



**TOWN OF PAONIA**  
**REGULAR TOWN BOARD MEETING AGENDA**  
**7/28/2022**

AUDIT PRESENTATION 5:00 PM **CANCELLED**

REGULAR MEETING 6:30 PM

**THIS MEETING IS VIRTUAL ONLY – No IN-PERSON ATTENDANCE**

LINK TO VIRTUAL ATTENDANCE:

[HTTPS://US02WEB.ZOOM.US/J/84614901469](https://us02web.zoom.us/j/84614901469)

MEETING ID: 846 1490 1469

ONE TAP MOBILE

+16699009128,,84614901469# US (SAN JOSE)

+12532158782,,84614901469# US (TACOMA)

DIAL BY YOUR LOCATION

+1 669 900 9128 US (SAN JOSE)

+1 253 215 8782 US (TACOMA)

+1 346 248 7799 US (HOUSTON)

+1 669 444 9171 US

+1 646 931 3860 US

**Work Session**

- 1. Chadwick, Steinkirchner, Davis & Co., P.C. 2021 Audit Presentation

**Roll Call**

**Approval of Agenda**

**Announcements**

**Recognition of Visitors & Guests**

- 1. Recognition of Visitors & Guests

**Consent Agenda**

None. Minutes will resume usual schedule for review at next meeting.

**Public Hearings**

- 2. Ordinance 05-2022 Dark Skies Ordinance – Public Hearing
- 3. Ordinance 06-2022 Amendment of Chapter 18 of the Municipal Code Concerning i-Codes – Public Hearing

**Unfinished Business**

- 4. Mountain Harvest Festival – September 23-25th - Grand Avenue Street Closure
- 5. Establishment of Goals for Town Administrator for Remainder of Existing Contract

**New Business**

- 6. Citizens' Initiative to Repeal the Water Moratorium
- 7. Town Administrator Advertisement and Information Review and Approval
- 8. 2021 Fiscal Statement Audit

## 9. Events Communication Discussion

### **Disbursements**

### **Mayor's Report**

### **Staff Reports**

#### 10. Town Administrator's Report

Public Works Report

Police Report

Finance Report

### **Committee Reports**

Finance: Weber & Smith

Parks: Knutson & Stelter

Streets: Valentine & Markle

Water/Sewer/Trash: Weber & Markle

Personnel: Smith & Valentine

Public Safety: Knutson & Stelter

Paonia Tree Board: Trustee Valentine

Advisory Water Committee: Trustee Smith

Ad Hoc Committees:

### **Adjournment**

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

I. RULES OF PROCEDURE

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

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

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

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

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

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

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

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

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

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

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

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

## **II. CONSENT AGENDA**

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

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

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

## **III. EXECUTIVE SESSION**

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

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

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

## **IV. SUBJECT TO AMENDMENT**

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


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



**File Attachments for Item:**

. Chadwick, Steinkirchner, Davis & Co., P.C. 2021 Audit Presentation

AGENDA SUMMARY FORM

	Chadwick, Steinkirchner, Davis & Co., P.C. 2021 Audit Presentation
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Summary: Lisa Hemann with CSD will present the findings from the 2021 audit for the Town financials.

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Markle
Trustee Smith	Trustee Stelter	Trustee Valentine	Trustee Weber

**File Attachments for Item:**

. Roll Call

AGENDA SUMMARY FORM

	Roll Call
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Summary:

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Valentine
Trustee Stelter	Trustee Smith	Trustee Markle	Trustee Weber

**File Attachments for Item:**

. Agenda Approval

AGENDA SUMMARY FORM

	Agenda Approval
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Summary:

Notes:

Possible Motions:  
  
Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Valentine
Trustee Stelter	Trustee Smith	Trustee Markle	Trustee Weber

**File Attachments for Item:**

. Announcements

AGENDA SUMMARY FORM



Announcements

Summary:

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Valentine
Trustee Stelter	Trustee Smith	Trustee Markle	Trustee Weber



**File Attachments for Item:**

- 1. Recognition of Visitors & Guests

AGENDA SUMMARY FORM

	Recognition of Visitors & Guests
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Summary:

Notes:

Possible Motions:  
  
Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Valentine
Trustee Stelter	Trustee Smith	Trustee Markle	Trustee Weber

**File Attachments for Item:**

2. Ordinance 05-2022 Dark Skies Ordinance – Public Hearing

AGENDA SUMMARY FORM

	Ordinance 05-2022 Dark Skies Ordinance – Public Hearing
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Summary:  
Public hearing and final review of the outdoor lights ordinance – known as Dark Skies.

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Markle
Trustee Smith	Trustee Stelter	Trustee Valentine	Trustee Weber



# OFFICIAL AD PROOF

This is the proof of your ad scheduled to run in **Delta County Independent** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(970) 874-4421**.

Notice ID: kRLoW0dAhPiT6RoO7WOQ | **Proof Updated: Jul. 08, 2022 at 09:55am MDT**  
Notice Name: Dark Skies - PH 07/28/2022 | Publisher ID: 536023

**This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.**

<b>FILER</b>	<b>FILING FOR</b>
Corinne Ferguson corinne@townofpaonia.com (970) 527-4101	Delta County Independent

<b>Columns Wide: 1</b>	<b>Ad Class: Legals</b>
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07/13/2022: Custom Notice	16.40
07/20/2022: Custom Notice	14.33

Subtotal	\$30.73
Tax %	0.00
<b>Total</b>	<b>\$30.73</b>

**NOTICE OF PUBLIC HEARING**  
NOTICE is hereby given of a public hearing before the Board of Trustees of Paonia, Colorado, at 6:30 p.m. of the 28th day of July 2022, at the Town Hall located at 214 Grand Avenue Paonia, Colorado for the purpose of considering an Ordinance of the Town of Paonia, Colorado Amending the Paonia Municipal Code with the Addition of Certain Sections to Chapter 16, Article 7 Regarding Outdoor Lighting Regulations. Immediately following the public hearing, the Paonia Board of Trustees will consider passage of the adopting Ordinance. This notice is given and published by order of the Paonia Board of Trustees, Paonia, Colorado. Dated this 7th day of July 2022. TOWN OF PAONIA, COLORADO

Corinne Ferguson  
Town Clerk  
Notice of hearing publication dates:  
July 13 & 20, 2022  
Published in the Delta County Independent July 13 and 20, 2022

**TOWN OF PAONIA, COLORADO  
ORDINANCE NO. 05-2022**

**AN ORDINANCE OF THE TOWN OF PAONIA, COLORADO  
AMENDING THE PAONIA MUNICIPAL CODE TO WITH  
THE ADDITION OF CERTAIN SECTIONS TO CHAPTER 16,  
ARTICLE 7 REGARDING OUTDOOR LIGHTING  
REGULATIONS**

**WHEREAS**, glare and light pollution can result in safety concerns, diminish the ability to view the night sky, and impact community character; and

**WHEREAS**, the Board of Trustees wishes to pursue certification through the International Dark-Sky Association to become an International Dark Sky Community; and

**WHEREAS**, the Town of Paonia has invested, and continues to invest, in protecting the important dark sky resource;

**WHEREAS**, the Board of Trustees wishes to adopt amendments to the Municipal Code to concerning outdoor light, and believes that doing so is in the best interests of the Town.

**NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA**, as follows:

**Section 1. Recitals.**

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

**Section 2. Code Amendment.** Chapter 16, Article 7, is hereby added to the Paonia Municipal Code, as set forth in **Exhibit A**.

**Section 3. 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 4. Repeal of Prior Ordinances.**

All other ordinances or parts of ordinances in conflict herewith are hereby repealed.

**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 hereto before 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 5. Effective Date.**

This Ordinance shall take effect thirty (30) days after passage and publication.

**INTRODUCED, READ, AND REFERRED before the Board of Trustees for the Town of Paonia, Colorado, on the 27<sup>th</sup> day of July 2021.**

**HEARD AND FINALLY ADOPTED by the Town of Paonia Board of Trustees for the Town of Paonia, Colorado, on the \_\_\_ day of \_\_\_\_\_, 2022.**

**TOWN OF PAONIA**

By: \_\_\_\_\_  
Mary Bachran, Mayor

ATTEST:

\_\_\_\_\_  
Corinne Ferguson, Town/Administrator Clerk

**TOWN OF PAONIA, COLORADO  
ORDINANCE NO. 2022-05**

**EXHIBIT A**

**Chapter 16, Article 7  
Outdoor Lighting Regulations**

**Sections:**

- 16-7-10 Purpose
- 16-7-20 Definitions
- 16-7-30 Applicability
- 16-7-40 General Provisions and Requirements
- 16-7-60 Nonconforming Lights.
- 16-7-60 Administration and Enforcement.
- 16-7-70 Appeals and Variances.

**16-7-10. - Purpose.** The purposes of these Outdoor Lighting Regulations are to:

- (a) Maintain nighttime visibility and safety while maintaining the rural atmosphere and small-town character of Paonia.
- (b) Minimize light pollution and glare. Protect citizens from unwanted outdoor lighting that would enter homes and businesses.
- (c) Promote energy conservation by promoting efficient use of lighting.
- (d) Prevent unnecessary or inappropriate outdoor lighting that impacts the dark sky resource, qualifying Paonia as an International Dark Sky Association (IDA) designated community.
- (e) Help mitigate sleep and wildlife migration related issues through use of minimum necessary outdoor lighting and by using light bulbs with a warmer color.

**16-7-20. - Definitions.** For the purpose of this Article, the following terms shall have the meanings set forth below:

- (1) *Adaptive Controls* means devices such as timers, motion-sensors, light-sensitive switches, and other means used to actively regulate the emission of light from light fixtures.
- (2) *Correlated color temperature (CCT)* means specification of the color appearance of the light emitted by a lamp, relating its color to the color of light from a reference source when heated to a particular temperature, measured in degrees kelvin (K).
- (3) *Dark Sky resource* means the dark sky unpolluted by artificial light sources typically as seen on moonless nights.
- (4) *Fully shielded fixture* means an outdoor light fixture that is designed and mounted such that all light rays are emitted by the installed fixture at angles below the horizontal plane



and such that no light rays are emitted at angles which will allow the light to pass directly off the premises appurtenant to the fixture.

- (5) *Light Trespass* means light falling where it is not intended to illuminate property, grounds, or buildings in an objectionable manner.
- (6) *Lumens* means a measure of brightness that is defined as a unit of luminous flux in the International System of Units, that is equal to the amount of light given out through a solid angle by a source of one candela intensity radiating in all directions. 850 lumens is equivalent to 60-watt. *See Note 4.*
- (7) *Lumens per Net Acre* means the amount of light specified in lumens that is allocated to the developed portion (net acre) of the gross size of a lot parcel. *See Note 2.*
- (8) The definitions contained in Section 16-1-100 of the Code shall otherwise apply to this Article.

**16-7-30. – Applicability.** This Article shall apply to all exterior lighting installed after the effective date of the Ordinance adopting this Article. All lawful nonconforming exterior lighting prior to the effective date of the Ordinance adopting this Article shall be subject to the Nonconforming Lighting Section of this Article.

**16-7-40. – General Provisions and Requirements.**

- (a) **Requirements.** All non-exempt outdoor light fixtures and illuminating devices permanently or temporarily installed outdoors, including but not limited to devices to illuminate signs, shall meet the following requirements:
  - (1) **Shielding.** Unless exempted elsewhere in this Article, all luminaires whose initial lumens exceed one hundred (100) lumens shall be fully shielded. *See Note 5* for examples of shielded and unshielded luminaires.
  - (2) All fixtures designed to illuminate signs or structures shall be fully shielded and with a CCT as specified in items A1 and A4 of General Provisions and Requirements. The lighting fixtures shall be mounted above the area of the sign or structure to be illuminated.
  - (3) Blinking, flashing, rotating, or moving lights are prohibited.
  - (4) **Maximum Color Temperature of all lighting fixtures:** The correlated color temperature (CCT) of any outdoor lighting fixture shall not exceed three thousand degrees kelvin (3000°K) see note 4 below.
  - (5) The following lumen limits are established to prevent over lighting. Each site should use responsible lighting practices including using the lowest number of lumens needed for the site to provide for safety and functionality:
    - a. For non-residential, and mixed-use properties the total amount of outdoor lighting shall not exceed twenty-five thousand (25,000) lumens per net acre. Each lighting fixture shall be limited to 1500 lumens.

- b. For multiple-family and two-family dwellings the total amount of outdoor lighting, shall not exceed twenty thousand (20,000) lumens per net acre. Each fixture shall be limited to 850 lumens.
  - c. For single-family dwellings, the total amount of outdoor lighting, shall not exceed six thousand five hundred (6,500) lumens. Each fixture shall be limited to 850 lumens.
  - d. All properties shall use adaptive controlled lighting where practical.
- (6) Unshielded Lighting shall be prohibited, except for special cases meeting exemption requirements of Subsection (b), and also meeting lumen limits in Subsection (c).
- (7) Existing overhead street lighting owned, operated, or leased by the Town of Paonia shall be compliant with the listed lighting requirements in Subsections (a)(1) to (a)(4) of this Section and shall be limited to a lumens cap of 5000 lumens per lamp, unless required for safety reasons as approved by the Board of Trustees.
- (8) Lighting Curfews:
- a. Lighting used at community and athletic events (including outdoor concerts and other Town-approved events) shall be turned off one hour after the conclusion of the event.
  - b. Lighting in Town buildings shall be turned off one hour after close of business or other approved activities unless authorized by appropriate Town authority for safety or maintenance reasons.
  - c. Commercial lighting shall be turned off one hour after close of business, except for safety of employees or customers if operations are throughout the night.
  - d. Adaptive Controls (such as motion, light sensitive detectors, etc.) shall be used in outdoor commercial and residential lighting where practical.
- (9) New Public lighting, owned and operated by the Town of Paonia, either streetlights, walkway lights, or external building lighting shall be allowed as recommended by the Town Administrator in situations where a public health hazard exists which can only be mitigated by artificial light at night and shall be in compliance with Subsection (a). Adaptive controls or curfews shall be employed in all new public outdoor lighting installations.
- (10) The following restrictions shall be required on the installation and operation of outside illuminated signs:
- a. Luminance levels for operation between sunset and sunrise shall not exceed 100 nits (100 candelas per square meter) as measured under conditions of a full white display.

- b. Sign illumination shall be extinguished completely one hour after sunset and remain off until one hour before sunrise, or at the close of business; whichever is later.
- c. The luminous/illuminated surface area of an individual sign shall not exceed defined limits in Town Code.

(b) **Exemptions.** The following are exempt from the provisions of Subsection (a), provided the provisions in Subsection (c) are met.

- (1) Lights used to illuminate athletic fields, outdoor recreation areas, and areas used for concerts and other outdoor community events shall be exempt from provisions of Subsection (a) provided all the following conditions are met.
  - a. Illuminating Engineering Society (IES) lighting guidelines (RP-6) are followed according to the appropriate class of play.
  - b. Field lighting is provided exclusively for illumination of the surface of play and viewing stands, and not for any other applications
  - c. Illuminance levels must be adjustable based on the task (e.g., active play vs. field maintenance)
  - d. Off-site impacts of the lighting will be limited to the greatest practical extent possible
  - e. A curfew such that lights must be extinguished by one hour after the end of activity, and no later than 10:30 PM Standard Time / 11:30 PM Daylight Savings Time. Variances can be permitted on a case-by-case review for special events that go to midnight.
  - f. Timers must be installed to prevent lights being left on accidentally overnight by automatically extinguishing them
- (2) Signs, postings which are illuminated by building interior light sources, such as neon signs or other lights, provided such signs are lit only during the property owner's business hours.
- (3) Official traffic control devices and lights owned and operated by or pursuant to proper authority of the United States of America, the State of Colorado or any of their agencies, and such other lights as are specifically required by federal or state law.
- (4) Lawful vehicle lights.
- (5) Holiday lights, provided all conditions are met:
  - a. Holiday lighting shall be temporary and illuminated no more than 75 days during anyone-year period.

b. Holiday displays of over 1250 total lumens per parcel, and holiday luminaires exceeding 850 lumens each, are subject to a curfew, and must be turned off from 10:30 pm until 1 hour before sunrise each night.

(6) Flagpoles. Property owners are encouraged to not illuminate flagpoles at night, but rather to hoist flags after dawn and lower flags before sunset. If flags are illuminated at night, lighting of up to a total of two (2) flags per property is permitted with the following conditions:

a. The flags must either be the flag of the United States of America or the flag of the State of Colorado for illumination to be permitted.

b. If nighttime illumination is used, flagpoles shall be illuminated only from above. This may be achieved by utilizing a luminaire attached to the top of the flagpole or a luminaire mounted above the top of the flagpole on a structure within fifteen (15) feet of the flagpole and must comply with all Sections of this Article. The total light output from any luminaire mounted on top of or above a flagpole shall not exceed 800 initial lumens.

(c) **Maximum allowed amounts of unshielded lighting.** On no parcel shall the amount of allowed unshielded lighting to exceed, in the aggregate, the following values per net acre according to lighting zone:

(1) For mixed use / industrial: (1000) lumens.

(2) For multi-unit residential: (1000) lumens.

(3) For single-family units (1000) lumens.

(4) Temporary holiday lights are not counted toward these limits.

(d) **Interior Lighting.** Interior lighting direct rays shall be blocked from trespassing (straying) beyond the property boundaries of the source.

(e) **Greenhouse lighting shall meet the following requirements:** All greenhouse lighting is subject to General Provisions and Requirements in this Section. In addition:

(1) Greenhouses shall be fully covered with blackout tarps or covers so that no light spills from the premises onto adjacent lands or into the night sky.

(2) Greenhouse lighting that is not fully covered is subject to a curfew and shall be extinguished at night between 10 pm and 6 am local time.

**16-7-50. – Nonconforming Lights.**

(a) Lights which were lawfully existing and in use at the time they became nonconforming with the requirements of this Article by virtue of the initial adoption of this Article, subsequent amendment to this Article or by annexation into the Town, may continue to be used and operated subject to the limitations of this Article.

- (b) The right to operate lawful nonconforming fixtures and or lawful nonconforming lamps shall terminate upon any of the following:
  - (1) Replacement of the light fixture or lamp.
  - (2) Damage to the light fixture so that the cost of repair is 50% or more of the cost to replace it with a conforming fixture.
- (c) All nonconforming Public and Private Lighting either, owned or leased shall be brought into compliance with this Article within 10 years from the effective date of this ordinance.

**16-7-60. – Administration and Enforcement.**

- (a) The provisions of this Article shall be administered by the building official or other authorized Town officer or employee.
- (b) It shall be unlawful to violate any provision of this Article.
- (c) Any continuing violation of this Article is hereby declared to be nuisance, which may be abated by the Town in any lawful manner or enjoined by a court of competent jurisdiction.
- (d) No building permit or occupancy permit shall be issued for work which has noncomplying light fixtures (*see* Town of Paonia Building Permit Checklist).
- (e) Changes or upgrades to existing outdoor lighting will utilize town provided education materials on shielded fixtures and energy efficient dark sky compliant lamps. *See* Notes 3 to 5.

**16-7-70. – Appeals and Variances.** Any person aggrieved by an interpretation of this Article or decision of the Town made in the administration of this Article, may appeal the interpretation or decision to the Board of Trustees pursuant to the applicable provisions of the Town Code. The Board of Trustees may grant a variance only upon a determination that the following criteria are met:

- (a) The variance will be consistent with the public health, safety, and welfare.
- (b) The variance is justified by unreasonable hardship not created by the activities of the applicant or strict compliance is unfeasible.
- (c) The variance will be substantially consistent with the purposes of this Article to avoid nuisances to others, preserve the natural dark sky resource and to maintain IDA community dark sky designation, conserve energy, reduce glare, promote traffic and pedestrian safety, preserve the small-town character of Paonia and promote the Town's master plan.

**Notes:**

1. **Since 2012, the Federal Trade Commission has required that labelling of all light bulbs include temperature (Kelvins) and light output (lumens.) Concerning color temperatures, a CCT of about 5000K approximates sunlight and a CCT of 3000K will have a slightly yellow appearance.**
  
2. **Lumens per net acre: For example, a one-acre (44000sqft) lot is developed with a 6000 sq ft multiunit condo plus a 2000sqft wrap-around deck, a 2000sqft detached garage and adjacent developed patio of 1000sqft. Additionally, landscaping improvements around the condo, deck, patio and detached garage adds another 5000sq ft bringing the total developed portion of the lot to 16000sqft or 16000/44000 – approximately 36% of that gross one-acre lot. The lumens allocation for this multiunit example is 20000/per net acre or  $20000 * 0.36 = 7272$  lumens.**

3. Color Temperature Comparison:




4. Lumens to Wattage Conversion:

## How to Buy a Light Bulb

Lumens: The new way of looking at light.

**1**

You used to buy these.




INCANDESCENT

WATTS
100W
75W
60W
40W

**2**

You want this much light.




**LUMENS**


<b>1600</b>
<b>1100</b>
<b>800</b>
<b>450</b>

**3**


Now you can buy these.



**LED**  
Most Efficient



**CFL**  
More Efficient



**HALOGEN**

WATTS		
coming soon	up to 23W	up to 72W
coming soon	up to 20W	up to 53W
up to 12W	up to 13W	up to 43W
up to 9W	up to 9W	up to 29W

Lumen outputs and wattages are based on the most common products available for each medium screw base light bulb. Actual lumen output and wattage may vary by product. Revised April 20, 2012.

MORE LUMENS = MORE LIGHT

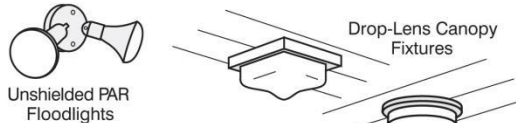
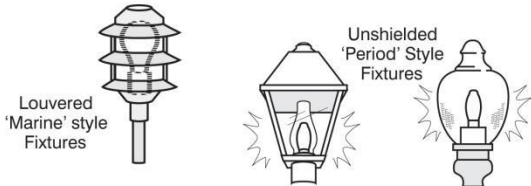
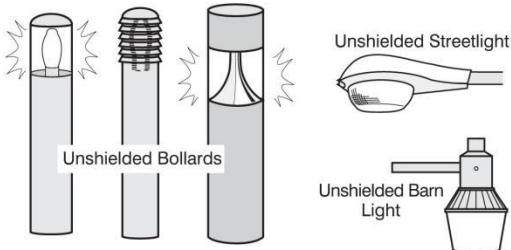
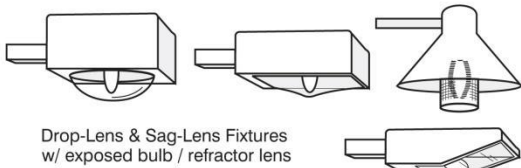
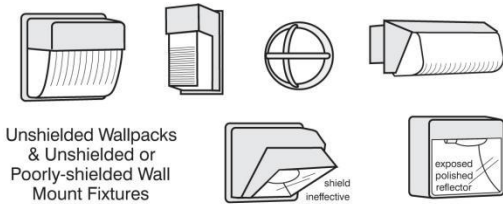
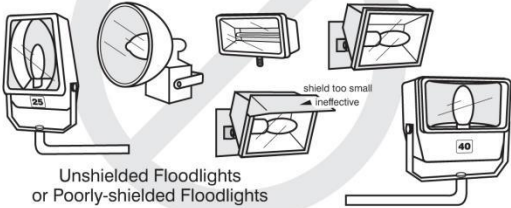


### 5. Examples of Acceptable (fully shielded) and Unacceptable Dark Sky lighting:

## Examples of Acceptable / Unacceptable Lighting Fixtures

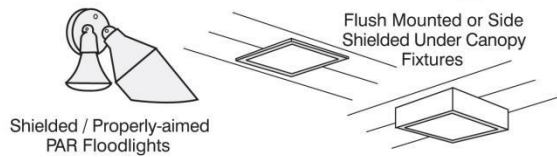
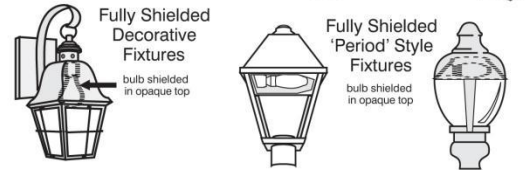
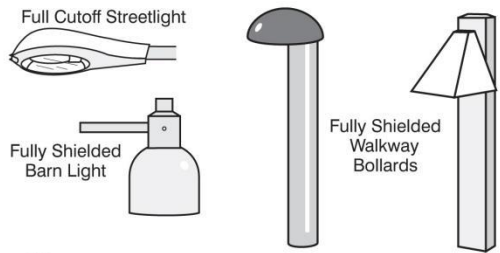
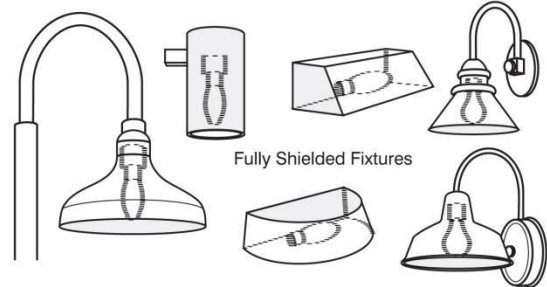
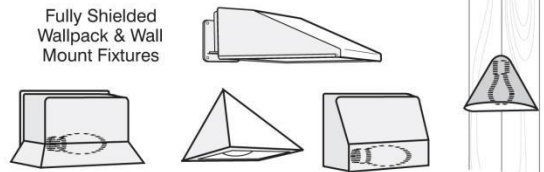
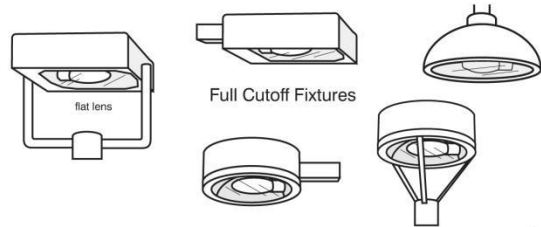
### Unacceptable / Discouraged

Fixtures that produce glare and light trespass



### Acceptable

Fixtures that shield the light source to minimize glare and light trespass and to facilitate better vision at night



Illustrations by Bob Crelin© 2005. Rendered for the Town of Southampton, NY. Used with permission.

**File Attachments for Item:**

3. Ordinance 06-2022 Amendment of Chapter 18 of the Municipal Code Concerning i-Codes – Public Hearing

AGENDA SUMMARY FORM



Ordinance 06-2022 Amendment of Chapter 18 of the Municipal Code Concerning i-Codes – Public Hearing

Summary:  
Public hearing and final review of the building code ordinance – known as i-Codes.

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Markle
Trustee Smith	Trustee Stelter	Trustee Valentine	Trustee Weber



# OFFICIAL AD PROOF

This is the proof of your ad scheduled to run in **Delta County Independent** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(970) 874-4421**.

Notice ID: 0HFwWuBqNkIs3XQNWxIL | **Proof Updated: Jul. 07, 2022 at 02:34pm MDT**  
Notice Name: i-Code PH Notice | Publisher ID: 535892

See Proof on Next Page

**This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.**

FILER	FILING FOR
Corinne Ferguson corinne@townofpaonia.com (970) 527-4101	Delta County Independent

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<b>Columns Wide: 1</b>	<b>Ad Class: Legals</b>
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07/13/2022: Custom Notice	32.95
07/20/2022: Custom Notice	28.79

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Subtotal	\$61.74
Tax %	0.00
<b>Total</b>	<b>\$61.74</b>

**NOTICE OF PUBLIC HEARING**

NOTICE is hereby given of a public hearing before the Board of Trustees of Paonia, Colorado, at 6:30 p.m. of the 28th day of July, 2022, at the Town Hall located at 214 Grand Avenue Paonia, Colorado for the purpose of considering the adoption by reference of the 2018 Editions of the International Building Code, International Residential Code, International Mechanical Code, International Fuel Gas Code, International Existing Building Code, International Energy Conservation Code, with commentaries and amendments, and the Installation Handbook for Manufactured Homes and Factory Built Housing as the building codes of the Town of Paonia, Colorado.

