



TOWN OF PAONIA
TUESDAY, NOVEMBER 12, 2019

BUDGET WORK SESSION

5:00 PM

REGULAR TOWN BOARD MEETING AGENDA

6:30 PM

Budget Work Session

Roll Call

Approval of Agenda

Announcements

Recognition of Visitors & Guests

1. Delta County Economic Development – Request for Funding

Consent Agenda

2. Special Minutes October 22, 2019
Regular Minutes October 22, 2019
Special Minutes November 4, 2019
Blue Sage Center for the Arts – Liquor License Renewal

Mayor's Report

3. Mayor's Report
4. Hope West – Proclamation for Hospice & Palliative Care Month

Staff Reports

5. Administrator's Report
Vista Master Plan Update
Public Works
Police Report

Disbursements

6. Treasurer's Report
7. Disbursements

Unfinished Business

8. Paonia Streetlights - Update
9. Great Outdoors Colorado – Parks, Recreation, and Trails Master Plan

New Business

10. Trustee Appointment – Letters of Interest
11. Local Government Designee – Discussion of Possible Comments Regarding COGCC Mission Change
12. Superior Alarm - Town Hall Security System Upgrade
13. CIRSA – Excess Crime Renewal Acceptance

Budget 2020

14. 2020 Budget Discussion Continued
15. Ordinance 2019-12 Establishing Wastewater/Sewer Rates
16. Resolution 2019-17 Establishing Garbage Rates
17. Resolution 2019-18 Establishing Water Rates & Charges
18. Establishing Utility Relief

[19.](#) Public Hearing – 2020 Proposed Budget Hearing - POSTPONED TO NOVEMBER 26th

Committee Reports

[20.](#) Finance & Personnel

Governmental Affairs & Public Safety

Public Works-Utilities-Facilities

[21.](#) Space 2 Create

[22.](#) Tree Board

Adjournment

[23.](#) Adjournment

I. RULES OF PROCEDURE

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

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

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

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

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

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

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

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

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

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

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

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

II. CONSENT AGENDA

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

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

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

III. EXECUTIVE SESSION

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

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

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

IV. SUBJECT TO AMENDMENT

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

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

AGENDA SUMMARY FORM



Budget Work Session

Summary:

A necessary session to completely review the modified 2020 budget prior to the public hearing.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Vacant Seat	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:

DRAFT @ 11/26/19		2018	10			DRAFT	DRAFT
ACCT#	ACCOUNT DESCRIPTION	AUDITED	2019	2019	2019	2019	2020
		ACTUAL	BUDGET	ACTUAL	ANNUALIZED	EST BUDGET	BUDGET

	SALES TAX - TOWN		311,600.00	252,740.51		336,900.00	375,000.00
10 ADMIN	SALES TAX - TOWN-10		65,490.00	30,742.00	12.16%	30,742.00	27,700.00
12 BUILDING	SALES TAX-TOWN-12		-	13,678.87	5.41%	26,464.00	10,000.00
14 PD			145,600.00	126,370.26	50.00%	145,600.00	164,550.00
16 PARK	SALES TAX - TOWN-16		66,056.00	25,801.92	10.21%	66,875.00	119,680.00
20 STREETS	SALES TAX - TOWN-20		17,704.00	56,147.46	22.22%	46,790.00	53,070.00
22 STREETS	SALES TAX-TOWN-22		16,750.00	-	0.00%	20,429.00	
	ENGINEERING						45,000.00
16 PARK							3,000.00
20 STREETS							3,000.00
22 STREETS							9,000.00
60 WATER							15,000.00
70 SEWER							15,000.00
	GRANT MATCH - ASSET INVENTORY GRANT						61,000.00
10 ADMIN							4,000.00
14 PD							4,000.00
16 PARK							9,000.00
20 STREET							9,000.00
60 WATER							15,000.00
70 SEWER							15,000.00
80 TRASH							5,000.00

ACCT#	ACCOUNT DESCRIPTION	2018	2019		10	DRAFT	DRAFT
		AUDITED ACTUAL	BUDGET	ACTUAL	2019 ANNUALIZED	2019 EST BUDGET	2020 BUDGET

GENERAL FUND - ADMINISTRATION							
10 1-31-01	PROPERTY TAXES	99,660.85	100,999.00	99,454.53	100,478.00	100,405.00	133,039.00
10 1-31-03	SALES TAX - TOWN	34,089.93	65,490.00	30,742.00	52,800.00	30,742.00	27,700.00
10 1-31-08	PENALTY & INTEREST	268.57	450.00	272.63	363.51	333.00	300.00
10 1-31-09	DELINQUENT TAX	6.43	100.00	15.24	20.32	16.00	50.00
10 1-32-01	LIQUOR LICENSES	6,732.00	4,500.00	2,875.00	3,450.00	3,050.00	4,000.00
10 1-32-04	SPECIAL REVIEWS	2,350.00	2,000.00	6,547.97	8,730.63	6,548.00	2,000.00
10 1-35-04	INTEREST INCOME	13,123.62	12,800.00	8,460.04	11,280.05	11,610.00	11,200.00
10 1-35-05	LATE CHARGES	6,533.45	7,500.00	6,283.62	8,378.16	7,730.00	8,500.00
10 1-35-06	OTHER INCOME	820.80	500.00	246.15	328.20	247.00	250.00
10 1-35-15	REFUND OF EXP	3,585.52	-	9,098.88	10,918.66	9,100.00	-
10 1-35-16	RESTITUTION	8,127.10	3,000.00	8,929.16	10,714.99	10,400.00	10,200.00
		175,298.27	197,339.00	172,925.22	207,462.51	180,181.00	197,239.00

GENERAL FUND - ADMINISTRATION							
10	TOTAL PAYROLL	22,797.88	45,329.00	32,016.64	45,938.85	39,455.00	68,152.00
10	WORK COMP	349.00	350.00	213.00		213.00	126.00
10	INTERN			3,111.45	4,667.18	4,370.00	
10 1-41-15	OFFICE SUPPLIES	4,350.71	3,535.00	3,473.28	5,209.92	4,600.00	3,675.00
10 1-41-16	OPERATING SUPPLIES	640.73	1,100.00	481.72	722.58	750.00	725.00
10 1-41-17	POSTAGE	480.72	250.00	1,459.47	1,751.36	1,853.00	1,850.00
10 1-41-20	LEGAL SERVICES	69,915.09	75,000.00	45,235.85	54,283.02	58,765.00	50,000.00
10 1-41-21	AUDIT & BUDGET EXPENSE	6,862.50	6,500.00	5,170.00	5,170.00	5,170.00	5,170.00
10 1-41-25	TOWN HALL EXPENSE	13,756.74	11,850.00	9,373.00	12,497.33	11,205.00	10,850.00
10 1-41-26	TRAVEL & MEETINGS	2,314.04	7,000.00	2,521.49	3,025.79	2,987.00	11,000.00
10 1-41-27	INSURANCE & BONDS	2,516.76	5,300.00	5,437.66	5,437.66	6,450.00	3,326.00
10 1-41-28	UTILITIES	5,354.38	5,400.00	4,360.15	6,540.23	4,760.00	4,800.00
10 1-41-29	TELEPHONE	1,818.10	1,900.00	1,377.51	2,066.27	1,930.00	1,950.00
10 1-41-30	PUBLISHING & ADS	4,822.74	3,200.00	1,410.39	1,692.47	4,711.00	3,600.00
10 1-41-31	DUES & SUBSCRIPTIONS	6,339.00	8,325.00	7,851.30	9,421.56	8,302.00	8,800.00
10 1-41-33	DATA PROCESSING	5,219.79	9,300.00	9,882.41	11,858.89	11,055.00	11,825.00
10 1-41-43	CULTURAL EVENTS	-	5,000.00	5,000.00	6,000.00	5,000.00	-
10 1-41-44	HUMAN SERVICES	7,075.00	5,800.00	6,250.00	7,500.00	6,450.00	4,390.00
10 1-41-70	CAPITAL OUTLAY	-	-	-	-	-	4,000.00
10 1-47-99	CNTY TREASURER'S FEE	2,126.85	2,200.00	2,122.69	2,547.23	2,155.00	3,000.00
		156,740.03	197,339.00	146,748.01	186,330.33	180,181.00	197,239.00
		18,558.24	-	26,177.21	21,132.18	-	0.00

ACCT#	ACCOUNT DESCRIPTION	2018	2019		10	DRAFT	DRAFT
		AUDITED ACTUAL	BUDGET	2019 ACTUAL	2019 ANNUALIZED	2019 EST BUDGET	2020 BUDGET
GENERAL FUND - BUILDING							
12 1-32-03	BUILDING PERMITS	27,612.95	56,925.00	22,065.60	26,478.72	24,500.00	36,840.00
12	SALES TAX - TOWN	12,987.27		13,678.87	16,414.64	26,464.00	10,000.00
		40,600.22	56,925.00	35,744.47	42,893.36	50,964.00	46,840.00
GENERAL FUND - BUILDING							
12 43-02	TOTAL PAYROLL	3,812.87	3,050.00	2,280.23	2,736.28	3,325.00	3,293.00
12		441.00		522.00	522.00	522.00	12.00
12 43-02	BUILDING INSPECTOR	48,121.10	50,000.00	35,125.00	42,150.00	45,000.00	40,000.00
12 43-15	OFFICE SUPPLIES	550.86	500.00	370.56	444.67	400.00	500.00
12	OPERATING SUPPLIES	511.36			-		
12	POSTAGE	25.00	50.00		-		25.00
12	LEGAL SERVICES	2,398.50	2,500.00	838.50	1,006.20	840.00	1,200.00
12	VEHICLE EXPENSE	12.15			-		
12	INSURANCE & BONDS	817.16	825.00	598.52	718.22	600.00	775.00
12	TELEPHONE			86.35		87.00	
12	PUBLISHING & ADS			54.91		55.00	100.00
12	DUES & SUBSCRIPTIONS			135.00		135.00	935.00
		56,690.00	56,925.00	40,011.07	47,577.37	50,964.00	46,840.00
		(16,089.78)	-	(4,266.60)	(4,684.01)	-	(0.00)

ACCT#	ACCOUNT DESCRIPTION	2018	2019	2019	10	DRAFT	DRAFT
		AUDITED ACTUAL	BUDGET	ACTUAL	2019 ANNUALIZED	2019 EST BUDGET	2020 BUDGET
GENERAL FUND - PUBLIC SAFETY							
14 1-31-02	S.O. AUTO TAXES	17,792.77	16,700.00	13,810.08	18,413.44	18,010.00	18,000.00
14 1-31-03	SALES TAX - TOWN	144,413.12	145,600.00	126,370.26	168,493.68	145,600.00	164,550.00
14 1-31-04	SALES TAX - COUNTY	106,933.96	102,000.00	87,261.16	116,348.21	102,000.00	115,000.00
14 1-31-06	CIGARETTE TAX	1,357.37	1,200.00	1,104.26	1,325.11	1,325.00	1,275.00
14 1-33-02	MOTOR VEHICLE - \$1.50	2,479.37	2,500.00	2,028.95	2,705.27	2,700.00	2,500.00
14 1-33-03	MOTOR VEHICLE - \$2.50	3,467.38	3,500.00	2,575.91	3,434.55	3,415.00	3,500.00
14 1-34-01	COURT FINES	54.25	100.00	564.78	677.74	565.00	500.00
14 1-34-02	POLICE FINES	18,984.25	20,500.00	15,542.07	18,650.48	17,535.00	20,000.00
14 1-34-03	MISC FINES-BONDS	971.50	1,200.00	187.50	225.00	220.00	200.00
14 1-34-05	DOG TAGS	250.00	400.00	730.00	876.00	750.00	750.00
14 1-34-50	PD GRANT	3,272.84	9,500.00	10,385.48	12,462.58	10,390.00	12,970.00
14	SCHOOL (\$RO)		20,000.00	10,000.00	12,000.00	20,000.00	20,000.00
14 1-32-06	VIN INSPECTIONS	1,160.00	1,200.00	975.00	1,170.00	1,165.00	1,200.00
		301,136.81	324,400.00	271,535.45	356,782.05	323,675.00	360,445.00
GENERAL FUND - PUBLIC SAFETY							
14	TOTAL PAYROLL	216,918.77	260,204.00	193,809.32	232,571.18	245,905.00	279,570.00
14	WORK COMP	7,326.00	7,400.00	9,286.00	9,286.00	9,290.00	7,212.00
14 1-42-15	OFFICE SUPPLIES	1,191.53	1,875.00	306.75	368.10	1,045.00	1,100.00
14 1-42-16	OPERATING SUPPLIES	7,152.08	5,330.00	7,986.34	9,583.61	9,754.00	1,500.00
14 1-42-17	POSTAGE	276.60	125.00	204.32	245.18	305.00	300.00
14 1-42-20	LEGAL SERVICES	640.50	1,500.00	195.00	234.00	585.00	975.00
14 1-42-22	REPAIRS & MAINTENANCE	358.50	250.00	-	-	250.00	250.00
14 1-42-23	VEHICLE EXPENSE	11,964.96	11,850.00	13,993.86	16,792.63	17,095.00	11,800.00
14 1-42-26	TRAVEL & MEETINGS	2,689.66	3,500.00	3,551.33	4,261.60	4,055.00	6,500.00
14 1-42-27	INSURANCE & BONDS	13,034.76	15,346.00	16,065.57	16,065.57	16,066.00	20,313.00
14 1-42-28	UTILITIES	2,100.53	2,000.00	1,684.38	2,021.26	2,195.00	2,200.00
14 1-42-29	TELEPHONE	1,697.76	2,570.00	2,304.85	2,765.82	3,075.00	4,250.00
14 1-42-30	PUBLISHING & ADS	64.10	100.00	141.90	170.28	345.00	50.00
14 1-42-31	DUES & SUBSCRIPTIONS	3,553.00	4,375.00	3,235.00	3,882.00	3,465.00	3,525.00
14 1-42-33	DATA PROCESSING	8,481.90	7,375.00	8,912.72	10,695.26	10,145.00	16,300.00
14 1-41-44	HUMAN SERVICES						600.00
14 1-42-70	CAPITAL OUTLAY						4,000.00
14 1-44-01	VET FEES	421.00	500.00	-	-		
PUBLIC SAFETY		277,871.65	324,400.00	261,685.41	308,952.18	323,675.00	360,445.00
		23,265.16	-	9,850.04	47,829.88	-	(0.00)

DRAFT @ 11/26/19		2018	2019		10	DRAFT	DRAFT
ACCT#	ACCOUNT DESCRIPTION	AUDITED	2019	2019	2019	2019	2020
		ACTUAL	BUDGET	ACTUAL	ANNUALIZED	EST BUDGET	BUDGET
GENERAL FUND - PARKS							
16	SALES TAX - TOWN	12,000.00	66,056.00	25,801.92	34,402.56	66,875.00	119,680.00
16 1-33-07	SEVERANCE TAX	7,093.79	7,050.00	10,721.21	10,721.21	10,721.00	8,800.00
16 1-33-08	MINERAL LEASING	6,002.47	6,000.00	6,580.32	6,580.32	6,580.00	6,300.00
16 1-35-01	RENTS & ROYALTIES	9,546.51	5,900.00	7,022.00	8,426.40	7,655.00	6,900.00
16 16-35-09	PARK CONTRIBUTIONS	9,500.00		28,125.00	19,325.00	28,125.00	-
16	GRANT REVENUE	-		10,000.00	10,000.00	10,000.00	
16	COLORADO GRAND						10,000.00
16	OTHER AGENCY CONT	-		35,000.00	35,000.00	35,000.00	9,000.00
		44,142.77	85,006.00	123,250.45	124,455.49	164,956.00	160,680.00
GENERAL FUND - PARKS							
16	TOTAL PAYROLL	3,225.78	33,811.00	26,397.79	31,677.35	33,116.00	64,525.00
16	WORK COMP	467.00	475.00	2,297.00		2,300.00	1,375.00
16	ENGINEER						3,000.00
16 1-46-15	OFFICE SUPPLIES	80.93	100.00	33.92	40.70	70.00	50.00
16 1-46-16	OPERATING SUPPLIES	4,186.34	4,750.00	3,510.51	4,212.61	4,465.00	4,500.00
16 1-46-17	POSTAGE	70.63	100.00	-	-	-	-
16 1-46-20	LEGAL SERVICES	1,125.00	500.00	-	-	-	-
16 1-46-22	REPAIRS & MAINTENANCE	6,837.76	14,470.00	53,927.67	64,713.20	106,685.00	50,235.00
16 1-46-23	VEHICLE EXPENSE	407.56	500.00	1,027.59	1,233.11	1,435.00	1,250.00
16 1-46-24	RENTALS	1,651.50	2,000.00	-	-	-	-
16 1-46-25	SHOP EXPENSE	1,323.38	1,775.00	752.07	902.48	1,000.00	1,000.00
16 1-46-27	INSURANCE & BONDS	3,473.18	3,500.00	3,929.25	4,715.10	3,930.00	4,045.00
16 1-46-28	UTILITIES	7,127.71	7,200.00	6,178.87	7,414.64	7,630.00	7,500.00
16 1-46-29	TELEPHONE	105.78	100.00	322.89	387.47	545.00	400.00
16 1-46-30	PUBLISHING & ADS	9.50	25.00	182.79	219.35	185.00	50.00
16 1-46-32	FEES & PERMITS	817.77	700.00	748.45	898.14	750.00	750.00
16 1-46-40	MISCELLANEOUS	-	-	119.83	143.80	120.00	-
16 1-46-42	CONTRACT SERVICES	2,000.00	2,000.00	225.00	270.00	2,225.00	2,000.00
16 1-46-70	CAPITAL OUTLAY		13,000.00	148.00	177.60	500.00	20,000.00
PARKS		32,909.82	85,006.00	99,801.63	117,005.56	164,956.00	160,680.00
		11,232.95	-	23,448.82	7,449.93	-	(0.00)

ACCT#	ACCOUNT DESCRIPTION	2018	2019	2019	10	DRAFT	DRAFT
		AUDITED ACTUAL	BUDGET	ACTUAL	2019 ANNUALIZED	2019 EST BUDGET	2020 BUDGET
GENERAL FUND - STREETS							
20	SALES TAX - TOWN	14,931.04	17,704.00	56,147.46	67,376.95	46,790.00	53,070.00
20 1-31-05	FRANCHISE TAX	58,896.92	58,325.00	43,499.75	52,187.70	57,500.00	58,800.00
20 1-32-02	MISCELLANEOUS PERMITS	1,425.00	1,500.00	2,550.00	3,060.00	2,750.00	1,800.00
20 1-33-01	HIGHWAY USERS TAX	46,179.90	48,150.00	39,639.80	52,853.07	55,740.00	48,012.00
20 1-33-10	ROAD & BRIDGE	6,406.94	6,400.00	6,393.67	7,672.40	6,455.00	6,500.00
20 1-35-02	MOTOR FUEL TAX REFUND	1,069.19	1,300.00	882.10	1,058.52	1,180.00	1,500.00
		128,908.99	133,379.00	149,112.78	184,208.64	170,415.00	169,682.00
GENERAL FUND - STREETS							
20	TOTAL PAYROLL	6,716.83	46,509.00	36,803.04	44,163.65	46,211.00	69,727.55
20	WORK COMP	3,679.00	3,700.00	2,540.50	2,540.50	2,541.00	1,691.00
20	ENGINEER						3,000.00
20 1-45-15	OFFICE SUPPLIES	156.91	150.00	-	-	-	
20 1-45-16	OPERATING SUPPLIES	187.63	250.00	504.32	605.18	1,535.00	900.00
20 1-45-17	POSTAGE	167.87	100.00	39.67	47.60	80.00	50.00
20 1-45-20	LEGAL & ENGINEERING SERV	10,695.00	5,000.00	1,845.00	2,214.00	1,845.00	2,000.00
20 1-45-22	REPAIRS & MAINTENANCE	11,315.97	17,335.00	44,165.38	52,998.46	48,665.00	24,430.00
20 1-45-23	VEHICLE EXPENSE	8,626.67	9,200.00	6,291.19	7,549.43	7,500.00	7,500.00
20 1-45-24	RENTALS	-	2,500.00	-	-	-	
20 1-45-25	SHOP EXPENSE	5,123.23	4,000.00	3,041.53	3,649.84	4,250.00	4,000.00
20 1-45-27	INSURANCE & BONDS	5,122.28	5,200.00	5,593.26	5,593.26	5,594.00	8,548.45
20 1-45-28	UTILITIES	20,764.81	21,000.00	16,923.68	20,308.42	20,715.00	20,715.00
20 1-45-29	TELEPHONE	170.79	160.00	372.96	447.55	560.00	560.00
20 1-45-30	PUBLISHING & ADS	7.44	25.00	11.67	14.00	12.00	60.00
20 1-45-31	DUES & SUBSCRIPTIONS	550.00	550.00	-	-	-	
20 1-45-42	SNOW REMOVAL	3,628.68	17,700.00	18,774.46	22,529.35	30,907.00	17,500.00
20 1-45-70	CAPITAL OUTLAY	6,715.00	-	-	-	-	9,000.00
	STREETS	83,628.11	133,379.00	136,906.66	162,661.24	170,415.00	169,682.00
		45,280.88	-	12,206.12	21,547.40	-	0.00

DRAFT @ 11/26/19		2018	2019		10	DRAFT	DRAFT
ACCT#	ACCOUNT DESCRIPTION	AUDITED	2019	2019	2019	2019	2020
		ACTUAL	BUDGET	ACTUAL	ANNUALIZED	EST BUDGET	BUDGET
GENERAL FUND - STREET CAPITAL							
22	SALES TAX - TOWN	-	16,750.00	-	-	20,429.00	-
22	HIGHWAY USERS TAX	13,062.94	5,000.00	3,682.37		3,700.00	
22	IMPACT FEE	45,809.95	43,225.00	33,713.00	40,455.60	44,215.00	45,881.36
22	RESERVES						87,759.89
		58,872.89	64,975.00	37,395.37	40,455.60	68,344.00	133,641.25
	CONTRACT LABOR			-			-
GENERAL FUND - STREET CAPITAL							
22	ENGINEER			-			9,000.00
22	STREET CAPITAL	2,630.00	64,975.00	-	-	-	124,641.25
	5TH STREET			-			
	100 CLARK			-			
	200 DORRIS			-			
	100-200 BOX ELDER			-			
	W-4TH STREET			-			
	STORM DRAIN (CLARK)			-			
	2ND & GRAND INTERSECTIONS			-			
	STORM DRAIN (2ND))			-			
	3RD & GRAND INTER			-			
	MATCHING FUNDS			-			
	RECONSTRUCTION			-			70,641.25
	TRANSFER	36,827.00		-			
		39,457.00	64,975.00	-	-	-	133,641.25
		19,415.89	-	37,395.37	40,455.60	68,344.00	-

DRAFT @ 11/26/19		2018	10			DRAFT	DRAFT
ACCT#	ACCOUNT DESCRIPTION	AUDITED	2019	2019	2019	2019	2020
		ACTUAL	BUDGET	ACTUAL	ANNUALIZED	EST BUDGET	BUDGET
GENERAL FUND - BRIDGE							
24	INTEREST INCOME	3,206.98	2,500.00	8,192.66	9,831.19	10,925.00	10,300.00
24 1-35-13	BRIDGE RESERVE	40,000.00	297,500.00	40,000.00	48,000.00	40,000.00	40,000.00
		43,206.98	300,000.00	48,192.66	57,831.19	50,925.00	50,300.00
GENERAL FUND - BRIDGE							
24	BRIDGE REPAIR		300,000.00	-		50,925.00	50,300.00
24	BRIDGE REPAIR	783.00	-	-	-	-	-
		783.00	300,000.00	-	-	50,925.00	50,300.00
		42,423.98	-	48,192.66	57,831.19	-	-

DRAFT @ 11/26/19		2018	2019	2019	10	DRAFT	DRAFT
ACCT#	ACCOUNT DESCRIPTION	AUDITED	BUDGET	ACTUAL	ANNUALIZED	2019	2020
		ACTUAL				EST BUDGET	BUDGET
GENERAL FUND - SIDEWALK							
26 7-30-01	SIDEWALK REVENUE	30,434.02	35,400.00	23,066.67	30,755.56	30,777.00	35,800.00
	TOTAL INCOME	30,434.02	35,400.00	23,066.67	30,755.56	30,777.00	35,800.00
GENERAL FUND - SIDEWALK							
26	OFFICE SUPPLIES	62.95	-	-	-	-	-
26 7-45-20	LEGAL SERVICES	-	500.00	-	-	500.00	500.00
26 7-45-22	REPAIRS & MAINTENANCE	82.97	34,800.00	187.21	249.61	30,150.00	35,200.00
	VPAN-CHURCH						
	4TH & ONARGA			-			
	3RD & BOX ELDER			-			
	TREE REMOVAL			-			
26 7-45-30	PUBLISHING & ADS	-	100.00	-	-	127.00	100.00
26 26-49.99	TRANSFER	45,126.91	-	-	-	-	-
	TOTAL EXPENDITURES	45,272.83	35,400.00	187.21	249.61	30,777.00	35,800.00
		(14,838.81)	-	22,879.46	30,505.95	-	-

DRAFT @ 11/26/19		2018	2019		10	DRAFT	DRAFT
ACCT#	ACCOUNT DESCRIPTION	AUDITED	2019	2019	2019	2019	2020
		ACTUAL	BUDGET	ACTUAL	ANNUALIZED	EST BUDGET	BUDGET
GENERAL FUND SUMMARY							
	GENERAL BEGINNING RESERVE	221,262.00	359,359.00	359,359.00	359,359.00	359,359.00	291,015.00
	GENERAL INCOME	822,600.95	1,197,424.00	861,223.07	1,044,844.42	1,040,237.00	1,154,627.25
	GENERAL EXPENSE	693,352.44	1,197,424.00	685,339.99	822,776.29	971,893.00	1,154,627.25
	AUDIT ADJUSTMENT	267,345.51					
	NET CHANGE	129,248.51	-	175,883.08	222,068.13	68,344.00	0.00
	GENERAL ENDING RESERVE	359,359.00	359,359.00	183,475.92	137,290.87	291,015.00	291,015.00
LESS CLASSIFIED FUND BALANCE							
NONSPENDABLE							
RESTRICTED							
	TABOR	29,500.00	35,922.72	25,836.69	31,345.33	31,207.11	34,638.82
COMMITTED							
	BRIDGE RESERVE	120,832.00	160,832.00	160,832.00	160,832.00	160,832.00	200,832.00
	AIRPORT						
ASSIGNED							
	CAPITAL PURCHASES					87,759.89	
	CAPITAL PROJECTS	23,075.00					
	TOTAL CLASSIFIED FUND BAL	173,407.00	196,754.72	186,668.69	192,177.33	279,799.00	235,470.82
	UNASSIGNED FUND BAL	185,952.00	162,604.28	(3,192.77)	(54,886.46)	11,216.00	55,544.18
	EST UNASSIGNED						
	10%	69,335.24	119,742.40	68,534.00	82,277.63	97,189.30	115,462.72
	25%	173,338.11	299,356.00	171,335.00	205,694.07	242,973.25	288,656.81
	50%	346,676.22	598,712.00	342,670.00	411,388.15	485,946.50	577,313.62

ACCT#	ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	10 2019 ANNUALIZED	DRAFT 2019 EST BUDGET	DRAFT 2020 BUDGET
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PASS THROUGH GRANT FUND							
30		19,665.13					335,000.00
	TOTAL INCOME	19,665.13	-	-	-	-	335,000.00
30		19,665.13					335,000.00
	TOTAL EXPENDITURES	19,665.13	-	-	-	-	335,000.00
		-	-	-	-	-	-
	BEGINNING RESERVE	-	-	-	-	-	-
	INCOME	19,665.13	-	-	-	-	335,000.00
	EXPENSE	19,665.13	-	-	-	-	335,000.00
	AUDIT ADJUSTMENT						
	NET CHANGE	-	-	-	-	-	-
	ENDING RESERVE	-	-	-	-	-	-

ACCT#	ACCOUNT DESCRIPTION	2018	2019	2019	10	DRAFT	DRAFT
		AUDITED ACTUAL	BUDGET	ACTUAL	2019 ANNUALIZED	2019 EST BUDGET	2020 BUDGET

SPACE 2 CREATE							
32	BOETTCHER	-	150,000.00	-	-	-	150,000.00
32	DOLA	31,708.42		7,453.19	8,943.83	17,040.00	
32	CCI	-		-	-		45,000.00
32	TOWN FUNDS	-		-	-		-
32	S2C CONTRIBUTIONS	918.00		-	-		
32	INTEREST	82.29		142.62	171.14	170.00	200.00
TOTAL INCOME		32,708.71	150,000.00	7,595.81	9,114.97	17,210.00	195,200.00
32	POSTAGE	31.90		-	-		
32	STUDIES		47,299.77	26,556.00	31,867.20	37,409.77	
32	FEASIBILITY	25,000.00		-	-		
32	MARKET	15,000.00				15,000.00	
32	PRELIMINARY		150,000.00	-	-	29.00	195,200.00
32	TRAVEL & MEETINGS	620.75		2,180.87	2,617.04	2,181.00	
32	PUBLISHING & ADS	246.40		-	-		
TOTAL EXPENDITURES		40,899.05	197,299.77	28,736.87	34,484.24	54,619.77	195,200.00
		(8,190.34)	(47,299.77)	(21,141.06)	(25,369.27)	(37,409.77)	-
	BEGINNING RESERVE	37,410.00	37,409.77	37,409.77	37,409.77	37,409.77	0.00
	INCOME	32,708.71	150,000.00	7,595.81	9,114.97	17,210.00	195,200.00
	EXPENSE	40,899.05	197,299.77	28,736.87	34,484.24	54,619.77	195,200.00
	AUDIT ADJUSTMENT						
	NET CHANGE	(8,190.34)	(47,299.77)	(21,141.06)	(25,369.27)	(37,409.77)	-
	ENDING RESERVE	29,219.66	(9,890.00)	16,268.71	12,040.50	0.00	-

ACCT#	ACCOUNT DESCRIPTION	2018	2019	2019	10	DRAFT	DRAFT
		AUDITED ACTUAL	BUDGET	ACTUAL	2019 ANNUALIZED	2019 EST BUDGET	2020 BUDGET

CONSERVATION TRUST FUND							
40 4-38-01	CONSERVATION TRUST-REV.	8,571.11	8,000.00	6,523.90	8,698.53	8,375.00	9,000.00
40 4-38-02	INTEREST	16.35	15.00	6.65	7.98	8.00	8.00
	TOTAL INCOME	8,587.46	8,015.00	6,530.55	8,706.51	8,383.00	9,008.00
40 4-46-20	EXPENDITURES-CTF	300.00	8,015.00	-	-	5,000.00	9,008.00
40		27,191.96		-		3,383.00	
	TOTAL EXPENDITURES	27,491.96	8,015.00	-	-	8,383.00	9,008.00
		(18,904.50)	-	6,530.55	8,706.51	-	-
	CONS TRUST BEGINNING RESER	18,904.50	0.00	0.00	0.00	0.00	0.00
	CONS TRUST INCOME	8,587.46	8,015.00	6,530.55	8,706.51	8,383.00	9,008.00
	CONS TRUST EXPENSE	27,491.96	8,015.00	-	-	8,383.00	9,008.00
	AUDIT ADJUSTMENT						
	NET CHANGE	(18,904.50)	-	6,530.55	8,706.51	-	-
	CONS TRUST ENDING RESERVE	0.00	0.00	6,530.55	8,706.51	0.00	0.00

ACCT#	ACCOUNT DESCRIPTION	2018	2019	2019	10	DRAFT	DRAFT
		AUDITED ACTUAL	BUDGET	ACTUAL	ANNUALIZED	2019 EST BUDGET	2020 BUDGET

CAPITAL IMPROVEMENT FUND							
50 6-31-03	SALES TAX - CAP. IMPROVEMEN	144,322.07	145,600.00	126,370.25	151,632.30	168,450.00	187,500.00
50 6-31-06	MISCELLANEOUS	7,650.00	7,650.00	14,280.50	17,136.60	7,650.00	7,650.00
50 6-31-07	GRANT/LOANS	-	-	-	-	-	-
	TOTAL INCOME	151,972.07	153,250.00	140,650.75	168,768.90	176,100.00	195,150.00
50 6-70-20	CAPITAL OUTLAY	209,924.77	145,600.00	113,314.94	135,977.93	428,197.61	187,500.00
50	AIRPORT						11,250.00
	TOTAL EXPENDITURES	209,924.77	145,600.00	113,314.94	135,977.93	428,197.61	198,750.00
		(57,952.70)	7,650.00	27,335.81	32,790.97	(252,097.61)	(3,600.00)
	CAPITAL FUND BEGINNING RESI	354,945.31	296,989.61	296,989.61	296,989.61	296,989.61	44,892.00
	CAPITAL INCOME	151,972.07	153,250.00	140,650.75	168,768.90	176,100.00	195,150.00
	CAPITAL EXPENSE	209,924.77	145,600.00	113,314.94	135,977.93	428,197.61	198,750.00
	AUDIT ADJUSTMENT	(3.00)					
	NET CHANGE	(57,955.70)	7,650.00	27,335.81	32,790.97	(252,097.61)	(3,600.00)
	CAPITAL FUND ENDING RESERV	296,989.61	304,639.61	324,325.42	329,780.58	44,892.00	41,292.00
	LESS CLASSIFIED FUND BALANCE						
	RESTRICTED - TABOR						
	COMMITTED						
	AIRPORT	37,242.00	44,892.00	44,892.00	44,892.00	44,892.00	41,292.00
	TOTAL CLASSIFIED FUND BAL	37,242.00	44,892.00	44,892.00	44,892.00	44,892.00	41,292.00
	UNASSIGNED FUND BAL	259,747.61	259,747.61	279,433.42	284,888.58	-	-

ACCT#	ACCOUNT DESCRIPTION	2018	2019	2019	10	DRAFT	DRAFT
		AUDITED ACTUAL	BUDGET	ACTUAL	2019 ANNUALIZED	2019 EST BUDGET	2020 BUDGET
WATER FUND - INCOME							
60 2-36-01	WATER CHARGES-RECEIVED	788,317.84	765,200.00	577,490.65	692,988.78	742,500.00	765,000.00
60	INCREASE					-	63,665.40
60 2-36-02	WATER TAPS	62,000.00	21,000.00	49,000.00	58,800.00	49,000.00	-
60 2-36-03	SALES & SERVICES	2,144.18	800.00	3,343.19	4,011.83	3,644.00	3,650.00
60 2-36-04	STANDBY TAP FEES	47,245.04	45,000.00	31,985.41	38,382.49	41,136.00	44,115.00
60 2-36-05	WATER TANK MONEY	3,938.00	2,500.00	3,893.00	4,671.60	4,943.00	4,550.00
60 2-36-09	PENALTIES	4,985.00	5,500.00	1,185.00	1,422.00	1,185.00	2,500.00
60 2-36-12	RENTS	-	1,000.00	1,500.00	1,800.00	1,500.00	1,000.00
60 2-36-20	GRANT	-	-	-	-	-	14,000.00
WATER INCOME		963,455.06	841,000.00	668,397.25	802,076.70	843,908.00	898,480.40
WATER FUND - EXPENDITURES							
60	TOTAL PAYROLL	315,760.50	246,179.00	189,152.80	226,983.36	237,160.00	300,675.40
60	ENGINEER						15,000.00
60	WORK COMP	5,162.00	5,200.00	5,252.50		5,253.00	3,736.00
60 2-50-15	OFFICE SUPPLIES	459.92	500.00	241.78	290.14	400.00	300.00
60 2-50-16	OPERATING SUPPLIES	17,287.67	19,350.00	15,460.15	18,552.18	17,400.00	17,050.00
60 2-50-17	POSTAGE	4,436.38	4,000.00	2,388.20	2,865.84	4,900.00	4,900.00
60 2-50-20	LEGAL & ENGINEERING SERVICE	15,566.77	30,600.00	1,525.52	1,830.62	2,000.00	35,500.00
60 2-50-21	AUDIT	18,772.49	13,000.00	11,280.00	13,536.00	11,280.00	11,280.00
60 2-50-22	REPAIRS & MAINTENANCE	427,346.06	196,915.00	152,272.91	182,727.49	265,978.09	178,160.00
60 2-50-23	VEHICLE EXPENSE	8,558.29	10,000.00	7,211.77	8,654.12	9,200.00	10,000.00
60 2-50-24	RENTALS	-	3,000.00		-	-	2,500.00
60 2-50-25	SHOP EXPENSE	5,311.76	4,500.00	3,144.23	3,773.08	4,150.00	4,250.00
60 2-50-26	TRAVEL & MEETINGS	1,102.72	3,500.00	1,129.33	1,355.20	1,130.00	3,500.00
60 2-50-27	INSURANCE & BONDS	19,016.73	20,000.00	68,464.78	82,157.74	20,765.00	19,715.00
60 2-50-28	UTILITIES	20,766.47	23,000.00	20,383.84	24,460.61	24,890.00	25,000.00
60 2-50-29	TELEPHONE	3,741.43	3,800.00	3,474.87	4,169.84	4,175.00	4,175.00
60 2-50-30	PUBLISHING & ADS	651.22	1,100.00	11.67	14.00	12.00	710.00
60 2-50-31	DUES & SUBSCRIPTIONS	137.50	200.00	1,835.00	2,202.00	2,615.00	1,850.00
60 2-50-32	FEES & PERMITS	5,261.61	11,000.00	6,835.40	8,202.48	10,851.00	8,500.00
60 2-50-33	DATA PROCESSING	8,850.66	6,000.00	8,464.76	10,157.71	10,565.00	7,980.00
60 2-50-41	WRITEOFF-UNCOLLECTABLE	-	250.00	-	-	-	250.00
60 2-50-50	WATER POWER AUTHORITY LOAN	181,155.68	191,250.00	164,325.91	197,191.09	164,325.91	180,800.00
60 2-50-51	DRINKING WATER REVOLVING FUND	23,343.40	23,350.00	11,671.70	14,006.04	23,345.00	23,350.00
60 2-50-52	FCNB INTERIM FINANCING	-	-	2.15	2.58	3.00	25.00
60 2-50-70	CAPITAL OUTLAY	-	-	-	-	-	15,000.00
60 2-50-71	PASS THRU	25,587.08	24,306.00	18,286.86	21,944.23	23,510.00	24,274.00
WATER EXPENDITURES		1,226,812.00	841,000.00	692,816.13	825,076.36	843,908.00	898,480.40
		(263,356.94)	-	(24,418.88)	(22,999.66)	-	0.00

ACCT#	ACCOUNT DESCRIPTION	2018	2019		10	DRAFT	DRAFT
		AUDITED ACTUAL	BUDGET	ACTUAL	ANNUALIZED	2019 EST BUDGET	2020 BUDGET
WATER FUND - SUMMARY							
	WATER BEGINNING RESERVE	1,203,965.75	105,507.00	105,507.00	105,507.00	105,507.00	105,507.00
	WATER INCOME	963,455.06	841,000.00	668,397.25	802,076.70	843,908.00	898,480.40
	WATER EXPENSE	1,226,812.00	841,000.00	692,816.13	825,076.36	843,908.00	898,480.40
	AUDIT ADJUSTMENT	(835,101.81)					
	NET CHANGE	(1,098,458.75)	-	(24,418.88)	(22,999.66)	-	0.00
	WATER ENDING RESERVE	105,507.00	105,507.00	81,088.12	82,507.34	105,507.00	105,507.00
	AVAILABLE RESOURCES	105,507.00	105,507.00	81,088.12	82,507.34	105,507.00	105,507.00
	SOURCE (USE) OF FUNDS						
	LESS CLASSIFIED FUND BALANCE						
	RESTRICTED						
	WATER STORAGE						
	COMMITTED						
	DEBT RESERVE (3MO)	306,703.00	210,250.00	173,204.03	206,269.09	210,977.00	224,620.10
	10% DEBT PAYMENT RES						
	ASSIGNED						
	CAPITAL PURCHASES						
	CAPITAL PROJECTS						
	TOTAL CLASSIFIED FUND BAL	306,703.00	210,250.00	173,204.03	206,269.09	210,977.00	224,620.10
	UNASSIGNED FUND BAL	(201,196.00)	(104,743.00)	(92,115.91)	(123,761.75)	(105,470.00)	(119,113.10)
	EST UNASSIGNED	122,681.20	84,100.00	69,281.61	82,507.64	84,390.80	89,848.04
		306,703.00	210,250.00	173,204.03	206,269.09	210,977.00	224,620.10
		613,406.00	420,500.00	346,408.07	412,538.18	421,954.00	449,240.20
	DEBT RATIO CALCULATION						
	OPERATING REVENUE	963,455.06	841,000.00	668,397.25	802,076.70	843,908.00	898,480.40
	OPERATING EXPENDITURES	1,226,812.00	841,000.00	692,816.13	825,076.36	843,908.00	898,480.40
	NET	(263,356.94)	-	(24,418.88)	(22,999.66)	-	0.00
	ADJUSTMENT	(255,183.82)	(251,300.00)	(216,764.63)	(288,872.27)	(251,625.00)	(283,325.00)
	NET AFTER ADJ	(518,540.76)	(251,300.00)	(241,183.51)	(311,871.93)	(251,625.00)	(283,325.00)
	SALES TAX - TOWN	144,413.12	145,600.00	126,370.26	168,493.68	145,600.00	164,550.00
	SALES TAX - COUNTY	106,933.96	102,000.00	87,261.16	116,348.21	102,000.00	115,000.00
	CIGARETTE TAX	1,357.37	1,200.00	1,104.26	1,325.11	1,325.00	1,275.00
	MOTOR VEHICLE - \$1.50	2,479.37	2,500.00	2,028.95	2,705.27	2,700.00	2,500.00
	DEBT SERVICE	49,656.68	214,600.00	175,997.61	211,197.13	187,670.91	204,150.00
	CALCULATED COVERAGE RATIO	-1044.25%	-117.10%	-137.04%	-147.67%	-134.08%	-138.78%
	REQUIRED RATIO	110%	110%	110%	110%	110%	110%

ACCT#	ACCOUNT DESCRIPTION	2018	2019	2019	10	DRAFT	DRAFT
		AUDITED ACTUAL	BUDGET	ACTUAL	2019 ANNUALIZED	2019 EST BUDGET	2020 BUDGET

SEWER FUND - INCOME								
70	3-37-01	SEWER CHARGES - RECEIVED	463,911.07	468,900.00	352,160.74	469,547.65	469,135.00	478,450.00
70							-	66,840.00
70	3-37-04	SEWER TAPS	15,000.00	15,000.00	46,000.00	46,000.00	46,000.00	15,000.00
70	3-37-09	INTEREST	12,775.53	11,500.00	11,590.06	13,908.07	15,015.00	15,800.00
70		GRANT REVENUE	9,877.61		35,996.89		99,462.00	
SANITATION INCOME			501,564.21	495,400.00	445,747.69	529,455.73	629,612.00	576,090.00
SEWER FUND - EXPENDITURES								
70		TOTAL PAYROLL	130,748.69	161,625.00	123,066.95	147,680.34	153,075.00	154,425.50
70		ENGINEER						15,000.00
70		WORK COMP	1,677.00	1,700.00	1,452.50	1,452.50	1,453.00	961.00
70	3-51-15	OFFICE SUPPLIES	383.74	500.00	163.14	195.77	320.00	300.00
70	3-51-16	OPERATING SUPPLIES	34,584.34	36,400.00	7,672.16	9,206.59	9,160.00	15,380.00
70	3-51-17	POSTAGE	2,851.67	2,750.00	1,556.58	1,867.90	2,070.00	2,100.00
70	3-51-20	LEGAL & ENGINEERING SERVICE	57,991.76	9,550.00	50,179.20	60,215.04	71,180.00	19,400.00
70	3-51-21	AUDIT	10,065.00	4,000.00	3,525.00	3,525.00	3,525.00	3,525.00
70	3-51-22	REPAIRS & MAINTENANCE	24,966.15	65,675.00	76,519.63	91,823.56	275,135.00	140,680.00
70	3-51-23	VEHICLE EXPENSE	7,331.05	8,500.00	5,265.93	6,319.12	6,465.00	6,500.00
70	3-51-24	RENTALS	-	1,000.00	-	-	-	1,000.00
70	3-51-25	SHOP EXPENSE	3,815.30	2,300.00	2,312.33	2,774.80	2,655.00	3,000.00
70	3-51-26	TRAVEL & MEETINGS	681.72	2,000.00	-	-	-	2,000.00
70	3-51-27	INSURANCE & BONDS	6,901.35	6,800.00	6,994.88	6,994.88	6,995.00	6,545.00
70	3-51-28	UTILITIES	36,172.25	37,000.00	25,476.01	30,571.21	33,770.00	34,000.00
70	3-51-29	TELEPHONE	1,648.95	1,675.00	1,312.82	1,575.38	1,565.00	1,600.00
70	3-51-30	PUBLISHING & ADS	17.66	50.00	162.85	195.42	325.00	500.00
70	3-51-31	DUES & SUBSCRIPTIONS	137.50	200.00	-	-	-	150.00
70	3-51-32	FEES & PERMITS	10,099.72	11,200.00	5,242.96	6,291.55	5,745.00	10,100.00
70	3-51-33	DATA PROCESSING	5,807.46	22,500.00	6,404.87	7,685.84	7,605.00	22,920.00
70	3-51-41	WRITEOFF-UNCOLLECTABLE		250.00				250.00
70	3-51-43	GAGING STATION	3,855.00	3,900.00	2,621.00	2,621.00	2,621.00	3,900.00
70	3-51-51	RURAL DEVELOPMENT P&I	101,042.00	102,500.00	50,521.00	60,625.20	101,042.00	102,500.00
70	3-51-54	DEBT SERVICE	(29,282.22)	-	-	-	-	-
70	3-51-70	CAPITAL OUTLAY			30,171.48	30,171.48	26,758.00	15,000.00
70	3-51-71	PASS THRU FUNDS	13,918.70	13,325.00	10,564.85	12,677.82	14,093.00	14,353.50
70		DEPRECIATION	102,114.99					
SEWER EXPENDITURES			527,529.78	495,400.00	411,186.14	484,470.40	725,557.00	576,090.00
			(25,965.57)	-	34,561.55	44,985.33	(95,945.00)	0.00

ACCT#	ACCOUNT DESCRIPTION	2018	2019		10	DRAFT	DRAFT
		AUDITED ACTUAL	BUDGET	ACTUAL	2019 ANNUALIZED	2019 EST BUDGET	2020 BUDGET
SEWER FUND -SUMMARY							
	SEWER BEGINNING RESERVE	1,139,703.03	555,190.00	555,190.00	555,190.00	555,190.00	459,245.00
	SEWER INCOME	501,564.21	495,400.00	445,747.69	529,455.73	629,612.00	576,090.00
	SEWER EXPENSE	527,529.78	495,400.00	411,186.14	484,470.40	725,557.00	576,090.00
	AUDIT ADJUSTMENT						
	NET CHANGE	(25,965.57)	-	34,561.55	44,985.33	(95,945.00)	0.00
	SEWER ENDING RESERVE	1,113,737.46	555,190.00	589,751.55	600,175.33	459,245.00	459,244.99
	SOURCE (USE) OF FUNDS						
	LESS CLASSIFIED FUND BALANCE						
	RESTRICTED						
	COMMITTED						
	DEBT RESERVE (3MO)	131,882.45	123,850.00	102,796.54	121,117.60	181,389.25	144,022.50
	10% DEBT PAYMENT RES	101,040.00	101,040.00	101,040.00	101,040.00	101,040.00	101,040.00
	ASSIGNED						
	CAPITAL PURCHASES						
	CAPITAL PROJECTS						
	TOTAL CLASSIFIED FUND BAL	232,922.45	224,890.00	203,836.54	222,157.60	282,429.25	245,062.50
	UNASSIGNED FUND BAL	880,815.02	330,300.00	385,915.02	378,017.73	176,815.75	214,182.49
	EST UNASSIGNED	52,752.98	49,540.00	41,118.61	48,447.04	72,555.70	57,609.00
		131,882.45	123,850.00	102,796.54	121,117.60	181,389.25	144,022.50
		263,764.89	247,700.00	205,593.07	242,235.20	362,778.50	288,045.00

ACCT#	ACCOUNT DESCRIPTION	2018	2019	2019	10	DRAFT	DRAFT
		AUDITED ACTUAL	BUDGET	ACTUAL	2019 ANNUALIZED	2019 EST BUDGET	2020 BUDGET
TRASH FUND - INCOME							
80 3-37-02	GARBAGE FEES - RECEIVED	210,111.66	209,200.00	162,041.94	194,450.33	216,340.00	216,000.00
80						-	25,800.00
80 3-37-03	SALES & SERVICE	1,785.00	1,500.00	966.00	1,159.20	975.00	
	INCOME	211,896.66	210,700.00	163,007.94	195,609.53	217,315.00	241,800.00
TRASH FUND - EXPENDITURES							
80	TOTAL PAYROLL	87,960.42	107,670.00	79,668.44	95,602.13	98,115.00	157,576.00
80	CONTRACT LABOR			3,250.00		3,250.00	
80	WORK COMP	7,718.00	7,800.00	4,672.50	4,672.50	4,673.00	3,561.00
80 3-52-15	OFFICE SUPPLIES	347.71	450.00	163.14	195.77	270.00	270.00
80 3-52-16	OPERATING SUPPLIES	1,304.01	1,350.00	1,020.62	1,224.74	1,265.00	1,275.00
80 3-52-17	POSTAGE	1,063.38	1,000.00	759.86	911.83	1,115.00	1,000.00
80 3-52-20	LEGAL SERVICES	-	500.00	-	-	-	390.00
80 3-52.21	AUDIT	10,065.00	4,000.00	3,525.00	4,230.00	3,525.00	3,525.00
80 3-52-22	REPAIRS & MAINTENANCE	99.72	125.00	-	-	850.00	125.00
80 3-52-23	VEHICLE EXPENSE	12,454.01	13,800.00	9,879.85	11,855.82	13,485.00	11,600.00
80 3-52-25	SHOP EXPENSE	724.78	425.00	1,110.71	1,332.85	1,200.00	1,400.00
80 3-52-26	TRAVEL & MEETINGS	-	-	1,536.88	1,844.26	1,537.00	1,550.00
80 3-52-27	INSURANCE & BONDS	4,191.85	4,500.00	3,978.52	3,978.52	4,080.00	4,324.00
80 3-52-28	UTILITIES	2,854.96	3,250.00	1,504.47	1,805.36	1,805.00	1,900.00
80 3-52-29	TELEPHONE	177.62	125.00	412.82	495.38	485.00	500.00
80 3-52-30	PUBLISHING & ADS	36.64	100.00	11.68	14.02	12.00	50.00
80 3-52-33	DATA PROCESSING	2,271.19	23,800.00	1,208.79	1,450.55	1,430.00	1,450.00
80 3-52-40	MISCELLANEOUS	-	-	-	-	-	-
80 3-52-41	WRITEOFF-UNCOLLECTABLE	-	250.00	-	-	-	250.00
80 3-52-42	LANDFILL FEES	33,624.00	34,355.00	26,510.75	31,812.90	32,515.00	32,500.00
80 3-52-43	CLEAN-UP DAY	600.00	1,000.00	6,325.00	7,590.00	6,325.00	6,300.00
80 3-52-70	CAPITAL OUTLAY	-	-	166,460.00	199,752.00	166,460.00	5,000.00
80 3-52-71	PASS THRU FUNDS	6,304.17	6,200.00	4,861.29	5,833.55	6,495.00	7,254.00
80 3-59-90	DEPRECIATION	-	-	-	-	-	-
	TRASH EXPENDITURES	171,797.46	210,700.00	316,860.32	374,602.18	348,892.00	241,800.00
		40,099.20	-	(153,852.38)	(178,992.65)	(131,577.00)	0.00

TRASH FUND - SUMMARY							
GARBAGE BEGINNING RESERVE	208,538.28	248,637.48	248,637.48	248,637.48	248,637.48	248,637.48	117,060.48
GARBAGE INCOME	211,896.66	210,700.00	163,007.94	195,609.53	217,315.00	217,315.00	241,800.00
GARBAGE EXPENSE	171,797.46	210,700.00	316,860.32	374,602.18	348,892.00	348,892.00	241,800.00
AUDIT ADJUSTMENT							
NET CHANGE	40,099.20	-	(153,852.38)	(178,992.65)	(131,577.00)	(131,577.00)	0.00
GARBAGE ENDING RESERVE	248,637.48	248,637.48	94,785.10	69,644.83	117,060.48	117,060.48	117,060.48
CAPITAL PURCHASES							
TOTAL CLASSIFIED FUND BAL	-	-	-	-	-	-	-
UNASSIGNED FUND BAL	248,637.48	248,637.48	94,785.10	69,644.83	117,060.48	117,060.48	117,060.48
EST UNASSIGNED	17,179.75	21,070.00	31,686.03	37,460.22	34,889.20	34,889.20	24,180.00
	42,949.37	52,675.00	79,215.08	93,650.55	87,223.00	87,223.00	60,450.00
	85,898.73	105,350.00	158,430.16	187,301.09	174,446.00	174,446.00	120,900.00

DRAFT @ 11/26/19		2018	2019		10	DRAFT	DRAFT
ACCT#	ACCOUNT DESCRIPTION	AUDITED	BUDGET	ACTUAL	2019	2019	2020
		ACTUAL	BUDGET	ACTUAL	ANNUALIZED	EST BUDGET	BUDGET

TOTAL BUDGET SUMMARY							
BEGINNING RESERVE	3,185,613.60	1,603,092.86	1,603,092.86	1,603,092.86	1,603,092.86	1,603,092.86	1,017,719.48
INCOME	3,109,598.81	3,055,789.00	2,293,153.06	2,758,576.76	2,932,765.00	2,932,765.00	3,605,355.65
EXPENSE	3,315,505.88	3,095,438.77	2,248,254.39	2,677,387.40	3,381,450.38	3,381,450.38	3,608,955.65
AUDIT ADJUSTMENT	(567,759.30)	-	-	-	-	-	-
NET CHANGE	(773,666.37)	(39,649.77)	44,898.67	81,189.36	(448,685.38)	(448,685.38)	(3,600.00)
ENDING RESERVE	2,411,947.23	1,563,443.09	1,647,991.53	1,684,282.22	1,154,407.48	1,154,407.48	1,014,119.47

AGENDA SUMMARY FORM

	Roll Call		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	VACANT	Trustee Knutson:	Mayor Stewart:

AGENDA SUMMARY FORM

	Agenda Approval		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	VACANT	Trustee Knutson:	Mayor Stewart:

AGENDA SUMMARY FORM

	Announcements		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	VACANT	Trustee Knutson:	Mayor Stewart:

	Visitors & Guests		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	VACANT	Trustee Knutson:	Mayor Stewart:

	Delta County Economic Development – Request for Funding
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Summary:
 DCED requests funding from the Town to restructure and expand services throughout the County.

Notes:

Possible Motions:
 Motion by: _____ 2nd: _____ vote: _____

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

TOWN OF PAONIA REQUEST TO BE PLACED ON AGENDA

PO Box 460
Paonia, CO 81428
970/527-4101
paonia@townofpaonia.com

Here are things you need to know:

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

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

Office hours are Monday through Friday, 8:00 a.m. to 4:30 p.m.

Regular Board meetings are scheduled for the second and fourth Tuesdays of each month.

Name of person making presentation: Scott Thomassen, Amy Crick

Organization, if speaking on behalf of a group: DCED

Is this a request for Board action? Yes No

Please provide a summary of your comments:

Request for funding

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

Corinne has attended at least one of our board meetings + is aware of changes

Contact information:

Name: Nicci Robbins
Physical Address: _____
Mailing Address: P.O. Box 627
Delta, CO 81416
E-mail: nicci@deltacountycd.org
Daytime Phone: 970-874-4992

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

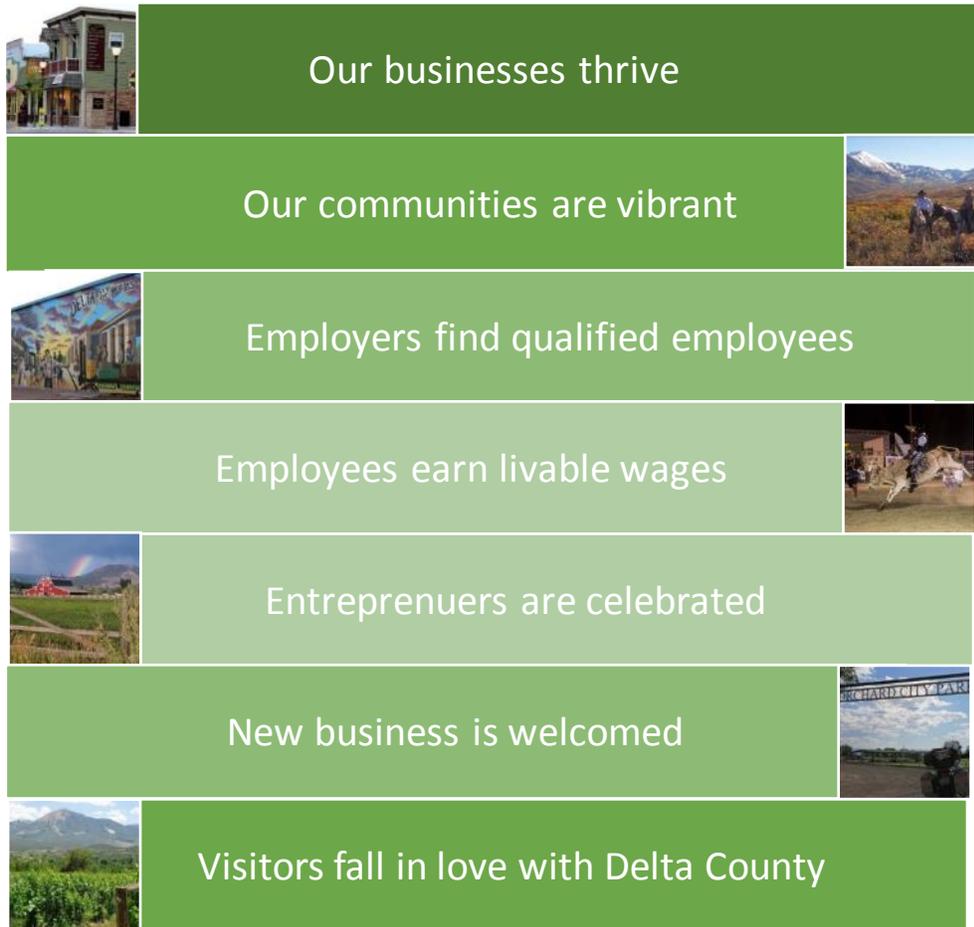
One Delta County

An economic alliance of values-aligned businesses, service providers, non-profits, and local governments working to improve *SHARED PROSPERITY and CREATE EQUITABLE OPPORTUNITIES* for all Delta County communities by connecting businesses, current and future employees, visitors, and decision makers.

Who We Are

As the umbrella economic prosperity organization One Delta County works to elevate our communities businesses, employees, and families. This alliance’s primary focus is to spark collaboration and communication. The alliance will support efforts across the county to grow our businesses, develop future leaders, and celebrate our communities.

One Delta County is working to ensure:

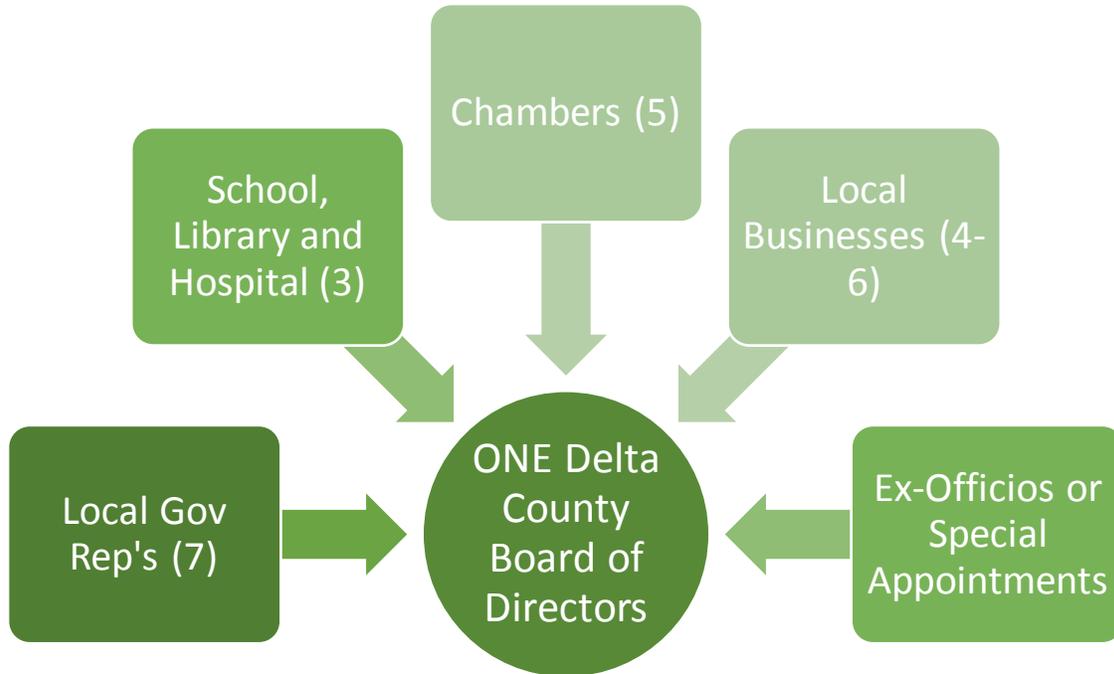


- Our businesses thrive
- Our communities are vibrant
- Employers find qualified employees
- Employees earn livable wages
- Entrepreneurs are celebrated
- New business is welcomed
- Visitors fall in love with Delta County

One Delta will work to achieve this vision by establishing clear goals, outcomes, and work plans. One Delta will have three primary goals including:

Collaboration & Communication	Education & Leadership Development	Business Growth
<ul style="list-style-type: none">• Streamline Econ. Development• Shared Vision• Solve Problems• Turn opportunity to action<ul style="list-style-type: none">• Marketing & Promotion• Change the Dialogue• Positive Story Telling	<ul style="list-style-type: none">• Training• Engagement• Quarterly Economic Data Updates• Networking• Leadership Training	<ul style="list-style-type: none">• ENGAGE• Economic Gardening• Business Expansion<ul style="list-style-type: none">• Business Recruitment• Location Neutral Employees

One Delta will be governed by a reconstituted Board of Directors that more broadly reflects the uniqueness of our communities and our businesses. There will be a seat on the board for each local government, each Chamber of Commerce, business leaders, and ex-officio members to broaden participation. Ex-officio members include partners that are important to economic development in Delta County such as Tourism, Uncompahgre Development, Region 10, and SBDC as examples.



The role of the Board of Directors will be to set the strategic direction of One Delta, and create a forum where One Delta partners can focus on coordination and collaboration. The Board of Directors will meet quarterly.

The day to day needs of One Delta will be guided and directed by an Executive Committee, which will meet monthly. This Executive Committee will consist of 8-9 Board members and will include a Chair, Past Chair, Vice Chair, Secretary, Treasurer, and 3-4 additional members. The Executive Committee will be responsible for overseeing the monthly budget and finances of One Delta, overseeing work plans, and provided direction to Staff on the implementation of One Delta programs and services.

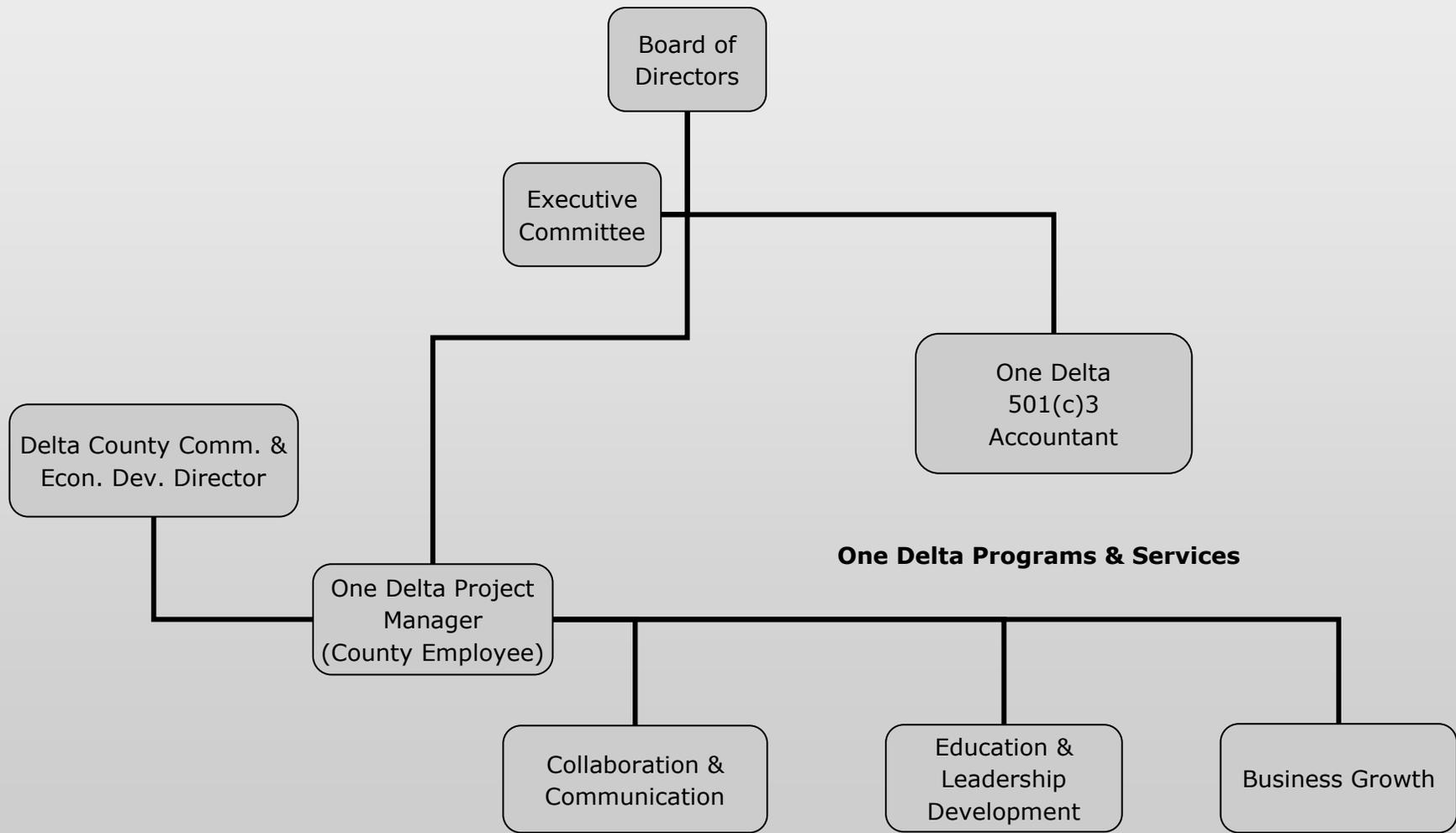
One Delta will be staffed by a Delta County employee, funded in partnership with all of the municipalities. Delta County staff will provide program management. Administrative support will also be made available by Delta County. Staff will be responsible for working with the Executive Committee and the Board of Directors to oversee and implement the programs and services offered by One Delta. Staff will manage the implementation of One Delta programs by working directly with committees that are formed to provide more direct focus on One Delta programs. These committees will include:

- **Business Recruitment Committee:** This committee will include private sector members from the Board of Directors and from the broader membership of One Delta, and will be the primary point of contact for businesses interested in relocating to Delta County. This group will help develop marketing and promotions material, economic forecasts, and maintain an inventory of available commercial properties.
- **Business Support Committee:** This committee will focus on improving communication with existing businesses in the County to begin to better understand business needs. This committee

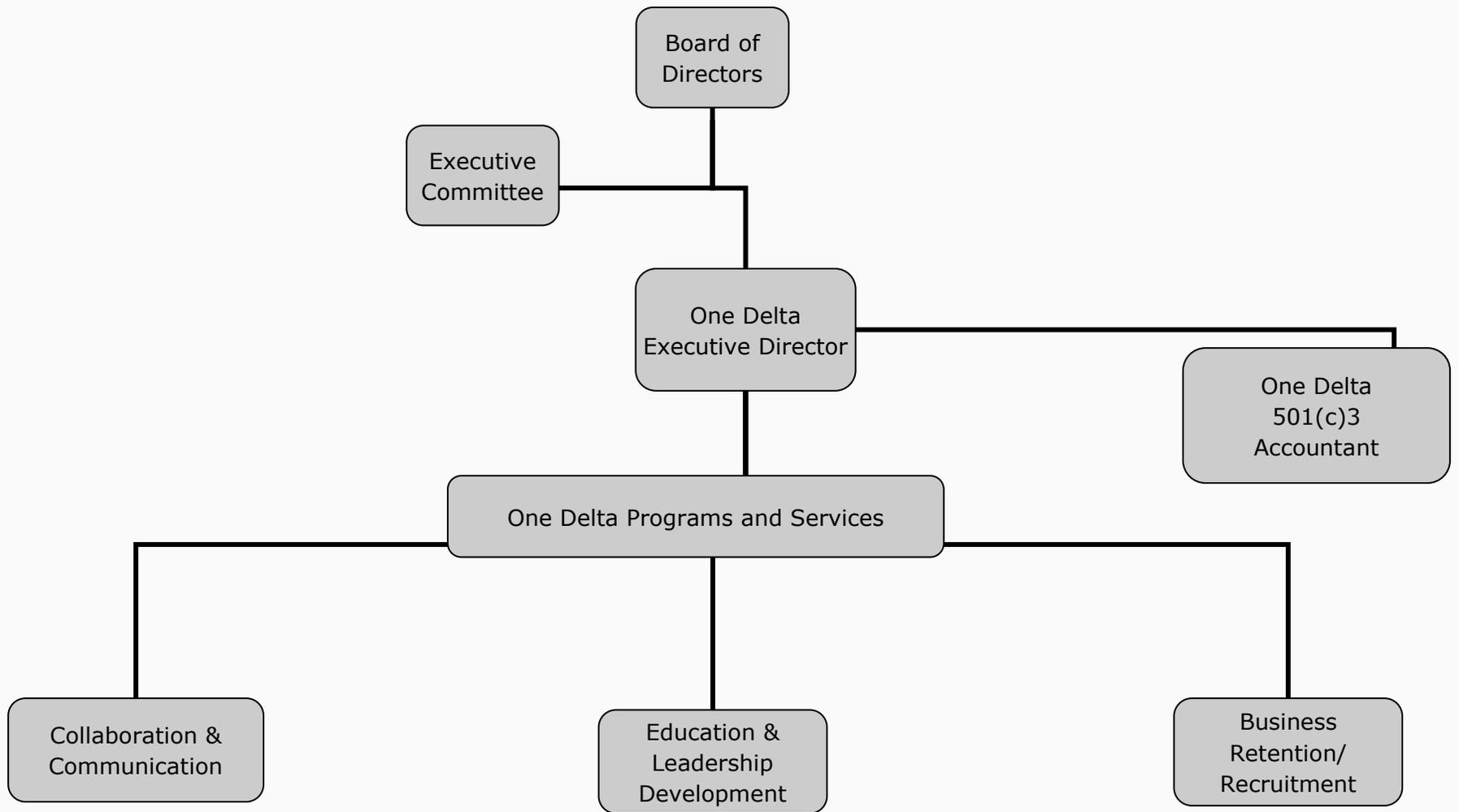
will help One Delta identify programming and services that can be offered to businesses in the County to help them grow. This committee will also focus on existing economic development efforts including:

- ENGAGE
 - Opportunity Zones/Community Prospectus
- **Education & Leadership Committee:** This committee will offer countywide economic development meetings/trainings/events addressing trends, issues and best practices. This committee will also help develop a leadership program that introduces youth, business owners and residents to the partner organizations as a strategy to succession planning, building a volunteer base, and future elected officials/appointees.
 - **Community Liaisons:** This committee will provide improved communication with each municipality in the County, and be a think tank on how One Delta can assist communities in addressing their unique economic and community development needs.

One Delta Year 1 Organization Chart



One Delta Year 3-5 Organization Chart



Budgets

Publicly Funded	Project Manager
Salary	50,000
Health Insurance	\$10,169
Retirement	\$2,000
FICA	\$3,825
TOTAL	\$65,994

Privately Funded	Operations Budget
Marketing	\$10,000
Events & Meetings	\$10,000
Accounting	\$4,000
Special Projects	\$9,250
Operational Costs (Insurance, phone, office, utility, web- site)	\$12,000
TOTAL	\$45,250

One Delta Staffing Years 1- 3 Local Government Contributions

- Financial Contribution utilizing sales tax share formula to establish equity in participation (Delta County collects 2% sales tax; of which 1% is shared- 60% to the county, the remaining 40% is shared between the municipalities; per the percent share column below.)
- Local Government commitment to support staffing/capacity of One Delta
- County & City of Delta covering portion of Smaller Municipalities in Year 1 & Year 2 to allow municipalities to

Local Government Funders	Percent Share	Year 1	Year 2	Year 3
Delta County	0.6	\$ 42,734	\$ 41,165	\$ 39,596
City of Delta	0.52	\$ 16,864	\$ 15,295	\$ 13,727
Town of Orchard City	0.1822	\$ 2,405	\$ 3,607	\$ 4,810
Town of Cedaredge	0.13165	\$ 1,738	\$ 2,606	\$ 3,475
Town of Paonia	0.08479	\$ 1,119	\$ 1,679	\$ 2,238
Town of Hotchkiss	0.05156	\$ 681	\$ 1,021	\$ 1,361
Town of Crawford	0.02519	\$ 332	\$ 499	\$ 665

One Delta Operational Budget Supported through Non-Profit, Service Provider, & Private Sector Contributions

- Operational Budget of One Delta
- Office, accounting services, phones, website, etc
- Projects, programs, etc

	Contribution
Non Profits (i.e. Chambers)	\$750.00
Service Providers	\$20,500
Private Business	\$24,000
TOTAL	\$45,250

	Special Minutes October 22, 2019 Regular Minutes October 22, 2019 Special Minutes November 4, 2019 Blue Sage Center for the Arts – Liquor License Renewal
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Summary:

Notes:

Possible Motions:
Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Vacant Seat	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:

Minutes
Special Town Board Meeting
Town of Paonia, Colorado
October 22, 2019

RECORD OF PROCEEDINGS

The Special Meeting of the Town Board of Trustees held Tuesday, October 22, 2019, was called to order at 5:07 PM by Mayor Charles Stewart, followed by the Pledge of Allegiance.

Roll Call

1. Roll Call

Trustees present were as follows:

Mayor Charles Stewart
Trustee William Bear
Trustee Karen Budinger
Trustee Dave Knutson

ABSENT

Mayor Pro-Tem Chelsea Bookout
Trustee Mary Bachran

Approval of Agenda

1. Approval of Agenda

Mayor Stewart stated that the special town board meeting was requested in writing by a majority of the Board.

Motion made to approve the agenda as presented.

Motion made by Trustee Bear, Seconded by Trustee Budinger.

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

Unfinished Business

1. Special Meeting – Budget 2020

Mayor Stewart started the meeting by discussing the general fund – building page 5.

Discussion Points:

- Building fees
- Building Permit fee - annualized vs actual
- Meetings with Building Inspector - invoicing for time
- Fee schedule – analyze in-depth

Motion to reduce building expenses to \$6,500.

Motion made by Trustee Bear seconded by Trustee Knutson.

Voting Yay: Trustee Bear, Trustee Knutson, Trustee Budinger.

Discussion ensued regarding general fund - public safety page 6 and page 7.

Finance Officer Cindy Jones stated Delta County anticipates the passing of the 1% increase for Back the Badge which is on the ballot for voters to vote if it does not pass a meeting will need to be scheduled soon after to discuss overall budget funds.

Discussion Points for Sales Tax - Back the Badge

- Public safety
- Competitive Wages



- Travel and Meetings - Training for the Paonia Police Department
- Operating supplies - Paonia Police Department in-house training - firearm instructor, and Arrest control instructor.

Discussion ensued regarding general fund - Park page 8, page 9 and page 10

Discussion Points:

- Colorado Grand - repair the inside of the Teen Center
- Repairs and Maintenance - General repairs -
- Supplies
- Fertilizer
- Morris Monument
- Tree Trimming
- Filtration
- Poulos Park - sprinklers
- Town Park - peony beds, E - Hanson Smith Center and Playground
- Football field - top dressing and uprights - Paonia High School contributed \$9,000
- Memorial Wall - is still in debt to the Town of Paonia Parks Budget
- Apple Valley Park - Hill stabilization, walking bridge and finish the path
- Lees Park - curbing and irrigation

Discussion ensued regarding account number 16-1-46-70-line item capital outlay.

Discussion Points:

- Grant Match - \$10,000 - \$5,300 GOCO grant match - Evan Bolt
- Tree Board - sick tree day and cost of the website
- DOLA - Asset Inventory

Discussion regarding general fund - no discussion on page 11 discussion continued on page 12.

Discussion Points:

- Clark must be finished by the end of 2019
- Pan American bridge is in poor condition

Discussion regarding general fund - Bridge page 14

Discussion Points:

- Samuel Wade bridge – Money is in a designated fund for Samuel Wade Bridge.

Discussion regarding general fund – Sidewalk page 15

Discussion Points:

- Sidewalk revenue – only existing sidewalks
- Alley crossing – will be repaired 2019
- Public Works – Focused on handicap sidewalks in 2018

Finance Officer Cindy Jones stated sidewalk monies not used in 2019 will roll over to 2020.

Administrator Corinne Ferguson added that the sidewalk fee has a sunset clause at 10 years and can be renewed by the Board.

Discussion ensued regarding the pass-through grant fund on page 17.

Discussion ensued regarding the conservation trust fund on page 19, which includes a replacement of the sandbox.

Discussion ensued regarding the 2ML tank lining. It is 13 years old and needs to be relined in the near future.

Discussion Points:

- Increase – does not help with the lining cost of the 2ML tank
- Increase – loss of water tap sales
- Staff concerns - not a state concerns at this point

Discussion ensued by Mayor Stewart to set another special meeting to keep discussing the 2020 budget and discuss the rate increase.

Motion to set a special meeting for November 04, 2019 at 5 pm to discuss the 2020 budget.
Motion by Trustee Bear seconded by Trustee Budinger. Voting Yay: Trustee Bear, Trustee Budinger. Trustee Knutson.

Public comment:
Janice Chesnick – Foothills Water Company asked if the water companies could see the information about water and sewer rates.

Motion to release information to water companies.
Motion by Trustee Bear seconded by Trustee Budinger.

Motion to modify main motion to release projected water and sewer tap raise information to the water companies. Motion by Trustee Bear seconded by Trustee Knutson. Voting Yay: Trustee Bear, Trustee Budinger. Trustee Knutson.

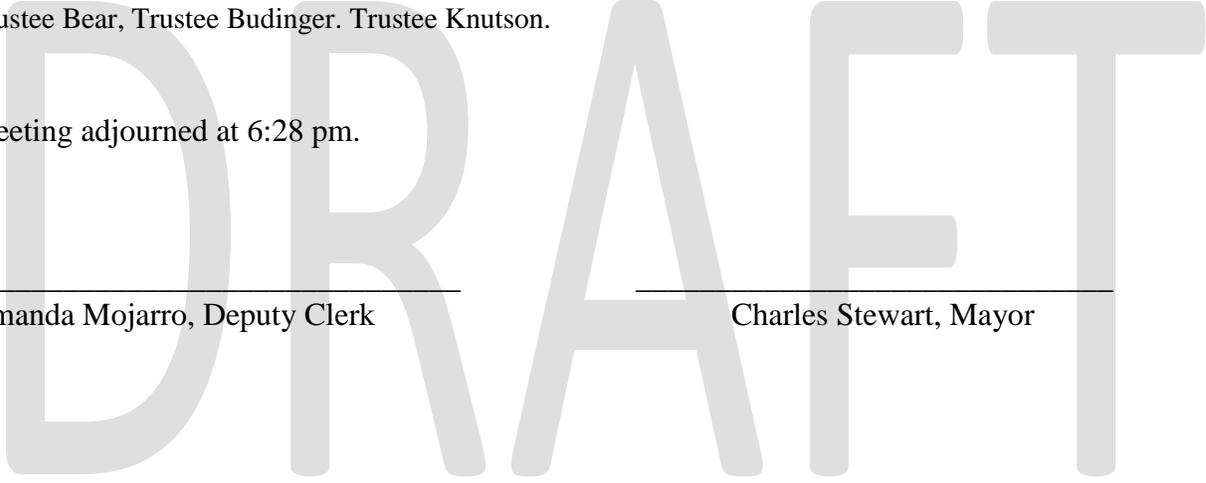
Adjournment

Motion to adjourn the meeting. Motion made by Trustee Bear seconded by Trustee Knutson. Voting yay: Trustee Bear, Trustee Budinger. Trustee Knutson.

Meeting adjourned at 6:28 pm.

Amanda Mojarro, Deputy Clerk

Charles Stewart, Mayor



Minutes
Regular Town Board Meeting
Town of Paonia, Colorado
October 22, 2019

RECORD OF PROCEEDINGS

Roll Call

- 1. Roll Call
PRESENT
Mayor Charles Stewart
Trustee William Bear
Trustee Karen Budinger
Trustee Dave Knutson

ABSENT

- Mayor Pro-Tem Chelsea Bookout
Trustee Mary Bachran

The Regular Town Board Meeting held Tuesday, October 22, 2019, was called to order at 6:37 PM by Mayor Charles Stewart followed by the Pledge of Allegiance.

Approval of Agenda

- 2. Agenda Approval

Motion to approve the agenda as presented.
Motion made by Trustee Bear, Seconded by Trustee Knutson.
Voting Yea: Trustee Knutson, Trustee Bear, Trustee Budinger.

Announcements

- 3. Trustee Knutson
 - North Fork senior connections service day for raking leaves November 02, 2019.

Recognition of Visitors & Guests

- 1. Thomas Markle - requested a copy of the proposed 2020 budget. Mr. Markle questioned if the proposed water moratorium was adopted can changes be made by the Board. Mayor Stewart stated the board cannot make changes to the proposed adopted water moratorium immediately after it was to pass.

Bill Brunner - requested the proposed 2020 budget be posted as a spreadsheet on the Town of Paonia website. Mayor Stewart stated it will be posted as a PDF on the town website.

Mr. Hirschfeld stated that the Town of Paonia entrance to town sign had no lighting. Town Administrator Ferguson stated that she would contact the creative coalition regarding the light issue, as they own the sign.

Motion to post to the Town of Paonia website the proposed 2020 budget as a PDF.
Motion made by Trustee Knutson, seconded by Trustee Bear. Voting Yay: Trustee Bear, Trustee Knutson, Trustee Budinger.

Consent Agenda

- 4. Regular Minutes: October 08, 2019
Special Minutes: October 08, 2019
Kid's Pasta Project – Edesia Kitchen– Special Event Permit 10/28/19, 11/04/19, 11/11/19 and 11/18/19.

Motion to approve consent agenda.

Motion made by Trustee Knutson seconded Trustee Bear. Voting Yea: Trustee Budinger, Trustee Bear, Trustee Knutson.

Mayor’s Report

- 5. Mayor’s Report
Nothing to report.

Staff Reports

- 6. Interim Administrators Report:
 - Asset inventory published.
 - Submitted a grant request to DOLA - 50/50 infrastructure
 - Meet with Trustee Knutson regarding the building code and zoning code
 - Deadline to submit letters for trustee vacancy seat - October 21, 2019
 - Tree board seat vacancy - to be announced at a later date

- 7. Public Works
 - Paving - overlays finishing October 23, 2019.
 - Poulos Park sidewalk pouring October 23, 2019.
 - Leaf vac will begin next week.
 - Scheduling town park tree trimming.

- 8. Police Report
 - Busy and has not slowed down.
 - Secure Greenhouses
Police blotter was included in the packet

- 9. Treasurer’s Report
 - Reviewed payroll and disbursements

Disbursements

- 10. Disbursements
Motion to approve disbursements as presented and discussed.
Motion made by Trustee Budinger, Seconded by Trustee Bear.
Voting Yea: Trustee Bear, Trustee Knutson, Trustee Budinger.

Unfinished Business

- 11. Resolution 1029-14 Great Outdoors Colorado Grant Support - Poulos Park
A summary and an updated resolution were provided in the packet. Interim Administrator stated no funds will need to be allocated for the project.

Motion to adopt the Resolution 1029-14 Great Outdoors Colorado Grant Support - Poulos Park. Motion made by Trustee Bear seconded by Trustee Budinger. Voting Yea: Trustee Bear, Trustee Knutson, Trustee Budinger.

- 12. Resolution 2019-15 - Ballot Language

A summary and the resolution 2019-15 - ballot language for the citizen initiative sent to the special election was provided in the packet.

Attorney Nerlin stated he spoke with Brunner and has no issues regarding the board setting the ballot question as presented.

Motion to adopt Resolution 2019-15 - Ballot Language.
Motion made by Trustee Bear seconded by Trustee Knutson.
Voting Yea: Trustee Knutson, Trustee Budinger, Trustee Bear.

13. Resolution 2019-16 Special Election

A summary and a copy of the resolution 2019-16 special election were presented in the packet to the board. Trustee Knutson encourages the public vote.

Motion to adopt Resolution 2019-16 Special Election
Motion made by Trustee Knutson seconded by Trustee Budinger. Voting Yay: Trustee Knutson, Trustee Bear, Trustee Budinger.

14. Acceptance of the Intergovernmental Agreement with Delta County - Special Election

A summary and a copy of the intergovernmental agreement were in the packet.

Motion to approve the Acceptance of the Intergovernmental Agreement with Delta County - Special Election. Motion made by Trustee Bear seconded by Trustee Budinger.
Voting Yay: Trustee Bear, Trustee Budinger, Trustee Knutson.

Committee Reports

17. Finance & Personnel

Nothing to report.

18. Public Works-Utilities-Facilities

Nothing to report.

19. Governmental Affairs & Public Safety

Nothing to report.

20. Space 2 Create

Meeting on October 23, 2019.

21. Tree Board

Nothing to report.

Adjournment

Motion to adjourn.
Motion made by Trustee Bear, Seconded by Trustee Budinger.
Voting Yea: Trustee Knutson, Trustee Bear, Trustee Budinger.
Adjourned at: 7:07 pm

Amanda Mojarro, Deputy Clerk

Charles Stewart, Mayor

Minutes
Special Town Board Meeting
Town of Paonia, Colorado
November 04, 2019

RECORD OF PROCEEDINGS

The Special Meeting of the Town Board of Trustees held Tuesday, November 04, 2019, was called to order at 5:03 PM by Mayor Charles Stewart, followed by the Pledge of Allegiance.

Roll Call

1. Roll Call

Trustees present were as follows:

Mayor Charles Stewart
Trustee William Bear
Trustee Dave Knutson
Trustee Mary Bachran

ABSENT

Mayor Pro-Tem Chelsea Bookout
Trustee Karen Budinger

Approval of Agenda

1. Approval of Agenda

Motion made to approve the agenda as presented.
Motion made by Trustee Bear, Seconded by Trustee Knutson.
Voting Yea: Trustee Bear, Trustee Bachran, Trustee Knutson

Unfinished Business

1. Special Meeting – Continued Budget 2020

Mayor Stewart started the meeting by discussing the sixth scheduled budget 2020 meeting. A copy of the draft Ordinance 2019-12 sewer rates, Resolution 2019-17 amending garbage rates and charges and Resolution 2019-18 water rates and charges were included in the packet.

Discussion Points:

- Increase on the citizens initiative – no increase
- Water taps sold - \$59,000
- Engineer – contract split between water only
- Increase \$63,665.40 – base rate
- Cost of supplies – continues to increase
- Insurance – statewide increase
- Grant match for asset inventory study.

Discussion ensued regarding the water fund reserve.

Discussion Points:

- Debt reserve – a 3-month requirement
- 10% debt reserve – water built into water power authority
- Unassigned fund balance
- Increase – infrastructure and fund projects

Discussion ensued regarding sewer fund.

Discussion points:

- Purchase of sewer tap without a water tap
- Repairs and Maintenance – sewer river line repair.
- Auto trash cleaner – sewer ponds currently is cleaned manually
- Sewer extinction – 133 loop – project funding and matching funds

Discussion ensued by Interim Administrator Corinne Ferguson regarding multiple places run off of septic systems. If the places with septic systems fail, it is required to get on the town’s sewer line.

Discussion ensued regarding sewer fund reserves, Finance officer Jones stated our requirement for the reserves is above requirement, in addition, there is not enough for grant funding for capital projects.

Discussion ensued regarding trash reserves.

Discussion Points:

- Trash truck – a large part of the reserves went to the purchase of the truck.
- Rate increase – trash truck maintenance and repair and spring clean.

Discussion ensued by Interim Administrator Corinne Ferguson about the new water tier rates. Document of the rates were presented to the board members.

Discussion Points:

- 2020 water usage rate – new recommended tiers
- Water conservation
- Low water users
- Base rate increase – funds the infrastructure
- Water tiers – fund the usage
- Research other communities’ water, sewer, and trash rates

Town Treasurer King recommended the board of trustees increase the rates without regard to what other communities’ water, sewer and trash rate are.

Public comment:

Christine Patterson spoke about what Town of Hotchkiss and Town of Cedaredge charge.

A representative from Foothills water company concerned with water tap moratorium on how it is budgeted and the cost of testing that is mandated by the state.

Mayor Stewart stated that the water tap moratorium is budgeted in the assumption of it passing at the special election in January 2020. The budget is submitted to the state by the end of the year.

Discussion ensued by Trustee Knuston regarding forming a water district with the water companies.

Discussion ensued by Mayor Stewart the possibility of water companies to consolidate to form a water district of their own.

Discussion ensued Trustee Bear regarding sewer plant and would like for Public Works Director to be present for questions on the matter.



Adjournment

1. Adjournment

Motion to adjourn the meeting. Motion made by Trustee Bear seconded by Trustee Bachran. Voting yay: Trustee Bear, Trustee Bachran. Trustee Knuston.

Meeting adjourned at 6:45 pm.

Amanda Mojarro, Deputy Clerk

Charles Stewart, Mayor

DRAFT

Submit to Local Licensing Authority

BLUE SAGE CENTER
PO BOX 700
Paonia CO 81428-0700

Fees Due		
Renewal Fee	308.75	
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 BLUE SAGE CENTER FOR THE ARTS INC			Doing Business As Name (DBA) BLUE SAGE CENTER	
Liquor License # 41-74390-0000	License Type Arts License (city)	Sales Tax License # 41743900000	Expiration Date 12/10/2019	Due Date 10/26/2019
Business Address 228 GRAND AVENUE Paonia CO 81428			Phone Number 9705277243	
Mailing Address PO BOX 700 Paonia CO 81428-0700			Email director@blue.sage.org	
Operating Manager Debra Muzkar	Date of Birth	Home Address	Phone Number	
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 checked="" type="checkbox"/> Owned <input type="checkbox"/> Rented* *If rented, expiration date of lease.				
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				
3. 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				
4. 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				
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 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				
6. 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				
Affirmation & Consent				
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.				
Type or Print Name of Applicant/Authorized Agent of Business Debra Muzkar			Title Director	
Signature <i>Debra Muzkar</i>			Date 10/10/19	
Report & Approval of City or County Licensing Authority				
The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules. Therefore this application is approved.				
Local Licensing Authority For			Date	
51	Title			Attest

Tax Check Authorization, Waiver, and Request to Release Information

I, Debra Muzikar am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Blue Sage Center for the Arts 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 its 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>Blue Sage Center For the Arts</u>		Social Security Number/Tax Identification Number <u>84-1335434</u>	
Address <u>PO Box 700 / 226 Grande Ave</u>			
City <u>Paonia</u>		State <u>CO</u>	Zip <u>81428</u>
Home Phone Number [REDACTED]		Business/Work Phone Number <u>970 527 7240</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>Debra Muzikar</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>Debra Muzikar</u>			Date signed <u>10/10/13</u>

Privacy Act Statement

52 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).

	Mayor's Report		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	VACANT:	Trustee Knutson:	Mayor Stewart:

	Proclamation – Hospice Month		
Summary: November – Hospice Month			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Vacant Seat	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:

TOWN OF PAONIA REQUEST TO BE PLACED ON AGENDA

PO Box 460
Paonia, CO 81428
970/527-4101
paonia@townofpaonia.com

Here are things you need to know:

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

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

Office hours are Monday through Friday, 8:00 a.m. to 4:30 p.m.

Regular Board meetings are scheduled for the second and fourth Tuesdays of each month.

Name of person making presentation: Dorothy Pew

Organization, if speaking on behalf of a group: Hopewest

Is this a request for Board action? Yes No

Please provide a summary of your comments:

Dorothy will provide a brief summary of what Hopewest does & ask the Council to declare November hospice month. She will ask them to consider donating.

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

Corinne, I will email the proclamation prior to the meeting. Thank you, Nancy

Contact information:

Name: Nancy Hovde
 Physical Address: 195 Stafford, Delta, 81416
 Mailing Address: PO Box 24, Delta, 81406
 E-mail: nhovde@HopewestCO.org
 Daytime Phone: 970-874-3436

Office Use Only:

Received: _____

Approved for Agenda: _____

Board Meeting Date: _____

Paonia

State of Colorado

PROCLAMATION

WHEREAS,

For more than 25 years, HopeWest has been Paonia's community-owned, nonprofit organization where people turn when facing life's most difficult times; and

WHEREAS,

As a nationally recognized hospice, palliative care, adult bereavement, and children's bereavement program, HopeWest provides care to more than 2,000 individuals each year. With every year, the need for HopeWest services are growing; and

WHEREAS,

Every citizen can play a role in helping your neighbors by supporting the mission of HopeWest through volunteer service and gifts; and

WHEREAS,

This public declaration celebrates our community's unique spirit of helping each other every day and honors the compassion of the many nursing assistants, social workers, chaplains, physicians, counselors, registered nurses, and volunteers at HopeWest; and

WHEREAS,

Hospice and Palliative Care Month presents a unique opportunity to increase awareness of these programs and honor all who make them possible.

NOW, THEREFORE, I, Charles Stewart, by the power vested in me as Mayor of the Town of Paonia, do hereby proclaim November 2019 as

"HOSPICE AND PALLIATIVE CARE MONTH"

in the Town of Paonia and ask that the Town Board of Trustees encourage the support and participation of friends, neighbors, colleagues and fellow citizens in hospice activities and programs now and throughout the year.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official Seal of the Town of Paonia this 12th day of November 2019.

Charles Stewart, Mayor

ATTEST:

J. Corinne Ferguson, Town Clerk



Administrator's Report
 Public Works
 Police Report

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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



Master Plan Community Survey #1 Results: Housing and Utilities

1. Please share your opinion about the amount of various types of housing the Paonia area					
	Have Too Much	Have Enough	Need More	Not Sure	Average
Duplexes	5	22	49	31	2.58
Mobile Homes	29	48	14	16	1.84
Apartments	4	25	64	14	2.65
Townhomes/Condominiums	5	29	39	34	2.47
Single-Family Housing	2	31	60	14	2.62
Senior Living Housing	3	23	63	18	2.67
Accessory Dwelling Units	6	14	42	45	2.58

The consensus from the community during the first public input meeting was that there are limited housing options in Paonia. Housing stock diversity promotes social equity and engages communities by enabling residents from a wide range of economic levels, household sizes, and age groups to live in a community. According to Census Bureau data, the majority of Paonia’s housing stock is single-family homes and there are 53 apartment units and 25 mobile homes within town limits. Residents were asked to consider the current housing stock in Paonia and identify the need for different housing types. Results indicate that senior living housing is the most needed in Paonia. The survey results also suggest a need for more single-family housing, apartments, duplexes, and accessory dwelling units. Respondents did not express as strong of a need for townhomes/condominiums and indicated no need, on average, for additional mobile homes.

2. What is the overall quality of housing in Paonia?		
	Responses	
Excellent	0.93%	1
Good	27.10%	29
Fair	57.01%	61
Poor	14.95%	16

The quality of housing in Paonia was regarded as fair by the majority, 57.01%, of respondents. Multiple respondents commented that enforcing the existing codes/ordinances would positively impact the quality and appearance of homes in Paonia. Other comments pointed to absentee owners and renters not maintaining properties adequately.

3. How are the following aspects of housing changing in Paonia?						
	Getting Much Better	Getting Somewhat Better	Remaining About the Same	Getting Somewhat Worse	Getting Much Worse	Average
Affordability	0	1	10	54	42	4.28
Availability	0	2	22	52	31	4.05
Quality	5	15	59	21	7	3.09

Nearly 90% of respondents indicated that housing affordability in Paonia is changing for the worse. Roughly 78% believed that availability was getting worse, while 55% of respondents viewed the quality of housing remaining about the same. A few respondents expressed that the cost of living, specifically housing, is increasing in Paonia without accompanied growth in economic opportunities for existing residents.



Master Plan Community Survey #1 Results: Housing and Utilities

4. Which of the following aspects of housing will improve the Paonia area the most?		
	Response	
Housing Quality	23.36%	25
Housing Types	27.10%	29
Housing Cost/Affordability	49.53%	53

Almost half of the respondents considered housing cost/affordability as the top priority to improve the current housing issues in Paonia. More than a quarter of respondents expressed that diversifying the housing stock would benefit housing the most. Housing quality ranked last with less than a quarter of respondents viewing this aspect of housing as the main priority.

5. Do you own or rent the property you currently reside at in Paonia?		
	Responses	
Own	80.37%	86
Rent	12.15%	13
I do not live in Paonia	7.48%	8

The Census Bureau estimated the homeownership rate of Paonia at 70.0% for 2017. Respondents to this survey demonstrated a higher homeownership rate at 80.37%.

6. Which option below describes the current living situation in your household.		
	Responses	
Single Adult	25.23%	27
Two Adults, No Kids	44.86%	48
Single Parent with Kid(s)	2.80%	3
Two Parents with Kid(s)	21.50%	23
Multiple Persons, No Kids	3.74%	4
Other	1.87%	2

The living situations varied between respondents. Nearly 74% of respondents lived without children and 24% lived with children in the household. The results from this survey estimate an average of 2.10 persons per household, which is consistent with Census Bureau data regarding persons per household, 2.15 in 2017.



Master Plan Community Survey #1 Results: Housing and Utilities

7. Where do you reside?		
	Responses	
Within Paonia Town Limits	66.36%	71
Within 3 Miles of Paonia Limits	32.71%	35
Within Delta County	0.93%	1
Within Colorado	0.00%	0
None of the Above	0.00%	0

Two-thirds of respondents live within the town limits of Paonia. All respondents, except for one, lived in town limits or within three miles of town limits.

8. How long have you lived in Paonia?		
	Responses	
Less than 1 Year	4.67%	5
1 to 5 Years	30.84%	33
6 to 10 Years	11.21%	12
11 to 20 Years	21.50%	23
More than 20 Years	30.84%	33
I Used to Live in Paonia	0.00%	0
I Have Never Lived in Paonia	0.93%	1

Survey results for length of residency were evenly split between individuals living in Paonia for 1 to 5 years and more than 20 years, both at 30.84%. Most of the remaining 38% were individuals who have lived in Paonia for 6 to 10 years and 11 to 20 years, about 33% combined.

9. Do housing costs, including utilities, account for more than 30% of your household's income?		
	Responses	
Yes	56.07%	60
No	43.93%	47

The U.S. Department of Housing and Urban Development (HUD) measures affordability and housing cost burden by the 30% rule of thumb. A cost-burdened family or household is one that pays more than 30% of its household income towards housing costs. Roughly 56% of survey respondents, according to this definition, are considered cost-burdened. This results in difficulties for residents to afford other necessities such as food, clothing, transportation, and medical care.



Master Plan Community Survey #1 Results: Housing and Utilities

10. A water-system analysis is scheduled for 2020, what questions do you want answered?		
	Responses	
What caused the water crisis in February 2019?	49.53%	53
How does Paonia prevent this from occurring in the future?	69.16%	74
How many more people and what type of activities can the system support?	85.05%	91
Other (Please see comments)	32.71%	35

Please refer to the next page to see additional comments/questions for the 2020 water-system analysis.



Master Plan Community Survey #1 Results: Housing and Utilities

11. Suggestions/comments for the water-system analysis scheduled for 2020:
How can we improve our response to similar situations in the future? How will we acquire funding to fix the infrastructure currently? What affects does the change in agriculture and mini homes have on water use and how can we best track and regulate this.
Will the out of town water companies ever be offered an integrated contract? Will the out of town water companies ever get a voice/vote about decisions impacting our water supply?
Should a moratorium be placed on water tap sales?
Cost-benefit analysis for a separate water board/water co-op; expected end-of-useful-life for all town-maintained sections of the water system; review of utility rate structure and consideration of alternatives.
Should we raise the cost of water to encourage wise usage?
Will extra storage of water be considered compared to the existing situation?
How much water does the Town of Paonia produce?
I think there is a limit to how many more people can be supported by the water system. Part of the water crisis was caused by faulty infrastructure, but part was caused by the springs not putting out enough water to refill the fixed tank, due to just 1 year of low snow-pack. We don't know if we will always have adequate snow.
How are tap sales to be managed in the planning period?
Harnessing of spring waters, safer and more efficient. More storage to anticipate for growth.
Can we please answer: 1. What can the town do to encourage and promote water conservation with the reduction of consumption (I believe we can change the water pricing schemes to influence behavior, and to get adequate funding to change to low flow fixtures and appliances for those interested)? 2. What can the town do with new housing developments that incorporate conservation, rain catchment/treatment to supplement future drought and supply issues and encourage a bit more water independence?
Who determines the granting of a new water tap? Does the greater community have any input?
What also happened in 2018 and 2017, and all the way back to 2005? Why is our water and trash so much more expensive than other towns/counties? Do we have someone who knows how to measure use and pH levels?
How do you/can you/will you per a moratorium on any new residential/commercial water users? If the system can support additional housing, it seems it would be beneficial to provide more housing.
Listing of all ancillary water districts that are served by Paonia and their relative conditions.
Why is there still turbidity in the water since the water crisis Feb 2019?
How will the town supply 500 outstanding taps if called?
The water analyses need to determine what the Town's water rights are, then the Town can allocate uses within the Town (residential, commercial, etc.)
Also need to have a drought management plan for future dry years.
How will the infrastructure be upgraded and maintained (i.e. aging pipes)?
How can we conserve water in our homes?
How do out-of-town taps get determined and released for sale?
How do we deal with the Arch water taps?
How many more taps can the water system support?
Why did the Town start saying it is the property owner's responsibility to have a pressure regulator?
Why do we continue to get sampling violations? Why are we just getting up to speed on backflow prevention?
How will fracking potentially affect our water quality?
How can we provide more raw water storage?
Why is water so expensive here? Twice as much as Surface Creek, etc.
Is the current infrastructure sufficient to continue to support current users?



Master Plan Community Survey #1 Results: Housing and Utilities

12. Do you support the Town establishing a Water Board, consisting of professionals and experts, to provide guidance on water related decisions and help monitor the water system?		
	Responses	
Very Supportive	40.19%	43
Supportive	33.64%	36
Neutral	12.15%	13
Unsupportive	7.48%	8
Very Unsupportive	6.54%	7

Nearly three-quarters of respondents were supportive of the Town forming a Water Board to oversee the water system and serve in an advisory role for water-related decisions. Additional comments encouraged water companies, connected to the Town’s water infrastructure, be represented in the Water Board.

13. How would you rate the Town's water quality?		
	Responses	
Excellent	25.23%	27
Good	46.73%	50
Fair	23.36%	25
Poor	4.67%	5

A large proportion of survey respondents, about 72%, rated the Town’s water quality as good or excellent. Comments regarding the water provided reasoning as to why respondents rated the water quality as fair, 23.36%, or poor, 4.67%. Factors that negatively impacted the Town’s water quality rating included concerns stemming from the water crisis in February 2019, too much chlorine, turbidity, and excessive water pressure.



Master Plan Community Survey #1 Results: Housing and Utilities

14. Would you be interested in the Town considering a program incentivizing water conservancy?		
Responses		
Very Interested	32.71%	35
Interested	28.97%	31
Neutral	22.43%	24
Uninterested	9.35%	10
Very Uninterested	6.54%	7

The current water usage rates charge users the same amount per thousand gallons from 1 gallon to 10,000 gallons. A table of the current rate structure for residential in-town customers is below:

2019 Water Usage Rates				
<i>Town of Paonia</i>				
Residential In-Town Water Rates				
Tier	Rate	Gallons per Tier	Consumption per Level	Revenue
1	0.00180	1 to 10,000	9,188,146	\$16,538.66
2	0.00205	10,001 to 20,000	7,226,880	\$14,815.10
3	0.00360	20,001 to 30,000	5,561,152	\$20,020.15
4	0.00460	30,001 to 100,000	13,338,108	\$61,355.30
5	0.00560	More than 100,001	2,712,996	\$15,192.78
Totals		Base Customers	38,027,281	\$127,921.99
Notes: Calculated from 2019 YTD Water Usage Data				

The current tiers within the rate structure do not provide an incentive for water consumption to be less than 10,000 gallons per month. A majority, 61.68%, of respondents were interested or very interested in an incentive for water conservancy, while 15.89% were uninterested or very uninterested. On November 4th, the Board of Trustees reviewed the following usage rate structure:

2020 Water Usage Rates				
<i>Town of Paonia</i>				
Residential In-Town Water Rates				
Tier	Rate	Gallons per Tier	Consumption per Level	Revenue
1	0.0012	1 to 1,000	1,017,156	\$1,220.59
2	0.0014	1,001 to 3,000	1,955,904	\$2,738.27
3	0.0016	3,001 to 5,000	1,845,166	\$2,952.26
4	0.0018	5,001 to 10,000	4,369,920	\$7,865.86
5	0.0022	10,001 to 15,000	3,857,760	\$8,487.07
6	0.0027	15,001 to 20,000	3,369,120	\$9,096.62
7	0.0032	20,001 to 30,000	5,561,152	\$17,795.69
8	0.0038	30,001 to 40,000	4,110,108	\$15,618.41
9	0.0044	40,001 to 50,000	2,864,772	\$12,605.00
10	0.005	50,001 to 75,000	4,209,852	\$21,049.26
11	0.006	75,001 to 100,000	2,153,376	\$12,920.26
12	0.0065	More than 100,001	2,712,996	\$17,634.47
2020 Totals			38,027,281	\$129,983.75
2019 Totals			38,027,281	\$127,921.99
Δ			0	\$2,061.77
Notes: Calculated from 2019 YTD Water Usage Data				

The Board will be considering these rate changes during its public hearing on November 26th, 2019.



Master Plan Community Survey #1 Results: Housing and Utilities

15. How satisfied are you with the utilities provided by the Town?						
	Very Satisfied	Satisfied	Unsatisfied	Very Unsatisfied	Not a Customer	Average
Water	14	55	26	6	6	2.24
Sewer	22	60	5	2	18	1.85
Sanitation	22	54	8	3	20	1.91

On average, respondents were satisfied with all utilities provided by the Town of Paonia. Sewer service received the highest rate of satisfaction, followed by sanitation services. The Town’s water service ranked last among the three utilities, with around 30% of respondents being either dissatisfied or very dissatisfied with the Town’s water provision. The Town understands the concerns from residents regarding the water system infrastructure and the Town is actively seeking grants to assist in analyzing and improving the current infrastructure. The Town is also in the process of writing grants for an asset inventory analysis in order to prioritize areas of need in the Master Plan, create a Capital Improvement Plan, and be more competitive in receiving grant funding for much needed projects (roads, infrastructure, etc.).

16. What percentage of your household's trash, by volume, do you estimate that you are recycling on a monthly basis?		
	Responses	
0%	16.82%	18
1% to 10%	15.89%	17
11% to 30%	19.63%	21
More than 30%	45.79%	49
Not Sure	1.87%	2

Around 81% of respondents recycle to some degree, and 45.79% of respondents recycle more than 30% of their household trash.

17. On average, how often do you visit the recycling drop-off center at the Delta County Transfer Station in Hotchkiss?		
	Responses	
Never	29.91%	32
Every Few Months	18.69%	20
About Once a Month	30.84%	33
About Every Other Week	14.02%	15
Almost Every Week	6.54%	7

The Delta County Transfer Station in Hotchkiss allows Paonia residents to drop-off recyclable goods without a fee. Burns Recycling and Rice Recycling currently provide curbside recycling service to residents around the Paonia area. The Board of Trustees may discuss possibilities of a curbside recycling program in Paonia at some point in the future.



Master Plan Community Survey #1 Results: Housing and Utilities

18. Which category below indicates your age?		
	Responses	
Under 18	0.00%	0
18 to 24	0.93%	1
25 to 34	8.41%	9
35 to 44	14.95%	16
45 to 54	14.02%	15
55 to 64	19.63%	21
65 and Over	42.06%	45

The Town appreciates and values all input received for this survey. The Town will need to better engage individuals ranging from 18 to 44 years old in the next three surveys to have a more representative sample of Paonia’s demographics. The Census Bureau’s population estimate for persons 65 years and over for Paonia was 22.4% in 2018, 42% of survey respondents were in this age category.

19. Please provide any additional comments on housing or utilities:
The street appearance of housing Paonia is not good. There are too many examples of weeds growing unabated, trash and debris in the yards, and grass that is not mowed or watered. A big step in rectifying this would be for the town to enforce existing weed policies, as well as monitor trash and junk piled in view of the public. This is not a request for pristine yards, but a request for maintained yards and houses.
While housing appearance, upkeep and utility functionality are important, the town needs to also focus on its roads and sidewalks. I understand that the water/sewer infrastructure is closely related to these two things, but is there a 10-15 year plan that can address how to update both the infrastructure and roads/sidewalks in iterative processes? We have all been paying a \$3 sidewalk fee for the last few years and I have only seen updating take place last year, but none this year.
I think there is a potential crisis ahead of us outside of city limits where there is no building code and folks are erecting dwellings to live in without the utility infrastructure to support this. Some people are living in structures with no sewer, running water and only have electricity through extension cords from the main dwelling.
"Affordable housing" often turns into transient housing. Use existing units available before building new. Decide who bears the most infrastructure cost--in or out of town people
Apartments/Condos use less water than single family homes!
I could not afford to buy in Paonia if I were to move here today.
Housing: I would strongly support allowing accessory dwelling units in R-1. Utilities: Being able to opt out of trash service and/or have recycling picked up in town would be a big plus for sanitation services.
I would recycle if it were convenient.
We need more stores to come in for jobs in Paonia. More work adds more income into town.
I'm concerned about offering any water taps until it is determined how to evaluate and remedy our current water issues. Thanks for the survey.
Property taxes are rising, but economic opportunity is not. That is why my house is for sale.
I feel the way to enhance a vibrant downtown is for housing of all sorts to infill the immediate 3 blocks around downtown. Then the population in that area supports the businesses.
Raise the water rates. The first 5000 gallons should be affordable then double the cost after that. Watering your lawn with treated water should be expensive. Housing is hard to find here and that’s just the way it is. We do not need to make room for every person who wants to move here.
With Airbnb, etc. many local residences are not available to working people in our community - this with increasing rents and low wages will get far worse as time moves forward. Best solution at this time is to allow the building of smaller accessory dwellings on all lots, used only as long-term rentals.



Master Plan Community Survey #1 Results: Housing and Utilities

The water quality used to be way better, way too much chlorine today. Town already provides incentives for conservation through tiered water rates.
Code enforcement is not being done - the Town has plenty of ordinances. They are just not being enforced. This causes the town to have a dumpy, trashy appearance that discourages economic development and is unsafe and inconvenient for residents.
I would prefer to limit or eliminate the sale of new water taps, rather than keep selling them and maybe get to the point where people who already have water taps can't water shrubs or gardens, or have to limit showers, etc. It's not fair to the people who are here now.
What used to be a trailer park behind Redwood Arms would be a great place for a tiny house community. We do not need more houses in town. We don't need to destroy the atmosphere or feel of our small town.
I would like to see a recycling program.
We need curbside recycling.
It would be nice for the town to be a dark sky community and to drop night lighting as much as feasible. Thanks for creating the survey and taking the time for us all!
Market rate rent is causing local working-class residents and their adult children to move away and inviting millionaires to take over this town.
Housing is poor due to too many renters and too many absent owners, need more full-time residency. Most of residents have to buy our water from stores or filter it due to the quality of water. The Town should have a recycle truck.
Please consider balance, harmony, continuity, unity, proportion gradation, and beauty before planning housing development within town limits. I am concerned (being on a very limited income) about increased utility costs from the Town.
I save recycling up for a "big" drop-off every couple of months.
Mobile homes should be limited to mobile home parks
Diverse, dense housing provides for a more diverse and secure population. The Board of Trustees needs to listen to their Planning Board and not have second and third public hearings after the Planning Board has already had them and has provided a recommendation. The Trustees need to tell the public to air their comments to the Planning Board and the Trustees should follow the recommendations of the Planning Board instead of ignoring them and doing additional hearings. Right now, the Trustees are wasting the public's and Planning Board's time by not providing clear leadership and a process. By allowing the public to derail a planning process by packing Trustee meetings, we have recently lost the opportunity multiple times to provide more diverse housing for our citizens.
Paonia needs a recycling and composting program.
The board should be formed from all users of the Town's water system.
I don't use the recycling drop off center at the Hotchkiss Transfer Station because: <ol style="list-style-type: none"> 1. It costs the county \$30,000 per year. 2. It is constantly contaminated with garbage because it's "free" to users. That's why costs the county. People dump their garbage in the recycling bins purposefully. I go to Double J Disposal in Austin, it's only \$2 a load and it's clean and well-run. <p>The cost of housing in the Valley has become prohibitive for renters and newcomers. The Airbnb trend has drastically reduced availability and increased cost. Possible solutions are to put a cap on the number of one-night rentals, and/or build more motels and RV parks for visitors.</p>
We need to promote more solar arrays for residents, businesses, and a community system. We also need more affordable housing for all ages.
The water seemed better in 2014-2015 - LOTS of chlorine now. Gentrification is a buzz word. How to keep it affordable for folks who are here and want to stay here while improving services and securing water?
It seems like there are a lot of people who have lived in Paonia locally far more than 3 years that are having trouble finding housing at all. People with families are having trouble finding affordable rentals.
I find it sad how many locals (long-term) can no longer find or afford housing. There is a major disparity between income and availability.
Need reasonable housing with a price not over \$800 or \$1,000 per month. Water and electric rates are getting high.
Start regulating water pressure to reasonable limits.



Master Plan Community Survey #1 Results: Housing and Utilities

<p>Taste-wise, the water quality is good. I have no analyses of safety parameters on current water. The Town is friendly and welcoming :)</p>
<p>We have had numerous occasions when our pipes have burst, and the cause is obviously excessive water pressure. The Town required us to install a water pressure regulator, but the problem persists. We want the Town to regulate water pressure.</p>
<p>If housing complexes are to be built, please consider the existing neighborhood and the ultimate impact like traffic, noise, dust, etc. Utility costs are rising to become unaffordable. Please keep fluoride out of our water.</p>
<p>Would be wonderful if the Town of Paonia offered recycling pick-up.</p>
<p>In my opinion, the passing of a water moratorium would essentially halt any type of housing development that is much needed in Paonia. The water crisis happened, the Town partnered with others to address it, and the Town is taking the necessary steps to ensure it does not happen again through a water system assessment. We in Paonia are more worried about a perceived lack of water than we are worried about the reality that people here cannot afford to live here due to an actual lack of housing that is available, affordable, and hasn't been neglected for years on end. If we, as the community, want Paonia to prosper after the coal mines shut down and experience some type of growth, then we are going to have to attract new businesses or expand existing ones. The current situation does not allow for growth because there isn't any place for additional workers to move, even if they are getting paid an adequate living wage.</p>
<p>The water quality definitely has declined since I've moved here. I only recycle aluminum cans and I drop those off at Don's</p>
<p>Pride of ownership is lacking and has declined dramatically over the last 30 years.</p>

From: Enlighten <donotreply@enphaseenergy.com>
Sent: Thursday, November 7, 2019 7:08 PM
Subject: Monthly Energy Production Report for Paonia Town Hall



Monthly Energy Production Report for Paonia Town Hall

Enphase Energy maximizes your solar energy production and keeps you informed about your system. Your monthly energy report shows how your system performed and how much you contributed to offsetting the global carbon footprint.

For more details on these production results, please visit your [Enphase® system](#).

Week	Peak Power	Energy Produced
10/01/2019 - 10/07/2019	4.09 kW	211 kWh
10/08/2019 - 10/14/2019	4.30 kW	204 kWh
10/15/2019 - 10/21/2019	4.17 kW	145 kWh
10/22/2019 - 10/28/2019	4.20 kW	152 kWh
10/29/2019 - 10/31/2019	3.16 kW	21.7 kWh
October 2019 Total:		733 kWh
Previous Month Total:		847 kWh
Year to Date:		7.05 MWh

Your **Carbon Offset** for this month: 1,117 lbs

You have offset the equivalent of: **13 Trees**



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This is an automated system notification from Enphase Energy Inc.,
1420 N. McDowell Blvd., Petaluma, CA 94954, USA.

5.

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	Treasurer's Report		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	VACANT	Trustee Knutson:	Mayor Stewart:

	Disbursements		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	VACANT	Trustee Knutson:	Mayor Stewart:

	Paonia Streetlights - Update
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Summary:

An update to the discussion regarding the updating of the Paonia streetlights either to the standard DMEA 4000k or Dark Skies approved 3000k led lights.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

	Great Outdoors Colorado – Parks, Recreation, and Trails Master Plan
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Summary:
 Acceptance of the GOCO grant contract and authorization for the Town Administrator, per Resolution 2018-12, to sign.

Notes:

Possible Motions:
 Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Vacant Seat	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:

9.

GRANT AGREEMENT

Project Name:	Parks, Recreation, and Trails Master Plan
Project Completion Date:	September 26, 2021
Great Outdoors Colorado	
Contract No.:	20376

PARTIES TO AGREEMENT

Board/GOCO:	The State Board of the Great Outdoors Colorado Trust Fund
Address:	1900 Grant Street, Suite 725 Denver, CO 80203

Telephone:	(303) 226-4520
Contact name:	Matt Brady

Grantee:	Town of Paonia
Address:	P.O. Box 460, Paonia, CO 81428

Contact name:	Evan Bolt
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Date:	October 18, 2019
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EXHIBITS

Exhibit A	Project Summary
Exhibit B	Resolution
Exhibit C	Approved Budget

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RECITALS

- A. The State Board of the Great Outdoors Colorado Trust Fund (“GOCO” or “Board”) is a political subdivision of the State of Colorado, created by Article XXVII of the Colorado Constitution, adopted at the November 1992 General Election, which article appropriates a portion of the net proceeds of the Colorado Lottery to GOCO and directs GOCO to invest those proceeds in the state’s parks, wildlife, open space, and recreational resources.
- B. In 1994, GOCO created a statewide grant program pursuant to which eligible entities could apply for grants to plan for local government parks and outdoor recreation projects. Grantee listed above (“Grantee”) submitted a detailed project application (“Project Application”) that contemplates the execution of the project entitled above and described in GOCO’s project summary (“Project Summary”), attached and incorporated as Exhibit A (“Project”). GOCO approved Grantee’s Project Application, which is incorporated into this Agreement by reference, on September 26, 2019, subject to the execution of a detailed grant agreement. GOCO and Grantee each have on file a copy of the Project Application.
- C. The parties intend this agreement to be the detailed grant agreement required by GOCO (“Agreement”).

AGREEMENT

NOW, THEREFORE, in consideration of the parties’ mutual covenants contained in this Agreement and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

SECTION 1 – PROJECT

- 1. Incorporation of Recitals. The Recitals set forth above are incorporated into this Agreement.
- 2. Representations and Warranties of Grantee. Grantee is a Municipality, duly organized in accordance with the laws of Colorado and has full and lawful authority to enter into, and comply with the terms of, this Agreement. Grantee’s governing body has authorized entering into this Agreement as evidenced by the resolution attached and incorporated as Exhibit B.
- 3. Grant and Project. GOCO awards to Grantee a grant in the amount not to exceed (“Grant”), subject to the terms and conditions set forth in this Agreement. The Grant shall be used by Grantee solely to complete the Project in substantial conformity with the Project Application approved by GOCO. In the event of a conflict between the Project Application and the Project Summary, the parties shall resolve the conflict by mutual agreement.
- 4. Project Scope. Grantee shall not materially modify the Project without the prior written approval of the Executive Director of GOCO (“Executive Director”) or the Executive Director’s

9.

designee, such approval to be in GOCO's sole discretion. Any material modification to the Project undertaken without GOCO's prior written consent may be deemed a breach of this Agreement, entitling GOCO to all remedies available under this Agreement. If Grantee determines with reasonable probability that the Project will not or cannot be completed as approved by the Board, Grantee will promptly so advise the Board and cooperate in good faith to seek a resolution before any further funds are advanced.

5. Grantee Efforts. Grantee agrees to use its best efforts to complete the Project in a timely fashion, in a good and workmanlike manner, and consistent with this Agreement and GOCO's approvals related to the Project.

6. Approved Budget. Grantee has completed a detailed budget that reflects all anticipated sources and uses of funds for the Project, including a detailed accounting of Grantee's anticipated direct costs associated with the Project, a copy of which is attached and incorporated as Exhibit C ("Budget"). The Project Application contains a budget that may not match the approved version attached as Exhibit C and which, therefore, shall not be relied upon by GOCO or Grantee. Where discrepancies exist, the approved Budget in Exhibit C shall control until such time as GOCO approves the final version.

7. Waiver. Prior to the disbursement of funds, the Executive Director in his or her discretion may waive certain conditions set forth in this Agreement. Anything else to the contrary notwithstanding, the exercise by GOCO staff ("Staff"), the Executive Director, or GOCO of any right or discretion reserved to them under this Agreement shall not be deemed a waiver. Furthermore, no waiver by them under this Agreement shall constitute a waiver of any other requirements, actions, or conditions, nor shall any waiver granted be deemed a continuing waiver. No waiver by the Staff, the Executive Director, or GOCO shall be effective unless in writing executed by them. Additionally, any failure by the Staff, the Executive Director, or GOCO to take any actions as set forth in this Agreement shall have no legal effect on the contractual duties of Grantee. Further, no waiver with respect to this Project, Grant, or Agreement shall constitute a waiver in any other GOCO-funded project.

8. Future Funding. This Agreement and the Grant only apply to the Project specifically described in this Agreement. GOCO makes no representations regarding future funding for future phases of the Project, whether or not described in the Project Application, Project Summary, or otherwise.

SECTION 2 – GRANT PAYMENT

9. Eligible Costs. The Grant and all matching funds shall be used only for eligible expenses approved by GOCO in the Budget; these costs are eligible for reimbursement on the basis of costs actually incurred by Grantee and supported by written documentation (receipts, bills, etc.).

10. Payment of Grant.

A. *Progress Payment.* Grantee may opt to receive a portion of the Grant after starting but prior to completing work on the Project (“Progress Payment”). Grantee shall provide GOCO with a progress report detailing expenditures and progress made to date (“Progress Report”). The Progress Report must be submitted using GOCO’s Progress Report form (available at www.goco.org or by contacting GOCO). GOCO may, in its discretion, request additional documentation to support making a Progress Payment. A Progress Payment shall not exceed 50% of the Grant or the maximum percentage of funds GOCO can expend for the project to date based on the program’s matching requirements, whichever is less. A Progress Payment shall be considered a loan until the Project is complete and Final Payment (as defined below) has been made.

B. *Final Payment.* Grantee shall submit a final report to GOCO detailing the accomplishments of and expenditures related to the Project and its completion (“Final Report”). The Project is “complete” when all the tasks and final products contemplated in the Project Application have been completed. The Final Report must be submitted using GOCO’s Final Report form (available at www.goco.org or by contacting GOCO). GOCO may, in its discretion, request additional documentation before its approval of the contents of the Final Report. Upon GOCO’s review and approval of the Final Report, GOCO shall pay the outstanding balance on the Grant (“Final Payment”), subject to any reductions contemplated by any provision of this Agreement.

C. *GOCO Review.* GOCO shall have 30 days to review any Progress Report and Final Report and respond to Grantee.

D. *Modifications.* Payment of the Grant is subject to the Project being completed with no material modifications made, except as otherwise agreed to in advance by GOCO in accordance with this Agreement. The Grant will not be increased, but GOCO may reduce the Grant if the Project changes in any way that GOCO deems material. “Material modifications” may include, but are not necessarily limited to, a reduction in the total cost of the Project, a reduction in the scope of the anticipated planning process (for example, elimination of an element of a master plan), or any other variance from the Project as presented in the Project Application. It is the sole responsibility of Grantee to inform GOCO of any such modifications to the Project. GOCO strongly encourages Grantee to contact GOCO in writing when it becomes aware of or wishes to make any such modifications, however seemingly minor, to the Project.

E. *Net Lottery Proceeds.* Payment of the Grant is also subject to GOCO’s determination in its sole discretion that it has received and has available sufficient net lottery proceeds to fund the Grant. In determining the sufficiency of net lottery proceeds, GOCO may consider all facts and circumstances as it deems necessary or desirable, including but not limited to adequate reserves, funding requirements, and/or commitments for other past, current, and future grants, and past, current, and future GOCO operating expenses and budgetary needs.

11. Withdrawal of GOCO Funding; Termination of Agreement. Anything in this Agreement to the contrary notwithstanding, with prior notice to Grantee, GOCO reserves the right to

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withhold or withdraw all or a portion of the Grant, to require a full or partial refund of the Grant, and/or to terminate this Agreement if GOCO determines in its sole discretion that:

A. *Altered Expectations.* Facts have arisen or situations have occurred that fundamentally alter the expectations of the parties or make the purposes for the Project or the Grant as approved by GOCO infeasible or impractical;

B. *Material Project Changes.* Material changes in the scope or nature of the Project have occurred from that which was presented in the Project Application, approved by GOCO and reflected in the Project Summary, without prior written approval of the Executive Director;

C. *Inaccuracies.* Any statement or representation made or information provided by Grantee in the Project Application, this Agreement, the Progress Report, the Final Report, or otherwise is untrue, inaccurate, or incomplete in any material respect;

D. *Reporting.* The results of GOCO’s review of the Progress Report or the Final Report are not acceptable to GOCO;

E. *Conditions Precedent Not Fulfilled or Unsatisfactory.* Any of the conditions precedent to funding listed in Section 3 below is not fulfilled by Grantee or is unsatisfactory to GOCO, in its sole discretion;

F. *Delays.* The Project will not or cannot be completed by the Completion Date or any extensions granted, or delays in the implementation of the Project have occurred that make the Project impracticable in the Board’s judgment; or

G. *Costs.* The Project will not or cannot be completed within the Budget or any approved modifications, or the total Project cost and/or Grantee’s matching funding are reduced.

SECTION 3 – CONDITIONS PRECEDENT

12. Completion Date. Grantee shall complete the Project and submit its Final Report no later than September 26, 2021 (“Completion Date”), which is two years after the date of GOCO’s approval of the Project. Grantee may request an extension of the Completion Date in compliance with GOCO’s *Overdue Grants* procedure, as may be amended from time to time by GOCO in its sole discretion. GOCO may elect to terminate this Agreement and deauthorize the Grant in the event this Completion Date is not met and/or Grantee fails to comply with the *Overdue Grants* procedure.

13. Conditions Precedent to Funding. Anything else in this Agreement or otherwise to the contrary notwithstanding, the Grant is expressly conditioned upon Grantee’s fulfillment of all terms and conditions of this Agreement to GOCO’s satisfaction in its sole discretion, including but not limited to the following:

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A. *Matching Funds.* Matching funds in the minimum amount required by GOCO policy or procedure and as set forth in the approved Budget, or as modified and approved in compliance with GOCO procedures, must have been received by Grantee, or the status of efforts to secure matching funding was disclosed and has been deemed satisfactory by Staff. Grantee shall provide evidence of matching funds as GOCO may require in its reasonable discretion.

B. *GOCO Policies and Procedures.* The Project must comply with all of GOCO's policies and procedures, which may be amended from time to time by GOCO in its sole discretion, and must meet any special Board conditions as listed in the attached Project Summary (Exhibit A).

SECTION 4 – OTHER PROVISIONS

14. Publicity and Project Information. GOCO has the right and must be provided the opportunity to use information gained from the Project; therefore, Grantee shall acknowledge GOCO funding in all news releases and other publicity issued by Grantee concerning the Project. If any events are planned in relationship to the Project, GOCO shall be acknowledged as a contributor in the invitation for the event. GOCO shall be notified of any such events 30 days in advance. Grantee shall cooperate with GOCO in preparing public information pieces about the Project. If Grantee uses the Grant to create, maintain, or update its website or uses its website to disseminate information about the Project, Grantee shall acknowledge Board funding on its website. If Grantee uses the Grant to create, publish, or update any written material or uses such written material to disseminate information about the Project, Grantee shall acknowledge Board funding in the written material. GOCO reserves the right to use and duplicate this information in any print or electronic publication or platform for publicity, illustration, advertising, web content, and other purposes at any time without the need to seek pre-approval from Grantee. At no time shall Grantee represent in any manner to the public or to any party that it is affiliated with GOCO or acting on behalf of GOCO.

15. Liability.

A. *Indemnity.* To the extent allowed by law, Grantee shall be responsible for and shall indemnify, defend, and hold harmless GOCO, its officers, agents, and employees from any and all liabilities, claims, demands, damages, or costs (including reasonable attorneys' fees) resulting from, growing out of, or in any way connected with or incident to Grantee's performance of this Agreement. Grantee waives any and all rights to any type of express or implied indemnity or right of contribution from the State of Colorado, GOCO, its members, officers, agents, or employees for any liability resulting from, growing out of, or in any way connected with or incident to this Agreement.

B. *No CGIA Waiver.* No term or condition of this Agreement shall be construed or interpreted as a waiver, either express or implied, of any of the immunities, rights, benefits or protections provided to GOCO under the Colorado Governmental Immunity Act as amended or as may be amended in the future (including without limitation any amendments to such statute, or under any similar statute that is subsequently enacted) ("CGIA"). This provision may apply to

Grantee if Grantee qualifies for protection under the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, et seq. GOCO and Grantee understand and agree that liability for claims for injuries to persons or property arising out of the negligence of GOCO, its members, officials, agents, and employees may be controlled and/or limited by the provisions of the CGIA. The parties agree that no provision of this Agreement shall be construed in such a manner as to reduce the extent to which the CGIA limits the liability of GOCO, its members, officers, agents, and employees.

C. *Compliance with Regulatory Requirements and Federal and State Mandates.*

Grantee assumes responsibility for compliance with all regulatory requirements in all applicable areas, including but not limited to nondiscrimination; worker safety; local labor preferences; preferred vendor programs; equal employment opportunity; use of competitive bidding; permits; approvals; local, state, and federal regulations and environmental laws; and other similar requirements. To the maximum extent permitted by law, Grantee agrees to indemnify, defend, and hold harmless GOCO, Executive Director, and Staff from any cost, expense, or liability for any failure to comply with any such applicable requirements.

D. *Nondiscrimination.* During the performance of this Agreement, Grantee and its contractors, subcontractors, and agents shall not unlawfully discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age, sex, or any other basis prohibited by local, state, or federal law. Grantee and its contractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination.

16. Audits and Accounting Records. Grantee shall maintain standard financial accounts, documents, and records relating to the Project. Grantee shall retain the accounts, documents, and records related to the Project for five years following the date of disbursement by GOCO of the Grant funds, and they shall be subject to examination and audit by GOCO or its designated agent during this period. While Grantee is not required to use GAAP (Generally Accepted Accounting Principles), Grantee shall use reasonable and appropriate accounting systems in maintaining the required records under this Agreement.

17. Breach. In addition to other remedies available at law or in equity, in the event that Grantee breaches any of the terms or conditions of this Agreement, GOCO shall have the following non-exclusive remedies:

A. *Prior to Payment of Grant.* GOCO reserves the right to withdraw funding, terminate this Agreement, and/or deny Grantee eligibility for participation in future GOCO grants, loans, or projects.

B. *After Any Payment of Grant.* GOCO reserves the right to seek specific performance of Grantee's obligations under this Agreement, receive reimbursement in full of any disbursements made under the Grant, and/or deny Grantee eligibility for participation in future GOCO grants, loans, or projects.

In the event GOCO must pursue any remedy under this Agreement and is the substantially prevailing party, GOCO shall be awarded its costs and reasonable legal fees, including costs of collection.

18. GOCO Policies and Procedures. With regard to all named GOCO policies and procedures referenced in this Agreement, Grantee acknowledges it has received a copy of the policies and procedures or otherwise has access to the documents in connection with this Agreement and is familiar with their requirements.

19. Miscellaneous Provisions.

A. *Good Faith*. Both parties have an obligation of good faith, including the obligation to make timely communication of information that may reasonably be believed to be of interest to the other party.

B. *Assignment*. Grantee may not assign its rights or delegate its obligations under this Agreement without the express written consent of the Executive Director, who has the sole discretion to withhold consent to assign. Any assignment shall require that, at a minimum, the assignee is eligible to receive grants from the Board and assumes Grantee's ongoing obligations under this Agreement.

C. *Applicable Law*. Colorado law applies to the interpretation and enforcement of this Agreement. Venue for any dispute under this Agreement shall lie exclusively in the state courts of the City and County of Denver.

D. *No Joint Venture*. Nothing in this Agreement shall be construed to create a joint venture, partnership, employer/employee, or other relationship between the parties other than independent contracting parties. Except as permitted under the remedies provisions of this Agreement, neither party shall have the express or implied right to act for, on behalf of, or in the name of the other party.

E. *Status of Grantee*. The parties acknowledge that GOCO lacks the power and right to direct the actions of Grantee. Grantee acts in its separate capacity and not as an officer, employee, or agent of GOCO or the State of Colorado.

F. *Time is of the Essence*. Time is of the essence in this Agreement.

G. *Survival*. The terms and conditions of this Agreement, including but not limited to Grantee's obligations, shall survive the funding of the Grant and the completion of the Project.

H. *Fax and Counterparts*. This Agreement may be executed in one or more counterparts, each of which shall be an original, but all of which when taken together shall constitute one agreement. In addition, the parties agree to recognize signatures to this Agreement made electronically and transmitted electronically or by facsimile as if they were original signatures.

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I. *Third-Party Beneficiary.* GOCO and Grantee acknowledge and agree that this Agreement is intended only to cover the relative rights and obligations between GOCO and Grantee and that no third-party beneficiaries are intended.

J. *Notice.* Any notice, demand, request, consent, approval, or communication that either party desires or is required to give the other shall be in writing and either served personally or sent by first class mail, postage prepaid, to the addresses shown on Page 1 of this Agreement.

K. *Construction; Severability.* Each party has reviewed this Agreement, and therefore any rules of construction requiring that ambiguities be resolved against a particular party shall not be applicable in the construction and interpretation of this Agreement. If any provision in this Agreement is found to be ambiguous, an interpretation consistent with the purpose of this Agreement that would render the provision valid shall be favored over any interpretation that would render it invalid. If any provision of this Agreement is declared void or unenforceable, it shall be deemed severed from this Agreement, and the balance of this Agreement shall otherwise remain in full force and effect.

L. *Entire Agreement.* Except as expressly provided, this Agreement constitutes the entire agreement of the parties. No oral understanding or agreement not incorporated in this Agreement shall be binding upon the parties. No changes in this Agreement shall be valid unless made in writing and signed by the parties to this Agreement.

M. *Termination of the Board.* If Article XXVII of the Colorado Constitution, which established GOCO, is amended or repealed to terminate GOCO or merge GOCO into another entity, the rights and obligations of GOCO under this Agreement shall be assigned to and assumed by such other entity as provided by law, but, in the absence of such direction, by the Colorado Department of Natural Resources or its successor.

IN WITNESS WHEREOF, the parties by signature below of their authorized representatives execute this Agreement effective as of .

STATE BOARD OF THE GREAT
OUTDOORS COLORADO TRUST FUND

GRANTEE:
Town of Paonia

By:

By:

Chris Castilian
Executive Director

Title:

GOCO Program Staff:
Route Grant Agreement to
Executive Director for signature:

NOTE Signee should be the same individual authorized to sign the grant agreement per Grantee's resolution

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EXHIBIT A
Project Summary

Rank: 4	Overall Score: 87.09	GOCO Staff Score: 89.5	Reviewer Average: 84.67
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Applicant: Town of Paonia
Project Title: Parks, Recreation, and Trails Master Plan
County: Delta
Log #: 20376

<u>Funding Summary:</u>	Applicant Funding	\$10,000
	Partner(s) Funding	\$9,000
	GOCO Grant Amount	\$57,000
	Total Project Cost	\$76,000

Project Description:

The Town of Paonia is seeking GOCO funds to create a Parks, Recreation and Trails Master Plan to guide development and upgrades to town parks and trails. The plan will provide the town with a shared vision and goals and define implementation steps and resources to coordinate and connect enhancements to existing parks and opens spaces.

Staff and Peer Reviewer Comments:

The current plan was completed in 1996 and is outdated. The town currently lacks a comprehensive plan based on community input for parks, recreation or trails despite a growing population of active adults and children. Recent community input and studies indicate a necessity for a robust Parks and Recreation Plan. In 2012-15, over 1800 people participated in a community visioning process which identified open space and outdoor recreation as essential elements to the community.

Staff and reviewers were compelled by the city's efforts to incorporate an extensive community driven public process. This includes public meetings, focus groups, charettes, individual stakeholder interviews and engagement with steering and technical advisory committees.

The town identified available funding sources to advance outdoor recreation projects once planning is complete.

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EXHIBIT B
Resolution

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EXHIBIT C
Approved Budget

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TOWN OF PAONIA, COLORADO

RESOLUTION 2018-12

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF PAONIA, COLORADO - Supporting the Grant Application for a Planning Grant from the State Board of the Great Outdoors Colorado Trust Fund and the completion of a Parks, Recreation, and Trails Master Plan.

WHEREAS, the Town of Paonia supports the Great Outdoors Colorado planning grant application for the Parks, Recreation, and Trails Master Plan.

WHEREAS, the Town of Paonia has requested \$75,000 from Great Outdoors Colorado for a Parks, Recreation, and Trails Master Plan.

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

- Section 1: The Board of Trustees of the Town of Paonia strongly supports the application and has appropriated matching funds for a grant with Great Outdoors Colorado.
Section 2: If the grant is awarded, the Board of Trustees of the Town of Paonia strongly supports the completion of the project.
Section 3: The Board of Trustees of the Town of Paonia authorizes the expenditure of funds necessary to meet the terms and obligations of any Grant awarded.
Section 4: The project sites are owned by the Town of Paonia and will be owned by the Town of Paonia for the next 25 years.
Section 5: The Board of Trustees of the Town of Paonia recognizes that as the recipient of a Great Outdoors Colorado Local Government grant the project site must provide reasonable public access.
Section 6: The Board of Trustees of the Town of Paonia will continue to maintain the Parks, Recreation, and trails areas in a high-quality condition and will appropriate funds for maintenance in its annual budget.
Section 7: If the grant is awarded, the Board of Trustees hereby authorizes Town Administrator to sign the grant agreement with Great Outdoors Colorado.
Section 8: This resolution shall become effective upon its adoption, October 9, 2018.

_____/s/_____

Charles Stewart, Mayor

ATTEST:

_____/s/_____

J. Corinne Ferguson, Town Clerk

	Trustee Appointment – Letters of Interest		
<p>Summary:</p> <p>Review and potential appointment to vacant trustee seat.</p>			
<p>Notes:</p>			
<p>Possible Motions:</p> <p>Motion by: _____ 2nd: _____ vote: _____</p>			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Vacant Seat	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:

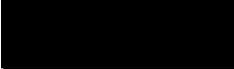
To Whom it may concern, --

My name is Carolyn Diehl. I was born and raised in Paonia. I'm interested in the board position that is currently available. I'm interested in housing, fiscal responsibility, resources and safety in the community.

I have worked in various different professions throughout my life and have been a small business owner. I've worked with animals, money, people, I'm a Certified Medical Assistant, a Veterinary assistant, Cancer survivor, and a single mom. I was married to a man in the military for 16 years.

I want nothing more than to see the town I grew up in grow and thrive, in the right way.

Carolyn Diehl



October 12, 2019

Dear Mayor Stewart and Board of Trustees,

I would like to express my interest in joining the Town of Paonia Board of Trustees. Just over two years ago, my husband Thomas and I visited the town of Paonia and immediately fell in love with this region - the friendly people, the beautiful landscape and abundance of local agriculture, the unique downtown character, and the supportive community. I was, and continue to be, blown away by the energy and vibrancy of this small town.

Over the past two years, I've had an opportunity to become involved in the community in a number of ways. My "day job" is at First Colorado National Bank, locally owned and founded in Paonia in 1903. My husband and I own and operate The Local Nomad, a new hostel here in town. I also volunteer at the Paradise Theater, and briefly served on the board of Elsewhere Studios. As you know, I have attended most town meetings over the last two years and do my best to stay informed on the actions of the board and plans for this town's future.

As a relative new-comer to Paonia, I feel that my first job in town meetings, whether as a citizen or board member, is to listen and learn. I already spend a fair amount of time reading meeting packets and researching the topics that will be discussed, and as a board member I would expect to do even more to ensure that my participation is informed and thoughtful. I am especially passionate about the protection of Paonia's natural resources and unique character, the need for affordable housing, and the government's responsibility for ethical and transparent operations.

I have enclosed my resume to provide a more complete picture of my education and work history. I believe that my experience, skills, and commitment make me an excellent candidate for the board. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Michelle Pattison". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Michelle Pattison

Michelle Pattison

EXPERIENCE

Owner, The Local Nomad

03/2018-present

Seven room hostel accommodating up to 15 guests nightly. **Co-manage all aspects of daily operations and marketing.**

Assistant Branch Manager, First Colorado National Bank

10/2017-present

Maintain a personal and business banking portfolio of over 50 customers. **Supervise five retail team members.** Manage Paonia branch **community outreach and sales** with a focus on business and complex personal accounts. Sustain and support customer relationships through the account lifecycle. Contribute to the **development of a comprehensive teller manual.** Collaborate with the regional manager to **refine and develop daily processes** for the retail team, participate in **outreach activities**, and contribute to **marketing strategies.**

Dazlious LLC, Owner

08/09-present

Oversee three rental properties in North Carolina. **Develop, review, and enforce contracts** with tenants and subcontractors. **Organize and maintain business and financial records** and supervise property manager.

Seasonal Hospitality Management, Lodging and Activities

2015-2017

Coastal, mountain, and river campgrounds and lodges serving up to 12,000 guests seasonally. Varied roles over three summer seasons with a focus on **customer service and reservations.** Seasonal responsibilities include: **Manage daily schedules** for 63 raft guides. **Train and supervise** up to 4 staff members and 10 contractors. **Sell activities and packages** and **provide concierge services** for lodge guests both within the resort and with partner vendors. Develop and manage **social media and website.** Review **quality control** of guest lodging.

Northwestern University, Research Administrator

03/04-09/13

Coordinate and edit grant submissions for federal awards. **Allocate and oversee** \$2.5m/year across 15 accounts. **Manage travel, listserv, and calendars** for program directors. **Develop and disseminate** official communication, presentations, agendas, promotional materials, program policies, standard procedures, retention programs, and special events. **Plan, coordinate, and document** meetings with 10-100+ attendees.

SKILLS and QUALIFICATIONS

Communication, customer service, management, organization, problem solving

EDUCATION

Western Carolina University 08/2012
Master of Business Administration

Indiana State University 05/2003
Bachelor of Science, psychology

Certifications:

Advanced Grant Writing Certificate, Western Kentucky University

MEMBERSHIPS AND VOLUNTEERING

Volunteer, Paradise Theater
2018-present
Non-profit community movie theater.

Board Member, Elsewhere Studios
2018

Non-profit artist residency program.

Director, TEDxKatuah
2011-2012

Supervise a team of 20 volunteers to produce an event with 100 attendees. Oversee fundraising, budget, marketing, speaker and audience curation, and event production.

Board Member, Blue Ridge Toastmasters
2011-2012

VP of Public Relations, Editor, Toastmasters International District 37 Newsletter



Local Government Designee – Discussion of Possible Comments Regarding COGCC Mission Change

Summary:
Requested discussion from LGD Trustee Mary Bachran.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Vacant Seat	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:

Proposed comments & suggestions:

Page 8: Prefiling notice

The operator must give notice of its intended development to various entities, including “the relevant local government. However, this only occurs if the proposed drilling is in the jurisdiction of the local government. *I would request they broaden this to include any local government in the watershed or airshed of a proposed development or “downstream” of it. Prefiling notices would then come to the LGD in those communities (like Paonia). I would encourage them to change the definition of “relevant local government” in the 100 series definitions to include those same parameters.*

Page 11: Rule 333

Seismic operations. Staff is considering changing the distance requirements and notification requirements. *I would propose that distance and notification requirements include proximity to irrigations ditches, reservoirs, dams and livestock operations.*

Pages 12 & 13: Rule 508

This concerns a way for the local communities and governments to request a local public hearing. *I would propose that affected local government include thos in the airshed and watershed and downstream of them. I would request the same for affected persons.*

Page 21: Rule 906

This concerns the reporting of spills if they threaten “...waters of the state, a residence, livestock or a public byway.” *I would propose including agricultural water, local drinking water and it sources in this rule.*



MISSION CHANGE WHITEPAPER

Date: November 1, 2019

On April 16, 2019, the Governor signed SB 19-181 into law. SB 19-181 amends the Oil and Gas Conservation Act (“Act”) and addresses the authority of local governments to regulate oil and gas operations. SB 19-181 ensures that the Colorado Oil and Gas Conservation Commission (“Commission” or “COGCC”) regulates oil and gas development and operations in Colorado in a manner that protects public health, safety, welfare, the environment, and wildlife resources. Specifically, SB 19-181 provides:

the Commission shall regulate oil and gas operations in a reasonable manner to protect and minimize adverse impacts to public health, safety, and welfare, the environment, and wildlife resources and shall protect against adverse environmental impacts on any air, water, soil, or biological resource resulting from oil and gas operations.

§ 34-60-106(2.5)(a), C.R.S.

This mandate is a critical tenet of SB 19-181, one that requires realignment and reform of Commission Rules.

This whitepaper was developed to provide stakeholders and the public with an outline and discussion of some of the larger concept rule changes that Commission staff is considering in the Mission Change rulemaking. The large concept ideas identified in this

whitepaper are only some of the rule revisions staff is considering as part of Mission Change. Moreover, staff's work on the Cumulative Impacts and Alternative Location Analysis rulemakings will necessarily influence and buttress the Mission Change rulemaking. Accordingly, this whitepaper does not identify or discuss all of the Mission Change rule revisions under consideration.

These large concepts are in addition to the removal of language that is inconsistent with SB 19-181. For instance, SB 19-181 directs that no longer is "cost-effectiveness and technical feasibility" to be applied when regulating oil and gas operations. Page 8, Senate Bill 19-181. Accordingly, "cost-effectiveness and technical feasibility" will be removed from the Commission's rules. Further, under SB 19-181 the Commission is to "to protect and minimize adverse impacts to public health, safety, and welfare and the environment." "Minimize adverse impacts" means, to the extent necessary and reasonable "to protect public health, safety, and welfare[,] to "avoid adverse impacts[,] and to "minimize and mitigate the extent and severity of those impacts that cannot be avoided." § 34-60-103(5.5)(b), C.R.S. Commission rules will be revised to implement this directive.

As outlined below, certain rule sets require a more robust review and redevelopment to align with the mandate of SB 19-181. Other rule sets, such as the 700 Series, will be addressed in separate rulemakings. This whitepaper discusses some of the large concept rule changes under consideration for each rule series, if applicable.

This whitepaper is not the final word on the Mission Change rulemaking. While it was developed solely by staff, stakeholder input is critical to the next stage of staff's rule language development. Staff expects this whitepaper to facilitate meaningful stakeholder

conversations and rule language development. The topics staff expects to discuss with stakeholders include 1) potential limitations to implementing some of the large concept ideas in this whitepaper and 2) additional large conceptual reforms that should be considered. These stakeholder conversations will continue to provide COGCC staff with insight and information as it develops draft rules.

The first stakeholder meeting is scheduled for Thursday, November 7th at 10:00 am. The Mission Change Rulemaking hearing is scheduled for February 26 and 27, 2020. Staff's proposed draft rules will be made available well in advance of that hearing. Finally, the Commission continues to receive public comment to the Mission Change rulemaking through the SB 19-181 comment portal. That portal can be accessed [here](#).

100 Series-Definitions

SB 19-181 revised the definition of “waste” to provide that it does not include nonproduction of the mineral resource if it is necessary to protect public health, safety, welfare, the environment or wildlife resources. § 34-60-103(11)(b), C.R.S. Accordingly, the Commission’s definition of “waste” will be revised to reflect the statutory change. The 100 Series will continue to be revised as new terms or revisions to existing definitions are made in the course of amendments to the various rule sets.

200 Series-General Rules

The 200 Series Rules address, among other things, the office and duties of the director and the secretary of the Commission, record keeping, reporting of information to the Commission, and Comprehensive Drilling Plans.

200 Series Generally

SB 19-181 provides that the current volunteer Commission will be replaced with a full time professional commission. § 34-60-104.3, C.R.S. Amendments to the 200 Series are necessary to facilitate the transition from a volunteer Commission to a professional Commission, which includes consideration of the duties of the professional commissioners, the director, and the secretary.

Rule 205

Staff proposes amendments to Rule 205 that would clarify that all documents, records, data, tests, and reports that must be created per a Commission Rule, also must be maintained and made available to the Commission upon request.

Rule 216 – Comprehensive Drilling Plans

Comprehensive Drilling Plans (“CDPs”) allow for the consideration of oil and gas development in a specific area. CDPs consider oil and gas development in a holistic manner through landscape level planning and regulatory review. Taken as a whole, SB 19-181 directs the Commission to encourage and incentivize holistic oil and gas development, rather than single well location approvals. Staff will suggest revisions to Rule 216 to incentivize this development approach. In addition, building upon the current Rule 216, staff recommends revisions that incorporate a phased approach to planning and development, with the CDP design elements updated throughout the application and evaluation process.

300 Series-Drilling, Development, Production, Abandonment

The 300 Series addresses the permitting, drilling and operation of locations and wells for oil and gas production. Staff proposes several substantive changes to the 300 Series designed to accomplish necessary structural improvements to the permitting process to better address environmental impacts from oil and gas development, provide a comprehensive approach to permitting, and facilitate alternative location analysis and cumulative impacts evaluation.¹

¹The alternative location analysis rulemaking is expected to be heard at the Commission’s March 25 and 26, 2020 hearing. The cumulative impacts rulemaking is expected to be heard at the Commission’s April 22 and 23, 2020 hearing.

Oil and Gas Development Plan

Currently, oil and gas development is permitted through three different decision points. First, an operator applies for, and the Commission must issue, an order approving a drilling and spacing unit, if necessary. Once a drilling and spacing unit is in place, an operator will submit to Commission staff a Form 2A, which permits the proposed oil and gas location. Then, the operator will submit a Form 2 to permit each well proposed on the oil and gas location.

This current process is deficient in several respects. First, it does not easily allow the Commission to have a comprehensive understanding of an operator's proposed development plan for an area. Second, it does not readily facilitate a) staff's consideration of how one proposed development will affect the larger development of the resources in an area, and b) the impacts on people, the environment, and wildlife. Third, it does not lend itself to SB 19-181's comprehensive planning approach. Fourth, it is inefficient to have three separate review and comment processes for staff, operators, and stakeholders. Fifth, it does not lend itself to SB 19-181's expectation that local governments, if they choose to do so, may be involved in the siting of an oil and gas location before the Commission proceeds to make decisions on drilling and spacing unit applications, Form 2As, and Form 2s.

Staff proposes that the 300 Series be revised so that all new oil and gas development be permitted through a single, comprehensive application. The single application would include a proposed drilling and spacing unit (assuming one is necessary and has not already been created); and identify the site(s) of the oil and gas locations, the number of wells and production facilities on each pad, and flowlines or other plans for moving fluids. The plan

would also include and address, as needed, all other COGCC permits necessary for the operation of the location.

Who Decides to Approve an Application, and what is Staff's Role?

Currently, permitting decisions for oil and gas locations and wells are made by the Director and not the Commission. With the move from a volunteer Commission to a Professional Commission, consideration should be given to whether the Professional Commission makes the final determination on oil and gas applications.

Staff would be a party to the application, recommending the application be approved, denied, or approved with modifications. Before SB 19-181, the Act charged the Commission to “foster the responsible, balanced development” of oil and gas resources. Page 6, Senate Bill 19-181. Fostering oil and gas development impeded staff's ability to deny a permit. Operators would withdraw permits or staff would work with the operator to put in place the most protective best management practices on the location. SB 19-181 removed “foster” and instead directs the Commission to “regulate the development and production” of oil and gas resources. § 34-60-102(1)(a)(I), C.R.S. Consistent with this amendment, staff would realign its application review process to recognize that under certain circumstances an oil and gas development plan could be recommended for denial.

Pre-filing Notice

Currently, various notices are required by statute and rule that result in some persons receiving multiple notices and other persons not receiving notices at all. In an effort to streamline and improve notices, staff is proposing to consolidate notice requirements to avoid redundancy and provide more information to the notice recipient.

At least 60-days before submitting the application, the operator must give notice of its intended development to:

1. all mineral owners within the proposed or existing drilling and spacing unit;
2. all surface owners within the proposed or existing drilling and spacing unit;
3. all surface owners within 2,640 feet of the edge of the plan's proposed oil and gas location(s);
4. all residents within 2,640 feet of the edge of the plan's proposed oil and gas location(s);
5. the relevant local government²;
6. the local government within which the minerals proposed for development are located;
7. all neighboring local governments within 2,640 feet of the edge of the plan's proposed oil and gas location(s);
8. the Colorado Department of Health and Environment;
9. the Colorado Parks and Wildlife;
10. the Colorado State Land Board (if a mineral owner); and
11. the U.S. Bureau of Land Management (if a mineral owner).

Application

No less than 60 days after completing the notice requirements, the operator will submit its application to the COGCC. In the application, the operator must identify whether

² Relevant Local Government is an existing defined term. 100 Series.

the plan would have impacts on certain receptors and, if so, to what degree. For instance, is the proposed location in close proximity to a subdivision or a wildlife habitat? What are the impacts to air quality? What are the lighting, visual, and noise impacts? These and other criteria must be addressed in the application. If one or more criteria are present in an application, then staff will undertake a site specific protection analysis (“SSPA”).

Non- SSPA Applications

If the application does not trigger any criteria, then a SSPA is not required and the application, per SB 19-181, could be presumed to protect against adverse impacts. The application would be noticed for hearing and public comment. Taking into consideration public comment, staff would make a recommendation to the Commission whether the application protects against adverse impacts. Consistent with SB 19-181, the Commission must “minimize adverse impacts”, to the extent necessary and reasonable “to protect,” and to “minimize and mitigate the extent and severity of those impacts that cannot be avoided.” § 34-60-103(5.5)(b), C.R.S.

SSPA Applications

If a SSPA is required, staff will conduct an analysis of the application to make an initial evaluation of whether the oil and gas activities proposed will protect against adverse impacts. If staff’s evaluation finds that the oil and gas activities proposed will protect against adverse impacts, then the application can proceed to be noticed for hearing before the Commission.

Once the application is noticed for hearing, it would be made available for public comment. The applicant would also submit its final SSPA at this time. Taking into

consideration public comment and evaluation of the final site-specific analysis, staff would make a recommendation to the Commission whether the application protects against adverse impacts.

Rule 312 - Transfer of Permits

The Commission's Rule 312 requires operators to file no later than "30 days after initial sale of oil and gas a Certificate of Clearance and/or Change of Operator." Rule 312.a. A Change of Operator occurs when an existing oil and gas facility is sold or transferred to a new operator. Under the current Rule 312, staff is not made aware of the pending transfer of an oil and gas facility. There are many reasons that staff may need to know when and to whom a facility is proposed to be transferred. For instance, staff must ensure that the new owner take ongoing responsibility for remediation of a spill or release. .

Staff proposes that Rule 312 be amended to require an operator to apply to the Commission for a Change of Operator 60 days before the transfer or assignment of ownership or operation of an oil and gas facility. Until the Change of Operator is approved, the current operator will remain responsible for maintaining the oil and gas facilities, reporting operations in compliance with the Commission's Rules, and for any spill, release, remediation or other ongoing work. The Director has discretion to deny a Change in Operator request if staff determines that the new operator is unable to operate the oil and gas location in compliance with Commission Rules. The Director's decision would be appealable to the full Commission. Upon approval of the Change of Operator, the new operator will become responsible for maintaining the oil and gas facilities in compliance with the Commission's Rules. This responsibility includes any latent or existing

environmental impacts, known or unknown, resulting from management of produced fluids or exploration and production waste.

Rule 333 - Seismic Operations

Operators are required to submit a Form 20 Notice of Intent to Conduct Seismic Operations prior to commencement of shothole drilling or recording operations. Staff is considering revising Rule 333 to require additional planning and notification requirements. Staff is also proposing distance requirements for vibroseis trucks operating within municipal boundaries in close proximity to homes, underground utilities, and other structures.

Rule 324 - Pollution

Rule 324A requires operators to take “precautions to prevent significant adverse environmental impacts to air, water, soil, or biological resources to the extent necessary to protect public health, safety, and welfare, including the environment and wildlife resources, taking into consideration cost-effectiveness and technical feasibility...”

Consistent with SB 19-181, staff proposes removal of “cost-effectiveness and technical feasibility” from the Rule. Moreover, staff proposes revising Rule 324A to clearly require that operators must conduct operations in a manner that prevents adverse impacts to air, water, soil, or biological resources to the extent necessary to protect public health, safety, and welfare, including the environment and wildlife resources.

400 Series-Unit Operations, Recovery, Storage

The State Oil and Gas Regulatory Exchange (“SOGRE”) is conducting a review of the Commission’s Natural Gas Storage Rules in the 400 Series. Once that review is complete, the Commission will evaluate what rulemaking is to be completed for the 400 Series.

500 Series-Rules of Practice and Procedure

The 500 Series Rules set forth the process and procedures for all proceedings before the Commission. The 500 Series Rules are relied upon by members of the regulated community, mineral owners, surface owners, local governments, and other interested stakeholders who appear before the Commission.

In July of this year, the Commission adopted amendments to the 500 Series Rules to satisfy several of SB 19-181’s provisions regarding the Commission’s hearings process. The July amendments allow the Commission to appoint hearing officers to conduct hearings and revise the evidentiary requirements for pooling and drilling and spacing unit applications. The July rulemaking was a prelude to staff’s proposed 500 Series revisions as part of the Mission Change rulemaking.

Rule 508 - Local Public Forum

The current Rule 508 establishes a complicated and antiquated process by which local communities and local governments may seek a local public forum on applications that would result in more than one well site or multi-well pad per 40-acre quarter-quarter section. Rule 508 was infrequently invoked. The intent behind Rule 508 is to provide local communities with the opportunity to have a Commission hearing in communities that are affected by large-scale oil and gas development. Staff proposes eliminating the current Rule

508 and replacing it with a simplified rule that provides “affected persons,” including affected local governments, the ability to request the Commission hold a local public hearing to gather feedback on proposed oil and gas operations.

Rule 509 - Standing

In the course of the July rulemaking, the Commissioners unanimously approved a motion that directed staff to ensure that the issue of standing be addressed in the Mission Change Rulemaking. Under current Commission Rules, relatively few persons have the right to protest applications, including permitting and spacing applications. In response to the Commission’s directive, and in furtherance of a neutral regulatory framework, staff proposes that standing be broadened to provide that any “affected person” have standing to protest hearing applications.

An “affected person” is someone who has a personal justiciable interest related to a legal right, duty, privilege, power, or economic interest affected by an application. Affected persons can be individuals, an organization, or a local government. Staff proposes adding to the 100 Series a definition of “affected person.”

Proposed amendments to Rule 509 would set forth criteria that the Commission can consider when determining whether a person has demonstrated a justiciable interest that is impacted by an application. The Commission may consider among other things:

1. whether there is a legally protected interest at issue;
2. the person’s distance from the activity proposed in the application;
3. whether a reasonable relationship exists between the proposed activity and the person’s interest;

4. the likely impact of the regulated activity on the person’s health, safety, welfare or use of property;
5. the likely impact of the proposed activity on the use of the impacted natural resource by the person; and
6. for governmental entities, the authority over or interest in the issues relevant to the application.

Rule 524 - Responsible Party

Rule 524 governs hearing procedures when there is a question of who the responsible operator is for a violation of a Commission rule. Rule 524.e. provides that “an operator will enjoy a rebuttable presumption against mitigation liability under § 34-60-124(7), C.R.S., for ongoing significant adverse environmental impacts where the violation which led to such impacts was committed by a predecessor operator” and the operator conducted an environmental investigation of the location which did not identify “significant adverse environmental impacts” at the location. A “rebuttable presumption” means that the Commission must take as true that the current operator is not responsible for the environmental impact and therefore is not responsible for remediating the impact.

When staff becomes aware of an environmental impact to a location, they engage with the current operator to have the environmental impact cleaned up. Some operators will work with staff and clean the location up even though they did not cause the impact. However, there are instances when operators do not cooperate with staff and instead refuse to conduct the cleanup of the location they own and operate because the environmental impact was the fault of a prior operator. Under Rule 524.e., these operators enjoy a “rebuttable

presumption” that they are not liable for the cleanup. Staff proposes removing the “rebuttable presumption” language from Rule 524.e. to address this issue.

600 Series-Safety Regulations

The 600 Series Rules set forth the safety and facility operation requirements.

Rule 602 - General Safety Requirements

Staff is considering requiring operators establish and maintain a process safety management program for all oil and gas operations. The process safety management program will include at a minimum:

1. Management of Change program;
2. Operational practices and procedure program; and a
3. Pre-Startup Safety program.

Implementation of a process safety management program will work to ensure that operations are conducted with due regard for the preservation and conservation of property and for the protection of public health, safety, welfare, the environment, wildlife, and safety of employees and people.

Rule 603.f. - Statewide equipment, weeds, waste, and trash requirements

Staff proposes revising 603.f. to prohibit the storage, placement, or maintenance of equipment, vehicles, trailers, commercial products, chemicals, drums, totes, containers, materials, and all other supplies not necessary for use on an oil and gas location.

Rule 604. - Setback and Mitigation Measures For Oil and Gas Facilities, Drilling, And Well Servicing Operations

The current buffer zones, urban and non-urban mitigation area, and mitigation measure rules were developed over the course of the last decade. In considering the oil and gas location application process discussed in the 300 Series above, staff will consider necessary revisions to Rule 604., including the role of best management practices in the permitting of an oil and gas location.

Rule 605. - Oil and Gas Facilities

Staff proposes that operators conduct a visual inspection of all production tanks on a monthly basis to look for leaks and damage to the tank(s). Operators would also be required to conduct an annual inspection of all steel aboveground storage tanks according to the requirements of STI SP001 “Standard for the Inspection of Aboveground Storage Tanks.”

Rule 609 - Statewide Groundwater Baseline Sampling & Monitoring

Staff proposes consolidation of the statewide groundwater baseline sampling rules. This change would result in the removal of Rule 608.b. for water well sampling near coalbed methane wells and removal of Rule 318A.f., the Greater Wattenberg Area specific groundwater baseline sampling and monitoring rule. Staff proposes that these rules be consolidated and updated with Rule 609 for statewide sampling and monitoring.

Emission Reductions from Pre-Production Activities

Commission Rules currently require reduced emission completions (i.e. “green completions”). See Rules 604.c.2.C, and 805.b.3. In addition to these current requirements, staff recognizes that more can be done to address emissions in the pre-production phase to

protect public health, safety, welfare, and the environment. Staff is considering whether to require the capture of natural gas that reaches the surface during drilling, completion, recompletion, flowback, hydraulic fracturing, and initial production to the extent reasonable and necessary to avoid adverse impacts to public health, safety, welfare, and the environment. Staff recognizes that variability in the amount of gas released must be given consideration when considering the ability to capture gas. Staff also recognizes that during upset conditions capture may not be feasible or safe.

Staff is also cognizant of SB 19-181's directive to the Colorado Department of Public Health and Environment ("CDPHE") to promulgate rules that address emission control regulations from oil and gas exploration and production facilities. § 25-7-109(10)(a), C.R.S. Staff wants to ensure that any Commission rule that may address emission reductions compliments CDPHE's regulatory program and does not conflict with or impede on that program.

Flaring

Flaring of gas has significant consequences for the climate, ozone, and waste. Although flaring natural gas converts methane into carbon dioxide, a less powerful climate pollutant, flaring is a source of air pollution, including particulate matter and nitrogen oxides. Flaring also reduces emissions of volatile organic compounds that contribute to ozone formation. However, nitrogen oxides generated by flaring can also contribute to ozone formation. Natural gas that is flared rather than captured is arguably wasted because it is not used beneficially to generate electricity, provide heat, or manufacture plastics. Additionally,

there is an economic loss to mineral owners who will not receive royalty payments and to the State on lost severance tax revenues.

Commission Rule 912.a. prohibits unnecessary or excessive venting or flaring. However, neither “unnecessary” nor “excessive” are defined. Rule 912.b also provides exceptions for flaring during upsets, well maintenance, well stimulation flowback, purging operations, and productivity tests. Staff proposes moving the flaring rule to the 600 Series and revising it to prohibit an operator from flaring or venting gas produced from a well for more than 60 days from the date of first production. Exceptions to this prohibition would include emergencies or to protect public health and safety.

700 Series-Financial Assurance and Environmental Response

SB 19-181 specifically calls upon the Commission to conduct a rulemaking that addresses how to assure that oil and gas operators have the necessary financial backing to conduct operations in compliance with the Commission’s rules. The language of SB 19-181 provides that the Commission will conduct a rulemaking that:

must consider: increasing financial assurance for inactive wells and for wells transferred to a new owner; requiring a financial assurance account, which must remain tied to the well in the event of a transfer of ownership, to be fully funded in the initial years of operation for each new well to cover future costs to plug, reclaim, and remediate the well; and creating a pooled fund to address orphaned wells for which no owner, operator, or responsible party is capable of covering the costs of plugging, reclamation, and remediation.

§ 34-60-106(13), C.R.S.

The Commission expects to conduct the financial assurance rulemaking after July 1, 2020, when the Professional Commission is seated.

800 Series-Aesthetic and Noise Control

The 800 Series Rules address noise, odor, dust, and other aesthetic impacts. These aesthetic impacts can be a significant source of concern for people and wildlife near oil and gas development. Staff proposes refining its Rules to better account for these aesthetic impacts. Staff is also considering the role its 800 Series Rules play in local jurisdictions that elect to regulate for aesthetic and noise concerns. It is important to note that these Rules will influence and be an integral component of the rules that result from the Cumulative Impacts and Alternative Location Analysis rulemakings.

Rule 802 - Noise Abatement

Staff is considering changes that would improve and strengthen the required best management practices for addressing noise impacts to people and wildlife. Staff is considering changes that would apply a-scale noise thresholds to sensitive wildlife habitats. Staff is also considering specifying when and how ambient noise background surveys are to be completed and how they will be integrated into location assessment.

Rule 805 - Odors

Staff is considering revisions to the odor rules that could better address how odors are measured, and facilitate coordination with CDPHE Air Pollution Control Division odor regulations.

Rule 805.c. – Fugitive Dust

Staff proposes amending Rule 805.c. to require operators to develop a dust control plan. The plan would address each phase of oil and gas operation, and propose site-specific best management practices to minimize and suppress dust.

900 Series-Exploration and Production Waste Management

The 900 Series Rules address the environmental regulation of oil and gas operations in the State. These Rules regulate how exploration and production (“E&P”) waste is to be managed; the cleanup of spills and releases; and establishes standards for the closure of pit and buried vessels. Staff proposes several significant changes to the 900 Series to fulfill the mandate of SB 19-181.

Rules 902, 904 and 911 - Pits

Staff proposes revisions that will strengthen the construction and lining requirements for pits. Because unlined pits represent an ongoing release of E&P waste into the environment, staff proposes no longer allowing such pits to be permitted and restricting the operations of such existing pits.

Rule 905 - Closure of Oil and Gas Facilities

The current Rule 905 requires that production and special purpose pits and buried and partially buried water vessels be closed in accordance with an approved Form 27, Site Investigation and Remediation Workplan. Before an operator can proceed to close a pit or buried vessel, it must submit to Commission staff a plan to investigate and verify that there are no impacts from the storage of E&P waste in the pit or buried vessel. If an impact is discovered the operator must propose a plan to remediate the impacted media and environmental resources. This plan is submitted on a Form 27, which is reviewed by staff. Notably, Rule 905 applies only to pits and buried vessels; it does not currently apply to an entire oil and gas facility. The Commission defines oil and gas facilities to be “all equipment or improvements used or installed at an oil and gas location for the exploration, production,

withdrawal, treatment, or processing of crude oil, condensate, E&P waste, or gas.” Staff is considering requiring a Form 27 for the closure of all oil and gas facilities. Expanding Rule 905 to require a Form 27 for closure of all oil and gas facilities allows requires oil and gas locations to be remediated upon closure. This change is supported by the findings of the “Risk-Based Inspections: Strategies to Address Environmental Risk Associated with Oil and Gas Operations” report published on the COGCC website, dated February 1, 2014.

Rule 906 - Spills and Releases

As required by the Act, Rule 906 currently requires the reporting of an uncontained spill or release of E&P waste or produced fluids that is greater than 1 barrel; a spill or release greater than 5 barrels even if it is contained; and any amount of E&P waste if it threatens waters of the state, a residence, livestock, or a public byway. Rule 905.(1). Staff recognizes that any spill of E&P waste may have adverse impacts on environmental resources, land, people, and wildlife. Accordingly, staff is considering other reporting thresholds, including:

1. When any volume of E&P waste “daylights” to the surface;
2. The discovery of 1 cubic yard or more of material impacted by a current or historic spill or release;
3. The discovery of impacted groundwater or surface water;
4. Any suspected spill or release if the volume of the E&P Waste cannot be determined; and
5. A spill or release of any volume that leaves an oil and gas location

With the report of a spill or release, operators must submit a Form 19 that identifies how it plans to address cleanup of the spill or release, but does not require any additional process. Staff is evaluating establishing a process to create certainty for all stakeholders. The proposed changes in the reporting of known or suspected E&P Waste releases will be integral to improving the protection of public health, safety, welfare, the environment, and wildlife resources.

Drill Cuttings Rule 907.g. - E&P Waste Management

Rule 907 establishes the acceptable practices to treat, dispose, and in some cases reuse different types of E&P waste. Specific rules include requirements for produced water, drilling fluids, oily waste, other E&P waste and non-E&P waste. Staff proposes revising Rule 907 to outline acceptable treatment/disposal of drill cuttings.

Rule 910 - Soil and Ground Water Sampling

Rule 910 establishes the concentrations for contaminants of concern in soil and ground water and provides the standards to be followed when testing for these containments. The contaminants covered in Rule 910 are set forth in Table 910-1 and in the Colorado Water Quality Control Commission's ("WQCC") ground water standards and classifications. Staff is considering clarifying the Director's existing authority as an implementing agency of Regulation No. 41, The Basic Standards for Ground Water, to require testing for oil and gas exploration related compounds or parameters in addition to those identified in Table 910-1. Under staff's proposal, the Director may seek testing:

1. For any element, compound, or parameter listed in Table A and Tables 1, 2, 3, and 4 of Regulation Number 41 – The Basic Standards for Ground Water adopted by the WQCC (5 CCR 1002-41);
2. In accordance with the Narrative Standards of Regulation Number 41, and 41.5A, any element, compound, or parameter not listed in Table A or Tables 1, 2, 3, and 4 of Regulation 41, which alone or in combination with other substances, are in concentrations shown to be:
 - a. carcinogenic, mutagenic, teratogenic, or toxic to human beings, or
 - b. a danger to the public health, safety, or welfare.

1000 Series-Reclamation

The 1000 Series Rules establish the requirements operators must meet when reclaiming lands used in oil and gas development. More often than not, the owner of the surface where oil and gas development occurred is not the same as the oil and gas operator. Staff understands that amendments to the 1000 Series need to consider a surface owner's wishes while ensuring that lands are reclaimed in a manner that protects public welfare, the environment, and wildlife. Additionally, staff will consider how permitting process improvements can translate more simply into establishing reclamation expectations.

Rule 1001.c. – Surface Owner Waiver of 1000-Series Rules

Rule 1001.c. currently provides that an operator is relieved from complying with Rule 1002 (except Rule 1002.e.(1), 1002.e.(4), and 1002.f), Rule 1003, and Rule 1004 (except Rule 1004.c.(4) and 1004.c.(5)), if it demonstrates that compliance is not necessary to protect the public health, safety, welfare, and the environment. Rules 1002, 1003 and 1004 address

critical reclamation issues such as topsoil removal, segregation and protection, interim reclamation of oil and gas locations, restoration and revegetation of lands, weed control, and final reclamation of oil and gas locations. Staff is considering revisions to this Rule to alleviate conflict in the process and better define what can be considered. As part of this, staff is considering a surface owner variance request process for surface disturbance minimization, stormwater, and interim reclamation, including whether to accept variance requests for stormwater.

Rule 1002.f. – Stormwater management

Staff proposes removing the requirement for a post-construction stormwater program. In its place, staff is considering requiring operators to implement and maintain stormwater best management practices on all oil and gas locations during and after construction.

1100 Series-Flowline Regulations

SB 19-181 specifically calls upon the Commission to conduct a rulemaking to amend its “flowline and inactive, temporarily abandoned, and shut-in well rules” to meet the Mission Change mandate. § 34-60-106(19), C.R.S. SB 19-181 also directs that the Commission’s flowline rules must be amended to allow for public disclosure of flowline information, and to evaluate and determine “when inactive, temporarily abandoned, and shut-in wells must be inspected” before being put back into production. § 34-60-106(19)(a)-(b), C.R.S.

On October 8, 2019, the Commission noticed the flowline rulemaking for hearing. The flowline rulemaking prehearing process is underway, and the rulemaking hearing

scheduled for November 19-22, 2019 in Greeley, Colorado. The Commission's flowline rulemaking page can be found [here](#).

1200 Series-Protection of Wildlife Resources

The Commission expects to conduct a rulemaking specific to the 1200 Series after July 1, 2020, when the Professional Commission is seated. However, it is important to note that throughout the Mission Change rulemaking, specific revisions are under consideration to address wildlife concerns, especially those that relate to process.



Superior Alarm - Town Hall Security System Upgrade

Summary:
CIRSA recommended and necessary security upgrade for Town Hall.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Vacant Seat	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:



12.

SUPERIOR ALARM & FIRE PROTECTION

PO Box 1706
Montrose, CO 81402

Estimate

Office location: 960 N. Townsend Ave. Montrose, CO 81401 970-249-4537 office 970-240-0366 fax	DATE	ESTIMATE NO.
	5/8/2018	9469

NAME / ADDRESS
Paonia Community Center Neil Ferguson

Ship To
Paonia Community Center 214 Grand Avenue Paonia, CO 81428

DESCRIPTION	QTY	TOTAL
Fire Alarm System		6,038.40
Equipment :		
1 - Honeywell Vista 128 FBP Approved Combo Fire and Security Panel		
1 - Honeywell 6160 Keypad/Annunciator		
1 - Honeywell 5881 H Wireless Receiver		
12 - Honeywell 5808-W3 Wireless Smoke Detectors (Through out)		
3 - Honeywell 5809 Wireless Heat Detectors (I.T. and Electrical Rooms)		
1 - Firelite BG-12 Manual Pull Station (Main Hall)		
4 - System Sensor Fire Horn/Strobes (Through out)		
2 - System Sensor Fire Strobes Only (Bathrooms)		
2 - 12 volt 7 Ah Backup Batteries		
Qty - Wire, Straps and Connectors		
\$25.00 per month for 24 hour monitoring of the system over telephone lines. Two year contract. Upon receipt of the signed 'Sales and Monitoring Agreement', an installation date will be scheduled.		
Optional Addition to the System - Clerk & Recorder Security System Added - Extra \$456.00		
Equipment :		
2 - Wireless Door Contacts		
3 - Honeywell Wireless Motion Detectors		
1 - Panic Button		
Sales Tax		0.00
TOTAL		\$6,038.40

In accordance with the agreement between SUPERIOR ALARM & FIRE PROTECTION, L.L.C. (SAFP) and Subscriber, which this Estimate supplements, the listed equipment will be installed. Should additional devices be required by Subscriber, code or the AHJ then the additional devices and labor to install the additional devices will be charged and Subscriber agrees to pay such charges at time of installation. All provisions of the agreement govern the installation and nothing contained herein is intended to modify or terminate the agreement or any provision contained therein.

 122 Manager

 To accept estimate; sign and date

October 21, 2019

Corinne Ferguson, Town Clerk/Interim Town Administrator
Town of Paonia
P.O. Box 460
Paonia, CO 81428

SUBJECT: Excess Crime 2020 Renewal Quote, Plan Information and Acceptance Form

Dear Corinne:

Enclosed is the Excess Crime quotation for 2020. Coverage is placed through a master program specially designed and negotiated for CIRSA with AIG. Coverage is provided for Employee Dishonesty, Money and Securities, Forgery or Alteration, and Computer Fraud.

Your entity's quote options are shown on the attached Notice of Acceptance/Rejection of Quotation form. AIG has made this quote conditional upon their being no material change in risk between the date of this letter and the inception date of the proposed coverage.

The Plan Information provides a general summary of the coverages. All coverages are governed by the terms, conditions, exclusions, and limitations stated in the applicable coverage documents. **The enclosed Plan Information summary should not be relied on as a substitute for review of those documents.** If the enclosed information is not adequate for you to make a decision about participating in the coverage for 2020, please do not hesitate to contact your underwriting representative.

This quote is for coverage effective January 1, 2020, through December 31, 2020. You may purchase this coverage at any time during the year. **However, CIRSA must receive your acceptance letter at least five (5) working days prior to the effective date of coverage.**

This coverage is optional. Your entity is not required to purchase this coverage.

For coverage effective January 1, 2020, please return the Notice of Acceptance/Rejection of Quotation form no later than Wednesday, November 27, 2019.

Sincerely,



Jessica M. Cowlshaw, CIC
Senior Underwriting Representative

Enclosures

**2020 EXCESS CRIME COVERAGE
NOTICE OF ACCEPTANCE/REJECTION OF QUOTATION**

The Town of Paonia

- does wish to purchase a limit of \$500,000 in Excess Crime coverage for the annual premium of \$ **255.00**.
- does wish to purchase a limit of \$2,000,000 in Excess Crime coverage for the annual premium of \$ **805.00**.
- does wish to purchase a limit of \$5,000,000 in Excess Crime coverage for the annual premium of \$**1,851.00**.
- does not wish to purchase Excess Crime coverage at this time.

Signature: _____

Title: _____

Date: _____

**Signature must be that of the Mayor, Manager, Clerk, or equivalent
(such as President of a Special District).**

This is NOT a bill. An invoice will be sent January 1, 2020.

2020 EXCESS CRIME COVERAGE PLAN (Optional)

Coverage: Employee Dishonesty including Faithful Performance of Duties Coverage, Money and Securities (Loss Inside/Outside the Premises) Coverage, Forgery or Alteration Coverage, Computer Fraud Coverage, Funds Transfer Fraud and Money Orders and Counterfeit Paper Currency Coverage.

Limits: Members have the option of selecting limits of \$500,000 per occurrence, \$2,000,000 per occurrence, or \$5,000,000 per occurrence.*

** Non-municipal members will not receive a quote for the \$500,000 limit because the premium is the same as the \$2,000,000 limit.*

Employee Dishonesty including Faithful Performance of Duties: Loss or damage to money, securities, and property other than money and securities resulting directly from a dishonest act committed by an employee or from the failure of an employee to perform duties faithfully or account for monies and property received.

Loss Inside Premises: Loss of money or securities or property other than money or securities from theft, disappearance, robbery or destruction within the entity's premises or banking premises.

Loss of, and loss from damage to, a locked safe, vault, cash register, cash box, or cash drawer located in the premises resulting directly from an actual or attempted theft of or unlawful entry into those containers.

Loss from damage to any of the premises or its exterior resulting directly from an actual or attempted theft of money or securities.

Loss Outside Premises: Loss of money and securities of the entity from theft, disappearance, robbery or destruction outside the premises in the care and custody of a messenger, custodian, or any armored vehicle company.

Forgery or Alteration: Loss resulting from forgery or alteration of any checks, drafts, promissory notes, or similar written promises, orders or directions to pay a certain sum in money.

Computer Fraud: The theft of money and securities following and directly related to the use of any computer to fraudulently cause a transfer of that property from inside the entity's premises to a person or place outside the premises.

Funds Transfer Fraud: Loss resulting from loss of “funds” resulting directly from a fraudulent instruction to transfer, pay or deliver funds from your transfer account.

Money Orders/
Counterfeit
Paper Currency: Loss due to nonpayment upon presentation of any money order issued by any post office or express company which the entity accepted in good faith in exchange for merchandise, money or services.

Loss due to the entity’s good faith acceptance of counterfeit United States currency, during the regular course of business.

Claims: AIG is handling the processing of claims. Claims should be reported in one of the following manners:

Send Notification of Loss in a formal letter indicating the Who, What, When and Where of the claim to:

- Mail: AIG
175 Water Street
New York, NY 10036
- Phone: (212) 458-1050
- Fax: (212) 458-1048

This information is provided only as a general summary of the coverages that apply or are available to CIRSA members. All coverages are governed by the terms, conditions, exclusions, and limits stated in the applicable coverage documents. **This summary should not be relied on as a substitute for review of those documents.**

	2020 Budget Discussion Continued
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Summary:
Review and Discussion of the revised 2020 budget.

Notes:

Possible Motions:
Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Vacant Seat	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:

	Ordinance 2019-12 Establishing Wastewater/Sewer Rates		
<p>Summary: Ordinance 2019-12 includes the proposed rate increase of \$5.00 across all users.</p>			
<p>Notes: Another option the Board may want to consider in the future is a use rate based on water use.</p>			
<p>Possible Motions: Motion by: _____ 2nd: _____ vote: _____</p>			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Vacant Seat	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:

**STATE OF COLORADO
TOWN OF PAONIA, COLORADO**

ORDINANCE NO. 2019-12

**AN ORDINANCE OF THE TOWN OF PAONIA ESTABLISHING
WASTEWATER/SEWER RATES AND CHARGES**

WHEREAS, Section 13-5-230 of the Paonia Municipal Code authorizes the Board of Trustees to establish by ordinance all wastewater/sewer rates and charges and the effective date of said rates and charges; and

WHEREAS, the Board of Trustees has made a thorough review of its existing Ordinances pertaining to wastewater/sewer rates and charges; and

WHEREAS, the rates levied for wastewater/sewer services must be calculated to meet the cost of providing wastewater/sewer services, including maintenance, capital reinvestment, and related debt service to avoid deficit spending.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO that the following wastewater/sewer rates shall be charged by the Town of Paonia:

A) Wastewater/Sewer Rate within the Town

The in-Town wastewater/sewer rate shall be **thirty-nine** dollars (\$ **39.00**) per month for each unit within the boundaries of the Town of Paonia.

B) Wastewater/Sewer Rate outside the Town

The out-of-Town wastewater/sewer rate shall be **fifty-eight** dollars (\$ **58.00**) per month for each unit outside the boundaries of the Town of Paonia.

C) Wastewater/Sewer Standby Fee

The wastewater/sewer standby fee shall be **thirty** dollars (\$ **30.00**) per month for each unit.

D) Notice

1. Notice of the wastewater/sewer rates shall be given by publication of this Ordinance in a newspaper of general circulation in the County so as to inform all users of such changes.

2. A copy of this Ordinance shall also be mailed to the owners of properties outside the boundaries of the Town of Paonia using the wastewater/sewer system at the last known address of said owners as shown in the records of the Town.

E) Effective Date

The wastewater/sewer rates set forth herein shall become effective on January 1, 2020.

INTRODUCED, READ, APPROVED, ADOPTED AND ORDERED TO BE PUBLISHED
at a regular meeting of the Board of Trustees of the Town of Paonia, Colorado, on this 12th day of
November 2019.

ATTEST:

J. Corinne Ferguson, Town Clerk

Charles Stewart, Mayor

	<p>Resolution 2019-17 Establishing Garbage Rates</p>		
<p>Summary: Resolution 2019-17 includes the proposed rate increases of \$2.00 across all uses and a \$10 increase for 3-yard dumpster pickups.</p>			
<p>Notes:</p>			
<p>Possible Motions:</p> <p>Motion by: _____ 2nd: _____ vote: _____</p>			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Vacant Seat	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:

TOWN OF PAONIA, COLORADO

RESOLUTION NO. 2019-17

A RESOLUTION OF THE TOWN OF PAONIA ESTABLISHING GARBAGE RATES AND CHARGES

WHEREAS, Ordinance 2018-01 of the Town of Paonia authorizes the Board of Trustees to establish by resolution all garbage rates and charges and the effective date of said rates and charges; and

WHEREAS, the Board of Trustees has made a thorough review of its existing Ordinances pertaining to garbage rates and charges; and

WHEREAS, the rates levied for garbage services must be calculated to meet the cost of providing garbage services, including landfill tipping fees, maintenance, capital reinvestment, and related debt service, to avoid deficit spending.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO, that the following garbage rates and charges shall be levied by the Town of Paonia:

1. Rates. The following rates shall be levied by the Town for regular refuse collection:

A) For each weekly pickup, the charge will be **\$19.00** per month for a single 33-gallon container. The charge will be **\$22.00** per month for two or three 33-gallon containers. The charge will be **\$29.00** per month for four or five 33-gallon containers. It is the decision of the Town Clerk and/or Administrator to determine which users fit into each of the categories listed herein based upon the average monthly usage of the user. In addition, a **\$10.00** per month fee will be charged for each additional 33-gallon container, or the equivalent refuse equal in volume to a 33-gallon container, placed out for collection that exceeds the user's categorized limit. To qualify for the single 33-gallon container charge, the person responsible for paying the trash bill must sign an agreement with the Town stating that they will not exceed the single, weekly, 33-gallon container limitation.

B) For each weekly pickup from a dumpster, the charge shall be **\$37.00** per month per two cubic yard dumpster and **\$47.00** per month per three cubic yard dumpster.

C) For pickups more frequent than weekly, the per gallon charge shall be multiplied by the number of pickups per week.

2. Oversize Refuse, Collection Rates. The following rates shall be levied by the Town for oversize refuse collection:

A) Oversize refuse or garbage that does not fit in an approved container may be placed adjacent to the regularly sized refuse containers for collection. The cost of removing

the oversized refuse or garbage as determined by the garbage collectors, using the 33-gallon container equivalents as noted in Section 1, will be considered as part of the category limit for the user.

B) The Town may, at its discretion, apply an extra charge for each oversize item using the following formula:

Oversize items that can be handled easily by one garbage collector will be charged **\$10.00**.

Oversize items that can be handled easily by two garbage collectors will be charged **\$15.00**.

Oversize items that can be handled by three garbage collectors will be charged **\$20.00**.

3) Effective Date. This Resolution and the garbage rates set forth herein shall become effective on January 1, 2019.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the Board of Trustees of the Town of Paonia, Colorado, on this ____th day of November 2019.

Attest:

J. Corinne Ferguson, Town Clerk

Charles Stewart, Mayor

	Resolution 2019-18 Establishing Water Rates & Charges		
<p>Summary: Resolution 2019-18 includes the proposed rate increases as well as a new tier structure to incentivize and offer relief to conservative water users.</p>			
<p>Notes:</p>			
<p>Possible Motions: Motion by: _____ 2nd: _____ vote: _____</p>			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Vacant Seat	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:

TOWN OF PAONIA, COLORADO

RESOLUTION NO. 2019-18

A RESOLUTION OF THE TOWN OF PAONIA ESTABLISHING WATER RATES AND CHARGES

WHEREAS, Section 13-1-20 of the Paonia Municipal Code authorizes the Board of Trustees to establish by resolution all water rates and charges and the effective date of said rates and charges; and

WHEREAS, the Board of Trustees has made a thorough review of its existing Ordinances pertaining to water rates and charges; and

WHEREAS, the rates levied for water services must be calculated to meet the cost of providing water services, including maintenance, capital reinvestment, and related debt service to avoid deficit spending.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO that the following water rates shall be charged by the Town of Paonia:

A) Basic Water Rate within the Town

The basic in-Town water rate shall be **thirty** dollars (\$30.00) per month for each residential customer service account and **forty** dollars (\$40.00) per month for each commercial customer service account.

B) Basic Water Rate outside the Town

The basic out-of-Town water rate shall be **forty** dollars (\$40.00) per month for each residential customer service account and **fifty-five** dollars (\$55.00) per month for each commercial customer service account. Out-of-Town water users using municipal water through a single water meter shall be charged and shall be responsible for such water individually.

C) Usage

An additional water rate shall be charged a user (customer service account/meter) for each 1,000 gallons and proportionately for each fractional part thereof, as follows:

In-Town Residential – Out of town Residential – Out of Town Commercial Rates

1-1,000 gallons	\$ 1.20 per thousand
1,001-3,000 gallons	\$ 1.40 per thousand
3,001-5,000 gallons	\$ 1.60 per thousand
5,001-10,000 gallons	\$ 1.80 per thousand
10,001-15,000 gallons	\$ 2.20 per thousand
15,001-20,000 gallons	\$ 2.70 per thousand

20,001-30,000 gallons	\$ 3.20 per thousand
30,001-40,000 gallons	\$ 3.80 per thousand
40,001-50,000 gallons	\$ 4.40 per thousand
50,001-75,000 gallons	\$ 5.00 per thousand
75,001-100,000 gallons	\$ 6.00 per thousand
100,001 or more gallons	\$ 6.50 per thousand

In-Town Commercial Rates

1-1,000 gallons	\$ 0.30 per thousand
1,001-3,000 gallons	\$ 0.50 per thousand
3,001-5,000 gallons	\$ 0.80 per thousand
5,001-10,000 gallons	\$ 1.00 per thousand
10,001-15,000 gallons	\$ 1.50 per thousand
15,001-20,000 gallons	\$ 2.00 per thousand
20,001-30,000 gallons	\$ 2.50 per thousand
30,001-40,000 gallons	\$ 3.00 per thousand
40,001-50,000 gallons	\$ 3.50 per thousand
50,001-75,000 gallons	\$ 4.00 per thousand
75,001-100,000 gallons	\$ 4.50 per thousand
100,001 or more gallons	\$ 6.40 per thousand

D) Public Tap

All persons receiving municipal water from the public tap furnished by the Town shall pay for such water at the rate of **one-dollar (\$1.00)** per one hundred (100) gallons.

E) Service Fee

There shall be a charge of **thirty-five** dollars (\$35.00) for a new account set up. There shall be a charge of **fifteen** dollars (**\$15.00**) for final meter readings. There may be a charge of **fifty** dollars (**\$50.00**) for same-day water shut-off/on for repairs or maintenance, when requested by property owner or agent.

F) Effective Date

The water rates set forth herein shall become effective on January 1, 2020.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the Board of Trustees of the Town of Paonia, Colorado, on this ____th day of November 2019.

Attest:

J. Corinne Ferguson, Town Clerk

Charles Stewart, Mayor



Establishing Utility Relief

Using the Low-Income Energy Assistance Program as a mechanism for approval the Town Staff requests the Board to allow staff to establish and implement a program to offer a 30% relief off of water or wastewater base rates on a monthly basis for the winter months of November – April.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Vacant Seat	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:

	Public Hearing – 2020 Proposed Budget Hearing		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Vacant Seat	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:



Finance & Personnel
Governmental Affairs & Public Safety
Public Works-Utilities-Facilities

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

	Space 2 Create		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	VACANT	Trustee Knutson:	Mayor Stewart:

	Tree Board		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	VACANT	Trustee Knutson:	Mayor Stewart:

	Adjournment		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	VACANT	Trustee Knutson:	Mayor Stewart: