



TOWN OF PAONIA
REGULAR TOWN BOARD MEETING AGENDA
MAY 26, 2022
6:00 PM WORK SESSION
6:30 PM REGULAR MEETING

[HTTPS://ZOOM.US/MEETING/88415416889](https://zoom.us/join/88415416889)

Work Session Roll Call

Paonia in Motion - Presentation of Final Parks Recreation and Trails Master Plan

Roll Call

Approval of Agenda

Announcements

Recognition of Visitors & Guests

Consent Agenda

Regular Minutes:

May 12, 2022

Liquor License Renewal

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

Mayor's Report

Staff Reports

Town Administrator's Report

Unfinished Business

Resolution 07-2022 Appointment of Officers

Mayoral appointment to finance committee

Open Commission/Committee Seats - Letters of Interest

Paonia Tree Board

Advisory Water Committee

Residential Use Classification and review procedures in C-1 & C-2 Districts

Board of Trustees Team Building Retreat

New Business

Implementation of Board Committees

Policy & Procedures regarding Police Officers at a meeting and Expelling a Person from Meeting

Strategic Planning Session Agenda

Mayoral Planning Commission Trustee Appointment

Consideration of Operator in Responsible Charge (ORC) Proposal

Disbursements

Committee Report

Executive Session

For a conference with the Town attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b); Specific to Eric Pace v. Town of Paonia

How Did We Do?

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:

. Work Session Roll Call



PACKET MODIFICATIONS

May 26, 2022



-
- *Addition of appendices link to Parks Recreation and Trails Agenda Summary Form*
 - *Addition of Administrators Report*
 - *Addition of Sidewalk Repair Plan information*
 - *Addition of Operator in Responsible Charge Proposal*
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AGENDA SUMMARY FORM

	<u>Work Session Roll Call</u>
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Summary:

Notes:

Possible Motions:


Motion by: _____ 2nd: _____ vote: _____

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

File Attachments for Item:

. Paonia in Motion - Presentation of Final Parks Recreation and Trails Master Plan

AGENDA SUMMARY FORM

	<p>Paonia in Motion - Presentation of Final Parks Recreation and Trails Master Plan</p>
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Summary: The final draft is included and being presented. All appendices will be included and the resolution to accept will be on the next meeting's agenda.

Notes:

Link to Parks Recreation and Trails Master Plan.

https://drive.google.com/file/d/1YNxuOJTmrDUs3yDZ7It84y_Sn1jdAtN6/view?usp=sharing

Possible Motions:

Motion by: _____ 2nd: _____ 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: _____ 2nd: _____ 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

	<p>Agenda Approval</p>
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Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ 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
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Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ 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: _____ 2nd: _____ vote: _____

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

File Attachments for Item:

2. Regular Minutes:May 12, 2022

Liquor License RenewalOne Thirty-Three LLC, dba West Elk Wine & Spirits

AGENDA SUMMARY FORM



Regular Minutes:
May 12, 2022
Liquor License Renewal
One Thirty-Three LLC, dba West Elk Wine & Spirits

Summary:

Notes:

No issues noted with LLR as included in the packet.

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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



Regular Town Board Meeting, May 12, 2022

**Mayor Bachran
Trustee Knutson
Trustee Markle
Trustee Smith
Trustee Stelter
Trustee Valentine**

May 12, 2022, Regular Meeting Minutes 6:00 pm

Mayor Mary Bachran called the Regular Meeting of the Town of Paonia to order at 6:30 pm.

Presentation to the Board

Geothermal Analysis of the Paonia Area.

ROLL CALL

Front Office Assistant Candy Wuollet called the roll and those present were Mayor Bachran, Trustee Knutson, Trustee Valentine, Trustee Stelter, Trustee Smith, and Trustee Markle.

Approval of the Agenda

Motion made by Trustee Stelter, seconded by Trustee Smith to approve the agenda with Colorado Farm & Food Alliance Large Park Special Event taken off the consent agenda, and moving the Mayor's Report after Consent Agenda. Motion carried unanimously.

Announcements:

The Learning Council and Colorado Forest Service provided an annual clean up and collected 507.5 lbs. of trash over a two-day period, the 7th Graders at the Paonia K-8 collected a little over 100 lbs. of trash.

Dark Skies pending legislation would give access to grants to communities working toward becoming Dark Skies certified.

May 17, 2022, Board DOLA Training scheduled for 6:00 pm.

Appointment of Trustee Vacancy

Motion made by Trustee Smith seconded by Trustee Markle to vote via paper ballot. Motion carried unanimously.

David Weber received majority votes and the affirmation of office was given by Administrator Corinne Ferguson. Trustee Weber was seated.

Motion made by Trustee Weber, seconded by Trustee Smith to place on the agenda for the next regular meeting the following: Rebuilding committees for oversight and meeting efficiency. Motion carried unanimously.

Motion made by Trustee Weber, seconded by Trustee Markle place on the agenda for the next regular meeting the following: Procedures for expelling a citizen from a public town meeting and having a police officer at a public town meeting. Motion carried unanimously.

Recognition of Visitors & Guests

Several citizens voiced their opinion on concerns.



Consent Agenda

April 28,2022-Minutes

May 2,2022 Special Minutes

Motion made by Trustee Knutson, seconded by Trustee Stelter to approve the Consent Agenda with changes as noted. Motion carried unanimously; Trustee Weber abstained.

Motion made by Trustee Markle, seconded by Trustee Weber to approve Colorado Farm and Food Alliance Large Park Event pending the renewal of their insurance. Motion carried unanimously.

Mayor’s Report

Motion made by Trustee Weber seconded by Trustee Stelter to schedule strategic planning session without a catered meal. Motion carried with five (5) Aye and one (1) Nay.

Trustee	Aye	Nay
Knutson	X	
Markle	X	
Stelter	X	
Smith		X
Valentine	X	
Weber	X	

Disbursements

Motion made by Trustee Knutson, seconded by Trustee Smith to approve disbursements. Motion carried unanimously.

Motion made by Trustee Weber, seconded by Trustee Markle to have the financial officer provide the council with the following documents for each regular meeting: Current balance sheet showing bank and fund balances, income expense reports fiscal year to date, and 2022 budget fiscal year to date in spreadsheet format. Motion carried unanimously.

Motion made by Trustee Markle, seconded by Trustee Stelter to direct staff to have Double J Disposal reduce the service interval at the Clock tank to quarterly on the porta potty. Motion carried unanimously.

Motion made by Trustee Markle, seconded by Trustee Smith to produce, and maintain organizational chart and associated job descriptions. Motion carried unanimously.

Unfinished Business

JDS Hydro Change Order Updates

Motion made by Trustee Markle, seconded by Trustee Weber to accept public comment on this item. Motion carried unanimously.

Turner & Lone Cabin Ditch Habitat Replacement Plan

Motion made by Trustee Stelter, seconded by Knutson to approve the environmental agreement with Turner Ditch and the Pilot Rock Plan. Motion carried unanimously.

Legacy Events within the Town-Waived Fee Criteria

Motion made by Trustee Knutson, seconded by Trustee Markle to declare BMW Rally, Mountain Harvest Festival, Pickin in the Park, and Cherry Days as legacy events for this year. Motion carried unanimously.



Motion made by Trustee Markle, seconded by Trustee Smith to add a process review to the end of next meeting’s agenda. Motion carried unanimously.

Resolution 07-2022 Appointment of Officers

Motion made by Trustee Weber, seconded by Trustee Smith that the appointment of officers be tabled pending performance reviews. Motion fails with Three (3) Aye and Three (3) Nay Mayor Bachran tie breaker is a Nay.

Trustee	Aye	Nay
Knutson		X
Markle	X	
Stelter	X	
Smith		X
Valentine		X
Weber	X	
Mayor Bachran		X

Motion made by Trustee Smith, seconded by Trustee Weber to appoint Cindy Jones as Treasurer, and abandon the position titled Finance Officer and Finance Clerk and require new job descriptions for both to be reviewed and approved by the Trustee Finance Committee. Motion fails Two (2) Aye and Four (4) Nay.

Trustee	Aye	Nay
Knutson		X
Markle	X	
Stelter		X
Smith	X	
Valentine		X
Weber		X

Motion made by Trustee Stelter, seconded by Trustee Weber to take a 10- minute recess. Motion carried unanimously.

Motion made by Trustee Weber, seconded by Trustee Smith that the finance officer of the town be the treasure as prescribed by CRS Title 31. Motion withdrawn.

Motion made by Trustee Markle, seconded by Trustee Knutson to table this motion until the next meeting to have the Finance Officer of the Town be the Treasurer as prescribed by CRS Title 31. Motion carried unanimously.

Motion made by Trustee Weber, seconded by Trustee Stelter to table Resolution 07-2022. Motion carried unanimously.

Motion made by Trustee Knutson, seconded by Trustee Weber to move to agenda item of 211 ½ Niagara Ave. Motion carried unanimously.

211 ½ Niagara Ave-Alley Tree Removal Administrator Finding

Motion made by Trustee Markle, seconded by Trustee Smith to extend the meeting ½ hour. Motion carried unanimously.

Motion made by Trustee Smith, to have Town of Paonia pay Mary Reilly ½ of her bill. Motion fails due to no second.



Motion made by Trustee Weber, seconded by Trustee Markle to provide Ms. Reilly three (3) more minutes. Motion carried unanimously.

Motion made by Trustee Knutson, seconded by Trustee Stelter to extend the meeting 15 minutes. Motion carried unanimously.

Motion made by Trustee Markle, seconded by Trustee Smith to have Town of Paonia pay all of Mary’s bill. Motion then modified.

Motion made by Trustee Weber, seconded by Trustee Smith to amend the original motion to pay \$1,275.00. Motion carried with Five (5) Aye and One (1) Nay.

Trustee	Aye	Nay
Knutson		X
Markle	X	
Stelter	X	
Smith	X	
Valentine	X	
Weber	X	

ADJOURNMENT

Motion made by Trustee Weber, seconded by Trustee Valentine to adjourn the meeting. Motion carried unanimously.

The Regular Council Meeting was adjourned at 10:07 pm.