Copies of the 2018 International Codes with commentaries and Ordinance No. 6, Series of 2022 are on file in the office of the Paonia Town Clerk and may be inspected during regular business hours. If enacted as an ordinance of the Town of Paonia, the 2018 International Codes will not be published in full, but in accordance with state law, copies will be kept on file.

The 2018 International Codes are published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795, and are in wide use throughout the state and the nation. The 2018 International Codes update the Town's building code regime and comprehensively regulate new construction and existing conditions in the interest of the public health, safety, and welfare.

Immediately following the public hearing, the Paonia Board of Trustees will consider passage of the adopting Ordinance.

This notice is given and published by order of the Paonia Board of Trustees, Paonia, Colorado.

Dated this 1st day of July 2022.  
TOWN OF PAONIA, COLORADO

Corinne Ferguson Town Clerk  
First notice of hearing: 1.13.2022  
Second notice of hearing: 1.20.2022  
Published in the Delta County Independent July 13 and 20, 2022

**TOWN OF PAONIA, COLORADO  
ORDINANCE NO. 06-2022**

**AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO, AMENDING CHAPTER 18 OF THE MUNICIPAL CODE AND PROVIDING FOR THE ADOPTION OF AND AMENDMENTS TO THE INTERNATIONAL BUILDING CODE, THE INTERNATIONAL MECHANICAL CODE, THE INTERNATIONAL FUEL GAS CODE, INTERNATIONAL RESIDENTIAL CODE, THE INTERNATIONAL EXISTING BUILDING CODE, THE INTERNATIONAL ENERGY CONSERVATION CODE, AND THE INSTALLATION HANDBOOK FOR MANUFACTURED HOMES AND FACTORY BUILT HOUSING.**

**WHEREAS**, the Town of Paonia (the “Town”), in the County of Delta and State of Colorado, is a statutory municipal corporation duly organized and existing under the laws of the State of Colorado; and

**WHEREAS**, the Town has adopted by reference earlier editions of building codes for the Town; and

**WHEREAS**, the International Code Council released updated editions of International Building Codes in 2018, and staff recommends adoption of the 2018 Editions; and

**WHEREAS**, pursuant to Title 31, Article 16, Part 2. C.R.S, the Board of Trustees desires to amend the Paonia Municipal Code in order to adopt by reference the 2018 Editions of the International Building Code; International Residential Code; International Mechanical Code; International Fuel Gas Code; and the Installation Handbook for Manufactured Homes and Factory Built Housing, as the building codes for the Town pursuant to the procedures set forth in C.R.S. §31-16-201, *et seq.*

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO, ORDAINS THAT:

**Section 1. Recitals.**

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

**Section 2. Repeal and Adoption.**

Title 18, Articles 1, 2, 3, 4, 5, and 11 of the Paonia Municipal Code are hereby repealed in their entirety.

Title 18, Article 6 of the Paonia Municipal Code is hereby repealed in its entirety and readopted at Title 18, Article 11.

Town of Paonia, Colorado  
Ordinance No. 06, Series of 2022  
Page 2 of 3

Title 18, Article 7 of the Paonia Municipal Code is hereby repealed in its entirety and readopted at Title 18, Article 12.

Title 18, Article 8 of the Paonia Municipal Code is hereby repealed in its entirety and readopted at Title 18, Article 13

New Title 18, Articles 1 through 8, as set forth in **Exhibit A** attached, are hereby adopted.

The Town’s codifier is hereby authorized to renumber this Title to conform with these amendments.

**Section 3. 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 4. 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 hereto before 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 5. Effective Date.**

This Ordinance shall take effect thirty days from the date of publication.

**INTRODUCED, READ, AND REFERRED before the Board of Trustees for the Town of Paonia, Colorado, on the 23<sup>rd</sup> day of June 2024.**

**HEARD AND FINALLY ADOPTED by the Board of Trustees of the Town of Paonia, Colorado, this \_\_\_ day of \_\_\_\_\_, 2022 by a vote of \_\_ to \_\_.**

Town of Paonia, Colorado  
Ordinance No. 06, Series of 2022  
Page 3 of 3

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

By: \_\_\_\_\_  
Mary Bachran, Mayor

ATTEST:

\_\_\_\_\_  
Corinne Ferguson, Town Clerk

Approved As To Form:

\_\_\_\_\_  
Jeff Conklin, Town Attorney



**EXHIBIT A**

**Chapter 18 - BUILDING REGULATIONS**

**ARTICLE 1. - BUILDING CODE**

Sec. 18-1-10. - Adoption.

(1) Pursuant to Title 31, Article 16, Part 2, C.R.S., there is adopted as the building code of the Town, by reference thereto, the International Building Code, 2018 edition, and together with the chapters of the appendix as set forth below, and all tables and examples thereto, published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795. The purpose of the adopted code is to protect the health, safety and lives of the residents of the Town. The subject matter of the adopted code includes comprehensive provisions and standards regulating the erection, construction, enlargement, alteration, repair, moving, removal, conversion, demolition, occupancy, equipment, use, height, area and maintenance of buildings and structures for the purpose of protecting the public health, safety and general welfare, and providing for the issuance of permits and collection of fees therefor.

(2) The following chapters of the appendix of the International Building Code, 2018 Edition, are adopted:

Appendix C: Group U Agricultural Buildings.

Appendix E: Supplementary Accessibility Requirements.

Appendix G: Flood-Resistant Construction.

Appendix I: Patio Covers.

Appendix J: Grading.

Sec. 18-1-20. - Copy on file.

At least one (1) copy of the International Building Code, certified to be a true copy, is on file in the office of the Town Clerk and may be inspected by any interested person during regular business hours.

Sec. 18-1-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

Town of Paonia, Colorado  
Ordinance No. \_\_, Series of 2022  
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- (1) References to jurisdiction in Section 101.1 and elsewhere mean the Town of Paonia.
- (2) Section 101.4.1 is amended to read: The provisions of the International Fuel Gas Code as amended and adopted by the State of Colorado Plumbing Board (*see* 3 CCR 720-1 of the Code of Colorado Regulations.)
- (3) Section 101.4.3 is amended to read: The provisions of the International Plumbing Code as amended and adopted by the State of Colorado Plumbing Board (*see* 3 CCR 720-1 of the Code of Colorado Regulations).
- (4) Section 101.4.4 is hereby deleted.
- (5) Sections 104.10.1, 1612.3 and 1612.4 are amended to read: Consideration of Flood Hazard Areas shall be as adopted by Chapter 18 Article ~~9~~12 of this Municipal Code.
- (6) Section 105.2 is amended to exempt the following from permit requirements:
  1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses provided the floor area cannot exceed 200 square feet. Such structures shall be located in accordance with Section 705.3 with respect to other structures on the same lot and in accordance with Chapter 16 Zoning Regulations.
  2. Fences not over 6 feet high; however, all fence-plans must be reviewed and approved as per Municipal Code Section 18-~~9~~10
  14. Item 14 is added and reads: Window and door replacement provided no structural changes are needed or proposed.
  15. Item 15 is added and reads: Decks not exceeding 200 square feet (18.58 m<sup>2</sup>) in area, that are not more than 30 inches (762 mm) above grade at any point; however, a site-plan is required and subject to approval with regards to setback requirements.
  16. Item 16 is added and reads: Re-siding without alteration of wall structure provided, however, the proposed weather barrier is not a stucco-type

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product\*. (\*If the stucco-type product will be applied over an existing masonry or concrete surface it too shall be exempt from requiring a permit).

- (7) Section 109.2 is amended to read: Fees shall be assessed as established by Resolution of the Town Board.
- (8) Section 109.6 is amended to read: Refunds shall be determined as established by Resolution of the Town Board.
- (9) Section 109.4 is amended to read: Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to a fee established by the building official that shall be in addition to the required permit fees. The amount of the fee shall be equal to the permit fee or \$100, whichever is greater. Payment of this fee does not constitute approval of work already completed and does not assure that a permit will be issued for the project under consideration.
- (10) Section 113 is amended to read: Means of Appeal shall be initiated and addressed pursuant to Article 8 of this Chapter.
- (11) Section 114 is amended to read: Violations shall be processed pursuant to Article 8 of this Chapter.
- (12) Section 310.4.1 is hereby deleted
- (13) All foundation designs submitted for habitable structures or additions to habitable structures, excluding patio covers and carports shall be site specific, stamped and signed by an engineer registered in the State of Colorado.

ARTICLE 2. – RESIDENTIAL CODE

Sec. 18-2-10. - Adoption.

- (1) Pursuant to Title 31, Article 16, Part 2, C.R.S., there is adopted as the residential code of the Town, by reference thereto, the International Residential Code, 2018 edition, together with the chapters of the appendix as set forth below, and all tables and examples thereto, published by the International Code Council, 4051 West Flossmoor

Town of Paonia, Colorado  
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Road, Country Club Hills, IL 60478-5795. The purpose of the adopted code is to protect the health, safety and lives of the residents of the Town. The subject matter of the code includes the standards for the design, erection, construction, enlargement, alteration, repair, moving, removal, conversion, demolition, occupancy, equipment, use, height, area and maintenance of one and two-family dwellings and townhouses, and providing for the issuance of permits and collection of fees therefore

(2) The following chapters of the appendix of the International Residential Code, 2018 Edition, are adopted:

Appendix B: Vent Sizing.

Appendix F: Radon Control.

Appendix H: Patio Covers.

Appendix J: Existing Buildings and Structures is amended to read as follows:

Section AJ501.5 Electrical repairs and upgrades are subject to the NEC as adopted by the state of Colorado Electrical Board.

Appendix K: Sound Transmission.

Appendix M: Home Day Care.

Appendix Q: Tiny Homes.

Appendix R: Light Straw-Clay Construction.

Appendix S: Strawbale Construction.

Sec. 18-2-20. - Copy on file.

At least one (1) copy of the International Residential Code, certified to be a true copy, is on file in the office of the Town Clerk and may be inspected by any interested person during regular business hours.

Sec. 18-2-30. - Amendments.

Town of Paonia, Colorado  
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The code adopted herein is hereby modified and amended by the following:

- (1) Chapters 33-43 are hereby deleted.
- (2) References to jurisdiction in Section R101.1 and elsewhere shall mean the Town of Paonia.
- (3) R104.10.1, R105.3.1.1, R301.2.4, R309.3, and R322 are amended to read: Consideration of Flood Hazard Areas shall be as adopted by Chapter 18 Article ~~1279~~ of this Municipal Code.
- (4) Section R105.2 is amended in part and with items added to read as exempt from permit requirements:

Building:

- 2. Fences not over 6 feet high; however, all fence-plans must be reviewed and approved as per Municipal Code Section 18-~~911~~-10
- 10. Decks not exceeding 200 square feet (18.58 m2) in area, that are not more than 30 inches (762 mm) above grade at any point; however, a site-plan is required and subject to approval with regards to setback requirements.
- 11. Item 11 is added and reads: Window and door replacement provided no structural changes are needed or proposed.
- 12. Item 12 is added and reads: Re-siding without alteration of wall structure provided, however, the proposed weather barrier is not a stucco-type product\*. (\*If the stucco-type product will be applied over an existing masonry or concrete surface it too shall be exempt from requiring a permit).

Electrical:

All exemptions are subject to the laws established by the Colorado State Electrical Board.

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Plumbing:

All exemptions are subject to the laws established by the Colorado State Plumbing Board.

- (5) Section R105.5 is amended to read:

R105.5 Expiration:

- a. Work must commence within 180 days of issuing the permit.
- b. Unless determined otherwise by the Building Official because of the size or complexity of the project, each inspection must be completed within 180 days of the previous mandated inspection according to the following schedule:
  - i. Reinforcement in footings or structural (monolithic) slab.
  - ii. Reinforcement in stem-wall or basement-wall.
  - iii. Wall and roof sheathing.
  - iv. Framing (plumbing, electrical and mechanical must have already passed inspection or will be inspected at the time of the framing inspection).
  - v. Insulation.
  - vi. Drywall or other interior wall coverings.
  - vii. All final inspections.

- (6) Section R108.2 is amended to read: Fees shall be assessed as established by Resolution of the Town Board.

- (7) Section 108.5 is amended to read: Refunds shall be determined as established by Resolution of the Town Board.

Town of Paonia, Colorado  
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- (8) Section R108.6 is amended to read: Work commencing before permit issuance. Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to a fee established by the building official that shall be in addition to the required permit fees. The amount of the fee shall be equal to the permit fee or \$100, whichever is greater. Payment of this fee does not constitute approval of work already completed and does not assure that a permit will be issued for the project under consideration.
- (9) Section R112 is amended to read: Means of Appeal shall be initiated and addressed pursuant to Article 8 of this Chapter.
- (10) Section R113 is amended to read: Violations shall be processed pursuant to Article 8 of this Chapter.
- (11) All foundation designs submitted for habitable structures or additions to habitable structures, excluding patio covers and carports shall be site specific, stamped and signed by an engineer registered in the State of Colorado.
- (12) Amend Exceptions to Section R302.1 to read:
  - 2. Exception #2 is hereby deleted.
  - 3. Exception #3 is hereby deleted.
- (13) Amend Table R301.2(1) Manual J Design Criteria
  - Elevation: 5,682
  - Latitude: 38
  - Winter Heating: 3
  - Summer Cooling: 87
  - Altitude Correction Factor: .84
  - Indoor Design Temperature: 70

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Design Temperature Cooling: 75

Heating Temperature Difference: 67

Cooling Temperature Difference: 12

Wind Velocity Heating: N/A

Wind Velocity Cooling: N/A

Coincident Wet Bulb: 58

Daily Range: H

Winter Humidity: 30%

Summer Humidity: 50%

Ground Snow Load: 33 psf

Minimum Roof Snow Load: 25 psf

Wind Speed: 10+5 mph Ultimate / Exposure B or C

Topographic Effects: N/A

Special Wind Region: N/A

Windborne Debris Zone: N/A

Seismic Design Category: C

Weathering: Severe

Frost Line Depth: 24"

Termite: Moderate

Winter Design Temp.: 3 degrees F



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Ice Barrier Underlayment: No

Flood Hazards: Those set forth in FIRM Map Nos. 08029C0313D, 08029C0501D, and 08029C0502D (effective 8.19.2010), as they may be amended, and any other applicable FIRM, FBFM, or other flood hazard map, if any.

Air Freezing Index: 1500

Mean Annual Temp.: 49

(14) Section 324.4.1 is amended to read: Rooftop-mounted photovoltaic systems - Structural requirements to include: For PV systems with a total installed weight not to exceed 3-psf and with staggered fasteners attaching to an existing roof, an engineer's review of the roof structure shall not be required

(15) Section R326.1 is hereby deleted.

(16) Section R908.3.1.1 #3 is amended to read: Where the existing roof has two or more applications of any type of roof covering unless the third covering is metal panels and appropriate length fasteners are used.

(17) Add a new subsection R908.7 to read as follows:

R908.7 Attic ventilation shall be made to be in compliance with Section R806.

(18) Section G2445 is amended to read: Unvented Room heaters are prohibited.

(19) Section G2406.2 is amended to delete Exceptions #3 and #4.

(20) Section G2425.8 is amended to delete item #7.

(21) Section N1102.4.1.2 is deleted.

(22) Section N1103.3.3 is deleted.

(23) Section N1103.3.4 is deleted.

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- (24) Section N1103.5.1 is amended as follows: When these systems are installed, heated water circulation systems shall be in accordance with Section R403.5.1.1. Heat trace temperature maintenance systems shall be in accordance with Section R403.5.1.2. Automatic controls, temperature sensors and pumps shall be accessible. Manual controls shall be readily accessible.
- (25) Section N1103.5.2 is amended as follows: When installed, demand recirculation water-systems shall have controls that comply with both of the following:
  - 1. The controls shall start the pump upon receiving a signal from the action of a user of a fixture or appliance, sensing the presence of a user of a fixture or sensing the flow of hot or tempered water to a fixture fitting or appliance.
  - 2. The controls shall limit the temperature of the water entering the cold-water piping to not greater than 104°F (40°C).
- (26) Section N1103.5.4 is amended as follows: When installed, drain water heat recovery units shall comply with CSA B55.2. Drain water heat recovery units shall be tested in accordance with CSA B55.1. Potable water-side pressure loss of drain water heat recovery units shall be less than 3 psi (20.7 kPa) for individual units connected to one or two showers. Potable water-side pressure loss of drain water heat recovery units shall be less than 2 psi (13.8 kPa) for individual units connected to three or more showers.

ARTICLE 3. - EXISTING BUILDING CODE

Sec. 18-3-10. - Adoption.

Pursuant to Title 31, Article 16, Part 2, C.R.S., there is adopted as the existing building code of the Town, by reference thereto, the International Existing Building Code, 2018 edition, including Resource “A”, published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795. The purpose of the adopted code is to protect the health, safety and lives of the residents of the Town. The Existing Building Code provides the standards for the alteration, repair, addition, moving, change of occupancy and relocation of existing buildings, and providing for the issuance of permits and collection of fees therefor.

Town of Paonia, Colorado  
Ordinance No. \_\_, Series of 2022  
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Sec. 18-3-20. - Copy on file.

At least one (1) copy of the International Existing Building Code, certified to be a true copy is on file in the office of the Town Clerk and may be inspected by any interested person during regular business hours.

Sec. 18-3-30. - Amendments.

- (1) Reference to “jurisdiction” in Section 101.1 and elsewhere shall mean the Town of Paonia.
- (2) Section 108.2 is amended to read: Fees shall be assessed as established by Resolution of the Town Board.
- (3) Section 108.6 is amended to read: Refunds shall be determined as established by Resolution of the Town Board.
- (9) Section 112 is amended to read: Means of Appeal shall be initiated and addressed pursuant to Article 8 of this Chapter.
- (10) Section 113 is amended to read: Violations shall be processed pursuant to Article 8 of this Chapter.

ARTICLE 4. - ENERGY CONSERVATION CODE

Sec. 18-4-10. - Adoption.

Pursuant to Title 31, Article 16, Part 2, C.R.S., there is adopted as the energy efficiency code of the Town, by reference thereto, the International Energy Conservation Code, 2018 edition, published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795. The subject matter of the adopted code includes regulations governing energy efficient building envelopes and installation of energy efficient mechanical, lighting and power systems, and providing for the issuance of permits and collection of fees therefor.

Sec. 18-4-20. - Copy on file.

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Ordinance No. \_\_, Series of 2022  
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At least one (1) copy of the International Energy Efficiency Code, certified to be a true copy is on file in the office of the Town Clerk and may be inspected by any interested person during regular business hours.

Sec. 18-4-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

Commercial

- (1) Section C101.1 is amended as follows: This code shall be known as the Energy Conservation Code of Town of Paonia, Colorado, and shall be cited as such. It is referred to herein as “this code.”

Residential

- (1) Section R101.1 is amended as follows: This code shall be known as the Energy Conservation Code of Town of Paonia, Colorado, and shall be cited as such. It is referred to herein as “this code.”
- (2) Section R402.4.1.2 is deleted.
- (3) Section R403.3.3 is deleted.
- (4) Section R403.3.4 is deleted.
- (5) Section R403.5.1 is amended as follows: When these systems are installed, heated water circulation systems shall be in accordance with Section R403.5.1.1. Heat trace temperature maintenance systems shall be in accordance with Section R403.5.1.2. Automatic controls, temperature sensors and pumps shall be accessible. Manual controls shall be readily accessible.
- (6) Section R403.5.2 is amended as follows: When installed, demand recirculation water systems shall have controls that comply with both of the following:
  - 1. The controls shall start the pump upon receiving a signal from the action of a user of a fixture or appliance, sensing the presence of a user of a

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fixture or sensing the flow of hot or tempered water to a fixture fitting or appliance.

- 2. The controls shall limit the temperature of the water entering the cold-water piping to not greater than 104°F (40°C).
- (7) Section R403.5.4 is amended as follows: When installed, drain water heat recovery units shall comply with CSA B55.2. Drain water heat recovery units shall be tested in accordance with CSA B55.1. Potable water-side pressure loss of drain water heat recovery units shall be less than 3 psi (20.7 kPa) for individual units connected to one or two showers. Potable water-side pressure loss of drain water heat recovery units shall be less than 2 psi (13.8 kPa) for individual units connected to three or more showers.
- (8) R403.6 – append this Section by adding: Automatic controls for heating incoming-air shall be provided.

**ARTICLE 5. - MANUFACTURED HOUSING INSTALLATION**

Sec. 18-5-10. - Adoption of Handbook.

Pursuant to Title 31, Article 16, Part 2, C.R.S., there is adopted as the manufactured housing code of the Town, by reference thereto, the Installation Handbook for Manufactured Homes and Factory Built Housing, January 2020 edition, published by the Colorado Department of Local Affairs. The subject matter of the adopted code includes regulations governing the installation of manufactured homes in the Town.

Sec. 18-5-20. - Copy on file.

At least one (1) copy of the International Energy Efficiency Code, certified to be a true copy is on file in the office of the Town Clerk and may be inspected by any interested person during regular business hours.

Sec. 18-5-30. - Amendments.

The Installation Handbook adopted herein is hereby modified by the following amendments:  
none.

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Sec. 18-5-40. - Definitions.

For purposes of this Chapter, the following definitions will apply:

*Dependent mobile home* means a mobile home which does not have a flush toilet and a bath or shower.

*Independent mobile home* means a mobile home which has a flush toilet, a bath or a shower and a sink.

*Mobile home* means any vehicle, trailer coach, house trailer or similar portable structure designed or constructed to permit occupancy for dwelling or sleeping purposes and designed to be transported on wheels.

*Modular home* means a factory-built or prefabricated structure designed for residential occupancy which is wholly or in substantial part made, fabricated, formed or assembled by a manufacturer for installation or assembly and installation on a residential building site.\

Sec. 18-5-50. - Permit for location and installation.

- (a) It shall be unlawful for any person to use or occupy a dependent mobile home for human habitation within the limits of the Town.
- (b) It shall be unlawful for any person to install, erect, use or occupy any independent mobile home or modular home that has less than six hundred (600) square feet of living space.
- (c) It shall be unlawful for any person to install, erect, use or occupy any independent mobile home or modular home for human habitation within the limits of the Town without first obtaining a permit therefor upon written application on a form to be furnished by the Town Clerk. Each such application shall describe the land on which the installation is to be made, shall be accompanied by plans and specifications of the foundation for the proposed installation showing its location on the building site, shall be signed by the applicant, shall be accompanied by evidence of application for a State Permit from the Colorado Department of Housing and shall give such other information as may be required by the Building Official. The application plans and specifications shall be checked by the Building

Official, and if he or she is satisfied that the installation therein described will conform to the requirements of Paragraphs (1) through (6) below, he or she shall issue a permit therefor to the applicant. Fees for the permit shall be a minimum of \$300.00 or otherwise in accordance with the Permit Fee Rate Schedule adopted by Resolution based on the value of the foundation, exterior stairs, landings, porches and any other added feature exterior to the Manufactured Structure. Thereafter, the Building Official shall make such inspections as reasonably necessary to determine that all requirements of Subparagraphs (1) through (6) below are complied with, and he or she shall either approve the installation at each inspection or notify the permit holder when it fails to comply with said requirements. No mobile home or modular home shall be used or occupied until the Building Official has issued a certificate of occupancy which shall be issued to the permittee after final inspection of the installation and approval of the same by the Building Official in accordance with the foregoing. The certificate of occupancy shall contain the permit number, the address of the installation, the name of the owner, a statement that the mobile home or modular home installation complies with the requirements of this Article, the date issued and the signature of the Building Official.

- (1) The proposed location shall be in compliance with Chapter 16 of this Code. No mobile home or modular home shall be located or placed on or within an area of less than five thousand (5,000) square feet.
- (2) No mobile home or modular home shall be located closer than twelve (12) feet to any building and shall also be located as to comply with all requirements as to setback lines and side and rear yards as now or hereafter provided for dwelling structures by Chapter 16 of this Code.
- (3) The plumbing and electrical connections shall be in accordance with the provisions of this Code and in accordance with State Law as set forth in paragraph (6) below.
- (4) All mobile homes or modular homes using liquefied petroleum gas, kerosene, gasoline or fuel oil for heating or cooking purposes shall have their stoves properly vented with flues of adequate size and construction; and, with the exception of a supply container for each mobile home, no

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gasoline, kerosene or fuel oil shall be stored on the premises. Said supply container must be approved by the Fire Chief. Every connection between a liquefied petroleum gas container and its appliance shall be of metal pipe. No liquefied petroleum gas container shall be permitted inside of any mobile home. All mobile homes and modular homes shall comply with the regulations of the Colorado State Department of Public Health and Environment controlling carbon monoxide poisoning.

- (5) Every mobile home and modular home shall be supported on solid masonry or concrete footings which shall be of sufficient size to safely support the loads imposed as determined from the character of the soil. The foundation walls or piers shall extend at least six (6) inches above the finished grade adjacent to the wall at all points. The foundation walls or piers shall be directly below the load-bearing beams or stringers of the mobile home or modular home. If piers are used, they shall be installed pursuant to requirements of the home manufacturer and State Laws, except that design and specifications shall be provided by a Colorado Licensed Engineer for all “permanent foundations”. Every mobile home and modular home shall be anchored in such a way as to resist wind loads established per the IRC and approved as per State Laws, except that design and specifications for anchoring shall be provided by a Colorado Licensed Engineer for all “permanent foundations”. Foundations for all mobile homes and modular homes shall be level or shall be stepped so that both top and bottom of such foundation are level. After such foundations have been constructed, each mobile home or modular home shall have a wood or metal skirt firmly attached to all exterior walls and extended to the ground along the entire outside perimeter.
- (6) Pursuant to the Laws of the State of Colorado, Department of Housing, no permanent utilities are to be released to the home prior to the affixing of the installation-insignia, and Occupancy of the structure is prohibited prior to affixing the installation-insignia.

ARTICLE 6. - INTERNATIONAL MECHANICAL CODE

Sec. 18-6-10. - Adoption.



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Pursuant to Title 31, Article 16, Part 2, C.R.S., there is adopted as the mechanical code of the Town, by reference thereto, the International Mechanical Code, 2018 edition, published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795. The subject matter of the adopted code includes regulations governing the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of mechanical systems and the issuance of permits and collection of fees therefor.

Sec. 18-6-20. - Copy on file.

At least one (1) copy of the International Mechanical Code, certified to be a true copy, is on file in the office of the Town Clerk and may be inspected by any interested person during regular business hours.

Sec. 18-6-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

- (1) Reference to “jurisdiction” in Section 101.1 and elsewhere shall mean the Town of Paonia.
- (2) Section 106.5.2 is amended to read: Fees shall be assessed as established by Resolution of the Town Board.
- (3) Section 106.5.3 is amended to read: Refunds shall be determined as established by Resolution of the Town Board.
- (4) Section 108 is amended to read: Violations shall be processed pursuant to Article 8 of this Chapter.
- (5) Section 109 is amended to read: Means of Appeal shall be initiated and addressed pursuant to Article 8 of this Chapter.

ARTICLE 7. – INTERNATIONAL FUEL GAS CODE

Sec. 18-7-10. - Adoption.

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Pursuant to Title 31, Article 16, Part 2, C.R.S., there is adopted as the fuel gas code of the Town, by reference thereto, the International Fuel Gas Code, 2018 edition, published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795. The subject matter of the adopted code includes regulations governing fuel gas systems and gas-fired appliances and the issuance of permits and collection of fees therefor.

Sec. 18-7-20. - Copy on file.

At least one (1) copy of the International Fuel Gas Code, certified to be a true copy, is on file in the office of the Town Clerk and may be inspected by any interested person during regular business hours.

Sec. 18-7-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

- (1) Reference to “jurisdiction” in Section 101.1 and elsewhere shall mean the Town of Paonia.
- (2) Section 106.6.2 is amended to read: Fees shall be assessed as established by Resolution of the Town Board.
- (3) Section 106.6.3 is amended to read: Refunds shall be determined as established by Resolution of the Town Board.
- (4) Section 108 is amended to read: Violations shall be processed pursuant to Article 8 of this Chapter.
- (5) Section 109 is amended to read: Means of Appeal shall be initiated and addressed pursuant to Article 8 of this Chapter.
- (6) Section 501.8 #8 is hereby deleted .
- (7) Section 621 is amended to read: Unvented Room Heaters are hereby prohibited.

