments and businesses; and

WHEREAS, Rural Philanthropy Days conferences are held once every four years in the western region of Colorado encompassing Delta, Eagle, Garfield, Mesa, and Pitkin counties; and

WHEREAS, Western Slope Rural Philanthropy Days takes place June 12, 13 and 14, 2019 in Hotchkiss and Paonia, Colorado; and

WHEREAS, approximately 80 Grantmakers representing multiple funding organizations, and over 350 individuals representing nonprofit organizations and agencies, municipal and county governments, and business are expected to attend Western Slope Rural Philanthropy Days; and

WHEREAS, non-profits provide a broad range of services in the public interest and are full partners in supporting the vitality, viability and visibility of Western Slope communities;

NOW, THEREFORE, BE IT RESOLVED, the Mayor and Trustees of the Town of Paonia do hereby proclaim June 12, 13 and 14, 2019 as Western Slope Rural Philanthropy Days and support non-profits in creating quality communities.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Paonia to be affixed this 28th day of May 2019.

Charles Stewart, Mayor

ATTEST:

J. Corinne Ferguson, Town Clerk

AGENDA SUMMARY FORM




Administrator's Report

Summary:

Notes:

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

AGENDA SUMMARY FORM

	<p>Public Works Report</p>		
<p>Summary:</p>			
<p>Notes:</p>			
<p>Vote:</p>	<p>Trustee Bachran:</p>	<p>Trustee Bear:</p>	<p>Trustee Bookout:</p>
<p>Trustee Budinger:</p>	<p>Trustee Hart:</p>	<p>Trustee Knutson:</p>	<p>Mayor Stewart:</p>

AGENDA SUMMARY FORM



Police Report

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

Paonia Police Department

Law Incident Table, by Date and Time

Date Occurred: 05/01/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:04:26	Information	GRAND AVE,, Paonia,	PPD	PPD	
10:37:08	VIN INSPECTION	3800 RD, Paonia, CO	PPD	DIST3	
14:02:17	Parking Problem	300 Block of BOX ELDER AVE, Paonia, 100	PPD	PPD	WW
18:35:36	Code Enforce	ONARGA AVE, Paonia, CO	PPD	PPD	WW
18:56:46	Code Enforce	ONARGA AVE, Paonia, CO	PPD	PPD	WW

Total Incidents for this Date: 5

Date Occurred: 05/02/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
16:23:36	Code Enforce	200 BLOCK OF DELTA AVENUE, Paonia, CO	PPD	PPD	WW
16:49:57	Parking Problem	1400 BLOCK OF 2ND STREET, Paonia, CO	PPD	PPD	WW
18:04:58	AGENCY ASSIST	HIGHWAY 133; 11, Paonia, CO	PPD	DIST3	

Total Incidents for this Date: 3

Date Occurred: 05/03/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:30:10	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
15:21:02	Certified Vin	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
17:18:27	Code Enforce	DORRIS AVE, Paonia, CO	PPD	PPD	WW
19:11:40	Parking Problem	CLARK AVE, Paonia, CO	PPD	PPD	WW
21:11:51	Traffic Stop	200 NORTH FORK AVE, Paonia, CO	PPD	PPD	VW
21:49:46	Traffic Stop	600 2ND ST, Paonia, CO	PPD	PPD	VW

Total Incidents for this Date: 6

Date Occurred: 05/04/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
07:59:44	ALARM	GRAND AVE ;junior high, Paonia, CO	PPD	PPD	
15:51:50	Traffic Stop	500 4TH ST, Paonia, CO	PPD	PPD	CIT
16:59:16	MARIJUANA	GRAND AVE, Paonia, CO	PPD	PPD	
17:32:30	Parking Problem	MINNESOTA AVE, Paonia, CO	PPD	PPD	WW
19:49:29	Parking Problem	200 BLOCK OF RIO GRAND AVENUE, Paonia, CO	PPD	PPD	WW
20:04:45	DOMESTIC	Pan American AVE, Paonia, CO	PPD	PPD	CAA

Total Incidents for this Date: 6

Date Occurred: 05/05/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:14:45	ALARM	GRAND AVE, Paonia, CO	PPD	PPD	
09:39:46	TrafficAccident	SAMUEL WADE RD, Paonia, CO	PPD	DIST3	CIT
21:05:18	DRUG VIOLATION	ONARGA AVE, Paonia, CO	PPD	PPD	RFP
Total Incidents for this Date: 3					

Date Occurred: 05/06/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
12:34:50	FRAUD	209 CLARK AVE, Paonia, CO	PPD	PPD	
12:36:17	Information	MEADOWBROOK BLVD; Paonia, CO	PPD	PPD	

Total Incidents for this Date: 2

Date Occurred: 05/07/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
03:49:28	Medical/transfe	ONARGA AVE, Paonia, CO	PPD	PPD	
12:23:33	CITIZEN ASSIST	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
15:09:00	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 3

Date Occurred: 05/08/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
12:43:47	AGENCY ASSIST	7TH ST, Paonia, CO	PPD	DCSO	
14:53:31	VIN INSPECTION	GERMAN CREEK LN, Paonia, CO	PPD	DIST3	
17:03:22	Code Enforce	MAIN AVE, Paonia, CO	PPD	PPD	VW
17:10:53	Traffic Stop	Block of Main Avenue, Paonia, CO	PPD	PPD	VW
18:16:13	Medical/transfe	GRAND AVE; Paonia, CO	PPD	PPD	
21:38:02	Traffic Stop	GRAND AVENUE @ 2ND STREET, Paonia, CO	PPD	PPD	CIT
22:33:55	Code Enforce	4TH ST; PAONIA TOWN PARK, Paonia, CO	PPD	PPD	VW

Total Incidents for this Date: 7

Date Occurred: 05/09/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:29:54	Information	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
16:51:30	Parking Problem	100 BLOCK OF MAIN AVENUE, Paonia, CO	PPD	PPD	WW
17:59:36	Parking Problem	100 BLOCK OF MAIN AVENUE, Paonia, CO	PPD	PPD	WW
20:30:03	SUSPICIOUS	700 BLOCK OF 4TH STREET (PAONIA TOWN PARK), Paonia, CO	PPD	PPD	
21:40:15	Traffic Stop	100 BLOCK OF 3RD STREET, Paonia, CO	PPD	PPD	CIT

Total Incidents for this Date: 5

Date Occurred: 05/10/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
13:01:08	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
17:57:58	Information	ONARGA AVE, Paonia, CO	PPD	PPD	
22:50:06	SUSPICIOUS	ONARGA AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 3**Date Occurred:** 05/11/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:58:50	Traffic Stop	300 Block of 2nd. St., Paonia,	PPD	PPD	VW
15:17:46	VIN INSPECTION	OAK AVE, Paonia, CO	PPD	PPD	
18:12:04	Code Enforce	2ND ST, Paonia, CO	PPD	PPD	WW
18:20:01	Code Enforce	POPLAR AVE, Paonia, CO	PPD	PPD	WW
18:22:04	Code Enforce	POPLAR AVE, Paonia, CO	PPD	PPD	WW
18:24:20	Code Enforce	BOX ELDER AVE, Paonia, CO	PPD	PPD	WW
21:34:30	Parking Problem	200 BLOCK OF BOX ELDER AVE, Paonia,	PPD	PPD	CIT
21:35:26	Parking Problem	200 BOX ELDER AVE, Paonia, CO	PPD	PPD	CIT
21:38:03	Traffic Stop	100 BLOCK OF 3RD STREET, Paonia, CO	PPD	PPD	CIT
22:34:14	AGENCY ASSIST	O RD, Paonia, CO	PPD	DIST3	

Total Incidents for this Date: 10**Date Occurred:** 05/12/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:18:27	Code Enforce	300 BLOCK OF DELTA AVENUE, Paonia, CO	PPD	PPD	WW
10:31:40	Code Enforce	300 BLOCK OF DELTA AVENUE, Paonia, CO	PPD		WW
11:02:23	Information	OAK AVE, Paonia, CO	PPD	PPD	
12:54:28	HARASSMENT	OAK AVE, Paonia, CO	PPD	PPD	CAA
14:54:40	ANIMAL CONTROL	100 Block Alley Grand/Main, Paonia,	PPD	PPD	VW
15:45:16	TRESPASS	Field East of 366 Price RD., Paonia, CO	PPD	PPD	
18:58:10	AGENCY ASSIST	N 6TH ST, Hotchkiss, CO	PPD	HOT	

Total Incidents for this Date: 7**Date Occurred:** 05/13/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
13:28:42	Traffic Stop	300 BLOCK OF 5TH STREET, Paonia, CO	PPD	DIST3	CIT
14:55:41	CITIZEN ASSIST	MINNESOTA AVE, Paonia, CO	PPD	PPD	
15:30:57	Traffic Stop	200 BLOCK OF 5TH STREET, Paonia, CO	PPD	PPD	CIT
15:46:11	ANIMAL CONTROL	POPLAR AVE, Paonia, CO	PPD	PPD	
19:40:00	Code Enforce	MAIN AVE, Paonia, CO	PPD	PPD	WW
19:54:27	Code Enforce	3RD ST, Paonia, CO	PPD	PPD	WW
19:59:00	Code Enforce	1ST ST, Paonia, CO	PPD	PPD	WW
20:02:28	Code Enforce	ONARGA AVE, Paonia, CO	PPD	PPD	WW
20:19:03	Code Enforce	BOX ELDER AVE, Paonia, CO	PPD	PPD	WW
20:21:06	Code Enforce	BOX ELDER AVE, Paonia, CO	PPD	PPD	WW

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
23:14:15	Parking Problem	100 BLOCK OF DORRIS AVE, Paonia,	PPD	PPD	CIT

Total Incidents for this Date: 11

Date Occurred: 05/14/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:09:12	Code Enforce	NIAGARA AVE, Paonia, CO	PPD	PPD	WW
15:13:34	Code Enforce	NIAGARA AVE, Paonia, CO	PPD	PPD	WW
15:15:39	Code Enforce	NIAGARA AVE, Paonia, CO	PPD	PPD	WW
15:17:25	Code Enforce	NIAGARA AVE, Paonia, CO	PPD	PPD	WW
15:21:52	Code Enforce	NIAGARA AVE, Paonia, CO	PPD	PPD	WW
15:48:51	Code Enforce	ONARGA AVE, Paonia, CO	PPD	PPD	WW
15:51:57	Code Enforce	ONARGA AVE, Paonia, CO	PPD	PPD	WW
19:15:24	Parking Problem	BOX ELDER AVE, Paonia, CO	PPD	PPD	CIT
20:09:19	Parking Problem	100 BLOCK OF North FORK AVENUE, Paonia,PPD CO	PPD	PPD	WW

Total Incidents for this Date: 9

Date Occurred: 05/15/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
16:05:18	FRAUD	DELTA AVE, Paonia, CO	PPD	PPD	
16:44:18	AGENCY ASSIST	LAMBORN MESA RD; next to address, Paonia, CO	PPD	DIST3	
20:08:07	Parking Problem	200 BOX ELDER AVE, Paonia, CO	PPD	PPD	WW

Total Incidents for this Date: 3

Total reported: 83

VW=7
 WW=32
 CIT= 11
 CAA= 2
 RFP=1

Report Includes:

All dates between `00:00:01 05/01/19` and `00:00:01 05/16/19`, All agencies matching `PPD`, All disposition's, All natures, All location codes, All cities

AGENDA SUMMARY FORM



Treasurer's Report

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

ACCOUNT ANALYSIS 2019

BANK	ACCOUNT	2017	JAN	FEB	MAR	APR	MAY	JUNE	X
OPERATING ACCOUNTS									
FSBC		PREV BAL	21,553.27	39,623.29	166,389.36	433,399.88	536,991.10	536,991.10	
OPS		CKS/DR	330,245.06	923,661.44	164,774.69	115,900.28			
		DEP/CR	348,315.08	1,050,427.51	431,785.21	219,491.50			
		END BAL	39,623.29	166,389.36	433,399.88	536,991.10	536,991.10	536,991.10	X ✓
RATE			0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
FSB		PREV BAL	25.00	17,443.28	20,120.65	25.00	25.00	25.00	
PAYROLL		CKS/DR	36,405.68	34,775.39	60,657.73	36,527.71			
		DEP/CR	53,823.96	37,452.76	40,562.08	36,527.71			
		END BAL	17,443.28	20,120.65	25.00	25.00	25.00	25.00	X ✓
RATE			0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
RESESTRICTED FUND ACCOUNTS									
FSBC-858		PREV BAL	25.00	25.00	25.00	25.00	25.00	25.00	
GRANT		CKS/DR	-	-	-	-			
PASS-THRU		DEP/CR	-	-	-	-			
		END BAL	25.00	25.00	25.00	25.00	25.00	25.00	X ✓
RATE			0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
FSBC (FCNB)-0571		PREV BAL	25.00	25.00	573,935.77	35.77	35.77	35.77	
INTERNAL		CKS/DR	-	-	573,900.00	-			
GRANTS		DEP/CR	-	573,910.77	-	-			
		END BAL	25.00	573,935.77	35.77	35.77	35.77	35.77	X ✓
RATE			0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
FSB		PREV BAL	58,045.59	58,057.91	58,069.04	58,081.37	58,093.30	58,093.30	
WWTP		CKS/DR	-	-	-	-			
		DEP/CR	-	-	-	-			
		INT/CR	12.32	11.13	12.33	11.93			
		END BAL	58,057.91	58,069.04	58,081.37	58,093.30	58,093.30	58,093.30	X ✓
RATE			0.10%	0.10%	0.10%	0.10%	0.10%	0.10%	
FSBC (FCNB)		PREV BAL	27,490.77	(5.63)	4.37	2,674.81	2,675.14	2,675.14	
CONSERV		CKS/DR	27,500.77						
TRUST		DEP/CR	-	10.00	2,670.30				
		INT/CR	4.37		0.14	0.33			
		END BAL	(5.63)	4.37	2,674.81	2,675.14	2,675.14	2,675.14	X ✓
RATE			0.08%	0.08%	0.08%	0.08%	0.08%	0.08%	
FSBC		PREV BAL	88,410.06	72,533.31	72,547.22	72,562.62	72,577.53	72,577.53	
SPACE TO		CKS/DR	15,899.05						
CREATE		DEP/CR	-						
		INT/CR	22.30	13.91	15.40	14.91			
		END BAL	72,533.31	72,547.22	72,562.62	72,577.53	72,577.53	72,577.53	X ✓
RATE			0.15%	0.15%	0.15%	0.15%	0.15%	0.15%	
FSBC		PREV BAL	9,500.00	14,000.00	23,650.00	25,100.00	6,892.00	6,892.00	
PARK		CKS/DR	200.00			22,408.00			
CONTRIBUTION		DEP/CR	4,700.00	9,650.00	1,450.00	4,200.00			
		INT/CR	-						
		END BAL	14,000.00	23,650.00	25,100.00	6,892.00	6,892.00	6,892.00	X ✓
RATE			0.08%	0.08%	0.08%	0.08%	0.08%	0.00%	

WOK 5/14/19
KB 5/15/19

ACCOUNT ANALYSIS 2019

BANK	ACCOUNT	2017	JAN	FEB	MAR	APR	MAY	JUNE	X
INVESTMENT ACCOUNTS									
FSB	PREV BAL		8,327.91	817.94	88,734.07	48,187.59	11,664.69	11,664.69	
MMKT	CKS/DR		19,510.00	594,009.02	40,562.08	36,527.71			
RESERVE	DEP/CR		12,000.00	681,922.96	-	-			
	INT/CR		0.03	2.19	15.60	4.81			
	END BAL		817.94	88,734.07	48,187.59	11,664.69	11,664.69	11,664.69	X
RATE			0.15%	0.08%	0.05%	0.08%	0.150%	0.150%	
FSBC	PREV BAL		1,046,107.26	798,462.12	800,058.92	1,376,155.77	1,379,054.09	1,379,054.09	
TRUST	CKS/DR		250,000.00	-	-	-			
PLUS+	DEP/CR		-	-	573,900.00	-			
INVESTMENT	INT/CR		2,354.86	1,596.80	2,196.85	2,898.32			
	END BAL		798,462.12	800,058.92	1,376,155.77	1,379,054.09	1,379,054.09	1,379,054.09	X
AVG RATE			1.51%	0.92%	0.94%	1.01%	2.06%	2.14%	X
FSBC	PREV BAL		600,831.78	600,831.78	0.00	0.00	0.00	0.00	
12MO	CKS/DR		-	601,629.23	-	-			
CD-1936	DEP/CR		-	-	-	-			
	INT/CR		-	797.45	-	-			
	END BAL		600,831.78	0.00	0.00	0.00	0.00	0.00	X
AVG RATE			0.55%	CLOSED	0.00%	0.00%	0.00%	0.00%	
FSBC	PREV BAL		400,964.56	400,964.56	400,964.56	200,492.84	200,492.84	200,492.84	
18MO	CKS/DR		-	-	200,864.56	-			
CD-2143	DEP/CR		-	-	-	-			
	INT/CR		-	-	392.84	-			
	END BAL		400,964.56	400,964.56	200,492.84	200,492.84	200,492.84	200,492.84	X
AVG RATE			0.55%	0.55%	0.55%	0.55%	0.55%	0.55%	
LINE-OF-CREDIT									
FSBC	PREV BAL		-	(50,000.00)	(50,002.15)	-	-	-	
LOC-938	CKS/DR		50,000.00	-	-	-			
	DEP/CR		-	-	50,002.15	-			
	INT/CR		-	(2.15)	-	-			
	END BAL		(50,000.00)	(50,002.15)	-	-	-	-	X
AVG RATE									
FSBC	PREV BAL		-	-	-	-	-	-	
LOC-798	CKS/DR								
	DEP/CR								
	INT/CR								
	END BAL		-	-	-	-	-	-	X
AVG RATE									
	TOTAL PREV BAL		2,261,306.20	1,952,778.56	2,154,496.81	2,216,740.65	2,268,526.46	2,268,526.46	
	TOTAL CKS/DR		729,760.56	2,154,075.08	1,040,759.06	211,363.70	-	-	
	TOTAL DEP/CR		418,839.04	2,353,374.00	1,100,369.74	260,219.21	-	-	
	TOTAL INT/CR		2,393.88	2,419.33	2,633.16	2,930.30	-	-	
	TOTAL 2019 ACCOUNTS		1,952,778.56	2,154,496.81	2,216,740.65	2,268,526.46	2,268,526.46	2,268,526.46	
	TOTAL 2018 ACCOUNTS		2,243,850.59	2,643,430.19	2,609,936.21	2,758,682.91	2,787,133.34	2,909,775.06	
	TOTAL 2017 ACCOUNTS		1,916,629.29	1,856,495.51	1,837,973.49	2,027,530.45	2,363,845.59	2,079,469.54	
	TOTAL 2016 ACCOUNTS		987,595.88	1,322,980.68	1,116,198.52	1,523,989.77	1,917,756.35	1,967,252.20	
	TOTAL 2015 ACCOUNTS		1,653,400.33	1,907,317.22	2,079,530.21	2,000,000.74	1,759,581.96	1,718,267.39	
	TOTAL 2014 ACCOUNTS		2,036,560.85	2,012,766.27	2,053,803.28	2,046,353.56	2,069,077.88	2,002,370.22	
	TOTAL 2013 ACCOUNTS		2,361,290.03	2,369,419.89	2,376,310.46	2,323,916.46	2,320,709.32	2,286,978.98	
	TOTAL 2012 ACCOUNTS		2,362,402.55	2,256,299.75	2,246,468.64	2,213,216.49	2,202,233.11	2,152,976.82	
	2018 VS 2019		(291,072.03)	(488,933.38)	(393,195.56)	(490,156.45)	(518,606.88)	(641,248.60)	

