



**TOWN OF PAONIA**  
**WORK SESSION 5:30PM**  
**TUESDAY, APRIL 09, 2019**  
**REGULAR TOWN BOARD MEETING AGENDA**  
**6:30 PM**

**Roll Call**

**Approval of Agenda**

**Announcements**

**Recognition of Visitors & Guests**

**Consent Agenda**

1. Regular Minutes – March 26, 2019
2. Curiel LLC dba Rio Bravo Liquor License Renewal
3. WSCC – Annual River Festival

**Mayor's Report**

4. Arbor Day 2019 Proclamation

**Staff Reports**

Town Administrators Report

5. Clark Avenue Parking - Notice to Public of Potential Parking Regulation Changes
6. RFP – Water Engineer for the Study of Adding Raw Water Storage to Lone Cabin Reservoir and/or Roeber Reservoir
7. RFP – Water Engineer for Study of Water Treatment Capacity and Raw Water Availability
8. RFP – Mapping of Water and Sewer System in format that can be added to County GIS

Public Works Report

Police Department Report

Town Treasurer Report

**Disbursements**

**Unfinished Business**

9. Tree Board Vacancy – Appointment
10. Town Administrator Review – Goals and Objectives
11. Single Use Plastic Bag Ban – DRAFT Ordinance - Discussion
12. Lifting of Water State of Emergency

**New Business**

13. Friends of the Paonia Skatepark
14. WSCC – Letter of Support – CORE-Act
15. Annexation of County Road – Stahl Road and County road section of Grand Avenue to the bridge.
16. Sewer Tap Purchase - 470 Stahl Road
17. Minor Subdivision – Huntley Subdivision – Recommendation to Board of County Commissioners
18. Minor Subdivision Approval – Rio Grande
19. Town Clerk Public Records Policy - Discussion

**Committee Reports**

Finance & Personnel

Public Works/Utilities/Facilities

Governmental Affairs/Public Safety

Space to Create

Tree Board

**Adjournment**

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

I. RULES OF PROCEDURE

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

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

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

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

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

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

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

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

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

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

item or issue(s) under discussion. The speaker should offer factual information and refrain from obscene language and personal attacks.

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

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

## **II. CONSENT AGENDA**

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

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

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

## **III. EXECUTIVE SESSION**

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

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

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

## **IV. SUBJECT TO AMENDMENT**

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

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

AGENDA SUMMARY FORM



Roll Call

Summary:

Notes:

Possible Motions:

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

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

AGENDA SUMMARY FORM



Town Administrator Review - Goals and Objectives

Summary:

Notes:

Possible Motions:

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

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

AGENDA SUMMARY FORM



Approval of Agenda

Summary:

Notes:

Possible Motions:

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

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

AGENDA SUMMARY FORM



Announcements

Summary:

Notes:

Possible Motions:

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

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

AGENDA SUMMARY FORM



Visitors & Guests

Summary:

Notes:

Possible Motions:

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

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

AGENDA SUMMARY FORM



Regular Minutes – March 26, 2019

Summary:

Notes:

Possible Motions:

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

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

**Minutes**  
**Regular Town Board Meeting**  
**Town of Paonia, Colorado**  
**March 26, 2019**

**RECORD OF PROCEEDINGS**

**Roll Call**

**PRESENT**

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

**ABSENT**

Trustee Samira Hart

**Approval of Agenda**

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

**Announcements**

None

**Recognition of Visitors & Guests**

Karen Hinkel - Tree Board Member - Requested to be on the next agenda for Arbor Day Proclamation and provided information for the event.

Wes Norris - representing Mountain Coal Company - reminded the Town of the agreement with Mountain Coal Company and 317 taps owned by the Company and suggested a moratorium on tap sales if unable to provide the taps.

Christina Patterson - requested information regarding the development mentioned by a previous speaker.

Thomas Markle - Does Mountain Coal Company pay for their stand-by taps?

**Consent Agenda**

2/21/19 Special Meeting Minutes

## 3/12/19 Regular Meeting Minutes

NOTE: Trustee Knutson abstained from consent item Special Meeting Minutes, 2/21/19, stating he was not present for the meeting.

Motion made by Trustee Bachran, Seconded by Mayor Pro-Tem Bookout to approve the consent agenda. Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

### **Mayor's Report**

The Board received thank you letters from Paonia Senior Center and Hope West for continued support from the Town.

Mayor Stewart introduced Evan Bolt - Intern with the Town of Paonia.

### **Staff Reports**

#### Town Administrators Report

- Opportunity Zone meeting in Delta attended by Evan Bolt.
- Staff will be at after-action meeting Thursday with State entities who assisted during the water event.
- Annual CDOT meeting is Tuesday at Delta County Courthouse.

#### Public Works Report

- Working on small water leaks today.
- Continue filling potholes.
- Changing master meters to radio reads.

#### Police Department Report

- Blotter included in the packet.
- Provided information regarding the recovery of stolen goods.
- Officer Vassel's FTO (field training) going well, will be filling bike officer position over summer.
- Training continues.
- 

#### Town Treasurer Report

- Payroll and disbursements have been reviewed.

### **Disbursements**

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

## Unfinished Business

### Revised Preliminary Environmental Assessment for the North Fork Mancos Master Development Plan – Town Response Letter

The draft response letter from the Town Board was included in the packet. The item was opened for Board discussion and conversation.

**Motion** by Trustee Bear, supported by Trustee Knutson amend the letter, striking a paragraph on page 33 stating the Paonia has worked for years - Town has moved away from extraction.

Board discussion ensued regarding the paragraph.

Public comment was open for discussion regarding the paragraph.

**Motion** to amend brought to a vote. Voting Yea – Trustees Knutson and Bear – Voting Nay – Trustees Bookout, Budinger, Bachran. Motion to amend fails.

Trustee Knutson requested consistency in measurement of water and terminology, noted a court case that may relate to the assessment, and the need for accuracy throughout the letter.

**Motion** to amend by Trustee Knutson, supported by Trustee Bear to use same measurement for water throughout the document. Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

**Motion** by Trustee Knutson supported by Trustee Bear to include the sentence *increased truck traffic on Highway 92 and 133 can cause hazards due to the narrowness of road and lack of shoulders on the side of the roads and as a result is strongly recommended a consultation be had with CDOT*. Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Bear, Trustee Budinger, Trustee Knutson.

**Motion** by Trustee Knutson supported by Trustee Bachran to change the wording in second sentence to *trucking that amount of water NEAR Paonia instead of THROUGH Paonia*.

Andrew Forkes-Gudmundson - added information regarding the compilation of a monetary figure included in the draft letter and the lack of any formal agreement for water with Delta County. Mr. Forkes-Gudmundson recommended adding a sentence requesting the BLM to ensure the water promised from the City of Delta.

**Motion** to amend brought to vote. Voting Yea – Mayor Pro-Tem Bookout and Trustees Bachran, Budinger, Knutson. Voting Nay – Trustee Bear.

**Motion** made by Mayor Pro-Tem Bookout, Seconded by Trustee Bachran to approve the letter as amended and authorize Mayor Stewart to sign. Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Budinger, Trustee Knutson Voting Nay: Trustee Bear.

**Personnel Handbook Sections 202 & 209 Amendment – Access to Personnel Files and Medical Information Privacy**

Mayor Stewart provided information regarding the proposed amendments to the Personnel Handbook. Descriptions of suggested amendments were included in the packet. Minor grammatical corrections were noted.

**Motion** made by Mayor Pro-Tem Bookout supported by Trustee Knutson to accept changes to section 202. Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Budinger, Trustee Knutson, Trustee Bear.

**Motion** made by Mayor Pro-Tem Bookout supported by Trustee Budinger to accept changes to section 209. Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Budinger, Trustee Knutson, Trustee Bear.

**Motion** made by Mayor Pro-Tem Bookout supported by Trustee Budinger to set effective date for March 26, 2019. Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Budinger, Trustee Knutson, Trustee Bear.

**Edesia Community Kitchen – Mediation**

Mayor Stewart provided information regarding the mediation request made by the Board instructing the Town Administrator to meet with the parties regarding the outstanding issues that were outside the requirements placed by the Board at the approval hearing.

Administrator Knight provided an update from the two meetings that have occurred to date.

Discussion ensued regarding allowing parking only on one-side of the road.

**Town Administrator Evaluation/Review**

Mayor Stewart provided an overview of the Administrator review process and the need to set goals and objectives for the Administrator.

**Motion** made by Trustee Knutson supported by Trustee Bachran to set a work session to set Administrator goals & objectives. Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Budinger, Trustee Knutson, Trustee Bear.

**Motion** made by Trustee Knutson supported by Mayor Pro-Tem Bookout to set work session for 5:30pm before the next regular meeting Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Budinger, Trustee Knutson, Trustee Bear.

## **New Business**

### **Sustainable North Fork Valley – Single Use Plastic Bag Ban**

Paonia Experiential Learning Academy (PELA) students read letters to the Board asking the Town to ban single use plastic bags.

Other community ordinances were presented for examples, and a slideshow presentation was provided.

Discussion ensued regarding types of bags offered, the phase-in process, and availability of paper bags.

### **Citizen Request – Presentation of Plastic Bag Reduction Basics**

Sid Lewis was present and provided an ordinance from Kirkland Washington, stating he was impressed at how the ordinance dealt with specifics right from the start, including implementation and monitoring.

Mr. Lewis read a statement to the Board.

**Motion** made by Mayor Pro-Tem Bookout supported by Trustee Budinger to refer to the Town Attorney to draft and provide an ordinance for single-use plastic bag ban. Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Budinger, Trustee Knutson, Trustee Bear.

### **The Learning Council & Colorado Farm & Food Alliance - Large Park Special Event - Community Fair**

Lisa DeLaney was present regarding TLC event. This is the 5th annual event, formerly known as the Solar Fair held at Solar Energy International. Ms. DeLaney requested the time be extended from 7pm to 8pm.

An overview of scheduled events, workshops and participants were provided.

Discussion ensued regarding alcohol containment and clean-up.

**Motion** made by Trustee Bear supported by Mayor Pro-Tem Bookout to approve the special event packet, including the boundaries as defined by Chief Ferguson. Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Budinger, Trustee Knutson, Trustee Bear.

### **Phil Wassell - Paonia Experiential Academy – Town Park Mural Follow-up**

The PELA students provided information regarding the painting proposal for the Town Park pavilion wall and the process used to design the painting.

Discussion ensued regarding funding the project.

**Motion** by Mayor Pro-Tem Bookout supported by Trustee Bear to approve the proposed mural. Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Budinger, Trustee Knutson, Trustee Bear.

**Motion** by Mayor Pro-Tem Bookout supported by Trustee Bachran to approve the proposed mural budget, to be paid by Town, up to \$270.00.

**Motion** by Trustee Bachran supported by Trustee Budinger to amend the proposed mural budget, to be paid by Town, up to \$300.00.

**Motion** to amend brought to vote. Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Budinger, Trustee Knutson, Trustee Bear.

### **Mountain Harvest Creative – 2018 Financial Impact Report**

Tom Backus - President of the MHC Board of Directors, introduced Josh Berman, festival director, who presented the 2018 financial impact report for the Mountain Harvest Festival.

### **Tree Board Vacancy – Letters of Interest Deadline**

A letter of interest deadline needs to be set for the vacant tree board member seat.

**Motion** by Trustee Bachran supported by Trustee Knutson to set the deadline for April 3rd, 2019 at 4:30pm. Voting Yea: Mayor Pro-Tem Bookout, Trustee Bachran, Trustee Budinger, Trustee Knutson, Trustee Bear.

### **Committee Reports**

Finance & Personnel

Nothing additional to report.

Public Works/Utilities/Facilities

Met with Travis and Corinne to discuss wide range of issues including:

- The need to develop a tracking spreadsheet to track flows, consumption and loss.
- Upcoming tree removal RFP
- Pressure analysis RFP
- Electronic meter installation
- Teen center roof RFP

Governmental Affairs/Public Safety  
Working on facilitation plan for contractor meeting listening session on April 16th.

Space to Create  
Gathering data for a public presentation.

Tree Board  
Nothing additional to report.

**Adjournment**

9:10pm

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J. Corinne Ferguson, Town Clerk

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Charles Stewart, Mayor

DRAFT

AGENDA SUMMARY FORM



Curiel LLC dba Rio Bravo Liquor License Renewal

Summary:  
Standard annual license renewal.

Notes:

Possible Motions:

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

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

## RETAIL LIQUOR OR 3.2 BEER LICENSE RENEWAL APPLICATION

RIO BRAVO  
 PO BOX 868  
 PAONIA CO 81428

Fees Due	
Renewal Fee	500.00
Storage Permit \$100 x _____	_____
Optional Premise \$100 x _____	_____
Related Resort \$75 x _____	_____
<b>Amount Due/Paid</b> <span style="float: right; color: blue;">500.00</span>	

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.

**PLEASE VERIFY & UPDATE ALL INFORMATION BELOW**

Licensee Name <b>CURIEL LLC</b>		DBA <b>RIO BRAVO</b>		
Liquor License # <b>03-08033</b>	License Type <b>Hotel &amp; Restaurant (city)</b>	Sales Tax License # <b>32138292</b>	Expiration Date <b>05/10/2019</b>	Due Date <b>03/26/2019</b>
Operating Manager <b>Juan Curiel</b>		Home Address [REDACTED]		
Manager Phone Number [REDACTED]		Email Address [REDACTED]		
Street Address <b>240 GRAND AVENUE PAONIA CO 81428</b>				Phone Number <b>9705273258</b>
Mailing Address <b>PO BOX 868 PAONIA CO 81428</b>				

1. Do you have legal possession of the premises at the street address above?  YES  NO  
 Is the premises owned or rented?  Owned  Rented\* \*If rented, expiration date of lease March 2021
13. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested.  YES  NO  
**NOTE TO CORPORATION, LIMITED LIABILITY COMPANY AND PARTNERSHIP APPLICANTS:** If you have added or deleted any officers, directors, managing members, general partners or persons with 10% or more interest in your business, you must complete and return immediately to your Local Licensing Authority, Form DR 8177: Corporation, Limited Liability Company or Partnership Report of Changes, along with all supporting documentation and fees.
3. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation.  YES  NO
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 denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation.  YES  NO
5. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation.  YES  NO

**AFFIRMATION & CONSENT**

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

Type or Print Name of Applicant/Authorized Agent of Business <b>Juan Curiel</b>	Title <b>owner</b>
Signature <i>Juan Curiel</i>	Date <b>3-21-19</b>

**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 12, Articles 46 and 47, C.R.S. **THEREFORE THIS APPLICATION IS APPROVED.**

Local Licensing Authority For	Date
Signature <i>Juan Curiel</i>	Title
	Attest

SECURITY FEATURES INCLUDE TRUE WATERMARK PAPER, HEAT SENSITIVE COPIES, AND FOIL HOLOGRAM

**CURIEL LLC**  
**DBA RIO BRAVO**  
240 GRAND AVE  
P.O. BOX 868  
PAONIA, CO 81428

1860

82-129/1021

DATE 03-27-2019

CHECK AMOUNT

PAY TO THE ORDER OF

Town Hall

\$ 175.<sup>00</sup>/<sub>100</sub>

one hundred-seventy five <sup>00</sup>/<sub>100</sub>

DOLLARS

**FIRST COLORADO**  
**NATIONAL BANK**  
PAONIA (970)527-4141 DELTA (970)874-0100  
www.firstcoloradobank.com



Claudia Moreno

FOR



Details on Back  
Security Features Included

SECURITY FEATURES: NO. 10 DE. TROP. WATER MARK. PAPER HEAT SENSITIVE MICRON AND FOIL HOLOGRAM.

CURIEL LLC  
DBA RIO BRAVO  
240 GRAND AVE  
P.O. BOX 868  
PAONIA, CO 81428

1855

82-129/1021

DATE 3-21-19

CHECK ARMOR

PAY TO THE ORDER OF

Colorado Department of Revenue

\$ 500.00

Five hundred dollar 00/100

DOLLARS

FIRST COLORADO  
NATIONAL BANK  
PAONIA (970)527-4141 DELTA (970)874-0100  
www.firstcoloradobank.com



*Clare Moran* NP

FOR Liquor License



AGENDA SUMMARY FORM



WSCC – Annual River Festival

Summary:

The Western Slope Conservation Center requests permission to hold the 19<sup>th</sup> Annual River Festival at the Paonia River Park June 1, 2019.

Notes:

Possible Motions:

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

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

4.9.19

# 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: Patrick Dooling

Organization, if speaking on behalf of a group: Western Slope Conservation Center

Is this a request for Board action?  Yes  No

Please provide a summary of your comments:

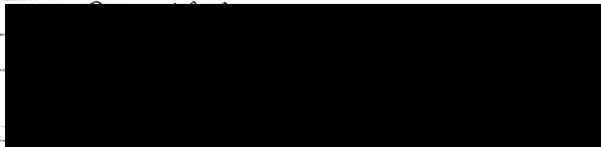
The WSCC is seeking approval to host our 19th Annual River Festival at the Paonia River Park on June 1st. As in previous years, this event will be free & open to the public, and feature educational tables, vendors, music, and food+drink for participants

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

\_\_\_\_\_  
\_\_\_\_\_

Contact information:

Name: Patrick Dooling

Mailing Address: 

E-mail: dire

Daytime Phone: 9705275307

Office Use Only:

Received: \_\_\_\_\_

Approved for Agenda: \_\_\_\_\_

Board Meeting Date: \_\_\_\_\_

## Town of Paonia Park/Event Registration Application

*This form is intended for events 100+ people using public property. The Town of Paonia encourages the use of its parks for the pleasure of its citizens, and reminds applicants to consider impacts on neighbors living adjacent to these public areas so we may all continue to enjoy our parks!*

*Please contact the Town office should there be any questions in filling out this form. The Town office is open from 8:00a to 4:30p Monday through Friday.*

*Thank you~*

Applicant Name: ~~Waters~~ Patrick Dooling

Organization: Western Slope Conservation Center

Mailing Address: PO Box 1612, Paonia, CO 81428

Telephone Number: 970 527 5307

Event Manager (if different than Applicant): Kate Redmond

Event Manager Telephone: 970 527 5307 <sup>5307</sup> x 201

Event Manager E-Mail: riverfest@theconservationcenter.org

**Please describe the event:** WSCC's 19<sup>th</sup> Annual River Fest

Celebrating our rivers + watershed. This will be free + open to the public, including vendors, educational booths, games, music, + drinks

Event Date(s): 6/1/2019 Event Hours: 1-7pm

Event Date(s): \_\_\_\_\_ Event Hours: \_\_\_\_\_

Event Date(s): \_\_\_\_\_ Event Hours: \_\_\_\_\_

Event Date(s): \_\_\_\_\_ Event Hours: \_\_\_\_\_

**Which park do you want to use?**

- Town Park – 700 Fourth Street
  - Green space including shelters and gazebo
  - Football and/or Back Field area
- Apple Valley Park – 45 Pan American Avenue
- Poulos Park – 221 Grand Avenue *(no commercial activity allowed)*
- River Park – Grand Avenue *(no commercial activity allowed)*

**Will there be alcohol? (Alcohol Requires Board of Trustees Approval)**

- No
- Yes, but we are not selling it.
- An On-Premise Liquor Application is required.
- Yes, and we would like to sell it.
  - We are a non-profit and submitted From DR-8439 Application for a Special Event Permit and any associated forms required.
  - On an attached piece of paper is the Alcohol Mitigation Plan.

**Will there be vendors?**

- No
- Yes
  - A list of vendors is being provided to the Town for tax compliance.
  - We have contacted the Department of Revenue to work out how taxes will be submitted for the event; either electronically or manually.
  - Vendors will be notified that tax compliance will be monitored.
  - Chalk or tape are permitted to define vendor boundaries on the grass.

**Are you having a parade? Do you need a street closed?**

- No
- Yes. Attached is the street closure request form noting the day, hours and route information.

**Do you have any special requests? (i.e. - gate openings at certain times?)**

- No
- Yes \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Pricing:**

**Half Day (6 Hours or less)** **\$ 100.00/day**

Includes: 3 dumpsters and up to 5 vendors

Date Submitted \_\_\_\_\_ Amount \_\_\_\_\_

**Full Day (6+ Hours until 10:00p)** **\$ 175.00/day**

Includes: 3 dumpsters and up to 10 vendors

Date Submitted \_\_\_\_\_ Amount \_\_\_\_\_

**Multi-Day Rate (3+ consecutive days)** **\$ 150.00/day**

Includes: 3 dumpsters and up to 10 vendors

Date Submitted \_\_\_\_\_ Amount \_\_\_\_\_

**Additional Vendors (More than 10)** **\$ 5.00/ea**

Date Submitted \_\_\_\_\_ Amount \_\_\_\_\_

**Trash:** The Town will provide 3 dumpsters. If the event requires more, it is the responsibility of the applicant to contract with a local agency for additional services. Compostable ware is strongly encouraged from all vendors and event managers. Styrofoam not permitted.

Date Submitted \_\_\_\_\_ Amount \_\_\_\_\_

**Any additional fees submitted (street closure, liquor licensing, etc):**

Type: \_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

Date Submitted \_\_\_\_\_ Amount \_\_\_\_\_

**Recycling:** Should the event provide recycling, a \$50 credit shall be applied. \$ \_\_\_\_\_

**TOTAL FEES SUBMITTED**

\$50.<sup>00</sup>

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

**PAID**

APR 05 2019

TOWN OF PAONIA

**Other items submitted for consideration:** (On an attached piece(s) of paper)

- Communication Contacts
- Liability Insurance  
(*\$1,000,000 minimum AND the Town of Paonia needs to be listed as an additional insured*)
- Medical Plan (ie - How do you plan on addressing a person who is injured at the event?)
- Parking Plan (ie-Staff versus Visitor parking)
- Safety Plan (ie – How would you deal with a natural emergency or a tree limb falling?)
- Security Plan (ie – Vendor security, controlling alcohol, etc)

**Promotion:**

The Town is willing to promote your event by posting submitted material on the Town website, the Town of Paonia Facebook page, and/or a poster placed in the Town Hall entryway.

Any material to be promoted must be submitted no less than thirty (30) days before the first day of the event. Material shall only be promoted once for each avenue noted above.

***The undersigned agrees to restore the park to pre-event condition, safety standards will be observed at all times, no glass will be brought into the park and all fees submitted are non-refundable, even if the event is canceled.***

Signed and submitted this 4 day of April, 2019.

Printed Name: Patrick R. Dooling

Signature: 

- Unless waived by Town staff, no less than one week before the event, a meeting **must** be scheduled with the Public Works Director, Parks Maintenance, Town Clerk and the Police Chief, or designees to finalize all plans and coordinate last minute items.

**Date of Pre-Event Meeting:** \_\_\_\_\_

- Application is deemed complete and is accepted. Employee Initials \_\_\_\_\_

- Application requires Board of Trustee Approval.  
**Hearing Date:** \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



----- alcohol limit area



OFFICE OF THE SECRETARY OF STATE  
OF THE STATE OF COLORADO

**CERTIFICATE OF FACT OF GOOD STANDING**

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

NFRIA-WSERC Conservation Center, Inc.

is a

Nonprofit Corporation

formed or registered on 02/03/1977 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 19871317074 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 02/14/2019 that have been posted, and by documents delivered to this office electronically through 02/18/2019 @ 16:46:06 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 02/18/2019 @ 16:46:06 in accordance with applicable law. This certificate is assigned Confirmation Number 11398184 .



*Jena Griswold*

Secretary of State of the State of Colorado

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

## **Attachment A: Additional Materials for River Float & Fest**

### **Communication Contacts**

*Kate Redmond*

Western Slope Conservation Center  
River Fest Organizer  
riverfest@theconservationcenter.org  
970-527-5307

*Patrick Dooling*

Western Slope Conservation Center  
Executive Director  
director@theconservationcenter.org  
970-527-5307 x201

### **Liability Insurance**

Please see attached.

### **Medical Plan**

We will have a first aid tent with first aid certified personnel at the event. We are also planning on notifying North Fork Ambulance about the event and coordinating needs.

### **Parking Plan**

Event parking will be located at Paonia High School, a short walking distance to the Paonia River Park. There will be volunteers and signs directing festival attendees to designated parking areas.

### **Safety Plan**

We will ensure that tents/tables are not located under trees if there are loose branches. To prevent sunburn, vendors/education table providers will be asked to bring an EZ-UP tent. Water will be available at all times in water jugs. The event will be cancelled or delayed if there is a thunderstorm or heavy rain.

### **Security Plan**

Volunteers will be stationed around the park to maintain a safe environment and for vendor security. Any major issues will be reported to the police.

AGENDA SUMMARY FORM



Mayor's Report

Summary:

Notes:

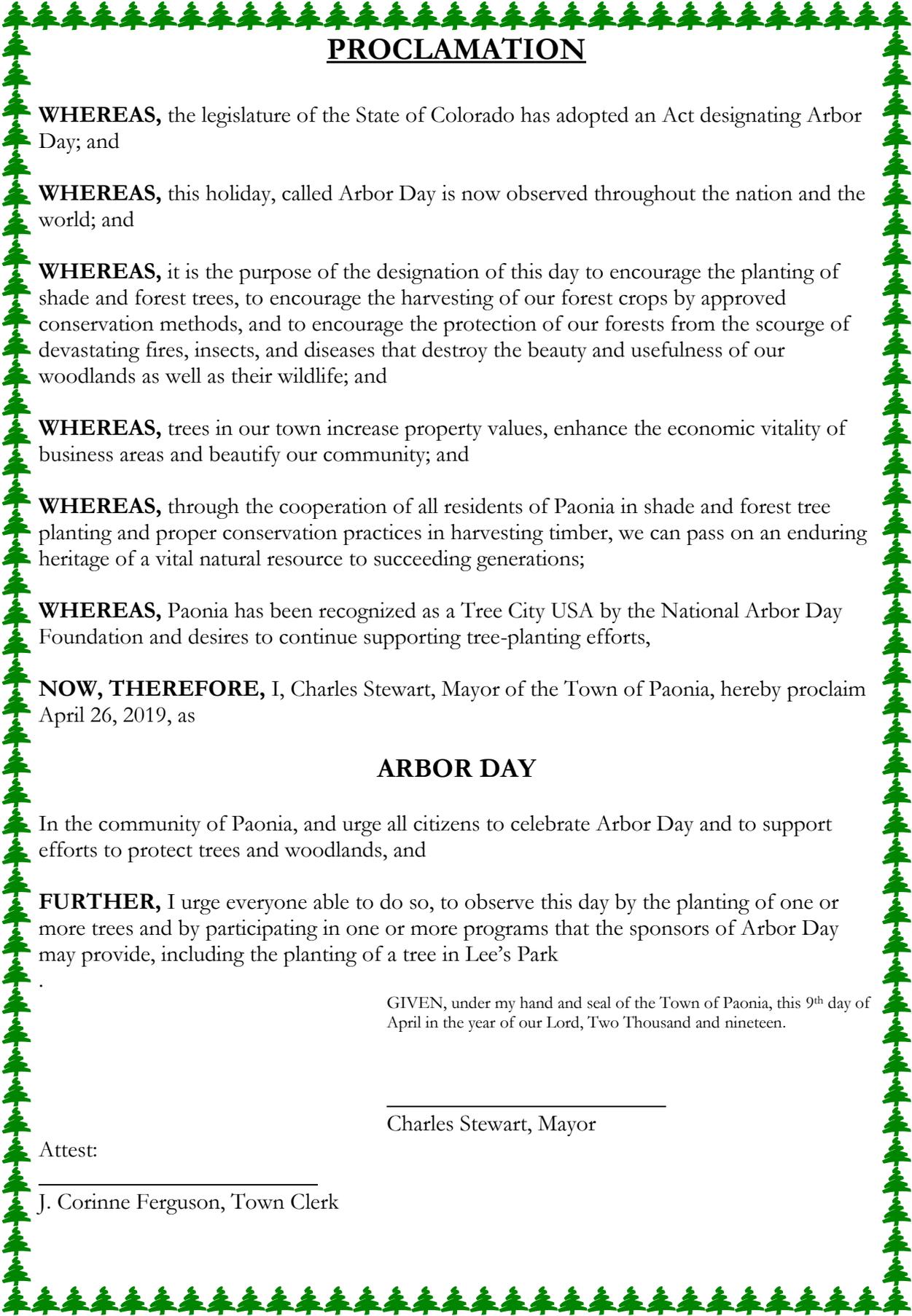
Possible Motions:

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

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

AGENDA SUMMARY FORM

	Arbor Day 2019 Proclamation		
Summary:			
Notes:			
Possible Motions:  Motion by: _____ 2 <sup>nd</sup> : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:



**PROCLAMATION**

**WHEREAS**, the legislature of the State of Colorado has adopted an Act designating Arbor Day; and

**WHEREAS**, this holiday, called Arbor Day is now observed throughout the nation and the world; and

**WHEREAS**, it is the purpose of the designation of this day to encourage the planting of shade and forest trees, to encourage the harvesting of our forest crops by approved conservation methods, and to encourage the protection of our forests from the scourge of devastating fires, insects, and diseases that destroy the beauty and usefulness of our woodlands as well as their wildlife; and

**WHEREAS**, trees in our town increase property values, enhance the economic vitality of business areas and beautify our community; and

**WHEREAS**, through the cooperation of all residents of Paonia in shade and forest tree planting and proper conservation practices in harvesting timber, we can pass on an enduring heritage of a vital natural resource to succeeding generations;

**WHEREAS**, Paonia has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue supporting tree-planting efforts,

**NOW, THEREFORE**, I, Charles Stewart, Mayor of the Town of Paonia, hereby proclaim April 26, 2019, as

**ARBOR DAY**

In the community of Paonia, and urge all citizens to celebrate Arbor Day and to support efforts to protect trees and woodlands, and

**FURTHER**, I urge everyone able to do so, to observe this day by the planting of one or more trees and by participating in one or more programs that the sponsors of Arbor Day may provide, including the planting of a tree in Lee's Park

GIVEN, under my hand and seal of the Town of Paonia, this 9<sup>th</sup> day of April in the year of our Lord, Two Thousand and nineteen.

\_\_\_\_\_  
Charles Stewart, Mayor

Attest:

\_\_\_\_\_  
J. Corinne Ferguson, Town Clerk

AGENDA SUMMARY FORM



Administrator's Report

Summary:

Notes:

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

AGENDA SUMMARY FORM



Clark Avenue Parking

**Summary:**  
Discussion and Staff direction regarding Clark Avenue on-street parking.

**Notes:**

**Possible Motions:**

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

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

AGENDA SUMMARY FORM



RFP – Water Engineer for the Study of Adding Raw Water Storage to Lone Cabin Reservoir and/or Roeber Reservoir

Summary:  
EnterTextHere

Notes:  
EnterTextHere

Possible Motions:

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

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

AGENDA SUMMARY FORM



RFP – Water Engineer for Study of Water Treatment Capacity and Raw Water Availability

Summary:

Notes:

Possible Motions:

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

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

AGENDA SUMMARY FORM



RPF – Mapping of Water and Sewer System in format that can be added to County GIS

Summary:  
EnterTextHere

Notes:  
EnterTextHere

Possible Motions:

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

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

AGENDA SUMMARY FORM



Public Works Report

Summary:

Notes:

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

AGENDA SUMMARY FORM



Police Report

Summary:

Notes:

Possible Motions:

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

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

# Paonia Police Department

## Law Incident Table, by Date and Time

---

**Date Occurred:** 03/15/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
00:09:28	DOMESTIC	2ND ST, Paonia, CO	PPD	PPD	CAA
03:58:02	AGENCY ASSIST	MATHEWS LN, Paonia, CO	PPD	DIST3	
16:13:46	Disturbance	MAIN AVE; MAPLE LEAF APARTMENTS, Paonia, CO	PPD	PPD	VW
16:52:03	911/hangup	DORRIS AVE, Paonia, CO	PPD	PPD	
17:21:42	LOST/FOUND PROP	LAMBORN AVE, Paonia, CO	PPD	PPD	
19:54:05	CIVIL PROBLEM	NIAGARA AVE; ROCKY MOUNTAIN INN MOTEL, Paonia, CO	PPD	PPD	

**Total Incidents for this Date:** 6

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**Date Occurred:** 03/16/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
16:06:17	Traffic Stop	50 Block of Samuel Wade RD., Paonia,	PPD	DIST3	CIT
16:42:41	Medical/transfe	GRAND AVE, Paonia, CO	PPD	PPD	
17:44:19	ANIMAL CONTROL	PAONIA TOWN PARK, Paonia,	PPD		VW
19:08:57	FRAUD	PAONIA AVE, Paonia, CO	PPD	PPD	INA

**Total Incidents for this Date:** 4

---

**Date Occurred:** 03/17/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
17:11:45	AGENCY ASSIST	VISTA DR; 20, Paonia, CO	PPD	PPD	
20:15:50	DUI	200 GRAND AVE, Paonia, CO	PPD	PPD	CAA

**Total Incidents for this Date:** 2

---

**Date Occurred:** 03/18/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:57:43	Traffic Stop	50 SAMUEL WADE RD, Paonia, CO	PPD	DIST3	CIT

**Total Incidents for this Date:** 1

---

**Date Occurred:** 03/19/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:23:42	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	

**Total Incidents for this Date:** 1

---

**Date Occurred:** 03/20/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
12:29:42	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
18:59:08	CIVIL PROBLEM	2ND ST, Paonia, CO	PPD	PPD	
<b>Total Incidents for this Date: 2</b>					

**Date Occurred:** 03/21/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
16:29:00	VIN INSPECTION	BURGESS LN, Paonia, CO	PPD	DIST3	
18:09:28	Traffic Stop	300 Block of 3RD Street, Paonia,	PPD	PPD	CIT
<b>Total Incidents for this Date: 2</b>					

**Date Occurred:** 03/22/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:39:04	SUSPICIOUS	200 GRAND AVE, Paonia, CO	PPD	PPD	
11:30:09	BURGLARY	DELTA AVE, Paonia, CO	PPD	PPD	INA
13:00:00	SEX OFFENSE	GRAND AVE, Paonia, CO	PPD	PPD	UNF
16:22:35	ANIMAL CONTROL	BLACK BRIDGE RD, Paonia, CO	PPD	DIST3	
16:44:01	Code Enforce	ORCHARD AVE, Paonia, CO	PPD	PPD	WW
17:46:24	Code Enforce	200 BLOCK OF GRAND AVENUE, Paonia,	PPD	PPD	VW
18:16:04	Child Abuse/neg	ONARGA AVE, Paonia, CO	PPD	PPD	UNF
22:24:04	Traffic Stop	500 BLOCK OF 2ND STREET, Paonia, CO	PPD	PPD	WW
<b>Total Incidents for this Date: 8</b>					

**Date Occurred:** 03/23/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:22:12	CITIZEN ASSIST	GRAND AVE ;in back facing alley, Paonia, CO	PPD	PPD	

**Total Incidents for this Date: 1**

**Date Occurred:** 03/24/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:13:00	SUSPICIOUS	3RD ST, Paonia, CO	PPD	PPD	
21:12:30	MARIJUANA	200 GRAND AVE, Paonia, CO	PPD	PPD	CIT
<b>Total Incidents for this Date: 2</b>					

**Date Occurred:** 03/25/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
12:49:02	ALARM	GRAND AVE, Paonia, CO	PPD	PPD	
<b>Total Incidents for this Date: 1</b>					

**Date Occurred:** 03/26/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
18:19:11	Certified Vin	GERMAN CREEK LN, Paonia, CO	PPD	DIST3	
20:00:22	Certified Vin	CEDAR LN, Paonia, CO	PPD	DIST3	
<b>Total Incidents for this Date: 2</b>					

**Date Occurred:** 03/27/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
16:39:16	Traffic Stop	GRAND AVENUE @ 2ND STREET, Paonia, CO	PPD	PPD	CIT
<b>Total Incidents for this Date: 1</b>					

**Date Occurred:** 03/28/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:00:56	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
15:09:53	AGENCY ASSIST	GERMAN CREEK DR, Paonia, CO	PPD	DIST3	
16:05:33	911	BOX ELDER AVE, Paonia, CO	PPD	PPD	
16:39:43	Code Enforce	2ND ST, Paonia, CO	PPD	PPD	
17:37:02	CIVIL PROBLEM	2ND ST, Paonia, CO	PPD	PPD	WW
18:17:09	Parking Problem	CLARK AVE, Paonia, CO	PPD	PPD	
21:24:40	Traffic Stop	200 BLOCK OF 2ND STREET, Paonia, CO	PPD	PPD	CIT
22:19:21	Traffic Stop	3RD STREET @ GRAND AVENUE, Paonia, CO	PPD	PPD	CIT
<b>Total Incidents for this Date: 8</b>					

**Date Occurred:** 03/29/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
16:21:10	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO PAONIA	PPD	PPD	
18:54:01	ALARM	PUBLIC LIBRARY, Paonia, CO	PPD	PPD	
20:01:58	Traffic Stop	ONARGA AVENUE @ 2ND STREET, Paonia, CO	PPD	DIST3	CIT
20:26:44	Traffic Stop	700 BLOCK OF 2ND STREET, Paonia, CO	PPD	PPD	VW
21:42:25	Traffic Stop	300 BLOCK OF GRAND AVENUE, Paonia, CO	PPD	PPD	CIT
22:13:14	DUI	300 BLOCK OF GRAND AVE, Paonia, CO	PPD	PPD	CAA
<b>Total Incidents for this Date: 6</b>					

**Date Occurred:** 03/30/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
22:26:13	Ped Contact	PAN AMERICA, Paonia, CO	PPD	PPD	VW
22:51:44	Traffic Stop	NIAGARA AVE; ROCKY MOUNTAIN INN MOTEL, Paonia, CO	PPD	PPD	CIT
<b>Total Incidents for this Date: 2</b>					

**Date Occurred:** 03/31/19

---

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:02:21	Medical/transfe	MAIN AVE, Paonia, CO	PPD	PPD	

**Total Incidents for this Date: 1**

---

Total reported: 50

---

VW=6  
WW=2  
CIT=10  
CAA=3  
UNF=2  
INA=2

---

**Report Includes:**

All dates between `00:00:01 03/15/19` and `00:00:01 04/01/19`, All agencies matching `PPD`, All disposition's, All natures, All location codes, All cities

AGENDA SUMMARY FORM



Treasurer's Report

Summary:

Notes:

Possible Motions:

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

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

AGENDA SUMMARY FORM



Disbursements

Summary:

Notes:

Possible Motions:

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

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

FSBC OPS DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC OPS BALANCE		415,464.01
ACCOUNTS PAYABLE	3/22/19-04/05/19	(38,580.83)
TRANSFER TO COLOTRUST	APPROVED 2/12/19	(200,864.56)
CWR&PDA	LOAN PAYMENT	(11,671.70)
PAYROLL TAXES	3/29/2019	(18,882.14)
<b>BALANCE AFTER PAYMENT</b>		<b>145,464.78</b>

FSBC SUMMIT DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC SUMMIT BALANCE		67,332.41
CURRENT FSBC PAYROLL BALANCE		25.00
PAYROLL (DIRECT DEPOSIT)	3/29/2019	(19,144.82)
<b>BALANCE AFTER PAYMENT</b>		<b>48,212.59</b>

FSBC LOC BALANCE		
FSBC CD#2 BALANCE	GENERAL	200,492.84
<b>CD TOTAL</b>		<b>200,492.84</b>
LOC DRAW		
<b>BALANCE AVAILABLE SECURING LOC</b>		<b>200,492.84</b>

CREDIT CARD		
CHASE	3/23/2019	-
CITIBANK	3/25/2019	-
<b>TOTAL</b>		<b>-</b>

COLOTRUST - GENERAL		
		179,233.32
TRANSFER FROM CD	APPROVED 2/12/19	200,864.56
<b>TOTAL</b>		<b>380,097.88</b>

COLOTRUST RESTRICTED - SEWER PROPERTY		
<b>TOTAL</b>		<b>515,381.47</b>

COLOTRUST RESTRICTED - SEWER LOAN RESERVE		
<b>TOTAL</b>		<b>103,847.33</b>

COLOTRUST -BRIDGE RESTRICTED		
<b>TOTAL</b>	TRANSFER FROM CD ~ APPROVED 2/12/19	<b>573,900.00</b>

GRANT FUNDS IN PROCESS		
WPA	WATER PROJECT	184,778.38
DOLA	SPACE-2-CREATE	15,000.00
<b>TOTAL</b>		<b>199,778.38</b>

BANK BALANCES		
	FSBC	COLOTRUST
AS OF: 3/8/19		
WWTP	58,081.37	179,985.03
SPACE-TO-CREATE	72,562.62	517,543.02
INT GRANT	35.77	104,282.90
PAYROLL	25.00	574,344.82
SUMMIT	48,187.59	
OPS	434,147.16	
CONS.TRUST	2,674.81	
PASS THRU	25.00	
PARK CONTRIBUTIONS	26,350.00	
CD#1	CLOSED	
CD#2	200,492.84	
	842,582.16	1,376,155.77
		2,218,737.93

Due Date	Vendor Number	Vendor Name	Invoice Number	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Pay	Partial Pmt Amt	Part Pmt Disc Amt
04/09/2019	14	Bolinger & Queen I	37218	350.79 ✓	.00	.00	350.79	WIC		
04/09/2019	14	Bolinger & Queen I	51965	896.14 ✓	.00	.00	896.14	✓		
04/09/2019	14	Bolinger & Queen I	51977	602.00 ✓	.00	.00	602.00	✓		
04/09/2019	14	Bolinger & Queen I	52013	620.45 ✓	.00	.00	620.45	✓		
04/09/2019	14	Bolinger & Queen I	52014	9.75 ✓	.00	.00	9.75	✓		
04/09/2019	21	Caselle, Inc	94327	989.00 ✓	.00	.00	989.00	✓		
04/09/2019	24	City of Delta	1219+2619+	808.00 ✓	.00	.00	808.00	✓		
04/09/2019	660	Delta County Econ	2019	250.00 ✓	.00	.00	250.00	✓		
04/09/2019	39	Delta County Inde	100679	43.65 ✓	.00	.00	43.65	✓		
04/09/2019	43	Delta Montrose Ele	3-2019-S	2,628.63 ✓	.00	.00	2,628.63	✓		
04/09/2019	43	Delta Montrose Ele	4-2019-W	1,986.39 ✓	.00	.00	1,986.39	✓		
04/09/2019	46	Dependable Lumb	1903-053040	4,859.78 ✓	.00	.00	4,859.78	✓		
04/09/2019	48	Don's Market	02-487333	18.67 ✓	.00	.00	18.67	✓		
04/09/2019	48	Don's Market	02-488824	3.99 ✓	.00	.00	3.99	✓		
04/09/2019	48	Don's Market	04-408601	41.78 ✓	.00	.00	41.78	✓		
04/09/2019	48	Don's Market	04-408640	11.79 ✓	.00	.00	11.79	✓		
04/09/2019	56	Enterprise Fund/La	292604-2939	2,598.75 ✓	.00	.00	2,598.75	✓		
04/09/2019	62	Feather Petroleum	5508225-583	503.29 ✓	.00	.00	503.29	✓		
04/09/2019	888	Filter Tech System	8526	687.41 ✓	.00	.00	687.41	✓		
04/09/2019	888	Filter Tech System	8527	1,294.07 ✓	.00	.00	1,294.07	✓		
04/09/2019	888	Filter Tech System	8531	557.57 ✓	.00	.00	557.57	✓		
04/09/2019	704	Flower Motor Com	84902	919.59 ✓	.00	.00	919.59	✓		
04/09/2019	79	Hays Drug Store In	239780-2401	29.89 ✓	.00	.00	29.89	✓		
04/09/2019	922	International Code	3226639	135.00 ✓	.00	.00	135.00	✓		
04/09/2019	1011	J. David Reed, PC	76034-76056	3,139.50 ✓	.00	.00	3,139.50	✓		
04/09/2019	470	Leon, Susan	040119-0430	700.00 ✓	.00	.00	700.00	✓		
04/09/2019	103	Master Petroleum	CL-33223-IN	755.96 ✓	.00	.00	755.96	✓		
04/09/2019	995	Municipal Code Co	00326110	665.00 ✓	.00	.00	665.00	✓		
04/09/2019	141	North Fork Service	583791-1827	722.76 ✓	.00	.00	722.76	✓		
04/04/2019	821	OneTime	4034.2-220	73.45 ✓	.00	.00	73.45	✓		
04/09/2019	552	Pan American Ho	2019	100.00 ✓	.00	.00	100.00	✓		
04/09/2019	122	Paonia Auto Parts	351601-3521	967.17 ✓	.00	.00	967.17	✓		
04/09/2019	125	Paonia Farm & Ho	5234-5952	255.92 ✓	.00	.00	255.92	✓		
04/09/2019	499	Phonz +	488	1,075.10 ✓	.00	.00	1,075.10	✓		
04/09/2019	737	Ricoh USA Inc	31560237	127.42 ✓	.00	.00	127.42	✓		
04/09/2019	737	Ricoh USA Inc	5056204249	187.25 ✓	.00	.00	187.25	✓		
04/09/2019	956	SGS North Americ	521-0610759	127.03 ✓	.00	.00	127.03	✓		
04/09/2019	956	SGS North Americ	521-6010829	127.03 ✓	.00	.00	127.03	✓		
04/09/2019	956	SGS North Americ	521-6010834	240.08 ✓	.00	.00	240.08	✓		
04/09/2019	152	Southwestern Syst	202449	1,979.75 ✓	.00	.00	1,979.75	✓		
04/09/2019	861	The Paper-Clip LL	2031401-203	943.00 ✓	.00	.00	943.00	✓		
04/09/2019	161	UNCC	219030769	52.54 ✓	.00	.00	52.54	✓		
04/09/2019	162	United Companies	1282367	230.53 ✓	.00	.00	230.53	✓		
04/09/2019	162	United Companies	1283516	251.39 ✓	.00	.00	251.39	✓		
04/09/2019	162	United Companies	1283681	182.17 ✓	.00	.00	182.17	✓		
04/09/2019	171	Weekender Sports,	34383	548.90 ✓	.00	.00	548.90	✓		
04/09/2019	588	Wilbur-Ellis Compa	12436310	55.00 ✓	.00	.00	55.00	✓		
04/09/2019	588	Wilbur-Ellis Compa	12439682	2,402.00 ✓	.00	.00	2,402.00	✓		
04/09/2019	177	Wilmore & Compa	8586	1,845.00 ✓	.00	.00	1,845.00	✓		
Grand Totals:				49	38,580.83	.00	.00	38,580.83		



# COLORADO WATER RESOURCES & POWER DEVELOPMENT AUTHORITY

Logan Tower Bldg - Suite 620, 1580 Logan Street, Denver, Colorado 80203-1942  
303/830-1550 · Fax 303/832-8205 · info@cwrpda.com

April 1, 2019

Cindy Jones  
Town of Paonia  
214 Grand Ave.  
P.O. Box 460  
Paonia, CO 81428

RE: Colorado Water Resources and Power Development Authority  
Drinking Water Revolving Fund Direct Loan Program

Dear Cindy Jones:

Below is a breakdown of your loan repayment due: **May 1, 2019**

Loan Number	Principal	Interest	Total
D08F212	\$9,720.30	\$1,951.40	\$11,671.70
<b>Total amount due</b>	<b>\$9,720.30</b>	<b>\$1,951.40</b>	<b>\$11,671.70</b>

### Wire and ACH (Automatic Clearing House) Instructions

Please note: If the ACH form requires a payment type, select "DDA".

RBK: U.S. Bank N.A.

ABA: 091000022

BNF: USBANK Trust NA

777 E. Wisconsin Avenue

Milwaukee, WI 53202-5300

ACCT NO: 104792954745

Ref No: 14878100

**Per the loan agreement, this loan is not payable by check.**

If you have other loans with the Authority in other programs, please remit separate payments for each program as specified by the Loan Agreement or loan repayment letter. You will receive separate loan repayment letters for each program.

If you have any further questions, or you are unable to comply with this procedure, please call me prior to the payment date at (303) 830-1550 extension 1017. Additionally, please notify me of any address changes by e-mail at rrenteria@cwrpda.com or by phone at the number listed above.

Sincerely,

Rachel Renteria  
Accountant

Cc: Jennifer Petrino, Jennifer.Petrino@usbank.com  
Lucy Vang, lucy.vang@usbank.com

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

Transmittal Number	Name	Invoice Number	Pay Per Date	Pay Code	Description	GL Account	Amount
2							
2	IRS Tax Deposit		03/22/2019	74-00	Federal Tax Deposit Social Security	10-0216	1,097.89
2	IRS Tax Deposit		03/22/2019	74-00	Federal Tax Deposit Social Security	10-0216	1,097.89
2	IRS Tax Deposit		03/22/2019	75-00	Federal Tax Deposit Medicare Pay P	10-0216	351.83
2	IRS Tax Deposit		03/22/2019	75-00	Federal Tax Deposit Medicare Pay P	10-0216	351.83
2	IRS Tax Deposit		03/22/2019	76-00	Federal Tax Deposit Federal Withhold	10-0216	1,771.15
							<u>4,670.59</u>
	Total 2:						✓
4							
4	Aflac		02/22/2019	63-01	Aflac Pre-Tax Pay Period: 2/22/2019	10-0225	120.18
4	Aflac		02/22/2019	63-02	Aflac After Tax Pay Period: 2/22/2019	10-0225	24.90
4	Aflac		03/08/2019	63-01	Aflac Pre-Tax Pay Period: 3/8/2019	10-0225	120.18
4	Aflac		03/08/2019	63-02	Aflac After Tax Pay Period: 3/8/2019	10-0225	24.90
4	Aflac		03/22/2019	63-01	Aflac Pre-Tax Pay Period: 3/22/2019	10-0225	120.18
4	Aflac		03/22/2019	63-02	Aflac After Tax Pay Period: 3/22/2019	10-0225	24.90
							<u>435.24</u>
	Total 4:						✓
6							
6	Colorado Dept of Labor		12/28/2018	98-00	SUTA State Unemployment Tax Pay	10-0218	78.71
6	Colorado Dept of Labor		01/11/2019	98-00	SUTA State Unemployment Tax Pay	10-0218	64.80
6	Colorado Dept of Labor		01/25/2019	98-00	SUTA State Unemployment Tax Pay	10-0218	70.45
6	Colorado Dept of Labor		02/08/2019	98-00	SUTA State Unemployment Tax Pay	10-0218	70.04
6	Colorado Dept of Labor		02/22/2019	98-00	SUTA State Unemployment Tax Pay	10-0218	80.48
6	Colorado Dept of Labor		03/08/2019	98-00	SUTA State Unemployment Tax Pay	10-0218	76.24
6	Colorado Dept of Labor		03/22/2019	98-00	SUTA State Unemployment Tax Pay	10-0218	73.15
							<u>513.85</u>
	Total 6:						✓
9							
9	Colorado Dept of Revenue		02/22/2019	77-00	State Withholding Tax Pay Period: 2/2	10-0217	847.00
9	Colorado Dept of Revenue		03/08/2019	77-00	State Withholding Tax Pay Period: 3/8	10-0217	768.00
9	Colorado Dept of Revenue		03/22/2019	77-00	State Withholding Tax Pay Period: 3/2	10-0217	717.00
							<u>2,332.00</u>
	Total 9:						✓
31							
31	Mutual of Omaha		03/22/2019	51-01	Group# MOORetirement Plan Pay P	10-0220	459.35
31	Mutual of Omaha		03/22/2019	51-01	Group# MOORetirement Plan Pay P	10-0220	811.97
31	Mutual of Omaha		03/22/2019	51-02	Group# MOO Loan Payment Pay Pe	10-0220	66.18
							<u>1,337.50</u>
	Total 31:						✓
33							
33	FPPA - Fire & Police Pensi		03/22/2019	50-00	FPPA Pay Period: 3/22/2019	10-0219	631.60
33	FPPA - Fire & Police Pensi		03/22/2019	50-00	FPPA Pay Period: 3/22/2019	10-0219	481.22
33	FPPA - Fire & Police Pensi		03/22/2019	90-00	Death & Disability Pay Period: 3/22/2	10-0219	168.42
							<u>1,281.24</u>
	Total 33:						✓

Transmittal Number	Name	Invoice Number	Pay Per Date	Pay Code	Description	GL Account	Amount
70							
70	Rocky Mountain HMO		02/22/2019	60-01	RMHMO - Employee Only Pay Period	10-0223	434.21
70	Rocky Mountain HMO		02/22/2019	60-01	RMHMO - Employee Only Pay Period	10-0223	3,473.98
70	Rocky Mountain HMO		02/22/2019	60-03	RMHMO - Employee + Family Pay Pe	10-0223	343.44
70	Rocky Mountain HMO		02/22/2019	60-03	RMHMO - Employee + Family Pay Pe	10-0223	2,747.60
70	Rocky Mountain HMO		02/22/2019	60-04	RMHMO - Vision Pay Period: 2/22/20	10-0223	37.63
70	Rocky Mountain HMO		02/22/2019	60-05	RMHMO - Dental Pay Period: 2/22/20	10-0223	193.84
70	Rocky Mountain HMO		03/08/2019	60-01	RMHMO - Employee Only Pay Period	10-0223	434.21
70	Rocky Mountain HMO		03/08/2019	60-03	RMHMO - Employee + Family Pay Pe	10-0223	343.44
70	Rocky Mountain HMO		03/08/2019	60-04	RMHMO - Vision Pay Period: 3/8/201	10-0223	37.63
70	Rocky Mountain HMO		03/08/2019	60-05	RMHMO - Dental Pay Period: 3/8/201	10-0223	193.84
70	Rocky Mountain HMO		03/22/2019	60-05	Reverse Duplicate	01-0223	395.84
Total 70:							<u>7,843.98</u> ✓
71							
71	The Harford		02/22/2019	65-01	Group#013307460001 Hartford Basic	10-0226	21.20
71	The Harford		02/22/2019	65-02	Group#013307460001 Hartford Suppl	10-0226	29.38
71	The Harford		03/08/2019	65-02	Group#013307460001 Hartford Suppl	10-0226	29.38
Total 71:							<u>79.96</u> ✓
73							
73	Delta Dental of Colorado		02/22/2019	60-05	Dental RMHMO - Dental Pay Period:	10-0223	193.84
73	Delta Dental of Colorado		03/08/2019	60-05	Dental RMHMO - Dental Pay Period:	10-0223	193.84
73	Delta Dental of Colorado		03/22/2019	60-05	Dental-Correct rounding	01-0223	.08
Total 73:							<u>387.76</u> ✓
Grand Totals:							<u><u>18,882.14</u></u>

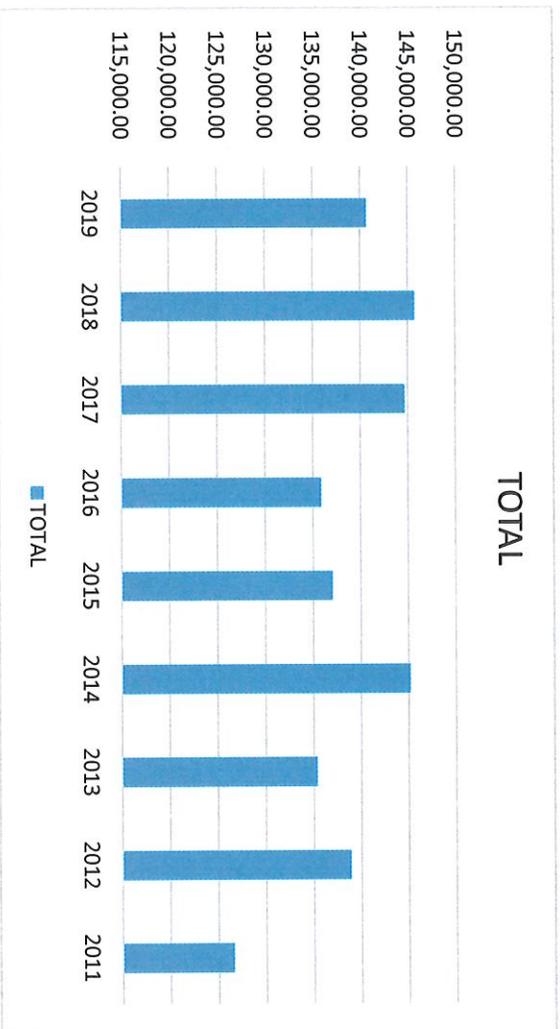
Report Criteria:  
 Unpaid transmittals included  
 Begin Date: ALL  
 End Date: ALL

Employee Number	Name	85-00 Net Pay Emp Amt	
1054	Beardslee, Dominic D	991.20	✓
1052	Edwards, Roger	940.69	✓
1002	Ferguson, J. Corinne	1,441.84	✓
1020	Ferguson, Neil	1,836.81	✓
1022	Hinyard, Patrick	1,255.44	✓
1001	Jones, Cynthia	1,666.10	✓
1000	Knight, Kenneth D	2,037.59	✓
1050	Loberg, Travis	2,191.78	✓
1003	Mojarro-Lopez, Amanda	1,080.24	✓
1025	Patterson, Taffine A	1,262.46	✓
1055	Redden, Jordan	466.93	✓
1051	Reich, Dennis	1,052.38	✓
1026	Vassel, Andrew C	996.00	✓
1056	Voight, Steven P	991.20	✓
1024	Winnett, Lorin E	934.16	✓
Grand Totals:		15	19,144.82

*Done 3/26/19*  
*KH 3/26*  
*CB 3/27*

1% TOWN OF PAONIA SALES TAX HISTORY

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2019	10,098.88	13,958.34	11,106.22	-	-	-	-	-	-	-	-	-	140,653.75
	<b>-11.979%</b>	<b>-8.346%</b>	<b>14.068%</b>	<b>-100.000%</b>	<b>-3.462%</b>								
2018	11,473.28	15,229.39	9,736.50	9,189.63	11,062.95	11,632.44	13,463.92	10,394.22	12,583.67	14,565.19	14,611.35	11,754.93	145,697.45
	<b>-6.497%</b>	<b>40.368%</b>	<b>0.000%</b>	<b>-12.305%</b>	<b>8.661%</b>	<b>10.377%</b>	<b>-2.207%</b>	<b>-27.075%</b>	<b>-1.680%</b>	<b>12.007%</b>	<b>-2.472%</b>	<b>-0.259%</b>	<b>0.727%</b>
2017	12,270.51	10,849.60	9,736.50	10,479.06	10,181.13	10,538.80	13,767.79	14,253.29	12,798.70	13,003.87	14,981.76	11,785.43	144,646.42
	<b>15.891%</b>	<b>4.810%</b>	<b>-2.966%</b>	<b>1.767%</b>	<b>-4.149%</b>	<b>2.161%</b>	<b>17.824%</b>	<b>4.624%</b>	<b>16.025%</b>	<b>5.638%</b>	<b>10.884%</b>	<b>2.754%</b>	<b>6.484%</b>
2016	10,587.94	10,351.67	10,034.09	10,297.08	10,621.80	10,315.85	11,685.01	13,623.39	11,030.98	12,309.88	13,511.19	11,469.60	135,838.43
	<b>25.867%</b>	<b>-22.283%</b>	<b>-10.002%</b>	<b>21.472%</b>	<b>-5.108%</b>	<b>-17.818%</b>	<b>4.826%</b>	<b>3.787%</b>	<b>-8.692%</b>	<b>8.414%</b>	<b>-0.155%</b>	<b>7.126%</b>	<b>-0.885%</b>
2015	8,412.00	13,319.76	11,149.29	8,476.92	11,193.60	12,552.46	11,147.06	13,126.26	12,081.00	11,354.55	13,532.20	10,706.65	137,051.72
	<b>-20.221%</b>	<b>7.998%</b>	<b>11.698%</b>	<b>-11.333%</b>	<b>-1.092%</b>	<b>5.186%</b>	<b>-18.275%</b>	<b>1.433%</b>	<b>-11.211%</b>	<b>-14.733%</b>	<b>-6.870%</b>	<b>-6.468%</b>	<b>-5.580%</b>
2014	10,544.07	12,333.32	9,981.60	9,560.44	11,317.15	11,933.63	13,639.69	12,940.84	13,606.38	13,316.53	14,530.45	11,447.04	145,151.10
	<b>0.814%</b>	<b>12.785%</b>	<b>2.509%</b>	<b>19.085%</b>	<b>5.647%</b>	<b>26.542%</b>	<b>19.287%</b>	<b>-6.400%</b>	<b>6.695%</b>	<b>5.726%</b>	<b>16.103%</b>	<b>-11.361%</b>	<b>7.249%</b>
2013	10,458.93	10,935.27	9,737.34	8,028.25	10,712.25	9,430.58	11,434.34	13,825.67	12,752.64	12,595.33	12,515.10	12,914.29	135,339.97
	<b>14.566%</b>	<b>-21.287%</b>	<b>7.987%</b>	<b>-24.559%</b>	<b>6.040%</b>	<b>-18.046%</b>	<b>-4.741%</b>	<b>-5.210%</b>	<b>1.340%</b>	<b>8.857%</b>	<b>-2.184%</b>	<b>17.450%</b>	<b>-2.509%</b>
2012	9,129.15	13,892.58	9,017.15	10,641.76	10,102.05	11,507.22	12,003.48	14,585.60	12,583.99	11,570.50	12,794.58	10,995.55	138,823.57
	<b>-1.113%</b>	<b>29.226%</b>	<b>2.534%</b>	<b>31.301%</b>	<b>-0.834%</b>	<b>22.385%</b>	<b>23.183%</b>	<b>4.310%</b>	<b>14.093%</b>	<b>-1.781%</b>	<b>-15.788%</b>	<b>31.571%</b>	<b>9.691%</b>
2011	9,231.90	10,750.63	8,794.27	8,104.88	10,187.00	9,402.47	9,744.42	13,983.00	11,029.63	11,780.29	15,193.24	8,357.10	126,558.79



AS OF:	2/28/2019	2019	2019	2019	2019	REMAINING	2019	REMAINING
ACCT NO	DESCRIPTION	FEBRUARY	JANUARY	CUR YTD	2	BUDGET	ORIG	BUDGET
		ACTUAL	ACTUAL	ACTUAL	MO R-BUDGET	BUDGET	BUDGET	BUDGET
<b>ADMINISTRATION</b>								
10-3101	PROPERTY TAXES	28,029.37	11,040.74	39,070.11	15,149.85	23,920.26	100,999.00	(61,928.89)
14-31-03	SALES TAX - TOWN	13,958.34		13,958.34	10,915.00	3,043.34	65,490.00	(51,531.66)
10-3108	PENALTY & INTEREST	-		-	75.00	(75.00)	450.00	(450.00)
10-3109	DELINQUENT TAX	-		-	16.67	(16.67)	100.00	(100.00)
10-32-01	LIQUOR LICENSES	275.00	50.00	325.00	750.00	(425.00)	4,500.00	(4,175.00)
12-32-04	SPECIAL REVIEWS	523.80	774.90	1,298.70	333.33	965.37	2,000.00	(701.30)
10-35-04	INTEREST INCOME	360.62	995.65	1,356.27	2,133.33	(777.06)	12,800.00	(11,443.73)
10-35-05	LATE CHARGES	814.00	655.47	1,469.47	1,250.00	219.47	7,500.00	(6,030.53)
10-35-06	OTHER INCOME	5.00	-	5.00	83.33	(78.33)	500.00	(495.00)
10-35-15	REFUND OF EXPENDITURES	29.98	3,937.39	3,967.37	-	3,967.37	-	3,967.37
10-35-16	RESTITUTION	490.95	589.14	1,080.09	500.00	580.09	3,000.00	(1,919.91)
		44,487.06	18,043.29	62,530.35	31,206.52	31,323.83	197,339.00	(134,808.65)
10-41-01	MAYOR & TRUSTEES	-	-	-	1,200.00	1,200.00	7,200.00	(7,200.00)
10-41-03	SALARIES & WAGES	1,917.90	1,883.62	3,801.52	4,260.20	458.68	25,561.20	(21,759.68)
10-41-04	EMPLOYER FICA	114.40	112.36	226.76	430.49	203.73	2,582.92	(2,356.16)
10-41-05	EMPLOYER MEDICARE	26.75	26.27	53.02	-	(53.02)		53.02
10-41-06	UNEMPLOYMENT TAX	5.74	5.64	11.38	-	(11.38)		11.38
10-41-07	HEALTH INSURANCE	191.09	190.98	382.07	832.42	450.35	4,994.52	(4,612.45)
10-41-08	PENSION	95.16	87.52	182.68	(1.61)	(184.29)	(9.64)	192.32
10-41-10	WORKMENS COMPENSATION	-	213.00	213.00	58.33	(154.67)	350.00	(137.00)
	CONTRACT LABOR	-	-	-	833.33	833.33	5,000.00	(5,000.00)
10-41-15	OFFICE SUPPLIES	522.99	-	522.99	589.17	66.18	3,535.00	(3,012.01)
10-41-16	OPERATING SUPPLIES	141.63	16.56	158.19	183.33	25.14	1,100.00	(941.81)
10-41-17	POSTAGE	143.80	198.61	342.41	41.67	(300.74)	250.00	92.41
10-41-20	LEGAL SERVICES	3,217.50	65.85	3,283.35	12,500.00	9,216.65	75,000.00	(71,716.65)
	ELECTION	-	-	-	-	-		-
10-41-21	AUDIT & BUDGET EXPENSE	-	-	-	1,083.33	1,083.33	6,500.00	(6,500.00)
10-41-25	TOWN HALL EXPENSE	1,678.72	90.00	1,768.72	1,975.00	206.28	11,850.00	(10,081.28)
10-41-26	TRAVEL & MEETINGS	94.21	40.59	134.80	1,166.67	1,031.87	7,000.00	(6,865.20)
10-41-27	INSURANCE & BONDS	3,960.75	1,476.91	5,437.66	883.33	(4,554.33)	5,300.00	137.66
10-41-28	UTILITIES	906.88	339.36	1,246.24	900.00	(346.24)	5,400.00	(4,153.76)
10-41-29	TELEPHONE	125.22	142.95	268.17	316.67	48.50	1,900.00	(1,631.83)
10-41-30	PUBLISHING & ADS	196.45	-	196.45	533.33	336.88	3,200.00	(3,003.55)
10-41-31	DUES & SUBSCRIPIONS	1,724.00	2,479.00	4,203.00	1,387.50	(2,815.50)	8,325.00	(4,122.00)
10-41-33	DATA PROCESSING	359.89	2,727.90	3,087.79	1,550.00	(1,537.79)	9,300.00	(6,212.21)
		-	-	-	833.33	833.33	5,000.00	(5,000.00)
10-41-44	HUMAN SERVICES	6,500.00	-	6,500.00	966.67	(5,533.33)	5,800.00	700.00
10-41-90	TREASURER'S FEE	596.62	235.01	831.63	366.67	(464.96)	2,200.00	(1,368.37)
	MISCELLANEOUS	-	-	-	-	-		-
		22,519.70	10,332.13	32,851.83	32,889.83	38.00	197,339.00	(164,487.17)
		21,967.36	7,711.16	29,678.52	(1,683.32)	31,285.83	-	29,678.52
	BEGINNING RESERVE	28,641.07	28,641.07	28,641.07	28,641.07	28,641.07	28,641.07	28,641.07
	INCOME	44,487.06	18,043.29	62,530.35	31,206.52	31,323.83	197,339.00	(134,808.65)
	EXPENDITURE	22,519.70	10,332.13	32,851.83	32,889.83	38.00	197,339.00	(164,487.17)
	ADJUSTMENT							
	NET CHANGE	21,967.36	7,711.16	29,678.52	(1,683.32)	31,285.83	-	29,678.52
	ENDING RESERVE	50,608.43	36,352.23	58,319.59	26,957.75	59,926.90	28,641.07	58,319.59

*WRC 4/5/19*

AS OF: ACCT NO	2/28/2019 DESCRIPTION	2019 FEBRUARY ACTUAL	2019 JANUARY ACTUAL	2019 CUR YTD ACTUAL	2019 2 MO R-BUDGET	REMAINING BUDGET	2019 ORIG BUDGET	REMAINING BUDGET
<b>BUILDING</b>								
12-31-03	SALES TAX - TOWN			-				-
12-32-03	BUILDING PERMITS	173.15	2,729.70	2,902.85	9,487.50	(6,584.65)	56,925.00	(54,022.15)
		173.15	2,729.70	2,902.85	9,487.50	(6,584.65)	56,925.00	(54,022.15)
12-43-03	SALARIES & WAGES	171.62	171.62	3,371.24	508.33	(2,862.91)	3,050.00	321.24
	CONTRACT LABOR	3,028.00			8,333.33		50,000.00	(50,000.00)
12-43-04	EMPLOYER FICA	10.64	10.64	21.28	-	(21.28)		21.28
12-43-05	EMPLOYER MEDICARE	2.48	2.48	4.96	-	(4.96)		4.96
12-43-06	UNEMPLOYMENT TAX	0.52	0.52	1.04	-	(1.04)		1.04
12-43-07	HEALTH INSURANCE	0.11	0.11	0.22	-	(0.22)		0.22
12-43-08	PENSION	8.46	8.46	16.92	-	(16.92)		16.92
12-43-10	WORKMENS COMPENSATION	-	522.00	522.00	-	(522.00)		522.00
12-43-15	OFFICE SUPPLIES	-	-	-	83.33	83.33	500.00	(500.00)
12-43-16	OPERATING SUPPLIES	-	-	-	-	-	-	-
12-43-17	POSTAGE	-	-	-	8.33	8.33	50.00	(50.00)
12-43-20	LEGAL SERVICES	-	-	-	416.67	416.67	2,500.00	(2,500.00)
12-43-23	VEHICLE EXPENSE	-	-	-	-	-	-	-
12-43-26	TRAVEL & MEETINGS	-	-	-	-	-	-	-
12-43-27	INSURANCE & BONDS	-	598.52	598.52	137.50	(461.02)	825.00	(226.48)
12-43-30	PUBLISHING & ADS	54.91	-	54.91	-	(54.91)	-	54.91
	MISCELLANEOUS	-	-	-	-	-	-	-
		3,276.74	1,314.35	4,591.09	9,487.50	(3,436.92)	56,925.00	(52,333.91)
		(3,103.59)	1,415.35	(1,688.24)	-	(3,147.73)	-	(1,688.24)
	BEGINNING RESERVE	-	-	-	-	-	-	-
	INCOME	173.15	2,729.70	2,902.85	9,487.50	(6,584.65)	56,925.00	(54,022.15)
	EXPENDITURE	3,276.74	1,314.35	4,591.09	9,487.50	(3,436.92)	56,925.00	(52,333.91)
	ADJUSTMENT							
	NET CHANGE	(3,103.59)	1,415.35	(1,688.24)	-	(3,147.73)	-	(1,688.24)
	ENDING RESERVE	(3,103.59)	1,415.35	(1,688.24)	-	(3,147.73)	-	(1,688.24)

AS OF:	2/28/2019	2019	2019	2019	2019	REMAINING	2019	REMAINING
ACCT NO	DESCRIPTION	FEBRUARY	JANUARY	CUR YTD	2	BUDGET	ORIG	BUDGET
		ACTUAL	ACTUAL	ACTUAL	MO R-BUDGET		BUDGET	BUDGET
<b>LAW ENFORCEMENT</b>								
14-31-02	S.O. AUTO TAXES	1,427.59	1,642.32	3,069.91	2,783.33	286.58	16,700.00	(13,630.09)
14-31-03	SALES TAX - TOWN	13,958.35		13,958.35	24,266.67	(10,308.32)	145,600.00	(131,641.65)
14-31-04	SALES TAX - COUNTY	9,733.49		9,733.49	17,000.00	(7,266.51)	102,000.00	(92,266.51)
14-31-06	CIGARETTE TAX	107.99	116.39	224.38	200.00	24.38	1,200.00	(975.62)
14-32-06	VIN INSPECTIONS	85.00	20.00	105.00	200.00	(95.00)	1,200.00	(1,095.00)
14-33-02	MOTOR VEHICLE - \$1.50	192.12	211.98	404.10	416.67	(12.57)	2,500.00	(2,095.90)
14-33-03	MOTOR VEHICLE - \$2.50	292.70	323.75	616.45	583.33	33.12	3,500.00	(2,883.55)
14-34-01	COURT FINES	-	-	-	16.67	(16.67)	100.00	(100.00)
14-34-02	POLICE FINES	1,433.00	943.00	2,376.00	3,416.67	(1,040.67)	20,500.00	(18,124.00)
14-34-03	MISCELLANEOUS FINES-BONDS	225.00	10,020.00	10,245.00	200.00	10,045.00	1,200.00	9,045.00
	SCHOOL (SRO)	-			3,333.33	(3,333.33)	20,000.00	(20,000.00)
14-34-05	DOG TAGS	155.00	135.00	290.00	66.67	223.33	400.00	(110.00)
14-34-50	PD Grant	-	-	-	1,583.33	(1,583.33)	9,500.00	(9,500.00)
		27,610.24	13,412.44	41,022.68	54,066.67	(13,043.99)	324,400.00	(283,377.32)
14-42-02	JUDGE	300.00	300.00	600.00	600.00	-	3,600.00	(3,000.00)
14-42-03	SALARIES & WAGES	14,790.67	11,981.43	26,772.10	33,478.24	6,706.14	200,869.45	(174,097.35)
14-42-04	EMPLOYER FICA	94.14	18.60	112.74	3,892.77	3,780.03	23,356.59	(23,243.85)
14-42-05	EMPLOYER MEDICARE	209.08	168.15	377.23	-	(377.23)		377.23
14-42-06	UNEMPLOYMENT TAX	45.28	36.84	82.12	-	(82.12)		82.12
14-42-07	HEALTH INSURANCE	1,832.01	1,832.01	3,664.02	5,396.33	1,732.31	32,377.96	(28,713.94)
	PENSION	144.02	-	144.02	-	(144.02)		144.02
14-42-10	WORKMENS COMPENSATION	-	9,286.00	9,286.00	1,233.33	(8,052.67)	7,400.00	1,886.00
14-42-11	FPPA PENSION	946.77	906.00	1,852.77	-	(1,852.77)		1,852.77
14-42-12	FPPA D & D	331.37	317.10	648.47	-	(648.47)		648.47
14-42-15	OFFICE SUPPLES	-	-	-	312.50	312.50	1,875.00	(1,875.00)
14-42-16	OPERATING SUPPLIES	1,791.36	1.27	1,792.63	888.33	(904.30)	5,330.00	(3,537.37)
14-42-17	POSTAGE	-	-	-	20.83	20.83	125.00	(125.00)
14-42-20	LEGAL SERVICES	-	-	-	250.00	250.00	1,500.00	(1,500.00)
14-42-22	REPAIRS & MAINTENANCE	-	-	-	41.67	41.67	250.00	(250.00)
14-42-23	VEHICLE EXPENSE	4,485.65	-	4,485.65	1,975.00	(2,510.65)	11,850.00	(7,364.35)
14-42-26	TRAVEL & MEETINGS	1,107.34	1,349.40	2,456.74	583.33	(1,873.41)	3,500.00	(1,043.26)
14-42-27	INSURANCE & BONDS	1,000.00	15,065.57	16,065.57	2,557.67	(13,507.90)	15,346.00	719.57
14-42-28	UTILITIES	403.71	120.39	524.10	333.33	(190.77)	2,000.00	(1,475.90)
14-42-29	TELEPHONE	194.13	345.17	539.30	428.33	(110.97)	2,570.00	(2,030.70)
14-42-30	PUBLISHING & ADS	107.30	34.60	141.90	16.67	(125.23)	100.00	41.90
14-42-31	DUES & SUBSCRIPTIONS	160.00	1,400.00	1,560.00	729.17	(830.83)	4,375.00	(2,815.00)
14-42-33	Data Processing	414.65	5,309.01	5,723.66	1,229.17	(4,494.49)	7,375.00	(1,651.34)
14-44-01	VET FEES	-	-	-	83.33	83.33	500.00	(500.00)
	MISCELLANOUS	-	-	-	16.67	16.67	100.00	(100.00)
		28,357.48	48,471.54	76,829.02	54,050.00	(22,779.02)	324,400.00	(247,470.98)
		(747.24)	(35,059.10)	(35,806.34)	16.67	9,735.03	-	(35,906.34)
	BEGINNING RESERVE	-	62,473.03	62,473.03	62,473.03	62,473.03	62,473.03	62,473.03
	INCOME	27,610.24	13,412.44	41,022.68	54,066.67	(13,043.99)	324,400.00	(283,377.32)
	EXPENDITURE	28,357.48	48,471.54	76,829.02	54,050.00	(22,779.02)	324,400.00	(247,470.98)
	ADJUSTMENT							
	NET CHANGE	(747.24)	(35,059.10)	(35,806.34)	16.67	9,735.03	-	(35,906.34)
	ENDING RESERVE	(747.24)	27,413.93	26,666.69	62,489.70	72,208.06	62,473.03	26,566.69

AS OF:	2/28/2019	2019	2019	2019	2019	REMAINING	2019	REMAINING
ACCT NO	DESCRIPTION	FEBRUARY	JANUARY	CUR YTD	2	BUDGET	ORIG	BUDGET
		ACTUAL	ACTUAL	ACTUAL	MO R-BUDGET		BUDGET	BUDGET
<b>PARKS</b>								
16-31-03	SALES TAX-TOWN	-	-	-	11,009.33	(11,009.33)	66,056.00	(66,056.00)
16-33-07	SEVERANCE TAX	-	-	-	1,175.00	(1,175.00)	7,050.00	(7,050.00)
16-33-08	MINERAL LEASING	-	-	-	1,000.00	(1,000.00)	6,000.00	(6,000.00)
16-35-01	RENTS & ROYALTIES	40.00	595.00	635.00	983.33	(348.33)	5,900.00	(5,265.00)
16-35-09	PARK CONTRIBUTIONS	4,850.00	5,950.00	10,800.00	-	10,800.00	-	10,800.00
		4,890.00	6,545.00	11,435.00	14,167.67	(2,732.67)	85,006.00	(73,571.00)
16-46-03	SALARIES & WAGES	2,205.83	1,999.03	4,204.86	4,506.28	301.42	27,037.65	(22,832.79)
16-46-04	EMPLOYER FICA	131.13	118.30	249.43	358.21	108.78	2,149.28	(1,899.85)
16-46-05	EMPLOYER MEDICARE	30.68	27.67	58.35	-	(58.35)		58.35
16-46-06	UNEMPLOYMENT TAX	6.63	5.62	12.25	-	(12.25)		12.25
16-46-07	HEALTH & LIFE INSURANCE	270.15	270.15	540.30	770.68	230.38	4,624.07	(4,083.77)
16-46-08	PENSION	77.80	34.48	112.28	-	(112.28)		112.28
16-46-10	WORKMENS COMPENSATION	-	2,297.00	2,297.00	79.17	(2,217.83)	475.00	1,822.00
16-46-15	OFFICE SUPPLIES	221.77	-	221.77	16.67	(205.10)	100.00	121.77
16-46-16	OPERATING SUPPLIES	-	204.74	204.74	791.67	586.93	4,750.00	(4,545.26)
16-46-17	POSTAGE	-	-	-	16.67	16.67	100.00	(100.00)
16-46-20	LEGAL	-	-	-	83.33	83.33	500.00	(500.00)
16-46-22	REPAIRS & MAINTENANCE	22,408.00	-	22,408.00	2,411.67	(19,996.33)	14,470.00	7,938.00
16-46-23	VEHICLE EXPENSE	-	-	-	83.33	83.33	500.00	(500.00)
16-46-24	RENTALS	-	-	-	333.33	333.33	2,000.00	(2,000.00)
16-46-25	SHOP EXPENSE	-	-	-	295.83	295.83	1,775.00	(1,775.00)
16-46-27	INSURANCE & BONDS	-	3,667.25	3,667.25	583.33	(3,083.92)	3,500.00	167.25
16-46-28	UTILITIES	1,060.33	421.38	1,481.71	1,200.00	(281.71)	7,200.00	(5,718.29)
16-46-29	TELEPHONE	8.80	8.80	17.60	16.67	(0.93)	100.00	(82.40)
16-46-30	PUBLISHING & ADS	-	-	-	4.17	4.17	25.00	(25.00)
16-46-32	FEES & PERMITS	-	-	-	116.67	116.67	700.00	(700.00)
16-46-42	CONTRACT SERVICES	-	-	-	333.33	333.33	2,000.00	(2,000.00)
	MISCELLANEOUS	-	-	-	2,166.67	2,166.67	13,000.00	(13,000.00)
		26,421.12	9,054.42	35,475.54	12,001.00	(23,474.54)	85,006.00	(36,530.46)
		(21,531.12)	(2,509.42)	(24,040.54)	2,166.67	20,741.87	-	(37,040.54)
	BEGINNING RESERVE	-	36,481.58	36,481.58	36,481.58	36,481.58	36,481.58	36,481.58
	INCOME	4,890.00	6,545.00	11,435.00	14,167.67	(2,732.67)	85,006.00	(73,571.00)
	EXPENDITURE	26,421.12	9,054.42	35,475.54	12,001.00	(23,474.54)	85,006.00	(36,530.46)
	ADJUSTMENT							
	NET CHANGE	(21,531.12)	(2,509.42)	(24,040.54)	2,166.67	20,741.87	-	(37,040.54)
	ENDING RESERVE	(21,531.12)	33,972.16	12,441.04	38,648.25	57,223.45	36,481.58	(558.96)

AS OF:	2/28/2019	2019	2019	2019	2019	REMAINING	2019	REMAINING
ACCT NO	DESCRIPTION	FEBRUARY	JANUARY	CUR YTD	2	BUDGET	ORIG	BUDGET
		ACTUAL	ACTUAL	ACTUAL	MO R-BUDGET		BUDGET	BUDGET
<b>STREETS</b>								
20-31-03	SALES TAX-TOWN	-	-	-	2,950.67	(2,950.67)	17,704.00	(17,704.00)
20-31-05	FRANCHISE TAX	228.22	-	228.22	9,720.83	(9,492.61)	58,325.00	(58,096.78)
20-32-02	MISCELLANEOUS PERMITS	295.00	100.00	395.00	250.00	145.00	1,500.00	(1,105.00)
20-33-01	HIGHWAY USERS TAX	4,493.77	-	4,493.77	8,025.00	(3,531.23)	48,150.00	(43,656.23)
20-33-10	ROAD & BRIDGE	1,801.93	709.78	2,511.71	1,066.67	1,445.04	6,400.00	(3,888.29)
20-35-02	MOTOR FUEL TAX REFUNDS	-	285.23	285.23	216.67	68.56	1,300.00	(1,014.77)
		6,818.92	1,095.01	7,913.93	22,229.83	(14,315.90)	133,379.00	(125,465.07)
20-45-03	SALARIES & WAGES	3,104.46	2,814.18	5,918.64	6,213.22	294.58	37,279.30	(31,360.66)
20-45-04	EMPLOYER FICA	184.60	166.60	351.20	493.94	142.74	2,963.66	(2,612.46)
20-45-05	EMPLOYER MEDICARE	43.17	38.95	82.12	-	(82.12)	-	82.12
20-45-06	UNEMPLOYMENT TAX	9.31	7.93	17.24	-	(17.24)	-	17.24
20-45-07	HEALTH INSURANCE	374.27	374.27	748.54	1,044.34	295.80	6,266.04	(5,517.50)
20-45-08	PENSION	106.67	45.92	152.59	-	(152.59)	-	152.59
20-45-10	WORKMENS COMPENSATION	-	2,540.50	2,540.50	616.67	(1,923.83)	3,700.00	(1,159.50)
20-45-15	OFFICE SUPPLIES	-	-	-	25.00	25.00	150.00	(150.00)
20-45-16	OPERATING SUPPLIES	269.20	1.27	270.47	41.67	(228.80)	250.00	20.47
20-45-17	POSTAGE	-	-	-	16.67	16.67	100.00	(100.00)
20-45-20	LEGAL & ENG SERVICES	-	-	-	833.33	833.33	5,000.00	(5,000.00)
20-45-22	REPAIRS & MAINTENANCE	3,750.00	-	3,750.00	2,889.17	(860.83)	17,335.00	(13,585.00)
20-45-23	VEHICLE EXPENSE	1,370.83	59.19	1,430.02	1,533.33	103.31	9,200.00	(7,769.98)
20-45-24	RENTALS	-	-	-	416.67	416.67	2,500.00	(2,500.00)
20-45-25	SHOP EXPENSE	737.95	10.99	748.94	666.67	(82.27)	4,000.00	(3,251.06)
20-45-27	INSURANCE & BONDS	133.89	5,459.37	5,593.26	866.67	(4,726.59)	5,200.00	393.26
20-45-28	UTILITIES	1,985.43	1,634.24	3,619.67	3,500.00	(119.67)	21,000.00	(17,380.33)
20-45-43	STREET LIGHTING	-	-	-	-	-	-	-
20-45-29	TELEPHONE	13.80	13.80	27.60	26.67	(0.93)	160.00	(132.40)
20-45-30	PUBLISHING & ADS	-	-	-	4.17	4.17	25.00	(25.00)
20-45-31	DUES & SUBSCRIPTIONS	-	-	-	91.67	91.67	550.00	(550.00)
20-45-42	SNOW REMOVAL	5,738.50	6,843.76	12,582.26	2,950.00	(9,632.26)	17,700.00	(5,117.74)
	MISCELLANEOUS	-	-	-	-	-	-	-
		17,822.08	20,010.97	37,833.05	22,229.83	(15,603.22)	133,379.00	(95,545.95)
		(11,003.16)	(18,915.96)	(29,919.12)	-	1,287.31	-	(29,919.12)
	BEGINNING RESERVE	10,248.63	123,576.13	123,576.13	123,576.13	123,576.13	123,576.13	123,576.13
	INCOME	6,818.92	1,095.01	7,913.93	22,229.83	(14,315.90)	133,379.00	(125,465.07)
	EXPENDITURE	17,822.08	20,010.97	37,833.05	22,229.83	(15,603.22)	133,379.00	(95,545.95)
	ADJUSTMENT	-	-	-	-	-	-	-
	NET CHANGE	(11,003.16)	(18,915.96)	(29,919.12)	-	1,287.31	-	(29,919.12)
	ENDING RESERVE	(754.53)	104,660.17	93,657.01	123,576.13	124,863.44	123,576.13	93,657.01

AS OF: ACCT NO	2/28/2019 DESCRIPTION	2019 FEBRUARY ACTUAL	2019 JANUARY ACTUAL	2019 CUR YTD ACTUAL	2019 2 MO R-BUDGET	REMAINING BUDGET	2019 ORIG BUDGET	REMAINING BUDGET
<b>STREET-CAPITAL IMPROVEMENT</b>								
22-31-05	IMPACT FEE	3,549.55	3,445.81	6,995.36	7,204.17	(208.81)	43,225.00	(36,229.64)
22-35-04	SALES TAX - TOWN	-	-	-	2,791.67	(2,791.67)	16,750.00	(16,750.00)
22-33-01	HIGHWAY USER TAX	-	-	-	833.33	(833.33)	5,000.00	(5,000.00)
		3,549.55	3,445.81	6,995.36	10,829.17	(3,833.81)	64,975.00	(57,979.64)
22-45-22	REPAIRS & MAINTENANCE	-	-	-	10,829.17	10,829.17	64,975.00	(64,975.00)
22-45-99	TRANSFER	-	-	-	-	-	-	-
		-	-	-	10,829.17	10,829.17	64,975.00	(64,975.00)
		3,549.55	3,445.81	6,995.36	-	(14,662.97)	-	6,995.36
	BEGINNING RESERVE	19,415.89	19,415.89	19,415.89	19,415.89	19,415.89	19,415.89	19,415.89
	INCOME	3,549.55	3,445.81	6,995.36	10,829.17	(3,833.81)	64,975.00	(57,979.64)
	EXPENDITURE	-	-	-	10,829.17	10,829.17	64,975.00	(64,975.00)
	ADJUSTMENT	-	-	-	-	-	-	-
	NET CHANGE	3,549.55	3,445.81	6,995.36	-	(14,662.97)	-	6,995.36
	ENDING RESERVE	22,965.44	22,861.70	26,411.25	19,415.89	4,752.92	19,415.89	26,411.25
<b>BRIDGE</b>								
24-35-04	INTEREST INCOME	(35.48)	832.93	797.45	416.67	380.78	2,500.00	(1,702.55)
24-35-13	BRIDGE REVENUE	-	-	-	49,583.33	(49,583.33)	297,500.00	(297,500.00)
		(35.48)	832.93	797.45	50,000.00	(49,202.55)	300,000.00	(299,202.55)
24-45-22	REPAIRS & MAINTENANCE	-	-	-	50,000.00	50,000.00	300,000.00	(300,000.00)
		-	-	-	50,000.00	50,000.00	300,000.00	(300,000.00)
		(35.48)	832.93	797.45	-	(99,202.55)	-	797.45
	BEGINNING RESERVE	93,910.77	93,910.77	93,910.77	93,910.77	93,910.77	93,910.77	93,910.77
	INCOME	(35.48)	832.93	797.45	50,000.00	(49,202.55)	300,000.00	(299,202.55)
	EXPENDITURE	-	-	-	50,000.00	50,000.00	300,000.00	(300,000.00)
	NET CHANGE	(35.48)	832.93	797.45	-	(99,202.55)	-	797.45
	ENDING RESERVE	93,875.29	94,743.70	94,708.22	93,910.77	(5,291.78)	93,910.77	94,708.22
<b>SIDEWALK</b>								
26-30-01	SIDEWALK REVENUE	2,562.00	2,558.54	5,120.54	5,900.00	(779.46)	35,400.00	(30,279.46)
		2,562.00	2,558.54	5,120.54	5,900.00	(779.46)	35,400.00	(30,279.46)
26-45-15	OFFICE SUPPLIES	-	-	-	-	-	-	-
26-45-20	LEGAL SERVICES	-	-	-	83.33	83.33	500.00	(500.00)
26-45-22	REPAIRS & MAINTENANCE	-	-	-	5,800.00	5,800.00	34,800.00	(34,800.00)
26-45-30	PUBLISHING & ADS	-	-	-	16.67	16.67	100.00	(100.00)
26-49-99	TRANSFERS	-	-	-	-	-	-	-
		-	-	-	5,900.00	5,900.00	35,400.00	(35,400.00)
		2,562.00	2,558.54	5,120.54	-	(6,679.46)	-	5,120.54
	BEGINNING RESERVE	3,658.62	3,658.62	3,658.62	3,658.62	3,658.62	3,658.62	3,658.62
	INCOME	2,562.00	2,558.54	5,120.54	5,900.00	(779.46)	35,400.00	(30,279.46)
	EXPENDITURE	-	-	-	5,900.00	5,900.00	35,400.00	(35,400.00)
	NET CHANGE	2,562.00	2,558.54	5,120.54	-	(6,679.46)	-	5,120.54
	ENDING RESERVE	6,220.62	6,217.16	8,779.16	3,658.62	(3,020.84)	3,658.62	8,779.16

AS OF:	2/28/2019	2019	2019	2019	2019	REMAINING	2019	REMAINING
ACCT NO	DESCRIPTION	FEBRUARY	JANUARY	CUR YTD	2	BUDGET	ORIG	BUDGET
		ACTUAL	ACTUAL	ACTUAL	MO R-BUDGET		BUDGET	BUDGET
<b>SPACE2CREATE</b>								
32-35-01	BOETTCHER GRANT	-	-	-	25,000.00	(25,000.00)	150,000.00	(150,000.00)
32-35-02	DOLA GRANT	-	-	-	-	-	-	-
32-35-05	INTEREST	13.91	22.30	36.21	-	36.21	-	36.21
32-35-09	S2C CONTRIBUTIONS	-	-	-	-	-	-	-
		13.91	22.30	36.21	25,000.00	(24,963.79)	150,000.00	(149,963.79)
32-50-17	POSTAGE	-	-	-	-	-	-	-
32-50-22	STUDIES	15,000.00	-	15,000.00	32,883.30	17,883.30	197,299.77	(182,299.77)
32-50-26	TRAVEL & MEETINGS	-	-	-	-	-	-	-
32-50-30	PUBLISHING & ADS	-	-	-	-	-	-	-
		15,000.00	-	15,000.00	32,883.30	17,883.30	197,299.77	(182,299.77)
		(14,986.09)	22.30	(14,963.79)	(7,883.30)	(42,847.09)	(47,299.77)	32,335.98
	BEGINNING RESERVE	72,511.01	72,511.01	72,511.01	72,511.01	72,511.01	72,511.01	72,511.01
	INCOME	13.91	22.30	36.21	25,000.00	(25,000.00)	150,000.00	(150,000.00)
	EXPENDITURE	15,000.00	-	15,000.00	32,883.30	17,883.30	197,299.77	(182,299.77)
	NET CHANGE	(14,986.09)	22.30	(14,963.79)	(7,883.30)	(42,883.30)	(47,299.77)	32,299.77
	ENDING RESERVE	57,524.92	72,533.31	57,547.22	64,627.72	29,627.72	25,211.24	104,810.78
<b>CONSERVATION TRUST FUND</b>								
40-38-01	CONSERVATION TRUST-REV.	-	-	-	1,333.33	(1,333.33)	8,000.00	(8,000.00)
40-38-02	INTEREST	-	4.37	4.37	2.50	1.87	15.00	(10.63)
		-	4.37	4.37	1,335.83	(1,331.46)	8,015.00	(8,010.63)
40-46-20	EXPENDITURES-CONS. TRUST	-	-	-	1,335.83	1,335.83	8,015.00	(8,015.00)
		-	-	-	1,335.83	1,335.83	8,015.00	(8,015.00)
		-	4.37	4.37	-	(2,667.30)	-	4.37
	BEGINNING RESERVE	-	-	-	-	-	-	-
	INCOME	-	4.37	4.37	1,335.83	(1,331.46)	8,015.00	(8,010.63)
	EXPENDITURE	-	-	-	1,335.83	1,335.83	8,015.00	(8,015.00)
	NET CHANGE	-	4.37	4.37	-	(2,667.30)	-	4.37
	ENDING RESERVE	-	4.37	4.37	-	(2,667.30)	-	4.37
<b>CAPITAL IMPROVEMENT</b>								
50-31-03	SALES TAX - CAP IMP	13,958.34	-	13,958.34	24,266.67	(10,308.33)	145,600.00	(131,641.66)
50-31-06	MISCELLANEOUS INCOME	1,275.00	-	1,275.00	1,275.00	-	7,650.00	(6,375.00)
		15,233.34	-	15,233.34	25,541.67	(10,308.33)	153,250.00	(138,016.66)
50-70-20	CAPITAL OUTLAY	55,062.54	1,580.00	56,642.54	24,266.67	(32,375.87)	145,600.00	(88,957.46)
50-70-99	Transfer Out	-	-	-	-	-	-	-
		55,062.54	1,580.00	56,642.54	24,266.67	(32,375.87)	145,600.00	(88,957.46)
		(39,829.20)	(1,580.00)	(41,409.20)	1,275.00	22,067.55	7,650.00	(49,059.20)
	BEGINNING RESERVE	266,138.22	266,138.22	266,138.22	266,138.22	266,138.22	266,138.22	266,138.22
	INCOME	15,233.34	-	15,233.34	25,541.67	(10,308.33)	153,250.00	(138,016.66)
	EXPENDITURE	55,062.54	1,580.00	56,642.54	24,266.67	(32,375.87)	145,600.00	(88,957.46)
	NET CHANGE	(39,829.20)	(1,580.00)	(41,409.20)	1,275.00	22,067.55	7,650.00	(49,059.20)
	ENDING RESERVE	226,309.02	264,558.22	224,729.02	267,413.22	288,205.77	273,788.22	217,079.02

AS OF:	2/28/2019	2019	2019	2019	2019	REMAINING	2019	REMAINING
ACCT NO	DESCRIPTION	FEBRUARY	JANUARY	CUR YTD	2	BUDGET	ORIG	BUDGET
		ACTUAL	ACTUAL	ACTUAL	MO R-BUDGET	BUDGET	BUDGET	BUDGET
<b>WATER</b>								
60-36-01	WATER CHARGES-RECEIVED	58,143.86	54,758.57	112,902.43	127,533.33	(14,630.90)	765,200.00	(652,297.57)
60-36-02	WATER TAPS	-	-	-	3,500.00	(3,500.00)	21,000.00	(21,000.00)
60-36-03	SALES & SERVICES	-	100.00	100.00	133.33	(33.33)	800.00	(700.00)
60-36-04	STANDBY TAP FEES	3,154.02	3,283.66	6,437.68	7,500.00	(1,062.32)	45,000.00	(38,562.32)
60-36-05	WATER TANK MONEY	155.00	480.00	635.00	416.67	218.33	2,500.00	(1,865.00)
60-36-09	PENALTIES	105.00	315.00	420.00	916.67	(496.67)	5,500.00	(5,080.00)
60-36-12	RENTS	-	-	-	166.67	(166.67)	1,000.00	(1,000.00)
	MISCELLANEOUS	-	-	-	-	-	-	-
		61,557.88	58,937.23	120,495.11	140,166.67	(19,671.56)	841,000.00	(720,504.89)
60-50-02	TRUSTEES/ADMIN SALARIES	-	-	-	-	-	-	-
60-50-03	SALARIES & WAGES	12,733.72	12,309.65	25,043.37	32,450.90	7,407.53	194,705.39	(169,662.02)
60-50-04	EMPLOYER FICA	750.12	724.33	1,474.45	2,579.25	1,104.80	15,475.49	(14,001.04)
60-50-05	EMPLOYER MEDICARE	175.44	169.41	344.85	-	(344.85)	-	344.85
60-50-06	UNEMPLOYMENT TAX	38.18	35.97	74.15	-	(74.15)	-	74.15
60-50-07	HEALTH INSURANCE	1,707.66	1,706.81	3,414.47	5,999.69	2,585.22	35,998.12	(32,583.65)
60-50-08	PENSION	558.20	480.06	1,038.26	-	(1,038.26)	-	1,038.26
60-50-10	WORKMENS COMPENSATION	-	5,252.50	5,252.50	866.67	(4,385.83)	5,200.00	52.50
60-50-15	OFFICE SUPPLIES	-	-	-	83.33	83.33	500.00	(500.00)
60-50-16	OPERATING SUPPLIES	1,143.85	159.71	1,303.56	3,225.00	1,921.44	19,350.00	(18,046.44)
60-50-17	POSTAGE	242.51	-	242.51	666.67	424.16	4,000.00	(3,757.49)
60-50-20	LEGAL & ENG SERVICES	433.52	-	433.52	5,100.00	4,666.48	30,600.00	(30,166.48)
60-50-21	AUDIT	-	-	-	2,166.67	2,166.67	13,000.00	(13,000.00)
60-50-22	REPAIRS & MAINTENANCE	19,309.21	914.08	20,223.29	29,459.17	9,235.88	176,755.00	(156,531.71)
60-50-23	VEHICLE EXPENSE	1,386.18	677.82	2,064.00	1,666.67	(397.33)	10,000.00	(7,936.00)
60-50-24	RENTALS	-	-	-	500.00	500.00	3,000.00	(3,000.00)
60-50-25	SHOP EXPENSE	782.86	10.99	793.85	750.00	(43.85)	4,500.00	(3,706.15)
60-50-26	TRAVEL & MEETINGS	1,129.33	-	1,129.33	583.33	(546.00)	3,500.00	(2,370.67)
60-50-27	INSURANCE & BONDS	4,105.11	19,909.37	24,014.48	3,333.33	(20,681.15)	20,000.00	4,014.48
60-50-28	UTILITIES	2,909.82	1,612.43	4,522.25	3,833.33	(688.92)	23,000.00	(18,477.75)
60-50-29	TELEPHONE	232.87	275.27	508.14	633.33	125.19	3,800.00	(3,291.86)
60-50-30	PUBLISHING & ADS	-	-	-	183.33	183.33	1,100.00	(1,100.00)
60-50-31	DUES & SUBSCRIPTIONS	1,560.00	275.00	1,835.00	33.33	(1,801.67)	200.00	1,635.00
60-50-32	FEES & PERMITS	425.34	2,810.11	3,235.45	1,833.33	(1,402.12)	11,000.00	(7,764.55)
60-50-33	DATA PROCESSING	748.63	1,168.18	1,916.81	1,000.00	(916.81)	6,000.00	(4,083.19)
60-50-40	MISCELLANEOUS	-	-	-	41.67	41.67	250.00	(250.00)
60-50-44	Norris Retirement	1,680.00	1,680.00	3,360.00	3,360.00	-	20,160.00	(16,800.00)
60-50-50	Water Power Authority Loan	-	86,937.95	86,937.95	31,875.00	(55,062.95)	191,250.00	(104,312.05)
60-50-51	Drinking Water Revolving Fund	50,002.15	(50,000.00)	2.15	3,891.67	3,889.52	23,350.00	(23,347.85)
60-50-71	PASS-THRU	1,838.94	1,741.27	3,580.21	4,051.00	470.79	24,306.00	(20,725.79)
	MISCELLANEOUS	-	-	-	-	-	-	-
	Transfers	-	-	-	-	-	-	-
		103,893.64	88,850.91	192,744.55	140,166.67	(52,577.88)	841,000.00	(648,255.45)
		(42,335.76)	(29,913.68)	(72,249.44)	-	72,249.44	-	72,249.44
	BEGINNING RESERVE	1,373,279.00	1,373,279.00	1,373,279.00	1,373,279.00	1,373,279.00	1,373,279.00	-
	INCOME	61,557.88	58,937.23	120,495.11	140,166.67	(19,671.56)	841,000.00	(720,504.89)
	EXPENDITURE	103,893.64	88,850.91	192,744.55	140,166.67	(52,577.88)	841,000.00	(648,255.45)
	NET CHANGE	(42,335.76)	(29,913.68)	(72,249.44)	-	32,906.33	-	(72,249.44)
	ENDING RESERVE	1,330,943.24	1,343,365.32	1,301,029.56	1,373,279.00	1,406,185.33	1,373,279.00	-

AS OF:	2/28/2019	2019	2019	2019	2019	REMAINING	2019	REMAINING
ACCT NO	DESCRIPTION	FEBRUARY	JANUARY	CUR YTD	2	BUDGET	ORIG	BUDGET
		ACTUAL	ACTUAL	ACTUAL	MO R-BUDGET	BUDGET	BUDGET	BUDGET
<b>SEWER</b>								
70-37-01	SEWER CHARGES - RECEIVED	39,082.50	38,901.32	77,983.82	78,150.00	(166.18)	468,900.00	(390,916.18)
70-37-04	SEWER TAPS	-	-	-	2,500.00	(2,500.00)	15,000.00	(15,000.00)
70-37-05	SEWER RENTAL PROPERTY	-	-	-	-	-	-	-
70-37-09	Interest Income	1,249.50	1,371.56	2,621.06	1,916.67	704.39	11,500.00	(8,878.94)
		40,332.00	40,272.88	80,604.88	82,566.67	(1,961.79)	495,400.00	(414,795.12)
70-51-02	TRUSTEES/ADMIN SALARIES	-	-	-	-	-	-	-
70-51-03	SALARIES & WAGES	9,036.68	8,831.34	17,868.02	21,368.44	3,500.42	128,210.62	(110,342.60)
70-51-04	EMPLOYER FICA	533.12	520.86	1,053.98	1,698.17	644.19	10,189.01	(9,135.03)
70-51-05	EMPLOYER MEDICARE	124.68	121.83	246.51	-	(246.51)	-	246.51
70-51-06	UNEMPLOYMENT TAX	27.11	25.99	53.10	-	(53.10)	-	53.10
70-51-07	HEALTH INSURANCE	1,090.28	1,089.43	2,179.71	3,870.90	1,691.19	23,225.37	(21,045.66)
70-51-08	PENSION	401.13	343.14	744.27	-	(744.27)	-	744.27
70-51-10	WORKMENS COMPENSATION	-	1,452.50	1,452.50	283.33	(1,169.17)	1,700.00	(247.50)
70-51-15	OFFICE SUPPLIES	-	-	-	83.33	83.33	500.00	(500.00)
70-51-16	OPERATING SUPPLIES	2,708.96	6.37	2,715.33	6,066.67	3,351.34	36,400.00	(33,684.67)
70-51-17	POSTAGE	-	-	-	458.33	458.33	2,750.00	(2,750.00)
70-51-20	LEGAL & ENG SERVICES	-	-	-	1,591.67	1,591.67	9,550.00	(9,550.00)
70-51-21	AUDIT	-	-	-	666.67	666.67	4,000.00	(4,000.00)
70-51-22	REPAIRS & MAINTENANCE	9,913.18	4,808.87	14,722.05	10,945.83	(3,776.22)	65,675.00	(50,952.95)
70-51-23	VEHICLE EXPENSE	1,370.97	59.20	1,430.17	1,416.67	(13.50)	8,500.00	(7,069.83)
70-51-24	RENTALS	-	-	-	166.67	166.67	1,000.00	(1,000.00)
70-51-25	SHOP EXPENSE	716.52	10.99	727.51	383.33	(344.18)	2,300.00	(1,572.49)
70-51-26	TRAVEL & MEETINGS	-	-	-	333.33	333.33	2,000.00	(2,000.00)
70-51-27	INSURANCE & BONDS	133.92	6,585.96	6,719.88	1,133.33	(5,586.55)	6,800.00	(80.12)
70-51-28	UTILITIES	3,191.01	60.35	3,251.36	6,166.67	2,915.31	37,000.00	(33,748.64)
70-51-29	TELEPHONE	97.94	119.86	217.80	279.17	61.37	1,675.00	(1,457.20)
70-51-30	PUBLISHING & ADS	-	-	-	8.33	8.33	50.00	(50.00)
70-51-31	DUES & SUBSCRIPTIONS	-	-	-	33.33	33.33	200.00	(200.00)
70-51-32	FEES & PERMITS	462.04	72.23	534.27	1,866.67	1,332.40	11,200.00	(10,665.73)
70-51-33	DATA PROCESSING	630.84	940.49	1,571.33	3,750.00	2,178.67	22,500.00	(20,928.67)
70-51-41	WRITEOFF-UNCOLLECTABLE	-	-	-	41.67	41.67	250.00	(250.00)
70-51-43	Gaging Station	-	-	-	650.00	650.00	3,900.00	(3,900.00)
70-51-51	Rural Development P&I	-	-	-	17,083.33	17,083.33	102,500.00	(102,500.00)
70-51-54	Debt Reserve	-	-	-	-	-	-	-
70-51-71	PASS THRU	1,172.48	1,167.04	2,339.52	2,220.83	(118.69)	13,325.00	(10,985.48)
	MISCELLANOUS	-	-	-	-	-	-	-
70-59-90	DEPRECIATION	-	-	-	-	-	-	-
		31,610.86	26,216.45	57,827.31	82,566.67	24,739.36	495,400.00	(437,572.69)
		8,721.14	14,056.43	22,777.57	-	(26,701.14)	-	22,777.57
	BEGINNING RESERVE	883,405.92	883,405.92	883,405.92	883,405.92	883,405.92	883,405.92	883,405.92
	INCOME	40,332.00	40,272.88	80,604.88	82,566.67	(1,961.79)	495,400.00	(414,795.12)
	EXPENDITURE	31,610.86	26,216.45	57,827.31	82,566.67	24,739.36	495,400.00	(437,572.69)
	ADJUSTMENT							
	NET CHANGE	8,721.14	14,056.43	22,777.57	-	(26,701.14)	-	22,777.57
	ENDING RESERVE	892,127.06	897,462.35	906,183.49	883,405.92	856,704.78	883,405.92	906,183.49

AS OF:	2/28/2019	2019	2019	2019	2019	REMAINING	2019	REMAINING
ACCT NO	DESCRIPTION	FEBRUARY	JANUARY	CUR YTD	2	BUDGET	ORIG	BUDGET
		ACTUAL	ACTUAL	ACTUAL	MO R-BUDGET	BUDGET	BUDGET	BUDGET
<b>GARBAGE</b>								
80-30-02	GARBAGE FEES - RECEIVED	17,937.50	17,916.66	35,854.16	34,866.67	987.49	209,200.00	(173,345.84)
80-30-03	X-Trash	140.00	238.00	378.00	250.00	128.00	1,500.00	(1,122.00)
		18,077.50	18,154.66	36,232.16	35,116.67	1,115.49	210,700.00	(174,467.84)
80-52-02	CONTRACT LABOR	-	-	-	-	-	-	-
80-52-03	SALARIES & WAGES	5,906.94	5,791.79	11,698.73	14,396.50	2,697.77	86,379.02	(74,680.29)
80-52-04	EMPLOYER FICA	348.82	341.90	690.72	1,144.52	453.80	6,867.13	(6,176.41)
80-52-05	EMPLOYER MEDICARE	81.57	79.94	161.51	-	(161.51)		161.51
80-52-06	UNEMPLOYMENT TAX	17.75	16.74	34.49	-	(34.49)		34.49
80-52-07	HEALTH INSURANCE	777.21	776.90	1,554.11	2,403.98	849.87	14,423.85	(12,869.74)
80-52-08	PENSION	233.47	203.57	437.04	-	(437.04)		437.04
80-52-10	WORKMEN'S COMP	-	4,672.50	4,672.50	1,300.00	(3,372.50)	7,800.00	(3,127.50)
80-52-15	OFFICE SUPPLIES	-	-	-	75.00	75.00	450.00	(450.00)
80-52-16	OPERATING SUPPLIES	74.65	25.50	100.15	225.00	124.85	1,350.00	(1,249.85)
80-52-17	POSTAGE	-	-	-	166.67	166.67	1,000.00	(1,000.00)
80-52-20	LEGAL SERVICES	-	-	-	83.33	83.33	500.00	(500.00)
80-52-21	AUDIT	-	-	-	666.67	666.67	4,000.00	(4,000.00)
80-52-22	REPAIRS & MAINTENANCE	3,750.00	-	3,750.00	20.83	(3,729.17)	125.00	3,625.00
80-52-23	VEHICLE EXPENSE	677.23	-	677.23	2,300.00	1,622.77	13,800.00	(13,122.77)
80-52-25	SHOP EXPENSE	639.17	11.00	650.17	70.83	(579.34)	425.00	225.17
80-52-27	INSURANCE & BONDS	15.29	3,946.61	3,961.90	750.00	(3,211.90)	4,500.00	(538.10)
80-52-28	UTILITIES	411.55	140.35	551.90	541.67	(10.23)	3,250.00	(2,698.10)
80-52-29	TELEPHONE	23.79	23.79	47.58	20.83	(26.75)	125.00	(77.42)
80-52-30	PUBLISHING & ADS	-	-	-	16.67	16.67	100.00	(100.00)
80-52-33	DATA PROCESSING	109.89	219.78	329.67	3,966.67	3,637.00	23,800.00	(23,470.33)
80-52-41	WRITEOFF-UNCOLLECTABLE	-	-	-	41.67	41.67	250.00	(250.00)
80-52-42	LANDFILL FEES	2,609.25	-	2,609.25	5,725.83	3,116.58	34,355.00	(31,745.75)
80-52-43	Clean Up Day	-	-	-	166.67	166.67	1,000.00	(1,000.00)
80-52-71	PASS THRU	538.13	537.50	1,075.63	1,033.33	(42.30)	6,200.00	(5,124.37)
	MISCELLANEOUS	-	-	-	-	-	-	-
		16,214.71	16,787.87	33,002.58	34,083.33	2,114.09	210,700.00	(177,697.42)
		1,862.79	1,366.79	3,229.58	1,033.33	(998.59)	-	3,229.58
	BEGINNING RESERVE	313,615.48	313,615.48	313,615.48	313,615.48	313,615.48	313,615.48	313,615.48
	INCOME	18,077.50	18,154.66	36,232.16	35,116.67	1,115.49	210,700.00	(174,467.84)
	EXPENDITURE	16,214.71	16,787.87	33,002.58	34,083.33	2,114.09	210,700.00	(177,697.42)
	ADJUSTMENT							
	NET CHANGE	1,862.79	1,366.79	3,229.58	1,033.33	(998.59)	-	3,229.58
	ENDING RESERVE	315,478.27	314,982.27	316,845.06	314,648.81	312,616.89	313,615.48	316,845.06

AS OF:	2/28/2019	2019	2019	2019	2019	REMAINING	2019	REMAINING
ACCT NO	DESCRIPTION	FEBRUARY	JANUARY	CUR YTD	2	BUDGET	ORIG	BUDGET
		ACTUAL	ACTUAL	ACTUAL	MO R-BUDGET	BUDGET	BUDGET	BUDGET
<b>OVERALL SUMMARY</b>								
ADMINISTRATION		44,487.06	18,043.29	62,530.35	31,206.52	31,323.83	197,339.00	(134,808.65)
BUILDING		173.15	2,729.70	2,902.85	9,487.50	(6,584.65)	56,925.00	(54,022.15)
LAW ENFORCEMENT		27,610.24	13,412.44	41,022.68	54,066.67	(13,043.99)	324,400.00	(283,377.32)
PARKS		4,890.00	6,545.00	11,435.00	14,167.67	(2,732.67)	85,006.00	(73,571.00)
STREETS		6,818.92	1,095.01	7,913.93	22,229.83	(14,315.90)	133,379.00	(125,465.07)
STREET CAPITAL IMPROVEMENT		3,549.55	3,445.81	6,995.36	10,829.17	(3,833.81)	64,975.00	(57,979.64)
BRIDGE	(35.48)		832.93	797.45	50,000.00	(49,202.55)	300,000.00	(299,202.55)
SIDEWALK		2,562.00	2,558.54	5,120.54	5,900.00	(779.46)	35,400.00	(30,279.46)
SPACE2CREATE		13.91	22.30	36.21	25,000.00	(24,963.79)	150,000.00	(149,963.79)
CONSERVATION TRUST FUND		-	4.37	4.37	1,335.83	(1,331.46)	8,015.00	(8,010.63)
CAPITAL IMPROVEMENT		15,233.34	-	15,233.34	25,541.67	(10,308.33)	153,250.00	(138,016.66)
WATER		61,557.88	58,937.23	120,495.11	140,166.67	(19,671.56)	841,000.00	(720,504.89)
SEWER		40,332.00	40,272.88	80,604.88	82,566.67	(1,961.79)	495,400.00	(414,795.12)
GARBAGE		18,077.50	18,154.66	36,232.16	35,116.67	1,115.49	210,700.00	(174,467.84)
<b>TOTAL REVENUE</b>		<b>225,270.07</b>	<b>166,054.16</b>	<b>391,324.23</b>	<b>507,614.85</b>	<b>(116,290.62)</b>	<b>3,055,789.00</b>	<b>(2,664,464.77)</b>
ADMINISTRATION		22,519.70	10,332.13	32,851.83	32,889.83	38.00	197,339.00	(164,487.17)
BUILDING		3,276.74	1,314.35	4,591.09	9,487.50	(3,436.92)	56,925.00	(52,333.91)
LAW ENFORCEMENT		28,357.48	48,471.54	76,829.02	54,050.00	(22,779.02)	324,400.00	(247,470.98)
PARKS		26,421.12	9,054.42	35,475.54	12,001.00	(23,474.54)	85,006.00	(36,530.46)
STREETS		17,822.08	20,010.97	37,833.05	22,229.83	(15,603.22)	133,379.00	(95,545.95)
STREET CAPITAL IMPROVEMENT		-	-	-	10,829.17	10,829.17	64,975.00	(64,975.00)
BRIDGE		-	-	-	50,000.00	50,000.00	300,000.00	(300,000.00)
SIDEWALK		-	-	-	5,900.00	5,900.00	35,400.00	(35,400.00)
SPACE2CREATE		15,000.00	-	15,000.00	32,883.30	17,883.30	197,299.77	(182,299.77)
CONSERVATION TRUST FUND		-	-	-	1,335.83	1,335.83	8,015.00	(8,015.00)
CAPITAL IMPROVEMENT		55,062.54	1,580.00	56,642.54	24,266.67	(32,375.87)	145,600.00	(88,957.46)
WATER		103,893.64	88,850.91	192,744.55	140,166.67	(52,577.88)	841,000.00	(648,255.45)
SEWER		31,610.86	26,216.45	57,827.31	82,566.67	24,739.36	495,400.00	(437,572.69)
GARBAGE		16,214.71	16,787.87	33,002.58	34,083.33	2,114.09	210,700.00	(177,697.42)
<b>TOTAL EXPENDITURES</b>		<b>320,178.87</b>	<b>222,618.64</b>	<b>542,797.51</b>	<b>512,689.80</b>	<b>(37,407.72)</b>	<b>3,095,438.77</b>	<b>(2,539,541.26)</b>
ADMINISTRATION		21,967.36	7,711.16	29,678.52	(1,683.32)	31,285.83	-	29,678.52
BUILDING		(3,103.59)	1,415.35	(1,688.24)	-	(3,147.73)	-	(1,688.24)
LAW ENFORCEMENT		(747.24)	(35,059.10)	(35,806.34)	16.67	9,735.03	-	(35,906.34)
PARKS		(21,531.12)	(2,509.42)	(24,040.54)	2,166.67	20,741.87	-	(37,040.54)
STREETS		(11,003.16)	(18,915.96)	(29,919.12)	-	1,287.31	-	(29,919.12)
STREET CAPITAL IMPROVEMENT		3,549.55	3,445.81	6,995.36	-	(14,662.97)	-	6,995.36
BRIDGE	(35.48)		832.93	797.45	-	(99,202.55)	-	797.45
GENERAL FUND		(10,903.68)	(43,079.23)	(53,982.91)	500.02	(53,963.20)	-	(67,082.91)
SIDEWALK		2,562.00	2,558.54	5,120.54	-	(6,679.46)	-	5,120.54
SPACE2CREATE		(14,986.09)	22.30	(14,963.79)	(7,883.30)	(42,847.09)	(47,299.77)	32,335.98
CONSERVATION TRUST FUND		-	4.37	4.37	-	(2,667.30)	-	4.37
CAPITAL IMPROVEMENT		(39,829.20)	(1,580.00)	(41,409.20)	1,275.00	22,067.55	7,650.00	(49,059.20)
WATER		(42,335.76)	(29,913.68)	(72,249.44)	-	32,906.33	-	(72,249.44)
SEWER		8,721.14	14,056.43	22,777.57	-	(26,701.14)	-	22,777.57
GARBAGE		1,862.79	1,366.79	3,229.58	1,033.33	(998.59)	-	3,229.58
ENTERPRISE FUND		(31,751.83)	(14,490.46)	(46,242.29)	1,033.33	5,206.59	-	(46,242.29)
NET		(94,908.80)	(56,564.48)	(151,473.28)	(5,074.95)	(78,882.91)	(39,649.77)	(124,923.51)

AGENDA SUMMARY FORM



Tree Board Vacancy – Appointment

Summary:

The Tree Board has a vacancy pending with the resignation of Tamie Meck. The deadline for letters of interest was set for April 3, 2019. Two letters of interest were received. (NOTE: I was informed by a tree board member that Mr. Wain no longer wishes to hold a seat. The request was made for a formal removal as a candidate but to date, one was not received).

Notes:

Possible Motions:

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

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

TOWN OF PAONIA

NOTIFICATION OF INTEREST IN SERVING ON VARIOUS COMMITTEES & BOARDS

EVERY OTHER YEAR THE BOARD OF TRUSTEES FOR THE TOWN OF PAONIA ADVERTISE TO RECRUIT EXISTING BOARD MEMBERS WHO HAVE TERMS DUE TO EXPIRE AND INTERESTED VOLUNTEERS WILLING TO FILL VACANCIES ON VARIOUS BOARDS.

PLEASE LIST THE COMMITTEE THAT YOU ARE INTERESTED IN SERVING ON AND INDICATE IF YOU ARE A CURRENT MEMBER OR INTERESTED IN FILLING A VACANCY ON THIS BOARD OR COMMITTEE. THIS FORM IS TO MAKE IT EASIER FOR ALL PERSONS INTERESTED IN SERVING ON BOARDS.

DATE: 3/15/19

NAME OF COMMITTEE/BOARD:

PLANNING & ZONING COMMISSION  TREE BOARD  VOLUNTEER   
RECREATION COMMISSION (FUTURE)  OTHER

CURRENT COMMITTEE/BOARD MEMBER: NAME OF PERSON CURRENTLY ON BOARD AND INTERESTED IN CONTINUING SERVICE FOR NEW TERM:

SIMON WAIN  
NAME (PLEASE PRINT)

PERSON INTERESTED IN SERVING ON BOARD/COMMITTEE: NAME OF PERSON INTERESTED IN BEING CONSIDERED FOR APPOINTMENT ON BOARD:

SIMON WAIN  
NAME (PLEASE PRINT)

Address: [Redacted] PAONIA, [Redacted]

E-MAIL:

NOTES: (INCLUDE INTERESTS, KNOWLEDGE & SKILLS YOU FEEL WILL BENEFIT THE TOWN)

S. Ven  
SIGNATURE

TOWN OF PAONIA

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DATE: 3/8/19

NAME OF COMMITTEE/BOARD:

PLANNING & ZONING COMMISSION ( ) TREE BOARD (X) VOLUNTEER ( ) RECREATION COMMISSION (FUTURE) ( ) OTHER ( )

CURRENT COMMITTEE/BOARD MEMBER: NAME OF PERSON CURRENTLY ON BOARD AND INTERESTED IN CONTINUING SERVICE FOR NEW TERM:

NAME (PLEASE PRINT)

PERSON INTERESTED IN SERVING ON BOARD/COMMITTEE: NAME OF PERSON INTERESTED IN BEING CONSIDERED FOR APPOINTMENT ON BOARD:

John Valentine

ADDRESS: CONTACT PHONE:

E-MAIL:

NOTES: (INCLUDE INTERESTS, KNOWLEDGE & SKILLS YOU FEEL WILL BENEFIT THE TOWN) attached

John Valentine SIGNATURE

## Appendix to Notification of Interest in Serving on Paonia Tree Board

John Valentine

1515 2nd St.

### Experience:

Board of Directors for Wash. State University Extension demonstration orchard at the Mt Vernon Station (Western Washington Fruit Research Foundation).

Instructor for Pierce County Conservation District's Tree Stewardship program. Taught tree botany, espalier, and pollinators classes.

Installed and managed espalier orchards at Gallucci Learning Center, Hilltop Urban Farms, and three community gardens.

Taught Master Gardener classes on pollinators, pruning, espalier, tree stewardship, biological pest control, variety selection, IPM, etc.

Ran a business, Running Duck NW LLC, that included tree stewardship projects.

Master Gardener Colorado, Washington

I had instructional and organizational experience with many of the best arborists and tree experts in Washington state- Theresa Knutson, Bob Norton, Kristan Johnson, Sofia Pasztor, Sam Benowitz, and Gary Moulton. These are undoubtedly unknown names in this area but these are the folks who brought back the lost practices of orcharding to western Washington and have done extensive work with bringing in new varieties, disease resistance, and new practices to deal with exotic and invasive species and diseases. I learned a great deal from them.

## Appendix to Notification of Interest in Serving on Paonia Tree Board

John Valentine

### Experience:

Board of Directors for Wash. State University Extension demonstration orchard at the Mt Vernon Station (Western Washington Fruit Research Foundation).

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AGENDA SUMMARY FORM



Town Administrator Review – Goals and Objectives

Summary:  
Follow-up from Administrator review process and work session held prior to regular meeting.

Notes:

Possible Motions:

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

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

AGENDA SUMMARY FORM



Ordinance 2019-TBD Single Use Plastic Bag Ban

Summary:  
 First read of Draft ordinance regarding Single Use Plastic Bag Ban.

Notes:

Possible Motions:

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

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

**ORDINANCE NO. 2019 - TBD**

**AN ORDINANCE OF THE TOWN OF PAONIA, COLORADO,  
PROHIBITING THE USE OF CERTAIN PLASTIC BAGS**

**RECITALS**

- A. WHEREAS**, the Town of Paonia (the “Town”) is a statutory Town; and
- B. WHEREAS**, the Town, pursuant to its police powers has a duty to protect the health, safety and welfare of its citizens; and
- C. WHEREAS**, the Town supports efforts to reduce the amount of land-fill waste; and
- D. WHEREAS**, the use of single-use disposable plastics such as bags, straws, coffee stirrers, soda and water bottles have severe negative impacts on the environment, both on a local and global scale, including contributing to greenhouse gas emissions, litter, atmospheric acidification, water consumption and solid waste generalization, and harming wildlife; and
- E. WHEREAS**, the Town Board of Trustees desires to prohibit the use of certain plastic bags, which is necessary to address the environmental problems associated with disposable bags.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO, THAT:**

**SECTION 1. RECITALS.**

The foregoing recitals are hereby affirmed and incorporated herein by this reference as findings of the Town of Paonia.

**SECTION 2. AMENDMENT TO THE TOWN CODE.**

The following sections shall be added creating Article 10, Section 10-10-20. Plastic Bag Restrictions of the Town of Paonia Municipal Code:

**SECTION 10-10-20 DEFINITIONS.**

The following terms used in this Section have the following meanings unless the context clearly indicates otherwise:

(A) *Business* means any commercial enterprise or establishment, including sole proprietorships, joint ventures, partnerships, corporations or any other legal entity whether for profit or not for profit and including all employees of the Business and any independent contractors associated with the Business.

*Business* does not include vendors at temporary or special events.

(B) *Disposable Plastic Bag* means a bag made from either non-compostable plastic or compostable plastic provided by a Business to a customer at a point of sale for the purpose of transporting goods.

*Disposable Plastic Bag* does not include:

- (1) Bags used by consumers inside stores to:
  - a. package bulk items such as fruit, vegetables, nuts, grains, candy or small hardware items;
  - b. Contain or wrap frozen foods, meat or fish;
  - c. Contain or wrap flowers, potted plants or other items where dampness may be a problem; or
  - d. Contain unwrapped prepared foods or bakery goods.

(2) A non-handled bag used to protect a purchased item from damaging or contaminating other purchased items when placed in a recyclable paper bag or reusable bag.

(3) Bags provided by pharmacists to contain prescription drugs.

(4) Newspaper bags, door-hanger bags, laundry/dry cleaning bags, or bags sold in packages containing multiple bags for uses such as food storage, garbage, pet waste or yard waste.

(C) *Non-permitted Paper Bag* means a paper bag provided by a Business to a customer at the point of sale for the purpose of transporting goods, which does not meet the standards of a "Permitted Paper Bag."

(D) *Permitted Paper Bag* means a paper bag provided by a Business to a customer at the point of sale for the purpose of transporting goods, which meets all of the following requirements:

- (1) The bag is manufactured from 40% recycled content; and
- (2) The bag is 100% recyclable.

(E) *Reusable Carryout Bag* means a bag that:

- (1) is designed and manufactured to withstand repeated uses over a period of time;
- (2) is made from a material that can be cleaned and disinfected regularly;
- (3) is at least two and one-fourth (2.25) mils thick, if made from plastic; and
- (4) has the capability of carrying a minimum of eighteen (18) pounds.

### **SECTION 10-10-30 TOWN-WIDE PROHIBITION ON DISPOSABLE PLASTIC BAGS**

Effective November 1, 2019, Disposable Plastic Bags and Non-permitted Paper Bags shall not be sold or distributed, retail or wholesale, within Town limits by any Business. Businesses, citizens of the Town, and consumers within the Town are encouraged to use Reusable Carryout Bags or Permitted Paper Bags.

### **SECTION 10-10-40 VIOLATIONS AND PENALTIES**

(A) Any Person and/or Business, upon conviction of any violation of any provision of this Section shall be cited and subject to the following penalties:

(1)

(B) No more than one (1) penalty shall be imposed upon a Person and/or Business within any seven (7) day period.

### **SECTION 3. SINGLE-USE PLASTICS**

With the adoption of this Ordinance prohibiting the use of Disposable Plastic Bags and Non-permitted Paper Bags, the Town further encourages all of its citizens to limit or curtail their use of single-use plastics or disposable plastics such as straws, coffee stirrers, soda bottles, water bottles, cups, utensils and food packaging.

### **SECTION 4. ORDINANCE EFFECT**

All Ordinances of the Town, or parts thereof, inconsistent or in conflict with this Ordinance are hereby repealed, replaced and superseded to the extent only of such inconsistency or conflict.

### **SECTION 5. SEVERABILITY**

The Provisions of this Ordinance are severable, and the invalidity of any section, phrase, clause or portion of this Ordinance as determined by a court of competent jurisdiction shall not affect the validity or effectiveness of the remainder of this Ordinance.

### **SECTION 6. EFFECTIVE DATE**

This Ordinance shall take effect thirty days after publication.

**INTRODUCED, READ AND REFERRED to public hearing before the Board of Trustees for the Town of Paonia, Colorado, on the \_\_\_ day of \_\_\_\_\_, 2019.**

**TOWN OF PAONIA**

By:

\_\_\_\_\_  
CHARLES STEWART, Mayor

ATTEST:

\_\_\_\_\_  
J. CORINNE FERGUSON, Town Clerk

**HEARD AND FINALLY ADOPTED by the Town of Paonia Board of Trustees for the Town of Paonia, Colorado, on the \_\_\_ day of \_\_\_\_\_, 2019.**

**TOWN OF PAONIA**

By:

\_\_\_\_\_  
CHARLES STEWART, Mayor

ATTEST:

\_\_\_\_\_  
J. CORINNE FERGUSON, Town Clerk

AGENDA SUMMARY FORM



Lifting of Water State of Emergency

Summary:

Notes:

Possible Motions:

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

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

**RESOLUTION NO. 2019-08**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA,  
COLORADO, RESCINDING A LOCAL EMERGENCY**

**WHEREAS**, the Town of Paonia is a Statutory Town located Delta County, Colorado; and

**WHEREAS**, in February of 2019, the Town of Paonia experienced a major waterline break in its water system; and

**WHEREAS**, the Town of Paonia has located and repaired the break; and

**WHEREAS**, the Town of Paonia Water System is fully functioning and running; and

**WHEREAS**, on or about February 18, 2019, Charles Stewart as Mayor of the Town of Paonia declared a local emergency for the Town in accordance with C.R.S. § 24-32-2109; and

**WHEREAS**, in accordance with C.R.S. § 24-32-2109, the local emergency declared by the Mayor was ratified by the Board of Trustees on February 21, 2019; and,

**WHEREAS**, with the Town of Paonia's water system fully functioning and the Town is now providing regular water service, it is appropriate to rescind the local emergency.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF PAONIA AS FOLLOWS:**

**Section 1.** The Board of Trustees hereby rescinds the Mayor's declaration of a local emergency declared February 18, 2019.

**APPROVED AND ADOPTED** this 9th day of April 2019, by the Board of Trustees for the Town of Paonia at a duly called special meeting of the Board of Trustees.

TOWN OF PAONIA, COLORADO

By: \_\_\_\_\_  
Charles Stewart, Mayor

ATTEST:

By: \_\_\_\_\_  
J. Corinne Ferguson, Town Clerk

AGENDA SUMMARY FORM



Friends of the Paonia Skatepark

Summary:

Jay Canode – on behalf of the Friends of the Paonia Skatepark requests Board approval and sponsorship for grant applications for infrastructure improvements at the skatepark, located at Paonia Town Park.

Notes:

Possible Motions:

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

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

AGENDA SUMMARY FORM



WSSC – Letter of Support – CORE-Act

Summary:

The Western Slope Conservation Center requests a Board of Trustees letter of support for the Colorado Outdoor Recreation & Economy Act (CORE Act).

Notes:

Possible Motions:

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

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

4.9.19

# 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: Patrick Dooling

Organization, if speaking on behalf of a group: Western Slope Conservation Center

Is this a request for Board action?  Yes  No

Please provide a summary of your comments:

The WSCC is seeking a letter of support from the Town of Paonia for the Colorado Outdoor Recreation & Economy (CORE Act) Act.

The CORE Act, introduced by Sen. Bennet & Rep. Neguse, includes several provisions that could directly benefit the Town of Paonia & surrounding Public Lands.

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

Ken Knight - I informed Ken that we would like to discuss the CORE Act with Town Board.

Contact information:

Name: Patrick Dooling

Mailing Address: PO Box 1612  
Paonia, CO 81428

E-mail: director@theconservationcenter.org

Daytime Phone: 970 527 5307

Office Use Only:

Received: \_\_\_\_\_

Approved for Agenda: \_\_\_\_\_

Board Meeting Date: \_\_\_\_\_



## COLORADO OUTDOOR RECREATION & ECONOMY ACT

Colorado U.S. Senator Michael Bennet and U.S. Congressman Joe Neguse's *Colorado Outdoor Recreation & Economy (CORE) Act* protects approximately 400,000 acres of public land in Colorado, establishing new wilderness areas and safeguarding existing outdoor recreation opportunities to boost the economy for future generations.

Colorado counties, in close coordination with businesses, recreation groups, sportsmen, and conservationists, helped write each element of the CORE Act over the last decade.

Of the land protected, about 73,000 acres are new wilderness areas, and nearly 80,000 acres are new recreation and conservation management areas that preserve existing outdoor uses, such as hiking and mountain biking. The bill also includes a first-of-its-kind National Historic Landscape to honor Colorado's military legacy and prohibits new oil and gas development in areas important to ranchers and sportsmen.

The CORE Act unites and improves four previously introduced bills:

1. Continental Divide Recreation, Wilderness, and Camp Hale Legacy Act
2. San Juan Mountains Wilderness Act
3. Thompson Divide Withdrawal and Protection Act
4. Curecanti National Recreation Area Boundary Establishment Act

## Continental Divide Recreation, Wilderness, and Camp Hale Legacy Act

The *Continental Divide Recreation, Wilderness, and Camp Hale Legacy Act* establishes permanent protections for nearly 100,000 acres of wilderness, recreation, and conservation areas in the White River National Forest along Colorado's Continental Divide. It also designates the first-ever National Historic Landscape around Camp Hale to preserve and promote the 10th Mountain Division's storied legacy. In crafting the bill, Senator Bennet and then-Congressman Jared Polis collaborated with community leaders, veterans, and businesses in Eagle, Summit, and Grand Counties.

- **Wilderness Areas:** The bill creates three new wilderness areas in the Tenmile Range, Hoosier Ridge, and Williams Fork Mountains, totaling 21,033 acres. It also adds 20,196 acres to three existing wilderness areas by expanding Eagles Nest, Ptarmigan Peak, and Holy Cross wilderness areas. Input and support from community leaders in Eagle and Summit Counties led to these designations.
- **Camp Hale National Historic Landscape:** The bill designates 28,728 acres surrounding Camp Hale as the first-ever National Historic Landscape. This unprecedented designation speaks to the storied legacy of the Army's 10th Mountain Division in Colorado and around the world. The 10th Mountain Division that trained at Camp Hale led our nation to victory in World War II, then went on to create the outdoor industry as we know it today. The National Historic Landscape designation would ensure Camp Hale's historic preservation, secure existing recreational opportunities, and protect natural resources.
- **Wildlife:** The bill creates two new wildlife conservation areas totaling 11,668 acres. The Porcupine Gulch Wildlife Conservation Area would protect Colorado's only migration corridor over Interstate 70 for elk, bear, mule deer, and other wildlife. The Williams Fork Wildlife Conservation Area would enhance wildlife habitat for the Greater Sage-grouse and other species.
- **Recreation:** The bill creates a recreation management area in the Tenmile Range totaling 16,966 acres. This would protect access to world-class outdoor recreation, such as mountain biking, hiking, and hunting.
- **Other Land Management:** The bill addresses a number of management issues in specific areas along the Continental Divide. It adjusts wilderness boundaries around the Trail River Ranch in Rocky Mountain National Park to ensure ongoing access to the property for youth and community education programs. It authorizes special use of the Bolts Ditch headgate in the Holy Cross Wilderness Area to ensure the town of Minturn, Colorado, can use its existing water rights to fill Bolts Lake. Lastly, it allows the Forest Service to acquire "the Wedge"—several parcels of land in Grand County—to protect wildlife habitat and the landscape near Rocky Mountain National Park.

## San Juan Mountains Wilderness Act

The *San Juan Mountains Wilderness Act* provides permanent protections for nearly 61,000 acres of land located in the heart of the San Juan Mountains in Southwest Colorado. It designates some of the state's most iconic peaks as wilderness, including two fourteeners: Mount Sneffels and Wilson Peak. The bill is the result of more than 10 years of collaboration among local leaders, businesses, and ranchers in San Miguel, San Juan, and Ouray Counties. It has passed out of both Senate and House committees with bipartisan support.

- **Wilderness:** The bill designates 31,725 acres of new wilderness areas near Telluride, Norwood, Ouray, and Ridgway. Approximately 23,000 acres are additions to the existing Lizard Head and Mount Sneffels Wilderness Areas. The bill also designates 8,884 acres surrounding McKenna Peak, an existing Wilderness Study Area, as a new wilderness area in San Miguel County.
- **Special Management:** The bill designates 21,663 acres as the Sheep Mountain Special Management Area between the towns of Ophir and Silverton, which includes Hope Lake and Ice Lakes Basin. The bill also creates the 792-acre Liberty Bell East Special Management Area near Telluride.
- **Mineral Withdrawal:** The bill protects 6,590 acres of mineral withdrawal outside of Norwood at Naturita Canyon, prohibiting future mineral development in the canyon.

## Thompson Divide Withdrawal and Protection Act

The *Thompson Divide Withdrawal and Protection Act* protects the Thompson Divide—one of Colorado's most treasured landscapes—by withdrawing approximately 200,000 acres from future oil and gas development, while preserving existing private property rights for leaseholders and landowners. It also creates a program to lease excess methane from nearby coal mines, supporting the local economy and addressing climate change. Since joining the Senate, Senator Bennet has worked with ranchers, sportsmen, and elected officials to ensure the bill reflects the wishes of Gunnison, Pitkin, and Garfield Counties and local energy companies.

- **Mineral Withdrawal:** The bill permanently withdraws around 200,000 acres in the Thompson Divide near Carbondale and Glenwood Springs from future oil and gas development, while preserving existing private property rights for leaseholders and landowners.
- **Methane Leasing:** Based on a request from Gunnison County, Delta County, and natural gas producers, the bill creates a program to lease and generate energy from excess methane in existing or abandoned coal mines in the North Fork Valley—supporting the local economy and addressing climate change.

## Curecanti National Recreation Area Boundary Establishment Act

The *Curecanti National Recreation Area (NRA) Boundary Establishment Act* formally establishes the boundary for the Curecanti NRA. Although created in 1965, the boundary has never been designated by Congress, limiting the ability of the National Park Service to effectively manage the area. The bill improves coordination among land management agencies and ensures the Bureau of Reclamation upholds its commitment to expand public fishing access in the basin. Since 2011, Senator Bennet has worked closely with counties, federal agencies, landowners, and sportsmen to craft the bill.

- **Boundary Establishment:** The bill formally establishes the boundary of the Curecanti National Recreation Area, currently one of only a handful of NPS units without a formal designation by Congress.
- **Land Management:** The bill improves the efficiency of public land management in the area by initiating a series of administrative jurisdiction changes—a step supported by all of the relevant land management agencies that will save taxpayer dollars. It also ensures Bureau of Reclamation jurisdiction over the three dams in the area that play an important role in the Colorado River. Lastly, the bill allows nearby landowners to voluntarily receive assistance from the NPS to conserve natural resources on their property.
- **Fishing Access:** The bill ensures that the Bureau of Reclamation upholds its commitment to expand public fishing access in the basin, which was lost when the Aspinall Unit was created.

WESTERN SLOPE  
CONSERVATION  
CENTER 

April 4, 2019

Town of Paonia Board of Trustees  
P.O. Box 460  
214 Grand Avenue  
Paonia, CO 81428

RE: Letter of Support for CORE Act

Dear Trustees for the Town of Paonia,

The Western Slope Conservation Center is a 600+ member organization that builds an active and aware community to protect and enhance the lands, air, water, and wildlife of the Lower Gunnison Watershed. The Conservation Center has a 40+ year history of working to ensure our public lands are well-managed with the highest level of protection they deserve. Additionally, we are currently a participant of the joint Delta-Gunnison County Coal Mine Methane Working Group, whose mission is to the support of the coal mines and surrounding communities in the North Fork Valley through the development of a comprehensive strategy for education, capture, exploration of mitigation, and economic utilization of coal mine methane. We respectfully request that the Town of Paonia submit a letter of support for the Colorado Recreation and Economy (CORE) Act to Senator's Bennet and Gardner and Representatives Tipton and Neguse

In January 2019, Senator Bennet and Representative Neguse introduced the Colorado Outdoor Recreation and Economy Act, a visionary effort to protect Colorado's wild places and outdoor recreation economy. The CORE Act combines and improves four previously introduced bills: the Thompson Divide Withdrawal and Protection Act, the Curecanti National Recreation Area Boundary Establishment Act, the San Juan Mountains Wilderness Act, and the Continental Divide Recreation, Wilderness and Camp Hale Legacy Act. In total, this bill will protect approximately 400,000 acres of iconic Colorado public lands for future generations.

The Thompson Divide and Curecanti NRA portions of this bill are of particular benefit to the Town of Paonia. The Thompson Divide Act includes fluid mineral withdrawal of ~200,000 acres of public lands in the Thompson Divide region near the Town of Paonia. The CORE Act also formally establishes the boundaries and management protocols of the Curecanti National Recreation Area (NRA). It also works to increase public access for fishing in Curecanti NRA, which is a major economic driver in this region.

***Thompson Divide Withdrawal and Protection Act***

The Thompson Divide portion of the CORE Act permanently withdraws around 200,000 acres in the Gunnison, Garfield and Pitkin counties from future oil and gas development while preserving existing private property rights for leaseholders and landowners. This portion of the legislation includes significant fluid mineral withdrawal near Mount Lamborn, Kebler Pass, Ragged

# WESTERN SLOPE CONSERVATION CENTER

Mountains, and McClure Pass (see attached map). Protecting these iconic landscapes of our watershed will make meaningful steps to preserve our clean air and water, sustain wild public lands, and support our burgeoning recreation economy.

According to the Outdoor Industry Association, the outdoor recreation industry generates \$28 billion in consumer spending, is responsible for 229,000 direct jobs, and generates \$2 billion in state and local taxes in the State of Colorado. However, increased oil & gas activity has the potential to negatively impact outdoor recreation opportunities near the Town of Paonia. Each year tourists from across the state and country flock to the Town of Paonia to visit the robust natural resources of our public lands, including the largest living organism in Colorado, the Kebler Pass Aspen Grove, and the nation's largest kokanee salmon fishery which is anchored by Blue Mesa Reservoir. Many of these lands are also prime hunting locations. According to a 2008 report from CPW, hunting and fishing in Delta and Gunnison Counties had a total economic impact of \$80 million. The CORE Act will provide protections that match our communities values, support our local economy, and continue to be a treasure for locals and visitors alike well into the future.

Importantly, the Thompson Divide legislation also creates a program to address the pressing issue of coal mine methane emissions in the North Fork Valley. The North Fork Valley is currently home to the highest emissions of methane in Colorado. Methane is 28 to 36 times as potent as carbon dioxide for trapping heat over 100 years, according to the Environmental Protection Agency. The CORE Act will empower the Department of Interior (DOI) to conduct an inventory of all significant emissions of methane in the North Fork Valley, including methane emissions from active, inactive, and abandoned coal mines. This bill also empowers the DOI to create a program to lease, utilize, and monetize this methane that is otherwise venting into the atmosphere, helping to address these local contributions to climate change and support our local economy.

### ***Curecanti National Recreation Area Boundary Establishment Act***

Another important piece of the CORE Act to the Town of Paonia is the Curecanti National Recreation Area (NRA) Boundary Establishment Act, which formally establishes the boundary for the Curecanti NRA. Although created in 1965, the boundary has never been designated by Congress, limiting the ability of the National Park Service to effectively manage the area. The bill improves coordination among land management agencies and ensures the Bureau of Reclamation upholds its commitment to expand public fishing access in the Gunnison Basin. The CORE Act will ensure proper management of Curecanti NRA that will enable locals and tourists alike to enjoy the natural resources of the lands surrounding our community.

The CORE Act is gaining momentum in Colorado and Washington DC. On April 2, the CORE Act had its first official hearing with the House Natural Resources Committee. The CORE Act has gained broad support among other local stakeholders, including the counties of Eagle, Summit, San Juan, Ouray, San Miguel, Gunnison, and Pitkin, the city of Glenwood Springs, and

WESTERN SLOPE  
CONSERVATION  
CENTER 

the towns of Carbondale, Ridgway, Crested Butte, Ophir, Telluride, and Basalt. In addition, the CORE Act is widely supported by Colorado's outdoor recreation industry, including the Outdoor Industry Association, Vail Resorts, North Face, Patagonia, and Icelantic Skis.

However, Senator Gardner and Representative Tipton have to officially weigh-in on the proposed legislation. The Western Slope Conservation Center, on behalf of our 600+ members, respectfully ask the Town of Paonia to send a letter to Senators Bennet and Gardner and Representatives Tipton and Neguse expressing the town's support for the CORE Act in order to protect our public lands and our communities' quality of life, and support our sustainable outdoor recreation-driven economies.

Thank you for taking the time to consider our request.

Respectfully submitted,

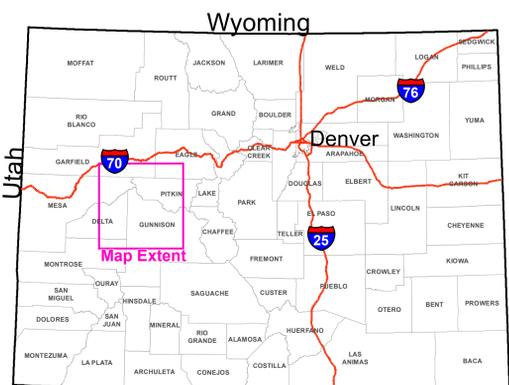
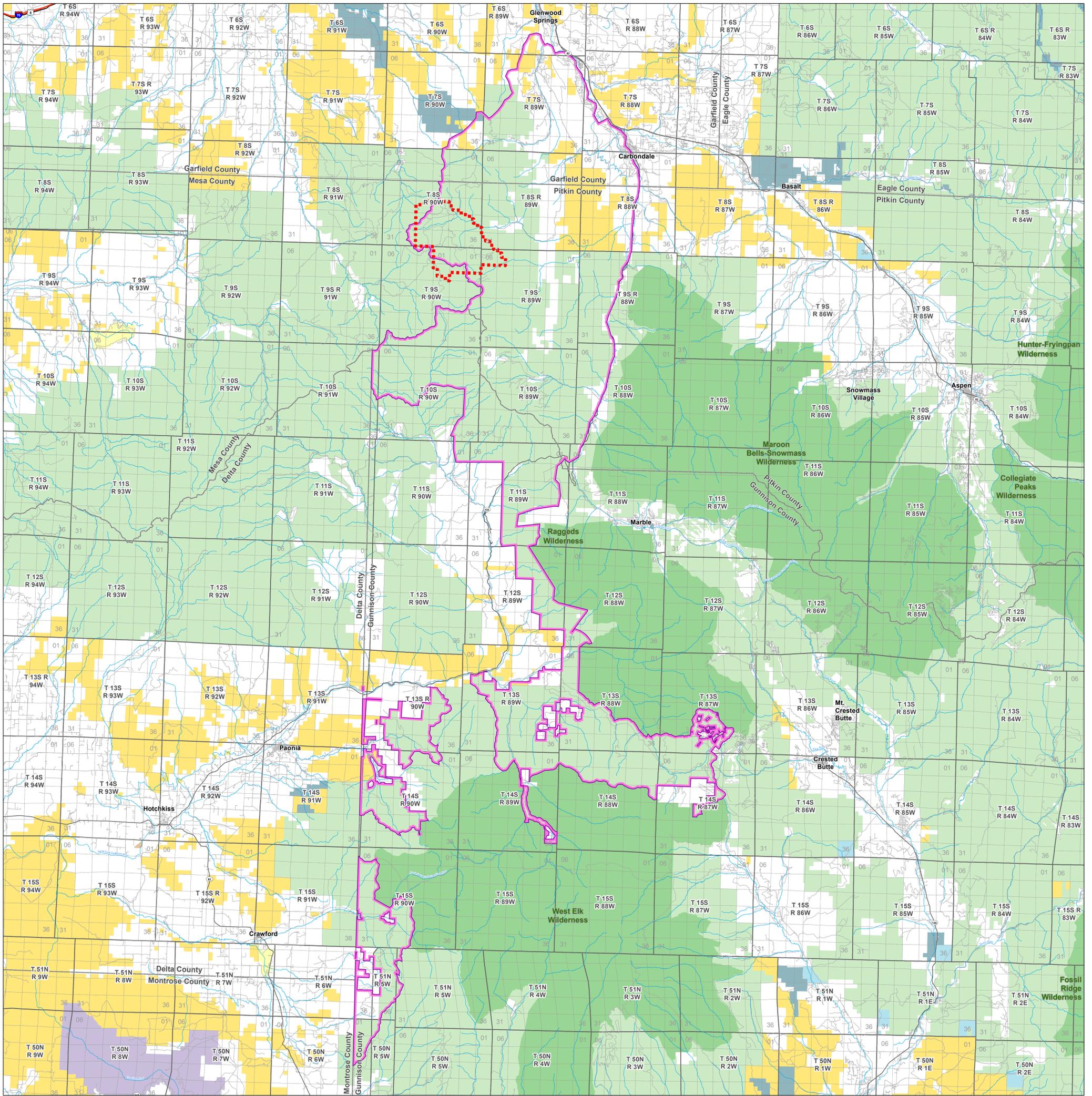


Patrick Dooling  
Executive Director  
Western Slope Conservation Center  
[director@theconservationcenter.org](mailto:director@theconservationcenter.org)  
970-527-5307 x 201

# Greater Thompson Divide Area Map

September 22, 2016

This map prepared at the request of Senator Michael Bennet



0 5 10 20 Miles

1:130,000

This map is intended to be plotted at 34 x 44 in.

- Thompson Divide Withdrawal and Protection Area
- Wolf Creek Storage Agreement
- County Boundaries
- Streams & Rivers

- Interstates
- U.S. Highway
- State Highway
- County & Main Roads

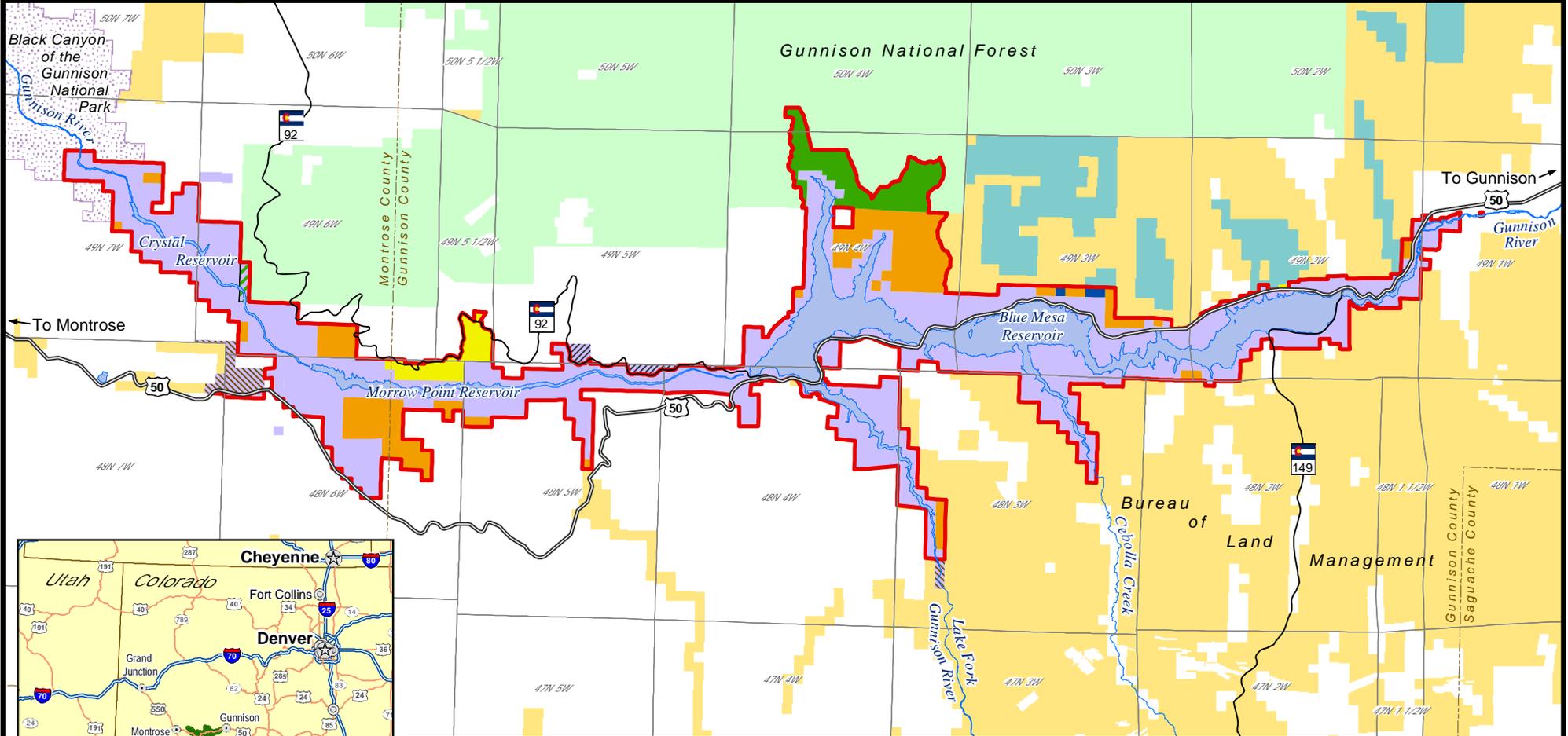
- Bureau of Land Management
- Bureau of Reclamation
- National Park Service
- Other Federal
- State
- State, County, City; Areas
- US Forest Service
- USFS Wilderness Area

NO WARRANTY IS MADE BY THE BUREAU OF LAND MANAGEMENT FOR USE OF THE DATA FOR PURPOSES NOT INTENDED BY BLM.

This map was produced by the BLM Colorado State Office, Sep. 22, 2016. Document Path: T:\COCS\gis\work\osmos\projects\legislative\_img\img\2016\Thompson\_Divide\mxd\Greater\_Thompson\_Divide\_Area\_Map.mxd

# CURECANTI NATIONAL RECREATION AREA PROPOSED BOUNDARY

National Park Service  
U.S. Department of the Interior



- Curecanti National Recreation Area Proposed Boundary
  - Lands withdrawn or acquired for Bureau of Reclamation projects
  - National Park Service
  - Bureau of Land Management proposed transfer to National Park Service
  - U.S. Forest Service proposed transfer to National Park Service
  - U.S. Forest Service to remain U.S. Forest Service
  - Colorado Division of Parks and Wildlife proposed National Park Service acquisition
  - Potential exchange lands
  - Proposed for transfer to Bureau of Land Management, subject to revocation of Bureau of Reclamation withdrawal
  - Bureau of Land Management
  - U.S. Forest Service
  - Colorado State Wildlife Area
  - U.S. Highway
  - State Highway
  - Township Line
  - County Line
  - Lake
  - River
- Private lands are indicated by white areas of the map

OFFICE: Lands Resources Program Center  
 REGION: Intermountain Region  
 PARK: CURE  
 TOTAL PROPOSED ACREAGE: ±50,300  
**MAP NUMBER: 616/100,485C**  
**DATE: AUGUST 11, 2016**

1:240,000  
 UTM Zone 13 North, NAD83

Senator Michael Bennet  
Senator Cory Gardner  
Representative Joe Neguse  
Representative Scott Tipton

Dear Members of the Colorado Congressional Delegation,

We are writing to express our strong support for the Colorado Outdoor Recreation and Economy Act (CORE Act). We appreciate the leadership of the Colorado delegation to protect public lands in Colorado, and in particular the leadership of Senator Michael Bennet and Representative Joe Neguse for introducing this legislation. Our public lands support our communities' quality of life and support our sustainable outdoor recreation-driven economies. Of particular benefit to the Town of Paonia are Thompson Divide Withdrawal and Protection Act and Curecanti National Recreation Area Boundary Establishment Act within the CORE Act.

**Thompson Divide** - In particular, we appreciate that the CORE Act carries forward protections that balance conservation and recreation that we have long supported in the Thompson Divide Withdrawal and Protection Act, which was introduced last Congress. The Thompson Divide Withdrawal and Protection Act has enjoyed consistent and broad [support](#) from local governments and diverse stakeholders for years. The bill has enjoyed support from Gunnison and Pitkin Counties, eight local municipalities, and a wide array of local businesses and organizations. Individual supporters come from all walks of life and all political persuasions, and include ranchers, sportsmen, private landowners, recreation groups, small business owners, skiing companies, and many more. A version of the Thompson Divide Withdrawal and Protection Act was most recently introduced by Sen. Bennet in March of 2017 (S. 481).

**Curecanti National Recreation Area** - We appreciate that the CORE Act formally establishes the boundaries and management of the Curecanti National Recreation Area. Curecanti National Recreation Area deserves official recognition within the National Park System, managed by its dedicated staff, and celebrated for the significant benefit it brings to the local economy. The CORE Act will ensure proper management of Curecanti NRA that will enable locals and tourists alike to enjoy the natural resources of the lands surrounding our community.

The four elements of the CORE Act are all reflective of and accountable to the needs and interests of diverse stakeholders, with carefully drawn boundaries and thoughtful designations. We are appreciative that these proposed designations were locally developed to address existing and future recreation, wildlife habitat, wildfire management, agricultural and water supply needs.

Millions of people visit the central mountains and western slope of Colorado each year, and our federal public lands contribute immeasurably to our economy and quality of life. But we must have the vision to protect what is wilderness, create ongoing opportunities for sustainable recreation, and conserve wildlife habitat. We believe that the CORE Act strikes that balance.

We hope that Colorado's congressional delegation will prioritize passage of the CORE Act in the 116th Congress.

Sincerely,

AGENDA SUMMARY FORM



Annexation of County road – Stahl Road and County road section of Grand Avenue to the bridge.

Summary:

Staff requests Board of Trustees permit the Town Administrator, on their behalf, to request the Board of County Commissioners (BOCC) approve the annexation of Stahl Road and Grand Avenue from Fourth Street to the south side of the bridge.

Notes:

Possible Motions:

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

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

AGENDA SUMMARY FORM



Sewer Tap Purchase - Stahl

Summary:

Arvin Stahl requests Board approval to connect to Town sewer. The pre-annexation agreement and sewer tap deposit have been submitted. The property is included in the Town/Delta County planning area A. Staff recommends the sale of the sewer tap at the in-Town rate of \$5,000 – noting the property is within the planning area and may be subject to annexation in the near future.

Notes:

Possible Motions:

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

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

Meeting of April 9th

# Town of Paonia Sewer Tap Application

New Account

TBD-70160000

Fee: **In Town** \$ 5,000.00  
**Out of Town** \$ 10,000.00

Application Date: 3/29/2019  
Council Review Date: \_\_\_\_\_

Applicant: Arvin Stahl Owner  Developer  Other

Property Owner: Arvin Stahl

Mailing Address: \_\_\_\_\_  
City: Paonia State: CO Zip: 81428

### Location of Requested Tap

Street Address: 470 Stahl Rd.

Legal Description: Delta County Parcel ID 324506205063

Easements: \_\_\_\_\_

Anticipated Date of Connection: May 1, 2019

### Specifics

- Single Family Residence
- Accessory Building
  - Sink(s) \_\_\_\_\_
  - Bathroom(s) \_\_\_\_\_
  - Shower/Tub(s) \_\_\_\_\_
  - Other \_\_\_\_\_

- Commercial
- Multiple businesses in single structure
  - Sink(s) \_\_\_\_\_
  - Bathroom(s) \_\_\_\_\_
  - Shower/Tub(s) \_\_\_\_\_
  - Other \_\_\_\_\_

### Out of Town Requirements

- Pre-Annexation Agreement  Recorded on \_\_\_\_\_
- \$500.00 Deposit  Balance Paid on \_\_\_\_\_
- Water Company  Letter Authorizing \_\_\_\_\_
- Hydrant Required (at Town discretion)

In order to review the application, the following MUST be submitted attached to this form:

1. Site plan of the property with the tap location identified.
2. Copy of property deed
3. Signed Pre-Annexation agreement

I/We hereby certify that the above information is correct and understand that the application does not guarantee service until feasibility is determined by the Town. By making this application, I/We understand that I/We are obligated to comply with all water and sewer ordinances, rules and regulation of the Town of Paonia.

Owner(s) Signature(s): Arvin Stahl

### Town Use Only

Service Available  Approved  Disapproved  
Tap Size:  2"  4"  6"

Conditions and/or Comments: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

EXHIBIT "A"

Part of Block 3, Beezley Subdivision, being part of the NW $\frac{1}{4}$  NW $\frac{1}{4}$  of Section 6, Township 14 South, Range 91 West, 6th P.M., bounded and described as follows: Beginning at Southeast corner of said Block 3, Beezley Subdivision, from which the Northwest corner of said Section 6 bears North 58° 24' West 1165 feet; and running thence South 71°15' West 210 feet; thence North 18°45' West 210 feet; thence North 71°15' East 210 feet to a point on the East line of said Block 3; thence South 18°45' East 210 feet along the East line said Block 3 to the point of beginning.

Also, all water and water rights, ditches and ditch rights thereunto belonging or in anywise appertaining including one share of the capital stock of the Feldman Ditch Company and one share of the capital stock of the West Paonia Domestic Water Company.

*From Stahl Property at 470 Stahl Rd.*

STAHL ORCHARDS

[Redacted]

11588

82-170/1021

3-29-2019  
DATE

PAY TO THE  
ORDER OF

Town of Peoria

\$ 500 <sup>00</sup>/<sub>100</sub>

Five hundred and <sup>no</sup>/<sub>100</sub>

DOLLARS

Security features  
included.  
Details on back.



First State Bank of Colorado  
Peoria, CO 81428

MEMO

deposit for sewer tax

Orvin Stahl

MP

[Redacted]

Main

**PRE-ANNEXATION AGREEMENT**

I, Arvin Stahl, the owner(s) of the real estate described in the attached Exhibit "A", incorporated herein by this reference thereto, have read and understand the Town of Paonia Ordinances regarding Water and Sewer Use outside Town and, by signing this agreement, consent to be bound by all provisions of said ordinances, amendments thereto that are hereafter passed and also to all rules and regulations which may be adopted by the Board of Trustees governing the use of water and/or sewer services.

I understand that, as an out-of-town water/sewer user, the Town has a primary obligation to serve in-town users and my use of the Town water/sewer service is a privilege granted to me by the Town's sale and my purchase of the subject tap.

I understand and agree that if new construction occurs in relationship to the tap purchased, such new construction must be built to the building code standards of the Town, that I must apply for and receive a Town building permit and such construction must be inspected for compliance with said standards, subject to the approval of the building inspector of the Town of Paonia, Colorado.

I understand and agree that all new water/sewer lines installed by me out-of-town because of this tap purchase must be built to and satisfy the Town standards and specifications then in effect, subject to the inspection and approval of the Town Administrator.

I further agree that, within ninety (90) days from and after the date that the above-described land or subdivision to be served with Town water or sewer service becomes eligible for annexation, I will cause to be filed with the Town a valid annexation petition proposing such lands or subdivision for consideration of annexation by the Town. In the event the Town desires to annex the said lands or subdivision, I agree to co-operate fully with the Town to accomplish the successful annexation thereof. The costs and expenses of any annexation proceedings shall be paid by the owners of the property to be annexed, on a pro rata basis.

I further agree to grant the Town of Paonia all necessary easements upon the above-described land or subdivision for construction, maintenance, enlargement or replacement of water and/or sewer lines and appurtenances. I agree to execute the necessary documents to establish said easements, upon presentation thereof and request of the Town.

I further agree to pay the costs of recording this agreement in the office of the Clerk and Recorder of Delta County, Colorado, and understand that, by such recordation, the terms of this agreement shall be binding upon and shall run with the real estate described in the attached Exhibit "A" and to be served with Town water and/or sewer service.

Arvin Stahl

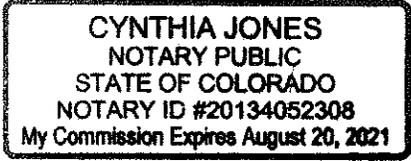
Signature of property owner(s)

Date:

STATE OF COLORADO    )  
                                  )§  
COUNTY OF DELTA        )

The foregoing instrument was subscribed and sworn to before me this 29 day of March, 2019  
by Arvin Stahl

Witness my hand and official seal.  
My Commission Expires: August 20, 2021



Notary Public: Cynthia Jones

AGENDA SUMMARY FORM



Minor Subdivision– BOCC Recommendation

Summary:

Notes:

Possible Motions:

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

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

**MINOR SUBDIVISION / BOUNDARY ADJUSTMENT**  
**APPLICATION**

Name Huntley Minor Subdivision Application Date \_\_\_\_\_  
Property Address 535 Stahl Rd Development Review \_\_\_\_\_  
Telephone Number 970 623 1566 Meeting Date \_\_\_\_\_

**MINOR SUBDIVISION/BOUNDARY ADJUSTMENT**

The division of land that meets at least one of the following conditions:

1. The division of a parcel of land into three lots or less. A parcel of land may only be subdivided into three lots or less under the minor subdivision procedures once. Any subsequent subdivision, except for condition 2 below, must follow the procedures for a major subdivision.
  
2. The relocation or adjustment of a lot line that does not create new lots.

Applications for Minor Subdivisions shall be filed at least 30 days in advance of the meeting at which they are to be considered by the Development Review Committee. Incomplete applications shall result in denial of application acceptance and returned for completion, consequentially delaying hearings.

**The application shall include the following:**

- Application fee of \$500.00
- A legal description of the property
- Proof of ownership
- Location Improvement Certificate certified by a Colorado licensed surveyor
- Plat of the proposed subdivision parcels sufficient to determine the size and area of each proposed parcel and describing each such parcel, as a portion of a lot, tract, or parcel, or lots, or tracts, or parcels on the Town Plat. The plat shall also identify the location of all public rights-of-way, location and size of the vehicular access to each parcel and the location of all utilities and all utility easements
- Narrative Statement describing fire protection, emergency access, flood protection and proposed vehicular access
- Copy of any restrictive covenants that are proposed or have been recorded affecting the lots, tracts or parcels that are the subject of re-subdivision
- Any other information or documents requested by the Town Administrator that are necessary to render a decision under the criteria hereinafter set forth

The undersigned agree that the real property described on the site plan shall be developed only in accordance with the approved special review site plan and other provisions of the zoning regulations of the Town of Paonia.

I. Project Summary

Please answer only the questions that apply to your Special Review/Variance request. Any additional information, which would be beneficial in the consideration, may be noted in the "Comments" section.

- a. Reason for Minor Subdivision Divide the two houses
- b. Current Zoning of Property residential
- c. How will fire and flood protection be provided? Town of Paonia
- d. How will emergency access be provided? Four driveways (2) off Stahl Rd
- e. Provide a description of the proposed access to each proposed parcel Two existing driveways off Stahl Rd
- f. What additions/changes in utilities will be necessary? Include water, sewer, gas, and electric. Smaller house will connect to Town of Paonia Sewer and obtain and connect to a new water tap.
- g. Will property have Commercial/Private or Public Use? private
- h. Anticipated traffic flow and volume? no change from current

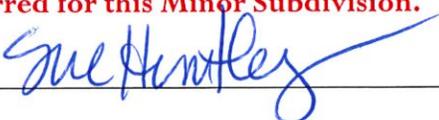
Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

II. Public Notice Requirements

Property has been posted notifying meeting with the Development Review Committee. Said sign to be at least 2 foot by 2 foot (2'x2') and posted for at least 15 days prior to said meeting.

III. Acknowledgement to Pay Fees

This application must be completed and a **non-refundable** fee of **\$500.00** is assessed to cover the administrative costs. **Payment must accompany this application. By signing below, I acknowledge that I will be billed for any overages of costs incurred for this Minor Subdivision.**

SIGNED  

DATE \_\_\_\_\_

PROTECTIVE COVENANTS ON THE FOLLOWING DESCRIBED PROPERTY SITUATE IN THE COUNTY OF DELTA AND STATE OF COLORADO, AS FOLLOWS, TO WIT:

**Huntley Minor Subdivision**

(Hereafter described as "the Property.")

KNOW ALL MEN BY THESE PRESENTS, that Susan J. Aglietti and Steven G. Huntley the owners of the real property hereinabove described, for the use and benefit of itself and all persons claiming or to claim any part of the above described real property, hereby declare, restrict and covenant that the use, enjoyment and ownership of the above described real property shall be and the same is hereby restricted, limited, conditioned and protected by the imposition of the following restrictions and limitations, to wit:

1. LAND USE AND BUILDING TYPE

The subdivision consists of two residential lots and vacant recreational lands. No part of the above described real property shall be occupied or used by any owner thereof for other than residential purposes, other than a home-based business which is contained within the dwelling and does not significantly increase traffic. No structures shall be erected, placed, altered or permitted to remain on any part of the above described real property other than stick built detached single-family dwellings.

No room or rooms in any residence or parts thereof may be rented or leased, and no paying guests shall be quartered in any residence. Provided, however, that nothing contained in this paragraph shall be construed as preventing the renting or leasing of an entire residence as a single unit to a single family for a period of time not to exceed one year, nor shall this covenant prohibit housing of any domestic help. No business or profession of any nature shall be conducted on any lot or in any residence constructed thereon, except a home office with no employees and which does not require access by the general public. Leasing of the entire Dwelling to guests as a vacation rental shall be allowed so long as the guests adhere to these Covenants.

2. DWELLINGS

There are two site built homes on each of the two lots in the subdivision. No additional structure, regardless of the use as may be permitted in paragraph one (1) above, shall be erected, altered or permitted to remain on any of the above described real property. Buildings damaged or destroyed must be removed or repaired within six months of the date of the damage.

### 3. LOT SUBDIVISION

No additional building sites shall be created by the combining of any portions of any lot with adjoining property.

### 4. GARBAGE AND REFUSE DISPOSAL

No lot shall be used or maintained as a dumping ground for rubbish. Trash, garbage or other waste shall not be kept at any time on any part of the subject property outside of the principal dwelling or garage located thereon or a properly concealed commercial container. No equipment for the storage or disposal of such material shall be kept upon the subject property any time unless screened by aesthetically appropriate fences or landscaping, or unless kept with the exterior walls of the principal dwelling or garage located on the subject property.

### 5. NUISANCES

No noxious or offensive activity shall be carried on upon any part of the above described real property, nor shall anything be done thereon which may be or may become an annoyance or nuisance to the neighborhood. Specifically, but not by way of limitation, no owner of any property subject to the provisions of these covenants shall permit weeds to grow and remain uncut so that the same appear unsightly to the surrounding area; nor shall there be permitted the storage of lumber, bricks or other building material for a period of time longer than reasonably required for the completion of a residential structure thereon. Weeds shall be controlled on the Lots by the Lot owner.

### 6. FENCES

No fencing is allowed except for privacy fencing not exceeding six feet in height and located within a 50 foot radius of the existing homes. All such fencing shall be of a color to blend with the natives soils (i.e. not white or light.) Brown, beige, black, or grey is acceptable.

### 7. MOBILE HOME, TRUCKS, UNLICENSED OR JUNK AUTOMOBILES, ETC.

No mobile homes, motor homes, trucks (except for pick-up trucks), or unlicensed or junk automobiles shall be located on any part of the subject property for any period of time in excess of 24 hours in the aggregate during any one calendar week unless enclosed with a garage or carport, provided however that this covenant shall not be deemed to apply to construction trucks for reasonable times during periods of construction of improvements.

### 8. LIVESTOCK AND POULTRY

No animals, livestock of any kind shall be raised, bred or kept on any part of the above described real property, except that not more than three dogs, cats or other household pets may be kept thereon if they are not raised, bred, kept or maintained for any commercial purposes. Poultry is

limited to six chickens, specifically hens, no roosters.

9. EASEMENTS RESERVED

Easements for installation and maintenance of utilities are reserved as shown on the recorded plat. All utilities shall be underground.

10. ACCEPTANCE

Each grantee of the property or any part thereof included within these restrictive covenants, by acceptance of a deed conveying any of the lots shall accept title thereto upon and subject to each and all of the restrictions, conditions, covenants, and agreements herein contained, and by such acceptance shall for himself, his heirs, personal representatives, successors and assigns, covenants, agree and consent to and with the grantees and subsequent owner of each of said other lots to keep, observe, comply with, and perform said restrictions, covenants, conditions and agreements and each thereof. Said restrictions, covenants and agreements are intended and imposed for the direct and mutual and reciprocal benefit of each and all of said lots and subsequent owners thereof, and to create mutual and equitable servitude upon each of said lots in favor of each other lot, and reciprocal rights and obligations and privity of contract and estate between the grantees of said lots, their respective heirs, successors and assigns.

11. ENFORCEMENT

The provisions herein contained are for the benefit of each of the two lots, and are and shall operate as covenants running with the land and shall inure to the benefit of and be binding upon the owners and the purchasers and subsequent owners of each of said lots. A violation of any part of said provisions, conditions, restrictions or covenants shall warrant the owners or other lot owners to apply to any court of law or equity having jurisdiction thereof for an injunction or for damages or other proper relief, and if such relief be granted the court may in its discretion award to the Plaintiff his court costs and reasonable attorney's fees. No delay or omission on the part of the undersigned or his successors or assigns in interest, or the owner or owners of any other lot or lots in said property in exercising any right, power of the provisions, conditions, restrictions and covenants herein contained, shall be construed as a waiver thereof or an acquiescence therein; and no right of action shall accrue nor shall any action be brought or maintained by, for, or on account of his failure or neglect to exercise any right, power, or remedy herein provided for in the event of any such breach, or for imposing herein provisions, conditions, restrictions, or covenants which may be unenforceable.

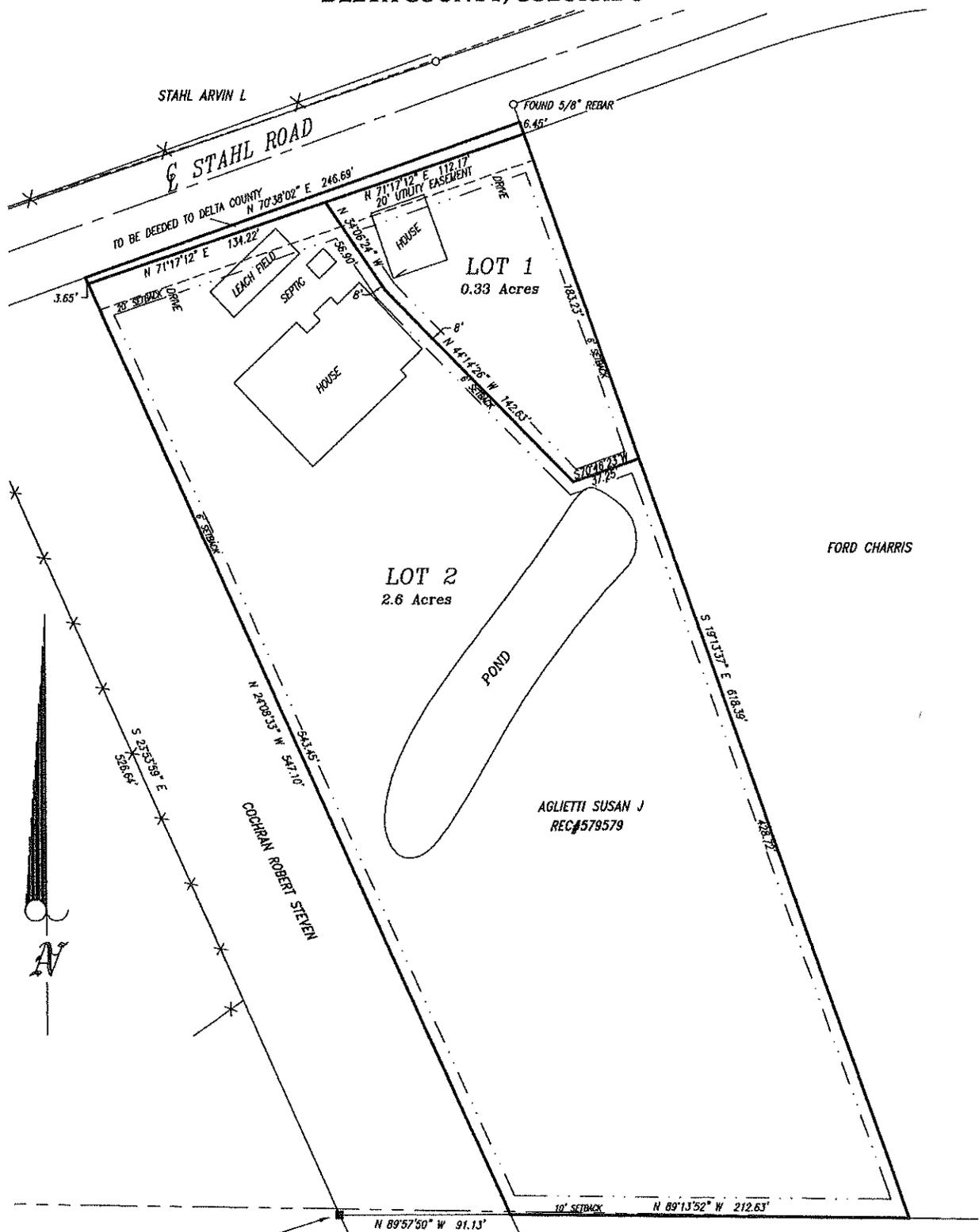
12. SEVERABILITY

In the event that any one or more of the provisions, conditions, restrictions, and covenants herein set forth shall be held by any court of competent jurisdiction to be null and void, all remaining provisions, conditions and restrictions and covenants herein set forth shall continue unimpaired and





**SKETCH PLAN  
HUNTLEY SUBDIVISION  
WITHIN SECTION 6, T.14S., R.91W., 6TH P.M.  
DELTA COUNTY, COLORADO**



FOUND 3/4" REBAR WHICH HAS BEEN HISTORICALLY USED AS THE SW CORNER OF LOT 12, BEZLEY'S SUBDIVISION. SET 3 1/4" ALUMINUM CAP ON TOP.

JUSTMAN ROBERT PARKER



**WILMORE & COMPANY**  
PROFESSIONAL LAND SURVEYING, INC.

408 Grand Avenue 970.527-4200 PHONE  
P.O. Box 1662 970.527-4202 FAX  
Paonia, Colorado 81428 www.wilmorelandsurveying.com

Defining Boundaries  
J19002SKETCHPLAN

EMAIL wilmoreandcompany@lds.net  
21 JANUARY 2019



AGENDA SUMMARY FORM



Minor Subdivision Approval – Rio Grande

Summary:

FYI – Water and Sewer Tap Applications included for informational purposes only. In-Town tap sales do not require Board approval.

Notes:

Possible Motions:

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

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

Town of Paonia  
Sewer Tap Application

New Account

Fee: In Town \$ 5,000.00  
Out of Town \$ 10,000.00

Application Date: 3/13/19  
Council Review Date: \_\_\_\_\_

Applicant: David Berger Owner  Developer  Other

Property Owner: Susan L. Berger

Mailing Address: \_\_\_\_\_

City: Hotchkiss State: CO Zip: 81419-4214  
2001-82

Location of Requested Tap

Street Address: 324 Rio Grande Ave

Legal Description: ATTACHED

Easements: \_\_\_\_\_

Anticipated Date of Connection: 180 days from approval  
Apr 10/1/19

Specifics

- Single Family Residence
- Accessory Building
- Sink(s) \_\_\_\_\_
- Bathroom(s) \_\_\_\_\_
- Shower/Tub(s) \_\_\_\_\_
- Other \_\_\_\_\_
- Commercial
- Multiple businesses in single structure
- Sink(s) \_\_\_\_\_
- Bathroom(s) \_\_\_\_\_
- Shower/Tub(s) \_\_\_\_\_
- Other \_\_\_\_\_

Out of Town Requirements

- Pre-Annexation Agreement
- \$500.00 Deposit
- Water Company
- Hydrant Required (at Town discretion)
- Recorded on \_\_\_\_\_
- Balance Paid on \_\_\_\_\_
- Letter Authorizing \_\_\_\_\_

In order to review the application, the following MUST be submitted attached to this form:

1. Site plan of the property with the tap location identified. ATTACHED
2. Copy of property deed - closing on property 3/20/19
3. Signed Pre-Annexation agreement

I/We hereby certify that the above information is correct and understand that the application does not guarantee service until feasibility is determined by the Town. By making this application, I/We understand that I/We are obligated to comply with all water and sewer ordinances, rules and regulation of the Town of Paonia.

Owner(s) Signature(s): Susan L. Berger

Town Use Only

Service Available  Approved  Disapproved  
Tap Size:  12"  14"  16"

Conditions and/or Comments: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Town of Paonia  
Water Tap Application

New Account

Fee: In town \$ 6,000.00  
Out of Town \$15,000.00

Application Date: 3/13/19  
Council Review Date: \_\_\_\_\_

Applicant: David Barger Owner  Developer  Other

Property Owner: Susan L Barger

Mailing Address: \_\_\_\_\_  
City: Hotchkiss State: CO Zip: 81419

Location of Requested Tap

Street Address: 324 Rio Grande Ave  
Legal Description: ATTACHED

Easements: \_\_\_\_\_  
Anticipated Date of Connection: 180 days from approval  
Apr 10, 2019

Specifics

- Single Family Residence
- Accessory Building
- Sink(s) \_\_\_\_\_
- Bathroom(s) \_\_\_\_\_
- Shower/Tub(s) \_\_\_\_\_
- Other \_\_\_\_\_
- Commercial
- Multiple businesses in single structure
- Sink(s) \_\_\_\_\_
- Bathroom(s) \_\_\_\_\_
- Shower/Tub(s) \_\_\_\_\_
- Other \_\_\_\_\_

Out of Town Requirements

- Pre-Annexation Agreement
- \$500.00 Deposit
- Water Company
- Hydrant Required (at Town discretion)
- Recorded on \_\_\_\_\_
- Balance Paid on \_\_\_\_\_
- Letter Authorizing \_\_\_\_\_

In order to review the application the following MUST be submitted attached to this form:

1. Site plan of the property with the meter location identified.
2. Copy of property deed Closing on 3/20/19
3. Signed Pre-Annexation agreement

I/We hereby certify that the above information is correct and understand that the application does not guarantee service until feasibility is determined by the Town. By making this application, I/We understand that I/We are obligated to comply with all water and sewer ordinances, rules and regulation of the Town of Paonia.

Owner(s) Signature(s): Susan L Barger

Town Use Only

Service Available       Approved       Disapproved  
 Tap Size:       3/4"       1"       2"  
 Conditions and/or Comments: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**MINOR SUBDIVISION / BOUNDARY ADJUSTMENT**  
**APPLICATION**

Name David & Susan Barker Application Date 3/7/19  
Property Address 324 Rio Grande Development Review  
Telephone Number 303-335-6643 Meeting Date \_\_\_\_\_

**MINOR SUBDIVISION/BOUNDARY ADJUSTMENT**

The division of land that meets at least one of the following conditions:

1. The division of a parcel of land into three lots or less. A parcel of land may only be subdivided into three lots or less under the minor subdivision procedures once. Any subsequent subdivision, except for condition 2 below, must follow the procedures for a major subdivision.

2. The relocation or adjustment of a lot line that does not create new lots.

Applications for Minor Subdivisions shall be filed at least 30 days in advance of the meeting at which they are to be considered by the Development Review Committee. Incomplete applications shall result in denial of application acceptance and returned for completion, consequentially delaying hearings.

**The application shall include the following:**

- Application fee of \$500.00
- A legal description of the property
- Proof of ownership
- Location Improvement Certificate certified by a Colorado licensed surveyor
- Plat of the proposed subdivision parcels sufficient to determine the size and area of each proposed parcel and describing each such parcel, as a portion of a lot, tract, or parcel, or lots, or tracts, or parcels on the Town Plat. The plat shall also identify the location of all public rights-of-way, location and size of the vehicular access to each parcel and the location of all utilities and all utility easements
- Narrative Statement describing fire protection, emergency access, flood protection and proposed vehicular access
- Copy of any restrictive covenants that are proposed or have been recorded affecting the lots, tracts or parcels that are the subject of re-subdivision
- Any other information or documents requested by the Town Administrator that are necessary to render a decision under the criteria hereinafter set forth

The undersigned agree that the real property described on the site plan shall be developed only in accordance with the approved special review site plan and other provisions of the zoning regulations of the Town of Paonia.

**I. Project Summary**

Please answer only the questions that apply to your Special Review/Variance request. Any additional information, which would be beneficial in the consideration, may be noted in the "Comments" section.

a. Reason for Minor Subdivision Future home on Lot 1

b. Current Zoning of Property R1

c. How will fire and flood protection be provided? N/A Flood zone  
Fire hydrants @ 337 Rio Grande, @ 3<sup>RD</sup>  
and Rio Grande

d. How will emergency access be provided?  
at Street and Alley

e. Provide a description of the proposed access to each proposed parcel  
street parking - lot 1 & 2 / driveway to  
Entry from Alley - lot 1 & 2 be added

f. What additions/changes in utilities will be necessary? Include water, sewer, gas, and electric. all utilities to lot 1 "front" from Street

g. Will property have Commercial/Private or Public Use? PRIVATE

h. Anticipated traffic flow and volume? No change to  
existing flow & volume

- Comments:
1. <sup>with</sup> proof of ownership ATTACHED and permission  
to apply for the minor subdivision.
  2. legal description ATTACHED

**II. Public Notice Requirements**

Property has been posted notifying meeting with the Development Review Committee. Said sign to be at least 2 foot by 2 foot (2'x2') and posted for at least 15 days prior to said meeting.

**III. Acknowledgement to Pay Fees**

This application must be completed and a **non-refundable** fee of **\$500.00** is assessed to cover the administrative costs. **Payment must accompany this application. By signing below, I acknowledge that I will be billed for any overages of costs incurred for this Minor Subdivision.**

SIGNED Susan L. Berger

DATE 3/7/19

**ATTACHED AFFIDAVIT AND INDEMNITY AGREEMENT  
LEGAL DESCRIPTION**

Beginning at the Northeast corner of Lot 10 in Block 2 of Hawkins and Moller's Addition to the Town of Paonia, Colorado and running thence North along the West side of Rio Grande Avenue 100 feet; thence approximately West along the North line of the land formerly owned by R. P. Knight, 125 feet; thence South 100 feet to the Northwest corner of said Lot 10; thence East along the North line of said Lot 10, 125 feet to the place of beginning, being a part of the NW 1/4 NW 1/4 of section 5, township 14 South, range 91 West of the 6th p.m. County of Delta, State of Colorado.

The Estate of Lawrence Fisk Herbert

March 1, 2019

324 Rio Grande Ave.

Paonia, CO 81428

To Whom it May Concern;

I David Herbert, Personal Representative of the Estate of Lawrence Fisk Herbert, give my permission to Susan L. Barger as contract buyer and her husband David Barger to apply and persue to the Town of Paonia the application for a minor subdivision on my property located at 324 Rio Grande Ave., Paonia CO 81428.



Date 3/1/19

The Estate of Lawrence Fisk Herbert

By: David Herbert, Personal Representative

March 11, 2019

Minor Subdivision / Boundary Adjustment Application  
Town of Paonia

Address of Minor Subdivision: 324 Rio Grande Ave  
Paonia, CO 81428

There are no restrictive covenants proposed or recorded affecting the lots, tracts or parcels that are the subject of the minor subdivision.

Sincerely,



Susan L. Barger  
38382 Stucker Mesa Road  
Hotchkiss, CO 81419

3/11/19

AGENDA SUMMARY FORM



Town Clerk Public Records Policy - Discussion

Summary:

The Colorado Revised Statutes provide the custodian of the record (Clerk) to add additional policies and define the procedure for public records requests as defined in the Colorado Open Record Act. Attached are the policies for review.

Notes:

Possible Motions:

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

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

## Town of Paonia - Public Records Policy

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

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

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

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

### A. Definitions

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

- 1) Public Records: All writings made, maintained, or kept by . . . any political subdivision... for use in the exercise of functions required or authorized by law... or involving receipt or expenditure of public funds (C.R.S. 24-72-202(6)). Criminal justice records are not included by the provisions of Part 2, but rather are covered by Part 3 of the Act.
- 2) Writings: All books, papers, maps, photographs, cards, tapes, recordings, or other documentary materials, regardless of physical form or characteristics. Writing includes digitally stored data, including without limitation e-mail messages, but does not include computer software (C.R.S. 24-72-202(7)).

### B. Procedure

- 1) The Town has determined that the use of an official Request Form to be used by Public Records Policy – Established 11-15-2018

citizens is necessary for the efficient handling of such public records requests. The Public Records Request Form (Attachment A) should be given to any individual who makes a request that is not on the form, or the individual should be directed to [www.townofpaonia.com](http://www.townofpaonia.com) or to the Paonia Town Clerk to receive a Public Records Request Form. The citizen should be told that Town Policy requires that requests be made on this form and the employee should make every effort to ensure that the citizen is given enough information so that they can access the form without delay. Once a request is received on the official Town Public Records Request Form, a copy should be transmitted to the Town Attorney's Office immediately. The Town has a limited amount of time within which to respond to Public Records requests and employees receiving such requests should be familiar with these statutory deadlines. See Time for Accessing Public Records in this Policy for more information.

- 2) The Town Clerk is the official custodian of all records centrally maintained by the Town. Department Heads are the official custodians of all records maintained within their departments. The Town Clerk is the official custodian of e-mails. It is the responsibility of each Department Head to become familiar with and to educate his/her affected employees about the standards and requirements of this policy.

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

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

### **C. Fees**

- 1) Request(s) for records which fit the following criteria may, in the judgment of the official custodian, be provided free of charge:
  - a) Documents which do not exceed ten pages, and which are retrievable within a one-hour period of the request(s).
  - b) Agenda materials which have been prepared in advance and which are in support of items scheduled for consideration by the Board of Trustees at a future date, unless the request(s) exceeds twenty-five pages of material.
  - c) Record(s) which are normally produced for public information, such as the current year budget document, brochures on Town services, or procedures, etc.
- 2) In all cases where a person has the right to inspect any public record, s/he may request

Electronic copies, printouts or photographs of such record.

- a) The fee shall be established by the Board of Trustees within their official fees schedule which may be amended from time-to-time. Fees shall be within the criteria set forth by the State of Colorado. Actual costs shall include staff time. Any fees charged in this policy shall include the cost of redacting documents to excise privileged material and legal review within the limits provided by law. Fees may be waived or reduced with prior approval of the Board of Trustees.
- b) Each department may also charge a reasonable hourly fee for the manipulation of data in order to generate a record in a form not used by Town, if the Town elects to provide information in this manner.
- c) An initial deposit of up to 50% of the reasonable estimated costs may be required in advance of fulfillment of the request.
- d) All payments for copies and staff time etc. must be received in advance of releasing the requested records.
- e) Departments may charge for time spent responding to large requests, and/or multiple requests (which shall include, but not be limited to requests on multiple request forms or on multiple pages), including without limitation, compiling information, request(s) that require the searching of voluminous files for specific information, manipulation of data (including manipulating data in order to generate a record in a form not used by the Town, although such manipulation is not required by CORA), or redacting documents to excise confidential information. The charge shall be established by the Board of Trustees within their official fees schedule which may be amended from time-to-time. Fees shall be within the criteria set forth by the State of Colorado. All time spent on such tasks shall be charged to the requesting party.

#### **D. Time for accessing Public Records**

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

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

- 2) Extension of time to 10 working days

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

- a) A broadly stated request is made that encompasses all or substantially all of a large category of records and the request is without sufficient specificity to allow the custodian reasonably to prepare or gather the records within the three-day period; or
- b) A broadly stated request is made that encompasses all or substantially all of a

large category of records and the agency is unable to prepare or gather the records within the three-day period because:

- i) The agency needs to devote all or substantially all of its resources to meeting an impending deadline or period of peak demand that is either unique or not predicted to recur more frequently than once a month; or
  - ii) A request involves such a large volume of records that the custodian cannot reasonably prepare or gather records within the three-day period without substantially interfering with the custodian's obligation to perform his or her other public service responsibilities.
- c) In no event can extenuating circumstances apply to a request that relates to a single, specifically identified document.
  - d) If the request is too broad, speculative or voluminous to prepare in ten days the Town may request relief from the court, including attorney's fees, as provided by law.
- 3) When Time Period for Response Begins:

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

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

## **E. Reviewing Records**

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

If the custodian has the capability to make reproduction she/he shall do so at the rates set in the section entitled FEES, above. If the custodian does not have the facilities for making copies, printouts, or photographs of the records, the custodian may make arrangements for the services to be rendered at another facility. If other facilities are necessary, the person desiring a copy, printout or photograph of the record shall pay the cost of providing them. In no event shall the records leave the custody and possession of a Town employee assigned by the custodian of the record during this process (other than providing the items to the third-party facility for reproduction.) The Town is under no obligation to allow citizens access to Town computers nor is the Town obligated to provide records in electronic format.

## **F. Denial of Inspection of Records**

- 1) Denial of inspection must be specific and can only be based on reasons provided in the Public Records Act. The Act provides that documents may be withheld from disclosure:
  - a) If inspection would be contrary to any state statute.
  - b) If inspection would be contrary to federal statute or regulation.
  - c) If inspection is prohibited by a rule of the Supreme Court or by order of any court.
  
- 2) Denial is permitted in the following situations, if disclosure would be contrary to the public interest; but if such records are given to one news agency, they shall be available to all news agencies:
  - a) Any records of the investigation conducted by any sheriff, prosecuting attorney, or police department, any records of intelligence information or security procedures of any sheriff, prosecuting attorney, or police department or any investigatory files compiled for any other law enforcement purpose.
  - b) Test related data listed in C.R.S. 24-72-204(2)(a)(II).
  - c) Details of bona fide research projects of state institutions.
  - d) Contents of real estate appraisals relative to acquisition (not sale) of property for public use until title passes to the Town.
  - e) Market analysis data generated by the Department of Transportation's bid analysis and management system for the confidential use of the department for awarding contracts or for the purchase of goods or services and any documents prepared for the bid analysis and management system;
  - f) Records and information relating to the identification of persons filed with, maintained by or prepared by the Department of Revenue pursuant to 42-2-121 C.R.S.
  
- 3) Inspection of the following shall be denied, unless otherwise provided by law or unless requested by the person in interest:
  - a) Medical, mental health, sociological, or scholastic achievement data on individuals.
  - b) Personnel files, except for application and performance ratings.
  - c) Letters of reference (which are not disclosable to the person in interest, if they concern employment, licensing, or issuance of permits).
  - d) Trade secrets, privileged information, and confidential commercial, geological, or geophysical data furnished by or obtained from any person.
  - e) Certain material contributed to libraries or museums.
  - f) Addresses and phone numbers of school children.
  - g) Library records identifying users, as prohibited by C.R.S. 24-90-119.
  - h) Home addresses, telephone numbers and financial information of Town employees.

- i) In addition to the above described documents, the Act provides specific and detailed circumstances for the denial of, or limited release, of records related to:
  - i) sexual harassment complaints and investigations, and,
  - ii) applicants for an executive position at the Town.
  - iii) Records protected by common law privileges such as the governmental privilege, the deliberative process privilege, work product privilege, or attorney –client privilege. If a record is withheld pursuant to the deliberative process privilege, the custodian shall provide the applicant with a sworn statement specifically describing each document withheld, explaining why each document is privileged and why disclosure would cause substantial injury to the public interest.
  - iv) The constitutional right of privacy may, in very limited circumstances, be a basis for resisting disclosure, particularly for the person in interest.
  
- 4) Denial on Basis That Release Would do Substantial Injury to the Public Interest
  - a) The official custodian may petition the District Court for an order restricting disclosure of records otherwise subject to inspection, if disclosure would do substantial injury to the public interest (C.R.S. 24-72-204(6)).
  - b) If inspection is denied, the applicant may request a written statement of the grounds of denial and that statement shall cite the law or regulation which is the basis for denial (C.R.S. 24-72-204(4)).
  - c) Even records which must be kept confidential are subject to subpoena, discovery requests, etc., but such requests can be resisted under the balancing tests set up in Martinelli vs. District Court 612 P.2d 1083 (1980).

AGENDA SUMMARY FORM



Finance & Personnel

Summary:

Notes:

Possible Motions:

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

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

AGENDA SUMMARY FORM



Public Works/Utilities/Facilities

Summary:

Notes:

Possible Motions:

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

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

AGENDA SUMMARY FORM



Governmental Affairs/Public Safety

Summary:

Notes:

Possible Motions:

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

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

AGENDA SUMMARY FORM



Space to Create

Summary:

Notes:

Possible Motions:

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

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

AGENDA SUMMARY FORM



Tree Board

Summary:

Notes:

Possible Motions:

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

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

AGENDA SUMMARY FORM



Adjournment

Summary:

Notes:

Possible Motions:

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

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