ARTICLE 8. – VIOLATIONS, APPEALS

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Sec. 18-8-10. - Violations – Penalty.

- (a) Except as may otherwise be provided in this title, any person, firm, or corporation violating any of the provisions of this title shall be deemed guilty of a municipal misdemeanor and subject to the Town’s general penalty provision, and each such person shall be deemed guilty of a separate offense for each and every day or portion thereof during which any violation of any of the provisions of this title is committed, continued or permitted. Said offense shall be deemed to be one of “strict liability.” Only the Town of Paonia, by and through its Building Official, or his/her designee, the Town Attorney, or the Police Department, shall be permitted to initiate the filing of a complaint in the Paonia Municipal Court for violation of any of the provisions of this title and the primary codes adopted by reference herein.
- (b) In the event any building or structure is or is proposed to be erected, constructed, reconstructed, altered, remodeled, used, or maintained in violation of this title or any primary code adopted by reference herein, the Town Attorney, upon request of the Building Official or the Town Manager, in addition to other remedies provided by law, may institute an appropriate action for injunction, mandamus, or abatement to prevent, enjoin, abate, or remove such unlawful erection, construction, reconstruction, alteration, remodeling, maintenance, or use, in any court of competent jurisdiction.

Sec. 18-8-20. – Establishment of Building Board of Appeals.

The Town of Paonia’s Zoning Board of Adjustments shall serve as the Town’s Building Board of Appeals to hear all appeals arising under the codes adopted by reference under this title, except with respect to the National Electric Code and International Building Code. Such Building Board of Appeals shall have jurisdiction to decide any appeals from a decision of the Building Official, or his/her designee, if the decision of the Building Official or his/her designee concerns suitability of alternate materials, method of construction or reasonable interpretations of the codes adopted pursuant to this title. Provided, however, the Building Board of Appeals shall not be entitled to hear appeals of life safety matters or the administrative provisions of the codes adopted pursuant to this title, nor shall the Building Board of Appeals be empowered to waive requirements under said codes.

Sec. 18-8-20. – Notice of appeal.

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Any person aggrieved by a decision of the Building Official, or his/her designee, denying, issuing, or revoking a permit or in applying the provisions of this title or any code adopted by reference thereunder, to the construction, alteration, or repair of a structure may appeal such decision to the Board of Trustees, acting as the Building Board of Appeals, except as otherwise limited in this chapter. An appeal shall be commenced within ten (10) days from the date of the decision of the Building Official, or his/her designee, by filing a written notice of appeal with the Town Clerk setting forth the decision appealed from and the grounds for said appeal. Upon receipt, the Town Clerk shall transmit the notice of appeal to the Building Official and the Board of Appeals.

Sec. 18-8-30. - Scheduling of hearing.

Upon receipt of a notice of appeal, the Town Clerk shall schedule said appeal for hearing within thirty (30) days from the date of receipt of the notice of appeal. The Town Clerk shall thereupon mail written notice of the date, time, and place of the hearing to the Building Official and to the appellant.

Sec. 18-8-40. - Hearing.

The hearing on the appeal from a decision of the Building Official shall be public and shall permit the appellant and the Building Official to call witnesses, introduce evidence, examine and cross-examine witnesses, and otherwise provide each of the parties with due process of law. The Board of Appeals may adopt reasonable rules and regulations for the conduct of such hearings and thereafter such rules and regulations shall govern the conduct of such hearings.

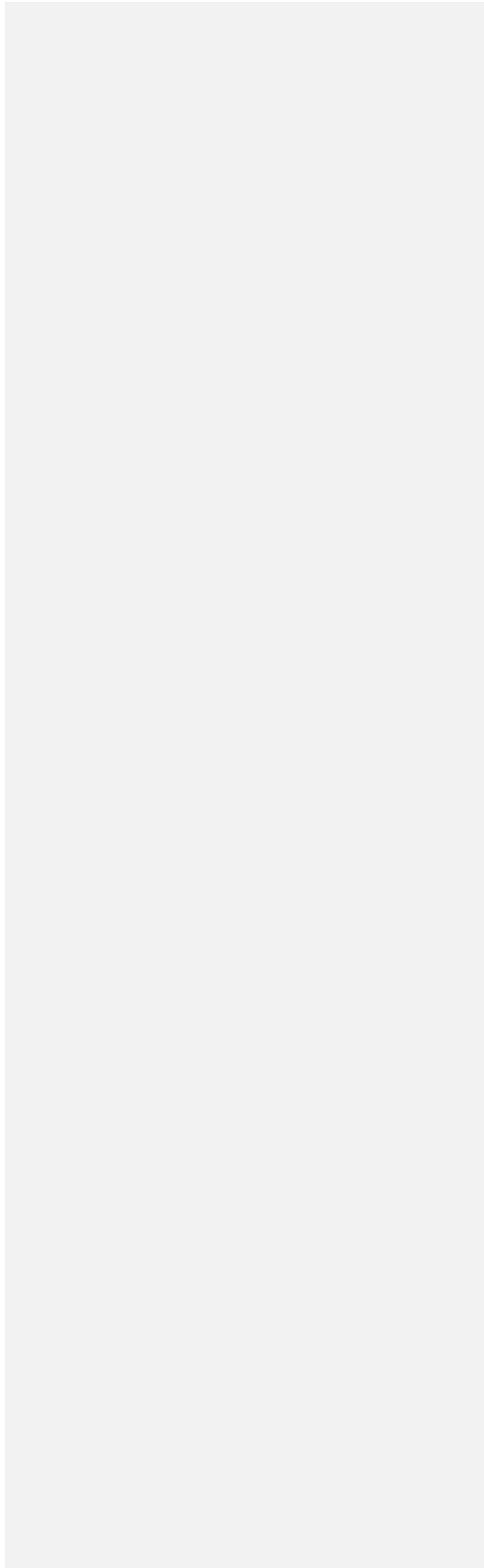
Sec. 18-8-50. - Decision.

The Board of Appeals, serving as the Building Board of Appeals, shall issue its findings and decision on an appeal in writing no later than thirty (30) days after the conclusion of the hearing. The Town Clerk shall mail copies of the findings and decision to the Building Official and the appellant.

Sec. 18-8-60. - Appeals from the board.

Any decision issued by the Board of Appeals on an appeal filed under this chapter shall be final. Any further appeal from the decision of the Board shall be made to the District Court as provided by law.

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**TOWN OF PAONIA, COLORADO  
ORDINANCE NO. 06-2022**

**AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO, AMENDING CHAPTER 18 OF THE MUNICIPAL CODE AND PROVIDING FOR THE ADOPTION OF AND AMENDMENTS TO THE INTERNATIONAL BUILDING CODE, THE INTERNATIONAL MECHANICAL CODE, THE INTERNATIONAL FUEL GAS CODE, INTERNATIONAL RESIDENTIAL CODE, THE INTERNATIONAL EXISTING BUILDING CODE, THE INTERNATIONAL ENERGY CONSERVATION CODE, AND THE INSTALLATION HANDBOOK FOR MANUFACTURED HOMES AND FACTORY BUILT HOUSING.**

**WHEREAS**, the Town of Paonia (the “Town”), in the County of Delta and State of Colorado, is a statutory municipal corporation duly organized and existing under the laws of the State of Colorado; and;

**WHEREAS**, the Town has adopted by reference earlier editions of building codes for the Town; and

**WHEREAS**, the International Code Council released updated editions of International Building Codes in 2018, and staff recommends adoption of the 2018 Editions; and

**WHEREAS**, pursuant to Title 31, Article 16, Part 2. C.R.S, the Board of Trustees desires to amend the Paonia Municipal Code in order to adopt by reference the 2018 Editions of the International Building Code; International Residential Code; International Mechanical Code; International Fuel Gas Code; and the Installation Handbook for Manufactured Homes and Factory Built Housing, as the building codes for the Town pursuant to the procedures set forth in C.R.S. §31-16-201, *et seq.*

**NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO, ORDAINS THAT:**

**Section 1. Recitals.**

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

**Section 2. Repeal and Adoption.**

Title 18, Articles 1, 2, 3, 4, 5, and 11 of the Paonia Municipal Code are hereby repealed in their entirety.

Title 18, Article 6 of the Paonia Municipal Code is hereby repealed in its entirety and readopted at Title 18, Article 11.

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Title 18, Article 7 of the Paonia Municipal Code is hereby repealed in its entirety and readopted at Title 18, Article 12.

Title 18, Article 8 of the Paonia Municipal Code is hereby repealed in its entirety and readopted at Title 18, Article 13

New Title 18, Articles 1 through 8, as set forth in **Exhibit A** attached, are hereby adopted.

The Town’s codifier is hereby authorized to renumber this Title to conform with these amendments.

**Section 3. 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 4. 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 hereto before 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 5. Effective Date.**

This Ordinance shall take effect thirty days from the date of publication.

**INTRODUCED, READ, AND REFERRED before the Board of Trustees for the Town of Paonia, Colorado, on the 23<sup>rd</sup> day of June 2024.**

**HEARD AND FINALLY ADOPTED by the Board of Trustees of the Town of Paonia, Colorado, this \_\_\_ day of \_\_\_\_\_, 2022 by a vote of \_\_ to \_\_.**

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

By: \_\_\_\_\_  
Mary Bachran, Mayor

ATTEST:

\_\_\_\_\_  
Corinne Ferguson, Town Clerk

Approved As To Form:

\_\_\_\_\_  
Jeff Conklin, Town Attorney



**EXHIBIT A**

**Chapter 18 - BUILDING REGULATIONS**

**ARTICLE 1. - BUILDING CODE**

Sec. 18-1-10. - Adoption.

(1) Pursuant to Title 31, Article 16, Part 2, C.R.S., there is adopted as the building code of the Town, by reference thereto, the International Building Code, 2018 edition, and together with the chapters of the appendix as set forth below, and all tables and examples thereto, published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795. The purpose of the adopted code is to protect the health, safety and lives of the residents of the Town. The subject matter of the adopted code includes comprehensive provisions and standards regulating the erection, construction, enlargement, alteration, repair, moving, removal, conversion, demolition, occupancy, equipment, use, height, area and maintenance of buildings and structures for the purpose of protecting the public health, safety and general welfare, and providing for the issuance of permits and collection of fees therefor.

(2) The following chapters of the appendix of the International Building Code, 2018 Edition, are adopted:

Appendix C: Group U Agricultural Buildings.

Appendix E: Supplementary Accessibility Requirements.

Appendix G: Flood-Resistant Construction.

Appendix I: Patio Covers.

Appendix J: Grading.

Sec. 18-1-20. - Copy on file.

At least one (1) copy of the International Building Code, certified to be a true copy, is on file in the office of the Town Clerk and may be inspected by any interested person during regular business hours.

Sec. 18-1-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

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- (1) References to jurisdiction in Section 101.1 and elsewhere mean the Town of Paonia.
- (2) Section 101.4.1 is amended to read: The provisions of the International Fuel Gas Code as amended and adopted by the State of Colorado Plumbing Board (*see* 3 CCR 720-1 of the Code of Colorado Regulations.)
- (3) Section 101.4.3 is amended to read: The provisions of the International Plumbing Code as amended and adopted by the State of Colorado Plumbing Board (*see* 3 CCR 720-1 of the Code of Colorado Regulations).
- (4) Section 101.4.4 is hereby deleted.
- (5) Sections 104.10.1, 1612.3 and 1612.4 are amended to read: Consideration of Flood Hazard Areas shall be as adopted by Chapter 18 Article 12 of this Municipal Code.
- (6) Section 105.2 is amended to exempt the following from permit requirements:
  1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses provided the floor area cannot exceed 200 square feet. Such structures shall be located in accordance with Section 705.3 with respect to other structures on the same lot and in accordance with Chapter 16 Zoning Regulations.
  2. Fences not over 6 feet high; however, all fence-plans must be reviewed and approved as per Municipal Code Section 18-9-10
  14. Item 14 is added and reads: Window and door replacement provided no structural changes are needed or proposed.
  15. Item 15 is added and reads: Decks not exceeding 200 square feet (18.58 m<sup>2</sup>) in area, that are not more than 30 inches (762 mm) above grade at any point; however, a site-plan is required and subject to approval with regards to setback requirements.
  16. Item 16 is added and reads: Re-siding without alteration of wall structure provided, however, the proposed weather barrier is not a stucco-type

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product\*. (\*If the stucco-type product will be applied over an existing masonry or concrete surface it too shall be exempt from requiring a permit).

- (7) Section 109.2 is amended to read: Fees shall be assessed as established by Resolution of the Town Board.
- (8) Section 109.6 is amended to read: Refunds shall be determined as established by Resolution of the Town Board.
- (9) Section 109.4 is amended to read: Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to a fee established by the building official that shall be in addition to the required permit fees. The amount of the fee shall be equal to the permit fee or \$100, whichever is greater. Payment of this fee does not constitute approval of work already completed and does not assure that a permit will be issued for the project under consideration.
- (10) Section 113 is amended to read: Means of Appeal shall be initiated and addressed pursuant to Article 8 of this Chapter.
- (11) Section 114 is amended to read: Violations shall be processed pursuant to Article 8 of this Chapter.
- (12) Section 310.4.1 is hereby deleted
- (13) All foundation designs submitted for habitable structures or additions to habitable structures, excluding patio covers and carports shall be site specific, stamped and signed by an engineer registered in the State of Colorado.

ARTICLE 2. – RESIDENTIAL CODE

Sec. 18-2-10. - Adoption.

- (1) Pursuant to Title 31, Article 16, Part 2, C.R.S., there is adopted as the residential code of the Town, by reference thereto, the International Residential Code, 2018 edition, together with the chapters of the appendix as set forth below, and all tables and examples thereto, published by the International Code Council, 4051 West Flossmoor

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Road, Country Club Hills, IL 60478-5795. The purpose of the adopted code is to protect the health, safety and lives of the residents of the Town. The subject matter of the code includes the standards for the design, erection, construction, enlargement, alteration, repair, moving, removal, conversion, demolition, occupancy, equipment, use, height, area and maintenance of one and two-family dwellings and townhouses, and providing for the issuance of permits and collection of fees therefore

(2) The following chapters of the appendix of the International Residential Code, 2018 Edition, are adopted:

Appendix B: Vent Sizing.

Appendix F: Radon Control.

Appendix H: Patio Covers.

Appendix J: Existing Buildings and Structures is amended to read as follows:

Section AJ501.5 Electrical repairs and upgrades are subject to the NEC as adopted by the state of Colorado Electrical Board.

Appendix K: Sound Transmission.

Appendix M: Home Day Care.

Appendix Q: Tiny Homes.

Appendix R: Light Straw-Clay Construction.

Appendix S: Strawbale Construction.

Sec. 18-2-20. - Copy on file.

At least one (1) copy of the International Residential Code, certified to be a true copy, is on file in the office of the Town Clerk and may be inspected by any interested person during regular business hours.

Sec. 18-2-30. - Amendments.

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The code adopted herein is hereby modified and amended by the following:

- (1) Chapters 33-43 are hereby deleted.
- (2) References to jurisdiction in Section R101.1 and elsewhere shall mean the Town of Paonia.
- (3) R104.10.1, R105.3.1.1, R301.2.4, R309.3, and R322 are amended to read: Consideration of Flood Hazard Areas shall be as adopted by Chapter 18 Article 12 of this Municipal Code.
- (4) Section R105.2 is amended in part and with items added to read as exempt from permit requirements:

Building:

- 2. Fences not over 6 feet high; however, all fence-plans must be reviewed and approved as per Municipal Code Section 18-9-10
- 10. Decks not exceeding 200 square feet (18.58 m2) in area, that are not more than 30 inches (762 mm) above grade at any point; however, a site-plan is required and subject to approval with regards to setback requirements.
- 11. Item 11 is added and reads: Window and door replacement provided no structural changes are needed or proposed.
- 12. Item 12 is added and reads: Re-siding without alteration of wall structure provided, however, the proposed weather barrier is not a stucco-type product\*. (\*If the stucco-type product will be applied over an existing masonry or concrete surface it too shall be exempt from requiring a permit).

Electrical:

All exemptions are subject to the laws established by the Colorado State Electrical Board.

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Plumbing:

All exemptions are subject to the laws established by the Colorado State Plumbing Board.

(5) Section R105.5 is amended to read:

R105.5 Expiration:

- a. Work must commence within 180 days of issuing the permit.
- b. Unless determined otherwise by the Building Official because of the size or complexity of the project, each inspection must be completed within 180 days of the previous mandated inspection according to the following schedule:
  - i. Reinforcement in footings or structural (monolithic) slab.
  - ii. Reinforcement in stem-wall or basement-wall.
  - iii. Wall and roof sheathing.
  - iv. Framing (plumbing, electrical and mechanical must have already passed inspection or will be inspected at the time of the framing inspection).
  - v. Insulation.
  - vi. Drywall or other interior wall coverings.
  - vii. All final inspections.

(6) Section R108.2 is amended to read: Fees shall be assessed as established by Resolution of the Town Board.

(7) Section 108.5 is amended to read: Refunds shall be determined as established by Resolution of the Town Board.

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(8) Section R108.6 is amended to read: Work commencing before permit issuance. Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to a fee established by the building official that shall be in addition to the required permit fees. The amount of the fee shall be equal to the permit fee or \$100, whichever is greater. Payment of this fee does not constitute approval of work already completed and does not assure that a permit will be issued for the project under consideration.

(9) Section R112 is amended to read: Means of Appeal shall be initiated and addressed pursuant to Article 8 of this Chapter.

(10) Section R113 is amended to read: Violations shall be processed pursuant to Article 8 of this Chapter.

(11) All foundation designs submitted for habitable structures or additions to habitable structures, excluding patio covers and carports shall be site specific, stamped and signed by an engineer registered in the State of Colorado.

(12) Amend Exceptions to Section R302.1 to read:

2. Exception #2 is hereby deleted.

3. Exception #3 is hereby deleted.

(13) Amend Table R301.2(1) Manual J Design Criteria

Elevation: 5,682

Latitude: 38

Winter Heating: 3

Summer Cooling: 87

Altitude Correction Factor: .84

Indoor Design Temperature: 70

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- Design Temperature Cooling: 75
- Heating Temperature Difference: 67
- Cooling Temperature Difference: 12
- Wind Velocity Heating: N/A
- Wind Velocity Cooling: N/A
- Coincident Wet Bulb: 58
- Daily Range: H
- Winter Humidity: 30%
- Summer Humidity: 50%
- Ground Snow Load: 33 psf
- Minimum Roof Snow Load: 25 psf
- Wind Speed: 105 mph Ultimate / Exposure B or C
- Topographic Effects: N/A
- Special Wind Region: N/A
- Windborne Debris Zone: N/A
- Seismic Design Category: C
- Weathering: Severe
- Frost Line Depth: 24"
- Termite: Moderate
- Winter Design Temp.: 3 degrees F



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Ice Barrier Underlayment: No

Flood Hazards: Those set forth in FIRM Map Nos. 08029C0313D, 08029C0501D, and 08029C0502D (effective 8.19.2010), as they may be amended, and any other applicable FIRM, FBFM, or other flood hazard map, if any.

Air Freezing Index: 1500

Mean Annual Temp.: 49

- (14) Section 324.4.1 is amended to read: Rooftop-mounted photovoltaic systems - Structural requirements to include: For PV systems with a total installed weight not to exceed 3-psf and with staggered fasteners attaching to an existing roof, an engineer's review of the roof structure shall not be required
- (15) Section R326.1 is hereby deleted.
- (16) Section R908.3.1.1 #3 is amended to read: Where the existing roof has two or more applications of any type of roof covering unless the third covering is metal panels and appropriate length fasteners are used.
- (17) Add a new subsection R908.7 to read as follows:  

R908.7 Attic ventilation shall be made to be in compliance with Section R806.
- (18) Section G2445 is amended to read: Unvented Room heaters are prohibited.
- (19) Section G2406.2 is amended to delete Exceptions #3 and #4.
- (20) Section G2425.8 is amended to delete item #7.
- (21) Section N1102.4.1.2 is deleted.
- (22) Section N1103.3.3 is deleted.
- (23) Section N1103.3.4 is deleted.

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- (24) Section N1103.5.1 is amended as follows: When these systems are installed, heated water circulation systems shall be in accordance with Section R403.5.1.1. Heat trace temperature maintenance systems shall be in accordance with Section R403.5.1.2. Automatic controls, temperature sensors and pumps shall be accessible. Manual controls shall be readily accessible.
  
- (25) Section N1103.5.2 is amended as follows: When installed, demand recirculation water-systems shall have controls that comply with both of the following:
  - 1. The controls shall start the pump upon receiving a signal from the action of a user of a fixture or appliance, sensing the presence of a user of a fixture or sensing the flow of hot or tempered water to a fixture fitting or appliance.
  
  - 2. The controls shall limit the temperature of the water entering the cold-water piping to not greater than 104°F (40°C).
  
- (26) Section N1103.5.4 is amended as follows: When installed, drain water heat recovery units shall comply with CSA B55.2. Drain water heat recovery units shall be tested in accordance with CSA B55.1. Potable water-side pressure loss of drain water heat recovery units shall be less than 3 psi (20.7 kPa) for individual units connected to one or two showers. Potable water-side pressure loss of drain water heat recovery units shall be less than 2 psi (13.8 kPa) for individual units connected to three or more showers.

ARTICLE 3. - EXISTING BUILDING CODE

Sec. 18-3-10. - Adoption.

Pursuant to Title 31, Article 16, Part 2, C.R.S., there is adopted as the existing building code of the Town, by reference thereto, the International Existing Building Code, 2018 edition, including Resource “A”, published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795. The purpose of the adopted code is to protect the health, safety and lives of the residents of the Town. The Existing Building Code provides the standards for the alteration, repair, addition, moving, change of occupancy and relocation of existing buildings, and providing for the issuance of permits and collection of fees therefor.

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Sec. 18-3-20. - Copy on file.

At least one (1) copy of the International Existing Building Code, certified to be a true copy is on file in the office of the Town Clerk and may be inspected by any interested person during regular business hours.

Sec. 18-3-30. - Amendments.

- (1) Reference to “jurisdiction” in Section 101.1 and elsewhere shall mean the Town of Paonia.
- (2) Section 108.2 is amended to read: Fees shall be assessed as established by Resolution of the Town Board.
- (3) Section 108.6 is amended to read: Refunds shall be determined as established by Resolution of the Town Board.
- (9) Section 112 is amended to read: Means of Appeal shall be initiated and addressed pursuant to Article 8 of this Chapter.
- (10) Section 113 is amended to read: Violations shall be processed pursuant to Article 8 of this Chapter.

ARTICLE 4. - ENERGY CONSERVATION CODE

Sec. 18-4-10. - Adoption.

Pursuant to Title 31, Article 16, Part 2, C.R.S., there is adopted as the energy efficiency code of the Town, by reference thereto, the International Energy Conservation Code, 2018 edition, published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795. The subject matter of the adopted code includes regulations governing energy efficient building envelopes and installation of energy efficient mechanical, lighting and power systems, and providing for the issuance of permits and collection of fees therefor.

Sec. 18-4-20. - Copy on file.

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At least one (1) copy of the International Energy Efficiency Code, certified to be a true copy is on file in the office of the Town Clerk and may be inspected by any interested person during regular business hours.

Sec. 18-4-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

Commercial

- (1) Section C101.1 is amended as follows: This code shall be known as the Energy Conservation Code of Town of Paonia, Colorado, and shall be cited as such. It is referred to herein as “this code.”

Residential

- (1) Section R101.1 is amended as follows: This code shall be known as the Energy Conservation Code of Town of Paonia, Colorado, and shall be cited as such. It is referred to herein as “this code.”
- (2) Section R402.4.1.2 is deleted.
- (3) Section R403.3.3 is deleted.
- (4) Section R403.3.4 is deleted.
- (5) Section R403.5.1 is amended as follows: When these systems are installed, heated water circulation systems shall be in accordance with Section R403.5.1.1. Heat trace temperature maintenance systems shall be in accordance with Section R403.5.1.2. Automatic controls, temperature sensors and pumps shall be accessible. Manual controls shall be readily accessible.
- (6) Section R403.5.2 is amended as follows: When installed, demand recirculation water systems shall have controls that comply with both of the following:
  - 1. The controls shall start the pump upon receiving a signal from the action of a user of a fixture or appliance, sensing the presence of a user of a

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fixture or sensing the flow of hot or tempered water to a fixture fitting or appliance.

2. The controls shall limit the temperature of the water entering the cold-water piping to not greater than 104°F (40°C).

(7) Section R403.5.4 is amended as follows: When installed, drain water heat recovery units shall comply with CSA B55.2. Drain water heat recovery units shall be tested in accordance with CSA B55.1. Potable water-side pressure loss of drain water heat recovery units shall be less than 3 psi (20.7 kPa) for individual units connected to one or two showers. Potable water-side pressure loss of drain water heat recovery units shall be less than 2 psi (13.8 kPa) for individual units connected to three or more showers.

(8) R403.6 – append this Section by adding: Automatic controls for heating incoming-air shall be provided.

**ARTICLE 5. - MANUFACTURED HOUSING INSTALLATION**

Sec. 18-5-10. - Adoption of Handbook.

Pursuant to Title 31, Article 16, Part 2, C.R.S., there is adopted as the manufactured housing code of the Town, by reference thereto, the Installation Handbook for Manufactured Homes and Factory Built Housing, January 2020 edition, published by the Colorado Department of Local Affairs. The subject matter of the adopted code includes regulations governing the installation of manufactured homes in the Town.

Sec. 18-5-20. - Copy on file.

At least one (1) copy of the International Energy Efficiency Code, certified to be a true copy is on file in the office of the Town Clerk and may be inspected by any interested person during regular business hours.

Sec. 18-5-30. - Amendments.

The Installation Handbook adopted herein is hereby modified by the following amendments:  
none.

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Sec. 18-5-40. - Definitions.

For purposes of this Chapter, the following definitions will apply:

*Dependent mobile home* means a mobile home which does not have a flush toilet and a bath or shower.

*Independent mobile home* means a mobile home which has a flush toilet, a bath or a shower and a sink.

*Mobile home* means any vehicle, trailer coach, house trailer or similar portable structure designed or constructed to permit occupancy for dwelling or sleeping purposes and designed to be transported on wheels.

*Modular home* means a factory-built or prefabricated structure designed for residential occupancy which is wholly or in substantial part made, fabricated, formed or assembled by a manufacturer for installation or assembly and installation on a residential building site.\

Sec. 18-5-50. - Permit for location and installation.

- (a) It shall be unlawful for any person to use or occupy a dependent mobile home for human habitation within the limits of the Town.
- (b) It shall be unlawful for any person to install, erect, use or occupy any independent mobile home or modular home that has less than six hundred (600) square feet of living space.
- (c) It shall be unlawful for any person to install, erect, use or occupy any independent mobile home or modular home for human habitation within the limits of the Town without first obtaining a permit therefor upon written application on a form to be furnished by the Town Clerk. Each such application shall describe the land on which the installation is to be made, shall be accompanied by plans and specifications of the foundation for the proposed installation showing its location on the building site, shall be signed by the applicant, shall be accompanied by evidence of application for a State Permit from the Colorado Department of Housing and shall give such other information as may be required by the Building Official. The application plans and specifications shall be checked by the Building

Official, and if he or she is satisfied that the installation therein described will conform to the requirements of Paragraphs (1) through (6) below, he or she shall issue a permit therefor to the applicant. Fees for the permit shall be a minimum of \$300.00 or otherwise in accordance with the Permit Fee Rate Schedule adopted by Resolution based on the value of the foundation, exterior stairs, landings, porches and any other added feature exterior to the Manufactured Structure. Thereafter, the Building Official shall make such inspections as reasonably necessary to determine that all requirements of Subparagraphs (1) through (6) below are complied with, and he or she shall either approve the installation at each inspection or notify the permit holder when it fails to comply with said requirements. No mobile home or modular home shall be used or occupied until the Building Official has issued a certificate of occupancy which shall be issued to the permittee after final inspection of the installation and approval of the same by the Building Official in accordance with the foregoing. The certificate of occupancy shall contain the permit number, the address of the installation, the name of the owner, a statement that the mobile home or modular home installation complies with the requirements of this Article, the date issued and the signature of the Building Official.