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 RWA
 5/15/19
 ICBS 5/15/19

AS OF:	4/30/2019	2019	2019	2019	2019	2019	REMAINING	2019	% OF	REMAINING
ACCT NO	DESCRIPTION	APRIL	MARCH	FEBRUARY	CUR YTD	4	BUDGET	ORIG	BUDGET	BUDGET
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	MO R-BUDGET		BUDGET		BUDGET
ADMINISTRATION										
10-3101	PROPERTY TAXES	23,121.07	8,046.06	28,029.37	70,237.24	70,396.30	(159.06)	100,999.00	69.54%	(30,761.76)
14-31-03	SALES TAX - TOWN	10,194.98	11,106.22	13,958.34	35,259.54	21,830.00	13,429.54	65,490.00	53.84%	(30,230.46)
10-3108	PENALTY & INTEREST	-	4.56	-	4.56	150.00	(145.44)	450.00	1.01%	(445.44)
10-3109	DELINQUENT TAX	-	0.29	-	0.29	33.33	(33.04)	100.00	0.29%	(99.71)
10-32-01	LIQUOR LICENSES	550.00	350.00	275.00	1,225.00	1,500.00	(275.00)	4,500.00	27.22%	(3,275.00)
12-32-04	SPECIAL REVIEWS	362.35	1,100.89	523.80	2,761.94	666.67	2,095.27	2,000.00	138.10%	761.94
10-35-04	INTEREST INCOME	383.87	801.72	360.62	2,541.86	4,266.67	(1,724.81)	12,800.00	19.86%	(10,258.14)
10-35-05	LATE CHARGES	690.00	552.00	814.00	2,711.47	2,500.00	211.47	7,500.00	36.15%	(4,788.53)
10-35-06	OTHER INCOME	32.80	43.45	5.00	81.25	166.67	(85.42)	500.00	16.25%	(418.75)
10-35-15	REFUND OF EXPENDITURES	376.25	150.46	150.20	4,614.29	-	4,614.29	-	0.00%	4,614.29
10-35-16	RESTITUTION	5,073.00	491.45	490.95	6,055.40	1,000.00	5,055.40	3,000.00	201.85%	3,055.40
		40,784.32	22,647.10	44,607.28	125,492.84	102,509.64	22,983.20	197,339.00	63.59%	(71,846.16)
10-41-01	MAYOR & TRUSTEES	-	1,800.00	-	1,800.00	2,400.00	600.00	7,200.00	25.00%	(5,400.00)
10-41-03	SALARIES & WAGES	1,917.91	1,925.40	1,917.90	7,644.83	8,517.19	872.36	25,551.57	29.92%	(17,906.74)
10-41-04	EMPLOYER FICA	114.52	228.39	114.40	569.67	677.06	107.39	2,031.19	28.05%	(1,461.52)
10-41-05	EMPLOYER MEDICARE	26.78	53.42	26.75	133.22	158.35	25.13	475.04	28.04%	(341.82)
10-41-06	UNEMPLOYMENT TAX	5.74	5.72	5.74	22.84	25.56	2.72	76.68	29.79%	(53.84)
10-41-07	HEALTH INSURANCE	191.08	-	191.09	573.15	1,226.22	653.07	3,678.65	15.58%	(3,105.50)
10-41-08	PENSION	95.16	95.16	95.16	373.00	438.62	65.62	1,315.87	28.35%	(942.87)
10-41-10	WORKMENS COMPENSATION	-	-	-	213.00	116.67	(96.33)	350.00	60.86%	(137.00)
	CONTRACT LABOR	-	-	-	-	1,666.67	1,666.67	5,000.00	0.00%	(5,000.00)
10-41-15	OFFICE SUPPLIES	204.01	605.85	522.99	1,332.85	1,178.33	(154.52)	3,535.00	37.70%	(2,202.15)
10-41-16	OPERATING SUPPLIES	40.90	17.90	141.63	216.99	366.67	149.68	1,100.00	19.73%	(883.01)
10-41-17	POSTAGE	-	283.50	143.80	625.91	83.33	(542.58)	250.00	250.36%	375.91
10-41-20	LEGAL SERVICES	2,886.00	1,384.50	3,217.50	7,553.85	25,000.00	17,446.15	75,000.00	10.07%	(67,446.15)
	ELECTION	-	-	-	-	-	-	-	0.00%	-
10-41-21	AUDIT & BUDGET EXPENSE	-	-	-	-	2,166.67	2,166.67	6,500.00	0.00%	(6,500.00)
10-41-25	TOWN HALL EXPENSE	725.69	836.99	1,678.72	3,331.40	3,950.00	618.60	11,850.00	28.11%	(8,518.60)
10-41-26	TRAVEL & MEETINGS	893.43	76.13	94.21	1,104.36	2,333.33	1,228.97	7,000.00	15.78%	(5,895.64)
10-41-27	INSURANCE & BONDS	-	-	3,960.75	5,437.66	1,766.67	(3,670.99)	5,300.00	102.60%	137.66
10-41-28	UTILITIES	290.75	504.06	906.88	2,041.05	1,800.00	(241.05)	5,400.00	37.80%	(3,358.95)
10-41-29	TELEPHONE	143.89	422.88	125.22	834.94	633.33	(201.61)	1,900.00	43.94%	(1,065.06)
10-41-30	PUBLISHING & ADS	43.65	51.11	196.45	291.21	1,066.67	775.46	3,200.00	9.10%	(2,908.79)
10-41-31	DUES & SUBSCRIPTIONS	262.99	-	1,724.00	4,465.99	2,775.00	(1,690.99)	8,325.00	53.65%	(3,859.01)
10-41-33	DATA PROCESSING	974.94	316.72	359.89	4,379.45	3,100.00	(1,279.45)	9,300.00	47.09%	(4,920.55)
10-41-43	CULTURAL EVENTS	2,500.00	-	2,500.00	5,000.00	1,666.67	(3,333.33)	5,000.00	100.00%	-
10-41-44	HUMAN SERVICES	-	1,000.00	4,000.00	5,000.00	1,933.33	(3,066.67)	5,800.00	86.21%	(800.00)
10-41-90	TREASURER'S FEE	492.15	171.36	596.62	1,495.14	733.33	(761.81)	2,200.00	67.96%	(704.86)
	MISCELLANEOUS	-	-	-	-	-	-	-	-	-
		11,809.59	9,779.09	22,519.70	54,440.51	65,779.67	11,339.16	197,339.00	27.59%	(142,898.49)
		28,974.73	12,868.01	22,087.58	71,052.33	36,729.97	11,644.05	-	-	71,052.33
	BEGINNING RESERVE	28,641.07	28,641.07	28,641.07	28,641.07	28,641.07	28,641.07	28,641.07		28,641.07
	INCOME	40,784.32	22,647.10	44,607.28	125,492.84	102,509.64	22,983.20	197,339.00		(71,846.16)
	EXPENDITURE	11,809.59	9,779.09	22,519.70	54,440.51	65,779.67	11,339.16	197,339.00		(142,898.49)
	ADJUSTMENT									
	NET CHANGE	28,974.73	12,868.01	22,087.58	71,052.33	36,729.97	11,644.05	-		71,052.33
	ENDING RESERVE	57,615.80	41,509.08	50,728.65	99,693.40	65,371.04	40,285.12	28,641.07		99,693.40

AS OF: ACCT NO	4/30/2019 DESCRIPTION	2019 APRIL ACTUAL	2019 MARCH ACTUAL	2019 FEBRUARY ACTUAL	2019 CUR YTD ACTUAL	2019 4 MO R-BUDGET	REMAINING BUDGET	2019 ORIG BUDGET	% OF BUDGET	REMAINING BUDGET
BUILDING										
12-31-03	SALES TAX - TOWN	-	-	-	-	-	-	-	-	-
12-32-03	BUILDING PERMITS	6,447.30	687.50	173.15	10,037.65	18,975.00	(8,937.35)	56,925.00	17.63%	(46,887.35)
		6,447.30	687.50	173.15	10,037.65	18,975.00	(8,937.35)	56,925.00	17.63%	(46,887.35)
12-43-03	SALARIES & WAGES	171.62	170.37	171.62	685.23	767.88	82.65	2,303.65	29.75%	(1,618.42)
	CONTRACT LABOR	5,698.00	3,025.00	3,028.00	11,751.00	16,666.67	4,915.67	50,000.00	23.50%	(38,249.00)
12-43-04	EMPLOYER FICA	10.64	10.56	10.64	42.48	47.81	5.33	143.42	29.62%	(100.94)
12-43-05	EMPLOYER MEDICARE	2.48	2.47	2.48	9.91	11.18	1.27	33.54	29.55%	(23.63)
12-43-06	UNEMPLOYMENT TAX	0.52	0.51	0.52	2.07	2.31	0.24	6.94	29.83%	(4.87)
12-43-07	HEALTH INSURANCE	0.11	-	0.11	0.33	150.84	150.51	452.52	0.07%	(452.19)
12-43-08	PENSION	8.46	8.46	8.46	33.84	36.64	2.80	109.93	30.78%	(76.09)
12-43.10	WORKMENS COMPENSATION	-	-	-	522.00	-	(522.00)	-	-	522.00
12-43-15	OFFICE SUPPLIES	-	-	-	-	166.67	166.67	500.00	0.00%	(500.00)
12-43-16	OPERATING SUPPLIES	-	-	-	-	-	-	-	-	-
12-43-17	POSTAGE	-	-	-	-	16.67	16.67	50.00	0.00%	(50.00)
12-43-20	LEGAL SERVICES	78.00	117.00	-	195.00	833.33	638.33	2,500.00	7.80%	(2,305.00)
12-43-23	VEHICLE EXPENSE	-	-	-	-	-	-	-	-	-
12-43-26	TRAVEL & MEETINGS	-	-	-	-	-	-	-	-	-
12-43-27	INSURANCE & BONDS	-	-	-	598.52	275.00	(323.52)	825.00	72.55%	(226.48)
12-43-30	PUBLISHING & ADS	-	-	54.91	54.91	-	(54.91)	-	-	54.91
12-43-31	DUES & SUBSCRIPTIONS	135.00	-	-	135.00	-	(135.00)	-	-	135.00
	MISCELLANOUS	-	-	-	-	-	-	-	-	-
		6,104.83	3,334.37	3,276.74	14,030.29	18,975.00	4,944.71	56,925.00	24.65%	(42,894.71)
		342.47	(2,646.87)	(3,103.59)	(3,992.64)	-	(13,882.06)	-	-	(3,992.64)
	BEGINNING RESERVE	-	-	-	-	-	-	-	-	-
	INCOME	6,447.30	687.50	173.15	10,037.65	18,975.00	(8,937.35)	56,925.00	-	(46,887.35)
	EXPENDITURE	6,104.83	3,334.37	3,276.74	14,030.29	18,975.00	4,944.71	56,925.00	-	(42,894.71)
	ADJUSTMENT	-	-	-	-	-	-	-	-	-
	NET CHANGE	342.47	(2,646.87)	(3,103.59)	(3,992.64)	-	(13,882.06)	-	-	(3,992.64)
	ENDING RESERVE	342.47	(2,646.87)	(3,103.59)	(3,992.64)	-	(13,882.06)	-	-	(3,992.64)

AS OF:	4/30/2019	2019	2019	2019	2019	2019	REMAINING	2019	% OF	REMAINING
ACCT NO	DESCRIPTION	APRIL	MARCH	FEBRUARY	CUR YTD	4	BUDGET	ORIG	BUDGET	BUDGET
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	MO R-BUDGET		BUDGET		BUDGET
LAW ENFORCEMENT										
14-31-02	S.O. AUTO TAXES	1,094.26	1,360.20	1,427.59	5,524.37	5,566.67	(42.30)	16,700.00	33.08%	(11,175.63)
14-31-03	SALES TAX - TOWN	10,194.98	11,106.22	13,958.35	35,259.55	48,533.33	(13,273.78)	145,600.00	24.22%	(110,340.45)
14-31-04	SALES TAX - COUNTY	8,211.21	8,249.26	9,733.49	26,193.96	34,000.00	(7,806.04)	102,000.00	25.68%	(75,806.04)
14-31-06	CIGARETTE TAX	106.98	101.10	107.99	432.46	400.00	32.46	1,200.00	36.04%	(767.54)
14-32-06	VIN INSPECTIONS	150.00	100.00	85.00	355.00	400.00	(45.00)	1,200.00	29.58%	(845.00)
14-33-02	MOTOR VEHICLE - \$1.50	202.13	155.00	192.12	761.23	833.33	(72.10)	2,500.00	30.45%	(1,738.77)
14-33-03	MOTOR VEHICLE - \$2.50	299.38	243.34	292.70	1,159.17	1,166.67	(7.50)	3,500.00	33.12%	(2,340.83)
14-34-01	COURT FINES	-	-	200.00	200.00	33.33	166.67	100.00	200.00%	100.00
14-34-02	POLICE FINES	1,525.00	1,444.07	1,433.00	5,345.07	6,833.33	(1,488.26)	20,500.00	26.07%	(15,154.93)
14-34-03	MISCELLANEOUS FINES-BONDS	-	645.35	25.00	690.35	400.00	290.35	1,200.00	57.53%	(509.65)
	SCHOOL (SRO)	-	-	-	10,000.00	6,666.67	3,333.33	20,000.00	50.00%	(10,000.00)
14-34-05	DOG TAGS	45.00	80.00	155.00	415.00	133.33	281.67	400.00	103.75%	15.00
14-34-50	PD Grant	9,305.63	-	-	9,305.63	3,166.67	6,138.96	9,500.00	97.95%	(194.37)
		31,134.57	23,484.54	27,610.24	95,641.79	108,133.33	(12,491.54)	324,400.00	29.48%	(228,758.21)
14-42-02	JUDGE	300.00	300.00	300.00	1,200.00	1,200.00	-	3,600.00	33.33%	(2,400.00)
14-42-03	SALARIES & WAGES	14,765.89	15,390.75	14,790.67	56,928.74	66,956.48	10,027.74	200,869.45	28.34%	(143,940.71)
14-42-04	EMPLOYER FICA	137.72	155.29	94.14	405.75	606.37	200.62	1,819.12	22.30%	(1,413.37)
14-42-05	EMPLOYER MEDICARE	208.55	222.78	209.08	808.56	988.24	179.68	2,964.73	27.27%	(2,156.17)
14-42-06	UNEMPLOYMENT TAX	45.20	47.08	45.28	174.40	204.46	30.06	613.39	28.43%	(438.99)
14-42-07	HEALTH INSURANCE	1,834.13	4.23	1,832.01	5,502.38	9,508.07	4,005.69	28,524.20	19.29%	(23,021.82)
	PENSION	189.76	143.84	144.02	477.62	1,284.59	806.97	3,853.76	12.39%	(3,376.14)
14-42-10	WORKMENS COMPENSATION	-	-	-	9,286.00	2,466.67	(6,819.33)	7,400.00	125.49%	1,886.00
14-42-11	FPPA PENSION	947.18	952.27	946.77	3,752.22	4,475.85	723.63	13,427.55	27.94%	(9,675.33)
14-42-12	FPPA D & D	331.50	333.28	331.37	1,313.25	1,510.60	197.35	4,531.80	28.98%	(3,218.55)
14-42-15	OFFICE SUPPLES	53.30	-	-	53.30	625.00	571.70	1,875.00	2.84%	(1,821.70)
14-42-16	OPERATING SUPPLIES	132.71	(165.58)	1,791.36	1,759.76	1,776.67	16.91	5,330.00	33.02%	(3,570.24)
14-42-17	POSTAGE	-	-	-	-	41.67	41.67	125.00	0.00%	(125.00)
14-42-20	LEGAL SERVICES	-	-	-	-	500.00	500.00	1,500.00	0.00%	(1,500.00)
14-42-22	REPAIRS & MAINTENANCE	-	-	-	-	83.33	83.33	250.00	0.00%	(250.00)
14-42-23	VEHICLE EXPENSE	619.46	489.13	4,485.65	5,594.24	3,950.00	(1,644.24)	11,850.00	47.21%	(6,255.76)
14-42-26	TRAVEL & MEETINGS	176.91	917.68	1,107.34	3,551.33	1,166.67	(2,384.66)	3,500.00	101.47%	51.33
14-42-27	INSURANCE & BONDS	-	-	1,000.00	16,065.57	5,115.33	(10,950.24)	15,346.00	104.69%	719.57
14-42-28	UTILITIES	97.60	199.10	403.71	820.80	666.67	(154.13)	2,000.00	41.04%	(1,179.20)
14-42-29	TELEPHONE	208.03	205.02	194.13	952.35	856.67	(95.68)	2,570.00	37.06%	(1,617.65)
14-42-30	PUBLISHING & ADS	-	-	107.30	141.90	33.33	(108.57)	100.00	141.90%	41.90
14-42-31	DUES & SUBSCRIPTIONS	-	-	160.00	1,560.00	1,458.33	(101.67)	4,375.00	35.66%	(2,815.00)
14-42-33	Data Processing	364.70	364.70	414.65	6,453.06	2,458.33	(3,994.73)	7,375.00	87.50%	(921.94)
14-44-01	VET FEES	-	-	-	-	166.67	166.67	500.00	0.00%	(500.00)
	MISCELLANEOUS	-	8.07	-	8.07	33.33	25.26	100.00	8.07%	(91.93)
		20,412.64	19,567.64	28,357.48	116,809.30	108,133.33	(8,675.97)	324,400.00	36.01%	(207,590.70)
		10,721.93	3,916.90	(747.24)	(21,167.51)	-	(3,815.58)	-	-	(21,167.51)
	BEGINNING RESERVE	62,473.03	62,473.03	-	62,473.03	62,473.03	62,473.03	62,473.03		62,473.03
	INCOME	31,134.57	23,484.54	27,610.24	95,641.79	108,133.33	(12,491.54)	324,400.00		(228,758.21)
	EXPENDITURE	20,412.64	19,567.64	28,357.48	116,809.30	108,133.33	(8,675.97)	324,400.00		(207,590.70)
	ADJUSTMENT									
	NET CHANGE	10,721.93	3,916.90	(747.24)	(21,167.51)	-	(3,815.58)	-		(21,167.51)
	ENDING RESERVE	73,194.96	66,389.93	(747.24)	41,305.52	62,473.03	58,657.45	62,473.03		41,305.52

AS OF: ACCT NO	4/30/2019 DESCRIPTION	2019 APRIL ACTUAL	2019 MARCH ACTUAL	2019 FEBRUARY ACTUAL	2019 CUR YTD ACTUAL	2019 4 MO R-BUDGET	REMAINING BUDGET	2019 ORIG BUDGET	% OF BUDGET	REMAINING BUDGET
PARKS										
16-31-03	SALES TAX-TOWN	-	-	-	-	22,018.67	(22,018.67)	66,056.00	0.00%	(66,056.00)
16-33-07	SEVERANCE TAX	-	-	-	-	2,350.00	(2,350.00)	7,050.00	0.00%	(7,050.00)
16-33-08	MINERAL LEASING	-	-	-	-	2,000.00	(2,000.00)	6,000.00	0.00%	(6,000.00)
16-35-01	RENTS & ROYALTIES	660.00	695.00	40.00	1,515.00	1,966.67	(451.67)	5,900.00	25.68%	(4,385.00)
16-35-09	PARK CONTRIBUTIONS	4,225.00	1,550.00	4,850.00	16,575.00	7,466.67	9,108.33	22,400.00	74.00%	(5,825.00)
		4,885.00	2,245.00	4,890.00	18,090.00	35,802.00	(17,712.00)	107,406.00	16.84%	(89,316.00)
16-46-03	SALARIES & WAGES	1,870.77	2,011.47	2,205.83	8,087.10	9,012.55	925.45	27,037.66	29.91%	(18,950.56)
16-46-04	EMPLOYER FICA	110.35	119.75	131.13	479.53	558.72	79.19	1,676.16	28.61%	(1,196.63)
16-46-05	EMPLOYER MEDICARE	25.81	28.00	30.68	112.16	130.67	18.51	392.01	28.61%	(279.85)
16-46-06	UNEMPLOYMENT TAX	5.61	5.93	6.63	23.79	27.03	3.24	81.10	29.33%	(57.31)
16-46-07	HEALTH & LIFE INSURANCE	270.15	-	270.15	810.45	1,168.75	358.30	3,506.24	23.11%	(2,695.79)
16-46-08	PENSION	77.54	77.54	77.80	267.36	372.61	105.25	1,117.83	23.92%	(850.47)
16-46-10	WORKMENS COMPENSATION	-	-	-	2,297.00	158.33	(2,138.67)	475.00	483.58%	1,822.00
16-46-15	OFFICE SUPPLIES	-	-	-	-	33.33	33.33	100.00	0.00%	(100.00)
16-46-16	OPERATING SUPPLIES	193.47	205.77	221.77	825.75	1,583.33	757.58	4,750.00	17.38%	(3,924.25)
16-46-17	POSTAGE	-	-	-	-	33.33	33.33	100.00	0.00%	(100.00)
16-46-20	LEGAL	-	-	-	-	166.67	166.67	500.00	0.00%	(500.00)
16-46-22	REPAIRS & MAINTENANCE	1,359.00	-	22,408.00	23,767.00	12,290.00	(11,477.00)	36,870.00	64.46%	(13,103.00)
16-46-23	VEHICLE EXPENSE	-	-	-	-	166.67	166.67	500.00	0.00%	(500.00)
16-46-24	RENTALS	-	-	-	-	666.67	666.67	2,000.00	0.00%	(2,000.00)
16-46-25	SHOP EXPENSE	-	-	-	-	591.67	591.67	1,775.00	0.00%	(1,775.00)
16-46-27	INSURANCE & BONDS	-	-	-	3,667.25	1,166.67	(2,500.58)	3,500.00	104.78%	167.25
16-46-28	UTILITIES	421.39	679.08	1,060.33	2,582.18	2,400.00	(182.18)	7,200.00	35.86%	(4,617.82)
16-46-29	TELEPHONE	8.79	8.80	8.80	35.19	33.33	(1.86)	100.00	35.19%	(64.81)
16-46-30	PUBLISHING & ADS	-	-	-	-	8.33	8.33	25.00	0.00%	(25.00)
16-46-32	FEES & PERMITS	100.00	648.45	-	748.45	233.33	(515.12)	700.00	106.92%	48.45
16-46-42	CONTRACT SERVICES	-	-	-	-	666.67	666.67	2,000.00	0.00%	(2,000.00)
	MISCELLANEOUS	-	-	(4,000.00)	(4,000.00)	4,333.33	8,333.33	13,000.00	-30.77%	(17,000.00)
		4,442.88	3,784.79	22,421.12	39,703.21	35,802.00	(3,901.21)	107,406.00	36.97%	(67,702.79)
		442.12	(1,539.79)	(17,531.12)	(21,613.21)	-	(13,810.79)	-	-	(21,613.21)
	BEGINNING RESERVE	36,481.58	36,481.58	-	36,481.58	36,481.58	36,481.58	36,481.58		36,481.58
	INCOME	4,885.00	2,245.00	4,890.00	18,090.00	35,802.00	(17,712.00)	107,406.00		(89,316.00)
	EXPENDITURE	4,442.88	3,784.79	22,421.12	39,703.21	35,802.00	(3,901.21)	107,406.00		(67,702.79)
	ADJUSTMENT									
	NET CHANGE	442.12	(1,539.79)	(17,531.12)	(21,613.21)	-	(13,810.79)	-		(21,613.21)
	ENDING RESERVE	36,923.70	34,941.79	(17,531.12)	14,868.37	36,481.58	22,670.79	36,481.58		14,868.37