Candy Wuollet, Front Office Assistant

Mary Bachran, Mayor

Submit to Local Licensing Authority

**WEST ELK WINE & SPIRITS
PO BOX 1805
PAONIA CO 81428-1805**

Fees Due	
Renewal Fee	277.50
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$

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

Retail Liquor or Fermented Malt Beverage License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name ONE THIRTY-THREE LLC			Doing Business As Name (DBA) WEST ELK WINE & SPIRITS	
Liquor License # 26-49220-0000	License Type Liquor Store (city)	Sales Tax License # 026492200000	Expiration Date 06/09/2022	Due Date 04/25/2022
Business Address 427 SAMUEL WADE ROAD PAONIA CO 81428-6127				Phone Number 9705274575
Mailing Address PO BOX 1805 PAONIA CO 81428-1805			Email jmcgavin133@gmail.com	
Operating Manager JENNIFER MCGAVIN	Date of Birth [REDACTED]	Home Address [REDACTED]		Phone Number 970 527-4575
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease JULY, 2023				
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
3a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
3b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
4. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
5. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
7. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				

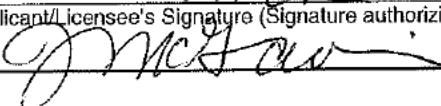
Tax Check Authorization, Waiver, and Request to Release Information

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

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

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

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

Name (Individual/Business) <u>ONE THIRTY THREE, LLC</u>		Social Security Number/Tax Identification Number <u>33-1082713</u>	
Address <u>P O BOX 1805</u>			
City <u>PAONIA</u>		State <u>CO</u>	Zip <u>81428</u>
Home Phone Number [REDACTED]		Business/Work Phone Number <u>970 527-4575</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>JENNIFER MCGAVIN</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) 			Date signed <u>5/10/22</u>

Privacy Act Statement

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

File Attachments for Item:

3. Mayor's Report

AGENDA SUMMARY FORM

	<p>Mayor's Report</p>
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Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

Mayor's Report

Grants

- **Approved** CDOT Revitalizing Main Streets Grant – \$792,961.46
 - Repave and reconfigure the 5th and Grand intersection
- **Denied** AARP Grant to improve path in Apple Valley Park

File Attachments for Item:

4. Town Administrator's Report

AGENDA SUMMARY FORM



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

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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



Town of Paonia Administrator Report

May 12, 2022

Teamwork is the secret that makes common people achieve uncommon results.
 - Ifeanyi Enoch Onuoha

Overview of Activities/Projects/Accomplishments - Goals/Focus for next two weeks - Follow-up from the previous meeting:

- Determined ADP does not offer the necessary process for municipal payroll processing
- Participated in a successful Arbor Day celebration
- Working with DOLA regarding Technical Services Program to assist with long-term planning for implementation of state mandated sewer regulations
- Navigating Beacon Meter and Caselle Software modifications for remote reading software update
- The Paonia in Motion Final presentation has been re-scheduled for the May 26th agenda
- SGM proposals have been integrated with a standard services contract as provided by Attorney Conklin and provided to SGM for review. This will come back to the Board at a future meeting
- Meeting with City of Delta Manager and Building Department staff for discussion of Town building department and draft IGA
- Met via Zoom with Attorney Conklin, his colleague Richard Peterson-Cremer, and Building Official Dan Reardon regarding draft of building code ordinance update – to include review of building/zoning changes made in 2017
- The water and wastewater system progress report and updated matrix are included as requested from May 2nd special meeting
- Scheduled staff meeting update with CRWA Representative Scott Thomas – A public meeting will be scheduled with Mr. Thomas at that time – information to come
- Meeting with CRWA Greg Colter while in the area (wastewater)
- ORC Archuleta ordered organic/inorganic test kits that include testing for nitrates in the Town water following community feedback of a potential positive test result on a home test kit – once staff receives the results, we will provide them
- Board motion to provide a CIRSA Statement regarding vehicle coverage. Provided by Catherine Wegman and Debbie Coleman:
 - The Town’s own procedures and policies dictate what is or what is not allowed with the Town owned vehicles. It is recommended that the Town’s policy for take home vehicles addresses the Town’s position on allowing spouses, children, pets to ride in the vehicle, etc.
 - The General Provisions of the CIRSA Liability policy, under “Who Is A Covered Party”, Coverage Part I – Auto Liability section 2 states, “Any elected or appointed official, trustee, director, officer, employee, volunteer or judge of a “Member” during their authorized use at

any time of an “auto” you own, hire or borrow...” If an employee is driving a vehicle on Town business and gets in an accident, the employee’s injuries would be covered under worker’s compensation insurance. However, if they get in an accident while outside of their scope of their job or while using the vehicle for personal use, the employee and any third-party (i.e. family member) riding in the vehicles do not have worker’s compensation coverage, and, in the event of an accident, could file a claim against the Town for bodily injury. As a reminder, the CIRSA automobile liability policy limits are \$5,000,000. Also, the operation of a motor vehicle is a one of the waivers in the Colorado Governmental Immunity Act.

- The Town is responsible if the employee has an accident in a take-home vehicle. The employee, per the definition above, is a covered party. If someone else is at fault, the Town should be able to collect from the other party. Nothing changes if a third-party is in the vehicle. If the employee was at fault, then we would pay the loss, including any 3rd party bodily injury or property damage to the additional party in the car. If someone else is at fault, CIRSA would pay the claim and then subrogate against the at-fault party.

One additional thought is that many CIRSA Members, including CIRSA itself, have adopted a policy that only allows the person assigned the company owned vehicle to drive it. No family or friends are allowed to drive the vehicle.

To summarize, the Town has coverage for the Town’s auto, regardless of its use. The Town’s own policies and procedures dictate how the Town vehicles can be used. However, the more a vehicle is used, the greater chance there is for a claim, which increases the Towns’ exposures. The Town’s auto liability deductible applies per occurrence and multiple losses could increase the Town’s contribution in years to come.

Additional information:

- A police progress report has been included and will be provided monthly along with the blotter at the first regular meeting of each month.
- A Board/Delta County Commissioner meeting is scheduled for Monday, June 6th to discuss the North Fork Airport and Airport Advisory Committee. The meeting will be held at the Maloney House at the Hotchkiss Fairgrounds at 5:00 pm.



Town of Paonia Administrative Staff Report

May 6, 2022

Finance Director

Overview of Activities/Projects/Accomplishments

- ❖ Continue Audit Preparation and Year End
(Report expected by June 30,2022)
- ❖ Submitted Annual Report for ARPA Funds (Cindy)
- ❖ Completed registration for Phillips 66 Fuel Cards (Samira)
- ❖ Compile required information to submit GOCO Final Reimbursement Request (Cindy)
- ❖ Submitted update to ClearGov through 3/31/2022

Trainings/Meetings Attended

- ❖ BKD CPAs & Advisors–How to Improve your MD&A (Cindy & Samira)
- ❖ US Department of Treasury Webinar – State & Local Fiscal Recovery Funds Reporting for Non-Entitlement Units
- ❖ CIRSA – Ethics, Liability & Best Practices for Elected Officials (Cindy & Samira)
- ❖ CGFOA Budget 101– Colorado Budget Las Basics + Demographic & Economic Outlook (Cindy & Samira)

MISC or Upcoming Items

- ❖ Health Insurance renewal
- ❖ CIRSA renewal application
- ❖ Budget to Actual
- ❖ Audit Entries + Beginning Year Entries

Goals/Focus/Improvements for Next Month

- ❖ Audit Work Continues from February – June
- ❖ Continue to work with Cory on the Parts inventory processes (Ongoing)
- ❖ Continue to work with Candy on the Ordering processes (Ongoing)
- ❖ Continue to work with Candy on the Vehicle/Equipment tracking processes (Ongoing)
- ❖ Continue training Samira (Ongoing)
- ❖ Refresher training for JoAnn (Ongoing)



Paonia Police Department

DEPARTMENT BRIEFING: SUMMARY OF PROGRESS

05/05/2022

- Continued review of current department policy manual. Began installing updates to the policy manual.
- Spoke with Officers regarding multiple traffic related complaints, and the need for increased presence and enforcement. Performed active radar training with all patrol officers. Evaluated functionality of department radar equipment and officer proficiency with said equipment. Installed CitizenContact app on officer cell phones and completed training on the use of new data collection app as required by the state.
- Updated Department website to reflect which VIN inspections the Department can complete, and pricing associated with each type of inspection.
- Collaborated with Phonz+ and town Administrator to reactivate wireless aircards for active patrol cars. Aircards were activated and department laptops were placed in patrol cars and connected to wireless network.
- Simmons lock and key performed a review of department doors and locks and is in the process of re-keying and replacing interior and exterior locks. New keys will be marked:

“DO NOT DUPLICATE”

Every officer will be assigned the requisite keys depending on rank and training status.
- Coordinated with Delta County Sheriff’s Office and Dispatch to register and assign call signs for every Officer as well as Service Technician Katzer.
- Formalized hiring of Patrol Officer Bryce Connett. Began department policy review with Officer Connett and covered updated policy and department expectations. Officer Connett completed firearms training and qualification and began shadowing officers as required by phase one of FTO program.
- Completed equipment list for Officer Connett. Equipment was ordered and pending arrival will be put into service immediately.
- Installed CitizenContact app on officer cell phones and completed training on the use of new data collection app as required by the state.
- Located key for evidence cage and obtained entry. Inside cage multiple firearms were located without evidence tags or case #'s attached. Through an exhaustive search of several 1990’s and early 2000’s cases most of the serial numbers were tied to existing closed cases. Investigation is ongoing as to other uncategorized old evidence in the cage.



Paonia Police Department

DEPARTMENT BRIEFING: CONTINUED

05/05/2022

- Currently in communication with the District Attorney's office concerning the previously mentioned cases. They have approved the "destroy/release" status of several pieces of evidence currently in the Department's possession.
- Temporary armory closet was cleaned out and re-organized to be more accessible and tidier.
- Completed a Domestic Violence investigation resulting in the issuance of an arrest warrant for a repeated domestic violence offender. This case alone was not extremely complex in nature however, it was conducted by an Officer with no previous experience in such matters with this Department. Through the help of other department personnel and command staff the Officer successfully conducted the investigation. Subject is currently detained at the Delta County Jail.
- Vehicle inspections were conducted on each active and assigned patrol vehicle. Missing equipment was identified, and damaged/broken equipment was noted.
- Finalized acquisition of (1) service weapon for Officer Connett. Repayment contract was signed and logged into records.

File Attachments for Item:

5. Resolution 07-2022 Appointment of Officers

AGENDA SUMMARY FORM

	Resolution 07-2022 Appointment of Officers
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Summary:
Continued from April 28 and May 12, 2022, regular meeting. Resolution appointing statutorily required positions of the municipal government of Clerk, Treasurer, Attorney, and Municipal Judge.

Notes:
Regarding the Clerk appointment – I believe it is a worthy discussion to separate the clerk and administrator position. I make three suggestions. #1 Make the appointment continuing the dual position. #2 Begin discussion during budget time to include two separate positions. #3 Begin discussion of the current dual Administrator/Clerk position contract which expires in December.

Regarding the Municipal Judge and Attorney positions, the Administrator recommendation is to reappoint.

Regarding the Treasurer as Finance Officer the Town Administrator recommendation remains the same.

There have been ongoing discussions regarding the Treasurer position. C.R.S. 31-4-304 <https://law.justia.com/citations.html> states that the board of trustees shall appoint a treasurer but gives no guidance or requirements that the treasurer be a stand-alone position.

Prior to former Treasurer Ross Kings appointment and since his resignation August 2021 Finance Officer Cindy Jones has performed all duties assigned to the Treasurer, with oversight from two Board designated trustees (formerly the Finance Committee) and the Town Administrator.

Research into other communities of similar size found that it is most common for the finance director or town clerk to fulfill the treasurer appointment. Under the current circumstances for the clerk – holding multiple positions for the Town, and the current finance director operating in the position with oversight mechanisms in place, it is my recommendation that Finance Director Cynthia Jones be appointed as treasurer.

Motion by: _____ 2nd: _____ vote: _____

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

**RESOLUTION 07-2022
A RESOLUTION OF THE
TOWN OF PAONIA, COLORADO,
REGARDING THE APPOINTMENT
OF OFFICERS**

WHEREAS, CRS 31-4-304 provides that, after each regular election, the Board of Trustees shall appoint a Clerk, Treasurer, and Town Attorney; and

WHEREAS, CRS 31-10-105 provides that the governing body shall appoint a Municipal Judge for a specific term not less than two (2) years and may be reappointed for a subsequent term; and

WHEREAS, the Paonia Municipal Code chapter 2, Article 3 Section 2-3-10 requires the appointment of officers by a vote of the Board of Trustees; and

WHEREAS, Board of Trustees of the Town of Paonia, Colorado, is required to appoint officers to carry on the Business of the Town.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Paonia, Colorado, that the following persons are appointed.

- Treasurer – Cynthia Jones
- Town Clerk – Corinne Ferguson
- Town Attorney – Jeffrey Conklin
- Municipal Judge – Julie Huffman

APPROVED AND ADOPTED: May 26, 2022.

Mary Bachran, Mayor


ATTEST:

Corinne Ferguson, Town Administrator/Clerk

File Attachments for Item:

6. Mayoral appointment to finance committee

AGENDA SUMMARY FORM

	Mayoral appointment to finance committee
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Summary: Appointment to finance committee.

Notes:

This individual reviews disbursements, receipts, other documents, and signs checks for disbursements following board approval.

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

File Attachments for Item:

7. Open Commission/Committee Seats - Letters of Interest Paonia Tree Board Advisory Water Committee

AGENDA SUMMARY FORM



Open Commission/Committee Seats - Letters of Interest
Paonia Tree Board
Advisory Water Committee

Summary:
Announcement of open committee seats.

Notes:

Paonia Tree Board – One open seat for the Trustee representative position and two open community member seats. Municipal Code Article 7 as amended by Ordinance 04-2021.

Advisory Water Committee – Three (3) open seats for members of the public. Municipal Code Article 10 as amended by Ordinance 02-2022.

Possible Motions:


Motion by: _____ 2nd: _____ vote: _____

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

File Attachments for Item:

8. Residential Use Classification and review procedures in C-1 & C-2 Districts

AGENDA SUMMARY FORM

	Residential Use Classification and review procedures in C-1 & C-2 Districts
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Summary:
 Continued agenda item from April 28, 2022 regular meeting. Administrators opinion and information can be accessed in the 4/28/2022 agenda packet linked here: [Town of Paonia Agendas, Packets, Minutes, and Video Links](#) and attorney finding and recommendations to the Board regarding the definitions of use in C-1 and C-2 district.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

Glenwood Springs – Main Office
201 14th Street, Suite 200
P. O. Drawer 2030
Glenwood Springs, CO 81602

Aspen
323 W. Main Street
Suite 301
Aspen, CO 81611

Montrose
1544 Oxbow Drive
Suite 224
Montrose, CO 81402

jjc@mountainlawfirm.com

Direct: 970.928.2124

Office: 970.945.2261

Fax: 970.945.7336

**Direct Mail to Aspen Office*

May 6, 2022

PACKET MEMORANDUM

TO: Town of Paonia, Mayor and Board of Trustees
FROM: Karp Neu Hanlon, P.C.
RE: Residential Use Classifications – Commercial Zone Districts

The purpose of this memo is to follow up on the Board of Trustees’ recent discussion of residential use classifications in commercial zone districts and summarize our recommendations on such use classifications. The context of this discussion largely arose as a result of construction activity at properties located at 224 Grand Avenue and 223 Grand Avenue. Each project involves construction/remodel of residential units on the second floor of such buildings, which have commercial/business uses on the first floor. Both are located in the C-1 Core Commercial Zone District.

Briefly as to background, each of the Grand Avenue projects applied for building permits several months ago. The Town’s building inspector reviewed and referred the applications for a zoning review prior to issuing a building permit. The Town Administrator reviewed and determined that the residential component of the projects falls within a “dwelling units secondary to the business use” use classification, which is a permitted use in the C-1 District – that is, a use that does not require special review by the Planning Commission or Board of Trustees. As a result, building permits were issued for construction on the projects. Later, at the Board’s request, the Town Administrator prepared a memo to the Board explaining this background and reason for her determination, which included extensive review of the legislative history resulting in the classification as “dwelling units secondary to the business use” as well as precedent in applying this use in Town.

As a procedural matter, the question of which use category applies to the Grand Avenue projects is not currently before the Board of Trustees. The Town Administrator made a determination as part of a normal review and building permits were issued. Because there was no question of interpretation at the time of application, the Town Administrator did not determine that any referral to the Planning Commission, Board of Trustees, or Board of Adjustment was necessary. To revoke a building permit and “unwind” this process now is rife with legal issues that I reserve for discussion in executive session, if requested by the Board.

Page 2

As to questions of zoning interpretation, the Code imperfectly addresses such a procedure. There are provisions in Article 16, Chapter 15 and Article 2, Section 8 related to appeal to the Board of Adjustment of persons aggrieved by administrative determinations (e.g. inability to obtain a building permit); however, there is not a general procedure for use determinations or administrative referral. This area of the Code could be amended to more thoroughly and clearly provide for such a procedure.


Further, the Board has questioned whether uses such as those at the Grand Avenue projects constitute “dwelling units secondary to the business use” (permitted use in C-1), “dwelling units as part of a business use” (special use in C-1), or “multiple-family dwellings” (special use in C-1). The first two of these use classifications are undefined in the Code and “multiple-family dwellings” use is defined as “single building used by three (3) or more families living independently of each other in separate dwelling units but does not include motels, hotels, boarding houses or tourist homes.” Given that these first two uses are undefined, I recommend the Board consider a Code amendment to define such uses in the Code to avoid any potential for misclassification in the future. The Board of Trustees could also amend the schedule of uses to reclassify the review procedure for such uses.

In summary, I recommend that the Board of Trustees consider amending the Code to: (a) define the use “dwelling units secondary to the business use”; (b) address review procedures for questions of Code interpretation or administrative determinations of uses; (c) review the schedule of uses and determine whether any permitted uses should be reclassified as special review; and (d) consider whether the Board wishes to use this opportunity to make any other amendments to the Zoning Code.

File Attachments for Item:

9. Board of Trustees Team Building Retreat

AGENDA SUMMARY FORM

	Board of Trustees Team Building Retreat
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Summary: Board discussion and planning for team building retreat.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

Board Retreat

Dates: July 8 & 9, 2025

Time: July 8 – 3-5pm Dinner served after the session

July 9 – 9am -4pm

Place: Stewart Mesa School House (~2 miles outside of Paonia on Crawford Road)

Facilitator: Chris Lowe, Governmental Professional Solutions

Costs to the Town of Paonia: NONE

Preliminary Agenda:

July 8: Team building, shared meal

July 9: Review of Community Strategic Planning session and Board Strategic Planning

File Attachments for Item:

10. Implementation of Board Committees

AGENDA SUMMARY FORM

	Implementation of Board Committees
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Summary:
Board motion to discuss resuming committee structures for Trustees.

Notes:

Possible Motions:


Motion by: _____ 2nd: _____ vote: _____

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

File Attachments for Item:

11. Policy & Procedures regarding Police Officers at a meeting and Expelling a Person from Meeting

AGENDA SUMMARY FORM

	<p>Policy & Procedures regarding Police Officers at a meeting and Expelling a Person from Meeting</p>
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Summary:
 Board motion to discuss policies regarding police officers in meeting, and expulsion of a community member from a meeting.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

File Attachments for Item:

12. Strategic Planning Session Agenda

AGENDA SUMMARY FORM

	Strategic Planning Session Agenda
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Summary:
Board motion to discuss DOLA planning session draft agenda.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

Strategic Planning Session

Date: June 25, 2025

Time: 10am to 4pm

Place: Blue Sage Center for the Arts

Facilitator: Dana Hlavac, Northwestern Regional Manager for the Colorado Department of Local Affairs

Preliminary Agenda:


- 1) Presentation by State Demography Office
- 2) Presentation by Colorado Resiliency Office (Tentative)
- 3) Vision and Mission Review and Discussion
- 4) Visioning (Group Exercise)
- 5) Visioning Recap
- 6) What Problems Exist (Group Exercise)
- 7) Problems Recap
- 8) What has to Change (Group Exercise)
- 9) Needed Change Recap
- 10) SWOT Analysis
- 11) Strengths (Group Exercise)
- 12) Strengths Recap
- 13) Weaknesses (Group Exercise)
- 14) Weaknesses Recap
- 15) Opportunities (Group Exercise)
- 16) Opportunities Recap
- 17) Threat (Group Exercise)
- 18) Threat Recap
- 19) Wrap-up – Priorities

Lunch will be provided by Huck and Penny Catering LLC, a new Paonia business. The lunch will be paid for by a private individual, paid directly to the caterer.

File Attachments for Item:

13. Mayoral Planning Commission Trustee Appointment

AGENDA SUMMARY FORM

	<p>Mayoral Planning Commission Trustee Appointment</p>
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Summary:
 Sec. 2-6-30. - Membership; terms. The *Planning* Commission shall consist of five (5) members, all of whom must be residents of the Town, including two (2) elected members consisting of the Mayor and one (1) member of the Board of Trustees appointed by the Mayor.

Notes:

LINK to Article 6 – Planning Commission:
https://library.municode.com/co/paonia/codes/municipal_code?nodeId=CH2AD_ART6PLCO

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

File Attachments for Item:

14. Sidewalk Fund/Repair Plan

AGENDA SUMMARY FORM

	Sidewalk Fund/Repair Plan
---	---------------------------

Summary: Information and direction regarding sidewalk repairs for 2022.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

Sidewalk Fund/Repair Plan

The Town collects approximately \$33,000 annually via utility billing for existing sidewalk repairs and maintenance, as voted on by the electors in November 2013 and going into effect January 2014 with a ten-year sunset.

Town has followed every other year repair cycle to save mobilization fees which provides a larger fund available for actual repair.

Currently the Town has approximately \$60,000 in the sidewalk fund.

Staff requests postponement of sidewalk replacement (other than small repairs for safety and accessibility) due to the significant increase in costs of materials and to continue discussion and evaluation with the Tree Board of alternative material options for sidewalk replacement that better protect the trees that are not in immediate danger of removal.

File Attachments for Item:

15. Consideration of Operator in Responsible Charge (ORC) Proposal

AGENDA SUMMARY FORM

	<p>Consideration of Operator in Responsible Charge (ORC) Proposal</p>
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Summary: Administrator recommendation regarding the ORC position for the Town.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

As directed by the Board of Trustees, a request for proposals (RFP) for an Operator in Responsible Charge (ORC), Operation, Maintenance, Management for Water and Wastewater Treatment, identified as PW-2022-01 was drafted and published.

The RFP was advertised on the Town website, Colorado Municipal League (CML), American Water Works Association (AWWA), and Colorado Water Works Association) CWWA, and was open for 45+ days.

The original deadline for submittal was March 21, 2022. As of March 21, 2022, one bid was submitted and there was a question as to whether the pending contract with ORC Ben Archuleta could be submitted as his answer to the RFP. Considering the receipt of one packet the deadline for submittal was extended to April 21, 2022, at 11am.

Due to a poorly drafted sentence on addendum #2 some confusion surrounded the proposal opening and whether the bids would be tabulated prior to 11am. This language has been noted and corrected for future RFP notices. The sealed bid provided by Snow Line Services, LLC (Kirk Morgan) was not opened prior to the 11am public opening.

At the bid opening there was significant discussion regarding the use of an open contract as an answer to an RFP. Standard procedure is an existing contractor would submit an updated RFP at time of request – like what staff and the Board experienced when we changed attorneys prior to Attorney Nerlin, or when the Town changed auditing firms. Following conferral with the Town Attorney and having been contracted for less than two months, Mr. Archuleta’s existing contract was accepted.

Administrators Review and recommendation for the Board of Trustees:

Areas of importance were identified in the RFP item 1.1 Background and Objectives and 1.2 Overview of Services.

As identified below, staff reviewed in detail the following items for the evaluation of the two applicants

THIS SECTION LEFT INTENTIONALLY BLANK

- 2.6 Evaluation Criteria & 3.1 Proposal Content and Organization
- Technical competence
 - Qualifications of personnel
 - Experience of Firm
 - Experience working with similar facilities
 - Overall abilities of Firm to provide backup and additional services
 - Impression of the proposal including organization, clarity, conciseness, and thoroughness.
 - Price/Value of proposed services.
 - Cover Letter
 - Company Experience
 - Current and Previous Operations & Maintenance Contracts
 - Plan for staffing
 - References
 - Pricing Proposal

Both Mr. Morgan and Mr. Archuleta hold necessary licenses, with Mr. Archuleta holding higher licenses for water collection and distributions and Mr. Morgan holding one higher license in wastewater of the two licenses.

Two members of the Advisory Water Committee attended the bid opening, and the remaining members were spoken to regarding their knowledge and any recommendations for the two applicants.

Additional references were checked following the review of the references provided by the applicants.

Existing water/wastewater staff were conferred with regarding the applicants.

Following review of documents provided, reference checks, follow-up reference checks, conferral with Advisory Water Committee members who did not attend the bid opening, and cost, I recommend the Board of Trustees continue with Ben Archuleta as the ORC for the Town of Paonia, pending receipt of a current insurance certificate. I am open to any questions regarding the specifics of my review and recommendation.

Thank you.

Snow Line Services LLC.
Kirk Morgan, President
kmsnowlineservices@gmail.com
(970)361-0513

The Town of Paonia, Colorado is seeking Proposals from firms interested in providing full-service operations, maintenance, and management of Water and Wastewater Treatment Plants. I am very versed in the needs and requirements of Water and Wastewater facilities, with years of experience, and several of my current contractors have similar systems to the Town of Paonia

I have extensive experience operating water and wastewater facilities. I am also very familiar with the systems that are currently in use in Paonia. I worked for Bowie for 21 years doing their water and wastewater; and I was their ORC for two of those years. I have been working for Collbran as the ORC for 18 months. They use Filter Tech Systems multimedia filters rated at 210 GPM. They have a Filter Tech Systems SCADA. Their lagoon system is rated at .192 MGD. Both of these systems are very similar to the systems that are currently in use in Paonia. I am also currently the ORC for Grand Mesa Metro District 2 (Powderhorn Ski Resort, started in 2018 to current), Mesa Water and Sanitation (2018-present), Coalby (started February of 2022) and Bone Mesa (started February 2022). Mesa, Coalby and Bone Mesa are currently using Harmsco Filters, while the Grand Mesa Metro District 2 is using a Filter Tech Systems SCADA. The GMMD2 (Grand Mesa Metro District 2) sewer plant is rated at .052 MGD, with a Mission SCADA and UV on the Effluent. Mesa Water and Sanitation has small lagoon systems for their sewer.

I believe that I would be a good asset to the Town of Paonia. My comprehension of the rules and regulations of the Colorado Department of Public Health and Environment would provide the necessary tools to keep the Town of Paonia up to code and within all qualifying limits of state requirements to ensure the quality and safety of all services to the people of the Town of Paonia. I look forward to hearing from you, please feel free to contact me at your earliest convenience.

RESUME

Kirk Morgan
PO. Box 281
Paonia, Co. 81428
kmsnowlineservices@gmail.com
(970) 527-4333
(970)361-0513

PERSONAL: 53 years old, Married 27 years, four children.
Very good health.

EDUCATION: Ohio Diesel Technical Institute
1421 East 49th St.
Cleveland, OH. 44103
(216) 881-1700
September 1988 Certificate of Completion Diesel Tech.

General McLane High School
11761 Edinboro Rd.
Edinboro, Pa. 16412
(814)273-1031

CLASSIFICATIONS: -Colorado Commercial Drivers License 92-162-2035 with liquid and doubles/triples endorsements
-A.S.E. Degree in Automotive Electrical, Heavy Duty Electrical, Heavy Duty Engine
-Mine Foreman Papers
-Mine Electrical Papers
- Colorado Water Distribution 2
-Colorado Waste Water Collections 2
- Colorado Class B Water Operator Certification
- Colorado Class C Waste Water Operator Certification.

EXPERIENCE: October 2018 to present
President of Snow Line Services LLC,
I am the ORC (Operator in Responsible Charge for the Town of Collbran, Mesa water & Sanitation District, Grand Mesa Metro District, Redwood Arms Motel, Bone Mesa Domestic Water Company, Coalby Domestic Water.
I do the daily, weekly, monthly, and yearly task, and reports to the state, water leaks, sewer plugs, water testing, electrical work, calibrations, tank inspections, building repairs, work on the SCADA, ect.

I have been interviewing for employees.

April 2016 to August 29, 2018

Town of Paonia.
P.O. Box 460
(970) 527-4101

I ran the water and waste water plants most weekdays, and 1/2 the weekends. Doing the daily, weekly and monthly requirements. I worked on the pumps, aerators, valves, and test equipment. I operated and did maintenance on all town equipment, dump trucks, skid steers, track hoe, road grader. trash truck, pickup 4 wheelers, pumps, lawn mowers. I worked on water leaks, sewer plugs, PRV's, fire hydrants. Read and replace water meters. Do locates on water and sewer lines. Repair and run sprinklers in parks. Maintain restrooms. Repair fences. Work on Play ground equipment. Plow roads. Fix potholes. Pour cement. Grade roads.

Sept. 2013 to April 2016

Bowie Resources Ltd.
(970)986-6237
P.O. Box 1488
Paonia, Colorado
See below Bowie

July 2012 to Sept. 2013

(561)907-5720

I worked for Centurion Residence Services (Bill Koch) at his Western Town doing maintenance, truck driving/deliveries, ranch work, landscaping, and all other jobs required. I also had many responsibilities in his warehouse and security departments.

April 2010 to July 2012 West Elk Mine

5147 Hwy. 133
Somerset Co. 81434
(970)929-2254

I have been working in the Underground Diesel Shop for the duration, doing services and repairs on underground Diesel Equipment.

1995 - 2010

Bowie Resources Ltd.

I started as a section mechanic, then went to an out by crew, then belts, then material handler. Following that, I had full authority of crushing and screening on the weekend shift. When Bowie #2 opened, I was on the surface. When the underground Diesel shop was built, I was the only

mechanic for two years, then operated the weekend shift, I did all the the underground diesel

shop on weekends. While on the permissibility, repairs and maintenance on

heavy equipment. For five years there, I was the only mechanic in charge of all the surface equipment maintenance. I operated, maintained, rebuilt engines, transmissions, diffs, ect. On Cat 950 thru 992, Track hoes- Telly handlers, Road Graders, trucks, Dump Trucks, Water Trucks, Service Snowmobiles, Snow Blowers, underground equipment.

loaders- 25 to 40 ton haul Trucks, Skid Steers, Backhoes, Plow Trucks, large compressors, and all

Since I came back in 2013 I have mostly been in the under ground Diesel shop. Along with water and waste water treatment daily, Weekly and monthly monitoring, sampling, and reporting. I have Also been doing some electrical work.

April 1991-1995
Savage Industries, Paonia, Co. 81428

I was the only mechanic in charge of all equipment. Including: engine rebuilding, fabrication, electrical, AC repairs, PM's, Arc, Mig and Tig welding, and tires. Operated: Semi (doubles), DumpTruck, Snow Plow, Loaders, Dozer, and Road Graders

April 1989-Feb. 1991
Carbondale Diesel, Carbondale, Co.
Mechanic for repairs and PM on coal trucks,

Aug. 1988-Dec. 1989
Ryder Truck Rental, Erie, Pa.
Mechanic on pick-ups, mid size diesel, and semi
Brakes, seals, valve adjustments, electrical and trouble shooting

Oct. 1987 - Aug. 1988
North Coast Auto Body, Cleveland, OH.
General mechanic and auto body painter

REFERENCES:
REDACTED

**EXHIBIT B
RATE SCHEDULE**

The undersigned offers and agrees to furnish all items, upon which the prices are quoted, at the price set opposite each item. The undersigned certifies that no federal, state, or local tax is included in the quoted prices and that none will be added.

Name of Contractor:

Address:

Telephone Number:

BASE RATE SUMMARY

- A. Water Treatment Operations & Maintenance \$5,000 Per Month
- B. Wastewater Treatment Operations & Maintenance \$4,500 Per Month

ADDITIONAL SERVICES RATE SUMMARY

- Consulting \$__75____ / Hour
- Management Services \$__75____ / Hour
- Lead Operator \$__75____ / Hour
- Assistant Lead Operator \$__75____ / Hour
- Facility Operator \$__75____ / Hour
- Administrative Staff \$__75____ / Hour

Mileage Charge

- Line Jetting
- Root Cutting
- Televising
- Locates
- Grease Traps
- Evaluations
- Inspections
- Lab Delivery
- Material Mark-up

Prevailing IRS Rate

- Town already uses South West Systems to do this
- Town already uses South West Systems to do this
- Town already uses South West Systems to do this
- \$ 75 -on site \$__75__ / hour per phone call
- \$_____/ visit
- \$__75__
- \$__75__ / hour
- fees are apart of Maintenance
- 10 %

\$75.00 per hour extra for larger leaks, larger Sewer issues, and for getting backflow, tanks, PRV's, plants, sample sights, SOP, MSDS, etc to current standards and to abate citations.

Kirk Morgan, President, Snow Line Services LLC

Company Experience

In 2018 I started Snow Line Services LLC. I am the President of this company, with my office located at 17430 Stevens Gulch Road, Paonia, CO.

Current and Previous Operations and Maintenance

I have extensive experience operating water and wastewater facilities. I am also very familiar with the systems that are currently in use in Paonia. I worked for Bowie for 21 years doing their water and wastewater; and I was their ORC for two of those years. I have been working for Collbran as the ORC for 18 months. They use Filter Tech Systems multimedia filters rated at 210 GPM. They have a Filter Tech Systems SCADA. Their lagoon system is rated at .192 MGD. Both of these systems are very similar to the systems that are currently in use in Paonia. I am also currently the ORC for Grand Mesa Metro District 2 (Powderhorn Ski Resort, started in 2018 to current), Mesa Water and Sanitation (2018-present), Coalby (started February of 2022) and Bone Mesa (started February 2022). Mesa, Coalby and Bone Mesa are currently using Harmsco Filters, while the Grand Mesa Metro District 2 is using a Filter Tech Systems SCADA. The GMMD2 (Grand Mesa Metro District 2) sewer plant is rated at .052 MGD, with a Mission SCADA and UV on the Effluent. Mesa Water and Sanitation has small lagoon systems for their sewer.

For Labs I am currently using Mesa County Health for Bac T, and SGS for all other water samples. I use Presigo Lab in Grand Junction for wastewater samples. Both of these labs are the same ones that Paonia uses.

Staffing Plans

My company has also been doing employee interviews and I am planning on hiring Susan McIntire.

Contract between Town of Paonia and Benjamin (Benny) Archuleta – Operator in Responsible Charge

Benjamin Archuleta
185 N. 12th Street
Carbondale, CO 81623

A1
Lamborn Mesa Facility- ID 001
12762 Roeber Road
Paonia, CO 81428

Clock Water Treatment ID 002
41576 Lamborn Mesa Road
Paonia, CO 81428

Wastewater Treatment Plant
38976 Highway 133
Paonia, CO 81428

The Lamborn Mesa facility is a membrane treatment Filter-Tech facility. Class B. The system is fed by ground water under direct influence. Treatment is defined by surface water treatment regulations. All affiliated information including rated design capacity and filtration processes can be found under PWSID CO0115601.

The Clock Water Treatment facility is a membrane treatment Pall facility. Class B. The system is fed by ground water under direct influence. Treatment is defined by surface water treatment regulations. All affiliated information including rated design capacity and filtration processes can be found under permit # COG641134.

The wastewater treatment plant was finalized in 2007. The wastewater treatment plant is operated under Permit # CO047431.

This agreement is on a rolling month-to-month agreement **until** such a time that the Town of Paonia or contractor terminate the agreement, or, on staff employee(s) successfully complete the required certification.

The effective starting date of this agreement is 03/01/2022 with written notification of termination a minimum of 30 business days in advance of termination.

The fee for services rendered is set at \$900 per month plus milage as defined by the IRS Standard Mileage Rate, paid on a calendar month-to-month basis, to be paid the first disbursement cycle of the following month of service. The payment will be initiated by the contractor with an invoice for the prior month.

While operating under the agreement all communications will be made in person, via telephone, and written correspondence, with minimum bi-weekly on-site

communication between ORC, Town Administrator, and Public Works staff members so designated, for discussion of system operations including, but not limited to the written delegation plan.

Operator Duties

All duties required will be performed in the manner defined within the written delegation plan, as defined, and directed by the ORC, and as required to meet the minimum standards of the Colorado Department of Public Health and Environment.

As the designated ORC, the operator is responsible for maintaining a valid certificate that is equal to or greater than the classification of the system.

Continuous O&M (operation & maintenance) of the Town’s water facilities including the 1MG (million gallon) and 2MG storage tanks.

Continuous O&M of the Town’s wastewater treatment facility.

The Contractor shall operate the facilities to comply with all applicable laws and regulations promulgated by the State of Colorado, including its agencies. The operator in charge shall be a licensed water/wastewater operator in Colorado, Class B/D as certified by the Colorado Department of Public Health & Environment (CDPHE).

The Contractor shall work under the direction of, and report to the Town Administrator or as otherwise designated by the Board of Trustees.

The Contractor shall follow the instructions and/or recommendations for O&M as contained in the plant O&M manuals, and in the manuals furnished by the equipment suppliers. If the operator disagrees with any provisions of these documents, he shall document such disagreements to the Town Administrator. The operator shall minimize electrical and gas energy usage, and other utilities or commodities.

The Contractor shall perform the specific tasks itemized below. It is intended that O&M services and Standard Operating Procedures (SOPs) be provided by trained and experienced operators having a high level of competence; and that complete O&M services for the subject facilities are intended whether normally required or not.

The Contractor shall be responsible for all reports and permits required by CDPHE and the EPA to maintain compliance with all state and federal regulations for water, water distribution, water storage, wastewater treatment,

SCOPE OF SERVICES

Water/Wastewater Treatment Operations and Maintenance

Contractor shall be responsible for the performance of all the following listed tasks:

1. Scope

This exhibit shall cover:

1.1 Continuous O&M (operation & maintenance) of the Town's water facilities including the 1MG (million gallon) and 2MG storage tanks.

1.2 Continuous O&M of the Town's wastewater treatment facility.

2. General

2.1 The Contractor shall operate the facilities to comply with all applicable laws and regulations promulgated by the State of Colorado, including its agencies. The operator in charge shall be a licensed water/wastewater operator in Colorado, minimum Class B/D as certified by the Colorado Department of Public Health & Environment (CDPHE).

2.2 The Contractor shall work under the direction of, and report to the Town Administrator.

2.3 The Contractor shall follow the instructions and/or recommendations for O&M as contained in the plant O&M manuals, and in the manuals furnished by the equipment suppliers. If the operator disagrees with any provisions of these documents, he shall document such disagreements to the Town Administrator. The operator shall minimize electrical and gas energy usage, and other utilities or commodities.

2.4 The Contractor shall perform the specific tasks itemized below. It is intended that O&M services and Standard Operating Procedures (SOPs) be provided by trained and experienced operators having a high level of competence; and that complete O&M services for the subject facilities are intended whether or not normally required.

2.5 The Contractor shall be responsible for all reports and permits required by CDPHE and the EPA to maintain compliance with all state and federal regulations for water, water distribution, water storage, wastewater treatment, biosolids handling and sewage collection, plant stormwater and reclaimed water regulations.

2.6 The contractor shall be available to assist in the planning, designing, and budgeting of facilities and infrastructure through staff and consultant meetings and occasionally Town Board meetings.

2.7 A facilities annual report will be due to the Town on March 1 of the year following the report year. This may be completed to staff designees.

3. Specific Tasks - Water Treatment

3.1 **Laboratory.** Collect and deliver to a certified laboratory samples for periodic chemicals and microbiological analyses as required.

3.2 **Operations.** Determine proper flow rates and optimum chemical feed rates. Calibrate, fill and adjust all chemical feeders, mixers, pumps, etc. involved with the treatment process.

3.3 **Shop.** Maintain shop with necessary tools for minor maintenance and repairs of plant and pump station equipment.

3.4 Maintenance. Prepare an inventory of lubricants and common replacement parts that could be critical to maintaining operations. On approval of the Administrator, maintain a suitable stock of such parts with an on-hand inventory.

3.5 Cleanliness. The Contractor shall be responsible for maintaining the cleanliness and appearance of the interior spaces of all plant facilities in a professional manner. The Contractor shall collect and remove all trash from inside plant facilities. The Town shall be responsible for maintaining the cleanliness and appearances of the exterior building and grounds within the plant property boundaries. The Town shall also provide and arrange for trash hauling and dumpster service to the plant facility.

3.6 Availability. Certified Operator to be always available, with a one and a half (1.5) hour maximum response time to any emergency at the plant or a related operations site. Maintenance person to be always available with a one (1) hour maximum response time to any emergency at the plant or a related operations site.

3.7 Repairs. Repair and/or replace minor item problems that an operator typically would do. For more complex repairs, consult with the Town Administrator and arrange for outside contract work. Monitor, coordinate and oversee contract O&M-type work. (NOTE: This will not apply to major replacements or improvements that would typically be capitalized unless otherwise requested by the Town). All work and equipment installed by the Contractor shall have a one (1) year warranty on parts, labor, and installation.

3.8 Reporting/Records. The contractor shall furnish all test results and reports required to CDPHE. In addition, the contractor shall prepare a monthly report and submit this to the Town Administrator by the end of the following month. The monthly report shall, at a minimum, include the following: A. Records of production for the month, including maximum day quantity pumped.

B. Data or graphs indicating storage tank levels.

C. Water quality data, e.g., average and peak turbidity, coliform test results, chlorine residuals, etc.

D. Summary of repair and maintenance activities.

E. Itemization of problems experienced.

F. Cost data or information requested by the Town Administrator.

3.9 Lead & Copper Rule. The contractor shall be responsible for implementing and executing all aspects of the Lead & Copper program as required by CDPHE. This will include locating and maintaining sampling points in conjunction with CDPHE and collecting all samples and furnishing test results, letters and reports required to CDPHE and the Town. The contractor will also be responsible for notifications to residents of sampling practices.

A detailed daily log shall be maintained at the plant site and shall be always available for review. An annual report for the year will be provided to the Town by March 1 of the following reporting year.

4. Specific Tasks - Water Treatment

4.1 Laboratory. Tests to be run at lab include: D.O., BOD, & TSS (influent & effluent); MLVSS (sludges) chlorine residual; turbidity calibration (monitor turbidity continuously with provided equipment) and pH. Calculate and plot F:M ratios daily. Collect and deliver to a certified laboratory MPN samples and samples for periodic chemical analyses as required.

4.2 Operations. Determine proper flow rates and optimum chemical feed rates. Calibrate, fill, and adjust all chemical feeders, mixers, pumps, etc. involved with the treatment processes. Maintain optimum D.O. levels in all basins.

Maintain a suitable inventory of process chemicals, and order and receive chemicals. Control dissolved oxygen, recycle flows and waste solids flows to attain process efficiency and not upset the plant. Keep bar screenings and collected grit confined and manage disposal of same. Minimize odor in pretreatment area.

4.3 Shop. Maintain shop with necessary tools for the maintenance and repairs of plant and pump station equipment.

4.4 Maintenance. Prepare an inventory of lubricants and common replacement wear parts that could be critical to maintaining operations. On approval by the Administrator, maintain a suitable stock of such parts with an on-hand status inventory.

4.5 Cleanliness. The Contractor shall be responsible for maintaining the cleanliness and appearance of the interior spaces of all plant facilities in a professional manner. The Contractor shall collect and remove all trash from inside plant facilities. The Town shall be responsible for maintaining the cleanliness and appearances of the exterior building and grounds within the plant property boundaries. The Town shall also provide and arrange for trash hauling and dumpster service to the plant facility.

4.6 Availability. Certified Operator to be always available, with a one and a half (1.5) hour maximum response time to any emergency at the plant or a related operations site. Maintenance person to be always available, with a one

4.7 Repairs. Repair and/or replace minor item problems that an operator typically would do. For more complex repairs, consult with the Town Administrator and arrange for outside contract work. This will not apply to major replacements or improvements that would typically be capitalized. Monitor, coordinate and oversee contract O&M-type work. (NOTE: This will not apply to major replacements or improvements that would typically be capitalized unless otherwise requested by the Town). All work and equipment installed by the Contractor shall have a one (1) year warranty on parts, labor, and installation.

4.8 Reporting/Records. The operator shall furnish test results and DMR's required to CDPHE. The operator shall prepare a monthly report and submit this to the Administrator by the end of the following month. The monthly report shall, at a minimum, include the following:

- A. Records of loads (flow and BOD) for the month with maximum daily values.
- B. Curves or data showing F:M ratios, loadings, and other data indicated in the O&M manual.
- C. Summary of repair and maintenance activities.
- D. Itemization of problems experienced.
- E. Cost data or other information requested by Town Administrator.

A daily log shall be maintained at plant site and shall be always available for review.

An annual report for the year will be provided to the Town by March 1.

Additional Operator Responsibilities:

Benjamin (Benny) Archuleta will have supervisory responsibility and authority with respect to the operation of the facilities as described herein and for the activities and functions of other facility operators.

The ORC should take continuing education training courses on topics relevant to the facility.

The ORC will provide a photocopy of the renewed or upgraded operator's certificates to the Town of Paonia whenever the certificate is renewed or upgraded.

The ORC is responsible for having telephone numbers, email addresses, and other relevant means of communication with the Town of Paonia and designees.

The ORC should provide a copy of proof of insurance to the Town Administrator.


Town of Paonia Responsibilities:

The Town of Paonia will confirm bi-weekly that all duties as assigned on the delegation list are complete.

The Town of Paonia will notify the ORC any unplanned operational problems, repairs, or modifications that arise in the ORC's absence.

The Town of Paonia is responsible for providing a safe working environment.

Town of Paonia
Corinne Ferguson, Town Administrator/Clerk

Signature:  _____

Date: March 29, 2022

Benjamin Archuleta, ORC

Signature:  _____

Date: March 30, 2022

File Attachments for Item:

16. Disbursements

AGENDA SUMMARY FORM

	Disbursements
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Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

FOR: 05/26/2022

UBB OPS DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC OPS BALANCE		326,779.65
ACCOUNTS PAYABLE	05/05/2022-05/20/2022	(31,751.21)
LOAN PAYMENT		
NORRIS RETIREMENT PAYMENT	Scheduled 5/26/2022-APPROVED 5/12/22	(1,680.00)
CHASE CREDIT CARD	03/24/22-04/23/22-APPROVED 5/12/22	(3,277.87)
TRANSFER TO SUMMIT		(100,000.00)
TRANSFER TO PAYROLL	5/20/2022	(26,397.78)
PAYROLL TAXES	5/20/2022	(20,023.17)
BALANCE AFTER PAYMENT		143,649.62

*
*
*

UBB SUMMIT/PAYROLL DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC SUMMIT BALANCE		1,594,246.92
TRANSFER FROM OPS		100,000.00
TRANSFER FROM INT. GRANTS		-
TRANSFER TO OPS		
CURRENT FSBC PAYROLL BALANCE		2,501.85
TRANSFER FROM OPS	5/20/2022	26,397.78
PAYROLL (DIRECT DEPOSIT)	5/20/2022	(26,397.78)
BALANCE AFTER PAYMENT		1,696,748.77

*
*
*

UBB INTERNAL GRANT DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT INTERNAL GRANT BALANCE		25.00
BALANCE AFTER PAYMENT		25.00

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

BANK BALANCES				
	FSBC	COLOTRUST	TOTAL	DESCRIPTION
<i>As of: 05/20/2022</i>				
GENERAL		532,788.24		COMBINED FUNDS
SEWER RESTRICTED		530,876.02		PROPERTY SALE-RESTRICTED
DEBT RESERVE		106,969.45		AMKO BOND REQUIRED RESERVE
BRIDGE RESERVE		589,141.23		BRIDGE RESERVE
CONS.TRUST	10,412.11			RESTRICTED TO PARK USE ONLY
GRANT PASS THRU	25.00			PLACE HOLDER-COMBINED FUNDS
INT GRANT	25.00			PLACE HOLDER-COMBINED FUNDS
OPS	265,243.40			COMBINED FUNDS
PARK CONTRIBUTIONS	12,750.00			SPECIFIC PARK PROJECTS
PAYROLL	2,501.85			PLACE HOLDER-COMBINED FUNDS
SPACE-TO-CREATE	CLOSED			SPACE TO CREATE ONLY
SUMMIT	1,594,246.92			COMBINED FUNDS
WWTP	58,530.80			OLD SEWER REHAB ONLY
CD#2-402	203,413.42			COMBINED FUNDS-LOC COLLATERAL
CD#3-2578	260,592.42			COMBINED FUNDS
	2,407,740.92	1,759,774.94	4,167,515.86	

CASH POSITION				
CASH POSITION				
	COMBINED	RESTRICTED	TOTAL	DESCRIPTION
<i>As of: 05/20/2022</i>				
GENERAL	532,788.24			
SEWER RESTRICTED		530,876.02		RESTRICTED TO SEWER CAPITAL PROJECT
DEBT RESERVE		106,969.45		RESTRICTED LOAN REQUIRMENT
BRIDGE RESERVE		589,141.23		RESTRICTED TO BRIDGE REPAIRS
CONS.TRUST		10,412.11		RESTRICTED TO PARK CAPTIAL PROJECT
GRANT PASS THRU	25.00			
INT GRANT		25.00		RESTRICED LOAN REQUIREMENT
OPS	265,243.40			
PARK CONTRIBUTIONS		12,750.00		SPECIFIC PARK PROJECTS AS DONATED
PAYROLL	2,501.85			
SPACE-TO-CREATE		CLOSED		SPACE TO CREATE ONLY
SUMMIT	1,594,246.92			
WWTP		58,530.80		OLD SEWER REHAB ONLY
CD#2-402	203,413.42			
CD#3-2578	260,592.42			
	2,858,811.25	1,308,704.61	4,167,515.86	

Due date(s): All-All

May 20, 2022 12:35PM

Check Issue Date: 5/20/2022

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	
05/26/2022	987	Black Hills Energy	05-2022	496.88	.00	.00	496.88				UTILITIES - ALLOCATED
05/26/2022	14	Bolinger & Queen I	101122-1	85.80	.00	.00	85.80				SEWER ALLEY REPAIR - 705170
05/26/2022	14	Bolinger & Queen I	101123-1	7.77	.00	.00	7.77				SEWER ALLEY REPAIR - 705170
05/26/2022	14	Bolinger & Queen I	101124-1	31.08	.00	.00	31.08				SEWER ALLEY REPAIR - 705170
05/26/2022	14	Bolinger & Queen I	101410-1	204.68	.00	.00	204.68				SEWER ALLEY REPAIR - 705170
05/26/2022	14	Bolinger & Queen I	101415-CR+	30.39	.00	.00	30.39				SEWER ALLEY REPAIR - 705170
05/26/2022	14	Bolinger & Queen I	104789-1	183.89	.00	.00	183.89				SEWER ALLEY REPAIR - 705170
05/26/2022	21	Caselle, Inc	117131	6,750.00	.00	.00	6,750.00				MONTHLY SOFTWARE FEE - ALLOCATED
05/26/2022	23	CIRSA	221019	1,000.00	.00	.00	1,000.00				DEDUCTABLE - 104127
05/26/2022	1183	Column Software	8DFD59D8-0	214.68	.00	.00	214.68				LEGAL NOTICES - 104130
05/26/2022	1183	Column Software	8DFD59D8-0	81.97	.00	.00	81.97				LEGAL NOTICES - 104130
05/26/2022	1183	Column Software	8DFD59D8-0	98.63	.00	.00	98.63				LEGAL NOTICES - 605030
05/26/2022	1183	Column Software	8DFD59D8-0	155.12	.00	.00	155.12				LEGAL NOTICES - 104130
05/26/2022	1183	Column Software	8DFD59D8-0	77.96	.00	.00	77.96				LEGAL NOTICES - 104130
05/26/2022	39	Delta County Inde	2022-22824	32.00	.00	.00	32.00				2022 SUBSCRIPTION - 104131
05/26/2022	39	Delta County Inde	392345-5006	83.60	.00	.00	83.60				CLASSIFIED AD - 144230
05/26/2022	43	Delta Montrose Ele	05-2022-P	1,390.42	.00	.00	1,390.42				UTILITIES - ALLOCATED
05/26/2022	43	Delta Montrose Ele	05-2022-S	2,888.98	.00	.00	2,888.98				UTILITIES - 705128
05/26/2022	48	Don's Market	02-1229692	21.78	.00	.00	21.78				AV PARK BATHROOM SUPPLIES - 164625
05/26/2022	1238	Dooley Enterprises	62912	366.93	.00	.00	366.93				TRAINING AMMO - 144216
05/26/2022	986	Elevate Fiber	66210_2717	754.62	.00	.00	754.62				UTILITIES - ALLOCATED
05/26/2022	546	EmTech Inc.	S30475	2,500.39	.00	.00	2,500.39				PUMP WITH MOTOR - 605022
05/26/2022	1092	Ferguson Waterwo	1321244	136.53	.00	.00	136.53				WATER LEAK PARTS - 605022
05/26/2022	888	Filter Tech System	9161	1,029.20	.00	.00	1,029.20				QTRLY CALIBRATION - 605022
05/26/2022	1124	JDS-Hydro Consul	INV-0422-112	965.00	.00	.00	965.00				WATER INFRASTRUCTURE ANALYSIS - 605020
05/26/2022	1254	Johnson, Chris	051122	500.00	.00	.00	500.00				REMOVE DEAD TREE (TP) - 164622
05/26/2022	1239	Karp Neu Hanlon,	35258-35259	5,957.50	.00	.00	5,957.50				ATTORNEY - ALLOCATED
05/26/2022	98	Lasting Impression	27198	102.00	.00	.00	102.00				NAME PLATES - 104116
05/26/2022	1255	O'Reilly, Mary	04242022 CL	1,275.00	.00	.00	1,275.00				PER BOARD OF TRUSTEES - 204522
05/26/2022	1002	Psychological Res	2205037	135.00	.00	.00	135.00				PSYCHOLOGICAL EVAL - 144220
05/26/2022	737	Ricoh USA Inc	36566974	127.42	.00	.00	127.42				COPIER CONTRACT - ALLOCATED
05/26/2022	145	Robert's Enterprise	0501-0630-2	102.00	.00	.00	102.00				TRASH SERVICE - 80528
05/26/2022	566	Simmons Lock & K	4717	323.00	.00	.00	323.00				REKEY PD - 144216
05/26/2022	152	Southwestern Syst	203029	1,339.75	.00	.00	1,339.75				SEWER PLUG 705122 + IRRIGATION BOX 164622
05/26/2022	156	TDS Telecom	5-2022	184.20	.00	.00	184.20				UTILITIES - ALLOCATED
05/26/2022	162	United Companies	1457764	1,857.40	.00	.00	1,857.40				WATER LEAK 2ND&DELTA - 605022
05/26/2022	441	USA Blue Book	969502	62.92	.00	.00	62.92				OVER-THE-SHOE BOOTS - 705116
05/26/2022	177	Wilmore & Compa	10570	257.50	.00	.00	257.50				SEWER ALLEY REPAIR - 705170
Grand Totals:			38	31,751.21	.00	.00	31,751.21				

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
05/26/2022	31,751.21	.00	.00	31,751.21	31,751.21
Grand Totals:		31,751.21	.00	.00	31,751.21

Employee Number	Name	85-00 Net Pay Emp Amt
1300	Bachran, Mary A	184.70
1055	Byrge, Rodney A	1,458.27
1053	Cecil, Raymond Cole	831.00
1024	Connett, Bryce	1,154.71
1052	Edwards, Roger	1,049.62
1002	Ferguson, J. Corinne	2,206.27
1061	Garcia, Jeremiah	1,881.28
1050	Heiniger, Cory	2,009.88
1025	Henderson, Garrett W	735.11
1022	Hinyard, Patrick	1,670.94
1012	Huffman, Julie J	484.84
1001	Jones, Cynthia	1,889.98
1010	Katzer, JoAnn	977.97
1301	Knutson, David A	92.35
1023	Kramer, Lance W	1,373.30
1021	Laiminger, Matt	2,232.01
1305	Markel, Thomas	115.44
1003	Mojarro-Lopez, Amanda	403.49
1060	Redden, Jordan	1,814.42
1051	Reich, Dennis	1,297.67
1054	Rose, James M	140.00
1303	Smith, Paige W	92.35
1302	Valentine, John C	92.35
1005	Vetter, Samira	1,118.99
1004	Wuollet, Candice C	1,090.84
Grand Totals:		
	25	26,397.78

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

Transmittal Number	Name	Invoice Number	Pay Per Date	Pay Code	Description	GL Account	Amount
2							
2	IRS Tax Deposit		05/13/2022	74-00	Federal Tax Deposit Social Security	10-0216	1,677.70
2	IRS Tax Deposit		05/13/2022	74-00	Federal Tax Deposit Social Security	10-0216	1,677.70
2	IRS Tax Deposit		05/13/2022	75-00	Federal Tax Deposit Medicare Pay P	10-0216	486.43
2	IRS Tax Deposit		05/13/2022	75-00	Federal Tax Deposit Medicare Pay P	10-0216	486.43
2	IRS Tax Deposit		05/13/2022	76-00	Federal Tax Deposit Federal Withhold	10-0216	2,395.61
Total 2:							✓ 6,723.87
4							
4	Aflac		04/29/2022	63-01	Aflac Pre-Tax Pay Period: 4/29/2022	10-0225	87.66
4	Aflac		04/29/2022	63-02	Aflac After Tax Pay Period: 4/29/2022	10-0225	24.90
4	Aflac		05/13/2022	63-01	Aflac Pre-Tax Pay Period: 5/13/2022	10-0225	87.66
4	Aflac		05/13/2022	63-02	Aflac After Tax Pay Period: 5/13/2022	10-0225	24.90
Total 4:							225.12
6							
6	Colorado Dept of Labor		04/01/2022	98-00	SUTA State Unemployment Tax Pay	10-0218	52.49
6	Colorado Dept of Labor		04/15/2022	98-00	SUTA State Unemployment Tax Pay	10-0218	60.45
6	Colorado Dept of Labor		04/29/2022	98-00	SUTA State Unemployment Tax Pay	10-0218	60.85
6	Colorado Dept of Labor		05/13/2022	98-00	SUTA State Unemployment Tax Pay	10-0218	67.26
Total 6:							241.05 <i>QTR</i>
9							
9	Colorado Dept of Revenue		04/29/2022	77-00	State Withholding Tax Pay Period: 4/2	10-0217	1,141.66
9	Colorado Dept of Revenue		05/13/2022	77-00	State Withholding Tax Pay Period: 5/1	10-0217	1,098.00
Total 9:							✓ 2,239.66
30							
30	Empower Retirement		05/13/2022	51-01	Retirement Plan Retirement Plan Pa	10-0220	629.60
30	Empower Retirement		05/13/2022	51-01	Retirement Plan Retirement Plan Pa	10-0220	815.15
30	Empower Retirement		05/13/2022	51-02	Retirement Plan Retirement Loan Pa	10-0220	180.01
Total 30:							✓ 1,624.76
33							
33	FPPA - Fire & Police Pensi		05/13/2022	50-00	FPPA Pay Period: 5/13/2022	10-0219	721.20
33	FPPA - Fire & Police Pensi		05/13/2022	50-00	FPPA Pay Period: 5/13/2022	10-0219	540.90
33	FPPA - Fire & Police Pensi		05/13/2022	90-00	Death & Disability Pay Period: 5/13/2	10-0219	192.32
Total 33:							✓ 1,454.42
70							
70	Rocky Mountain HMO		04/29/2022	60-01	RMHMO - Employee Only Pay Period	10-0223	251.84
70	Rocky Mountain HMO		04/29/2022	60-01	RMHMO - Employee Only Pay Period	10-0223	4,155.14
70	Rocky Mountain HMO		04/29/2022	60-03	RMHMO - Employee + Family Pay Pe	10-0223	26.08
70	Rocky Mountain HMO		04/29/2022	60-03	RMHMO - Employee + Family Pay Pe	10-0223	1,395.98
70	Rocky Mountain HMO		04/29/2022	60-07	RMHMO - Employee + Spouse Pay P	10-0223	93.98
70	Rocky Mountain HMO		04/29/2022	60-07	RMHMO - Employee + Spouse Pay P	10-0223	874.38

Transmittal Number	Name	Invoice Number	Pay Per Date	Pay Code	Description	GL Account	Amount
70	Rocky Mountain HMO		05/13/2022	60-01	RMHMO - Employee Only Pay Period	10-0223	251.84
70	Rocky Mountain HMO		05/13/2022	60-03	RMHMO - Employee + Family Pay Pe	10-0223	36.74
70	Rocky Mountain HMO		05/13/2022	60-07	RMHMO - Employee + Spouse Pay P	10-0223	93.98
70	Rocky Mountain HMO		05/13/2022	60-03	United Adjustment	10-0223	10.66
Total 70:							7,190.62
71							
71	The Harford		04/29/2022	65-01	Group#013307460001 Hartford Basic	10-0226	19.08
71	The Harford		04/29/2022	65-02	Group#013307460001 Hartford Suppl	10-0226	26.37
71	The Harford		04/29/2022	65-03	Group#013307460001 Hartford Disab	10-0226	69.82
71	The Harford		05/13/2022	65-02	Group#013307460001 Hartford Suppl	10-0226	26.37
71	The Harford		05/13/2022	65-03	Adjustment	10-0226	.01
Total 71:							141.65
73							
73	Delta Dental of Colorado		04/29/2022	60-05	Dental RMHMO - Dental Pay Period:	10-0223	157.49
73	Delta Dental of Colorado		05/13/2022	60-05	Dental RMHMO - Dental Pay Period:	10-0223	157.49
73	Delta Dental of Colorado		05/13/2022	60-05	Adjustment	01-0223	.05
Total 73:							314.93
75							
75	VSP Insurance CO (CT)		04/29/2022	60-04	RMHMO - Vision Pay Period: 4/29/20	10-0223	54.07
75	VSP Insurance CO (CT)		05/13/2022	60-04	RMHMO - Vision Pay Period: 5/13/20	10-0223	54.07
Total 75:							108.14
Grand Totals:							20,264.22

Report Criteria:

Unpaid transmittals included
Begin Date: ALL
End Date: ALL

6,723.87+
 225.12+
 2,239.66+
 1,624.76+
 1,454.42+
 7,190.62+
 141.65+
 314.93+
 108.14+

009

20,023.17*

BANK BALANCES 2022

BANK	ACCOUNT	JAN	FEB	MAR	APR	MAY	JUNE	X
OPERATING ACCOUNTS								
UBB (FSBC)	PREV BAL	225,029.68	101,002.95	215,462.76	223,385.93	207,232.05	207,232.05	
OPS - 0733	CKS/DR	398,510.48	196,810.60	332,764.39	352,917.91			
	DEP/CR	274,483.75	311,270.41	340,687.56	336,764.03			
	END BAL	101,002.95	215,462.76	223,385.93	207,232.05	207,232.05	207,232.05	X
RATE		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
UBB (FSBC)	PREV BAL	25.00	25.00	895.49	25.00	2,415.30	2,415.30	
PAYROLL - 3629	CKS/DR	45,021.34	35,534.69	45,756.81	58,389.25			
	DEP/CR	45,021.34	36,405.18	44,886.32	60,779.55			
	END BAL	25.00	895.49	25.00	2,415.30	2,415.30	2,415.30	X
RATE		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
RESESTRICTED FUND ACCOUNTS								
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
RATE		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
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
RATE		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
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
RATE		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
UBB (FSBC) - 2318	PREV BAL	58,482.72	58,495.14	58,506.36	58,518.78	58,530.80	58,530.80	
WWTP	CKS/DR	-	-	-	-			
	DEP/CR	-	-	-	-			
	INT/CR	12.42	11.22	12.42	12.02			
	END BAL	58,495.14	58,506.36	58,518.78	58,530.80	58,530.80	58,530.80	X
RATE		0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	
UBB (FSBC) (FCNB)	PREV BAL	10,406.97	10,408.30	10,409.50	10,410.83	10,412.11	10,412.11	
CONSERV	CKS/DR	-	-	-	-			
TRUST 0857	DEP/CR	-	-	-	-			
	INT/CR	1.33	1.20	1.33	1.28			
	END BAL	10,408.30	10,409.50	10,410.83	10,412.11	10,412.11	10,412.11	X
RATE		0.15%	0.15%	0.15%	0.15%	0.15%	0.15%	
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
RATE		0.00%	0.00%	0.00%	CLOSED			

BANK BALANCES 2022

BANK	ACCOUNT	JAN	FEB	MAR	APR	MAY	JUNE	X
INVESTMENT ACCOUNTS								
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	1,494,246.92	
MMKT	CKS/DR	-	-	-	-	-	-	
RESERVE	DEP/CR	-	-	-	100,000.00	-	-	
	INT/CR	354.89	320.63	355.06	359.31	-	-	
	END BAL	1,393,211.92	1,393,532.55	1,393,887.61	1,494,246.92	1,494,246.92	1,494,246.92	X
RATE		0.30%	0.30%	0.300%	0.300%	0.300%	0.300%	
COLO	PREV BAL	1,758,506.32	1,758,616.16	1,758,748.52	1,759,125.37	1,759,774.94	1,759,774.94	
TRUST	CKS/DR	-	-	-	-	-	-	
PLUS+	DEP/CR	-	-	-	-	-	-	
INVESTMENT	INT/CR	109.84	132.36	376.85	649.57	-	-	
	END BAL	1,758,616.16	1,758,748.52	1,759,125.37	1,759,774.94	1,759,774.94	1,759,774.94	
AVG RATE		0.07%	0.10%	0.25%	0.45%	0.06%	0.04%	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	-	-	-	
	END BAL	203,237.95	203,237.95	203,413.42	203,413.42	203,413.42	203,413.42	X
AVG RATE		0.35%	0.35%	0.35%	0.35%			
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
AVG RATE		0.40%	0.40%	0.40%	0.40%			
LINE-OF-CREDIT								
UBB (FSBC)	PREV BAL	-	-	-	-	-	-	
LOC	CKS/DR	-	-	-	-	-	-	
\$200,000.00	DEP/CR	-	-	-	-	-	-	
	INT/CR	-	-	-	-	-	-	
	END BAL	-	-	-	-	-	-	X
AVG RATE								
TOTAL	PREV BAL	3,921,222.77	3,809,158.13	3,908,928.65	3,953,717.60	4,009,417.96	4,009,417.96	
TOTAL	CKS/DR	448,344.93	264,394.86	378,521.20	448,522.30	-	-	
TOTAL	DEP/CR	335,539.47	363,699.97	422,389.02	502,943.58	-	-	
TOTAL	INT/CR	740.82	465.41	921.13	1,279.08	-	-	
TOTAL 2022 ACCOUNTS		3,809,158.13	3,908,928.65	3,953,717.60	4,009,417.96	4,009,417.96	4,009,417.96	
TOTAL 2021 ACCOUNTS		2,695,410.75	2,794,267.13	2,827,035.60	2,878,900.52	3,033,101.71	3,353,077.83	
TOTAL 2020 ACCOUNTS		2,498,095.32	2,507,992.28	2,530,243.83	4,222,013.58	2,766,714.22	2,844,095.58	
TOTAL 2019 ACCOUNTS		1,952,778.56	2,154,496.81	2,216,740.65	2,268,526.46	2,560,627.61	2,606,146.61	
TOTAL 2018 ACCOUNTS		2,243,850.59	2,643,430.19	2,609,936.21	2,758,682.91	2,787,133.34	2,909,775.06	
TOTAL 2017 ACCOUNTS		1,916,629.29	1,856,495.51	1,837,973.49	2,027,530.45	2,363,845.59	2,079,469.54	
TOTAL 2016 ACCOUNTS		987,595.88	1,322,980.68	1,116,198.52	1,523,989.77	1,917,756.35	1,967,252.20	
TOTAL 2015 ACCOUNTS		1,653,400.33	1,907,317.22	2,079,530.21	2,000,000.74	1,759,581.96	1,718,267.39	
TOTAL 2014 ACCOUNTS		2,036,560.85	2,012,766.27	2,053,803.28	2,046,353.56	2,069,077.88	2,002,370.22	
TOTAL 2013 ACCOUNTS		2,361,290.03	2,369,419.89	2,376,310.46	2,323,916.46	2,320,709.32	2,286,978.98	
TOTAL 2012 ACCOUNTS		2,362,402.55	2,256,299.75	2,246,468.64	2,213,216.49	2,202,233.11	2,152,976.82	
2020 VS 2021		1,113,747.38	1,114,661.52	1,126,682.00	1,130,517.44	976,316.25	656,340.13	

File Attachments for Item:

17. Committee Reports

AGENDA SUMMARY FORM

	Committee Reports
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Summary:

Notes:

Possible Motions:


Motion by: _____ 2nd: _____ vote: _____

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

File Attachments for Item:

18. For a conference with the Town attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b); Specific to Eric Pace v. Town of Paonia

AGENDA SUMMARY FORM

	<p>For a conference with the Town attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b); Specific to Eric Pace v. Town of Paonia</p>
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Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

File Attachments for Item:

19. How Did We Do?

AGENDA SUMMARY FORM

	How Did We Do?
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Summary:
 Opportunity for the Board of Trustees to discuss the meeting.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

File Attachments for Item:

20. Adjournment

AGENDA SUMMARY FORM

	Adjournment
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Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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