- (1) The proposed location shall be in compliance with Chapter 16 of this Code. No mobile home or modular home shall be located or placed on or within an area of less than five thousand (5,000) square feet.
- (2) No mobile home or modular home shall be located closer than twelve (12) feet to any building and shall also be located as to comply with all requirements as to setback lines and side and rear yards as now or hereafter provided for dwelling structures by Chapter 16 of this Code.
- (3) The plumbing and electrical connections shall be in accordance with the provisions of this Code and in accordance with State Law as set forth in paragraph (6) below.
- (4) All mobile homes or modular homes using liquefied petroleum gas, kerosene, gasoline or fuel oil for heating or cooking purposes shall have their stoves properly vented with flues of adequate size and construction; and, with the exception of a supply container for each mobile home, no

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gasoline, kerosene or fuel oil shall be stored on the premises. Said supply container must be approved by the Fire Chief. Every connection between a liquefied petroleum gas container and its appliance shall be of metal pipe. No liquefied petroleum gas container shall be permitted inside of any mobile home. All mobile homes and modular homes shall comply with the regulations of the Colorado State Department of Public Health and Environment controlling carbon monoxide poisoning.

- (5) Every mobile home and modular home shall be supported on solid masonry or concrete footings which shall be of sufficient size to safely support the loads imposed as determined from the character of the soil. The foundation walls or piers shall extend at least six (6) inches above the finished grade adjacent to the wall at all points. The foundation walls or piers shall be directly below the load-bearing beams or stringers of the mobile home or modular home. If piers are used, they shall be installed pursuant to requirements of the home manufacturer and State Laws, except that design and specifications shall be provided by a Colorado Licensed Engineer for all “permanent foundations”. Every mobile home and modular home shall be anchored in such a way as to resist wind loads established per the IRC and approved as per State Laws, except that design and specifications for anchoring shall be provided by a Colorado Licensed Engineer for all “permanent foundations”. Foundations for all mobile homes and modular homes shall be level or shall be stepped so that both top and bottom of such foundation are level. After such foundations have been constructed, each mobile home or modular home shall have a wood or metal skirt firmly attached to all exterior walls and extended to the ground along the entire outside perimeter.
- (6) Pursuant to the Laws of the State of Colorado, Department of Housing, no permanent utilities are to be released to the home prior to the affixing of the installation-insignia, and Occupancy of the structure is prohibited prior to affixing the installation-insignia.

#### ARTICLE 6. - INTERNATIONAL MECHANICAL CODE

Sec. 18-6-10. - Adoption.



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Pursuant to Title 31, Article 16, Part 2, C.R.S., there is adopted as the mechanical code of the Town, by reference thereto, the International Mechanical Code, 2018 edition, published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795. The subject matter of the adopted code includes regulations governing the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of mechanical systems and the issuance of permits and collection of fees therefor.

Sec. 18-6-20. - Copy on file.

At least one (1) copy of the International Mechanical Code, certified to be a true copy, is on file in the office of the Town Clerk and may be inspected by any interested person during regular business hours.

Sec. 18-6-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

- (1) Reference to “jurisdiction” in Section 101.1 and elsewhere shall mean the Town of Paonia.
- (2) Section 106.5.2 is amended to read: Fees shall be assessed as established by Resolution of the Town Board.
- (3) Section 106.5.3 is amended to read: Refunds shall be determined as established by Resolution of the Town Board.
- (4) Section 108 is amended to read: Violations shall be processed pursuant to Article 8 of this Chapter.
- (5) Section 109 is amended to read: Means of Appeal shall be initiated and addressed pursuant to Article 8 of this Chapter.

ARTICLE 7. – INTERNATIONAL FUEL GAS CODE

Sec. 18-7-10. - Adoption.

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Pursuant to Title 31, Article 16, Part 2, C.R.S., there is adopted as the fuel gas code of the Town, by reference thereto, the International Fuel Gas Code, 2018 edition, published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795. The subject matter of the adopted code includes regulations governing fuel gas systems and gas-fired appliances and the issuance of permits and collection of fees therefor.

Sec. 18-7-20. - Copy on file.

At least one (1) copy of the International Fuel Gas Code, certified to be a true copy, is on file in the office of the Town Clerk and may be inspected by any interested person during regular business hours.

Sec. 18-7-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

- (1) Reference to “jurisdiction” in Section 101.1 and elsewhere shall mean the Town of Paonia.
- (2) Section 106.6.2 is amended to read: Fees shall be assessed as established by Resolution of the Town Board.
- (3) Section 106.6.3 is amended to read: Refunds shall be determined as established by Resolution of the Town Board.
- (4) Section 108 is amended to read: Violations shall be processed pursuant to Article 8 of this Chapter.
- (5) Section 109 is amended to read: Means of Appeal shall be initiated and addressed pursuant to Article 8 of this Chapter.
- (6) Section 501.8 #8 is hereby deleted .
- (7) Section 621 is amended to read: Unvented Room Heaters are hereby prohibited.

ARTICLE 8. – VIOLATIONS, APPEALS

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Sec. 18-8-10. - Violations – Penalty.

- (a) Except as may otherwise be provided in this title, any person, firm, or corporation violating any of the provisions of this title shall be deemed guilty of a municipal misdemeanor and subject to the Town’s general penalty provision, and each such person shall be deemed guilty of a separate offense for each and every day or portion thereof during which any violation of any of the provisions of this title is committed, continued or permitted. Said offense shall be deemed to be one of “strict liability.” Only the Town of Paonia, by and through its Building Official, or his/her designee, the Town Attorney, or the Police Department, shall be permitted to initiate the filing of a complaint in the Paonia Municipal Court for violation of any of the provisions of this title and the primary codes adopted by reference herein.
- (b) In the event any building or structure is or is proposed to be erected, constructed, reconstructed, altered, remodeled, used, or maintained in violation of this title or any primary code adopted by reference herein, the Town Attorney, upon request of the Building Official or the Town Manager, in addition to other remedies provided by law, may institute an appropriate action for injunction, mandamus, or abatement to prevent, enjoin, abate, or remove such unlawful erection, construction, reconstruction, alteration, remodeling, maintenance, or use, in any court of competent jurisdiction.

Sec. 18-8-20. – Establishment of Building Board of Appeals.

The Town of Paonia’s Zoning Board of Adjustments shall serve as the Town’s Building Board of Appeals to hear all appeals arising under the codes adopted by reference under this title, except with respect to the National Electric Code and International Building Code. Such Building Board of Appeals shall have jurisdiction to decide any appeals from a decision of the Building Official, or his/her designee, if the decision of the Building Official or his/her designee concerns suitability of alternate materials, method of construction or reasonable interpretations of the codes adopted pursuant to this title. Provided, however, the Building Board of Appeals shall not be entitled to hear appeals of life safety matters or the administrative provisions of the codes adopted pursuant to this title, nor shall the Building Board of Appeals be empowered to waive requirements under said codes.

Sec. 18-8-20. – Notice of appeal.

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Any person aggrieved by a decision of the Building Official, or his/her designee, denying, issuing, or revoking a permit or in applying the provisions of this title or any code adopted by reference thereunder, to the construction, alteration, or repair of a structure may appeal such decision to the Board of Trustees, acting as the Building Board of Appeals, except as otherwise limited in this chapter. An appeal shall be commenced within ten (10) days from the date of the decision of the Building Official, or his/her designee, by filing a written notice of appeal with the Town Clerk setting forth the decision appealed from and the grounds for said appeal. Upon receipt, the Town Clerk shall transmit the notice of appeal to the Building Official and the Board of Appeals.

Sec. 18-8-30. - Scheduling of hearing.

Upon receipt of a notice of appeal, the Town Clerk shall schedule said appeal for hearing within thirty (30) days from the date of receipt of the notice of appeal. The Town Clerk shall thereupon mail written notice of the date, time, and place of the hearing to the Building Official and to the appellant.

Sec. 18-8-40. - Hearing.

The hearing on the appeal from a decision of the Building Official shall be public and shall permit the appellant and the Building Official to call witnesses, introduce evidence, examine and cross-examine witnesses, and otherwise provide each of the parties with due process of law. The Board of Appeals may adopt reasonable rules and regulations for the conduct of such hearings and thereafter such rules and regulations shall govern the conduct of such hearings.

Sec. 18-8-50. - Decision.

The Board of Appeals, serving as the Building Board of Appeals, shall issue its findings and decision on an appeal in writing no later than thirty (30) days after the conclusion of the hearing. The Town Clerk shall mail copies of the findings and decision to the Building Official and the appellant.

Sec. 18-8-60. - Appeals from the board.

Any decision issued by the Board of Appeals on an appeal filed under this chapter shall be final. Any further appeal from the decision of the Board shall be made to the District Court as provided by law.

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**File Attachments for Item:**

4. Mountain Harvest Festival – September 23-25th - Grand Avenue Street Closure

AGENDA SUMMARY FORM

	<p>Mountain Harvest Festival – September 23-25th - Grand Avenue Street Closure</p>
-----------------------------------------------------------------------------------	------------------------------------------------------------------------------------

Summary:  
Continued discussion regarding event relocation.

Notes:  
Legacy Events – Park Fees waived for 2022

Mountain Harvest Festival – Modified request to move event back to Grand Avenue Street Closure – September 23-25th

In 2020 there were modifications made to the ordinance regarding outdoor street events primarily due to COVID. The outcome were ongoing discussions at the Board level by entities wishing to hold the events regularly – similar to the extension of final Fridays to include street closures. No ordinance modifications were made, so a request that is outside of the current code is being presented to the Board to act on, as it is outside the scope of administrative authority to approve/deny.

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Valentine
Trustee Stelter	Trustee Smith	Trustee Markle	Trustee Weber

# 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: Amy DELUCA, NFVCC president

Organization, if speaking on behalf of a group: NFV Creative Coalition (Mt-Harvest)

Is this a request for Board action?  Yes  No

Please provide a summary of your comments:  
21st Annual Mountain Harvest Festival  
see attached sheet

What staff member have you spoken to about this? Please summarize your discussion:  
Candy & Corinne - submitting all  
necessary paperwork

Contact information:

Name: Amy DELUCA  
Mailing Address: po box 304 / po box 143 (NFVCC)  
81428

E-mail: cirquepaonia@gmail.com  
Daytime Phone: 806-798-4806

Office Use Only:	
Received:	<u>6.6.2022</u>
Approved for Agenda:	<u>[Signature]</u>
Board Meeting Date:	<u>6.23.2022</u>



# Application for a Special Events Permit

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

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

<b>LIAB</b> Type of Special Event Applicant is Applying for:	<b>DO NOT WRITE IN THIS SPACE</b>
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>NFV Creative Coalition 501(c)(3)</i>	State Sales Tax Number (Required)
-----------------------------------------------------------------------------------------------------	-----------------------------------

2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) <i>PO Box 143 Paonia Co 81428</i>	3. Address of Place to Have Special Event (include street, city/town and ZIP) <i>Grand Avenue (100 + 200 block) 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>Amy DeLuca</i>	
--------------------------------------------------------------------	--

5. Event Manager <i>"</i>	
------------------------------	--

6. Has Applicant Organization or Political Candidate been Issued a Special Event Permit this Calendar Year? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES HOW MANY DAYS? _____	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	Hours From	To	Date	Hours From	To	Date	Hours From	To	Date	Hours From	To
<i>Sat 9/24</i>	<i>11 a.m.</i>	<i>9 p.m.</i>	<i>Sun 9/25</i>	<i>10 a.m.</i>	<i>5 p.m.</i>						

**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>Amy DeLuca</i>	Title <i>president NFVCC</i>	Date <i>6-6-22</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.**

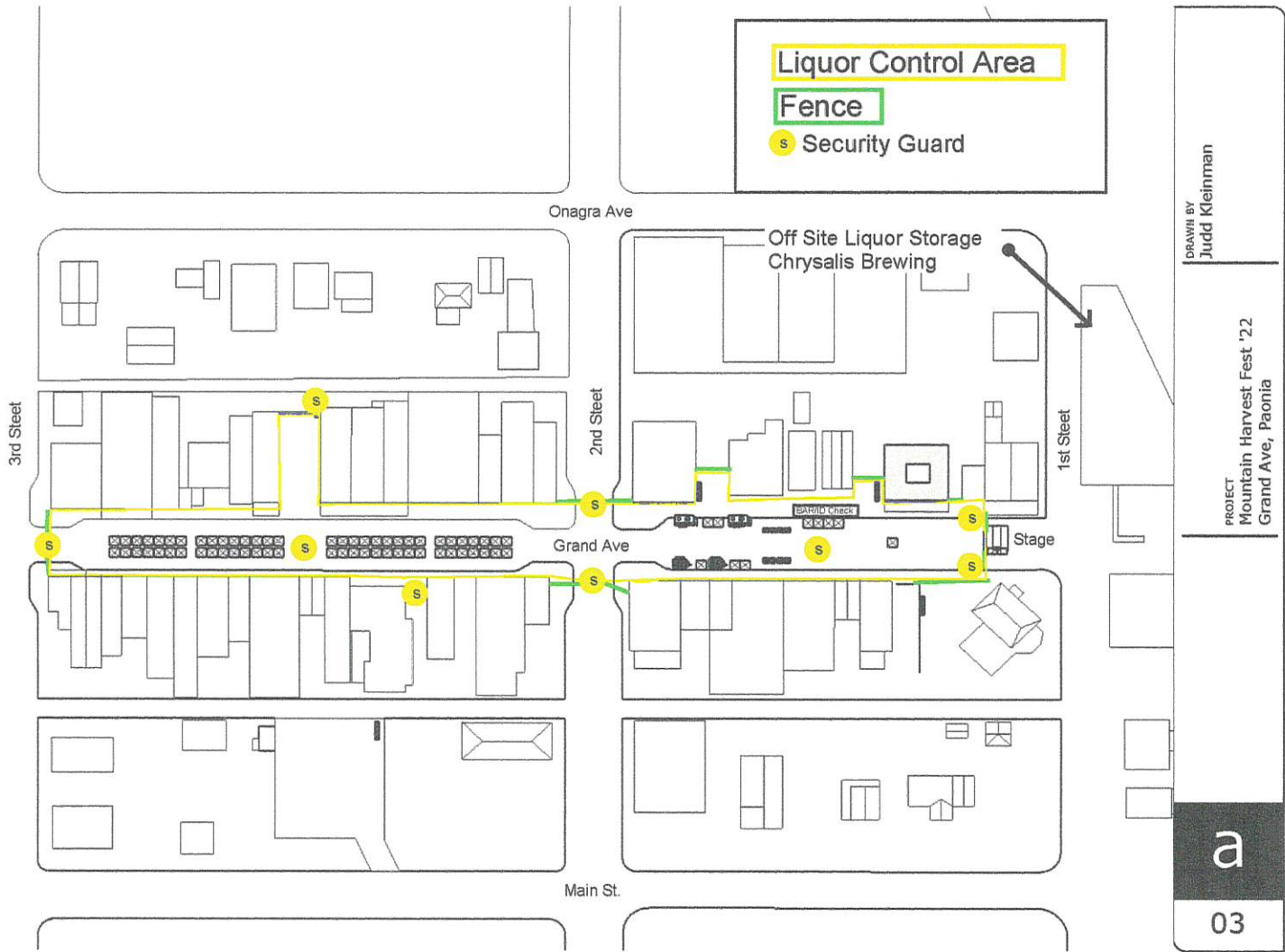
Local Licensing Authority (City or County) <i>Town of Paonia</i>	<input checked="" type="checkbox"/> City <input type="checkbox"/> County	Telephone Number of City/County Clerk <i>970-527-4101</i>
---------------------------------------------------------------------	-----------------------------------------------------------------------------	--------------------------------------------------------------

Signature <i>Mayor</i>	Title <i>Mayor</i>	Date
---------------------------	-----------------------	------

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

**Liability Information**

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



DRAWN BY  
Judd Kleinman

PROJECT  
Mountain Harvest Fest '22  
Grand Ave, Paonia

a

03



May 25, 2022

Dear Friends,

It's been a crazy couple of years for small business and the nonprofit sector in our small yet vibrant community. We at the Creative Coalition remain committed to our mission of supporting arts and agriculture through the creative industries as a primary economic driver in the North Fork Valley. We are proud to announce that we will be carrying the torch by producing the 21st Annual Mountain Harvest Festival as one of our annual signature events.

The Creative Coalition manages the Paonia Creative District. It has been an honor and privilege to be recognized by Colorado Creative Industries as one of twenty-five state-certified creative districts. For the last ten years, the Coalition has organized the arts community to expand public art, serve our membership, offer business development to makers and deepen our nonprofit collaborations. We know that adding Mountain Harvest Festival to our roster will be an exemplary contribution to our mission and our valley. This year, we have assembled an outstanding professional production team promising to deliver a stellar festival. Our team intends to build on the history of supporting local artists, regional musicians, local farmers and the downtown business community.

We need your support to deliver on our promise. Please consider donating (and increasing your giving) to North Fork Valley Creative Coalition so that we can continue the legacy of Mountain Harvest Festival.

Sincerely,  
Our Team

- Amy DeLuca - President & Festival Director
- Rob Miller- Music Director
- Judd Kleinman - Festival Operations
- Shawn Larson - Food / Bev Coordinator
- Susie Kaldis - Marketing Coordinator
- Mary George & Kaspar Keil - Board of Directors





# SPONSORSHIP - LEVELS + BENEFITS

All Sponsors will be recognized from the stage at Mountain Harvest Festival

<p><b>IDEA MAKER \$250-499</b></p> <ul style="list-style-type: none"> <li>• Name/Logo on Website</li> <li>• Mention from Stage</li> <li>• Group Social Media Post</li> <li>• MHF Sticker</li> </ul>	<p><b>PLACE MAKER \$500-999</b></p> <ul style="list-style-type: none"> <li>• Name/Logo on Website</li> <li>• Mention from Stage</li> <li>• Group Social Media Post</li> <li>• MHF Sticker</li> <li>• Name/Logo on MHF Poster</li> </ul>
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<p><b>DREAM MAKER \$1,000-2,499</b></p> <ul style="list-style-type: none"> <li>• Name/Logo on Website</li> <li>• Mention from Stage</li> <li>• Group Social Media Post</li> <li>• MHF Sticker</li> <li>• Name/Logo on MHF Poster</li> <li>• Mention in Press Release</li> <li>• Logo on Stage Banner</li> <li>• Sponsor Spotlight in Newsletter &amp; Social Media</li> <li>• MHF commemorative Poster signed by artist</li> <li>• MHF T-Shirt</li> </ul>	<p><b>STAR GAZER \$2,500-4,999</b></p> <ul style="list-style-type: none"> <li>• Name/Logo on Website</li> <li>• Mention from Stage</li> <li>• Group Social Media Post</li> <li>• MHF Sticker</li> <li>• Name/Logo on MHF Poster</li> <li>• Mention in Press Release</li> <li>• Logo on Stage Banner</li> <li>• Sponsor Spotlight in Newsletter &amp; Social Media</li> <li>• MHF commemorative Poster signed by artist</li> <li>• MHF T-Shirt</li> <li>• Name/Logo in Footer of Website &amp; Newsletter Year-round</li> </ul>
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<p><b>TRAILBLAZER \$5,000+</b></p> <ul style="list-style-type: none"> <li>• Website</li> <li>• Mention from Stage</li> <li>• Group Social Media Post</li> <li>• MHF Sticker</li> <li>• Name/Logo on MHF Poster</li> <li>• Mention in Press Release</li> <li>• Logo on Stage Banner</li> <li>• Sponsor Spotlight in Newsletter &amp; Social Media</li> <li>• MHF commemorative Poster signed by artist</li> <li>• MHF T-Shirt</li> <li>• Name/Logo in Footer of Website &amp; Newsletter Year-round</li> <li>• Custom "Be Local Gift" Basket</li> </ul>
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OFFICE OF THE SECRETARY OF STATE  
OF THE STATE OF COLORADO

**CERTIFICATE OF FACT OF GOOD STANDING**

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

North Fork Valley Creative Coalition, Inc

is a

Nonprofit Corporation

formed or registered on 08/04/2012 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 20121427405 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 06/01/2022 that have been posted, and by documents delivered to this office electronically through 06/02/2022 @ 18:35:31 .

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 06/02/2022 @ 18:35:31 in accordance with applicable law. This certificate is assigned Confirmation Number 14066661 .



*Jena Griswold*

Secretary of State of the State of Colorado

\*\*\*\*\*End of Certificate\*\*\*\*\*  
*Notice: A certificate issued electronically from the Colorado Secretary of State's 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."*

# Town of Paonia

## Application for Street Closure


Organization Name: NFVCC - Mt. Harvest Festival  
Address: PO Box 143  
Contact Person: AMY DELUCA Telephone #: 805-798-4806  
Date of Requested Street Closure: Friday 9/23 - Sunday 9/25

Start Time	End Time	Street(s) and Block(s) Requested for Closure
9/23 4:30a	10 pm	100 - 200 Block grand ave + intersection o 2nd street
9/24 8am	10 pm	
9/25 8a	5p	

Number of Participants Expected: \_\_\_\_\_

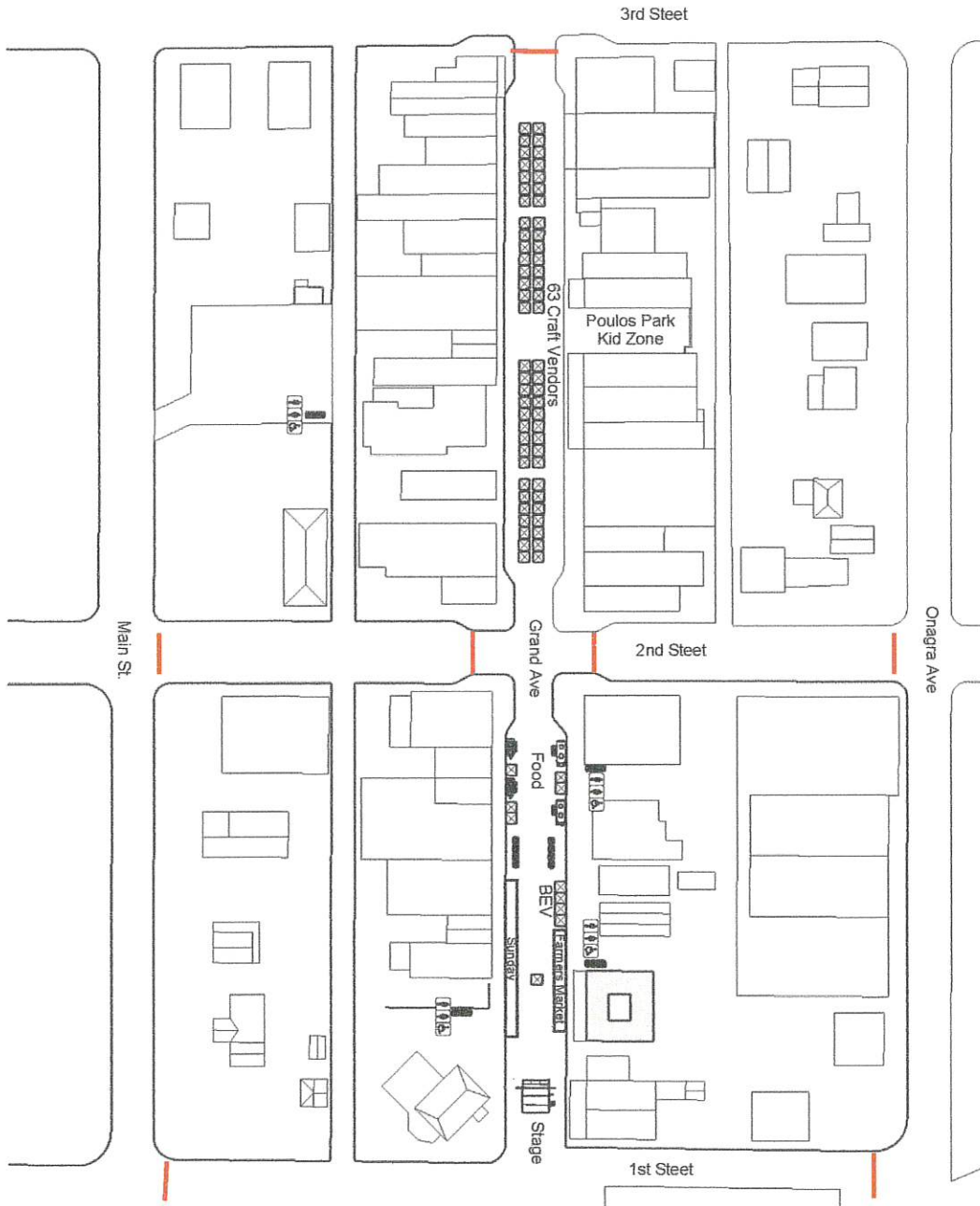
I have read the attached Street Closure Ordinance 2002-06 and fully accept all responsibilities required by the Town for this street closure. Attached to this application are the following:

- ◇ A copy of general liability insurance policy;
- ◇ A check in the amount of \$25.00 per hour of street closure (minimum one hour, maximum charge, 4 consecutive hours—over 4 hours requires Board of Trustees approval)
- ◇ A check in the amount of \$125.00 for deposit to be held by the Town of Paonia
- ◇ (The deposit will be returned to the applicant following the event in full if the street(s) are in the same condition prior to closure);
- ◇ Written proof of notification to all adjoining property owners and businesses; and
- ◇ Written description of any activity including vending and/or commercial occurring during the event.

Applicant Signature:  Date: 6-6-22

Comments from Chief of Police or Proxy: \_\_\_\_\_  
\_\_\_\_\_

Town of Paonia Use Only		
[ ] Approved	[ ] Denied	Date: _____
Signed: _____		



<p>01</p> <p><b>2</b></p>	<p>PROJECT</p> <p>Mountain Harvest Fest '22</p> <p>Grand Ave, Paonia</p>	<p>DRAWN BY</p> <p>Judd Kleinman</p> <p>DESCRIPTION</p>	
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## Mountain Harvest Festival Street Closure Signup Sheet Friday 9/23 4:30 to 10:00, Saturday 9/24 8:00 to 10:00, Sunday 8:00 to 5:00

Date	Business	Name	Contact #	Email	Notes
5/28	FARM + HOME	<del>MITCHELL</del> Mitch Wyr	527-3301	mitch.farm.home@gmail.com	
5/28	NIDO	Ed Foodyo	697-4499	edfoodyo@gmail.com	
<del>5/28</del> 6/2	THE OWNER	John Casaroli	921 7632	john.casaroli@gmail.com	LEFT INFO
<del>5/28</del>	<del>POST OFFICE</del>	<del>MARK NYDELL</del>	<del>970-289-8731</del>	<del>USPS</del>	<del>Mark J. Duhon@usps.gov</del>
5/28	POST OFFICE	MARK NYDELL	970-289-8731	USPS	Mark J. Duhon@usps.gov
5/31	HIGH COUNTRY NEWS 101 GRAND	Karen Howe / Mark Nydell	527-4898	circulation@hcn.org	904
5/31	UNION BUSINESS BANK	Betty Meyne		B	128
5/28	COLORADO F&F FOOD ALLIANCE	Pete Kolbenschly	261 0678	pete@colorfarmfood.org	124
5/28	SWEET GRASS	Michelle Brunson	970-527-1050	sweetgrasspaonia@gmail.com	
5/28	THE NINE	Julie Bennett	970-531-1164	rental@thetennine.com	130
5/28	WESTERN CO REALTY	MIKE JACKSON	970-527-6223	info@westerncoloradorealty.com	134
→	LOUIS				
6/1	EMTS	Tom D	269-769-4068	Kutiinvestments@outlook.com	210
5/31	ARTIFICIAL THERAPIES	Blasquez			218
5/28	REFINERY	Kathryn Griest	970-210-1639	Refinerypaonia@gmail.com	224
→	CIRQUE	Alyssa	527-2221	cirquepaonia@gmail.com	
6/1	BLUE SAGE	NEERA Muzker	970-527-7242	director@bluesage.org	
5/28	WOODLICK ROCK	Gravel Feet	970-921-5331	needlerock.info@gmail.com	256
5/28	RIO BRAVO	Juan Carlos	801-991-0192	Rio.bravo@gmail.com	240
5/28	HEADS OF ORANGE	KEVIN	973-9312	HEADS OF ORANGE PRESIDENT.V67	
5/31	KUNF	ASHLEY KROG	970-361-7730	ashley@kunf.org	11/1/16
6/1	INDIGO AUTUMN	Laura Chittenden	970-433-5693	indigoautumnLLC@gmail.com	
5/31	High Country Shopper	Ami Zibort	970-527-4576	Info@highcountryshopper.com	
6/1	FIRST COUNTRY BANK	CAELI Gillenwater	970-874-5959	Cgillenwater@firstcreekbank.com	
6/1	INSURANCE OF SAN JUAN	Pat	970-252-8580	pat@insurance-sanjuan.com	



Date	Business	Name	Contact #	Email	Notes
5/31	LOHMAN IMAGES	BOW LOHMAN <sup>XL</sup>	985 778 8289	bow@LOHMANIMAGES.COM	219 LOHMAN
6/3	PARADISE BOOKS	EMILY SWANLAW <sup>AD</sup>	720 252 4922	PARADISEBOOKS@GMAIL.COM	PARADISE
5/28	HIGH END RETAILING	CHRIS - <del>John</del>	948 7033	NO EMAIL	
5/28	PARADISE MAPS	ROBIN Kanewski	970 208 5279	foxymaronappare1@gmail.com	
5/28	<del>PARADISE MAPS</del>	<del>ROBIN Kanewski</del>	<del>970 208 5279</del>	<del>foxymaronappare1@gmail.com</del>	<del>PARADISE</del>
6/3	ARTS & CRAFTS PROGRAMS	George Koefler	970 527 5111		
→	PARADISE THEATRE	MICHAEL COOPER	970-527-6810	director@paradiseofpaonia.com	
5/28	SIMPLE CAFE	Joy Williams	970-424-7485	Justenjoyliving@gmail.com	229
	The Learning Carnival	Alicia Michelson	970-433-5852	Alicia@thelearningcarnival.org	
5/28	REMAX	Tammy Geister	970-281-5691	tammygeister@remax.net	
5/21	STATE FARM	Kevin Parks	970-527-6200	Kevin.parks.b7b5@statefarm.com	211 G.A. <sup>Suit</sup> 102
6/4	Cross Hotel	Suzanne Tripp	970 527 6776	crosshotel@paonia.com	
	Madonna Bldg	ERIN Hooper	303-720-1397		



# Mountain Harvest FESTIVAL



SEPTEMBER 23-25, 2022 PAONIA, COLORADO

*Mountain Harvest Festival is going back to its roots in 2022!*

After suffering social and economic losses from the pandemic, our goal is to reinvigorate our downtown core by showcasing everything our amazing valley has to offer.

The 2022 Festival will be primarily focused in Paonia's Downtown Business District the last full weekend of September.

The Festival will be all inclusive with many loved activities, including: local & national music, arts & craft vendors, food vendors, Harvest of Voices, chili cook-off, farm & wine tours, VOGA Farmers Market, a bike parade and a local-centric drink locally garden.

We hope you will support our efforts and work with us to produce the best festival yet!

Sincerely,  
North Fork Valley Creative Coalition Festival Team

Amy DeLuca, Kaspar Keil, Rob Miller, Judd Kleinman,  
Shawn Larson, Susie Kaldis Lowe, and Mary George



Live music . food . drink locally . art vendors  
farmers market . kids activities . fun for the whole family

MORE INFO: [NORTHFORKCREATIVE.ORG](http://NORTHFORKCREATIVE.ORG)

MORE INFO: [MOUNTAINHARVESTFESTIVAL.ORG](http://MOUNTAINHARVESTFESTIVAL.ORG)

PHOTOS BY BEN LEHMAN; NEW FESTIVAL LOGO BY SUSIE KALDIS DESIGNS





# Town of Paonia

## Temporary Banner Permit

Organization Name: NFVCC - Mt Harvest Festival  
Address: po box 143  
Contact Person: Amy DeWitt Telephone #: 805-798-4806  
Event: Mt. Harvest Date(s): Sept. 23-25  
Installation Date: 9/19 Removal Date: 9/28

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


### Banner Specifications:


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

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

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

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

Applicant Signature:  Date: 6-6-22

<b>Town of Paonia Use Only</b>		
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	Date: <u>6-7-2022</u>
Signed: <u></u>		

## NFVCC Street Closure Follow up

6/30 Mitch is favor of Harvest Fest, he is requesting to know how many closures there are going to be during the year, suggests the Town offer some guidance and advance notice with respect to what to plan for in a given year.

6/30 Betty supports the Harvest Fest and indicated that she had been notified of the street closure and that the bank is in her opinion not effected by this event.

7/1 Met with John, ate a burger with fries, he said that he was in favor of the Harvest Festival and that he felt like it was a very important festival for the town to have.

7/1 spoke to Carla at Rio Bravo, She was in favor of the street closure and the Harvest Festival.

7/8 Heart of the Dragon, spoke to Kata and had a nice discussion about downtown business and the possibility of Harvest Fest being a great day for Heart of the Dragon. Kata is for the street closure and would like to be emailed in advance for for the opportunity to weigh in on future events.

Joy from simple kitchen,

"LOVES street closure & it really supports her business-had a great weekend w/holiday art fair and would like to get involved w/future events. she would like food trucks to be limited and placed away from her store front"

**Corinne Ferguson**

---

**From:** Indigo Autumn <indigoautumnllc@gmail.com>  
**Sent:** Thursday, July 14, 2022 8:12 AM  
**To:** D Weber; Thomas M; Rick S; John V; Paige S; Dave K; Corinne Ferguson; Mary B  
**Subject:** Mountain Harvest Fest  
**Attachments:** street closure harvest fest survey.pdf

Good morning. Yesterday afternoon, I posted the following on both the Paonia Message Board and the Paonia Colorado Message Board to see how the community would feel about Harvest Fest being on Grand instead of in the park. The response was overwhelmingly negative about the idea of moving Harvest Fest to Grand Ave. I hope you are able to access this community input at the links below and factor it into your decision tonight.

"Harvest Fest downtown?

Hello, Paonia community! I'm curious how community members feel about Mountain Harvest Fest being moved from the Town Park to Grand Ave this year. A two and half day street closure of the 100 and 200 blocks of Grand Ave and the intersection of Second and Grand is up for approval tomorrow night. As a community member, I am sad to think of the festival being moved from the lovely, grassy, shaded town park to the hot paved street.

As an affected business owner, I feel that a two and half day closure is a huge inconvenience to my (natural grocery store) customers, as well as to anyone else wanting to do regular business downtown, and is inappropriate. It especially does a disservice to those who have physical limitations and depend on close access.

As community members, are you excited about the proposed change? Upset? Don't care? If you have strong feelings one way or the other, please let the Trustees know. " This was followed by the trustees' contact info.

<https://www.facebook.com/groups/PaoniaMessageBoard/permalink/8422381207788103/>

<https://www.facebook.com/groups/237688336671528/permalink/1482826695491013/>

As of 8am Thursday, July 14th, my tally of responses is as follows:

PMB  
24 negative comments about moving it to Grand  
4 positive  
4 vendors saying they would pull their application if it was downtown

PCMB  
24 negative comments  
3 positive comments  
3 vendors objecting

I have also attached an example of what I think would be an appropriate way for business input to be gathered prior to future proposed street closures. It leaves room for comments and alternate options.

Thank you for your consideration.  
Laura Chittenden  
Community member and owner of Indigo Autumn, 230 Grand Ave



July 14, 2022

Dear Paonia Trustees and Major Bachran,

I am writing to wholeheartedly support the Creative Coalition taking on the management of Mountain Harvest Festival (MHF) in 2022 and beyond.

I also support MHF taking place in Downtown Paonia for several synergistic and community-minded reasons. As a North Fork Valley business owner, long-term MHF sponsor and long-time Paonia resident, I have attended MHF almost every year since its inception. I have enjoyed and experienced the festival in many phases of my life, from bringing toddlers to teenagers to now even as an empty nester, seeing my kids enjoy coming back for that special Paonia weekend.

In the early days, the festival took place downtown and was wonderfully situated to allow the Paonia businesses to be present at the festival, and to participate and benefit from increased sales and awareness.

In my experience, MHF works in the town park too, but I believe downtown Paonia is a much better fit and even more so now that the community is a Creative District and has the NFVCC.

When the festival is in the Town Park, the businesses are left on their own throughout the whole festival with only a spattering of people coming downtown during the festival to shop. Paonia businesses deserve to fully participate in MHF instead of waiting for people to go back and forth from festival to downtown which causes a disconnect and does not provide nearly the opportunity for the businesses to interact with the community during the festival or pull in any major sales.

My memory of MHF when it was downtown was that the interaction between businesses, residents and visitors was heightened. Also, the town of Paonia is so creative and looking so amazing these days - why not be downtown?

The NFVCC has a reputation for curating excellent events, supporting public art/beautification and the local business. They stepped in to “save MHF” and their team consists of professional event producers. Bringing it back downtown INTO the Paonia

Creative District only makes sense, and the energy will be stronger with a change of scenery than it would be continuing in the same location for many more years.

Paonia is known for its small town feeling and being downtown will continue to build that image and brand. But mostly, supporting downtown commerce is vitally important! From my understanding the local business have done very poorly during festival weekend in the last 5 years because people don't come to town.

ShadeScapes is planning on being a title sponsor by providing shade zones for both function & ambiance. We did this last year in the park but know it will work great downtown, adding in a green zone for everyone to enjoy.

I very much support the MHF moving back to downtown Paonia and have every reason to believe the festival will be more successful for all with this specific change of venue.

Regards,



Jo Edmondson  
Founder & CEO  
ShadeScapes Americas

2022 is ShadeScapes' 20 Year Anniversary!

---

WORLD CLASS SHADE



**Corinne Ferguson**

---

**From:** Thomas M  
**Sent:** Tuesday, July 19, 2022 11:05 PM  
**To:** Corinne Ferguson  
**Subject:** Fw: Harvest fest

Sharing for the board, please.

- Thomas Markle  
828-215-3655  
ThomasM@townofpaonia.com

Note that any communication to or from this email address may become public record.

---

**From:** Jeffrey Hatton <jlheggartbronze420@gmail.com>  
**Sent:** Friday, July 15, 2022 4:31 AM  
**To:** Thomas M  
**Subject:** Harvest fest

Please keep it in the park moving downtown is a really bad Idea IMHO

as bad as the street lines realignment fiasco!!!

Jeffrey L Hatton

Paonia resident for 37 years

620 6th street

**Corinne Ferguson**

---

**From:** karen sartain <sartain.karen@gmail.com>  
**Sent:** Friday, July 15, 2022 11:26 AM  
**To:** Corinne Ferguson  
**Subject:** Harvest Festival Location

Hi Corinne,

We will be traveling to Paonia for the Harvest Festival but had heard that it might be changed from the Town Park to being held on Grand Ave. we were residents/business owners in Paonia for over 20 years, so we always look forward to 'coming home' for either Cherry Days or Harvest Fest.

Why would the town want to change it's location? Could you please fill me in on the thinking behind this change? Is it a 'town' decision or the festival committee's decision? Who do I contact to voice opposition to changing it if indeed that is the plan?

In case it's the town decision, I would strongly suggest not moving the festival from the town park as it is such a better space to enjoy the festival. We were there when the festival first started and it was held on Grand Ave. It was hot, hard standing for long periods of time on pavement/sidewalks, people were compacted closer together at most every venue and really not that pleasant of an experience. It was awesome when it was moved to the park, where there is plenty of shade, lots of room to get out of other's way ( especially an important point with the current virus situation!), no heat reflecting up off of concrete/pavement, and a beautiful place to use for what it was always intended!

Thank you for your time and consideration. Looking forward to your reply to my questions.

Karen Sartain  
Formerly Valley Sign & Design  
Matthews Lane, Paonia

--  
"We are not human beings on a spiritual journey. We are spiritual beings on a human journey."  
Stephen Covey

**Corinne Ferguson**

---

**From:** Andrea Lecos <adlecos@gmail.com>  
**Sent:** Friday, July 8, 2022 5:28 PM  
**To:** Corinne Ferguson  
**Cc:** Mary B  
**Subject:** Re: Mt Harvest

Yes, I did not know the process. Anyway, I am just one person in the community so..... It's awkward for me (this issue) because everyone is a friend. If it is mostly supported great. I just felt the need to say something. Not sure how much of the general community is even aware, but don't let one person (me) change your minds.

Thanks for listening. You can share this too as an addendum to my letter.

Best,  
Andrea

On Fri, Jul 8, 2022 at 4:21 PM Corinne Ferguson <[corinne@townofpaonia.com](mailto:corinne@townofpaonia.com)> wrote:

I apologize that you weren't aware of the process. As a letter addressed to the Board it is a public document included in the packet for the next Board meeting, to which the NFVCC is on the agenda in reference to the discussion of the festival. They receive the packet documents as a participant.

*J. Corinne Ferguson*  
*Town Administrator/Clerk*  
*970-527-4101*

***"The achievements of an organization are the results of the combined effort of each individual." – Vince Lombardi***

**Please consider the environment before printing this e-mail.**

Sender and receiver should be mindful that all my incoming and outgoing emails may be subject to the Colorado Open Records Act, § 24-72-100.1, et seq.

The Town of Paonia is an equal opportunity employer.

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**From:** Andrea Lecos <[adlecos@gmail.com](mailto:adlecos@gmail.com)>  
**Sent:** Friday, July 8, 2022 3:42 PM  
**To:** Corinne Ferguson <[corinne@townofpaonia.com](mailto:corinne@townofpaonia.com)>  
**Cc:** Mary B <[maryb@townofpaonia.com](mailto:maryb@townofpaonia.com)>  
**Subject:** Re: Mt Harvest

Hello Corinne,

I did not know that you would be sending my letter to the council to the NFVCC! I had a very uncomfortable encounter with Amy today. I should have spoken with their board first, but felt an urgency as it seemed like this was going to be voted on very soon. I just sent this letter to everyone involved with NFVCC as a result of your sharing my letter:

*Hello Everyone,*

*I don't have Kasper or Judd's emails if you could please forward and am not sure I have correct emails for everyone on this email.*

*I recently learned about the plan to move MHF out of Town Park and onto Grand Ave. I've been away for a bit and busy, but realized that decisions might be made about this proposal very, very soon and felt an urgency to speak up. I want to apologize for not contacting each and every one of you on the board (or contractors) first, as I consider everyone a friend, and so it was wrong of me to not have a discussion with all of you first.*

*Yesterday I wrote a letter to the town council about my opposition to the move, while also making clear that I'm not sure of the full plan (which I could've known better by talking with all of you). I like street fairs in general, and especially the NFVCC holiday fair when it's cooler and there are fire pits. Even after speaking with Amy today (yet still not knowing the full vision) I still feel it not the best idea to move it all away from the park (yes I know I'm just one person), however I also wondered if there was a way to have events concurrent in both places - Grand Ave closure as well as the park? I do appreciate NFVCC taking the helm of MHF and not letting it die, which is why I came to the stakeholder meeting. I should have stayed more in touch about what was going on, but not being on the board and also being out of town a lot, I did not.*

*The main reason for this letter to you all though is to apologize for not coming to you first to have a discussion. It may or may not have changed my mind about anything, but it would've been the more respectful thing to do among friends and I am sorry and I hope that you can forgive me.*

**Andrea Lecos**

On Fri, Jul 8, 2022 at 9:02 AM Corinne Ferguson <[corinne@townofpaonia.com](mailto:corinne@townofpaonia.com)> wrote:

Received, thank you. This will be included in the packet for review.

*J. Corinne Ferguson*

*Town Administrator/Clerk*

*970-527-4101*

***"The achievements of an organization are the results of the combined effort of each individual." – Vince Lombardi***

**Please consider the environment before printing this e-mail.**

Sender and receiver should be mindful that all my incoming and outgoing emails may be subject to the Colorado Open Records Act, § 24-72-100.1, et seq.

The Town of Paonia is an equal opportunity employer.

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**From:** Andrea Lecos <[adlecos@gmail.com](mailto:adlecos@gmail.com)>  
**Sent:** Thursday, July 7, 2022 8:08 PM  
**To:** Corinne Ferguson <[corinne@townofpaonia.com](mailto:corinne@townofpaonia.com)>  
**Subject:** Mt Harvest

Hi,

I've already sent one copy of this to Mary Bachran....

I worked for the Director of MHF the year it was moved from Grand Ave to the park. Ever since that change the festival has flourished. After that year, I was on the board as Marketing Director / Graphics for a few years and watched the festival grow and grow. Since that time it has probably grown 4x the amount with people coming from all over the state and elsewhere. So I'll list the many pros of park and cons of street:

- 1) The festival has FAR outgrown having it on Grand Ave. This is not 20 yrs ago and NONE of the NFVCC board members lived here to experience it back then.
- 2) The festival has never been to mostly serve the downtown businesses, and they get served regardless. Anyone coming to town will be there at some point during the weekend to shop, eat, etc.
- 3) The street is hot with no shade and not a pleasant environment! I cannot imagine having the farmer's market down there!
- 4) In my experience, the past NFVCC summer street closures were not that successful. It was never crowded.
- 5) The park is an awesome and beautiful town resource with a stage in place and **we KNOW it works well**, for many, many years! It's a great place to show off our town, while visitors also go to shops, galleries, wine & farm tours, etc.
- 6) There is already "Harvest of Voices" downtown, the PUB Crawl, and the Sat Night street closure with bands.
- 7) This proposal feels very "self serving" to a few business owners.

Suggestions:

- 1) Keep the MHF going as it always has, but maybe create another rotating daytime event downtown concurrently with the park ...maybe at Poulos Park, with some music and a few booths or fun event.
- 2) Keep the Sat Night bands event

I know there wasn't enough time for them to finance and get grants for this year's MHF so maybe they want to downscale? But I do not want to see it set a precedent for MHF going forward. I'm not sure I will even attend if it's on Grand.... baking in the sun with the insane crowds and nowhere to park.

Thanks for listening and considering. I don't really want this read aloud at a meeting, but I do want all of the Town Council to have a copy.

Best,

**Andrea Lecos**

County Road Productions

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**Andrea Lecos**

County Road Productions

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**Andrea Lecos**

County Road Productions

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**Andrea Lecos**

County Road Productions

**Corinne Ferguson**

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**From:** Andrea Lecos <adlecos@gmail.com>  
**Sent:** Thursday, July 7, 2022 8:08 PM  
**To:** Corinne Ferguson  
**Subject:** Mt Harvest

Hi,

I've already sent one copy of this to Mary Bachran....

I worked for the Director of MHF the year it was moved from Grand Ave to the park. Ever since that change the festival has flourished. After that year, I was on the board as Marketing Director / Graphics for a few years and watched the festival grow and grow. Since that time it has probably grown 4x the amount with people coming from all over the state and elsewhere. So I'll list the many pros of park and cons of street:

- 1) The festival has FAR outgrown having it on Grand Ave. This is not 20 yrs ago and NONE of the NFVCC board members lived here to experience it back then.
- 2) The festival has never been to mostly serve the downtown businesses, and they get served regardless. Anyone coming to town will be there at some point during the weekend to shop, eat, etc.
- 3) The street is hot with no shade and not a pleasant environment! I cannot imagine having the farmer's market down there!
- 4) In my experience, the past NFVCC summer street closures were not that successful. It was never crowded.
- 5) The park is an awesome and beautiful town resource with a stage in place and **we KNOW it works well**, for many, many years! It's a great place to show off our town, while visitors also go to shops, galleries, wine & farm tours, etc.
- 6) There is already "Harvest of Voices" downtown, the PUB Crawl, and the Sat Night street closure with bands.
- 7) This proposal feels very "self serving" to a few business owners.

Suggestions:

- 1) Keep the MHF going as it always has, but maybe create another rotating daytime event downtown concurrently with the park ...maybe at Poulos Park, with some music and a few booths or fun event.
- 2) Keep the Sat Night bands event

I know there wasn't enough time for them to finance and get grants for this year's MHF so maybe they want to downscale? But I do not want to see it set a precedent for MHF going forward. I'm not sure I will even attend if it's on Grand.... baking in the sun with the insane crowds and nowhere to park.

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Best,

**Andrea Lecos**  
County Road Productions



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**Andrea Lecos**

County Road Productions

**Corinne Ferguson**

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**From:** Western Tanager <blue.bark.forrest@gmail.com>  
**Sent:** Wednesday, July 13, 2022 6:22 PM  
**To:** Dave K; Paige S; John V; Rick S; Thomas M; D Weber; Corinne Ferguson; marybachran@gmail.com  
**Subject:** Harvest Festival Location

Dear Town Council,

I am writing to you in regard to the location of the coming Harvest Festival in September 2022. I was informed that instead of the Town Park that it was proposed to be downtown this year.

For many reasons, I believe the Town Park because of the large trees, grass, stage and restrooms that is is way more appropriate to have the Harvest Festival. Many families like to picnic and listen to the music and walk around and sit under the trees.

With the pandemic; I also believe that being able to spread out would entice more people to attend with their families and just relax under the trees, browse the booths and listen to music and dance.

I've heard from business owners that it is too long of a time to close Grand Ave. People that are handicapped and need to access the businesses are at a disadvantage and people will have to park far away from the businesses.

People can always drive into town to access the amenities Grand Ave has to offer and they do.

With the heat of late summer; I feel Grand Ave is too hot with all of the pavement and no shade. No place to cool off and relax.

Thank you for the opportunity to write.

Respectfully,

May Trumble

## Corinne Ferguson

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**From:** Thomas M  
**Sent:** Tuesday, July 19, 2022 11:06 PM  
**To:** Corinne Ferguson  
**Subject:** Fw: MHF

Sharing for the board, please.

- Thomas Markle  
828-215-3655  
ThomasM@townofpaonia.com

Note that any communication to or from this email address may become public record.

---

**From:** Brian Satterwhite <briansatterwhite@gmail.com>  
**Sent:** Thursday, July 14, 2022 11:28 AM  
**To:** Thomas M  
**Subject:** MHF

Thomas,

I saw that the Mountain Harvest Fair is thinking of moving downtown. Laura from Indigo Autumn posted that online.

I fully support that it being moved from town park. There's over 60 days of events in the park this summer. It's my front yard. Give me a break.

I love the festivals but we don't need everyone to be in the park and downtown paonia is a ghost town on weekends, could be a good business bump. I have 5 days of BMW motorcycles coming this next weekend.

I can't open my windows in my house due to the Portas John's during every festival. If they wanna move it downtown, I say let them!!

-Brian a concerned paonia citizen ;)

**Corinne Ferguson**

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**From:** Patti Kaech <patti.kaech@gmail.com>  
**Sent:** Friday, July 22, 2022 3:43 PM  
**To:** Corinne Ferguson  
**Subject:** Street Fair

Dear Corinne and Board of Trustees,

Since we're all chiming in with personal opinions I'll add my voice to the mix. I fully support the Creative Coalitions plan of a Grand Ave harvest fest street fair. Its a commercial event in a business district! It's our businesses which need our support and most businesses in town are for the street closure. Many weekends there is hardly anyone downtown when there is an event at the park. I want to support our existing businesses and also the vendors but the brick and mortar are the once who contribute their sales tax year round and if they want it then why not?

I live by the park and the multi day events at the town park are a real nuisance in a residential neighborhood, parking and noise is an issue. It's BMW weekend now and the music last night, Thursday, went on until 10pm. I don't see this event contributing to downtown except for maybe the grocery store or Indigo. The Beamers are being fed and housed at the park and our local businesses suffer with all these multi day park events. The parking is a problem all weekend on our residential streets by the park and party scene in our neighborhood is not welcome all weekend.

Thanks for taking my views into consideration.


Patti

--  
Patti Kaech, Broker/Owner  
Colorado Premier Partners Realty  
970-261-6267  
ColoradoPremierPartners.com

**File Attachments for Item:**

5. Establishment of Goals for Town Administrator for Remainder of Existing Contract

AGENDA SUMMARY FORM

	<p>Establishment of Goals for Town Administrator for Remainder of Existing Contract</p>
-----------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------

**Summary:**  
 Follow up from discussion at previous meeting to implement goals through the remainder of 2022 for Administrator.

**Notes:**

Goals established at the July 14<sup>th</sup> meeting:

1. Resolution 02-2022 – Town Facilities Tours and Fleet information
2. Records Retention Policy
3. Sergeant Fence Follow-up

**Possible Motions:**

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Markle
Trustee Smith	Trustee Stelter	Trustee Valentine	Trustee Weber

INTERIM REVIEW  
CORINNE FERGUSON  
TOWN ADMINISTRATOR  
July 27, 2021

This review covered the first six months of 2021.

**Accomplishments**

Most Board members cited the Town Manger’s work on the marijuana ordinance and her professionalism and composure under pressure. Other noted items were her work with JDS Hydro and her presentation of the report and answering questions about it. Also, her work on obtaining and supervising grants. Finally, her work to make sure the website was updated, her efforts to get the Water Advisory Committee set up, and her work with CDPHE to clear all the violations in both the water and sewer systems were noted.

**Regrets**

The main concern surrounded the issues with staff management of the staff. Most members of the Board expressed concerns not only about performance concerns, but also that they were not adequately informed of the personnel steps being taken to remediate the performance issues.

Another main issue was the Town Administrator’s seeming lack of knowledge of the purchasing policy, that the one-million-gallon tank was not online, and that updates on its status were not provided frequently enough. Other noted issues were the lack of an update on the mapping and asset inventory, slow progress on the Master Plan, and the lack of available data for the JDS Hydro study.

There were also concerns expressed about her not yet making an effective transition to Town Administrator. Board priorities were not carried out by staff, and excuses offered for lack of staff follow through and marginal performance.

**Path Forward**

There was no clear consensus delineated in the written documents with many possible solutions. The one repeated comment was the need to increase staffing levels, both in public works, primarily the water system, and in administration. Several members cited the need for the Town Administrator to delegate tasks, especially those which can be performed by other office staff.

Several points were highlighted during the Board’s discussions:

- The desire for increased reporting to the Board as soon as information becomes available.
- Provide the Board with general actions taken by the Town Administrator to improve staff performance.
- Describe her overall approach to management.
- A recognition that the Town Administrator is filling two jobs and that the workload is too much. The Board needs to budget for more help in administration.
- The Board needs to budget for adequate staff for Public Works, especially water. Hire a backup certified water operator at the very least.
- Continue with her professional development.

**Overall Rating**

The average rating for the Town Administrator was 3 on a scale of 5. This rating is described as “Meets Expectations.”

## FINAL 2020 EVALUATION

CORINNE FERGUSON  
TOWN ADMINISTRATOR

January 12, 2021

This evaluation covered the final three months of the calendar year, 2020.

The Town Administrator has displayed many positive qualities during this period, among which are her communications, her professionalism, and her response to emergencies and other challenges. Also noted were her positive attitude and her responsiveness to the Board and public.

The area identified where she needs improvement was in staff management and communication of that management. Her most recent letter to the Board about her actions with staff was greatly appreciated.

While many goals were included in the written evaluations, the Board narrowed their list to four main goals, the first of which was considered the most important:

1. Address findings and shortcomings in Public Works and make corrections to ensure the proper operation and maintenance of the Town's infrastructure.
2. Complete the Master Plan
3. Continue with financial oversight including reporting, communication and cost control
4. Address water issues as a priority, including outstanding water taps and implementation of findings of water studies.

The Board addressed the educational direction of the Town Administrator. They stated that they preferred Corinne to focus her education on specific training for the responsibilities of her job rather than the achievement of a bachelor's degree.


The Board overwhelmingly expressed a great deal of confidence in the performance of the Town Administrator. In response to that, the Board discussed offering her a two-year contract, beginning January 1, 2021 and ending December 31, 2022.



**File Attachments for Item:**

6. Citizens' Initiative to Repeal the Water Moratorium

AGENDA SUMMARY FORM

	Citizens' Initiative to Repeal the Water Moratorium
-----------------------------------------------------------------------------------	-----------------------------------------------------

Summary:  
 Discussion of proposed initiative for repeal of the existing water tap moratorium ordinance.

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Markle
Trustee Smith	Trustee Stelter	Trustee Valentine	Trustee Weber

**WARNING:**

**IT IS AGAINST THE LAW:**

**For anyone to sign any initiative or referendum petition with any name other than his or her own or to knowingly sign his or her name more than once for the same measure or to knowingly sign a petition when not a registered elector who is eligible to vote on the measure.**

**DO NOT SIGN THIS PETITION UNLESS YOU ARE A REGISTERED ELECTOR AND ELIGIBLE TO VOTE ON THIS MEASURE.**

**TO BE A REGISTERED ELECTOR,**

**YOU MUST BE A CITIZEN OF COLORADO AND REGISTERED TO VOTE.**

**Do not sign this petition unless you have read or have had read to you the proposed initiative or referred measure or the summary in its entirety and understand its meaning.**

**Summary of Proposed Ordinance**

**An ordinance of the Town of Paonia repealing the water moratorium.**

The two persons who represent the proponents of this initiative petition in all matters affecting the petition and to whom all notices or information concerning the petition shall be mailed are:

*William Brummer*, Paonia, CO 81428  
*Jeannette Brummer*, Paonia, CO 81428

Text of Proposed Ordinance

Chapter 13, Section 1-131 – Moratorium in the Paonia Town Code is hereby repealed in it's entirety.

**WARNING:**

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**Summary of Proposed Ordinance**

**An ordinance of the Town of Paonia repealing the water moratorium.**

	Signature of Elector	Printed Name	Street Address		County
			Town	Zip Code	
1					
2					
3					
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10					

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**Summary of Proposed Ordinance**

**An ordinance of the Town of Paonia repealing the water moratorium.**

	Signature of Elector	Printed Name	Street Address		County
			Town	Zip Code	
11					
11					
12					
13					
14					
15					
16					
17					
19					
20					

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**Summary of Proposed Ordinance**

**An ordinance of the Town of Paonia repealing the water moratorium.**

	Signature of Elector	Printed Name	Street Address		County Date
			Town	Zip Code	
21					
22					
23					
24					
25					
26					
27					
28					
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30					

AFFIDAVIT OF

CIRCULATOR

STATE OF COLORADO )
) ss.
COUNTY OF DELTA )

I, the undersigned, state and affirm:

- 1. That I have read and understand the laws governing the circulation of petitions;
2. That I was eighteen years of age or older at the time the section of the petition was circulated and signed by the listed electors;
3. That I circulated the foregoing petition section;
4. That each signature on the foregoing petition section was affixed in my presence;
5. That each signature affixed to the foregoing petition section is the signature of the person whose name it purports to be;
6. That, to the best of my knowledge and belief, each of the persons signing the foregoing petition section was, at the time of signing, a registered elector of the Town of Paonia; and
7. That I have not paid or will not in the future pay and that I believe no other person has paid or will pay, directly or indirectly, any money or other thing of value to any signer for the purpose of inducing or causing such signer to affix his or her signature to the petition.

Date the \_\_\_ day of \_\_\_\_\_, 2019.

Signature of Petition Circulator

Printed Name: \_\_\_\_\_

Residence: \_\_\_\_\_

Municipality: \_\_\_\_\_

County: \_\_\_\_\_

State: \_\_\_\_\_

Acknowledged before me this \_\_\_ day of \_\_\_\_\_, 2019.

Witness my hand and official seal.

Notary Public

**State of Colorado  
Town of Paonia  
Ordinance  
2020-01**

**AN ORDINANCE OF THE PEOPLE OF THE TOWN OF PAONIA AMENDING CHAPTER 13, ARTICLE 1, OF THE TOWN OF PAONIA MUNICIPAL CODE BY THE ADDITION OF A NEW SECTION 13-1-131, IMPOSING A MORATORIUM ON THE SALE OF WATER TAPS AND PLACING LIMITS ON FUTURE WATER SALES.**

**WHEREAS**, pursuant to C.R.S. § 31-11-101 et. seq., Colorado law recognizes the initiative and referendum powers granted to municipal electors; and

**WHEREAS**, on or about August 25, 2019, Mr. Bill Brunner, a citizen of the Town of Paonia, submitted an Affidavit of Circulator to the Paonia Municipal Clerk to receive approval of the Town of Paonia to the form of a proposed citizen’s initiative petition; and

**WHEREAS**, on September 4, 2019, Mr. Bill Brunner and Ms. Kathy Martinez (hereinafter the “Petitioners”), as citizens of the Town of Paonia, filed a citizen’s initiative petition seeking the adoption of an ordinance of the Town of Paonia, amending Chapter 13, Article 1, of the Paonia Municipal Code by the addition of a new Section 13-1-131, imposing a moratorium on the sale of future water sales (hereinafter the “Citizen’s Initiative Petition”).

**WHEREAS**, on October 3, 2019, the Town Clerk for the Town of Paonia deemed the Citizen’s Initiative Petition complete and provided written notice to the Petitioners of the same; and

**WHEREAS**, on October 8, 2019, the Board of Trustees undertook a review and consideration of the Citizen’s Initiative Petition and, thereafter, the Board approved submitting the Citizen’s Initiative Petition to the registered electors of the Town of Paonia; and

**WHEREAS**, on January 7, 2020 the Town of Paonia held a special election regarding the Citizen’s Initiative Petition; and

**WHEREAS**, the people of the Town of Paonia voted in favor of the Citizen’s Initiative Petition 286 to 203; and

**NOW THEREFORE, BE IT ORDAINED BY THE PEOPLE OF THE TOWN OF PAONIA, COLORADO, AS FOLLOWS:**

**Section 1. Amendment of Town Code.**

Chapter 13, Article 1, of the Town Code is amended by the addition of the following:

**Sec. 13-1-131 Moratorium.**

- (a) Definitions. As used in this Section, unless the context clearly indicates otherwise, the following terms shall have the following meanings.

*Moratorium* means suspension of the sale of domestic water taps that the Town of Paonia is



not legally obligated to serve on the effective date of this ordinance.

*Tap* means a physical service connection to the municipal domestic water supply distribution system or right to water supplied by the Town of Paonia. For the purposes of this Section, tap shall also include the extension of water delivery pipes.

(b) Moratorium on the Sale of Water Taps.

A moratorium is hereby imposed on the sale of water taps by the Town of Paonia.

(c) Requirements for termination of the moratorium and limits on future sales.

(1) This moratorium shall be in effect until the following conditions are met:

(i) A report, bearing the seal of a licensed engineer experienced in domestic water supply systems, finds that the Town of Paonia has in operation sufficient infrastructure and associated water rights to serve all existing obligations for water into the foreseeable future, and;

(ii) A report, bearing the seal of a licensed engineer experienced in domestic water supply systems, quantifies additional obligations, enumerated in the form of water taps, that the Town of Paonia can reasonably supply without the likelihood of adversely affecting the service to existing water tap holders.

(d) The Town of Paonia shall not incur obligations for more water taps than the number quantified in the report required by subsection (c)(I )(ii) above, unless another report meeting the conditions of subsection (c)(1)(ii) establishes a new limit.

(e) This moratorium shall not apply to water delivered at a stand pipe or public tap operated by the Town of Paonia.

**Section 3. Severability.**

If any provision of this ordinance or the application of it to any person or circumstance is held invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions or applications of this ordinance which can be given effect without the invalid provisions or applications. The provisions of this ordinance are expressly declared to be severable.

**Section 4. Effective Date.**

This ordinance shall become effective upon publication, January 29, 2020.

**THIS SPACE INTENTIONALLY LEFT BLANK**

**File Attachments for Item:**

7. Town Administrator Advertisement and Information Review and Approval



**Town Of Paonia  
DRAFT Administrator Job Description**

**Job Summary**

Paonia is a statutory Town and provides a full range of public services, including a Police Department, Municipal Utilities (water, wastewater, and trash), Infrastructure (drainage, streets, curb and gutter, sidewalks, airport, and public buildings), and Parks and Recreation.

Under a Mayor-Board of Trustees form of government, the Town Administrator manages, oversees, and directs Town operations and services to meet the Board of Trustees' goals, policies, objectives and ensures consistent adherence with Town of Paonia Municipal Code. The Administrator works in partnership with Town employees, Department heads, Police Chief, outside agencies and organizations and the public to deliver services effectively and efficiently. The town employees a total of 21 employees.

This position serves at the pleasure of the Mayor and Board of Trustees.

**Functions, Duties and Responsibilities**

Attends all meetings of the Board of Trustees and participates in discussions in an advisory capacity. May also be requested to attend various Town Trustee Committee meetings; consisting of Finance, Personnel, Water/Sewer/Trash, Streets, Parks, and Public Safety.

Coordinates with the Mayor on agenda setting for two regular meetings held monthly; recommends Board of Trustees action on ordinances, resolutions, contracts, and other matters as appropriate.

Works closely with the Board of Trustees' appointed Town Clerk to ensure that all public recordkeeping duties of the position are being conducted in a manner that supports work of the Administrator and reflects Town adopted policies and procedures.

Must demonstrate effective stewardship of Town funds; works with the Finance Director/Treasurer in the development and administration of the annual Town budget in compliance with Colorado municipal budget laws, submits budget recommendations to the Mayor/Board of Trustees and monitors all expenditures to ensure adherence with the adopted fiscal budget.

Prepare and submit to the Town Board of Trustees at the end of the fiscal year a complete report on finances and administrative activities of the Town for the preceding year.

Keep the Trustees advised of the financial condition and future needs of the Town and makes such recommendations to the Trustees as deemed necessary or expedient.

Participates with the Finance Officer in cooperation with the Audit contractor to create a financial audit for each fiscal year for submittal to the State of Colorado, after approval by the Board of Trustees.

Responsible for hiring and supervision of the Building Inspector, Finance Officer/Treasurer (in coordination with the Board of Trustees), Public Works Director, Public Utilities Director, and Police Chief.

Serves as Human Resources Officer (unless otherwise assigned) and manages Department Heads to obtain effective and efficient use of budgeted funds, personnel, materials, facilities, and time.

Conducts regular staff meetings to establish project priorities and ensure coordination of such information between staff and the Board of Trustees.

Must be familiar with and consistently apply the Town Municipal building code including all International Building code adopted by reference.

Must be familiar with the Town Municipal zoning code/designations and ensure consistent application regarding proposed changes, annexation/de-annexation and requested variances and the Administrator's role in these processes as required by Municipal Code.

Must be familiar with of the roles of the Planning Commission and the Zoning Board of Adjustments and support both as needed to ensure adherence to Municipal Code.

Ensure that the Town servicing of drinking water, sewage treatment and trash collection are conducted consistently, efficiently, and within budget.

Must be familiar with state law and Town Municipal code regarding marijuana stores operating within the Town.

Must be familiar with Colorado state law regarding Open Meetings and Open Records.

Facilitate the revision and implementation of the Comprehensive Plan for the Town.

Oversees all professional and consulting service agreements entered into by the Town, including engineering, architectural, financial, planning & zoning, human resources, etc.

Oversees all town purchases to ensure spending, reporting and approval from the Board of Trustees is conducted in accordance with the Town's Purchasing Policy and falls within allocated budget categories and level of spending.

Be responsible for the enforcement of all terms and conditions imposed in favor of the Town in any contract or public utility franchise, and upon knowledge of any violation thereof, report the same to the Board of Trustees for such action and proceedings as may be necessary to enforce the same.

Tracks state and federal legislation that impacts the Town; consults with Department Heads and Town Attorney regarding legislative issues and needed policy/ordinance development for Board of Trustee consideration.

Works with the Town Attorney regarding legal issues involving the Town and reports outcomes to the Board of Trustees.

Must be familiar with grant funding opportunities, be proficient in grant writing and ensure that proper management and reporting is conducted as needed for any grant awarded.

Must ensure that the Town’s website is up-to-date and provides information that is consistent and easy to navigate for the public, Mayor/Trustees, prospective vendors, and job applicants.

**Essential Qualifications**

**Education:**

Bachelor's degree from an accredited four-year college or university with a major in Public Administration, Public Policy, Business Management, or a related field is required.

**Experience:**

Four (4) years of progressively responsible experience in a municipality, county, or other local government and a minimum of two (2) years of supervisory experience.

An equivalent combination of education and experience to fulfill the essential functions, duties, and responsibilities and provide the necessary knowledge, skills, and abilities may be considered.

**Necessary Knowledge, Skills and Abilities**

**Knowledge of:**

- Local governmental functions and principles and practices of public administration including operations, analysis, and budgeting.
- State of Colorado Municipal law (CRS Titles 29 and 31) and Paonia Town code, resolutions, policies, and fee schedules.
- Principles, practices and application of strategic planning, performance measurement and required public relations to ensure success.
- Fiscal laws specific to Colorado such as GASB, Tabor and the Gallagher Amendment and municipal public finance administration and practices.
- Risk management and insurance issues.
- Employment laws such as FLSA, ADA, HIPPA, COBRA, Worker's Compensation, Unemployment and the Family Medical Leave Act.
- Local law enforcement rules, regulations and Colorado Peace Officers Standards and Training certification.

- Basic public park management.
- Basic drinking water and wastewater distribution and Colorado Department of Environmental Health and Safety quality requirements.

**Skilled in:**

- Public outreach; including a keen awareness of the need to maintain public engagement through a variety of diverse approaches and tools, including web site content, social media, and other methods.
- Preparing and presenting written and oral reports.
- Communicating effectively with a wide variety of people, including the Board of Trustees, department heads, employees and representatives of other governmental agencies.
- Successful grant writing with a solid working knowledge of the grant writing process and a track record of successfully securing grant funding.

**Ability to:**

- Hire, organize, assign, and review work of staff; and able to effectively motivate, develop and discipline staff.
- Plan and coordinate a variety of problem-solving and fact-finding projects.
- Manage multiple projects concurrently and prioritize and delegate work effectively
- Work well under pressure.
- Explain and interpret Town policies, procedures, and functions.
- Establish realistic goals and priorities and attain them.
- Negotiate to find solutions to complex and multi-layered problems and issues.
- Maintain effective working relationships with the public, media, Board of Trustees, employees, and citizens, especially in cases of political significance or high sensitivity.
- Learn and retain technical and complex information, terminology, policies and procedures.
- Prepare and present ideas and findings clearly and concisely in written, oral, and graphic form using proper sentence construction, punctuation, and grammar.
- Carry out complex oral and written instructions.
- Research and prepare complex reports.
- Work well independently and with others to establish and attain objectives.
- Organize workflow and manage time effectively.
- Ensure accountability within the organization and demonstrate integrity, ingenuity, and inventiveness in the performance of assigned tasks.

**Challenges To be Addressed by the Town of Paonia**

- Moratorium on the sale of water taps/additional demands for water enacted in 2020 by local voters after a serious failure of the Town’s water treatment system in 2019.
- Engineering firms hired by the Town have assessed the Town’s drinking water treatment and distribution system, sewer treatment and distribution system, as well as the condition of roads, town buildings, sidewalks and curb and gutter infrastructure.

- Resulting Capital Improvement Plans are being prioritized including funding needs that will be required over the next several decades.
- In the near-term, the Town is assessing how best to utilize the potential grant funding from the Infrastructure, Investments and Jobs Act and grant matching funds provided by the Colorado legislature to address our identified priorities for the water treatment system in order to be able to discontinue the moratorium.

**Salary Range and Benefits for Town Administrator:**

\$75,000 - \$80,000 commensurate with experience

**Full-time benefits include:**

- \$80.00/mo. cell phone allowance
- Paid time off (PTO); Sick leave? How much each per month. Accrual policy?
- ? of paid holidays
- Health Insurance with Rocky Mountain Health Plans (RMHMO) 95% of premium paid by the Town of Paonia?
- \$10,000 Life Insurance with The Hartford;
- Short-Term Disability with The Hartford.
- Retirement: Empower (what type of plan?), Town contributes 5% of the base salary for the Administrator

**Optional Benefits:**

- Dental Insurance with Delta Dental.
- Vision Insurance with VSP.
- AFLAC (what type of coverage?)
- Supplemental Life Insurance with The Hartford.

Benefits are subject to the terms and conditions of those plans and the summary plan descriptions, which are subject to annual budget and appropriations by Town Trustees.

**Search Schedule (dates subject to change):**

1. Accepting Applications through 9/16/2022
2. Application Review: Week of 9/19/2022
3. Interviews: Week of 10/3/2022
4. Finalists\* Notified (and Final Interviews): Week of 10/24/2022
5. Public notice of list of finalists (at least 14 days prior to offer): Week of November 1, 2022
6. Conditional Offer: Week of 11/21/2022
7. Tentative Start Date: January of 2023

**\*Note ---Disclosure requirements of the Colorado Open Meetings Law:**

(CRS 24-72-204 (3)(a)(XI)) requires that records filed by finalists for a “chief executive officer” position are open to public review (except for letters of reference or medical, psychological and



sociological data concerning the finalist) and the Town must make public a list of finalists no later than 14 days prior to making the appointment or employment offer.

To view an online job description and recruitment brochure please go to “insert application link”

**How to Apply**

Please submit application material consisting of a cover letter and resume including the contact information for 4 professional references no later than 5:00 p.m. Friday, September 16, 2022, to:

Paige Smith (by mail or in-person) Town of Paonia, PO Box 460, 214 Grand Avenue, Paonia, CO 81428. Submitting by email, send to [paiges@townofpaonia.com](mailto:paiges@townofpaonia.com)

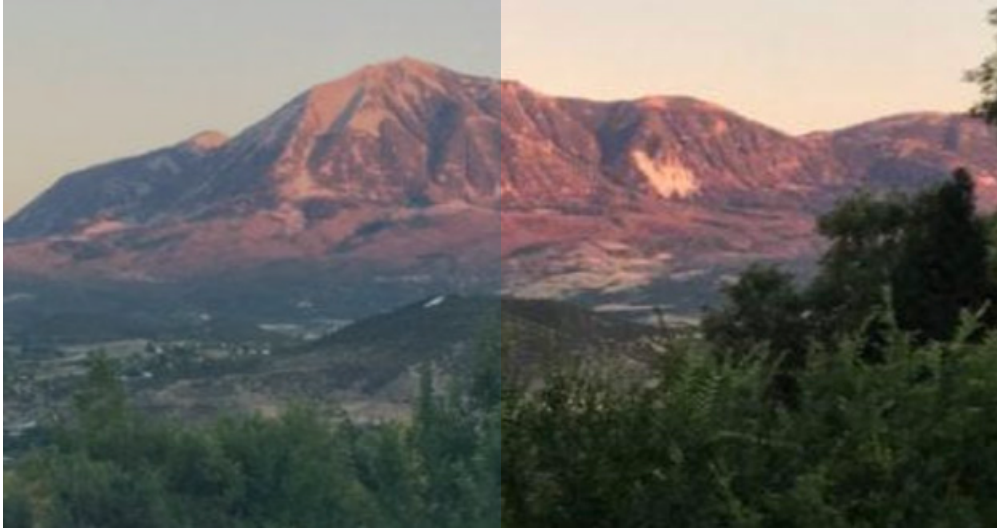
Questions can be directed to Paige Smith at 307-631-4544

*The Town of Paonia is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Town will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*



*Invites your application  
for the position of*

# TOWN ADMINISTRATOR



## Paonia Quick Facts

- Elevation of 5,575 ft.
- Located on the picturesque Western Slope of Colorado in eastern Delta County
- Situated in the Upper North Fork Valley of the Gunnison River
- Located 150 miles by air from Denver International Airport with flights into the Grand Junction or Montrose airports (each 50 miles from Paonia)
- Population of 1500 in-town residents and 3700 living in the surrounding areas.
- Area of 500 acres
- Median household income of \$41,683
- Median age of 55.9

## Our organization

- Paonia is a statutory town governed by a Mayor-Board of Trustees form of government. Citizens elect six at-large Trustees and a Mayor who serve staggered 4-year terms. The Town administrator is hired by and serves at the pleasure of the Trustees.
- Services provided to residents include Public Safety (police and building inspector), Municipal Utilities (water, wastewater, and trash), Infrastructure (drainage, streets, curb and gutter, sidewalks, airport, and public buildings), and Parks and Recreation.
- Total FY 2022 budget appropriations of \$6.2 million
- Staff of 22 full-time employees.



## Key Responsibilities of the Position Include:

- The Administrator, who heads the executive branch of the government, implements Town Trustee directives and policies and the administrative and operational functions through the department heads.
- Responsible for hiring and supervision of the Building Inspector, Finance Officer/Treasurer (in coordination with the Board of Trustees), Public Works Director, Public Utilities Director, and Police Chief.
- Attends all meetings of the Board of Trustees and participates in discussions in an advisory capacity. May also be requested to attend various Town Trustee Committee meetings; consisting of Finance, Personnel, Water/Sewer/Trash, Streets, Parks, and Public Safety.
- Must demonstrate effective stewardship of Town funds; works with the Finance Director/Treasurer in the development and administration of the annual Town budget in compliance

with Colorado municipal budget laws, submits budget recommendations to the Mayor/Board of Trustees and monitors all expenditures to ensure adherence with the adopted fiscal budget.

- Must be familiar with and consistently apply the Town Municipal building code including all International Building code adopted by reference.
- Must be familiar with the Town Municipal zoning code/designations and ensure consistent application regarding proposed changes, annexation/de-annexation and requested variances and the Administrator's role in these processes as required by Municipal Code.
- Must be familiar with state law and Town Municipal code regarding marijuana stores operating within the Town.
- Must be familiar with of the roles of the Planning Commission and the Zoning Board of Adjustments and support both as needed to ensure adherence to Municipal Code.

*(continued next page)*



## Key Responsibilities:

- Ensure that the Town servicing of drinking water, sewage treatment and trash collection are conducted consistently, efficiently, and within budget.
- Works with the Town Attorney regarding legal issues involving the Town and reports outcomes to the Board of Trustees.
- Must be familiar with grant funding opportunities, be proficient in grant writing and ensure that proper management and reporting is conducted as needed for any grant awarded.
- Oversees all town purchases to ensure spending, reporting and approval from the Board of Trustees is conducted in accordance with the Town's Purchasing Policy and falls within allocated budget categories and level of spending.

## Ideal Candidate

The Administrator must be skilled at managing and directing Town operations and services to meet the Board of Trustees' goals, policies, objectives and ensure consistent adherence with Town of Paonia Municipal Code.

The Administrator works in partnership with Town employees, Department heads, Police Chief, outside agencies and organizations and the public to deliver services effectively and efficiently.

Qualified candidates will also possess the following:

- Bachelor's degree from an accredited four-year college or university with a major in Public Administration, Public Policy, Business Management, or a related field
- Four (4) years of progressively responsible experience in a municipality, county, or other local government and a minimum of two (2) years of supervisory experience
- An equivalent combination of education and experience to fulfill the essential functions, duties, and responsibilities and provide the necessary knowledge, skills, and abilities may be considered

## Paonia's History and Highlights

First inhabited by indigenous people, including the Ute tribe. Samuel Wade and William Clark entered the valley in 1880. The Town was officially incorporated in 1902. The peony roots that Samuel Wade had brought with him to Colorado inspired him to submit the Latin name for peony, Paeonia, as the town name. The Postal Service wouldn't allow the extra vowel, so Paeonia became Paonia.

Paonia is a unique town settled by farmers, ranchers and miners which is now shared by artists, musicians, creative chefs, and individuals able to work remotely because of the excellent fiber optic Wi-Fi provided by Elevate, a subsidiary of DMEA, our electrical Cooperative.

Paonia is a hotbed of organic farming and orchards, sustainably raised meats, value added agricultural products and a remarkable wine industry. This valley boasts some of the highest quality, cleanest foods found in Colorado and the west.

Paonia is surrounded by some of the most stunning forests in the country. The Grand Mesa, Uncompahgre, Gunnison, and White River National Forests are all less than an hour from Paonia, making it a destination for hikers, hunters, bicyclists, and cross-country skiers.

Few places offer such a wonderful combination of moderate climate, scenery, lifestyle and recreation.





## Compensation and Benefits

Salary commensurate with qualifications and experience. The salary range is \$75,000 - \$80,000

### Benefits:

- \$80.00/mo. cell phone allowance
- Medical (95% premium paid) and voluntary dental and vision
- Basic life and AD&D insurance and voluntary AFLAC(?) and supplemental life
- Short-Term Disability
- Retirement: Empower (what type of plan?), Town contributes 5% of base salary
- Generous Paid time off (vacation and sick) in addition to ? of paid holidays annually

### Search Schedule

- Accepting Applications through 9/16/2022
- Application Review: Week of 9/19/2022
- Interviews: Week of 10/3/2022
- Finalists Notified (and Final Interviews): Week of 10/24/2022
- Public notice of list of finalists (at least 14 days prior to offer): Week of November 1, 2022
- Conditional Offer: Week of 11/21/2022
- Tentative Start Date: January of 2023

Interested?

The full job description and instructions on how to apply can be found at (insert link to job description on the Town website)



**File Attachments for Item:**

8. 2021 Fiscal Statement Audit

AGENDA SUMMARY FORM

	2021 Fiscal Statement Audit
-----------------------------------------------------------------------------------	-----------------------------

Summary: Opportunity for additional comments and acceptance for submittal of the 2021 financial audit.

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Markle
Trustee Smith	Trustee Stelter	Trustee Valentine	Trustee Weber

**File Attachments for Item:**

9. Events Communication Discussion



AGENDA SUMMARY FORM

	Events Communication Discussion
-----------------------------------------------------------------------------------	---------------------------------

Summary: Discussion of the timing of events – specifically notification – as requested by Trustee Markle.

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Markle
Trustee Smith	Trustee Stelter	Trustee Valentine	Trustee Weber

**File Attachments for Item:**

10. Disbursements

AGENDA SUMMARY FORM

	Disbursements
-----------------------------------------------------------------------------------	---------------

Summary:

Notes:

Possible Motions:  
  
Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Valentine
Trustee Stelter	Trustee Smith	Trustee Markle	Trustee Weber

FOR: 07/28/2022

UBB OPS DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC OPS BALANCE		434,950.79
ACCOUNTS PAYABLE	07/08/2022 - 07/22/2022	(34,307.02)
LOAN PAYMENT	D14A212	(86,909.46)
NORRIS RETIREMENT PAYMENT	Scheduled 7/26/2022	(1,680.00)
CHASE CREDIT CARD	06/24/22 - 07/23/22 (NOT AVAILABLE)	
PHILLIPS 66		(686.43)
TRANSFER TO SUMMIT		(250,000.00)
TRANSFER TO PAYROLL	7/1/2022	(27,670.22)
PAYROLL TAXES	7/1/2022	(10,239.16)
<b>BALANCE AFTER PAYMENT</b>		<b>23,458.50</b>

\*  
\*  
\*

UBB SUMMIT/PAYROLL DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC SUMMIT BALANCE		1,844,912.81
TRANSFER FROM OPS		250,000.00
TRANSFER FROM INT. GRANTS		-
TRANSFER TO OPS		
CURRENT FSBC PAYROLL BALANCE		3,326.98
TRANSFER FROM OPS	7/1/2022	27,670.22
PAYROLL (DIRECT DEPOSIT)	7/1/2022	(27,670.22)
<b>BALANCE AFTER PAYMENT</b>		<b>2,098,239.79</b>

\*  
\*  
\*

UBB INTERNAL GRANT DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT INTERNAL GRANT BALANCE		2,717.00
<b>BALANCE AFTER PAYMENT</b>		<b>2,717.00</b>

\*Transfer from Operations Account to Payroll Account then disbursed as Direct Deposit

BANK BALANCES				
	FSBC	COLOTRUST	TOTAL	DESCRIPTION
<i>As of: 07/21/2022</i>				
GENERAL		533,659.56		COMBINED FUNDS
SEWER RESTRICTED		531,744.26		PROPERTY SALE-RESTRICTED
DEBT RESERVE		107,144.39		AMKO BOND REQUIRED RESERVE
BRIDGE RESERVE		590,104.75		BRIDGE RESERVE
CONS.TRUST	10,414.30			RESTRICTED TO PARK USE ONLY
GRANT PASS THRU	25,025.00			PLACE HOLDER-COMBINED FUNDS
INT GRANT	2,717.00			PLACE HOLDER-COMBINED FUNDS
OPS	452,205.04			COMBINED FUNDS
PARK CONTRIBUTIONS	12,750.00			SPECIFIC PARK PROJECTS
PAYROLL	3,326.98			PLACE HOLDER-COMBINED FUNDS
SPACE-TO-CREATE	CLOSED			SPACE TO CREATE ONLY
SUMMIT	1,844,912.81			COMBINED FUNDS
WWTP	58,550.45			OLD SEWER REHAB ONLY
CD#2-402	203,592.95			COMBINED FUNDS-LOC COLLATERAL
CD#3-2578	260,852.42			COMBINED FUNDS
	2,874,346.95	1,762,652.96	4,636,999.91	

CASH POSITION				
CASH POSITION				
	COMBINED	RESTRICTED	TOTAL	DESCRIPTION
<i>As of: 07/21/2022</i>				
GENERAL	533,659.56			
SEWER RESTRICTED		531,744.26		RESTRICTED TO SEWER CAPITAL PROJECT
DEBT RESERVE		107,144.39		RESTRICTED LOAN REQUIREMENT
BRIDGE RESERVE		590,104.75		RESTRICTED TO BRIDGE REPAIRS
CONS.TRUST		10,414.30		RESTRICTED TO PARK CAPITAL PROJECT
GRANT PASS THRU	25,025.00			
INT GRANT		2,717.00		RESTRICTED LOAN REQUIREMENT
OPS	452,205.04			
PARK CONTRIBUTIONS		12,750.00		SPECIFIC PARK PROJECTS AS DONATED
PAYROLL	3,326.98			
SPACE-TO-CREATE		CLOSED		SPACE TO CREATE ONLY
SUMMIT	1,844,912.81			
WWTP		58,550.45		OLD SEWER REHAB ONLY
CD#2-402	203,592.95			
CD#3-2578	260,852.42			
	3,323,574.76	1,313,425.15	4,636,999.91	

# ELEVATE Telephone/Internet

Inv. Date 7/14/2022

Inv. Number

66210\_271710\_1198710\_1277710\_7+\_22

GL ACCOUNT# Town of Paonia

	INTERNET	PHONE	ENTER\$
104129 Administration	319.95	18.55	\$ 338.50
144229 Police	319.95	181.39	\$ 501.34
204529 Streets		18.55	\$ 18.55
164629 Parks		18.55	\$ 18.55
605029 Water (271710+1198710)	419.76	18.55	\$ 438.31
705129 Sewer (1277710)	159.91	18.55	\$ 178.46
805229 Trash		18.55	\$ 18.55
<b>Total</b>	<b>1,219.57</b>	<b>292.68</b>	<b>\$ 1,512.25</b>

TOWN OF PAONIA

049466

VENDOR: 986 ELEVATE FIBER

7/19/2022

Check No: 49466

INVOICE #	INV DATE	DESCRIPTION	INV AMOUNT	GL Number
66210+27171	7/14/2022	Internet	338.50	10-41-29
66210+27171	7/14/2022	Internet	501.33	14-42-29
66210+27171	7/14/2022	Internet	18.55	20-45-29
66210+27171	7/14/2022	Internet	18.55	16-46-29
66210+27171	7/14/2022	Internet	438.31	60-50-29
66210+27171	7/14/2022	Internet	178.46	70-51-29
66210+27171	7/14/2022	Internet	18.55	80-52-29

TOTAL AMOUNT

1,512.25

Due date(s): All-All

Jul 22, 2022 04:23PM

Check Issue Date: 7/22/2022

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	
07/28/2022	1043	Advance Plumbing	1833	157.18	.00	.00	157.18				TOWN HALL AC LEAK-104125
07/28/2022	1232	ALL AUTO REPAI	3105	60.00	.00	.00	60.00				FORD F150 REPAIRS-ALLOCATED
07/28/2022	1263	Anyway Plumbing	311273	80.00	.00	.00	80.00				TOILET PLUG-104125
07/28/2022	654	Badger Meter, Inc.	1517407	1,050.00	.00	.00	1,050.00				MOBIL DATA COLLECTION-605033
07/28/2022	1047	Beardslee, Domini	07052022	150.00	.00	.00	150.00				DAY LABOR-ALLOCATED
07/28/2022	1016	Commercial Cleani	694	210.00	.00	.00	210.00				WINDOW/HALL CLEANING-104125
07/28/2022	43	Delta Montrose Ele	07-2022-S	3,139.23	.00	.00	3,139.23				UTILITIES-705128
07/28/2022	48	Don's Market	01-1551523	27.38	.00	.00	27.38				TOWN HALL SUPPLIES-104125
07/28/2022	48	Don's Market	01-1561563	30.75	.00	.00	30.75				PARK SUPPLIES-164616
07/28/2022	48	Don's Market	02-1279430	94.11	.00	.00	94.11				SHOP SUPPLIES-ALLOCATED
07/28/2022	48	Don's Market	02-1283361	345.25	.00	.00	345.25				PARK SUPPLIES-164616
07/28/2022	960	Gambles of Hotchk	253790	191.95	.00	.00	191.95				REPLACEMENT TRASH CANS-805225
07/28/2022	1246	Green Analytical L	GAL2206-29	1,020.00	.00	.00	1,020.00				LEAD & COPPER WATER SAMPLES-605032
07/28/2022	1239	Karp Neu Hanlon,	35926-35927	6,618.75	.00	.00	6,618.75				ATTORNEY - ALLOCATED
07/28/2022	467	K-D Flags, LLC	30648	220.50	.00	.00	220.50				US+COLO FLAGS FOR TOWN HALL-104125
07/28/2022	467	K-D Flags, LLC	30659	299.14	.00	.00	299.14				US+COLO FLAGS FOR TOWN HALL-104125
07/28/2022	467	K-D Flags, LLC	30660	460.18	.00	.00	460.18				FLAGPOLES FOR TOWN HALL-104125
07/28/2022	424	Kendall Excavating	1870	320.00	.00	.00	320.00				METER PIT LOCATE+CLEAN OUT-605022
07/28/2022	98	Lasting Impression	27396A	74.97	.00	.00	74.97				PD UNIFORM-144216
07/28/2022	821	ONE TIME	21320001-51	210.00	.00	.00	210.00				REFUND OF OVERPAYMENT-090107
07/28/2022	1224	Rhinehart Oil Co.,L	8459CT	970.79	.00	.00	970.79				FUEL FOR TRASH TRUCK-805223
07/28/2022	737	Ricoh USA Inc	36816752	127.42	.00	.00	127.42				COPIER CONTRACT-ALLOCATED
07/28/2022	145	Robert's Enterprise	070122-0831	102.00	.00	.00	102.00				TRASH SERVICE-805228
07/28/2022	931	Roop Excavating L	1344	4,162.50	.00	.00	4,162.50				CONCRETE 2ND & DELTA-605022
07/28/2022	931	Roop Excavating L	1347	3,195.00	.00	.00	3,195.00				CONCRETE 4TH&NFORK+3RD&RIO-605022
07/28/2022	1264	Snap-On Industrial	ARV/536610	38.58	.00	.00	38.58				TOOLS-ALLOCATED
07/28/2022	1264	Snap-On Industrial	ARV/536711	440.75	.00	.00	440.75				TOOLS-ALLOCATED
07/28/2022	156	TDS Telecom	7/2022	234.03	.00	.00	234.03				TELEPHONE & INTERNET - ALLOCATED
07/28/2022	1064	Wain, Simon	07142022	1,350.00	.00	.00	1,350.00				TREE REMEDIATION-204522
07/28/2022	588	Wilbur-Ellis Compa	12717376	6,718.80	.00	.00	6,718.80				WATER/SEWER CHEMICALS-ALLOCATED
07/28/2022	491	Winwater Corp	064917-01	2,207.76	.00	.00	2,207.76				WATER LINE REPAIR-605022
Grand Totals:			31	34,307.02	.00	.00	34,307.02				

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
07/28/2022	34,307.02	.00	.00	34,307.02	34,307.02
Grand Totals:		34,307.02	.00	.00	34,307.02

July 1, 2022

\*Transmitted via email

TOWN OF PAONIA  
 TOWN MANAGER  
 PO BOX 460  
 PAONIA, CO 81428

RE: Colorado Water Resources and Power Development Authority  
 Drinking Water Revolving Fund (DWRP) Leveraged Loan Program

Ladies and gentlemen:

Below is a breakdown of your loan repayment(s) due 8/1/2022

<u>Loan Number</u>	<u>Principal</u>	<u>Net Interest</u>	<u>Total</u>
D14A212	\$65,450.24	\$21,459.22	\$86,909.46
<u>Total Amount Due</u>	<u>\$65,450.24</u>	<u>\$21,459.22</u>	<u>\$86,909.46</u>

\* Net interest includes administrative fee (see Exhibit C of Loan Agreement)

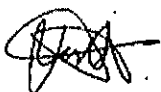
Payment instructions for wire transfer and ACH transfer are as follows.  
 Please note: If the ACH form requires a payment type, use "DDA."

**Wire and ACH Instructions**

RBK: US BANK NA  
 ABA: 091000022  
 BNF: US BANK NA  
 777 E WISCONSIN AVE  
 MILWAUKEE, WI 53202  
 A/C#: 104792954745  
 Additional Info: REF 14878100

If you have any further questions, or you are unable to comply with this procedure, please contact me prior to the payment date at (651) 466-6136 or [via.vue@usbank.com](mailto:via.vue@usbank.com).

Thank you,



Yia Vue

Cc: Valerie Lovato, Colorado Water Resources and Power Development Authority  
 Corinne Ferguson, Town of Paonia  
 Cindy Jones, Town of Paonia



Phillips 66 - Transaction Summary 06/01/2022-06/30/2022

Custom Vehicle/Asset ID	Number of Transactions	Total Amount	Average Amount	High Amount	Low Amount	Total Fuel Amount	Total Fuel Units	Average Fuel Unit Price	Average Fuel Units
11 FORD EXPLORER	1	71.45	71.45	71.45	71.45	71.45	13.16	5.43	13.16
14 F150 033QFI	1	140.85	140.85	140.85	140.85	140.85	26.98	5.22	26.98
17 GMC SUV	2	132.34	66.17	66.54	65.80	132.34	24.86	5.32	12.43
20 F-LINER TRASH	1	195.92	195.92	195.92	195.92	195.92	34.68	5.65	34.68
94 CHEV 1500 SB	2	145.87	72.94	130.87	15.00	145.87	29.77	4.90	14.89
		686.43					129.45		

**File Attachments for Item:**

11. Mayor's Report

AGENDA SUMMARY FORM

	<p>Mayor's Report</p>
-----------------------------------------------------------------------------------	-----------------------

Summary:

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Valentine
Trustee Stelter	Trustee Smith	Trustee Markle	Trustee Weber

## Mayor's Report

### Grant Discussion

- SRF loan funding
- DOLA Tier II grant

### Region 10 Board of Directors Meeting 6-23-22

- Executive Director Report – Michelle Haynes
  - OED – position will be developed to help small communities decide what projects they could do with Infrastructure Investment and Jobs Act (IIJA) grant money and help with technical support for grant writing
  - 1 year position at about \$70K about \$100K with travel
  - Could be remote or hybrid position
- Small Business Resource Center – Nancy Murphy
  - Trainings
    - Finance Friday: Understanding Tax Returns, Fri Jun 24 2:30-3:30 p.m.
    - Foodie Friday: Food Trucks, Fri, Jul 1, 9-10 a.m.
    - SmartStart: How to start a business, Wed, Jul 13, noon- 2 p.m., \$35
    - Outdoor Industry Summit: Product Series, Thurs- Fri, Jul 14-15, \$60, \$75, \$175 (group)
    - Business Plan in a Day, Tues/Thurs, Jul 19/21—two days, 9 a.m.- noon, online \$85
  - Working to get monthly coffees for community business owners on the calendar for Delta and Montrose counties.
- Business Loan Fund – Dan Scinto
  - Multiple projects ongoing
  - Given out \$150K in loans
- Community Development – Trish Thibido
  - Hosting Home Grown Western Slope Start Up Week Events: Delta is June 30
- Community Living Services – Eva Vetch
  - Will be doing a 4-year plan in August. Will be coming to Paonia to talk to stakeholders
- Regional Broadband – Corey Bryndal
  - Multiple projects around the region
  - Working to connect all the colleges and universities to Denver institutions
- Gunnison Valley Transportation Region Committee – Vince Rogalski
  - Hwy 50 in Little Blue Creek Canyon will be open during the daytime hours during the work week with alternating lanes beginning July 1. It remains closed during the night from 7 pm to 6:30 am. Will be open all during the weekends.
  - Project will not be finished on time.
  - Mag chloride has been applied on Crested Butte pass road.

### CO Local Government Meeting 7-20-22

- CDPHE
  - COVID cases trending down
  - Testing sites still in operations
- DOLA
  - In coordination with CHAFA to see how existing programs are running and other needs not currently addressed
  - Updating the IJA spreadsheet [www.coresiliency.com/trainings-and-events](http://www.coresiliency.com/trainings-and-events)
- OEDIT
  - New website on funding opportunities
  - Electric vehicle funding opportunity available
  - Workforce recovery officer
    - Workforce innovation funds
    - Focused on training for workforce

## Infrastructure Summit

July 11,2022

Attendees: Paige Smith, remotely; Mary Bachran, in person

The folks from the state agencies and Governor's Office are working hard getting their arms around the money that will be directed to Colorado and how best to get it where it needs to go and track where it's going:

### Overview

- CO is getting 3.4 to 6.8 billion
- CO Council of Governments is hiring a "grant navigation specialist" for every region.
  - They are currently in the processing of hiring.
  - We should have a person to turn to in Region 10
  - Their focus will be getting funding to rural and small communities (no clear definition for either yet)
- SB22-215 passed this legislative session to set aside funds specifically to cover the required nonfederal matching funds needed for a federal grant
  - Total of \$80,250,000 in the State Treasury
  - 10% is dedicated to Local government matching funds
    - Funds must be expended by June 30, 2028
    - Match for Federal Grants only
  - Priorities for matching grants:
    - Broadband
    - Water
    - Transportation
    - Disaster
    - Energy
  - Match request goes to DOLA then to agency to review
- As you already know DOLA is a big player in overseeing grant submittals
- Besides looking at the possibility of funding for the Town's immediate water needs there are other project possibilities:
  - Repair/replace the Samuel Wade Bridge through the CDOT Bridge Off-System Program created to "rehabilitate/replace bridges on the public roads owned by CO counties and municipalities." Off-system bridges are also eligible for 100% Federal cost share.
  - Depending on the outcome of the environmental assessment of the old sewer plant property, there is money available through IJJA to augment Brownsfields\* program assessments and cleanup.
  - Money available for airports
  - Workforce development – most programs have a workforce development component
- ARPA money can be used for matching

### Breakout – Department of Natural Resources/CO Energy Office

- Christine Berg
  - Energy grants focused on energy efficiency
  - Energy assistance fund
- Nate Pearson – DNR recovery officer
  - There is funding for water
  - Competitive grants

- Bureau of Reclamation small storage grants
  - 2,000 to 30,000 acre feet in size
  - Grants over a 5 year period
- Bureau of Reclamation water SMART grants
- State Technical Assistance
  - Grant to hire a grant writer with state funds

#### Breakout – CDPHE

- Jeff Stalter – CDPHE
  - Transportation/air quality
  - Climate, Energy & Environment
  - Broadband
  - Brownfields
  - Pollution prevention
    - Recycling grants available here
- Keith McLaughlin – CO Water & Power Authority
  - All BIL funds going through State Revolving Fund
  - No raw water money except for dam & reservoir rehab
  - Lead pigtails
    - According to BIL not part of the system
    - Waiting for updated guidance
    - His opinion – they are part of the system
    - Can get the 49%/51% grant for them
  - SRF funding for Paonia
    - Paonia is a disadvantaged community
    - Can come through their “base” program
    - 80% grant/ 20% loan
    - Looking at 0.06% to 1.20% interest

It was reassuring to hear how many folks in the state are trying to make it easier and more accessible for rural communities to be able to take advantage of the billions coming into CO and having state offered federal grant matching funds is also good news.

I appreciate the idea of the Region 10 grant navigator, but know that it will take time to get someone hired and then give them time to figure out how to start, so I hope in the meantime we can turn to the tried and true resources of the existing DOLA employees.

*\*Brownfield* refers to land that was *previously* used for a commercial or industrial purpose and *currently* potentially contains hazardous waste or pollution. The program is designed to empower communities to be able to assess, safely clean up, and sustainably reuse brownfields. We currently have a Brownfields grant to assess the state of the old sewer settling ponds (Twin Lakes). They will be testing this summer.

**File Attachments for Item:**

12. Town Administrator's ReportPublic Works ReportPolice ReportFinance Report



AGENDA SUMMARY FORM



Town Administrator's Report  
Public Works Report  
Police Report  
Finance Report

Summary:

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Valentine
Trustee Stelter	Trustee Smith	Trustee Markle	Trustee Weber



## Town of Paonia Administrator Report

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July 28, 2022

*No matter how small the step, forward is forward.*  
- Mel Robbins

- Following passage of the updated I-Code (2018 IRC/IBC) review of final IGA with City of Delta for building official will be on the agenda.
- Katie Sawyer with RCAC continues working on the cost of analysis for the sewer fund.
- Tree pruning over traffic signs was completed the week of July 4<sup>th</sup>. The invoice from Paonia Tree Services is in this disbursement cycle.
- Municode is actively working on the update to include state law reference linking and footnote review of the municipal code. This will include hyperlinking the appropriate law reference. Implementation cost is \$2,580 with an annual reoccurring charge for continual updates of \$315.
- A citizens initiative petition has been received and approved as to form. The petition is for the repeal of the water tap moratorium ordinance enacted in February 2020. Subsequently, I received a request to be on the agenda to discuss a Board initiated moratorium ordinance.
- Two property owners within the town limits have begun the process to petition for de-annexation to develop property and have access to domestic water.
- I am working to update the spreadsheet of tasks ongoing/outstanding and will provide that to the board upon completion.
- Included with the Administrator Report is the final updated Public Records Policy and reviewed by the Ad Hoc committee and Freedom of Information Coalition. The updated document will be provided on the website as required by law by August 1<sup>st</sup>, 2022.

### **Request for Board action:**

- None at this time.



## Town of Paonia - Public Records Policy

It is the policy of the Board of Trustees of the Town of Paonia that all public records shall be open for inspection by any person at reasonable times, except as provided by the Colorado Open Records Act or by other laws. This policy is intended to provide a guideline for employees handling public records requests and will be deemed modified by additional or new language added to the Colorado Open Records Act C.R.S. 24-72-201 et seq.

Though "all public records are to be open for inspection by any person at reasonable times," procedures for such disclosure can be subject to rules and regulations made by the official custodian or the custodian.

Now henceforth it shall be the policy of the Paonia Town Clerk as follows:

These rules and regulations are authorized, if they are reasonably necessary for the protection of such records and for the prevention of unnecessary interference with the regular discharge of the duties of the custodian or his/her office/department. Such rules and regulations cannot change the Act; for example, such rules and regulations cannot limit who is entitled to records or limit what records are open for inspection. This Policy is intended as a general guideline to assist employees in handling public records requests. However, depending upon the circumstances of a request, the Town reserves the right to allow a custodian to establish specific rules and regulations necessary for the protection of such records and for the prevention of unnecessary interference with the regular discharge of the duties of the custodian or his/her office/department. This Policy is subject to interpretation by the Town Attorney’s Office and exceptions may be made in individual cases at the discretion of the Town Attorney’s Office.

### A. Definitions

The definitions found in 24-72-202. C.R.S., as amended from time to time, shall apply unless the context clearly requires a different meaning. Two definitions of particular importance are listed below:

- 1) Public Records: All writings made, maintained, or kept by . . . any political subdivision... for use in the exercise of functions required or authorized by law... or involving receipt or expenditure of public funds (C.R.S. 24-72-202(6)). Criminal justice records are not included by the provisions of Part 2, but rather are covered by Part 3 of the Act.
- 2) Writings: All books, papers, maps, photographs, cards, tapes, recordings, or other

documentary materials, regardless of physical form or characteristics. Writing includes digitally stored data, including without limitation e-mail messages, but does not include computer software (C.R.S. 24-72-202(7)).

**B. Procedure**

- 1) The Town has determined that the use of an official Request Form to be used by citizens is necessary for the efficient handling of such public records requests. The Public Records Request Form (Attachment A) should be given to any individual who makes a request that is not on the form, or the individual should be directed to [townofpaonia.colorado.com](http://townofpaonia.colorado.com) or to the Paonia Town Clerk to receive a Public Records Request Form. The citizen should be told that Town Policy requires that requests be made on this form and the employee should make every effort to ensure that the citizen is given enough information so that they can access the form without delay. Once a request is received on the official Town Public Records Request Form, a copy should be transmitted to the Town Attorney’s Office immediately. The Town has a limited amount of time within which to respond to Public Records requests and employees receiving such requests should be familiar with these statutory deadlines. See Time for Accessing Public Records in this Policy for more information.
- 2) The Town Clerk is the official custodian of all records centrally maintained by the Town. Department Heads are the official custodians of all records maintained within their departments. The Town Clerk is the official custodian of e-mails. It is the responsibility of each Department Head to become familiar with and to educate his/her affected employees about the standards and requirements of this policy.

Elected Officials may develop their own policies and procedure regarding public records in their custody; however, to the extent that the Town has custody of any public records of an Elected Official the Town shall, in consultation with the Elected Official, meet any requirement of the Open Records Act as it may apply to documents in the Town’s possession.

If the public records requested are not in the custody or control of the person to whom application is made, such person shall “forthwith” notify the applicant of this fact, in writing if requested by the applicant. In such notification, the person shall state in detail to the best of the person’s knowledge and belief the reason for the absence of the records from the person’s custody or control, the location of the records, and what person then has custody or control of the records. C.R.S. 24-72-203(2)(a).

**C. Fees**

- 1) Request(s) for records that fit the following criteria may, in the judgment of the official custodian, be provided free of charge:
  - a) Documents that do not exceed twenty pages, and which are retrievable within a one-hour period of the request(s).

- b) Agenda materials that have been prepared in advance and which are in support of items scheduled for consideration by the Board of Trustees at a future date, unless the request(s) exceeds twenty-five pages of material.
  - c) Record(s) which are normally produced for public information, such as the current year budget document, brochures on Town services, procedures, etc.
- 2) In all cases where a person has the right to inspect any public record, s/he may request electronic copies, printouts, or photographs of such record.
- a) The fee shall be established by the Board of Trustees within their official fees schedule which may be amended from time to time. Fees shall be within the criteria set forth by the State of Colorado. The current maximum hourly charge for a CORA request as set by the State is \$33.58. Actual costs shall include staff time not to exceed fees set by CORA. The current hourly rate is \$25 but can be changed with updates to the Town fee schedule. Any fees charged in this policy shall include the cost of redacting documents, not to exceed fees set by CORA, to excise privileged material and legal review within the limits provided by law. Fees may be waived or reduced with prior approval of the Board of Trustees.
  - b) Each department may also charge a reasonable hourly fee for the manipulation of data in order to generate a record in a form not used by Town, if the Town elects to provide information in this manner.
  - c) An initial deposit of up to 50% of the reasonable estimated costs may be required in advance of fulfillment of the request.
  - d) All payments for copies and staff time etc. must be received in advance of releasing the requested records.
  - e) Departments may charge for time spent responding to large requests, and/or multiple requests (which shall include, but not be limited to requests on multiple request forms or on multiple pages), including without limitation, compiling information, request(s) that require the searching of voluminous files for specific information, manipulation of data (including manipulating data in order to generate a record in a form not used by the Town, although such manipulation is not required by CORA), or redacting documents to excise confidential information. The charge shall be established by the Board of Trustees within their official fees schedule which may be amended from time to time. Fees shall be within the criteria set forth by the State of Colorado. All time spent on such tasks shall be charged to the requesting party.

**D. Time for accessing Public Records**

- 1) Time for inspection of records – Three Working Days

If the requested records are in active use or are in storage and, therefore, are not available right away, this fact shall be communicated to the applicant "forthwith" in writing if requested. The custodian shall set a date and hour within three working days when the records will be available for inspection.

2) Extension of time to 10 working days

The period of providing requested documents for review may be extended up to ten working days if the custodian determines that one of the following conditions exists, and, states such condition in writing to the requestor within the first three days that the request was received:

- a) A broadly stated request is made that encompasses all or substantially all of a large category of records and the request is without sufficient specificity to allow the custodian reasonably to prepare or gather the records within the three-day period; or
- b) A broadly stated request is made that encompasses all or substantially all of a large category of records and the agency is unable to prepare or gather the records within the three-day period because:
  - i) The agency needs to devote all or substantially all of its resources to meeting an impending deadline or period of peak demand that is either unique or not predicted to recur more frequently than once a month; or
  - ii) A request involves such a large volume of records that the custodian cannot reasonably prepare or gather records within the three-day period without substantially interfering with the custodian's obligation to perform his or her other public service responsibilities.
- c) In no event can extenuating circumstances apply to a request that relates to a single, specifically identified document.
- d) If the request is too broad, speculative, or voluminous to prepare in ten days the Town may request relief from the court.

3) When Time Period for Response Begins:

The time period for response does not begin to run until the Town Clerk receives the request on the Town's official Public Records Request form. If the form is sent by:

- a) E-mail, it is deemed received when it is verified by the recipient.
- b) U.S. Mail, it is deemed received when its seal is broken.
- c) Fax, it is deemed received on the following business day.
- d) In-person, received by the Town Clerk, it is deemed received on the following business day.

**E. Reviewing Records**

The custodian of the records may set the location where the records may be viewed by the requestor. In no event may a requester remove documents or add documents to those provided for review. The requestor shall not bring and shall not use photocopiers, fax machines or any other copy, scanning or reproduction device to copy or photograph Town records. Upon completion of the review, the requestor must mark the pages s/he wishes to have copied with adhesive tabs. Copies will be made at a later time, depending upon volume. The requestor will be notified when the copies are available for pick-up.

If the custodian has the capability to make a reproduction, she/he shall do so at the rates set in the section entitled FEES, above. If the custodian does not have the facilities for making copies, printouts, or photographs of the records, the custodian may make arrangements for the services to be rendered at another facility. If other facilities are necessary, the person desiring a copy, printout or photograph of the record shall pay the cost of providing them. In no event shall the records leave the custody and possession of a Town employee assigned by the custodian of the record during this process (other than providing the items to the third-party facility for reproduction.) The Town is under no obligation to allow citizens access to Town computers.

**F. Denial of Inspection of Records**

- 1) Denial of inspection must be specific and can only be based on reasons provided in the Colorado Open Records Act. The Act provides that documents may be withheld from disclosure:
  - a) If inspection would be contrary to any state statute.
  - b) If inspection would be contrary to federal statute or regulation.
  - c) If inspection is prohibited by a rule of the Supreme Court or by order of any court.
  
- 2) Denial is permitted in the following situations, if disclosure would be contrary to the public interest; but if such records are given to one news agency, they shall be available to all news agencies:
  - a) Any records of the investigation conducted by any sheriff, prosecuting attorney, or police department, any records of intelligence information or security procedures of any sheriff, prosecuting attorney, or police department or any investigatory files compiled for any other law enforcement purpose.
  - b) Test related data listed in C.R.S. 24-72-204(2)(a)(II).
  - c) Details of bona fide research projects of state institutions.
  - d) Contents of real estate appraisals relative to acquisition (not sale) of property for public use until title passes to the Town.
  - e) Market analysis data generated by the Department of Transportation’s bid analysis and management system for the confidential use of the department for awarding contracts or for the purchase of goods or services and any documents prepared for the bid analysis and management system;
  - f) Records and information relating to the identification of persons filed with, maintained by or prepared by the Department of Revenue pursuant to 42-2-121 C.R.S.
  
- 3) Inspection of the following shall be denied, unless otherwise provided by law or unless requested by the person in interest:
  - a) Medical, mental health, sociological, or scholastic achievement data on individuals.
  - b) Personnel files, except for personal information to include but not limited to home address and phone number, as permitted under CORA..

- c) Letters of reference (which are not disclosable to the person in interest, if they concern employment, licensing, or issuance of permits).
- d) Trade secrets, privileged information, and confidential commercial, geological, or geophysical data furnished by or obtained from any person.
- e) Certain material contributed to libraries or museums.
- f) Addresses and phone numbers of school children.
- g) Library records identifying users, as prohibited by C.R.S. 24-90-119.
- h) Home addresses, telephone numbers and financial information of Town employees.
- i) In addition to the above-described documents, the Act provides specific and detailed circumstances for the denial of, or limited release, of records related to:
  - i) sexual harassment complaints and investigations, and,
  - ii) applicants for an Administrator position at the Town prior to the recognition of finalists.
  - iii) Records protected by common law privileges such as the governmental privilege, the deliberative process privilege, work product privilege, or attorney –client privilege. If a record is withheld pursuant to the deliberative process privilege, the custodian shall provide the applicant with a sworn statement specifically describing each document withheld, explaining why each document is privileged and why disclosure would cause substantial injury to the public interest.

4) Denial on Basis That Release Would do Substantial Injury to the Public Interest

- a) The official custodian may petition the District Court for an order restricting disclosure of records otherwise subject to inspection, if disclosure would do substantial injury to the public interest (C.R.S. 24-72-204(6)).
- b) If inspection is denied, the applicant may request a written statement of the grounds of denial and that statement shall cite the law or regulation which is the basis for denial (C.R.S. 24-72-204(4)).
- c) Even records which must be kept confidential are subject to subpoena, discovery requests, etc., but such requests can be resisted under the balancing tests set up in Martinelli vs. District Court 612 P.2d 1083 (1980).







# Paonia Police Department

DEPARTMENT BRIEFING: CONTINUED

07/12/2022

- Spoke with two members of The Learning Council about the department being more involved with their activities and programs. We discussed inclusivity, education and establishing a positive presence at sponsored events.
- Gained permissions from the State of Colorado to use their "OpenFox" program. This program is used for data collection and inputting registration data for registered sex offenders. This will help the department keep Sex offender registry information up to date and make our data transfers much more efficient.
- Multiple members of the Department took turns driving to the private shooting range between Delta and Hotchkiss to complete firearms range qualifications. All personnel successfully passed the qualification requirements, and this data and training time will be logged.
- Work continues to bring the department policy manual up to date; however, it is apparent that with the frequent and far-reaching changes being made at the legislative level the policy manual will need continuous updating and maintenance to stay in compliance with and properly guide the department regarding state law.
- Service Technician Katzer successfully completed 7 hours of training on the retention and disposition of evidence. This training has already begun to pay dividends as the department has started back searching previous cases for mislabeled or unlabeled evidence to be disposed of and cases to be formally closed.



# Paonia Police Department

DEPARTMENT BRIEFING: SUMMARY OF PROGRESS

07/12/2022

- Successfully setup and registered the AXON TASER7 dock. Linked the new dock to the Departments AXON account. Officers will attend new TASER 7 training during the month of July and upon successful completion will be issued new TASER 7 devices.
- Currently in contact with Delta County GIS Coordinator Carrie Derco. The Department is requesting updated GIS maps showing all jurisdictional responsibilities of the Paonia Police Department. Carrie advised this may take several months to complete as they are extremely busy with requests.
- Service Technician Katzer completed the scanning of all old department case files into digital copies. This process took approximately three months and was very time intensive, however, now most of those records are digitally searchable and much more accessible. This was a priority goal for the department and was a much-needed step towards modernizing the records keeping and data entry of the Paonia Police Department
- Officer Connett successfully completed his FTO program and evaluation and is now patrolling on his own. Officer Connett has been integrated into the full-time patrol schedule and is currently trying to relocate to the Paonia area from Delta to further assist with on-call responsibilities and emergency response.
- Officers successfully completed less lethal and OC spray training (pepper spray). Training was completed with the assistance of the Delta Police Department who agreed to future assistance through joint training.
- Permissions were fully granted for the Department to access the Colorado state courts database. This will assist the department in establishing court ordered rights and custody violations.
- The department requested its Drone be returned from a neighboring agency. The department is sending an Officer to drone licensure school to receive training and his FFA Drone license. This will provide the department with a licensed officer capable of utilizing the departments drone and bringing us into FAA compliance regarding drone operation.
- Worked with the Montrose Police Department to train command staff on the proper way to submit video evidence to the DA's office. The Montrose Police Department personnel were extremely helpful, and the Paonia Police department is now much more capable in the sharing of information and data.

# Paonia Police Department

## Law Incident Table, by Date and Time

**Date Occurred:** 06/01/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
07:09:13	ANIMAL CONTROL	MINNESOTA AVE, Paonia, CO	PPD	PPD	
14:45:44	CITIZEN ASSIST	GRAND AVE, Paonia, CO	PPD	PPD	

**Total Incidents for this Date: 2**

**Date Occurred:** 06/02/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:31:28	Certified Vin	2ND ST, Paonia, CO	PPD	PPD	

**Total Incidents for this Date: 1**

**Date Occurred:** 06/03/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
01:17:49	Disturbance	MAIN AVE, Paonia, CO	PPD	PPD	
14:20:07	Code Enforce	2ND ST, Paonia, CO	PPD	PPD	WW
14:28:58	Code Enforce	3RD ST, Paonia, CO	PPD	PPD	WW
14:35:28	Code Enforce	3RD ST, Paonia, CO	PPD	PPD	WW
14:40:24	Code Enforce	3RD ST, Paonia, CO	PPD	PPD	WW
14:42:35	Code Enforce	MINNESOTA AVE, Paonia, CO	PPD	PPD	WW

**Total Incidents for this Date: 6**

**Date Occurred:** 06/04/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:42:22	Information	OAK AVE, Paonia, CO	PPD	PPD	
22:09:45	ANIMAL CONTROL	BLK North FORK AVE, Paonia, CO	PPD	PPD	

**Total Incidents for this Date: 2**

**Date Occurred:** 06/05/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
02:30:25	CRIM MISCHIEF	PAONIA AVE, Paonia, CO	PPD	PPD	
20:01:59	VIN INSPECTION	OAK AVE, Paonia, CO	PPD	PPD	

**Total Incidents for this Date: 2**

**Date Occurred:** 06/06/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:15:00	LOST/FOUND PROP	GRAND AVE, Paonia, CO	PPD	PPD	

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<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:27:20	Wanted Person	BOX ELDER AVE, Paonia, CO	PPD	PPD	A
11:51:28	Code Enforce	MAIN AVE, Paonia, CO	PPD	PPD	WW
16:45:38	WELFARE CHECK	NIAGARA AVE, Paonia, CO	PPD	PPD	
20:17:25	SUSPICIOUS	2nd St., Paonia, CO	PPD	PPD	UTL
<b>Total Incidents for this Date: 5</b>					

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Date Occurred: 06/07/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
01:05:47	TrafficAccident	2ND ST, Paonia, CO	PPD	PPD	
12:47:32	AGENCY ASSIST	MAIN AVE, Paonia, CO	PPD	PPD	
<b>Total Incidents for this Date: 2</b>					

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Date Occurred: 06/08/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
20:10:51	CIVIL PROBLEM	ALDER CT, Paonia, CO	PPD	PPD	
<b>Total Incidents for this Date: 1</b>					

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Date Occurred: 06/09/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:31:20	WELFARE CHECK	NIAGARA AVE, Paonia, CO	PPD	PPD	
<b>Total Incidents for this Date: 1</b>					

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Date Occurred: 06/11/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
18:43:24	ASSAULT	MEADOWBROOK BLVD Paonia, CO	PPD	PPD	A
20:41:45	SEX OFFENSE	MEADOWBROOK BLVD, Paonia, CO		PPD	
<b>Total Incidents for this Date: 2</b>					

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Date Occurred: 06/12/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
05:28:44	HARASSMENT	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
20:13:27	CIVIL PROBLEM	ALDER CT, Paonia, CO	PPD	PPD	
<b>Total Incidents for this Date: 2</b>					

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Date Occurred: 06/13/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
11:03:07	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
11:18:27	CITIZEN ASSIST	SHADY LN; RIVER PARK, Paonia, CO	PPD	DIST3	

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:40:53	Elder Abuse	GRAND AVE, Paonia, CO	PPD	PPD	
17:29:31	RESTR/PROT ORDR	ONARGA AVE, Paonia, CO	PPD	PPD	UNF
<b>Total Incidents for this Date: 4</b>					

**Date Occurred:** 06/14/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:56:04	ASSAULT	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	A
10:36:40	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
<b>Total Incidents for this Date: 2</b>					

**Date Occurred:** 06/15/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
13:26:00	ALARM	GRAND AVE, Paonia, CO	PPD	PPD	
14:17:52	AGENCY ASSIST	GRAND AVE, Paonia, CO	PPD	PPD	
<b>Total Incidents for this Date: 2</b>					

**Date Occurred:** 06/17/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
12:36:06	AGENCY ASSIST	PITKIN RD, Paonia, CO	PPD	DIST3	
18:45:52	SHOPLIFTING	2ND ST, Paonia, CO	PPD	PPD	CIT
22:09:06	FIRE	SAMUEL WADE RD, Paonia, CO	PPD	DIST3	
<b>Total Incidents for this Date: 3</b>					

**Date Occurred:** 06/18/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
02:00:33	911/hangup	MAIN AVE, Paonia, CO	PPD	PPD	UTL
11:28:45	TrafficAccident	BOX ELDER AVE, Paonia, CO	PPD	PPD	
<b>Total Incidents for this Date: 2</b>					

**Date Occurred:** 06/20/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:49:32	Code Enforce	GRAND AVE, Paonia, CO	PPD	PPD	WW
10:04:47	Code Enforce	DELTA AVE, Paonia, CO	PPD	PPD	WW
10:10:34	Code Enforce	3RD ST, Paonia, CO	PPD	PPD	WW
10:13:38	Code Enforce	COLORADO AVE, Paonia, CO	PPD	PPD	WW
10:18:28	Code Enforce	2ND ST, Paonia, CO	PPD	PPD	WW
10:20:20	911/hangup	3RD ST, Paonia, CO	PPD	PPD	
10:21:56	Code Enforce	RIO GRANDE AVE, Paonia, CO	PPD	PPD	WW
13:10:52	AGENCY ASSIST	MINNESOTA CREEK RD, Paonia, CO	PPD	DIST3	

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**Time      Nature                      Address                                      Agency      Loctn      Dsp**  
**Total Incidents for this Date: 8**

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**Date Occurred:** 06/21/22

**Time      Nature                      Address                                      Agency      Loctn      Dsp**  
10:09:30    CITIZEN ASSIST      GRAND AVE, Paonia, CO                      PPD              PPD  
10:43:07    ABANDONED VEHIC    MAIN AVE, Paonia, CO                      PPD              PPD  
**Total Incidents for this Date: 2**

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**Date Occurred:** 06/22/22

**Time      Nature                      Address                                      Agency      Loctn      Dsp**  
00:52:05    ASSAULT                      3RD ST, Paonia, CO                      PPD              PPD  
10:56:23    DUI                              POPLAR AVE, Paonia, CO                      PPD              PPD      CIT  
15:21:29    VIN INSPECTION      GRAND AVE; PPD, Paonia, CO                      PPD              PPD  
**Total Incidents for this Date: 3**

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**Date Occurred:** 06/23/22

**Time      Nature                      Address                                      Agency      Loctn      Dsp**  
20:37:51    Child Abuse/neg      PAN AMERICAN AVE, Paonia, CO                      PPD              PPD  
**Total Incidents for this Date: 1**

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**Date Occurred:** 06/24/22

**Time      Nature                      Address                                      Agency      Loctn      Dsp**  
10:12:38    SUICIDE/ATTEMPT      GRAND AVE, Paonia, CO                      PPD              PPD  
17:00:45    Medical/transfe      5TH ST, Paonia, CO                      PPD              PPD  
**Total Incidents for this Date: 2**

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**Date Occurred:** 06/25/22

**Time      Nature                      Address                                      Agency      Loctn      Dsp**  
16:35:07    AGENCY ASSIST      5TH ST, Paonia, CO                      PPD              DIST3  
**Total Incidents for this Date: 1**

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**Date Occurred:** 06/27/22

**Time      Nature                      Address                                      Agency      Loctn      Dsp**  
14:50:31    VIN INSPECTION      GRAND AVE; PPD, Paonia, CO                      PPD              PPD  
15:10:01    WELFARE CHECK      3RD ST, Paonia, CO                      PPD              PPD  
16:00:28    TrafficAccident      POPLAR AVE, Paonia, CO                      PPD              PPD  
**Total Incidents for this Date: 3**

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**Date Occurred:** 06/28/22

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<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
18:44:44	SHOPLIFTING	2ND ST, Paonia, CO	PPD	PPD	CIT
<b>Total Incidents for this Date: 2</b>					

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**Date Occurred:** 06/29/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:10:12	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
12:58:41	CITIZEN ASSIST	HARDING RD, Paonia, CO	PPD	DIST3	
14:17:09	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
<b>Total Incidents for this Date: 3</b>					

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Total reported: 64

WW-12, A-3, UTL-2, UNF-1, CIT-3

- WW = Written Warning
- A = Arrest
- UTL = Unable to Locate
- UNF = Unfounded
- CIT = Citation

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**Report Includes:**

All dates between `00:00:01 06/01/22` and `00:00:01 06/30/22`, All agencies matching `PPD`, All disposition's, All natures, All location codes, All cities

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## Town of Paonia Administrative Staff Report

July 28, 2022

### Finance Director

#### Overview of Activities/Projects/Accomplishments

- ❖ Continue Audit Preparation  
(Initial Draft Report was received May 31, 2022, reviewed, provided to the board 6/23/2022.)  
(Revised Draft Report was received July 19, 2022, review completed 7/21/2022)
- ❖ Completed CIRSA P&C renewal application. (Cindy)
- ❖ Completed CIRSA mid-year Worker Comp Audit. (Cindy)
- ❖ Completed initial draft of Audit MD&A (Management Discussion and Analysis). (Cindy & Paige)
- ❖ Continue to work with Cory on the Parts inventory processes and BarCodes (Samira)
- ❖ Continue to work on the Ordering processes (Samira)
- ❖ Continue to work on the Vehicle/Equipment tracking processes (Samira)
- ❖ Public Surplus Auctions (Samira)
- ❖ Public Surplus Action closure & pick up scheduling. (Samira)
- ❖ Processing daily deposits. (Samira)
- ❖ Processing monthly Utility Billing. (Samira)

#### Trainings/Meetings Attended

- ❖ Training to take over Candy's workload. (Samira)
- ❖ Continue finance clerk training. (Samira)
- ❖ Training for issuing permits. (Samira)

#### MISC or Upcoming Items

- ❖ Beginning Budget processes. (Cindy)  
I will need from each committee your wish lists of what you would like to see in the Budget.
- ❖ Backflow integration. (Samira)
- ❖ Beacon integration. (Samira)

#### Goals/Focus/Improvements for Next Month

- ❖ Budget to Actual for June. (Cindy)

# BANK BALANCES 2022

BANK	ACCOUNT	JAN	FEB	MAR	APR	MAY	JUNE	X
<b>OPERATING ACCOUNTS</b>								
UBB (FSBC)	PREV BAL	225,029.68	101,002.95	215,462.76	223,385.93	207,232.05	238,304.70	
OPS - 0733	CKS/DR	398,510.48	196,810.60	332,764.39	352,917.91	303,741.17	282,387.43	
	DEP/CR	274,483.75	311,270.41	340,687.56	336,764.03	334,813.82	299,144.54	
	END BAL	101,002.95	215,462.76	223,385.93	207,232.05	238,304.70	255,061.81	X
<b>RATE</b>		<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	
UBB (FSBC)	PREV BAL	25.00	25.00	895.49	25.00	2,415.30	28,911.67	
PAYROLL - 3629	CKS/DR	45,021.34	35,534.69	45,756.81	58,389.25	56,540.39	77,820.74	
	DEP/CR	45,021.34	36,405.18	44,886.32	60,779.55	83,036.76	52,143.70	
	END BAL	25.00	895.49	25.00	2,415.30	28,911.67	3,234.63	X
<b>RATE</b>		<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	
<b>RESESTRICTED FUND ACCOUNTS</b>								
UBB (FSBC)-3858	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
<b>RATE</b>		<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	
UBB (FSBC) (FCNB)	PREV BAL	25.00	16,049.38	25.00	36,840.14	25.00	25.00	
INTERNAL - 0571	CKS/DR	-	32,048.76	-	36,815.14	-	-	
GRANTS	DEP/CR	16,024.38	16,024.38	36,815.14	-	-	-	
	END BAL	16,049.38	25.00	36,840.14	25.00	25.00	25.00	X
<b>RATE</b>		<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	
UBB (FSBC) - 0911	PREV BAL	12,563.11	7,750.00	7,750.00	7,750.00	12,750.00	12,750.00	
PARK	CKS/DR	4,813.11	-	-	400.00	-	-	
CONTRIBUTION	DEP/CR	-	-	-	5,400.00	-	-	
	INT/CR	-	-	-	-	-	-	
	END BAL	7,750.00	7,750.00	7,750.00	12,750.00	12,750.00	12,750.00	X
<b>RATE</b>		<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	
UBB (FSBC) - 2318	PREV BAL	58,482.72	58,495.14	58,506.36	58,518.78	58,530.80	58,543.23	
WWTP	CKS/DR	-	-	-	-	-	-	
	DEP/CR	-	-	-	-	-	-	
	INT/CR	12.42	11.22	12.42	12.02	12.43	7.22	
	END BAL	58,495.14	58,506.36	58,518.78	58,530.80	58,543.23	58,550.45	X
<b>RATE</b>		<b>0.25%</b>	<b>0.25%</b>	<b>0.25%</b>	<b>0.25%</b>	<b>0.25%</b>	<b>0.15%</b>	
UBB (FSBC) (FCNB)	PREV BAL	10,406.97	10,408.30	10,409.50	10,410.83	10,412.11	10,413.44	
CONSERV	CKS/DR	-	-	-	-	-	-	
TRUST 0857	DEP/CR	-	-	-	-	-	-	
	INT/CR	1.33	1.20	1.33	1.28	1.33	0.86	
	END BAL	10,408.30	10,409.50	10,410.83	10,412.11	10,413.44	10,414.30	X
<b>RATE</b>		<b>0.15%</b>	<b>0.15%</b>	<b>0.15%</b>	<b>0.15%</b>	<b>0.15%</b>	<b>0.10%</b>	
UBB (FSBC) - 0563	PREV BAL	(9.19)	0.81	0.00	0.00	0.00	0.00	
SPACE TO	CKS/DR	-	0.81	-	-	-	-	
CREATE	DEP/CR	10.00	-	-	-	-	-	
	INT/CR	-	-	-	-	-	-	
	END BAL	0.81	0.00	0.00	0.00	0.00	0.00	X
<b>RATE</b>		<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>CLOSED</b>			

# BANK BALANCES 2022

BANK	ACCOUNT	JAN	FEB	MAR	APR	MAY	JUNE	X
<b>INVESTMENT ACCOUNTS</b>								
UBB (FSBC) - 3637	PREV BAL	1,392,857.03	1,393,211.92	1,393,532.55	1,393,887.61	1,494,246.92	1,594,637.51	
MMKT	CKS/DR	-	-	-	-	-	-	
RESERVE	DEP/CR	-	-	-	100,000.00	100,000.00	100,000.00	
	INT/CR	354.89	320.63	355.06	359.31	390.59	275.30	
	END BAL	1,393,211.92	1,393,532.55	1,393,887.61	1,494,246.92	1,594,637.51	1,694,912.81	X
<b>RATE</b>		<b>0.30%</b>	<b>0.30%</b>	<b>0.300%</b>	<b>0.300%</b>	<b>0.300%</b>	<b>0.200%</b>	
COLO	PREV BAL	1,758,506.32	1,758,616.16	1,758,748.52	1,759,125.37	1,759,774.94	1,760,957.77	
TRUST	CKS/DR	-	-	-	-	-	-	
PLUS+	DEP/CR	-	-	-	-	-	-	
INVESTMENT	INT/CR	109.84	132.36	376.85	649.57	1,182.83	1,695.19	
	END BAL	1,758,616.16	1,758,748.52	1,759,125.37	1,759,774.94	1,760,957.77	1,762,652.96	
<b>AVG RATE</b>		<b>0.07%</b>	<b>0.10%</b>	<b>0.25%</b>	<b>0.45%</b>	<b>0.79%</b>	<b>1.17%</b>	X
UBB (14) (FSBC)	PREV BAL	203,237.95	203,237.95	203,237.95	203,413.42	203,413.42	203,413.42	
18MO	CKS/DR	-	-	-	-	-	-	
CD-2143	DEP/CR	-	-	-	-	-	-	
	INT/CR	-	-	175.47	-	-	179.53	
	END BAL	203,237.95	203,237.95	203,413.42	203,413.42	203,413.42	203,592.95	X
<b>AVG RATE</b>		<b>0.35%</b>	<b>0.35%</b>	<b>0.35%</b>	<b>0.35%</b>			
UBB (31) (FSBC)	PREV BAL	260,073.18	260,335.52	260,335.52	260,335.52	260,592.42	260,592.42	
18MO	CKS/DR	-	-	-	-	-	-	
CD-2143	DEP/CR	-	-	-	-	-	-	
	INT/CR	262.34	-	-	256.90	-	-	
	END BAL	260,335.52	260,335.52	260,335.52	260,592.42	260,592.42	260,592.42	X
<b>AVG RATE</b>		<b>0.40%</b>	<b>0.40%</b>	<b>0.40%</b>	<b>0.40%</b>			
<b>LINE-OF-CREDIT</b>								
UBB (FSBC)	PREV BAL	-	-	-	-	-	-	
LOC	CKS/DR	-	-	-	-	-	-	
\$200,000.00	DEP/CR	-	-	-	-	-	-	
	INT/CR	-	-	-	-	-	-	
	END BAL	-	-	-	-	-	-	X
<b>AVG RATE</b>								
<b>TOTAL</b>	PREV BAL	<b>3,921,222.77</b>	<b>3,809,158.13</b>	<b>3,908,928.65</b>	<b>3,953,717.60</b>	<b>4,009,417.96</b>	<b>4,168,574.16</b>	
<b>TOTAL</b>	CKS/DR	<b>448,344.93</b>	<b>264,394.86</b>	<b>378,521.20</b>	<b>448,522.30</b>	<b>360,281.56</b>	<b>360,208.17</b>	
<b>TOTAL</b>	DEP/CR	<b>335,539.47</b>	<b>363,699.97</b>	<b>422,389.02</b>	<b>502,943.58</b>	<b>517,850.58</b>	<b>451,288.24</b>	
<b>TOTAL</b>	INT/CR	<b>740.82</b>	<b>465.41</b>	<b>921.13</b>	<b>1,279.08</b>	<b>1,587.18</b>	<b>2,158.10</b>	
		-	-	-	-	-	-	
<b>TOTAL 2022 ACCOUNTS</b>		<b>3,809,158.13</b>	<b>3,908,928.65</b>	<b>3,953,717.60</b>	<b>4,009,417.96</b>	<b>4,168,574.16</b>	<b>4,261,812.33</b>	
<b>TOTAL 2021 ACCOUNTS</b>		<b>2,695,410.75</b>	<b>2,794,267.13</b>	<b>2,827,035.60</b>	<b>2,878,900.52</b>	<b>3,033,101.71</b>	<b>3,353,077.83</b>	
<b>TOTAL 2020 ACCOUNTS</b>		<b>2,498,095.32</b>	<b>2,507,992.28</b>	<b>2,530,243.83</b>	<b>4,222,013.58</b>	<b>2,766,714.22</b>	<b>2,844,095.58</b>	
<b>TOTAL 2019 ACCOUNTS</b>		<b>1,952,778.56</b>	<b>2,154,496.81</b>	<b>2,216,740.65</b>	<b>2,268,526.46</b>	<b>2,560,627.61</b>	<b>2,606,146.61</b>	
<b>TOTAL 2018 ACCOUNTS</b>		<b>2,243,850.59</b>	<b>2,643,430.19</b>	<b>2,609,936.21</b>	<b>2,758,682.91</b>	<b>2,787,133.34</b>	<b>2,909,775.06</b>	
<b>TOTAL 2017 ACCOUNTS</b>		<b>1,916,629.29</b>	<b>1,856,495.51</b>	<b>1,837,973.49</b>	<b>2,027,530.45</b>	<b>2,363,845.59</b>	<b>2,079,469.54</b>	
<b>TOTAL 2016 ACCOUNTS</b>		<b>987,595.88</b>	<b>1,322,980.68</b>	<b>1,116,198.52</b>	<b>1,523,989.77</b>	<b>1,917,756.35</b>	<b>1,967,252.20</b>	
<b>TOTAL 2015 ACCOUNTS</b>		<b>1,653,400.33</b>	<b>1,907,317.22</b>	<b>2,079,530.21</b>	<b>2,000,000.74</b>	<b>1,759,581.96</b>	<b>1,718,267.39</b>	
<b>TOTAL 2014 ACCOUNTS</b>		<b>2,036,560.85</b>	<b>2,012,766.27</b>	<b>2,053,803.28</b>	<b>2,046,353.56</b>	<b>2,069,077.88</b>	<b>2,002,370.22</b>	
<b>TOTAL 2013 ACCOUNTS</b>		<b>2,361,290.03</b>	<b>2,369,419.89</b>	<b>2,376,310.46</b>	<b>2,323,916.46</b>	<b>2,320,709.32</b>	<b>2,286,978.98</b>	
<b>TOTAL 2012 ACCOUNTS</b>		<b>2,362,402.55</b>	<b>2,256,299.75</b>	<b>2,246,468.64</b>	<b>2,213,216.49</b>	<b>2,202,233.11</b>	<b>2,152,976.82</b>	
<b>2020 VS 2021</b>		<b>1,113,747.38</b>	<b>1,114,661.52</b>	<b>1,126,682.00</b>	<b>1,130,517.44</b>	<b>1,135,472.45</b>	<b>908,734.50</b>	

**File Attachments for Item:**

13. Finance: Weber & Smith

Parks: Knutson & Stelter

Streets: Valentine & Markle

Water/Sewer/Trash: Weber & Markle

Personnel: Smith & Valentine


Public Safety: Knutson & Stelter

Paonia Tree Board: Trustee Valentine

Advisory Water Committee: Trustee Smith

Ad Hoc Committees:

AGENDA SUMMARY FORM

	<p>Finance: Weber &amp; Smith                  Parks: Knutson &amp; Stelter                  Streets: Valentine &amp; Markle                  Water/Sewer/Trash: Weber &amp; Markle                  Personnel: Smith &amp; Valentine                  Public Safety: Knutson &amp; Stelter</p> <p>Paonia Tree Board: Trustee Valentine                  Advisory Water Committee: Trustee Smith</p> <p>Ad Hoc Committees:</p>
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Summary:

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Valentine
Trustee Stelter	Trustee Smith	Trustee Markle	Trustee Weber

**File Attachments for Item:**

14. Adjournment

AGENDA SUMMARY FORM

	Adjournment
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Summary:

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

Vote:	Mayor Bachran	Trustee Knutson	Trustee Valentine
Trustee Stelter	Trustee Smith	Trustee Markle	Trustee Weber