AS OF: ACCT NO	4/30/2019 DESCRIPTION	2019 APRIL ACTUAL	2019 MARCH ACTUAL	2019 FEBRUARY ACTUAL	2019 CUR YTD ACTUAL	2019 4 MO R-BUDGET	REMAINING BUDGET	2019 ORIG BUDGET	% OF BUDGET	REMAINING BUDGET
STREETS										
20-31-03	SALES TAX-TOWN	-	-	-	-	5,901.33	(5,901.33)	17,704.00	0.00%	(17,704.00)
20-31-05	FRANCHISE TAX	9,114.22	7,997.57	228.22	17,340.01	19,441.67	(2,101.66)	58,325.00	29.73%	(40,984.99)
20-32-02	MISCELLANEOUS PERMITS	270.00	530.00	295.00	1,195.00	500.00	695.00	1,500.00	79.67%	(305.00)
20-33-01	HIGHWAY USERS TAX	3,509.44	4,153.65	4,493.77	12,156.86	16,050.00	(3,893.14)	48,150.00	25.25%	(35,993.14)
20-33-10	ROAD & BRIDGE	1,486.39	517.26	1,801.93	4,515.36	2,133.33	2,382.03	6,400.00	70.55%	(1,884.64)
20-35-02	MOTOR FUEL TAX REFUNDS	274.26	-	-	559.49	433.33	126.16	1,300.00	43.04%	(740.51)
		14,654.31	13,198.48	6,818.92	35,766.72	44,459.67	(8,692.95)	133,379.00	26.82%	(97,612.28)
20-45-03	SALARIES & WAGES	2,616.68	2,807.75	3,104.46	11,343.07	12,426.43	1,083.36	37,279.30	30.43%	(25,936.23)
20-45-04	EMPLOYER FICA	154.37	166.91	184.60	672.48	770.43	97.95	2,311.28	29.10%	(1,638.80)
20-45-05	EMPLOYER MEDICARE	36.11	39.03	43.17	157.26	180.18	22.92	540.54	29.09%	(383.28)
20-45-06	UNEMPLOYMENT TAX	7.87	8.30	9.31	33.41	37.28	3.87	111.84	29.87%	(78.43)
20-45-07	HEALTH INSURANCE	374.27	-	374.27	1,122.81	1,590.53	467.72	4,771.60	23.53%	(3,648.79)
20-45-08	PENSION	106.30	106.30	106.67	365.19	498.15	132.96	1,494.44	24.44%	(1,129.25)
20-45-10	WORKMENS COMPENSATION	-	-	-	2,540.50	1,233.33	(1,307.17)	3,700.00	68.66%	(1,159.50)
20-45-15	OFFICE SUPPLIES	-	-	-	-	50.00	50.00	150.00	0.00%	(150.00)
20-45-16	OPERATING SUPPLIES	109.10	1.38	269.20	380.95	83.33	(297.62)	250.00	152.38%	130.95
20-45-17	POSTAGE	-	-	-	-	33.33	33.33	100.00	0.00%	(100.00)
20-45-20	LEGAL & ENG SERVICES	1,845.00	-	-	1,845.00	1,666.67	(178.33)	5,000.00	36.90%	(3,155.00)
20-45-22	REPAIRS & MAINTENANCE	4,504.18	2,685.16	3,750.00	10,939.34	5,778.33	(5,161.01)	17,335.00	63.11%	(6,395.66)
20-45-23	VEHICLE EXPENSE	1,131.60	285.12	1,370.83	2,846.74	3,066.67	219.93	9,200.00	30.94%	(6,353.26)
20-45-24	RENTALS	-	-	-	-	833.33	833.33	2,500.00	0.00%	(2,500.00)
20-45-25	SHOP EXPENSE	634.63	180.52	737.95	1,564.09	1,333.33	(230.76)	4,000.00	39.10%	(2,435.91)
20-45-27	INSURANCE & BONDS	-	-	133.89	5,593.26	1,733.33	(3,859.93)	5,200.00	107.56%	393.26
20-45-28	UTILITIES	1,623.74	1,784.25	1,985.43	7,027.66	7,000.00	(27.66)	21,000.00	33.47%	(13,972.34)
20-45-43	STREET LIGHTING	-	-	-	-	-	-	-	-	-
20-45-29	TELEPHONE	13.79	13.80	13.80	55.19	53.33	(1.86)	160.00	34.49%	(104.81)
20-45-30	PUBLISHING & ADS	-	-	-	-	8.33	8.33	25.00	0.00%	(25.00)
20-45-31	DUES & SUBSCRIPTIONS	-	-	-	-	183.33	183.33	550.00	0.00%	(550.00)
20-45-42	SNOW REMOVAL	-	292.20	5,738.50	12,874.46	5,900.00	(6,974.46)	17,700.00	72.74%	(4,825.54)
	MISCELLANEOUS	-	-	-	-	-	-	-	-	-
		13,157.64	8,370.72	17,822.08	59,361.41	44,459.67	(14,901.74)	133,379.00	44.51%	(74,017.59)
		1,496.67	4,827.76	(11,003.16)	(23,594.69)	-	6,208.80	-	-	(23,594.69)
	BEGINNING RESERVE	10,248.63	10,248.63	10,248.63	123,576.13	123,576.13	123,576.13	123,576.13		123,576.13
	INCOME	14,654.31	13,198.48	6,818.92	35,766.72	44,459.67	(8,692.95)	133,379.00		(97,612.28)
	EXPENDITURE	13,157.64	8,370.72	17,822.08	59,361.41	44,459.67	(14,901.74)	133,379.00		(74,017.59)
	ADJUSTMENT									
	NET CHANGE	1,496.67	4,827.76	(11,003.16)	(23,594.69)	-	6,208.80	-		(23,594.69)
	ENDING RESERVE	11,745.30	15,076.39	(754.53)	99,981.44	123,576.13	129,784.93	123,576.13		99,981.44

AS OF: ACCT NO	4/30/2019 DESCRIPTION	2019 APRIL ACTUAL	2019 MARCH ACTUAL	2019 FEBRUARY ACTUAL	2019 CUR YTD ACTUAL	2019 4 MO R-BUDGET	REMAINING BUDGET	2019 ORIG BUDGET	% OF BUDGET	REMAINING BUDGET
STREET-CAPITAL IMPROVEMENT										
22-31-05	IMPACT FEE	3,671.70	3,443.76	3,549.55	14,110.82	14,408.33	(297.51)	43,225.00	32.65%	(29,114.18)
22-35-04	SALES TAX - TOWN	-	-	-	-	5,583.33	(5,583.33)	16,750.00	0.00%	(16,750.00)
22-33-01	HIGHWAY USER TAX	-	-	-	-	1,666.67	(1,666.67)	5,000.00	0.00%	(5,000.00)
		3,671.70	3,443.76	3,549.55	14,110.82	21,658.33	(7,547.51)	64,975.00	21.72%	(50,864.18)
22-45-22	REPAIRS & MAINTENANCE	-	-	-	-	21,658.33	21,658.33	64,975.00	0.00%	(64,975.00)
22-45-99	TRANSFER	-	-	-	-	-	-	-	-	-
		-	-	-	-	21,658.33	21,658.33	64,975.00	0.00%	(64,975.00)
		3,671.70	3,443.76	3,549.55	14,110.82	-	(29,205.85)	-	-	14,110.82
	BEGINNING RESERVE	10,248.63	10,248.63	19,415.89	19,415.89	19,415.89	19,415.89	19,415.89		19,415.89
	INCOME	3,671.70	3,443.76	3,549.55	14,110.82	21,658.33	(7,547.51)	64,975.00		(50,864.18)
	EXPENDITURE	-	-	-	-	21,658.33	21,658.33	64,975.00		(64,975.00)
	ADJUSTMENT									
	NET CHANGE	3,671.70	3,443.76	3,549.55	14,110.82	-	(29,205.85)	-		14,110.82
	ENDING RESERVE	13,920.33	13,692.39	22,965.44	33,526.71	19,415.89	(9,789.96)	19,415.89		33,526.71
BRIDGE										
24-35-04	INTEREST INCOME	1,209.62	444.82	(35.48)	2,451.89	833.33	1,618.56	2,500.00	98.08%	(48.11)
24-35-13	BRIDGE REVENUE	-	40,000.00	-	40,000.00	99,166.67	(59,166.67)	297,500.00	13.45%	(257,500.00)
		1,209.62	40,444.82	(35.48)	42,451.89	100,000.00	(57,548.11)	300,000.00	14.15%	(257,548.11)
24-45-22	REPAIRS & MAINTENANCE	-	-	-	-	100,000.00	100,000.00	300,000.00	0.00%	(300,000.00)
		-	-	-	-	100,000.00	100,000.00	300,000.00	0.00%	(300,000.00)
		1,209.62	40,444.82	(35.48)	42,451.89	-	(157,548.11)	-	-	42,451.89
	BEGINNING RESERVE	91,486.79	91,486.79	93,910.77	93,910.77	93,910.77	93,910.77	93,910.77		93,910.77
	INCOME	1,209.62	40,444.82	(35.48)	42,451.89	100,000.00	(57,548.11)	300,000.00		(257,548.11)
	EXPENDITURE	-	-	-	-	100,000.00	100,000.00	300,000.00		(300,000.00)
	NET CHANGE	1,209.62	40,444.82	(35.48)	42,451.89	-	(157,548.11)	-		42,451.89
	ENDING RESERVE	92,696.41	131,931.61	93,875.29	136,362.66	93,910.77	(63,637.34)	93,910.77		136,362.66
SIDEWALK										
26-30-01	SIDEWALK REVENUE	2,565.20	2,564.71	2,562.00	10,250.45	11,800.00	(1,549.55)	35,400.00	28.96%	(25,149.55)
		2,565.20	2,564.71	2,562.00	10,250.45	11,800.00	(1,549.55)	35,400.00	28.96%	(25,149.55)
26-45-15	OFFICE SUPPLIES	-	-	-	-	-	-	-		-
26-45-20	LEGAL SERVICES	-	-	-	-	166.67	166.67	500.00	0.00%	(500.00)
26-45-22	REPAIRS & MAINTENANCE	-	-	-	-	11,600.00	11,600.00	34,800.00	0.00%	(34,800.00)
26-45-30	PUBLISHING & ADS	-	-	-	-	33.33	33.33	100.00	0.00%	(100.00)
26-49-99	TRANSFERS	-	-	-	-	-	-	-		-
		-	-	-	-	11,800.00	11,800.00	35,400.00	0.00%	(35,400.00)
		2,565.20	2,564.71	2,562.00	10,250.45	-	(13,349.55)	-	-	10,250.45
	BEGINNING RESERVE	18,497.43	18,497.43	3,658.62	3,658.62	3,658.62	3,658.62	3,658.62		3,658.62
	INCOME	2,565.20	2,564.71	2,562.00	10,250.45	11,800.00	(1,549.55)	35,400.00		(25,149.55)
	EXPENDITURE	-	-	-	-	11,800.00	11,800.00	35,400.00		(35,400.00)
	NET CHANGE	2,565.20	2,564.71	2,562.00	10,250.45	-	(13,349.55)	-		10,250.45
	ENDING RESERVE	21,062.63	21,062.14	6,220.62	13,909.07	3,658.62	(9,690.93)	3,658.62		13,909.07

AS OF:	4/30/2019	2019	2019	2019	2019	2019	2019	2019	% OF	REMAINING
ACCT NO	DESCRIPTION	APRIL	MARCH	FEBRUARY	CUR YTD	4	REMAINING	ORIG	BUDGET	BUDGET
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	MO R-BUDGET	BUDGET	BUDGET		BUDGET
SPACE2CREATE										
32-35-01	BOETTCHER GRANT	-	-	-	-	50,000.00	(50,000.00)	150,000.00	0.00%	(150,000.00)
32-35-02	DOLA GRANT	-	-	-	-	-	-	-	-	-
32-35-05	INTEREST	14.91	15.40	13.91	66.52	-	66.52	-	-	66.52
32-35-09	S2C CONTRIBUTIONS	-	-	-	-	-	-	-	-	-
		14.91	15.40	13.91	66.52	50,000.00	(49,933.48)	150,000.00	0.04%	(149,933.48)
32-50-17	POSTAGE	-	-	-	-	-	-	-	-	-
32-50-22	STUDIES	-	-	15,000.00	15,000.00	65,766.59	50,766.59	197,299.77	7.60%	(182,299.77)
32-50-26	TRAVEL & MEETINGS	-	-	-	-	-	-	-	-	-
32-50-30	PUBLISHING & ADS	-	-	-	-	-	-	-	-	-
		-	-	15,000.00	15,000.00	65,766.59	50,766.59	197,299.77	7.60%	(182,299.77)
		14.91	15.40	(14,986.09)	(14,933.48)	(15,766.59)	(100,700.07)	(47,299.77)		32,366.29
	BEGINNING RESERVE	37,409.84	37,409.84	72,511.01	72,511.01	72,511.01	72,511.01	72,511.01		72,511.01
	INCOME	14.91	15.40	13.91	66.52	50,000.00	(50,000.00)	150,000.00		(150,000.00)
	EXPENDITURE	-	-	15,000.00	15,000.00	65,766.59	50,766.59	197,299.77		(182,299.77)
	NET CHANGE	14.91	15.40	(14,986.09)	(14,933.48)	(15,766.59)	(100,766.59)	(47,299.77)		32,299.77
	ENDING RESERVE	37,424.75	37,425.24	57,524.92	57,577.53	56,744.42	(28,255.58)	25,211.24		104,810.78
CONSERVATION TRUST FUND										
40-38-01	CONSERVATION TRUST-REV.	-	2,670.30	-	2,670.30	2,666.67	3.63	8,000.00	33.38%	(5,329.70)
40-38-02	INTEREST	0.33	0.14	-	4.84	5.00	(0.16)	15.00	32.27%	(10.16)
		0.33	2,670.44	-	2,675.14	2,671.67	3.47	8,015.00	33.38%	(5,339.86)
40-46-20	EXPENDITURES-CONS. TRUST	-	-	-	-	2,671.67	2,671.67	8,015.00	0.00%	(8,015.00)
		-	-	-	-	2,671.67	2,671.67	8,015.00	0.00%	(8,015.00)
		0.33	2,670.44	-	2,675.14	-	(2,668.19)	-		2,675.14
	BEGINNING RESERVE	18,904.50	18,904.50	-	-	-	-	-		-
	INCOME	0.33	2,670.44	-	2,675.14	2,671.67	3.47	8,015.00		(5,339.86)
	EXPENDITURE	-	-	-	-	2,671.67	2,671.67	8,015.00		(8,015.00)
	NET CHANGE	0.33	2,670.44	-	2,675.14	-	(2,668.19)	-		2,675.14
	ENDING RESERVE	18,904.83	21,574.94	-	2,675.14	-	(2,668.19)	-		2,675.14
CAPITAL IMPROVEMENT										
50-31-03	SALES TAX - CAP IMP	10,194.98	11,106.22	13,958.34	35,259.54	48,533.33	(13,273.79)	145,600.00	24.22%	(110,340.46)
50-31-06	MISCELLANEOUS INCOME	637.50	637.50	1,275.00	2,550.00	2,550.00	-	7,650.00	33.33%	(5,100.00)
		10,832.48	11,743.72	15,233.34	37,809.54	51,083.33	(13,273.79)	153,250.00	24.67%	(115,440.46)
50-70-20	CAPITAL OUTLAY	26.94	2,292.77	59,062.54	62,962.25	48,533.33	(14,428.92)	145,600.00	43.24%	(82,637.75)
50-70-99	Transfer Out	-	-	-	-	-	-	-	-	-
		26.94	2,292.77	59,062.54	62,962.25	48,533.33	(14,428.92)	145,600.00	43.24%	(82,637.75)
		10,805.54	9,450.95	(43,829.20)	(25,152.71)	2,550.00	1,155.12	7,650.00		(32,802.71)
	BEGINNING RESERVE	354,942.31	354,942.31	266,138.22	266,138.22	266,138.22	266,138.22	266,138.22		266,138.22
	INCOME	10,832.48	11,743.72	15,233.34	37,809.54	51,083.33	(13,273.79)	153,250.00		(115,440.46)
	EXPENDITURE	26.94	2,292.77	59,062.54	62,962.25	48,533.33	(14,428.92)	145,600.00		(82,637.75)
	NET CHANGE	10,805.54	9,450.95	(43,829.20)	(25,152.71)	2,550.00	1,155.12	7,650.00		(32,802.71)
	ENDING RESERVE	365,747.85	364,393.26	222,309.02	240,985.51	268,688.22	267,293.34	273,788.22		233,335.51

AS OF:	4/30/2019	2019	2019	2019	2019	2019	2019	2019	% OF	REMAINING
ACCT NO	DESCRIPTION	APRIL	MARCH	FEBRUARY	CUR YTD	4	REMAINING	ORIG	BUDGET	BUDGET
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	MO R-BUDGET	BUDGET	BUDGET		BUDGET
WATER										
60-36-01	WATER CHARGES-RECEIVED	62,175.83	54,698.35	58,058.86	229,691.61	255,066.67	(25,375.06)	765,200.00	30.02%	(535,508.39)
60-36-02	WATER TAPS	-	500.00	-	500.00	7,000.00	(6,500.00)	21,000.00	2.38%	(20,500.00)
60-36-03	SALES & SERVICES	655.00	150.00	-	905.00	266.67	638.33	800.00	113.13%	105.00
60-36-04	STANDBY TAP FEES	3,141.95	3,131.29	3,154.02	12,710.92	15,000.00	(2,289.08)	45,000.00	28.25%	(32,289.08)
60-36-05	WATER TANK MONEY	235.00	-	155.00	870.00	833.33	36.67	2,500.00	34.80%	(1,630.00)
60-36-09	PENALTIES	245.00	345.00	105.00	1,010.00	1,833.33	(823.33)	5,500.00	18.36%	(4,490.00)
60-36-12	RENTS	-	-	-	-	333.33	(333.33)	1,000.00	0.00%	(1,000.00)
	MISCELLANEOUS	-	-	-	-	-	-	-	-	-
		66,452.78	58,824.64	61,472.88	245,687.53	280,333.33	(34,645.80)	841,000.00	29.21%	(595,312.47)
60-50-02	TRUSTEES/ADMIN SALARIES	-	300.00	-	300.00	400.00	100.00	1,200.00	25.00%	(900.00)
60-50-03	SALARIES & WAGES	12,399.78	12,610.90	12,733.72	50,054.05	64,501.80	14,447.75	193,505.39	25.87%	(143,451.34)
60-50-04	EMPLOYER FICA	730.40	777.04	750.12	2,981.89	4,023.92	1,042.03	12,071.75	24.70%	(9,089.86)
60-50-05	EMPLOYER MEDICARE	170.83	181.74	175.44	697.42	941.08	243.66	2,823.23	24.70%	(2,125.81)
60-50-06	UNEMPLOYMENT TAX	37.19	37.41	38.18	148.75	224.11	75.36	672.32	22.12%	(523.57)
60-50-07	HEALTH INSURANCE	1,707.66	-	1,707.66	5,122.13	8,930.06	3,807.93	26,790.19	19.12%	(21,668.06)
60-50-08	PENSION	558.08	558.08	558.20	2,154.42	3,069.31	914.89	9,207.93	23.40%	(7,053.51)
60-50-10	WORKMENS COMPENSATION	-	-	-	5,252.50	1,733.33	(3,519.17)	5,200.00	101.01%	52.50
60-50-15	OFFICE SUPPLIES	82.99	46.18	-	129.17	166.67	37.50	500.00	25.83%	(370.83)
60-50-16	OPERATING SUPPLIES	7,504.53	164.87	1,143.85	8,972.96	6,450.00	(2,522.96)	19,350.00	46.37%	(10,377.04)
60-50-17	POSTAGE	315.12	301.46	242.51	859.09	1,333.33	474.24	4,000.00	21.48%	(3,140.91)
60-50-20	LEGAL & ENG SERVICES	175.50	-	433.52	609.02	10,200.00	9,590.98	30,600.00	1.99%	(29,990.98)
60-50-21	AUDIT	-	-	-	-	4,333.33	4,333.33	13,000.00	0.00%	(13,000.00)
60-50-22	REPAIRS & MAINTENANCE	14,164.81	349.90	19,309.21	34,738.00	58,918.33	24,180.33	176,755.00	19.65%	(142,017.00)
60-50-23	VEHICLE EXPENSE	1,050.09	285.18	1,386.18	3,399.27	3,333.33	(65.94)	10,000.00	33.99%	(6,600.73)
60-50-24	RENTALS	-	-	-	-	1,000.00	1,000.00	3,000.00	0.00%	(3,000.00)
60-50-25	SHOP EXPENSE	197.86	592.58	782.86	1,584.29	1,500.00	(84.29)	4,500.00	35.21%	(2,915.71)
60-50-26	TRAVEL & MEETINGS	-	-	1,129.33	1,129.33	1,166.67	37.34	3,500.00	32.27%	(2,370.67)
60-50-27	INSURANCE & BONDS	958.15	42,969.86	4,105.11	67,942.49	6,666.67	(61,275.82)	20,000.00	339.71%	47,942.49
60-50-28	UTILITIES	1,890.90	2,129.38	2,909.82	8,542.53	7,666.67	(875.86)	23,000.00	37.14%	(14,457.47)
60-50-29	TELEPHONE	393.09	312.89	232.87	1,214.12	1,266.67	52.55	3,800.00	31.95%	(2,585.88)
60-50-30	PUBLISHING & ADS	-	-	-	-	366.67	366.67	1,100.00	0.00%	(1,100.00)
60-50-31	DUES & SUBSCRIPTIONS	-	-	1,560.00	1,835.00	66.67	(1,768.33)	200.00	917.50%	1,635.00
60-50-32	FEES & PERMITS	266.35	20.00	425.34	3,521.80	3,666.67	144.87	11,000.00	32.02%	(7,478.20)
60-50-33	DATA PROCESSING	698.68	698.68	748.63	3,314.17	2,000.00	(1,314.17)	6,000.00	55.24%	(2,685.83)
60-50-40	MISCELLANEOUS	-	-	-	-	83.33	83.33	250.00	0.00%	(250.00)
60-50-44	Norris Retirement	1,680.00	1,680.00	1,680.00	6,720.00	6,720.00	-	20,160.00	33.33%	(13,440.00)
60-50-50	Water Power Authority Loan	-	-	-	86,937.95	63,750.00	(23,187.95)	191,250.00	45.46%	(104,312.05)
60-50-51	Drinking Water Revolving Fund	11,671.70	-	50,002.15	11,673.85	7,783.33	(3,890.52)	23,350.00	50.00%	(11,676.15)
60-50-71	PASS-THRU	1,959.54	1,734.89	1,838.94	7,274.64	8,102.00	827.36	24,306.00	29.93%	(17,031.36)
	MISCELLANEOUS	-	-	-	-	-	-	-	-	-
	Transfers	-	-	-	-	-	-	-	-	-
		58,613.25	65,751.04	103,893.64	317,108.84	280,363.94	(36,744.90)	841,091.81	37.70%	(523,982.97)
		7,839.53	(6,926.40)	(42,420.76)	(71,421.31)	(30.60)	71,390.71	(91.81)		71,329.50
	BEGINNING RESERVE		1,373,279.00	1,373,279.00	1,373,279.00	1,373,279.00	1,373,279.00	1,373,279.00		
	INCOME	66,452.78	58,824.64	61,472.88	245,687.53	280,333.33	(34,645.80)	841,000.00		(595,312.47)
	EXPENDITURE	58,613.25	65,751.04	103,893.64	317,108.84	280,363.94	(36,744.90)	841,091.81		(523,982.97)
	NET CHANGE	7,839.53	(6,926.40)	(42,420.76)	(71,421.31)	(30.60)	2,099.10	(91.81)		(71,329.50)
	ENDING RESERVE	7,839.53	1,366,352.60	1,330,858.24	1,301,857.69	1,373,248.40	1,375,378.10	1,373,187.19		

AS OF: ACCT NO	4/30/2019 DESCRIPTION	2019 APRIL ACTUAL	2019 MARCH ACTUAL	2019 FEBRUARY ACTUAL	2019 CUR YTD ACTUAL	2019 4 MO R-BUDGET	REMAINING BUDGET	2019 ORIG BUDGET	% OF BUDGET	REMAINING BUDGET
SEWER										
70-37-01	SEWER CHARGES - RECEIVED	39,087.77	39,024.82	39,082.50	156,096.41	156,300.00	(203.59)	468,900.00	33.29%	(312,803.59)
70-37-04	SEWER TAPS	500.00	500.00	-	1,000.00	5,000.00	(4,000.00)	15,000.00	6.67%	(14,000.00)
70-37-05	SEWER RENTAL PROPERTY	-	9,877.61	-	9,877.61	-	9,877.61	-	-	9,877.61
70-37-09	Interest Income	1,321.57	1,371.08	1,249.50	5,313.71	3,833.33	1,480.38	11,500.00	46.21%	(6,186.29)
		40,909.34	50,773.51	40,332.00	172,287.73	165,133.33	7,154.40	495,400.00	34.78%	(323,112.27)
70-51-02	TRUSTEES/ADMIN SALARIES	-	300.00	-	300.00	400.00	100.00	1,200.00	25.00%	(900.00)
70-51-03	SALARIES & WAGES	8,920.24	9,049.85	9,036.68	35,838.11	42,336.87	6,498.76	127,010.62	28.22%	(91,172.51)
70-51-04	EMPLOYER FICA	526.85	563.92	533.12	2,144.75	2,619.05	474.30	7,857.15	27.30%	(5,712.40)
70-51-05	EMPLOYER MEDICARE	123.23	131.86	124.68	501.60	619.68	118.08	1,859.03	26.98%	(1,357.43)
70-51-06	UNEMPLOYMENT TAX	26.76	26.79	27.11	106.65	157.61	50.96	472.83	22.56%	(366.18)
70-51-07	HEALTH INSURANCE	1,090.28	-	1,090.28	3,269.99	5,691.08	2,421.09	17,073.23	19.15%	(13,803.24)
70-51-08	PENSION	401.12	401.12	401.13	1,546.51	2,050.71	504.20	6,152.14	25.14%	(4,605.63)
70-51-10	WORKMENS COMPENSATION	-	-	-	1,452.50	566.67	(885.83)	1,700.00	85.44%	(247.50)
70-51-15	OFFICE SUPPLIES	50.54	-	-	50.54	166.67	116.13	500.00	10.11%	(449.46)
70-51-16	OPERATING SUPPLIES	1,548.60	6.89	2,708.96	4,270.82	12,133.33	7,862.51	36,400.00	11.73%	(32,129.18)
70-51-17	POSTAGE	150.78	367.72	-	518.50	916.67	398.17	2,750.00	18.85%	(2,231.50)
70-51-20	LEGAL & ENG SERVICES	-	17,553.74	-	17,553.74	3,183.33	(14,370.41)	9,550.00	183.81%	8,003.74
70-51-21	AUDIT	-	-	-	-	1,333.33	1,333.33	4,000.00	0.00%	(4,000.00)
70-51-22	REPAIRS & MAINTENANCE	2,534.01	753.84	9,913.18	18,009.90	21,891.67	3,881.77	65,675.00	27.42%	(47,665.10)
70-51-23	VEHICLE EXPENSE	687.17	244.19	1,370.97	2,361.53	2,833.33	471.80	8,500.00	27.78%	(6,138.47)
70-51-24	RENTALS	-	-	-	-	333.33	333.33	1,000.00	0.00%	(1,000.00)
70-51-25	SHOP EXPENSE	59.80	126.98	716.52	914.29	766.67	(147.62)	2,300.00	39.75%	(1,385.71)
70-51-26	TRAVEL & MEETINGS	-	-	-	-	666.67	666.67	2,000.00	0.00%	(2,000.00)
70-51-27	INSURANCE & BONDS	-	-	133.92	6,719.88	2,266.67	(4,453.21)	6,800.00	98.82%	(80.12)
70-51-28	UTILITIES	5,445.99	3,036.81	3,191.01	11,734.16	12,333.33	599.17	37,000.00	31.71%	(25,265.84)
70-51-29	TELEPHONE	139.08	98.01	97.94	454.89	558.33	103.44	1,675.00	27.16%	(1,220.11)
70-51-30	PUBLISHING & ADS	-	-	-	-	16.67	16.67	50.00	0.00%	(50.00)
70-51-31	DUES & SUBSCRIPTIONS	-	-	-	-	66.67	66.67	200.00	0.00%	(200.00)
70-51-32	FEES & PERMITS	1,213.33	-	462.04	1,747.60	3,733.33	1,985.73	11,200.00	15.60%	(9,452.40)
70-51-33	DATA PROCESSING	580.89	580.89	630.84	2,733.11	7,500.00	4,766.89	22,500.00	12.15%	(19,766.89)
70-51-41	WRITEOFF-UNCOLLECTABLE	-	-	-	-	83.33	83.33	250.00	0.00%	(250.00)
70-51-43	Gaging Station	-	-	-	-	1,300.00	1,300.00	3,900.00	0.00%	(3,900.00)
70-51-51	Rural Development P&I	-	-	-	-	34,166.67	34,166.67	102,500.00	0.00%	(102,500.00)
70-51-54	Debt Reserve	-	-	-	-	-	-	-	-	-
70-51-71	PASS THRU	1,172.64	1,170.75	1,172.48	4,682.91	4,441.67	(241.24)	13,325.00	35.14%	(8,642.09)
	MISCELLANEOUS	-	-	-	-	-	-	-	-	-
70-59-90	DEPRECIATION	-	-	-	-	-	-	-	-	-
		24,671.31	34,413.36	31,610.86	116,911.98	165,133.33	48,221.35	495,400.00	23.60%	(378,488.02)
		16,238.03	16,360.15	8,721.14	55,375.75	-	(41,066.96)	-	-	55,375.75
	BEGINNING RESERVE	883,405.92	883,405.92	883,405.92	883,405.92	883,405.92	883,405.92	883,405.92	-	883,405.92
	INCOME	40,909.34	50,773.51	40,332.00	172,287.73	165,133.33	7,154.40	495,400.00	-	(323,112.27)
	EXPENDITURE	24,671.31	34,413.36	31,610.86	116,911.98	165,133.33	48,221.35	495,400.00	-	(378,488.02)
	ADJUSTMENT	-	-	-	-	-	-	-	-	-
	NET CHANGE	16,238.03	16,360.15	8,721.14	55,375.75	-	(41,066.96)	-	-	55,375.75
	ENDING RESERVE	899,643.95	899,766.07	892,127.06	938,781.67	883,405.92	842,338.96	883,405.92	-	938,781.67

AS OF: ACCT NO	4/30/2019 DESCRIPTION	2019 APRIL ACTUAL	2019 MARCH ACTUAL	2019 FEBRUARY ACTUAL	2019 CUR YTD ACTUAL	2019 4 MO R-BUDGET	REMAINING BUDGET	2019 ORIG BUDGET	% OF BUDGET	REMAINING BUDGET
GARBAGE										
80-30-02	GARBAGE FEES - RECEIVED	17,983.82	17,937.08	17,937.50	71,775.06	69,733.33	2,041.73	209,200.00	34.31%	(137,424.94)
80-30-03	X-Trash	295.00	199.00	140.00	872.00	500.00	372.00	1,500.00	58.13%	(628.00)
		18,278.82	18,136.08	18,077.50	72,647.06	70,233.33	2,413.73	210,700.00	34.48%	(138,052.94)
80-52-02	CONTRACT LABOR	-	-	3,750.00	3,750.00	-	(3,750.00)	-		3,750.00
80-52-03	SALARIES & WAGES	5,841.82	5,924.65	5,906.94	23,465.20	28,793.00	5,327.80	86,379.01	27.17%	(62,913.81)
80-52-04	EMPLOYER FICA	345.15	357.86	348.82	1,393.73	1,785.17	391.44	5,355.50	26.02%	(3,961.77)
80-52-05	EMPLOYER MEDICARE	80.69	83.70	81.57	325.90	417.50	91.60	1,252.50	26.02%	(926.60)
80-52-06	UNEMPLOYMENT TAX	17.53	17.65	17.75	69.67	86.38	16.71	259.14	26.89%	(189.47)
80-52-07	HEALTH INSURANCE	777.21	-	777.21	2,331.32	3,628.98	1,297.66	10,886.95	21.41%	(8,555.63)
80-52-08	PENSION	233.44	233.44	233.47	903.92	1,178.97	275.05	3,536.90	25.56%	(2,632.98)
80-52-10	WORKMEN'S COMP	-	-	-	4,672.50	2,600.00	(2,072.50)	7,800.00	59.90%	(3,127.50)
80-52-15	OFFICE SUPPLIES	50.54	-	-	50.54	150.00	99.46	450.00	11.23%	(399.46)
80-52-16	OPERATING SUPPLIES	92.92	27.54	74.65	220.61	450.00	229.39	1,350.00	16.34%	(1,129.39)
80-52-17	POSTAGE	75.40	150.74	-	226.14	333.33	107.19	1,000.00	22.61%	(773.86)
80-52-20	LEGAL SERVICES	-	-	-	-	166.67	166.67	500.00	0.00%	(500.00)
80-52-21	AUDIT	-	-	-	-	1,333.33	1,333.33	4,000.00	0.00%	(4,000.00)
80-52-22	REPAIRS & MAINTENANCE	-	-	-	-	41.67	41.67	125.00	0.00%	(125.00)
80-52-23	VEHICLE EXPENSE	895.92	530.63	677.23	2,103.78	4,600.00	2,496.22	13,800.00	15.24%	(11,696.22)
80-52-25	SHOP EXPENSE	35.85	12.92	639.17	698.94	141.67	(557.27)	425.00	164.46%	273.94
80-52-27	INSURANCE & BONDS	-	-	15.29	3,961.90	1,500.00	(2,461.90)	4,500.00	88.04%	(538.10)
80-52-28	UTILITIES	49.84	290.37	411.55	892.11	1,083.33	191.22	3,250.00	27.45%	(2,357.89)
80-52-29	TELEPHONE	23.79	23.79	23.79	95.16	41.67	(53.49)	125.00	76.13%	(29.84)
80-52-30	PUBLISHING & ADS	-	-	-	-	33.33	33.33	100.00	0.00%	(100.00)
80-52-33	DATA PROCESSING	109.89	109.89	109.89	549.45	7,933.33	7,383.88	23,800.00	2.31%	(23,250.55)
80-52-41	WRITEOFF-UNCOLLECTABLE	-	-	-	-	83.33	83.33	250.00	0.00%	(250.00)
80-52-42	LANDFILL FEES	2,598.75	2,076.25	2,609.25	7,284.25	11,451.67	4,167.42	34,355.00	21.20%	(27,070.75)
80-52-43	Clean Up Day	-	-	-	-	333.33	333.33	1,000.00	0.00%	(1,000.00)
80-52-71	PASS THRU MISCELLANEOUS	539.52	538.12	538.13	2,153.27	2,066.67	(86.60)	6,200.00	34.73%	(4,046.73)
		11,768.26	10,377.55	16,214.71	55,148.39	70,233.33	15,084.94	210,700.00	26.17%	(155,551.61)
		6,510.56	7,758.53	1,862.79	17,498.67	-	(12,671.22)	-		17,498.67
	BEGINNING RESERVE	208,538.28	208,538.28	313,615.48	313,615.48	313,615.48	313,615.48	313,615.48		313,615.48
	INCOME	18,278.82	18,136.08	18,077.50	72,647.06	70,233.33	2,413.73	210,700.00		(138,052.94)
	EXPENDITURE	11,768.26	10,377.55	16,214.71	55,148.39	70,233.33	15,084.94	210,700.00		(155,551.61)
	ADJUSTMENT									
	NET CHANGE	6,510.56	7,758.53	1,862.79	17,498.67	-	(12,671.22)	-		17,498.67
	ENDING RESERVE	215,048.84	216,296.81	315,478.27	331,114.15	313,615.48	300,944.26	313,615.48		331,114.15

AS OF:	4/30/2019	2019	2019	2019	2019	2019	REMAINING	2019	% OF	REMAINING
ACCT NO	DESCRIPTION	APRIL	MARCH	FEBRUARY	CUR YTD	4	BUDGET	ORIG	BUDGET	BUDGET
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	MO R-BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
OVERALL SUMMARY										
ADMINISTRATION		40,784.32	22,647.10	44,607.28	125,492.84	102,509.64	22,983.20	197,339.00		(71,846.16)
BUILDING		6,447.30	687.50	173.15	10,037.65	18,975.00	(8,937.35)	56,925.00		(46,887.35)
LAW ENFORCEMENT		31,134.57	23,484.54	27,610.24	95,641.79	108,133.33	(12,491.54)	324,400.00		(228,758.21)
PARKS		4,885.00	2,245.00	4,890.00	18,090.00	35,802.00	(17,712.00)	107,406.00		(89,316.00)
STREETS		14,654.31	13,198.48	6,818.92	35,766.72	44,459.67	(8,692.95)	133,379.00		(97,612.28)
STREET CAPITAL IMPROVEMENT		3,671.70	3,443.76	3,549.55	14,110.82	21,658.33	(7,547.51)	64,975.00		(50,864.18)
BRIDGE		1,209.62	40,444.82	(35.48)	42,451.89	100,000.00	(57,548.11)	300,000.00		(257,548.11)
SIDEWALK		2,565.20	2,564.71	2,562.00	10,250.45	11,800.00	(1,549.55)	35,400.00		(25,149.55)
SPACE2CREATE		14.91	15.40	13.91	66.52	50,000.00	(49,933.48)	150,000.00		(149,933.48)
CONSERVATION TRUST FUND		0.33	2,670.44	-	2,675.14	2,671.67	3.47	8,015.00		(5,339.86)
CAPITAL IMPROVEMENT		10,832.48	11,743.72	15,233.34	37,809.54	51,083.33	(13,273.79)	153,250.00		(115,440.46)
WATER		66,452.78	58,824.64	61,472.88	245,687.53	280,333.33	(34,645.80)	841,000.00		(595,312.47)
SEWER		40,909.34	50,773.51	40,332.00	172,287.73	165,133.33	7,154.40	495,400.00		(323,112.27)
GARBAGE		18,278.82	18,136.08	18,077.50	72,647.06	70,233.33	2,413.73	210,700.00		(138,052.94)
TOTAL REVENUE		241,840.68	250,879.70	225,305.29	883,015.68	1,062,792.97	(179,777.29)	3,078,189.00		(2,195,173.32)
ADMINISTRATION		11,809.59	9,779.09	22,519.70	54,440.51	65,779.67	11,339.16	197,339.00		(142,898.49)
BUILDING		6,104.83	3,334.37	3,276.74	14,030.29	18,975.00	4,944.71	56,925.00		(42,894.71)
LAW ENFORCEMENT		20,412.64	19,567.64	28,357.48	116,809.30	108,133.33	(8,675.97)	324,400.00		(207,590.70)
PARKS		4,442.88	3,784.79	22,421.12	39,703.21	35,802.00	(3,901.21)	107,406.00		(67,702.79)
STREETS		13,157.64	8,370.72	17,822.08	59,361.41	44,459.67	(14,901.74)	133,379.00		(74,017.59)
STREET CAPITAL IMPROVEMENT		-	-	-	-	21,658.33	21,658.33	64,975.00		(64,975.00)
BRIDGE		-	-	-	-	100,000.00	100,000.00	300,000.00		(300,000.00)
SIDEWALK		-	-	-	-	11,800.00	11,800.00	35,400.00		(35,400.00)
SPACE2CREATE		-	-	15,000.00	15,000.00	65,766.59	50,766.59	197,299.77		(182,299.77)
CONSERVATION TRUST FUND		-	-	-	-	2,671.67	2,671.67	8,015.00		(8,015.00)
CAPITAL IMPROVEMENT		26.94	2,292.77	59,062.54	62,962.25	48,533.33	(14,428.92)	145,600.00		(82,637.75)
WATER		58,613.25	65,751.04	103,893.64	317,108.84	280,363.94	(36,744.90)	841,091.81		(523,982.97)
SEWER		24,671.31	34,413.36	31,610.86	116,911.98	165,133.33	48,221.35	495,400.00		(378,488.02)
GARBAGE		11,768.26	10,377.55	16,214.71	55,148.39	70,233.33	15,084.94	210,700.00		(155,551.61)
TOTAL EXPENDITURES		151,007.34	157,671.33	320,178.87	851,476.18	1,039,310.19	187,834.01	3,117,930.58		(2,266,454.40)
ADMINISTRATION		28,974.73	12,868.01	22,087.58	71,052.33	36,729.97	11,644.05	-		71,052.33
BUILDING		342.47	(2,646.87)	(3,103.59)	(3,992.64)	-	(13,882.06)	-		(3,992.64)
LAW ENFORCEMENT		10,721.93	3,916.90	(747.24)	(21,167.51)	-	(3,815.58)	-		(21,167.51)
PARKS		442.12	(1,539.79)	(17,531.12)	(21,613.21)	-	(13,810.79)	-		(21,613.21)
STREETS		1,496.67	4,827.76	(11,003.16)	(23,594.69)	-	6,208.80	-		(23,594.69)
STREET CAPITAL IMPROVEMENT		3,671.70	3,443.76	3,549.55	14,110.82	-	(29,205.85)	-		14,110.82
BRIDGE		1,209.62	40,444.82	(35.48)	42,451.89	-	(157,548.11)	-		42,451.89
GENERAL FUND		46,859.24	61,314.59	(6,783.46)	57,246.99	36,729.97	(200,409.54)	-		57,246.99
SIDEWALK		2,565.20	2,564.71	2,562.00	10,250.45	-	(13,349.55)	-		10,250.45
SPACE2CREATE		14.91	15.40	(14,986.09)	(14,933.48)	(15,766.59)	(100,700.07)	(47,299.77)		32,366.29
CONSERVATION TRUST FUND		0.33	2,670.44	-	2,675.14	-	(2,668.19)	-		2,675.14
CAPITAL IMPROVEMENT		10,805.54	9,450.95	(43,829.20)	(25,152.71)	2,550.00	1,155.12	7,650.00		(32,802.71)
WATER		7,839.53	(6,926.40)	(42,420.76)	(71,421.31)	(30.60)	2,099.10	(91.81)		(71,329.50)
SEWER		16,238.03	16,360.15	8,721.14	55,375.75	-	(41,066.96)	-		55,375.75
GARBAGE		6,510.56	7,758.53	1,862.79	17,498.67	-	(12,671.22)	-		17,498.67
ENTERPRISE FUND		30,588.12	17,192.28	(31,836.83)	1,453.11	(30.60)	(51,639.07)	(91.81)		1,544.92
NET		90,833.34	93,208.37	(94,873.58)	31,539.50	23,482.78	(367,611.30)	(39,741.58)		71,281.08

AGENDA SUMMARY FORM



Disbursements

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

FSBC OPS DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC OPS BALANCE		252,648.87
ACCOUNTS PAYABLE	04/20/19-05/10/19	(41,336.46)
TRANSFER TO SUMMIT		(140,000.00)
PAYROLL TAXES	5/24/2019	(17,908.28)
BALANCE AFTER PAYMENT		53,404.13

FSBC SUMMIT DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC SUMMIT BALANCE		43,496.80
TRANSFER FROM OPS		140,000.00
CURRENT FSBC PAYROLL BALANCE		25.00
PAYROLL (DIRECT DEPOSIT)	5/24/2019	(18,858.46)
BALANCE AFTER PAYMENT		164,663.34

FSBC INTERNAL GRANT BALANCE		
BALANCE		400,035.77
TRANSFER TO COLOTRUST	APPROVED 2/12/19+4/23/19	400,010.77
CD TOTAL		25.00

FSBC LOC BALANCE		
FSBC CD#2 BALANCE	GENERAL	200,492.84
CD TOTAL		200,492.84
LOC DRAW		
BALANCE AVAILABLE SECURING LOC		200,492.84

CREDIT CARD		
CHASE	5/22/2019	2,752.39
CITIBANK	5/25/2019	-
TOTAL		2,752.39

COLOTRUST - GENERAL		
		179,233.32
TRANSFER FROM CD	APPROVED 2/12/19+4/23/19	400,000.00
TOTAL		579,233.32

COLOTRUST RESTRICTED - SEWER PROPERTY		
TOTAL		515,381.47

COLOTRUST RESTRICTED - SEWER LOAN RESERVE		
TOTAL		103,847.33

COLOTRUST - BRIDGE RESTRICTED		
TOTAL		573,900.00

GRANT FUNDS IN PROCESS		
WPA-PENDING	WATER PROJECT	184,778.38
DOLA-FINAL APPROVAL	SPACE-2-CREATE	14,161.61
TOTAL		198,939.99

198 5626

BANK BALANCES		
	FSBC	COLOTRUST
AS OF: 5/21/19		
WWTP	58,093.30	180,364.09
SPACE-TO-CREATE	72,577.53	518,633.01
INT GRANT	400,035.77	104,502.55
PAYROLL	18,883.46	575,554.44
SUMMIT	24,638.34	
OPS	225,631.97	
CONS.TRUST	2,675.14	
PASS THRU	25.00	
PARK CONTRIBUTIONS	7,117.00	
CD#1	CLOSED	
CD#2	200,492.84	
	<u>1,010,170.35</u>	<u>1,379,054.09</u>
		2,389,224.44

Due Date	Vendor Number	Vendor Name	Invoice Number	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Pay	Partial Pmt Amt	Part Pmt Disc Amt
05/28/2019	1043	Advance Plumbing	0542	90.00	.00	.00	90.00	100%		
05/28/2019	661	All Points Transit I	3565	3,100.00	.00	.00	3,100.00	✓		
05/28/2019	1047	Beardslee, Domini	REIMBURES	16.62	.00	.00	16.62	✓		
05/28/2019	987	Black Hills Energy	5-2019	401.54	.00	.00	401.54	✓		
05/28/2019	1048	Colorado Code Co	11747	6,014.00	.00	.00	6,014.00	✓		
05/28/2019	43	Delta Montrose Ele	5-2019-P	2,262.60	.00	.00	2,262.60	✓		
05/28/2019	48	Don's Market	01-584292	55.77	.00	.00	55.77	✓		
05/28/2019	48	Don's Market	02-520622	61.33	.00	.00	61.33	✓		
05/28/2019	1017	Electrical Service	820146	90.00	.00	.00	90.00	✓		
05/28/2019	986	Elevate Fiber	271710-0531	79.95	.00	.00	79.95	✓		
05/28/2019	986	Elevate Fiber	66210-05311	79.95	.00	.00	79.95	✓		
05/28/2019	888	Filter Tech System	8561	2,217.85	.00	.00	2,217.85	✓		
05/28/2019	704	Flower Motor Com	86025	427.46	.00	.00	427.46	✓		
05/28/2019	467	K-D Flags, LLC	29072	142.55	.00	.00	142.55	✓		
05/28/2019	645	Mail Services, LLC	1685791	379.57	.00	.00	379.57	✓		
05/28/2019	763	Mesa County Healt	1461-19	20.00	.00	.00	20.00	✓		
05/28/2019	763	Mesa County Healt	1462-19	20.00	.00	.00	20.00	✓		
05/28/2019	821	OneTime	1061.0-101 3	124.22	.00	.00	124.22	✓		
05/28/2019	520	PR Diamond Prod	0052449-IN	1,920.00	.00	.00	1,920.00	✓		
05/28/2019	931	Roop Excavating L	041719-0503	10,340.00	.00	.00	10,340.00	✓		
05/28/2019	931	Roop Excavating L	050919-0517	2,960.00	.00	.00	2,960.00	✓		
05/28/2019	148	Safety-Kleen Corp	79996031	320.88	.00	.00	320.88	✓		
05/28/2019	1085	SanJuan Sweepin	5014	750.00	.00	.00	750.00	✓		
05/28/2019	152	Southwestern Syst	202473	1,557.75	.00	.00	1,557.75	✓		
05/28/2019	152	Southwestern Syst	202474	600.00	.00	.00	600.00	✓		
05/28/2019	152	Southwestern Syst	202475	1,212.25	.00	.00	1,212.25	✓		
05/28/2019	152	Southwestern Syst	202476	323.50	.00	.00	323.50	✓		
05/28/2019	152	Southwestern Syst	202477	499.50	.00	.00	499.50	✓		
05/28/2019	152	Southwestern Syst	202478	533.25	.00	.00	533.25	✓		
05/28/2019	152	Southwestern Syst	202494	787.75	.00	.00	787.75	✓		
05/28/2019	152	Southwestern Syst	202495	659.75	.00	.00	659.75	✓		
05/28/2019	152	Southwestern Syst	202500	1,080.00	.00	.00	1,080.00	✓		
05/28/2019	1087	Stahly, Lester	050419-0517	437.50	.00	.00	437.50	✓		
05/28/2019	1086	The Landscape Ce	GH051019	170.00	.00	.00	170.00	✓		
05/28/2019	897	The Place I Go	TPIG1255	93.00	.00	.00	93.00	✓		
05/28/2019	165	Valley Machine LL	3783	60.70	.00	.00	60.70	✓		
05/28/2019	177	Wilmore & Compa	8642	475.00	.00	.00	475.00	✓		
05/28/2019	177	Wilmore & Compa	8676	550.00	.00	.00	550.00	✓		
05/28/2019	491	Winwater Corp	050216-01	422.22	.00	.00	422.22	✓		
Grand Totals:			39	41,336.46	.00	.00	41,336.46			

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
05/28/2019	41,336.46	.00	.00	41,336.46	41,336.46
Grand Totals:		41,336.46	.00	.00	41,336.46

Report Criteria:
 Unpaid transmittals included
 Begin Date: ALL
 End Date: ALL

Transmittal Number	Name	Invoice Number	Pay Per Date	Pay Code	Description	GL Account	Amount
2							
2	IRS Tax Deposit		05/17/2019	74-00	Federal Tax Deposit Social Security	10-0216	1,049.30
2	IRS Tax Deposit		05/17/2019	74-00	Federal Tax Deposit Social Security	10-0216	1,049.30
2	IRS Tax Deposit		05/17/2019	75-00	Federal Tax Deposit Medicare Pay P	10-0216	348.98
2	IRS Tax Deposit		05/17/2019	75-00	Federal Tax Deposit Medicare Pay P	10-0216	348.98
2	IRS Tax Deposit		05/17/2019	76-00	Federal Tax Deposit Federal Withhold	10-0216	1,691.68
Total 2:							4,488.24
4							
4	Aflac		05/03/2019	63-01	Aflac Pre-Tax Pay Period: 5/3/2019	10-0225	120.18
4	Aflac		05/03/2019	63-02	Aflac After Tax Pay Period: 5/3/2019	10-0225	24.90
4	Aflac		05/17/2019	63-01	Aflac Pre-Tax Pay Period: 5/17/2019	10-0225	120.18
4	Aflac		05/17/2019	63-02	Aflac After Tax Pay Period: 5/17/2019	10-0225	24.90
Total 4:							290.16
6							
6	Colorado Dept of Labor		04/05/2019	98-00	SUTA State Unemployment Tax Pay	10-0218	72.42
6	Colorado Dept of Labor		04/19/2019	98-00	SUTA State Unemployment Tax Pay	10-0218	74.00
6	Colorado Dept of Labor		05/03/2019	98-00	SUTA State Unemployment Tax Pay	10-0218	73.03
6	Colorado Dept of Labor		05/17/2019	98-00	SUTA State Unemployment Tax Pay	10-0218	75.64
Total 6:							295.09
9							
9	Colorado Dept of Revenue		05/03/2019	77-00	State Withholding Tax Pay Period: 5/3	10-0217	671.00
9	Colorado Dept of Revenue		05/17/2019	77-00	State Withholding Tax Pay Period: 5/1	10-0217	693.00
Total 9:							1,364.00
31							
31	Mutual of Omaha		05/17/2019	51-01	Group# MOORetirement Plan Pay P	10-0220	491.53
31	Mutual of Omaha		05/17/2019	51-01	Group# MOORetirement Plan Pay P	10-0220	839.42
31	Mutual of Omaha		05/17/2019	51-02	Group# MOO Loan Payment Pay Pe	10-0220	129.07
Total 31:							1,460.02
33							
33	FPPA - Fire & Police Pensi		05/17/2019	50-00	FPPA Pay Period: 5/17/2019	10-0219	750.79
33	FPPA - Fire & Police Pensi		05/17/2019	50-00	FPPA Pay Period: 5/17/2019	10-0219	572.02
33	FPPA - Fire & Police Pensi		05/17/2019	90-00	Death & Disability Pay Period: 5/17/2	10-0219	200.21
Total 33:							1,523.02
70							
70	Rocky Mountain HMO		05/03/2019	60-01	RMHMO - Employee Only Pay Period	10-0223	434.21
70	Rocky Mountain HMO		05/03/2019	60-01	RMHMO - Employee Only Pay Period	10-0223	3,473.98
70	Rocky Mountain HMO		05/03/2019	60-03	RMHMO - Employee + Family Pay Pe	10-0223	343.44
70	Rocky Mountain HMO		05/03/2019	60-03	RMHMO - Employee + Family Pay Pe	10-0223	2,747.60
70	Rocky Mountain HMO		05/03/2019	60-04	RMHMO - Vision Pay Period: 5/3/201	10-0223	33.58
70	Rocky Mountain HMO		05/03/2019	60-05	RMHMO - Dental Pay Period: 5/3/201	10-0223	213.12

Handwritten initials: MJP

Transmittal Number	Name	Invoice Number	Pay Per Date	Pay Code	Description	GL Account	Amount
70	Rocky Mountain HMO		05/17/2019	60-01	RMHMO - Employee Only Pay Period	10-0223	434.21
70	Rocky Mountain HMO		05/17/2019	60-03	RMHMO - Employee + Family Pay Pe	10-0223	343.44
70	Rocky Mountain HMO		05/17/2019	60-04	RMHMO - Vision Pay Period: 5/17/20	10-0223	33.58
70	Rocky Mountain HMO		05/17/2019	60-05	RMHMO - Dental Pay Period: 5/17/20	10-0223	213.12
Total 70:							8,270.28
71							
71	The Harford		05/03/2019	65-01	Group#013307460001 Hartford Basic	10-0226	27.56
71	The Harford		05/03/2019	65-02	Group#013307460001 Hartford Suppl	10-0226	29.38
71	The Harford		05/17/2019	65-02	Group#013307460001 Hartford Suppl	10-0226	29.38
Total 71:							86.32
73							
73	Delta Dental of Colorado		05/03/2019	60-05	Dental RMHMO - Dental Pay Period:	10-0223	213.12
73	Delta Dental of Colorado		05/17/2019	60-05	Dental RMHMO - Dental Pay Period:	10-0223	213.12
Total 73:							426.24
Grand Totals:							18,203.37

Report Criteria:

Unpaid transmittals included
Begin Date: ALL
End Date: ALL

0.*
18,203.37+
295.09+
002
17,908.28*

Employee Number	Name	85-00 Net Pay Emp Amt
1054	Beardslee, Dominic D	1,275.18
1052	Edwards, Roger	872.33
1002	Ferguson, J. Corinne	1,397.54
1020	Ferguson, Neil	1,684.27
1022	Hinyard, Patrick	1,172.52
1001	Jones, Cynthia	1,618.03
1000	Knight, Kenneth D	1,945.74
1010	Kolman, Bradley K	277.05
1050	Loberg, Travis	2,100.51
1003	Mojarro-Lopez, Amanda	1,014.97
1025	Patterson, Taffine A	1,040.06
1055	Redden, Jordan	497.05
1051	Reich, Dennis	971.89
1026	Vassel, Andrew C	933.06
1056	Voight, Steven P	1,134.93
1024	Winnett, Lorin E	923.33

Grand Totals:

16 18,858.46

*100K
5/21/19*



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June 2019						
S	M	T	W	T	F	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

New Balance
\$2,752.39
Minimum Payment Due
\$27.00
Payment Due Date
06/17/19

Late Payment Warning: If we do not receive your minimum payment by the due date, you may have to pay up to a \$39 late fee.
Minimum Payment Warning: Enroll in Auto-Pay and avoid missing a payment. To enroll, call the number on the back of your card or go to the web site listed above.

ACCOUNT SUMMARY

Account Number: [REDACTED]

Previous Balance	\$1,456.90
Payment, Credits	-\$1,700.27
Purchases	+\$2,993.76
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$2,752.39
Opening/Closing Date	04/24/19 - 05/22/19
Credit Limit	\$45,000
Available Credit	\$42,247
Cash Access Line	\$9,000
Available for Cash	\$9,000
Past Due Amount	\$0.00
Balance over the Credit Limit	\$0.00

YOUR ACCOUNT MESSAGES

You have one or more balance(s) with APR expiration dates, as shown in the Interest Charge section. These APRs will continue through the expiration dates shown in the Interest Charges section.

Your next AutoPayment for \$2,752.39 will be deducted from your account and credited on your due date (previous day if your due date falls on a Saturday). Any payment or other credit posted to your account prior to your AutoPay payment being processed will be deducted from the AutoPayment amount identified above.

This Statement is a Facsimile - Not an original



P.O. BOX 15123
WILMINGTON, DE 19850-5123
For Undeliverable Mail Only

AUTOPAY IS ON
See Your Account
Messages for details.

Payment Due Date: 06/17/19
New Balance: \$2,752.39
Minimum Payment: \$27.00

Account number: 4246 3152 5990 8901

\$ _____ Amount Enclosed
AUTOPAY IS ON

CINDY JONES
TOWN OF PAONIA
PO BOX 460
PAONIA CO 81428-0460

CARDMEMBER SERVICE
PO BOX 6294
CAROL STREAM IL 60197-6294



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YOUR ACCOUNT MESSAGES (CONTINUED)

See section titled 'Account Information Reported to Credit Bureau' for a new Disputes mailing address.

ACCOUNT ACTIVITY

Table with columns: Date of Transaction, Merchant Name or Transaction Description, \$ Amount. Includes transactions from 05/17 to 05/08 with various merchants like Amazon Prime, City Market, and Pilot.

Summary table: 2019 Totals Year-to-Date. Total fees charged in 2019: \$0.00. Total interest charged in 2019: \$0.00.

Year-to-date totals do not reflect any fee or interest refunds you may have received.

INTEREST CHARGES

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Table with columns: Balance Type, Annual Percentage Rate (APR), Expiration Date, Balance Subject to Interest Rate, Interest Charges. Rows include PURCHASES, CASH ADVANCES, and BALANCE TRANSFERS.

(v) = Variable Rate
(d) = Daily Balance Method (including new transactions)
(a) = Average Daily Balance Method (including new transactions)

Please see Information About Your Account section for the Calculation of Balance Subject to Interest Rate, Annual Renewal Notice, How to Avoid Interest on Purchases, and other Important information, as applicable.

*If you change your payment due date, the date your promotional rate(s) ends also changes. Please be assured, the promotional rate will last for the time period promised in your offer.

Handwritten initials/signature

AGENDA SUMMARY FORM



Ordinance 2019-04 Municipal Code Modification and Addition to Chapter 6, Article 1. – Alcoholic Beverage Licenses; an Ordinance Permitting Alcohol Beverage Tastings

Summary:

Second read of proposed ordinance – as required by state statute – to allow tasting within liquor stores.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

ORDINANCE NO. 2019-04

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA MODIFYING MUNICIPAL CODE CHAPTER 6, ARTICLE 1 – PERMITTING ALCOHOL BEVERAGE TASTINGS

RECITALS:

WHEREAS, the Colorado General Assembly has enacted C.R.S. 12-47- 30 1(10), permitting alcohol beverage tastings on the premises of a retail liquor store licensee or liquor-licensed drugstore licensee by the adult patron of the licensee, by local option only; and

WHEREAS, the Board of Trustees has authority pursuant to C.R.S. 12-47 - 301 (10) (a) to permit alcohol beverage tastings; and

WHEREAS, the Board has determined that alcohol beverage tastings may be allowed within the Town, subject to the limitations contained herein.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO, AS FOLLOWS:

Section 1. Legislative Findings.

The recitals to this Ordinance are adopted as findings of the Board of Trustees in support of the enactment of this Ordinance.

Section 2. Amendment of Town Code.

Sec. 6-1-70 shall be added to the Town Code as follows:

Alcohol beverage tastings

(a) Subject to the limitations of this section, alcohol beverage tastings are permitted within the Town. For the purposes of this section "tastings" means the sampling of malt, vinous, or spirituous liquors that may occur on the premises of a retail liquor store licensee or liquor-licensed drugstore licensee by adult patrons of the licensee pursuant to the provisions of this section and Section 12-47-30 1(10), C.R.S.

(b) A retail liquor store or liquor-licensed drugstore licensee who wishes to conduct tastings may submit an application or application renewal for that purpose to the Liquor Licensing Authority. The applicant for a tastings permit shall state on the application the days and times that tastings will occur. The applicant shall give at least 72 hours' prior notice to the Clerk's office and Police Department of any deviations in the tastings schedule as set forth in the application. The Liquor

Licensing Authority may grant, grant with restrictions, or reject the application if the applicant fails to establish that he or she is able to conduct tastings without violating the provisions of this section, Section 12-47-310 (10), CRS, or creating a public safety risk to the neighborhood. The Liquor Licensing Authority shall establish its own application procedure and shall charge a reasonable application fee. The Liquor Licensing Authority may delegate review and decision on the application to its clerk or administrative official.

(c) Tastings shall be subject to the following limitations:

1. Tastings shall be conducted only by a person who has completed a server training program that meets the standards established by the liquor enforcement division in the department of revenue and who is either a retail liquor store licensee or a liquor-licensed drugstore licensee, or an employee of a licensee, and only on a licensee's licensed premises.
2. The alcohol used in tastings shall be purchased through a licensed wholesaler, licensed brewpub, or winery licensed pursuant to Section 12-47-403 CRS.
3. The size of an individual alcohol sample shall not exceed one ounce of malt or vinous liquor or one-half ounce of spirituous liquor.
4. Tastings shall not exceed a total of five hours in duration per day, which need not be consecutive.
5. Tastings shall be conducted only during the operating hours in which the licensee on whose premises the tastings occur is permitted to sell alcoholic beverages, and in no case earlier than 11 a.m. or later than 7 p.m.
6. The licensee shall prohibit patrons from leaving the licensed premises with an unconsumed sample.
7. The licensee shall promptly remove all open and unconsumed alcohol beverage samples from the licensed premises or shall destroy the samples immediately following the completion of the tasting.
8. The licensee shall not serve a person who is under twenty-one years of age or who is visibly intoxicated.
9. The licensee shall not serve more than four individual samples to a patron

during a tasting.

10. Alcohol samples shall be in open containers and shall be provided to a patron free of charge.
11. Tastings may occur on no more than four of the six days from a Monday to the following Saturday, not to exceed one hundred four days per year.
12. No manufacturer of spirituous or vinous liquors shall induce a licensee through free goods or financial or in-kind assistance to favor the manufacturer's products being sampled at a tasting. The licensee shall bear the financial and all other responsibility for a tasting.
13. A violation of a limitation specified in this section, Section 12-47-301(10) CRS or Section 12-47-80 1 (CRS) by a retail liquor store or liquor licensed drug licensee, whether by his or her employees, agents, or otherwise, shall be the responsibility of the retail liquor store or liquor-licensed drugstore licensee who is conducting the tasting.
14. A retail liquor store or liquor-licensed drugstore licensee conducting a tasting shall be subject to the same revocation, suspension, and enforcement provisions as otherwise apply to the licensee.

Section 3. Safe Clause.

The Board of Trustees hereby finds, determines, and declares that this Ordinance is promulgated under the general police power of the town of Paonia, that it is promulgated for the health, safety, and welfare of the public and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Board of Trustees further determines that the Ordinance bears a rational relation to the proper legislative object sought to be attained.

Section 4. Severability.

If any provision, clause, sentence or paragraph of this Ordinance or the application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions of this Ordinance which can be given effect without the invalid provision or application, and, to this end, the provisions of this Ordinance are declared to be severable.

Section 5. Ordinance Effect.

Existing ordinances or parts of ordinances covering the same matters as embraced in this Ordinance are hereby repealed and any and all ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed; provided, however, that the repeal of any ordinance or parts of ordinances of the Town shall not revive any other section of any ordinance

or ordinances heretofore repealed or superseded, and further provided that this repeal shall not affect or prevent the prosecution or punishment of any person for any act done or committed in violation of any ordinance hereby repealed prior to the taking effect of this Ordinance.

Section 6. Effective Date.

This Ordinance shall take effect 30days after publication.

INTRODUCED, READ AND REFERRED for second reading before the Board of Trustees of the Town of Paonia, Colorado on the 14th day of May 2019.

HEARD AND FINALLY ADOPTED by the Board of Trustees of the Town of Paonia, Colorado, this ___ day of ___ 2019.

**TOWN OF PAONIA, COLORADO, A
MUNICIPAL CORPORATION**

By:

CHARLES STEWART, Mayor

ATTEST:

J. CORINNE FERGUSON, Town Clerk

AGENDA SUMMARY FORM



Colorado Code Consulting Contract – Collaborative Update of Building Code

Summary:

Per Board instructions, attached is the draft contract to begin the code update in conjunction with neighboring Western Slope communities.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT (this "Agreement") is entered into as of this _____ day of _____, 20____, by and between the Town of Paonia, a Colorado Statutory Town, hereinafter referred to as "Town," and Colorado Code Consultants, a Colorado Corporation, hereinafter referred to as "Contractor".

In consideration of the mutual covenants and obligations herein expressed, it is agreed by and between the parties hereto as follows:

1. **SCOPE OF SERVICES**

Contractor agrees to perform services in accordance with the Scope of Consulting Services, attached hereto as Exhibit "A" and incorporated herein by this reference (the "Services").

2. **TIME OF COMPLETION**

The Services to be performed pursuant to this Agreement by Contractor shall be initiated upon execution of this Agreement, shall be pursued with due diligence thereafter, and shall be continued until *December 31, 2019*, unless terminated prior.

3. **PROFESSIONAL RESPONSIBILITY**

Contractor shall be responsible for the professional quality, timely completion and coordination of all Services as outlined in Exhibit A and shall without additional compensation promptly remedy and correct any errors, omissions or other deficiencies. Contractor is solely responsible for the timing, means and methods of performing the Services. Contractor shall meet or exceed industry standards applicable to the Services and shall provide for all training and education needed and all tools necessary to perform the Services. Contractor shall comply with all applicable laws.

4. **RELEASE AND INDEMNIFICATION**

Contractor hereby waives any claims for damage to Contractor's property or injury to Contractor's person against the Town, its officers, agents and employees arising out of the performance of the Services under this Agreement. To the fullest extent permitted by law, the Contractor agrees to indemnify and hold harmless the Town, and its officers and employees from and against all liability, claims and demands on account of any injury, loss or damage arising out of or connected with the Services, if such injury, loss or damage, or any portion thereof, is caused by or claimed to be caused by the act, omission or other fault of the Contractor or any subcontractor of the Contractor, or any officer, employee or agent of the Contractor or any subcontractor, or any other person for whom Contractor is responsible. The Contractor shall investigate, handle, respond to and provide defense for and defend against any such liability, claims and demands and shall bear all other costs and expenses related thereto, including court costs and attorneys' fees. The Contractor's indemnification obligation shall not be construed to extend to any injury, loss or damage which is caused by the act, omission or other fault of the Town.

5. **WORKER'S COMPENSATION**

Contractor shall obtain statutorily required Worker's Compensation insurance to cover Contractor's employees and provide the Town a certificate of such insurance. Contractor hereby agrees to release, waive, save, hold harmless, defend and indemnify the Town, its officers, agents or employees on account of any claims arising under the Worker's Compensation laws of the State of Colorado on behalf of Contractor or any of Contractor's employees, subcontractors or subcontractor's employees.

6. **PAYMENT**

In consideration of the proper performance of the Contractor's Services, the Town agrees to pay the Contractor a flat fee of _____ for time expended by Contractor's principals. Payment shall be made in accordance with the following terms:

Contractor is not entitled to reimbursement for supplies, materials or expenses without the prior approval of the Town Manager. Contractor will not be reimbursed for travel, meals, per diem or other expenses.

7. **TOWN REPRESENTATIVE**

The Town hereby designates its Town Administrator, or his or her designee as its representative and authorizes him or her to make all necessary and proper decisions with reference to this Agreement.

8. **INDEPENDENT CONTRACTOR**

The Services to be performed by the Contractor are those of an independent contractor and not as an employee of the Town. As an independent contractor, Contractor is not entitled to Worker's Compensation benefits, except as may be provided by the independent contractor, nor to unemployment insurance benefits. The Contractor is obligated to pay all federal and state income tax on any moneys received pursuant to this Agreement.

9. **ASSIGNMENT**

This Agreement may not be assigned nor subcontracted by either party without the written consent of the other party. Provided, however, Contractor shall arrange for substitute service in those instances when Contractor is not able to perform the Services due to temporary absence.

10. **NON-WAIVER**

Not applicable.

11. **INSURANCE**

The Contractor agrees to procure and maintain, at its own cost, a policy or policies of insurance. The Contractor shall not be relieved of any liability, claims, demands or other obligations assumed pursuant to this Agreement by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, duration or types.

Contractor shall procure and maintain the minimum insurance coverages listed below. Such coverages shall be procured and maintained with forms and insurers acceptable to the Town. All coverages shall be continuously maintained from the date of commencement of Services hereunder.

- A. Worker's Compensation insurance to cover obligations imposed by the Worker's Compensation Act of Colorado and any other applicable laws for any employee engaged in the performance of Services under this Agreement.
- B. Commercial general liability insurance with minimum combined single limits of one million dollars (\$1,000,000) each occurrence and one million dollars (\$1,000,000) aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, independent contractors, products, and completed operations.
- C. Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury and property damage of not less than Five Hundred Thousand Dollars (\$500,000) each occurrence and Five Hundred Thousand Dollars (\$500,000) aggregate with respect to each of Contractor's owned, hired and non-owned vehicles assigned to or used in performance of the Services.

The policies required above, except the Worker's Compensation insurance, shall be endorsed to include the Town and the Town's officers and employees as additional insureds. Every policy required above shall be primary insurance, and any insurance carried by the Town, its officers or its employees shall be excess and not contributory insurance to that provided by Contractor. The Contractor shall be responsible for any deductible losses under any policy required above.

Certificates of insurance shall be completed by the Contractor's insurance agent as evidence that policies providing the required coverages and minimum limits are in full force and effect and shall be reviewed and approved by the Town prior to commencement. The Town reserves the right to request and receive a certified copy of any policy.

Failure on the part of the Contractor to procure or maintain policies providing the required coverages, conditions and minimum limits shall constitute a material breach of contract upon which the Town may immediately terminate this Agreement or, at its discretion, the Town may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith, and all monies so paid by the Town shall be repaid by Contractor to the Town upon demand or the Town may offset the cost of the premiums against any monies due to Contractor from the Town.

The parties hereto understand and agree that the Town is relying on, and does not waive or intend to waive by any provision of this Agreement, the monetary limitations (presently \$150,000 per person and \$600,000 per occurrence) or any other rights, immunities and

protections provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101 *et seq.*, as from time to time amended.

12. **SECURITY**

Contractor shall procure an irrevocable letter of credit in a form and with a lending institution satisfactory to the Town for a term equal to the term of this Agreement, or such other security that is satisfactory to the Town, in the amount of \$9,500, insuring full performance of this Agreement by Contractor and reflecting the ability of the Town to call on such security if Contractor fails to perform any of the Services as obligated by this Agreement.

13. **CONTRACTOR OPERATIONS**

Contractor shall provide Services as set forth in Exhibit A.

Contractor shall maintain its own office, utilize Contractor's own office equipment and supplies and shall keep the Town advised of Contractor's office address, mailing address and telephone number.

All personnel of the Contractor involved with the Services of the Contractor to the Town shall be courteous and respectful at all times. Personnel driving Contractor's vehicles shall each at all times possess and carry the appropriate Colorado Driver's License or Commercial Driver's License ("CDL") for the particular type of vehicle or equipment operated. The Town may request the removal or transfer of any employee of the Contractor who violates the provisions hereof, or who is wanton, negligent or discourteous in the performance of such duties.

Contractor shall not use a firm name containing "Town of Paonia" or other words which could imply municipal ownership.

14. **ADMINISTRATION**

The administration of this Agreement shall be the responsibility of the Town of Paonia.

It shall be the responsibility of the Town to coordinate with the Contractor for the timely and satisfactory completion of the Services. The Town may adopt rules and regulations to enforce or carry out the terms and conditions of this Agreement, which shall be binding upon the Contractor.

15. **BREACH AND TERMINATION**

All terms and conditions of this Agreement are considered material, and failure to perform any of said conditions on be considered a breach of this Agreement. In such event, either party may notify the other of the breach, in which case there shall be a thirty (30) day opportunity to cure the breach, except for failure to provide Service which must be corrected within three (3) days. If the breach is not cured, the non-breaching party may have recourse to any and all remedies provided by law, including damages, specific performance and termination of this Agreement.

16. **MISCELLANEOUS**

Contractor shall comply with all laws, ordinances, rules and regulations relating to the performance of this Agreement, use of premises and public places and safety of persons and property.

17. **DATE**

This Agreement is dated _____, 20_____.

18. **EMPLOYMENT OF “ILLEGAL ALIENS”**

The following provisions are required by Colorado Revised Statutes §8-17.5-102, as amended. The term “illegal alien” is used as it is referenced in the above Statutes and is not a term chosen or endorsed by the Town.

- A. Contractor shall not knowingly employ or contract with an illegal alien to perform Services under this Agreement.
- B. Contractor shall not enter into a contract with a subcontractor that fails to certify to the Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform Services under this Agreement.
- C. Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform Services under this Agreement through participation in either (1) the E-Verify Program, (the electronic employment verification program created in Public Law 104-208, as amended and expanded in Public Law 108-156, as amended, and jointly administered by the U.S. Department of Homeland Security and the Social Security Administration, or its successor program), or (2) the Department Program (the employment verification program established pursuant to CRS §8-17.5-102(5)(c)).
- D. Contractor is prohibited from using the E-Verify program or the Department Program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.
- E. If the Contractor obtains actual knowledge that a subcontractor performing Services under this Agreement knowingly employs or contracts with an illegal alien, the Contractor shall be required to: (a) notify the subcontractor and the Town within three (3) days that the Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and (b) terminate the subcontract with the subcontractor if within three (3) days of receiving the notice required pursuant to (a) of this paragraph (E), or if the subcontractor does not stop employing or contracting with the illegal alien, except that the Contractor shall not terminate the contract with the subcontractor if during such three days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.
- F. Contractor shall comply with any reasonable request by the Department of Labor and Employment in the course of an investigation that the Department is undertaking pursuant to CRS §8-17.5-102(5).

- G. If Contractor violates these illegal alien provisions, the Town may terminate this Agreement for a breach of contract. If this Agreement is so terminated, Contractor shall be liable for actual and consequential damages to the Town. The Town will notify the Office of the Secretary of State if Contractor violates these provisions and the Town terminates this Agreement for that reason.
- H. Contractor shall notify the Town of participation in the Department Program and shall within twenty (20) days after hiring an employee who is newly hired for employment to perform Services under this Agreement affirm that the contractor has examined the legal work status of such employee, retained file copies of the documents required by 8 USC §1324a and not altered or falsified the identification documents for such employee. Contractor shall provide a written, notarized copy of the affirmation to the Town.

19. **APPROPRIATION REQUIRED**

This Agreement shall NOT be construed to constitute a debt of the Town beyond any current fiscal year and shall be subject to the availability of an annual appropriation therefore by the Town.

20. **NON-PROPRIETARY SERVICES AND PRODUCTS**

All Services and products are non-proprietary; all Services and products shall be related solely to the business of Town Government.

TOWN OF PAONIA

By _____
Ken Knight. Town Administrator

ATTEST:

 Town Clerk

CONTRACTOR:

COLORADO CODE CONSULTANTS, a
 Colorado Corporation

By _____
 _____, *Owner*



Colorado Code Consulting, LLC

Main Office

4610 S Ulster, Ste. 150
Denver, CO 80237
(303) 400-6564
Fax: (303) 693-0630

Southern Office

17890 Woodhaven Dr.
Colorado Springs, CO 80908
303-895-9988

December 19, 2018

Ms. Lynn Black, County Administrator
San Miguel County

Ms. Jennifer Coates, Town Manager
Town of Ridgeway

Mr. Bill Bell, City Manager
City of Montrose

Mr. Greg Brinck, Town Manager
Town of Cedaredge

Ms. Melissa Oelke, City Administrator
Orchard City

Mr. Ken Knight, Town Manager
Town of Paonia

Re: Code Adoption Assistance Proposal

Ladies & Gentlemen:

Colorado Code Consulting, LLC (CCC) is highly qualified in the areas of building code administration, plan review and consulting. We are pleased to submit this proposal to provide building code consulting services for your towns on this project. We believe that the code should be used to its fullest. We have staff that are involved at the national level of code development and can provide that level of services to your combined jurisdictions.

Our staff possesses more than 100 combined years of in construction code compliance and enforcement experience. Our staff are experts in their fields and can address most any type of code related issue that arises. Our code consulting team works with our clients to develop innovative solutions to resolve code conflicts where multiple building codes or standards apply to a project and conflict with the design concepts or objectives. We work closely with all of our clients to develop professional relationships that greatly enhance cooperation and the resolution of matters regarding life safety, energy, fire protection, green codes, ADA as well as many other codes, laws and ordinances.

With four offices located in The Denver Tech Center, Colorado Springs, Montrose and Leadville, we are nearby to provide immediate support as we have for other governmental agencies throughout Colorado. We propose two key individuals to be involved in your project. Steve

Thomas and Dan Reardon will be responsible for completing the work outlined in the scope of services below.

Colorado Code Consulting (CCC) will provide the following services:

- CCC will review the current code adoption ordinances and recommend changes based on updated codes.
- CCC will work with the building department staff to develop a code adoption ordinance that is specific to each of your jurisdictions and addresses your needs.
- CCC will work with the collective group to develop a uniform set of amendments between the jurisdictions.
- We request that the jurisdiction provide CCC with a word version of the existing building code adoption ordinance within the municipal code so that it can be updated to 2018 codes. CCC will provide redline updates, deletions and clarifications within this document.
- The jurisdiction will review the redline recommendations and discuss with CCC's team so that it is clearly understood what significant changes are recommended.
- CCC will provide the building code updated as found within the Town's or City's municipal code.
- It is anticipated that all work will be conducted in CCC's offices in the Denver and Montrose area. However, in-person meetings involving Steve Thomas in the jurisdictions have been included in this proposal if needed. Dan Reardon will attend meetings at the hourly rate.

Compensation for Code Consulting Services

Schedule of Charges

Those services outlined above will be provided at a proposed fee outlined below. These costs include all travel expenses incurred.

Service	Proposed Fee
Code Consulting Services	\$135.00 per hour not to exceed \$16,875.00
In person meetings if necessary	\$1,250.00 per day

I appreciate your serious consideration of this proposal. If you would like the scope of the services revised, please let us know. If the proposal is acceptable, a contract can be developed prior to starting the work. We look forward to the opportunity to provide our expert services to your firm.

Sincerely,



Stephen L. Thomas
President

AGENDA SUMMARY FORM



North Fork Ambulance District - Lease

Summary:

Attached is the updated lease agreement between the town and the North Fork Ambulance district regarding the Town space occupied at 403 Second Street.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

COMMERCIAL LEASE AGREEMENT

THIS COMMERCIAL LEASE AGREEMENT (this “**Lease**”) is made this ____ day of June, 2019, by and between the Town of Paonia, a Colorado statutory town (the “**Landlord**”) and the North Fork Ambulance Health Service District, a Colorado special district (the “**Tenant**”). Landlord and Tenant may be referred to herein individually as a “**Party**” or collectively as the “**Parties.**”

RECITALS

A. **WHEREAS**, the Town of Paonia is a statutory town in Delta, Colorado, and owner of the following real property:

Lots 18, 19, 20 and A,
Block 11
FOOTE and WILLIAMSON ADDITION,
Town of Paonia, County of Delta, State of Colorado
(hereinafter the “**Town’s Property**”)

B. **WHEREAS**, the North Fork Ambulance Health Service District is a Colorado special district and ambulance service district that provides ambulance services and emergency medical services to the North Fork region of Delta County, including the Town of Paonia; and

C. **WHEREAS**, attached hereto and incorporated herein as **Exhibit A** is a Lease and Construction Agreement (the “**Lease and Construction Agreement**”) by and between the Town of Paonia and the North Fork Ambulance Association wherein the Town agreed to lease to the North Fork Ambulance Association the Town’s Property for the purposes of the North Fork Ambulance Association to construct a facility for the use and storage of the North Fork Ambulance Association vehicles, supplies and equipment; and

D. **WHEREAS**, existing on the Town’s Property is a ____ x _____, _____, square foot facility that was constructed by the North Fork Ambulance Association; and

E. **WHEREAS**, notwithstanding the North Fork Ambulance Association’s construction of the facility, the Parties acknowledge and agree that the facility is owned by the Landlord; and

F. **WHEREAS**, the North Fork Ambulance Association is in the process of transferring over, and the North Fork Ambulance Health Service District is in the process of assuming all responsibilities for providing ambulance service in the North Fork area; and

G. **WHEREAS**, the Parties wish to enter into this Lease to supersede the Lease and Construction Agreement; and

H. **WHEREAS**, the North Fork Ambulance Association consents to a termination of the Lease and Construction Agreement.

NOW THEREFORE, in consideration of the promises contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. PREMISES

1. Landlord agrees to lease to Tenant and Tenant agrees to lease from Landlord the following described real property (hereinafter referred to as the “**Premises**”), upon the terms and conditions set forth herein:

2. TERM

2. Term. The term of this Lease shall be twenty (20) years (the “**Initial Term**”), commencing on June __, 2019 (the “**Lease Commencement Date**”). Upon expiration of the Initial Term, this Lease shall automatically renew for successive ten (10) year periods (the “**Renewal Term**”) unless either Party gives the other Party written notice of its intent not to renew at least (90) days prior to the expiration of the Initial Term or any subsequent Renewal Term. Notwithstanding the term contained herein, this Lease shall not be considered a multiyear fiscal obligation by either the Landlord or the Tenant. The payment of rent and the performance of the terms hereunder are subject to any funding being annually appropriated by both the Landlord and the Tenant.

3. RENT AND UTILITIES

3. Tenant shall pay to Landlord rent in the annual amount of Ten Dollars (\$10.00) (the “**Rent**”). Tenant shall pay the Rent to Landlord in one payment on or before July 1, 2019, for the Initial Term, and annually thereafter on or before July 1, for any Renewal Term(s). Tenant is responsible for any and all utilities attributed to the Premises, with services provided to and billed to the Tenant. As the Town’s Property and the Premises are under control of entities of the State of Colorado, the Parties do not anticipate that the Property, the Premises or the personal property within the Premises will be subject to any real property or personal property taxes; nevertheless, to the extent such taxes are levied, they shall be the responsibility of the Tenant.

4. CONDITION OF PREMISES

4.1 Tenant acknowledges that neither Landlord nor Landlord's agent has made any representation or warranty as to the present or future suitability of the Premises for the conduct of Tenant's use.

4.2 Tenant shall be responsible for all improvements to the Premises that are necessary for Tenant to operate.

5. TENANT’S USE OF THE PREMISES

5.1 Tenant shall not use or permit the use of the Premises in any manner that will tend to create waste or a nuisance.

5.2 Tenant shall use the Premises for the storage and maintenance of emergency vehicles, supplies and equipment. Tenant may dispatch emergency vehicles from the Premises.

5.3 Tenant agrees to defend, indemnify and hold harmless Landlord and the Landlord Indemnitees against and from any loss, liability or expense, including without limitation, attorney's fees and costs, arising from Tenant's use of the Premises.

5.3 In case of damage caused by the fault, neglect or willful act of Tenant, its employees, agents, or invitees, Tenant shall promptly make all necessary repairs to restore the Premises to its condition prior to such occurrence at Tenant's sole cost and expense.

6. CONDEMNATION

6. If the whole or a portion of the Premises are acquired or taken by condemnation proceeding, then the Parties may elect to terminate this Lease as of the date of title vesting in such proceeding.

7. INDEMNITY/HOLD HARMLESS

7. Tenant shall indemnify, defend and hold Landlord and its officers, directors, members, employees, agents, contractors, heirs, assigns and the other tenants on the Property (collectively, the "**Landlord Indemnitees**") harmless from any and all claims arising from Tenant's use, maintenance, and/or occupancy of the Premises or from the conduct of its business or from any activity, work or things which may be permitted or suffered by Tenant in or about the Premises and shall further indemnify, defend and hold Landlord harmless from and against any and all claims arising from any breach or default in the performance of any obligation on Tenant's part to be performed under the provisions of this Lease or arising from any negligence or willful misconduct of Tenant or any of its agents, contractors, employees or invitees and from any and all costs, attorney's fees, expenses and liabilities incurred in the defense of any such claim or any action or proceeding brought thereon.

Tenant shall indemnify, defend and hold Landlord harmless from any damages, liabilities, or claims arising out of or incident to Tenant's use of the Property, or arising out of any other activities of Tenant or Tenant's agents or employees on or in respect to the Property. Tenant further agrees to neither hold, nor attempt to hold, Landlord liable for any injury or damage, either proximate or remote, caused by the negligence of any third party or any agent, lessee, invitee or employee of Landlord, nor liable for injury or damage occasioned by any defect in the improvements or other conditions of the Property, nor for any damage to crops or improvements caused by fire or other casualty. Tenant shall maintain public liability insurance with the single limit liability coverage in the minimum amount of \$1,000,000.00 in respect to Tenant's activities, use and operations conducted on the Property, and shall cause Landlord to be named as an additional insured on such policy, and promptly furnish Landlord with copies of documents evidencing such coverage throughout the term of this lease, which coverage shall not be cancelled without 30 days' prior notice to Landlord.

8. DEFAULT

8. The occurrence of any one or more of the following events shall constitute a default and breach of this Lease by Tenant:

A. The failure by Tenant to make any payment of Rent when due, or any other payment required to be made by Tenant hereunder, as and when due, except that Tenant shall have ten (10) days following written notice from Landlord within which to cure any non-payment of Rent due or any other payment required to be made by Tenant hereunder; and/or

B. The failure by Tenant to observe or perform any of the covenants, conditions or provisions of this Lease to be observed or performed by Tenant where such failure shall continue for a period of ninety (90) days after written notice thereof from Landlord to Tenant.

9. ASSIGNMENT AND SUBLETTING

9. Any assignments of this Lease or subletting of the Premises by Tenant shall require the prior written consent of Landlord, in its sole and absolute discretion. Any assignment or subletting by Tenant without Landlord's prior written consent shall be void and, at Landlord's option, shall constitute a default under this Lease.

10. NOTICES

10. Wherever under this Lease provision is made for any demand or notice or where it is necessary by either Party to give or serve any notice or demand to the other Party, it shall be in writing and served either personally or sent by certified or registered mail, return receipt requested, addressed to the address set forth below:

To Landlord: Town of Paonia
P.O. Box 460
Paonia, CO
81428

To Tenant: North Fork Ambulance Health Service District
110 E Hotchkiss Ave.
P.O. Box 687
Hotchkiss, CO 81419

Landlord and Tenant may, by notice given in the same manner set forth above, designate a different address to which subsequent notices shall be sent.

11. GENERAL PROVISIONS

11.1 Severability. The invalidity of any provision of this Lease, as determined by a court of

competent jurisdiction, shall in no way affect the validity of any other provisions hereof.

11.2 Time. Time is of the essence to the performance of all of the provisions of this Lease.

11.3 Amendments. This Lease contains all agreements of the Parties with respect to any matters mentioned herein. This Lease may be modified in writing only, signed by the Parties in interest at the time of the modification.

11.4 Waivers. No waiver by Landlord of any provision hereof shall be deemed a waiver of any other provision hereof or of any subsequent breach by Tenant of the same or any other provision. Landlord's consent to or approval of any act shall not be deemed to render unnecessary the obtaining of Landlord's consent to or approval of any subsequent act by Tenant. The acceptance of Rent hereunder by Landlord shall not be a waiver of any preceding breach by Tenant or any provision hereof, other than the failure of Tenant to pay the particular Rent so accepted, regardless of Landlord's knowledge of such preceding breach at the time of acceptance of such Rent.

11.5 Holding Over. If Tenant remains in possession of the Premises after the expiration of the term hereof without the express written consent of the Landlord, such occupancy shall be a tenancy from month-to-month, and the terms hereof shall be applicable to a month-to-month tenancy.

11.6 Entire Agreement. This Lease contains the entire agreement between the Parties. No representative, agent or employee of Landlord has been authorized to make any representations, warranties or promises with respect to the letting, or to vary, alter or modify the provisions of this Lease. No additions, changes, modifications, renewals or extensions of this Lease, shall be binding unless reduced to writing and signed by both Parties.

11.7 Counterparts. This Lease may be executed in one or more counterparts, each of which shall be an original, and all of which constitutes one and the same Lease.

11.8 Attorney's Fees. If either Party named herein brings an action to enforce the terms hereof or declare rights hereunder, the prevailing Party in any such action, on trial or appeal, shall be entitled to its reasonable attorney's fees to be paid by the non-prevailing Party as fixed by the court.

11.9 Quiet Enjoyment. So long as the Tenant pays the Rent reserved under this Lease and fulfills its obligations thereunder, the Tenant shall peaceably hold and enjoy the Premises without interruption by the Landlord.

11.10 Choice of Law. This Lease shall be governed by the laws of the State of Colorado. Venue shall be in the courts located in Delta County, Colorado.

11.11 Cumulative Remedies. No remedy or election hereunder shall be deemed exclusive but shall, wherever possible, be cumulative with all other remedies at law or equity.

11.12 Successors and Assigns. The covenants and conditions contained herein, subject to the

provisions as to assignment, apply to and bind the heirs, successors, executors, administrators, and assigns of the Parties.

IN WITNESS WHEREOF, the Parties hereto have executed this **COMMERCIAL LEASE** this ____ day of _____, 2019

LANDLORD:

TENANT:

Town of Paonia, Colorado

North Fork Ambulance Health Service District

By: Charles Stewart, Mayor

By: Daniel Miller, Board President

Consent to Termination of Lease and Construction Agreement:

Town of Paonia, Colorado

North Fork Ambulance Service Association

By: Charles Stewart, Mayor

By: Daniel Miller, Board President

LEASE AND CONSTRUCTION AGREEMENT

ARTICLE I: RECITALS

WHEREAS, the Town of Paonia, in the State of Colorado, hereinafter referred to as the "Town", is duly established and incorporated Town pursuant to the laws of the State of Colorado, with its town office located in the Town of Paonia, County of Delta, State of Colorado, and

WHEREAS, the Town is the owner of the following property:

Lots 18, 19, 20 and A,
Block 11,
FOOTE and WILLIAMSON ADDITION,
Town of Paonia, County of Delta, State of Colorado

and,

WHEREAS, the North Fork Ambulance Service Association, hereinafter referred to as the "Association", is a Colorado non-profit corporation, established to provide emergency ambulance service to the Crawford, Hotchkiss, and Paonia, Colorado areas; and

WHEREAS, the Association is in present need of an expanded facility wherein vehicles and equipment can be stored within the Town of Paonia; and

WHEREAS, the Town and the Association have agreed that it is in the best interest of the community and the citizens therein for the Association to construct an addition onto the Town's existing fire station, within the Town of Paonia, for the purpose of expanding the facility for the Association's use and for providing the necessary space for the proper storage and maintenance of the Association's vehicles, supplies and equipment.

ARTICLE II: TERMS

IN WITNESS WHEREOF, the Town and the Association by and through their respective governing bodies do hereby state and agree as follows:

A. That the Town shall lease to the Association the necessary space for the proper storage and maintenance of the Association's vehicles,

supplies, and equipment for and during the period of time within which the Association continues to be a solvent organization operating an emergency ambulance service to the North Fork area.

B. As payment and consideration for said lease the Association hereby agrees to pay the total construction cost of the above referenced addition onto the aforesaid fire station; It is hereby expressly agreed, however, that all construction plans must meet with the approval of duly appointed representatives of both the Town and the Association.

C. It is further agreed and understood that the new structure shall be the property of the Town and at such time as this Lease terminates, whether by agreement, construction of law, or otherwise, all buildings, fixtures and appurtenant structures shall remain on the above-described premises.

ARTICLE III: UTILITIES AND MAINTENANCE

It is further agreed between the parties hereto that the Association shall, during the term of the above lease, pay all lighting and heating costs, general building maintenance, and insurance upon the new addition to the existing building; provided however, that the Association shall only be responsible, in the event that major repairs become necessary, for the cost of said major repairs apportioned to the new construction only, and the Association shall not be liable for any major repairs to the existing fire station building.

TOWN OF PAONIA, Lessor

Donald L. Chapman
Donald L. Chapman, Mayor

ATTEST:

Norma L. Trentman
Norma L. Trentman, Clerk

NORTH FORK AMBULANCE SERVICE ASSOCIATION,
Lessee

Gordon L. Kelley
President

ATTEST:

Secretary

AGENDA SUMMARY FORM



Colorado Detours, LLC – Commercial Use of Public Property

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

Town of Paonia, Vacant Lot on Samuel Wade Road



Aerial photo of the vacant lot (circled in red)



Staging area, with two trucks and trailers for transporting horses and carriage to Paonia



The carriage and team passing through on Grand Avenue – a real crowd pleaser!!

Changes to Request since 5/16/19 are shown in red:

Proposed Parking Plan:

Truck, trailer, and staging area in NE corner of lot, in turn-around area
Those vehicles would be parked there for duration of event (3-6 hours)

*Berg Harvest has agreed to let tour customers park their cars in Berg's private lot
This alleviates concerns about numerous cars rutting up the Town lot*

Benefits:

Frees up other public town lots closer to downtown
Visible staging area creates excitement for tourism activities in Paonia
Grand Avenue "pass through" likewise creates signature excitement, an event in itself!
Customers encouraged to patronize Berg Harvest before/after tour
Customers encourage to patronize other Paonia businesses

Compliance and Concerns

*We are fine with the \$100 damage deposit; could this be in place for the entire season?
The \$10.00 per hour parking charge is cost prohibitive, especially to a start-up company
(Note: Grand Junction Airport charges \$10.00 per day for parking)*

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:

- You must contact the Town Clerk prior to coming to Board. Quite often the issue can be resolved by staff action.
- No charges or complaints against *individual* employees should be made. Such charges or complaints should be sent to the employee's Department Head in writing with your signature.
- Remarks that discriminate against anyone or adversely reflect upon the race, color, ancestry, religious creed, national origin, political affiliation, disability, sex, or marital status of any person are *out of order* and may end the speaker's privilege to address the Board.
- Defamatory, abusive remarks or profanity are *out of order* and will not be tolerated.

Please complete the following information and return this form no later than the Tuesday prior to the Board meeting to the above address or bring it to the Town Hall at 214 Grand Avenue.

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.

Jo Ann Jarreau

Name of person making presentation: _____

~~David C. Noe~~

Organization, if speaking on behalf of a group: _____

Colorado Detours, LLC

Is this a request for Board action? _____

Yes No

Please provide a summary of your comments: _____

Revised 5/24/19

We request permission to use the town's vacant lot on Samuel Wade Avenue as a ~~public parking and~~ staging area for guided tour ~~buses and~~ horse carriage trips.

Trips would be run 4-6 times per month, Apr. - Oct., mainly on the weekends. See attached documents for details.

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

We wrote a preliminary request to Ken Knight, on He suggested that we make a presentation and request to the Town Board of Trustees (see attached)

Contact information: _____

Name: _____

David C. Noe

Mailing Address: _____

Colorado Detours, LLC

P.O. Box 191

Paonia, CO 81428

E-mail: _____

Daytime Phone: _____

Correspondence with Ken Knight, Paonia Town Administrator

From: Ken Knight <kdknight@townofpaonia.com>
Sent: Friday, May 10, 2019 4:16 PM
To: David Noe
Cc: Corinne Ferguson
Subject: Re: Use of town vacant lot for tour staging

I would suggest you put in an agenda request form and make the request to the BOT. An occasional use is one thing but for regular use you would need BOT approval.

Sent from Ken Knight - Paonia Town Administrator

On May 10, 2019, at 4:05 PM, David Noe <dcnoe@hotmail.com> wrote:

Revised 5/24/19

Hello, Ken,

We spoke with you a few months ago about our idea for starting a guided tour business. We are getting close to making this a reality! We look forward to serving the people of Paonia, the surrounding Delta County area, and tourists who are visiting the area!

I am writing you today with a query about ~~public parking~~. We had originally discussed with you the two municipal lots on the east and west sides of the 200 block of Main Street.

a tour-staging and parking area for horse trailers

We've refined our needs for ~~parking~~ ^{*staging*} for tours that originate in Paonia. Our ideal staging area would have parking for ~~6 to 10 vehicles~~, for up to 6 hours. ~~It would have room for a 15-passenger van to park while we load up to embark and later disembark.~~

two trucks and two horse trailers

Since our last meeting with you, we have discovered an exciting opportunity to expand our tour offerings by partnering with a horse-carriage provider to offer touring rides to wineries and orchards. This would require a larger staging area for parking two large horse-trailer rigs for the duration of the tour, with ample room to offload and outfit the carriage and the horses.

The Main Street lots are too small to support our ~~basic parking and van-access needs~~, plus we wouldn't want to tie up ~~those near downtown lots for most of the day.~~

can host customer car parking but not horse trailers. They

We recently met with Berg Harvest to see if they had room. They ~~didn't~~, but suggested that we talk to you about a large, vacant, town lot between Berg Harvest and the river bridge, on the south side of Samuel Wade Road. That lot would be very well suited to our needs, for ~~both van tours and carriage tours~~. An air photo image is attached. Might we talk with you about using that lot for our ~~parking and~~ ^{*staging*} staging?

Sincerely,

Dave Noe
Jo Ann Jarreau
Colorado Detours, Paonia
<town of paonia lot near berg harvest.jpg>

RESOLUTION NO. 2015-11

A RESOLUTION OF THE TOWN OF PAONIA ESTABLISHING A POLICY ON COMMERCIAL USES IN PAONIA TOWN PARKS.

Whereas, the Town of Paonia has an interest in maintaining the public peace, good order and the health of Town of Paonia parks; and

Whereas the Town currently has no established policy on commercial use of the parks as it relates to fees, liability issues, indemnification of the Town of Paonia and the means to deal with competing interests; and

Whereas, Town policy should contribute to the safety and enjoyment of the parks by all Town of Paonia citizens; and

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF PAONIA:

The Town of Paonia is establishing the following policy on the use of the Paonia Town Parks for commercial purposes.

Commercial use is defined as the use of Town of Paonia park property or other Town facilities for a program or activity, which provides an overall community benefit and for which a fee is charged by the sponsor or provider of the program or activity, other than the Town.

1. The Commercial Use of the Paonia Town Parks is a privilege that may be authorized at the discretion of the Paonia Town Manager. This authorization will be in the form of a commercial use permit for Paonia Town Parks and facilities. Commercial uses should enhance the enjoyment of the Paonia Town Parks for the citizens of Paonia.
2. Commercial Uses shall pay a fee to the Town of Paonia for the use of the park. The fees will be set by the Paonia Board of Trustees in the general fee schedule approved by the Board. However, the fee for commercial use will be a minimum of \$10.00 per hour for every hour of use. The fees shall be paid on or about the 1st day of the month following the month wherein such use has occurred.
3. Commercial Uses shall provide a Damage Deposit of \$100.00 in the form of a check made payable to the Town of Paonia before commencing the permitted activity. If at the conclusion of the permitted activity, no damage has occurred and all fees have been paid, the check will be returned.

4. Commercial Uses shall provide insurance and indemnification to the Town of Paonia prior to commencing the permitted activity. This policy shall be a current commercial general liability insurance policy in the amount of not less than one million dollars (\$1,000,000.00) combined single limit.

5. Commercial Uses shall be subject to Rules of Use as established by the Paonia Town Manager.

6. Commercial Use authorizations may not extend beyond December 31 of the year the authorization is issued and may be terminated at the discretion of the Town Manager for non-compliance of terms and conditions, or public health, welfare and safety concerns.

INTRODUCED, READ AND PASSED AS A RESOLUTION at the regular meeting of the Board of Trustees acting as the governing body of the Town of Paonia on the 28th day of July 2015.

____s/s_____
Neal Schwieterman, Mayor

ATTESTED:

____s/s_____
Jane A. Berry, Town Manager/Town Clerk

AGENDA SUMMARY FORM



Water Incident After Action Report - Review and Acceptance

Summary:

The Administration met with multiple participating agencies March 28th and May 20th to discuss, collaborate and review the final draft after-action report regarding the incident that occurred over the course of approximately two weeks in February and March.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:



After Action Report

2019 Paonia Water Supply Issue | CO-COEM-1057

May 24, 2019

The purpose of this after action report is to share lessons learned from the Water Issues Incident involving the response of multiple agencies and disciplines. Notes were captured from the After Action Review meeting held in Paonia, Colorado on March 28, 2019. Items reviewed in this After Action Report are *not* listed in order of importance or impact to the Town of Paonia or Delta County.

EVENT OVERVIEW

Point of Contacts:

TOWN OF PAONIA

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Paonia, CO 81428
970-527-4101
kdknight@townofpaonia.com
Townofpaonia.com

DELTA COUNTY

Kris Stewart
Delta County Emergency Management Coordinator
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Delta, CO 81416
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kstewart@deltacounty.com

BACKGROUND

On Thursday, February 14, 2019, the Town of Paonia was alerted by system alarms of dropping tank levels in the two-million gallon storage tank and water treatment plant. On Monday, February 18, 2019, President's Day, the tank reached a critical low level from demand for treated water exceeding supply being produced by the Town's springs. At this time, only the two-million gallon plant was online as the one-million gallon plant was off-line due to a new liner being installed in the storage tank and it had not been re-certified by the state. On February 18th, due to a loss of water pressure in the majority of the system, the Town was placed on a Boil Order by Colorado Department of Public Health and Environment (CDPHE). Due to the boil order and the outage affecting approximately 1,600 residents; the Town of Paonia requested assistance from Delta County and Emergency Management.

Mid-day on February 18, 2019, Mayor Charles Stewart and Administrator Ken Knight declared a local emergency and requested Delta County's assistance in hauling non-potable water to residents and assistance from Emergency Management and the Delta County Health Department in locating potable water sources, and technical expertise regarding the water issue. Delta County and regional emergency managers assisted Town staff in locating potable water for the Town of Paonia and the National Park Service agreed to provide a 3,000 gallon potable water tanker for use during the emergency.

Over the next few days, Paonia Public Works located two major leaks on West 4th Street along the North Fork of the Gunnison River underground. It was determined the water pipes under a fire hydrant had cracked and thousands of gallons of water were running underground through river rock into the North Fork of the Gunnison River; which was the reason it was not immediately noticeable. After repairing these leaks, a message of conservation was stressed to all residents and water pressure and volume in the two-million gallon storage tank started to re-fill. After reaching sufficient levels, water was turned back on to the system and the boil order remained in effect through Friday, February 22, 2019. During the boil order, the Health Department performed inspections at adult and child care facilities and all restaurants/food prep businesses affected by the boil order. Restaurants and food prep facilities were temporarily closed for the length of the

boil order per health code. Luckily, the week of February 18th was winter break for the Delta County School District and no school was in session, so the boil order and lack of water did not affect any of the schools. During this first week, the Town purchased and distributed bottled drinking water from the Town Hall and changed operating hours to 8am to 8pm until the boil order was lifted on February 22nd.

Over the weekend of February 23-24th and into Monday the 25th, Town staff monitored the water level in the two-million gallon tank and the level continued to drop and supply was not sufficient to keep up with demand. As school was now back in session and restaurants were open following the boil order the previous week, in an effort to maintain pressure at the schools and restaurants and prevent another system-wide boil order; Town Administrator Ken Knight made the tough decision of shutting off out-of-town residents to preserve water pressure to the central business district.

Emergency Management and Dispatch sent out CodeRED notifications to all affected residents via phone, text, TTY and email (if all services were subscribed to) and messages were distributed via multiple Facebook pages advising of the shut offs and to conserve water. Over the next few days, the water levels still were not recovering so additional water taps/zones located inside Town limits at the East end of town were shut off to conserve water. This additional shut-off affected Paonia Care & Rehab Center and Creek Vista Senior Apartments.

After water taps were turned off on Tuesday, February 26th, a coordination call was held on the morning of February 27th between Delta County officials, the Town of Paonia, regional and state partners. It was determined that the incident had expanded and was a Type III incident and the recommendation was made for Delta County to declare a County Emergency and for an incident management team to be brought in to handle the incident. Delta County administration was briefed and Delta County Commissioners later held an emergency meeting at which time a County emergency was declared. The Delta County Emergency Operations Center (EOC) was activated at the hospital and additional staff was brought in to assist with the incident. During additional communications and policy meetings between the Town of Paonia and Delta County, the Town of Paonia worked with Department of Homeland Security and Emergency Management (DHSEM) to request and activate an Incident Management Team (IMT).

On February 27, 2019, the Southwest Incident Management Team (SWIMT) was activated and arrived in Paonia the following morning. On February 28th, Governor Polis declared a verbal emergency declaration in support of the Paonia Water Supply Issue and technical assistance was requested from DHSEM for Water Quality representatives to respond to Paonia to help assess the water source and determine the cause for the low volume of water feeding the water treatment plant.

The focus at this time became providing not only potable drinking water but also non-potable water for flushing toilets and watering of pets, livestock and other domestic issues. SWIMT team members and West Region Emergency Managers then continued to assist the Town of Paonia in the management of the water emergency and distribution of water. A public meeting was held on the night of Thursday, February 28th at the Paonia Town Hall. The meeting had several hundred residents in attendance and exceeded the capacity of the Community Room at the Town hall with standing room only in the room and in the hallway. The meeting was also live-streamed via Facebook.

During this meeting, several key objectives were identified regarding what citizens needed and the major requests were: porta potties at the Trailer Park located on Peaceful and Shady Lanes; a recycling bin for plastic bottles at Town Hall, distribution of hand sanitizer and delivery of water to residents who couldn't leave their homes and the nursing facilities. These items were all later fulfilled by the SWIMT.

Through assistance of multiple agencies including the City of Westminster Public Works, City of Montrose Public Works, Denver Water and CDPHE Water Quality; another large leak was located under the Paonia Elementary school that was dumping thousands of gallons of water per day. After fixing this leak,

others in town and an issue with an air relief valve on the supply line leading from the springs to the storage tank; tank levels began to rebound and supply started exceeding demand.

During the first two weeks of March, CDPHE Water Quality and the Town of Paonia also developed a plan and negotiated an agreement with Mount Lamborn Ranches to use water from Roeber Reservoir and pipe it to the water treatment plant to increase water production and get the system online faster. This water was initially sent to the two-million gallon plant but due to the water being pulled from surface storage and not a natural spring; the water was too turbid and couldn't be processed by the plant. Water quality and the Town then devised a plan to pump the reservoir water to the one-million gallon plant which could handle the surface water and the plant was brought online and began processing water.

On Monday, March 4, 2019, the two-million gallon storage tank had reached its targeted volume of eight (8) feet of water out of 30 feet. The decision was then made to start pressurizing all zones slowly to return water to residents while monitoring for additional leaks. Emergency Management at this time facilitated a meeting between the Town of Paonia and all 27 water companies who purchase water from the town. The purpose of the meeting was to explain what had been done and the process for turning on all zones. After the meeting, Public Works began pressurizing the system and disinfecting lines. As water was restored, all residents who had been without water or lost pressure were placed on a boil order. Water was restored to all residents by March 6th and the boil order was lifted on Friday, March 8th and the Town of Paonia resumed normal operating procedures.

INCIDENT MANAGEMENT TEAM OBJECTIVES:

1. The safety and well-being of residents, visitors, town staff and supporting cooperators will be the most important factor in determining actions and impacts.
2. Assist the town of Paonia with the distribution of potable water to residents.
3. Assist ongoing efforts in disseminating clear and uniform Public Information messaging.
4. Work with the town of Paonia and DHSEM in developing contingency and long-range plans to support the needs of the residents for the Town and surrounding areas.
5. Work with the Town of Paonia, Delta County and supporting entities in a financial accounting of true event costs.

PARTICIPATING AGENCIES

- ***Town of Paonia:***
 - Administration/Clerk
 - Board of Trustees
 - Public Works
 - Police Department
 - Finance
- ***Delta County:***
 - Administration/Board of County Commissioners
 - Sheriff's Office/Emergency Management
 - Public Information Officer

- Health Department
- Road & Bridge
- Human Services
- Dispatch
- GIS
- Delta County Memorial Hospital
- Delta County School District
- Department Homeland Security & Emergency Management (DHSEM)
- Colorado Department of Public Health & Environment (CDPHE)
- Montrose County Emergency Management
- San Miguel County Emergency Management
- Gunnison County Emergency Management
- Hinsdale County Emergency Management
- Southwest Incident Management Team (SWIMT)
- Mesa County Public Health – Regional EPR Team
- Department of Local Affairs (DOLA)
- Department of Natural Resources
- National Park Service – Potable Water Tanker
- Delta County Civil Air Patrol Cadets
- Colorado Department of Transportation
- Hotchkiss Fire Protection District
- City of Montrose Public Works
- Westminster Public Works
- Denver Water
- Paonia Fire Department
- Delta County Ambulance District
- North Fork Ambulance Association

SUCCESSSES AND AREAS FOR IMPROVEMENT

Discussion at the After Action Report (AAR) meeting centered on key issues that were identified in the AAR survey that went out to all agencies involved in the incident. The top areas identified by participants were: mapping, coordination, communication, and situational awareness. The following is a list of successes and areas for improvement as discussed at the AAR meeting by agency representatives.

Note - areas of improvement and successes are *not* listed by order of importance, but rather in the order that they were discussed by agency representatives. Best practices for water storage, delivery or infrastructure upgrades on behalf of the Town of Paonia or subsequent water systems were *not* discussed as part of the formal After Action Review and are *not* included in this document or the improvement plan.

Mapping

Successes:

- Consecutive water systems are located throughout the Town of Paonia. Many agency representatives reported the benefits to seeing the size of the service area on the map. The GIS map was helpful and used by Public Works Director Loberg and KC Kay with CDPHE Water Quality to determine areas on the system that may have water quality issues and where TC sampling should be performed for testing to lift the boil order.
- Paper and electronic maps created by Delta County GIS put the water issue and outage area into perspective for many of the involved agencies, personnel and the public alike; showing that the population and area serviced by Paonia’s water treatment system is approximately twice the size of the town of Paonia itself.
- The maps were helpful for public meetings to explain the scope and size of the system – good visual representation. The public did like seeing the map – especially at the public meetings.
- GIS shapefiles of water districts were invaluable! Dispatch and Emergency Management were able to import them into CodeRed so they could send out public notices and boil order messages quickly and accurately.

Areas for Improvements:

- Moving forward, the Town of Paonia, Delta County and Emergency Management expressed the need to map the Town of Paonia water system, both in-town and out-of town with GPS. This is especially critical for the 27+ water districts outside of town who provide domestic water to residents and have very outdated or no mapping of their water systems. Obtaining GPS mapping of the water lines is essential to maintaining critical infrastructure and having accurate mapping and alerting data for future water issues and planning/development.
- There was confusion by some agency representatives and the Town regarding the file types GIS can produce and how they work with other systems and what GIS’ capabilities are regarding mapping. Representatives from several organizations requested additional training from GIS on what their capabilities are, and how maps can be utilized online and with social media in future incidents such as this and in day-to-day operations.
- Paonia administration expressed that they would like to work with a GIS firm and have each of the consecutive systems mapped, outlining which systems the town is responsible for and clearly define water company boundaries. This was also echoed by Delta County representatives. The current map boundaries just all residential water taps who receive water from the Town’s treatment systems, not the different consecutive systems, valves and water companies who may be responsible for leaks outside of town limits.
- Delta County GIS reiterated the need for GPS mapping of the water system and lines for future incidents and said that it would be nice to get such detailed mapping completed for all water districts across Delta County.

Coordination

Successes:

- Once the command post was set up, relationships were built and for most of the incident there was good communication between Incident Command Post (ICP) at the Energy Tech Campus and the Town Hall. The Incident Commander (IC) agreed that day one is always a bit challenging but after day one, all went well.
- The Southwest Incident Management team had specific tasks/objectives related to potable and non-potable water distribution and volunteer management whereas, the Town of Paonia retained control over leak detection, line repairs and related public works issues. This worked well.

Areas for Improvement:

- Some agency representatives felt that the Delta County Emergency Operations Center (EOC) should have been opened earlier as it takes a while to establish a battle-rhythm. Continual and on-going exercising of plans and roles for staff members at the EOC is needed to ensure this is a smooth process. Once the County EOC was activated, staff found there were duplicated efforts between them and the IMT in Paonia due to no single point of ordering and poor communications.
- Public Health partners felt this incident would have been a great opportunity for CDPHE to open their operations center to practice. State Public Health noted this would have been beneficial to open their EOC. Toward the end they did identify some roles and activate their EOC, however, should plan for activation related to incidents such as this in the future. The Paonia incident paralleled with a state-wide Hepatitis A incident, so many resources were already committed.
- For the people involved in the incident who do not deal with emergencies/incident management on a regular basis; it was difficult to understand the acronyms and relationships between agencies. The use of acronyms, referring to Incident Command Roles and agency specific terminology by responders often left local staff confused as to roles and how to request resources/assistance. The development of an Incident Command/Incident Management Team and acronym quick reference guide was recommended. It was also recommended that newly elected trustees and all town staff complete the G-402 Incident Command System for Elected and Appointed Officials training to help them understand emergency processes. DHSEM is also developing an elected official's guide.

Communication

Successes:

- Public Health thought the messaging was excellent, both frequent and accurate. Most felt it was good but sometimes there was a lag between what was happening in the field and everyone else getting the newest information, which is not unusual. Local jurisdiction agreed that the messaging went well and there was intent in spreading out the messaging throughout the day to make sure the info was more accurate.
- Town staff expressed they felt the Public Information Officers (PIO) help with communication during the incident, especially social media, was very valuable and greatly beneficial to the Town and residents. The PIO team from the SWIMT along with emergency management support, assisted the Town Clerk in distributing updates in a way that was consistent with how the community receives information. Town staff agreed that the use of a structured agenda and PIOs to facilitate the second public meeting was a great use of the resource and helped the tone of the meeting.

Areas for Improvement:

- There were some challenges with the no-boil/boil order and communicating exact parameters to the public. The circumstances were dynamic and changed often, which caused confusion to the public.
- The incident started on a holiday. Contact lists were all office/business numbers and there is a need to develop and after-hours contact list for those that need to be reached.
- Throughout the incident, the Chief of Police and Emergency Management Coordinator often received multiple calls from incident personnel regarding the same issue so there was a lot of redundancy. Internal communications and chain of command needs to be improved and followed. This can be addressed by continual Incident Management System training and participation in exercises.
- Challenges existed when the Incident Management team tried to get through to the town from the Command Post on the phone. Team members advised they would get multiple people answering the phone, so it was confusing who was taking which calls. It was recommended that the Town establish a hotline of sorts to streamline calls from the Incident Management Team to Town Staff and establish a similar system for inquiries from the public and media.
- ReadyOP (mass communication system) was a challenge as there were limited personnel entered in the system at the start. The personnel roster needs to be built out in advance of other incidents.
- Rumor mill was a struggle for all – need to keep on top of that.
- Communications with Paonia FD was not good at first, but improved by the end of the incident.
- COWarn, an agreement amongst Colorado public works/utility companies is a tool that can be used to find assistance and resources from agencies across Colorado. Town staff identified and expressed they are making changes to how and when to activate resources from COWarn in the future based upon this incident. Based on this experience they can talk with other municipalities and water systems to anticipate what might occur and resources that could respond to assist. Finance Section Chief who assisted the Incident Management team recommended the Town review contracts and terms on COWarn on an annual basis from a finance perspective.
- Agency representatives expressed there is a need to establish information updates for internal staff members working at all levels (volunteers, cadets, etc.) as people see them as part of the incident and look to them for information. During this incident, some volunteers did not always have the latest information and this became confusing to the public. The suggestion was for official fact sheets to be developed and handed out to all staff working the incident.
- Need to utilize Public Information Officers better to implement traplines and public info boards so the public can come to official places for information. While all staff/volunteers tried to be helpful and share information, sometimes old info was provided to the public. Volunteers should be instructed to direct the public to official sites for answers since the incident was so dynamic.
- There was a need for twice as many Public Information Officers as were working the incident. Agency representatives also shared that some of the public information did not extend into the greater community in other parts of Delta County and the region, causing some regional partners and agencies to not be notified. It was recommended to include regional and county wide agencies on notification lists and to stress the publication of information beyond the local jurisdiction.
- Messaging for CodeRED (mass notification system). Agency representatives discussed who has the authority to draft the content of messages, determine geographical boundaries and authorize dispatch or emergency management to send out alerts? The Town of Paonia and Delta County need to make a plan for activation of Emergency Alerts and include in emergency operations plan with consequence management and follow up plan.

- Throughout the incident, many residents expressed they did not know what CodeRED was or how to sign up and that was part of the Public Information Campaign. There was also confusion over residents who switched residential phone service from TDS to Elevate or another VOIP service and the need to re-register their phones if they switched services. The Town and County acknowledged they need to do better about encouraging residents to sign up for CodeRED Messaging, train staff to assist in this process and have pre-defined areas where CodeRED alerts will go out for water issues and future incidents.

Situational Awareness

Successes:

- Overall things went well and the incident went as it was supposed to.
- It was a very collaborative effort and people filled roles as necessary. Right-sizing and flexibility was implemented.
- SWIMT felt it was an honor to work with Paonia and Delta County and would be happy to assist any time.
- Town public works staff collected all water samples and Mesa County Health Department performed water quality testing, leading to appropriate handling and testing of samples.
- Town of Paonia chose to run under their normal structure, which is acceptable; until they determined the need for an Incident Management Team.
- The Police Department went door to door to deliver boil order notices to all in-town residents. This ensured consistent delivery of the notification and was a great community outreach by the Town.
- The Incident Management Team brought in a Public Works Finance expert at the conclusion of the event to help with cost tracking and organization of finances. This afforded the town finance officer a greater understanding of what information needed to be gathered.
- The use of a local community member as a Volunteer Coordinator. It was discussed by many of how important it is to have a local involved, because they know the community and who needs to be reached out to within that community.
- Successful in that no lives were lost and no illnesses were attributed to the water outage/Boil Order.

Areas for Improvement:

- There were challenges knowing what people's needs were if they weren't communicating directly with town hall via telephone or social media. There were many homebound people in the town and outlying areas, so it was difficult to know if toilets were working or if they had potable water or not. Home Health expressed that they were not immediately notified of the situation and had many patients affected in the area. They requested to be notified earlier of boil orders and water issues such as this so they can communicate with their patients and plan accordingly.
- Develop a voluntary Access and Functional Needs (AFN) list that identify the needs in the community and the Emergency Managers in the West Region will have this information. This is a recommendation of DHSEM and is a work in progress. There is a tool, CICO (Colorado Inclusion mapping), of where AFN, low income and other vulnerable populations reside. CICO Maps should be utilized in planning by both the Town and County.

- Communications needed to be better with AFN population. With Paonia being a small community, people know each other and the town relies on its community members to make sure their needs were being met but that was not communicated in this incident.
- Volunteer and donations management –there was a lag, however as time went on that gap was filled. Anticipate this for future incidents time and the Town and County should establish a plan.
- The Town felt there was two (2) separate incidents:
 1. Loss of pressure in the system causing a system wide boil water notice; and
 2. Continued issues and shutting of out-of town and some in-town residents completely off while fixing other leaks and restoring tank levels.
 - Public Information Officers and public messaging were brought in after the first week when things ratcheted up which helped calm the public’s concern and get consistent messaging out and alleviate stress on Town staff.
- Paonia Public Works received assistance from the City of Westminster, City of Montrose and Denver Water in locating leaks that never surfaced. Public works felt the leaks could have been located quicker they had the resources to find the leaks initially. The resources were available but were not implemented early enough.
- All participating agencies need to adopt and implement the State of Colorado’s credentialing system, Salamander, to better track personnel, hours, costs and equipment.
- In this incident, an effective method of communications and logistics would have been to merge Communications with Logistics and use Logistics as the Single Point of Ordering. This needs to be established and practiced so there are not multiple people ordering. Plan ahead for resource ordering and always maintain a single point.
- Plan for tracking costs more effectively/efficiently using that single point of ordering. Disaster Finance training should be conducted and more can be done with plans and processes for finance tracking. On future incidents, command should assign a finance tracking person at the onset of an incident and track in more detail.
 - Build checklists for Finance person to utilize during an incident. Review Paonia and Delta County purchasing guidelines to make sure they conform to FEMA standards and other federal standards. Review the policies/procedures as written to ensure they will work during emergencies locally and if not, the plans should be updated as necessary.
- Town and County administration and essential staff need to learn more about and understand Incident Management Teams, attend on-going trainings and build relationships with DHSEM, Emergency Management and neighboring jurisdictions/agencies.
- Develop an extended water outage/plant failure plan and include supply and distribution of potable water in plans for residents. Bottled water diminishes the liability; however, there is greater cost if it needs to be purchased. However, water is often donated by Walmart, City Market, and other businesses as was done in this incident. Water storage/distribution plans should document and consider the use of a potable water truck and if utilized, a water testing schedule and instructions for public on how to properly fill containers.
- There were some clunky moments when scaling down - people were taxing the IMT with things outside their mission, and sometimes coming in short does not allow the team to function at its fullest. Team did not have the members necessary. Needed more logistics people on the team.

- The Town of Paonia staff and Delta County staff need to attend Continuity of Operations Planning (COOP) training/workshop and develop a robust COOP plan for their respective jurisdictions that encompasses all departments and critical operations.
- Staff from all agencies involved need to complete continual Incident Command (ICS) training.
- Involve Regional Mental Health – need to reach out to make sure to offer their services for all incidents and this did not happen. They can assist and provide some debriefs. They can also alleviate fears and anxiety within the community.

DRAFT

APPENDIX A: IMPROVEMENT PLAN

This Improvement Plan has been developed specifically for the 2019 Paonia Water Supply Issue and agencies who responded between February 28th and March 8, 2019. Items listed below are **not** listed in any order of importance or completion priority. Targeted start and completion dates are estimations only and contingent upon availability of training, finances, grant cycles, receipt of grants and other factors that can't be foreseen and are the best estimation by staff at the time of this plan.

Issue/Area for Improvement	Action List	Primary Responsible Organization	Individual(s) Responsible	Target Start Date	Target Completion Date
MAPPING	Training on GIS mapping capabilities, the file types and how to utilize interactive mapping online.	Delta County GIS	Carrie Derco Delta County GIS	12/1/2019	6/1/2020
	Hire a GPS firm to map water lines from the springs to water taps and infrastructure so Town and County have accurate maps of infrastructure and water system boundaries.	Town of Paonia	Ken Knight Paonia Town Administrator Travis Loberg Paonia Public Works Director	4/1/19	4/1/2020
	Outside water companies (27+) should work with firm to GPS map their water lines and boundaries to develop detailed maps of systems and boundaries to enable Delta County GIS to have accurate infrastructure maps.	Each water company outside town limits 27+ companies	Lead representative for each water company.	4/1/2019	4/1/2020
COORDINATION	Conduct ongoing Emergency Operations Center (EOC) training and exercises of plans and roles for the County EOC.	Emergency Management	Kris Stewart Delta County Emergency Management Coordinator	5/20/2019	5/20/2020
	Develop a cheat sheet showing common acronyms, Incident Command System roles and Emergency Operations Center terms Town staff and agencies.	Emergency Management	Kris Stewart Delta County Emergency Management Coordinator	5/20/2019	5/20/2020
	Host G-402 regular Elected Officials Incident Command System overview training as continued training for newly Elected officials. Encourage newly elected officials staff to complete additional Incident Command Training.	Emergency Management Town of Paonia	Kris Stewart Delta County Emergency Management Coordinator Corinne Ferguson Paonia Town Clerk	5/20/2019	Continual

**After-Action Report/
Improvement Plan (AAR/IP)**

Issue/Area for Improvement	Action List	Primary Responsible Organization	Individual(s) Responsible	Target Start Date	Target Completion Date
COMMUNICATION	Develop an after-hours Contact List for critical Resources/Town employees and share with Emergency Management and Dispatch.	Town of Paonia	Corinne Ferguson Paonia Town Clerk	4/1/2019	5/20/2019
	Develop an After Hours Contact List for critical Resources, EOC staff and SMEs and put in ReadyOp.	Emergency Management	Kris Stewart Delta County Emergency Management Coordinator	6/1/2019	Continual
	Establish Plan for Hotline for calls to Town Hall in emergency.	Town of Paonia	Ken Knight Paonia Town Administrator	5/20/2019	5/20/2020
	Update ReadyOp, Salamander and WebEOC systems with staff and resources.	Emergency Management Town of Paonia	Kris Stewart Delta County Emergency Management Coordinator Corinne Ferguson Paonia Town Clerk	5/20/2019	12/31/2019
	Review/Update COWarn Contracts and policies.	Town of Paonia	Travis Loberg Paonia Public Works Director	4/1/2019	5/20/2019
	Work on Public Information plan in Town's Emergency Response Plan to incorporate trap lines and public info boards.	Town of Paonia	Corinne Ferguson Paonia Town Clerk	4/24/2019	10/24/2019
	Develop Emergency Alert System (EAS) plan and who has authority to draft and send out messaging to the public.	Emergency Management/Delta County	Kris Stewart Delta County Emergency Management Coordinator	5/20/2019	12/31/2019
SITUATIONAL AWARENESS	Establish a plan for volunteer and donations management in the Town's Emergency Response Plan.	Town of Paonia	Ken Knight Paonia Town Administrator Cindy Jones Paonia Finance Officer	4/1/2019	4/1/2020
	Establish a plan for Volunteer and Donation Management in the County Emergency Operations Plan.	Emergency Management	Kris Stewart Delta County Emergency Management Coordinator	5/20/2019	5/20/2020
	Host continuing Disaster Finance Workshop for newly elected local and county elected and appointed officials.	Emergency Management	Kris Stewart Delta County Emergency Management Coordinator	7/1/2019	7/1/2020
	Review/Update Town of Paonia Finance Policy to bring in line with Federal Purchasing and Disaster Finance recommendations and build checklists for Emergency Response.	Town of Paonia	Ken Knight Paonia Town Administrator Cindy Jones Paonia Finance Officer	4/1/2019	12/15/2019

Issue/Area for Improvement	Action List	Primary Responsible Organization	Individual(s) Responsible	Target Start Date	Target Completion Date
SITUATIONAL AWARENESS	Review/Update Delta County Finance Policy to bring in line with Federal Purchasing and Disaster Finance recommendations and build checklists for Emergency Response.	Delta County	Kris Stewart Delta County Emergency Management Coordinator. Margaret Davey Delta County Accounting	7/1/2019	12/15/2019
	Town of Paonia staff complete additional Incident Command System training and learn about Incident Management Teams and build relationships.	Town of Paonia	Ken Knight Paonia Town Administrator	4/24/2019	Continual
	Delta County Administration and essential staff complete on-going Incident Command training and learn about Incident Management Teams and build relationships.	Delta County	Robbie LeValley Delta County Administrator Kris Stewart Delta County Emergency Management Coordinator	4/24/2019	Continual
	Build an annex to the County Emergency Operations Plan regarding response to a Domestic Water outage and include health department considerations.	Emergency Management	Kris Stewart Delta County Emergency Management Coordinator	7/1/2019	7/1/2020
	Incorporate plan for domestic water extended outage/response in Town's Emergency Response plan. Include details about water distribution and health effects and coordination with Health Department and Regional Health Team.	Town of Paonia	Ken Knight Paonia Town Administrator Travis Loberg Paonia Public Works Director	4/1/2019	4/1/2020
	Complete on-going Continuity of Operations Training (COOP) and develop COOP plan for Delta County.	Emergency Management	Kris Stewart Delta County Emergency Management Coordinator	5/20/2019	Continual
	Town staff complete Continuity of Operations Training (COOP) and develop COOP plan for Town of Paonia.	Town of Paonia	Ken Knight Paonia Town Administrator	5/20/2019	Continual
WATER SYSTEM ASSESSMENT AND BASELINE DATA	Complete a thorough assessment of water system pressures, raw water availability, raw water piping to the treatment plants, treatment capacity, and ability to deliver water throughout the system.	Town of Paonia	Travis Loberg Paonia Public Works Director Ken Knight Paonia Town Administrator	4/1/2019	4/1/2021

AGENDA SUMMARY FORM



Short-Term Rental – (Airbnb, VRBO) - Discussion

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

Corinne Ferguson

From: Ken Knight
Sent: Tuesday, May 21, 2019 2:27 PM
To: Corinne Ferguson
Cc: bnerlin (bnerlin@jdreedlaw.com)
Subject: FW: Board Meeting comment 5/28/2019

Forwarding this email for your information.

Ken Knight
Paonia Town Administrator
970-527-4101 Office
970-778-7486 Cell

To: The Paonia Town Board
FR: Jay Canode
RE:Vacation Rentals in Paonia

Town Board Members and Mr. Mayor,

My name is Jay Canode. I live at 223 Dorris Ave in Paonia. I am a Realtor, artist, property manager, and a resident of Paonia for 12 years now.

I currently have a vacation rental on my property next door to my primary residence and have used it as such for the past 7 years. The space that I rent is a detached studio with NO kitchen and one bathroom. In essence, it is a detached guest bedroom. It is a space that could not be utilized as a long term living space because again, no kitchen exists. The studio also has its own off street parking spot. Currently I do not allow drop in guests and guests must make reservations at least 48 hours before arrival. I also have a 2 night minimum stay required. My maximum capacity is 2 people. In 2016 I rented out this space for a total of 88 nights. In 2017, 94 nights.

I am sensitive to the impact of vacation rentals in Paonia. They not only can have the impact of reducing the rental pool but can also change the "feeling" of a neighborhood. But on the positive side operating a vacation rental is a decent part time job for me and my family. I do not get rich renting out a room on my property but it does pay for a good chunk of my mortgage and property tax. It is one of several diverse income streams that allow me to earn a living in Paonia, Colorado. With regard to taxes that I pay, Delta County assesses my short term rental space (about 275 square feet) as COMMERCIAL, which raises my annual tax bill by about \$400. As well, in Colorado Airbnb collects local lodging taxes on behalf of Airbnb hosts and submits those taxes to the respective entities.

Also on the positive side, as I live next door I interact with every guest making suggestions where to shop and eat and also make sure they are behaving in a non-disruptive manner during their stay ensuring minimal impact for my neighbors. We act as ambassadors to our neighborhood and town. In this way we offer an intimate and personal experience for people staying in Paonia.

Many municipalities in Colorado have had to enact regulations to curtail the rampant growth of short term rentals. If the Board feels action must be taken I encourage you to explore what communities like Crested Butte and Boulder have done to deal with these issues.

<http://crestedbuttenews.com/2017/06/cb-town-council-votes-to-limit-short-term-rentals-in-a-split-vote/>. <https://www.sharingmyhome.com/airbnb-investors-colorado-short-term-rental-laws-city/boulder/>

It can be a "win-win" to enact smart management of short term rentals in a community. For instance, I would not be opposed to a special Town tax charged to short term rentals or a maximum cap of annual nights rented. Please take into account that without diverse sources of income residents of Paonia will continue to struggle to make ends meet as the cost of living increases.

Thank you for your time and consideration.

Jay Canode

[Broker Associate RE/MAX Mountain West](#)

www.NorthForkNutshell.com

225 Grand Ave Paonia, CO

(970)799-8918

AGENDA SUMMARY FORM



Finance & Personnel

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

AGENDA SUMMARY FORM



Public Works/Utilities/Facilities

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

AGENDA SUMMARY FORM



Governmental Affairs/Public Safety

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

AGENDA SUMMARY FORM



Space to Create

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

AGENDA SUMMARY FORM



Adjournment

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart: