



TOWN OF PAONIA
214 GRAND AVENUE
REGULAR TOWN BOARD MEETING AGENDA
TUESDAY, JULY 11, 2023 6:30 PM
[HTTPS://US02WEB.ZOOM.US/J/84315755155](https://us02web.zoom.us/j/84315755155)
MEETING ID: 843 1575 5155
ONE TAP MOBILE
17193594580

Public Participation: Must raise hand and be recognized by the Mayor, come to the podium and state your name and the street on which you live. Time limit is 3 minutes, one time per item. Direct all comments to the Mayor. No responses will be made by staff or Board during the meeting. No derogatory or demeaning statements or public displays. Please be respectful.

Roll Call

Correspondence Received

Approval of Agenda

Announcements

Public Comment

Any topic not included on the agenda, 3-minute time limit.

Consent Agenda

Minutes

June 27, 2023 Regular Meeting Minutes

Disbursements

Liquor License Renewal

Paonia Liquors

Special Event Permit

North Fork Valley Creative Coalition for Pickin' at the Park

Staff Reports

Interim Town Administrator

Final Report

Police Chief

Progress Report

Blotter

Public Works Director

June Report

Actions & Presentations

Other Items

Public comments must be related to the agenda item, 3-minute time limit.

1. Swearing in of Town Administrator Stefen Wynn - Deputy Town Clerk Amanda Mojarro
2. Designation of handicapped parking at Town Park - Trustee Knutson & Trustee Stelter

3. Discussion and decisions on parking at the top of Pan American and Vista Drive - Trustee Stelter & Trustee Knutson
4. Consider a mid-block Pedestrian crosswalk on Grand Avenue - Trustee Knutson & Trustee Stelter
5. Ratifying Health Insurance Employer Contributions
6. Consideration and approval of Resolution 10- 2023 Roles and Responsibilities of Committee's
7. Consideration and Approval of Resolution 08-2023: Appointment of Officer- Town Administrator and Treasurer
8. Consideration and Approval of Resolution 09-2023 Authorized Signatories on Accounts
9. Consideration and approval of Resolution 2023-11 Remote Meetings and Participation
10. Opportunity to attend Colorado Growing Water Smart Workshop in October
11. Approval of award of bid to K&D Construction (low bidder)for replacement of Dorris Avenue sewer line and authorize Town Administrator to negotiate final contract.
12. Consideration and approval of granting Accountant/Deputy Clerk Amanda Mojarro view only electronic access to Town bank accounts.
13. Consideration and approval to write an EIAF grant to DOLA for \$1,000,000 to help fund the relining of the 2-million-gallon tank
14. Consideration and Approval to write a grant of up to \$6500 to the Colorado State Internet Portal Authority for expert help on the audio-visual system in Town Hall
15. Consideration and Approval of River District Grant Agreement

Executive Sessions

1. EXECUTIVE SESSION, pursuant to C.R.S. Section 24-6-402(4)(b), for the purpose of conferencing with the Town Attorney to receive legal advice on specific legal questions pertaining to the potential encroachment of a fence in Town-owned right-of-way adjacent to property located on First Street.

2. EXECUTIVE SESSION, pursuant to C.R.S. Sections 24-6-402(4)(a) and (4)(e)(I), for the purposes of considering the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest, and determining positions, developing strategy and instructing negotiators relative to matters that may be subject to negotiation; specifically pertaining to a proposed amendment to the existing tower lease with SBA Communications concerning Town-owned property located on Cemetery Circle Drive.

Mayor & Trustee Reports

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.

Town of Paonia



Correspondence Received

Samira V

From: Paonia
Sent: Wednesday, July 5, 2023 9:44 AM
To: Samira V
Subject: FW: Pride flags flown above American flag down town, grand ave.

Ruben Santiago
 Administrative/Finance Clerk | CIW Associate Town of Paonia

Phone: 970-527-4101
 Email: RubenS@townofpaonia.com

214 Grand Avenue
 P.O. Box 460
 Paonia, CO 81428-0460

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-----Original Message-----

From: colleen brekke <colleen_brekke@hotmail.com>
Sent: Monday, July 3, 2023 11:26 PM
To: Paonia <paonia@townofpaonia.com>
Subject: Pride flags flown above American flag down town, grand ave.

Hi there,

I couldn't help but to notice the many businesses down town flying the pride flags above the US flags during 3 major US holidays, in which specifically involve the US flag to be flown. The holidays are as follows, Memorial Day, Flag Day and now most currently the Fourth of July. There are several rules and regulations regarding this law as well. It is disheartening to see. And I feel the need to address this. And to note, I am not prejudice towards the lbgqt community or those who support it.

However, a line must be drawn. The one's flying these flags over and above the US flag are blatantly being disrespectful, and I personally do not think that the town should allow it, being it is a law and all.

Thank you,
colleen_brekke@hotmail.com

Samira V

From: Paonia
Sent: Thursday, July 6, 2023 8:08 AM
To: Samira V
Subject: FW: Pride Flags!

Ruben Santiago
Administrative/Finance Clerk | CIW Associate Town of Paonia

Phone: 970-527-4101
Email: RubenS@townofpaonia.com

214 Grand Avenue
P.O. Box 460
Paonia, CO 81428-0460

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-----Original Message-----

From: Rene Gmail <rdatchley@gmail.com>
Sent: Wednesday, July 5, 2023 8:47 PM
To: Paonia <paonia@townofpaonia.com>
Subject: Pride Flags!

Can someone, anyone explain to me why the Town Hall has not flown the American Flag the month of June and why pride flags are allowed to fly over our American Flags that line our streets for Independence Day or any day for that matter?
I would really like to hear your excuse for this mess!!
How embarrassing to welcome people to Paonia for Cherry Days, our Independence Day and have the American Flag dishonored.

Thanks,



Town Board Staff Report

Subject: FYI Town Hall Flag

Author: Samira Vetter

Representing: Town Clerk

Date: July 11, 2023

Last year, we mounted flagpoles on the brick arches at the front of Town Hall. Regrettably, the poles and brackets attaching them to the building have been unable to withstand the wind. After attempting several fixes, the flags were removed for safety and liability issues last fall.

As you may (or may not) know, the Town staff maintains and uses the flagpole in Poulos Park since we do not have one next to Town Hall.

Town of Paonia

11



Minutes

Minutes
Regular Town Board Meeting
Town of Paonia, Colorado
June 27, 2023

RECORD OF PROCEEDINGS

Trustee/Mayor Pro-Tem Markle calls the meeting to order at 6:30 pm

Roll Call

PRESENT

Mayor Mary Bachran (Zoom)

Trustee/Mayor Pro-Tem Thomas Markle (Chairing Meeting)

Trustee Paige Smith

Trustee John Valentine (Zoom)

Trustee Morgan MacInnis

Trustee Knutson joins (9:23 pm)

ABSENT

Trustee Rick Stelter

Approval of Agenda

Motion made by Trustee Smith, Seconded by Trustee MacInnis, to approve the agenda with item '6. Proposed Water Code Changes' moved to be the first discussion item.

Motion carries unanimously.

Announcements

Jeremiah Garcia has passed his D Water Treatment Examination.

Public Comment

Any topic not included on the agenda, 3-minute time limit.

W. Brunner- Questions people attending on Zoom, doesn't think it is legal. Has a request for next meeting about financial questions about funds being created without resolutions or ordinances. Also would like to know how the budget stands or are we on a new one, has budget been submitted to DOLA? Would also like to know how former Finance Director Jones severance was calculated with a breakdown, how much money was expended on employee dependents over and above what was owed by the Town and a list of the agencies and other entities that were consulted or hired to help figure out the finance situation and what they were paid.

S. Watson: Also dislikes the zoom meetings vs in person, Res 2021-07 says that the Town of Paonia has resumed in person meetings. If we are going to keep zooming meetings, we need a Resolution to do so.

P. VanWinkle: Think people zooming in from home should come in.

Administrator Klusmire clarifies that herself, Mayor Bachran and Trustee Valentine are all at the Colorado Municipal League Conference which is why they are attending by Zoom.

Consent Agenda

Trustee/ Mayor Pro-Tem Markle states that disbursements will be done separately since they were late-breaking and not in the packet.

Trustee Smith makes a motion, Seconded by Trustee MacInnis, that they approve the Consent Agenda.

Motion passes unanimously.

Staff Reports

Administrator Klusmire provides a verbal report about the Proposed water code changes that will eventually be put into Ordinance. She also requests that those who have not completed a committee scope please do so and send it to the Town Clerk as soon as possible since they would like to have it on the next agenda.

Disbursements

Trustee Smith makes a motion, Seconded by Trustee MacInnis, to approve disbursements.

Motion carries unanimously.

Actions & Presentations

- 6. Discussion of proposed changes to code pertaining to water companies

Town Attorney Cotton-Baez opens himself up to any questions that the included memo do not answer.

Discussion ensues about the importance of better definitions in the code, differences between out-of-town water users and out-of-town water companies and the necessity of having official agreements.

Administrator Klusmire provides some background to the necessity of redoing the water code and the lack of agreements with most water companies that lead to issues with maintenance and operations with some smaller companies, which will cause issues with the Towns service and equipment.

Public Comment:

C. Kendall, Minnesota Creek Road: Speaking for several people including her own comments.

Reads text from President of Minnesota Domestic Pipeline: Feels the behavior from several council members is a disgrace and their refusal to work together as a team is causing the out-of-town users to be used as a piggy bank. Favors formation of a water commission for all users with full voting rights so they can seat a functional council that will look for solutions.

C. Kendall: We work with quite a few water companies for maintenance issues and has issues with some of the proposals. Understands that the aim is to make things better for the Town and do things right but has problems that water customers and not water companies can be leak credited once a year. We were made to be water companies in many cases and should be treated fairly. It isn't right to treat us any differently than in town users.

J. Polus: sits on Board for Stewart Mesa Water Company, we would like to request a seat at the table during these negotiations or development of new ordinances. There is a lot to be said and we would like to have a forum to say it.

M. Difranc: representing 3 different water companies. Would also like to see a water commission so that all can share talents and knowledge and keep consistent flow even through new councilmembers. Having a seat at the table for decisions about their water use where their input is taken would be much fairer and could benefit the Town.

C. Patterson: Sad to see the water committee disbanded because the discussion needs to start and the sharing of ideas needs to happen.

M. Moll: Lamborn Mesa Water Company- Makes sense that there would be formal agreements but doesn't know what it would look like.

C. Whitside: Board member of Lamborn Mesa Water Company, how many water companies and who do you have agreements with.

S. Watson: Addressing in town, out of town and water companies- houses out of town receiving Town Water, according to ordinance must get building permits through the town. Wants to remind out of town water users that they are not allowed to add kitchens and living unit while the water moratorium is in place. Who is surveilling this?

Administrator Klusmire asks that anyone who has legal documents that show this, please send them to the Town.

Trustee Smith says she has seen a provision in the code about this and will find it and send it to the Town offices.

S. Schmitzer: does billing for Chapin Water Association, how can we learn more about the items in the executive summary. Does this discussion end tonight or is this the beginning? There needs to be a collaboration between the Town and the water companies.

Trustee/Mayor Pro-Tem Markle explains that this is the beginning of the discussion to change an ordinance and that it is a deliberate process not a fast one.

Town Attorney Cotton-Baez points out that not all the changes have to do with water companies and that the two issues might need to be split. Some of these suggested changes come from Public Works and do not apply to water companies.

W. Brunner: There is a hole in the code now that we do not charge for additional use or dwelling units on water taps like we do on sewer taps and that is something that should be rectified. Water companies should get together and have a voice and it is something that has been needed for a long time. Points out that there is an initiative process in the law that could be used to provoke changes and offers his services. Many water companies gave water to the Town in return for water treatment and that should not be overlooked in the decision-making process.

(Name unhearable): Was nervous that the water companies would be lumped in with the in town situation and was happy to hear the Town Attorney and Trustee MacInnis point out that there are many nuances to the whole conversation and it isn't just water companies. Wonders where higher fees for higher water usage comes in and plans to continue paying attention. Would like to have a better understanding of the Town's responsibility and the water companies.

B. Morris: Whistling Acres Water Company: Explains the situation with their water company and a handshake agreement that no one remembers and how it means their water company is maintaining town taps without the fees associated with it.

(Name unhearable): Foothill Water No 2: we would like to have a voice so we can be treated fairly.

J. Link: Western Extension Water Company: Been a part of this since the beginning and have never seen an agreement, but I would like to. We have always had a good relationship with the Town and would like that to continue.

Board Discussion ensues including the importance of distinguishing between in- town and out-of-town user and water companies, difficulties for smaller water companies, importance of input and discussion from all sides.

1. Consideration and approval of EDFOODYO LLC request to modify liquor license premises to include sidewalk dining area.

Town Attorney Cotton-Baez gives background on the prior meeting discussions and potential conditions discussed. All that is required is the approval of a Modification of Premises from the Board.

Trustee MacInnis makes a motion to approve the request with modifications as discussed.

Motion fails for lack of a second.

Trustee Smith asks the Town Attorney about the need of a barricade.

Town Attorney Cotton-Baez explains that it is not clearly defined in the regulation and the Board has some discretion about what they can require.

Trustee Smith explains that in driving by the location, she is concerned that without some type of demarcation there is not going to be room for someone with a wheelchair and is worried about a bottleneck being created in a public right of way.

Trustee Smith makes a motion, Seconded by Trustee MacInnis, that we consider approving this application once the Board has decided what modifications may need to be added.

Ms. Cusack expresses frustration that this is their third meeting when this could have been taken care of with their initial license in November. She feels that their diagram from the last meeting and the rope barrier proposed will mark the area well enough, along with the signage, however they are open to whatever the Board feels is appropriate.

Mr. Vaughn adds that their season is ticking away, and they are losing both time and revenue and don't want to have to keep coming back.

Trustee Smith points out that it is important that they know what that barricade is going to look like because since it is a public sidewalk right of way and aesthetics are the Boards responsibility. While as a citizen she loves the food and everything they do, as a Trustee they have a responsibility to the community to make sure Public Spaces are utilized properly.

Trustee MacInnis thinks that the roping off the area would be sufficient and that safety concerns are already covered under liquor license regulations. However, it might be helpful to have the area the rope goes, marked on the sidewalk so it is consistant.

Mayor Bachran feels that rope barrier is sufficient for safety and demarcation and that more is overregulating the situation.

Ms. Cusack and Mr. Vaughn point out that they renew their liquor license in December so if there are issues, this can always be revisited then.

Public Comment:

S. Watson: Would have been nice to see the sidewalk permit and a scaled diagram on graph paper. Would like to see the actual scaled diagram. There is a lot of legal work that has gone into this so doesn't think fees should be waived, also feels that the tables are too large and the area isn't appropriate.

W. Brunner: Thinks it is a big mistake to approve a change to the liquor license without a quorum.

Trustee MacInnis makes a motion to Amend the Main motion, Seconded by Trustee Valentine, to approve the modification of premises guided by the diagram provided by the owners in the last packet (June 13th).

Board discussion ensues about: marking the sidewalk, keeping hydrant clear, more than adequate sidewalk space and modifications.

Public Comment:

S. Patterson: It doesn't have to be on a sidewalk, other restaurants have leased spaces that provide them with patios or gardens for things like this. Are people with furniture on the sidewalk going to be paying more taxes? There will be more of these, think of that. There should be more than 36 inches minimum on the sidewalk.

K. Schwartz: Fully support Nido moving forward with this plan, they bring life to the community, they have met the conditions of the liquor license and have done everything asked. Let's support our businesses!

S. Watson: The code says that C-1 sidewalks must be 10 feet wide and doesn't think they were originally designed that width for businesses to use. Give it a try and see what happens. What are the legal ramifications for after hours and non-business public liability.

Administrator Klusmire adds that from a downtown development professional perspective that people like to see vitality and if there is a certain amount of 'messiness' it makes people more aware of their surroundings and safer.

Amendment to main motion

Voting Aye: Trustee/ Mayor Pro-Tem Markle, Trustee MacInnis, Trustee Valentine

Voting Nay: Trustee Smith

The motion to amend carries.

Main Motion: to approve the application based on the drawing in the last (June 13, 2023) packet.

Voting Aye: Trustee/ Mayor Pro-Tem Markle, Trustee MacInnis, Trustee Valentine

Voting Nay: Trustee Smith

The motion carries.

2. Consideration and approval of Western Slope Conservation Centers request for a Town gravel donation for the River Park - Kathy Schwartz

Interim Executive Director of the Western Slope Conservation Center, Kathy Schwartz provides a presentation about the River Park's history and value to the community. She also shows that the River Park has to replace about 600 ft of trail that was damaged by the flooding and all the repairs will cost approximately \$62,000.00, which includes materials, equipment and labor, that they are actively fundraising for.

The parking lot was not damaged but in the scope of all the other work needing to be done and its importance to the community they are asking for a truckload, or 30 tons, of gravel to redo the parking lot which is in bad shape with many potholes causing potential safety issues. Her hope is that if the Paonia Board approves the gravel donation, then Mayor Bachran and herself can approach the County to help with grading.

Trustee Smith asks the Town Attorney since the MOU is so outdated, whether it is in the Towns best interest to do a new one and take on more responsibility for the parking lot.

The Town Attorney advises that if the Town is going to be taking on additional obligations, it is always good to have an agreement in place.

Administrator Klusmire provides background and explains that they were originally approached to do the work. Staff members cannot override an active agreement regardless of the situation. She cautions that the Town has multiple agreements with other groups and if you grant a request of monetary value to one group other groups will expect the same thing and the staff doesn't have time to loan out equipment and do extra work. They have been overrun this year with projects and the Town also has flood damage to deal with as well. As Town administrator, even though it is an unpopular statement, it is her job to remind the Board of the big picture and how the Town operates and that we must treat all groups we have agreements with similarly.

Trustee Smith makes a motion, Seconded by Trustee MacInnis, to deny the request for Town donation of gravel for the River Park and revise the MOU.

Trustee MacInnis states that while he understands that while the Memorandum of Understanding says that the second party is responsible for maintenance, it doesn't say the Town cannot choose to help with maintenance. He feels that maybe the Western Slope Conservation Center is having to use allocated money for upkeep and maintenance for repairs and that in recognition of the value to the community, he is willing to lend a helping hand as they restore the trails.

Trustee Smith explains that if not for the MOU she would be all over it but she takes Administrator Klusmire's advice seriously and doesn't want to put the Town in a position

where they set a precedent that will back them into a corner. Revising the MOU won't happen right away but would address her concerns. She loves the River Park and wants to help but as Trustees they have to look at the bigger picture.

Trustee Valentine says that the Administrator and Town Attorney's comments weigh heavily but feels that asking for a donation is completely different, it isn't a commitment to ongoing work. He feels that the Board should rise to the occasion on this and if different groups make requests, so be it.

Mayor Bachran agrees that the River Park is an asset to the community and it wouldn't be the first time that the Town had helped with equipment or materials because it is such a treasure. Her biggest reservation is financial and without financial statements in front of her to show her the bottom line she isn't comfortable with jumping right in. If they could hold off two weeks until they have the financials, she would feel better about it.

Public Comment:

S. Watson: What does our insurance say about loaning Town equipment to people?

Trustee Smith states that she has looked at the parking lot and there is time to fix it since it wasn't damaged by flooding. She suggests that they work on a new MOU and then revisit the donation request.

Main motion: to deny the request for Town donation of gravel for the River Park and revise the MOU.

Voting Aye: Trustee/ Mayor Pro-Tem Markle, Trustee Smith, Trustee MacInnis

Voting Nay: Trustee Valentine

The motion carries.

3. Consider a mid-block Pedestrian crosswalk on Grand Avenue

Trustee MacInnis makes a motion, Seconded by Trustee Smith, to table this item until they have a presenter.

Motion carries unanimously.

4. Designation of handicapped parking at Town Park

Trustees ask a few questions about process and cost.

Trustee Smith makes a motion, Seconded by Trustee MacInnis, to return to this discussion with more information from staff at the July 11 meeting.

Motion carries unanimously.

5. Consideration of a mobility route on 3rd Avenue (Street)

Trustee Macinnis explains that he actually walked the route and wants to suggest that they detour from Third at Oak St and the go down the south side of Fourth is a better option for a mobility route. It would require less upkeep and repair and allow access to more locations (Town Park, NFSIS and Downtown) without too many detours.

Trustee MacInnis makes a motion, Seconded by Trustee Smith, that the potential route be changed from Third St to Third St, Oak St and down the south side of Fourth St.

Trustee Smith would rather table it until Trustees Stelter and Knutson are available for the discussion.

Trustee MacInnis rescinds his motion.

Trustee Smith makes a motion, Seconded by Trustee MacInnis, that this matter be brought back at the July 25th meeting.

The motion carries unanimously.

6. Consideration and approval of new 'Commercial Sidewalk Permit Application

Town Attorney Cotten-Baez explains the changes he suggested for the permit, protecting the town and requiring insurance and language specific to those with liquor licensing.

Trustee Smith would like the code, that pertains to the permit, included in the application and that it be clarified that you need a permit for every item on the sidewalk. She also feels we need to look at the policy, ordinance and enforcement.

Trustee Smith makes a motion, Seconded by Trustee MacInnis, to go ahead with the use of public sidewalks for business purposes permit; including a reference to Section 11- 1 - 30 and ensure that businesses are being issued a permit for every item on the sidewalk.

Public Comment:

S. Watson: Thinks name should be changed to the title of the ordinance. have to be renewed in June, change item listing, remove 'other'.

W. Brunner: Clerk shouldn't be doing this, refer back to Code always.

Trustee Smith makes a motion to amend the main motion, Seconded by Trustee MacInnis and add "and that the permit reflect the content of Section 11-1-30"

Main motion: to go ahead with the use of public sidewalks for business purposes permit; including a reference to Section 11- 1 - 30 and that the permit reflect the content of 11-1-30 and ensure that businesses are being issued a permit for every item on the sidewalk.

Motion carries unanimously.

7. Consideration and approval of SGM Scope of Work and Contract for 5th and Grand Engineered Plans to CDOT standards.

Mayor Bachran explains this is one of the steps needed for the Grant process. Administrator Klusmire also explains that the design is done but the drawings are not to CDOT standards which is required for the project.

Trustee Smith makes a motion, Seconded by Trustee MacInnis, to approve the SGM scope of work and contract for 5th and Grand engineered plans to CDOT standards.

Trustee Smith asks about geotechnical surveys and storm drain engineering being potential extra expenses.

Trustee/Mayor Pro-Tem Markle asks about the funding source and Mayor Bachran answers that it will be marijuana tax money since it is a capital project.

The motion carries unanimously.

8. Consideration and Approval of Staff Recommendation for Town Contribution to Employee Health benefits

Administrator Klusmire provides background and rates to the new health plan and her recommendations for Town contributions.

Board discussion ensues about the previous meetings vote on July 13th, bundle rates vs age rates.

Trustee Smith makes a motion, Seconded by Trustee MacInnis, that we offer employees \$650 toward their premium and any employee, spouse plus we would pay \$800 total.

Discussion ensues about current budget concerns, last years budget, the difficulty of figuring dependent's percentage with the new plan, the need for the numbers, time sensitive, different plans, whatever is decided needs to be revisited very soon, too generous.

Trustee Knutson joins (9:09 pm)

Trustee Knutson makes a motion, Seconded by Trustee Smith, to take a five- minute recess while we make calculations.

The motion carries unanimously.

Recess begins: 9:14 pm

Recess ends: 9:19 pm

Trustee Smith rescinds her motion.

Trustee Smith makes a motion, Seconded by Trustee MacInnis, that we extend the meeting to 10:30 pm

Motion carries unanimously

Trustee Smith makes a motion, to proceed with what is in front of us and will revisit the premium at the first meeting in October.

Motion dies for lack of second.

Trustee Knutson makes a motion, Seconded by Trustee Smith, that he and Administrator Klusmire figure out premium costs for this which honor the vote done at the last meeting and that the Board authorize them finding calculations together.

Administrator Klusmire encourages the Board to remember that employee retention is a goal here and another Town has already made a better offer to one of our employees.

Public Comment:

C. Patterson: The right employees are worth everything.

Board Discussion continues about honoring former votes, fiscal responsibility, budget process, stability for employees.

Main Motion:

Voting Aye: Trustee/Mayor Pro-Tem Markle, Trustee Valentine and Trustee Knutson

Voting Nay: Trustee Smith and Trustee MacInnis

The motion carries.

9. Consideration and approval of purchase of Laptop for New Town Administrator.

Trustee Smith makes a motion, Seconded by Trustee Knutson, to buy a new laptop and not spend more than \$3000.00.

Public Comment:

S. Patterson: What goes on with all the devices from all the employee turnovers and why are we still using Phonz.

Voting Aye: Trustee Smith, Trustee Valentine, Trustee Knutson, Trustee MacInnis

Voting Nay: Trustee/ Mayor Pro-Tem Markle

The motion carries.

10. Consideration and approval of CIRSA Property Casual Renewal

Trustee Knutson makes a motion, Seconded by Trustee Smith, to continue this to the next agenda.

The motion carries unanimously.

11. Consideration and approval of CIRSA Workmans Comp Ins 2024

Trustee Knutson makes a motion, Seconded by Trustee Smith, to continue this to the next meeting.

Voting Aye: Trustee/ Mayor Pro-Tem Markle, Trustee Knutson, Trustee Valentine, Trustee MacInnis

Voting Nay: Trustee Smith

The motion carries.

12. Consideration and approval of MOU between Paonia Police Department and Delta County Human Services and Law Enforcement

Trustee Smith makes motion, seconded by Trustee Knutson, to approve the MOU between Delta County Human Services and law enforcement.

The motion carries unanimously.

Executive Sessions

Trustee Smith makes a motion, Seconded by Trustee Knutson, to go into Executive Session, pursuant to Section 24-6-402(4)(e)(I), C.R.S., for determining positions relative

to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators, relative to a contract with a finalist candidate for the position of Town Administrator.

AND

Executive Session, pursuant to C.R.S. Section 24-6-402(4)(f)(I), for the purposes of discussing a personnel matter concerning employees who have not requested that the matter be discussed in an open meeting, specifically pertaining to compensation and potential promotions.

The motion carries unanimously.

Executive session begins: 10:07 pm

Board comes out at 10:17 pm

Trustee Knutson makes a motion, Seconded by Trustee Smith, to extend the meeting to 11 pm.

The motion carries unanimously.

The Board returns to Executive Session at 10:18 pm

Executive Session ends: 10: 41 pm

The participants in the Executive session were Mayor Bachran, Trustee/ Mayor Pro-Tem Markle, Trustee Valentine, Trustee Smith, Trustee Knutson, Trustee MacInnis, Interim Administrator Klusmire and Town Attorney Cotten-Baez.

No concerns were noted for the record.

Trustee Knutson makes a motion, Seconded by Trustee Smith, that they accept the contract as presented in the executive session and authorize the Mayor to sign it, for the Town Administrator.

The motion carries unanimously.

Trustee Knutson makes a motion, Seconded by Trustee MacInnis, to authorize the Interim Town Administrator to increase staff compensation as suggested in the executive session.

The motion carries unanimously

Adjournment

The meeting adjourns at 10:52 pm

Samira M Vetter, Town Clerk

Mary Bachran, Mayor

DRAFT

Town of Paonia

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Disbursements

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Bachran, Mary									
1045 Bachran, Mary									
111-0218109-5493077									
111-0218109-	1	AudioQuest Dragonfly	Invoice	03/28/2023	07/11/2023	302.97		302.97	10-41-75
Total 111-0218109-5493077:						302.97	.00	302.97	
111-5483489-8855446									
111-5483489-	1	Owl Equipment	Invoice	03/28/2023	07/11/2023	486.52		486.52	10-41-75
111-5483489-	2	USB Extension Cable	Invoice	03/28/2023	07/11/2023	12.98		12.98	10-41-75
111-5483489-	3	Meeting Owl 3	Invoice	03/28/2023	07/11/2023	2,045.27		2,045.27	10-41-75
111-5483489-	4	Klipsch Speakers	Invoice	03/28/2023	07/11/2023	303.94		303.94	10-41-75
Total 111-5483489-8855446:						2,848.71	.00	2,848.71	
111-5812914-0341817									
111-5812914-	1	24 Acoustic Sound Absorbing Panels	Invoice	03/28/2023	07/11/2023	1,839.60		1,839.60	10-41-75
Total 111-5812914-0341817:						1,839.60	.00	1,839.60	
Total 1045 Bachran, Mary:						4,991.28	.00	4,991.28	
Black Hills Energy									
987 Black Hills Energy									
062023									
062023	1	Utilities - 403 2ND ST. PAONIA CO	Invoice	06/21/2023	07/11/2023	64.06		64.06	10-45-25
062023	2	Utilities - 403 2ND ST. PAONIA CO	Invoice	06/21/2023	07/11/2023	64.07		64.07	10-46-25
062023	3	Utilities - 403 2ND ST. PAONIA CO	Invoice	06/21/2023	07/11/2023	64.07		64.07	60-50-25
062023	4	Utilities - 403 2ND ST. PAONIA CO	Invoice	06/21/2023	07/11/2023	64.07		64.07	70-51-25
062023	5	Utilities - 403 2ND ST. PAONIA CO	Invoice	06/21/2023	07/11/2023	64.07		64.07	80-52-25
062023	6	UTILITIES - 214 GRAND AVE. PAONIA	Invoice	06/21/2023	07/11/2023	177.57		177.57	10-41-28
062023	7	UTILITIES - 41576 LAMBORN MESA R	Invoice	06/21/2023	07/11/2023	138.90		138.90	60-50-28
062023	8	UTILITIES - 600 4TH ST. - PAONIA CO	Invoice	06/21/2023	07/11/2023	128.03		128.03	10-46-28
Total 062023:						764.84	.00	764.84	
Total 987 Black Hills Energy:						764.84	.00	764.84	
Bollinger & Queen Inc									
14 Bollinger & Queen Inc									
122657/1									
122657/1	1	Parts	Invoice	06/12/2023	07/11/2023	582.00		582.00	60-50-22
Total 122657/1:						582.00	.00	582.00	
123616/1									
123616/1	1	LANDSCAPE FABRIC	Invoice	06/27/2023	07/25/2023	396.42		396.42	10-46-22
Total 123616/1:						396.42	.00	396.42	
123676/1									
123676/1	1	LANDSCAPE FABRIC	Invoice	06/28/2023	07/25/2023	464.84		464.84	10-46-22
Total 123676/1:						464.84	.00	464.84	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 14 Bolinger & Queen Inc:						1,443.26	.00	1,443.26	
Bruin Waste									
1307 Bruin Waste									
1455463									
1455463	1	Port-a-potty 40571 O Rd.	Invoice	06/28/2023	07/25/2023	168.00		168.00	10-46-24
Total 1455463:						168.00	.00	168.00	
1455464									
1455464	1	Lamborn Mesa Rd Port-a-Potty Charge	Invoice	06/28/2023	07/25/2023	84.75		84.75	60-50-24
Total 1455464:						84.75	.00	84.75	
1455467									
1455467	1	332 4th Street Port-a-potty Maintenanc	Invoice	06/28/2023	07/25/2023	231.00		231.00	10-46-24
Total 1455467:						231.00	.00	231.00	
Total 1307 Bruin Waste:						483.75	.00	483.75	
Caselle, Inc									
21 Caselle, Inc									
124585									
124585	1	Contract Support & Maintenance	Invoice	05/01/2023	07/11/2023	1,261.00		1,261.00	10-41-33
Total 124585:						1,261.00	.00	1,261.00	
125923									
125923	1	Contract Support & Maintenance	Invoice	07/01/2023	07/25/2023	1,261.00		1,261.00	10-41-33
Total 125923:						1,261.00	.00	1,261.00	
Total 21 Caselle, Inc:						2,522.00	.00	2,522.00	
City of Delta									
24 City of Delta									
05082023+06082023									
05082023+0	1	Wastewater Analysis	Invoice	06/27/2023	07/25/2023	638.00		638.00	70-51-16
Total 05082023+06082023:						638.00	.00	638.00	
Total 24 City of Delta:						638.00	.00	638.00	
City Of Grand Junction									
673 City Of Grand Junction									
2023-00073089									
2023-000730	1	Lab Tests	Invoice	04/01/2023	07/11/2023	131.00		131.00	60-50-16
Total 2023-00073089:						131.00	.00	131.00	
Total 673 City Of Grand Junction:						131.00	.00	131.00	
Consolidated Electrical Distributors Inc									
1318 Consolidated Electrical Distributors Inc									
4933-1096778									
4933-109677	1	LAMBORN WATER 4933-1096778	Invoice	05/25/2023	07/11/2023	100.04		100.04	60-50-16

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 4933-1096778:						100.04	.00	100.04	
Total 1318 Consolidated Electrical Distributors Inc:						100.04	.00	100.04	
Cooleys Heating & Cooling Inc									
1282 Cooleys Heating & Cooling Inc									
687									
687	1	PD AC Repair - First Half Of Payment	Invoice	04/12/2023	05/23/2023	3,072.78		3,072.78	14-42-16
687	2	SECOND HALF OF PAYMENT FOR P	Invoice	04/12/2023	05/23/2023	3,072.77		3,072.77	14-42-16
687		Chk No: 50092 (1)	Calculated	05/23/2023				3,072.78	14-0201
Total 687:						6,145.55	.00	3,072.77	
Total 1282 Cooleys Heating & Cooling Inc:						6,145.55	.00	3,072.77	
Delta County Independent (DCI)									
39 Delta County Independent (DCI)									
8DFD59D8-0041									
8DFD59D8-0	1	CUSTOM NOTICE - ORD 2023-04 - O	Invoice	05/26/2023	07/11/2023	83.81		83.81	10-41-30
Total 8DFD59D8-0041:						83.81	.00	83.81	
Total 39 Delta County Independent (DCI):						83.81	.00	83.81	
Dependable Lumber, Inc.									
46 Dependable Lumber, Inc.									
2306-283032									
2306-283032	1	Streets Mailbox Repair	Invoice	06/12/2023	07/11/2023	29.16		29.16	20-45-22
Total 2306-283032:						29.16	.00	29.16	
2306-283618									
2306-283618	1	Apple Valley Park Gazebo Parts	Invoice	06/05/2023	07/11/2023	58.95		58.95	16-46-22
Total 2306-283618:						58.95	.00	58.95	
2306-284368									
2306-284368	1	Supplies for Parks	Invoice	06/08/2023	07/11/2023	4.95		4.95	16-46-22
Total 2306-284368:						4.95	.00	4.95	
2306-284592									
2306-284592	1	Supplies for Park Stage Repair	Invoice	06/09/2023	07/11/2023	24.03		24.03	10-46-22
Total 2306-284592:						24.03	.00	24.03	
2306-284871									
2306-284871	1	Supplies for Park Stage Repair	Invoice	06/12/2023	07/12/2023	368.43		368.43	10-46-22
Total 2306-284871:						368.43	.00	368.43	
2306-284916									
2306-284916	1	Supplies for Parks	Invoice	06/12/2023	07/11/2023	21.99		21.99	10-46-22
Total 2306-284916:						21.99	.00	21.99	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
2306-284972									
2306-284972	1	Supplies for Parks	Invoice	06/12/2023	07/12/2023	28.15		28.15	16-46-22
Total 2306-284972:						28.15	.00	28.15	
2306-285003									
2306-285003	1	Supplies for Park Stage Repair	Invoice	06/12/2023	07/12/2023	46.91		46.91	10-46-22
Total 2306-285003:						46.91	.00	46.91	
2306-285079									
2306-285079	1	Supplies for Park Stage Repair	Invoice	06/13/2023	07/13/2023	47.43		47.43	10-46-22
Total 2306-285079:						47.43	.00	47.43	
2306-285173									
2306-285173	1	Supplies for Park Stage Repair	Invoice	06/13/2023	07/13/2023	38.50		38.50	10-46-22
Total 2306-285173:						38.50	.00	38.50	
2306-285198									
2306-285198	1	Shop Supplies	Invoice	06/13/2023	07/13/2023	7.60		7.60	10-46-22
Total 2306-285198:						7.60	.00	7.60	
2306-285351									
2306-285351	1	Supplies for Park Stage Repair	Invoice	06/14/2023	07/14/2023	109.80		109.80	10-46-22
Total 2306-285351:						109.80	.00	109.80	
2306-285579									
2306-285579	1	Supplies for Park Stage Repair	Invoice	06/15/2023	07/15/2023	275.99		275.99	10-46-22
Total 2306-285579:						275.99	.00	275.99	
2306-285644									
2306-285644	1	Screws for parks	Invoice	06/15/2023	07/16/2023	39.70		39.70	10-46-22
Total 2306-285644:						39.70	.00	39.70	
2306-285672									
2306-285672	1	Supplies for Parks	Invoice	06/15/2023	07/15/2023	9.30		9.30	16-46-22
Total 2306-285672:						9.30	.00	9.30	
2306-285717									
2306-285717	1	Supplies for Park Stage Repair	Invoice	06/15/2023	07/15/2023	33.95		33.95	10-46-22
Total 2306-285717:						33.95	.00	33.95	
2306-285740									
2306-285740	1	Gloves	Invoice	06/16/2023	07/16/2023	15.99		15.99	80-52-16
Total 2306-285740:						15.99	.00	15.99	
2306-285764									
2306-285764	1	Supplies for Park Stage Repair	Invoice	06/16/2023	07/16/2023	49.35		49.35	10-46-22

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 2306-285764:						49.35	.00	49.35	
2306-285784									
2306-285784	1	Supplies for Parks	Invoice	06/16/2023	07/16/2023	25.39		25.39	10-46-22
Total 2306-285784:						25.39	.00	25.39	
2306-285830									
2306-285830	1	Shop Supplies	Invoice	06/16/2023	07/16/2023	6.37		6.37	10-46-22
Total 2306-285830:						6.37	.00	6.37	
2306-285835									
2306-285835	1	Supplies for Park Stage Repair	Invoice	06/16/2023	07/16/2023	1.76		1.76	10-46-22
Total 2306-285835:						1.76	.00	1.76	
2306-285845									
2306-285845	1	Trimmer Line	Invoice	06/16/2023	07/16/2023	45.99		45.99	10-46-16
Total 2306-285845:						45.99	.00	45.99	
2306-286696									
2306-286696	1	Sprinkler Repair	Invoice	06/22/2023	07/22/2023	3.49		3.49	10-46-22
Total 2306-286696:						3.49	.00	3.49	
2306-287032									
2306-287032	1	Supplies for Park Stage Repair	Invoice	06/23/2023	07/23/2023	32.98		32.98	10-46-22
Total 2306-287032:						32.98	.00	32.98	
2306-287291									
2306-287291	1	Shop Supplies	Invoice	06/26/2023	07/25/2023	554.00		554.00	10-46-22
Total 2306-287291:						554.00	.00	554.00	
2306-287295									
2306-287295	1	Shop Supplies	Invoice	06/26/2023	07/25/2023	189.93		189.93	10-46-22
Total 2306-287295:						189.93	.00	189.93	
2306-287484									
2306-287484	1	Volunteer Park Roller	Invoice	06/27/2023	07/25/2023	14.97		14.97	10-46-22
Total 2306-287484:						14.97	.00	14.97	
2306-287528									
2306-287528	1	Shop Supplies	Invoice	06/27/2023	07/25/2023	32.99		32.99	10-46-22
Total 2306-287528:						32.99	.00	32.99	
2306-287630									
2306-287630	1	Pastel Base for Park Bathrooms	Invoice	06/27/2023	07/25/2023	117.98		117.98	10-46-22

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 2306-287630:						117.98	.00	117.98	
2306-287632									
2306-287632	1	Supplies for Parks	Invoice	06/27/2023	07/25/2023	22.52		22.52	10-46-22
Total 2306-287632:						22.52	.00	22.52	
2306-287967									
2306-287967	1	PAINT + SCREW FOR PARKS BATHR	Invoice	06/29/2023	07/25/2023	18.88		18.88	10-46-22
Total 2306-287967:						18.88	.00	18.88	
2306-288014									
2306-288014	1	GROUT FOR PARKS	Invoice	06/29/2023	07/25/2023	17.30		17.30	10-46-22
Total 2306-288014:						17.30	.00	17.30	
2306-288074									
2306-288074	1	CHISEL + HAMMER	Invoice	06/29/2023	07/25/2023	44.98		44.98	10-46-22
Total 2306-288074:						44.98	.00	44.98	
2306-288092									
2306-288092	1	Supplies for Park Stage Repair	Invoice	06/29/2023	07/25/2023	36.99		36.99	10-46-22
Total 2306-288092:						36.99	.00	36.99	
2306-288121									
2306-288121	1	Shop Supplies	Invoice	06/29/2023	07/25/2023	19.36		19.36	60-50-22
Total 2306-288121:						19.36	.00	19.36	
Total 48 Dependable Lumber, Inc.:						2,396.06	.00	2,396.06	
Don's Market									
48 Don's Market									
01-1866989									
01-1866989	1	TP & PT	Invoice	07/03/2023	08/02/2023	77.67		77.67	10-46-16
Total 01-1866989:						77.67	.00	77.67	
Total 48 Don's Market:						77.67	.00	77.67	
Duckworks Auto Parts Inc									
50 Duckworks Auto Parts Inc									
11044-41449									
11044-41449	1	Hydrolic Fluid, Hose, Fittings	Invoice	06/28/2023	07/25/2023	51.58		51.58	10-46-22
Total 11044-41449:						51.58	.00	51.58	
Total 50 Duckworks Auto Parts Inc:						51.58	.00	51.58	
Empower Trust Company LLC									
1190 Empower Trust Company LLC									
375497									
375497	1	Retirement Plan - QUARTERLY FEE -	Invoice	06/20/2023	07/25/2023	250.00		250.00	10-0220

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 375497:						250.00	.00	250.00	
Total 1190 Empower Trust Company LLC:						250.00	.00	250.00	
EmTech Inc.									
546 EmTech Inc.									
1197									
1197	1	WEG ELECTRIC MOTOR/GRUNDFOS	Invoice	06/26/2023	07/25/2023	5,005.25		5,005.25	60-50-22
Total 1197:						5,005.25	.00	5,005.25	
Total 548 EmTech Inc.:						5,005.25	.00	5,005.25	
Filter Tech Systems, Inc.									
888 Filter Tech Systems, Inc.									
9448									
9448	1	Qtrly Calibration	Invoice	06/29/2023	07/25/2023	1,304.65		1,304.65	60-50-22
Total 9448:						1,304.65	.00	1,304.65	
Total 888 Filter Tech Systems, Inc.:						1,304.65	.00	1,304.65	
Garcia, Jeremiah									
1252 Garcia, Jeremiah									
840-58000395-2-4423020-1									
840-5800039	1	Postage for State Mailers	Invoice	06/15/2023	07/11/2023	378.00		378.00	10-41-15
Total 840-58000395-2-4423020-1:						378.00	.00	378.00	
Total 1252 Garcia, Jeremiah:						378.00	.00	378.00	
Grand Junction Winwater									
1304 Grand Junction Winwater									
069112-01									
069112-01	1	Water Supplies	Invoice	06/19/2023	07/11/2023	1,395.75		1,395.75	60-50-22
Total 069112-01:						1,395.75	.00	1,395.75	
Total 1304 Grand Junction Winwater:						1,395.75	.00	1,395.75	
Green Analytical Laboratories									
1246 Green Analytical Laboratories									
2306088									
2306088	1	LAB SAMPLES	Invoice	06/28/2023	07/25/2023	289.00		289.00	70-51-32
Total 2306088:						289.00	.00	289.00	
Total 1246 Green Analytical Laboratories:						289.00	.00	289.00	
Home Depot									
1188 Home Depot									
H1537-270973									
H1537-27097	1	Supplies for Stage Repair	Invoice	06/12/2023	07/11/2023	1,077.08		1,077.08	16-46-22
Total H1537-270973:						1,077.08	.00	1,077.08	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 1188 Home Depot:						1,077.08	.00	1,077.08	
Intermountain Sweeper Co.									
1300 Intermountain Sweeper Co.									
75217									
75217	1	Parts	Invoice	06/07/2023	07/11/2023	218.00		218.00	20-45-22
Total 75217:						218.00	.00	218.00	
75340									
75340	1	Valve Kit	Invoice	06/21/2023	07/25/2023	255.73		255.73	60-50-22
Total 75340:						255.73	.00	255.73	
Total 1300 Intermountain Sweeper Co.:						473.73	.00	473.73	
Kelly PC									
1277 Kelly PC									
062023									
062023	1	GENERAL LEGAL SERVICES	Invoice	07/01/2023	07/25/2023	6,517.80		6,517.80	10-41-20
062023	2	SEWER LEGAL SERVICES	Invoice	07/01/2023	07/25/2023	447.30		447.30	70-51-20
062023	3	WATER LEGAL SERVICES	Invoice	07/01/2023	07/25/2023	532.50		532.50	60-50-20
Total 062023:						7,497.60	.00	7,497.60	
Total 1277 Kelly PC:						7,497.60	.00	7,497.60	
Kevin Cooper									
620 Kevin Cooper									
06142023-2019 FREIGHTLINER									
06142023-20	1	2019 Freightliner M2106 Trash Truck S	Invoice	06/14/2023	07/11/2023	190.00		190.00	80-52-23
Total 06142023-2019 FREIGHTLINER:						190.00	.00	190.00	
Total 620 Kevin Cooper:						190.00	.00	190.00	
Lasting Impressions									
98 Lasting Impressions									
27950									
27950	1	PD Uniform & Embroidery	Invoice	03/18/2023	07/11/2023	425.00		425.00	14-42-16
Total 27950:						425.00	.00	425.00	
28112									
28112	1	PD Uniform (Seely Pants)	Invoice	04/25/2023	07/11/2023	150.00		150.00	14-42-16
Total 28112:						150.00	.00	150.00	
28123									
28123	1	PD Uniform (Seely) Hat + Name Tag	Invoice	04/26/2023	07/11/2023	48.00		48.00	14-42-16
Total 28123:						48.00	.00	48.00	
28264									
28264	1	PD Uniform (Seely) Velcro Name	Invoice	06/05/2023	07/11/2023	15.00		15.00	14-42-16

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 28264:						15.00	.00	15.00	
Total 98 Lasting Impressions:						638.00	.00	638.00	
MARSH, PATRICK									
1322 MARSH, PATRICK									
062023									
062023	1	INTERVIEW TRAVEL REIMBURSEME	Invoice	06/28/2023	07/25/2023	1,330.51		1,330.51	10-41-26
Total 062023:						1,330.51	.00	1,330.51	
Total 1322 MARSH, PATRICK:						1,330.51	.00	1,330.51	
MERIT ELECTRIC									
1234 MERIT ELECTRIC									
1423									
1423	1	ELECTRICAL ON SKIDS + REPLACIN	Invoice	06/15/2023	07/25/2023	1,604.32		1,604.32	60-50-22
Total 1423:						1,604.32	.00	1,604.32	
Total 1234 MERIT ELECTRIC:						1,604.32	.00	1,604.32	
North Fork Service (Reedy's)									
141 North Fork Service (Reedy's)									
529601									
529601	1	Fuel - Ford EX	Invoice	05/08/2023	07/11/2023	77.00		77.00	14-42-23
Total 529601:						77.00	.00	77.00	
529606									
529606	1	Fuel - Police A3	Invoice	05/11/2023	07/11/2023	46.30		46.30	14-42-23
Total 529606:						46.30	.00	46.30	
529607									
529607	1	Fuel - Police A4	Invoice	05/11/2023	07/11/2023	35.30		35.30	14-42-23
Total 529607:						35.30	.00	35.30	
529609									
529609	1	Fuel - Police A5	Invoice	05/12/2023	07/11/2023	31.20		31.20	14-42-23
Total 529609:						31.20	.00	31.20	
529613									
529613	1	Fuel - Police A2	Invoice	05/16/2023	07/11/2023	47.81		47.81	14-42-23
Total 529613:						47.81	.00	47.81	
529615									
529615	1	Fuel - Police A5	Invoice	05/19/2023	07/11/2023	25.30		25.30	14-42-23
Total 529615:						25.30	.00	25.30	
529618									
529618	1	Fuel - Police A2	Invoice	05/24/2023	07/11/2023	47.72		47.72	14-42-23

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 529618:						47.72	.00	47.72	
529619									
529619	1	Fuel - Police A4	Invoice	05/24/2023	07/11/2023	50.00		50.00	14-42-23
Total 529619:						50.00	.00	50.00	
529621									
529621	1	Fuel - Police A2	Invoice	05/30/2023	07/11/2023	54.50		54.50	14-42-23
Total 529621:						54.50	.00	54.50	
529623									
529623	1	Fuel - Police A4	Invoice	05/30/2023	07/11/2023	34.75		34.75	14-42-23
Total 529623:						34.75	.00	34.75	
629694									
629694	1	Fuel - Police A4	Invoice	05/03/2023	07/11/2023	38.55		38.55	14-42-23
Total 629694:						38.55	.00	38.55	
629695									
629695	1	Fuel - Police A3	Invoice	05/03/2023	07/11/2023	64.15		64.15	14-42-23
Total 629695:						64.15	.00	64.15	
629699									
629699	1	Fuel - Police A5	Invoice	05/04/2023	07/11/2023	55.30		55.30	14-42-23
Total 629699:						55.30	.00	55.30	
629700									
629700	1	Fuel - Police A2	Invoice	05/08/2023	07/11/2023	50.60		50.60	14-42-23
Total 629700:						50.60	.00	50.60	
Total 141 North Fork Service (Reedy's):						658.48	.00	658.48	
Paonia Auto Parts									
122 Paonia Auto Parts									
401659									
401659	1	Shop Expenses	Invoice	06/26/2023	07/25/2023	12.95		12.95	10-46-23
401659	2	Shop Expenses	Invoice	06/26/2023	07/25/2023	12.95		12.95	60-50-23
401659	3	Shop Expenses	Invoice	06/26/2023	07/25/2023	12.95		12.95	10-43-23
401659	4	Shop Expenses	Invoice	06/26/2023	07/25/2023	12.96		12.96	70-51-23
Total 401659:						51.81	.00	51.81	
401739									
401739	1	Oil for Street Sweeper	Invoice	06/28/2023	07/25/2023	10.74		10.74	10-45-22
Total 401739:						10.74	.00	10.74	
Total 122 Paonia Auto Parts:						62.55	.00	62.55	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Paonia Farm & Home Supply Inc									
125 Paonia Farm & Home Supply Inc									
161234									
161234	1	FERTILIZER + SPRAYER	Invoice	06/27/2023	07/25/2023	85.96		85.96	10-46-22
Total 161234:						85.96	.00	85.96	
Total 125 Paonia Farm & Home Supply Inc:						85.96	.00	85.96	
Peak Alarm Co., Inc									
1119 Peak Alarm Co., Inc									
1305492									
1305492	1	MONITORING 7/1/2023-9/30/2023	Invoice	07/01/2023	07/25/2023	137.64		137.64	10-41-25
Total 1305492:						137.64	.00	137.64	
Total 1119 Peak Alarm Co., Inc:						137.64	.00	137.64	
Phonz +									
499 Phonz +									
14809									
14809	1	Office Suport	Invoice	04/01/2023	07/11/2023	2,129.28		2,129.28	10-41-31
Total 14809:						2,129.28	.00	2,129.28	
Total 499 Phonz +:						2,129.28	.00	2,129.28	
PIONEER									
1319 PIONEER									
PSI1797117									
PSI1797117	1	PLAYGROUND MULCH	Invoice	06/28/2023	07/28/2023	439.00		439.00	10-46-22
Total PSI1797117:						439.00	.00	439.00	
PSI1797592									
PSI1797592	1	PLAYGROUND MULCH	Invoice	06/27/2023	07/27/2023	439.00		439.00	10-46-22
Total PSI1797592:						439.00	.00	439.00	
PSI1797996									
PSI1797996	1	APPLE VALLEY TRAIL MIX	Invoice	06/29/2023	07/29/2023	1,546.52		1,546.52	10-46-22
Total PSI1797996:						1,546.52	.00	1,546.52	
PSI1798276									
PSI1798276	1	PLAYGROUND MULCH	Invoice	06/30/2023	07/30/2023	451.00		451.00	10-46-22
Total PSI1798276:						451.00	.00	451.00	
Total 1319 PIONEER:						2,875.52	.00	2,875.52	
Pipestone Equipment, LLC									
1241 Pipestone Equipment, LLC									
14347									
14347	1	Pilot Kit, Repair Kit, Bolt Kit, Other Part	Invoice	06/23/2023	07/25/2023	14,716.00		14,716.00	60-50-22

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 14347:						14,716.00	.00	14,716.00	
Total 1241 Pipestone Equipment, LLC:						14,716.00	.00	14,716.00	
RESPEC Company LLC									
1124 RESPEC Company LLC									
INV-0523-1202									
INV-0523-12	1	SRF PROJECT NEEDS ASSESSMENT	Invoice	05/31/2023	07/11/2023	5,035.64		5,035.64	60-50-20
Total INV-0523-1202:						5,035.64	.00	5,035.64	
INV-0523-1204									
INV-0523-12	1	RAW WATER MONITORING	Invoice	05/31/2023	07/11/2023	1,918.30		1,918.30	60-50-20
Total INV-0523-1204:						1,918.30	.00	1,918.30	
Total 1124 RESPEC Company LLC:						6,953.94	.00	6,953.94	
Rhinehart Oil Co.,LLC									
1224 Rhinehart Oil Co.,LLC									
IN-503136-23									
IN-503136-2	1	DIESEL FOR GARBAGE TRUCK	Invoice	06/02/2023	07/11/2023	603.09		603.09	10-46-16
IN-503136-2	2	DIESEL FOR GARBAGE TRUCK	Invoice	06/02/2023	07/11/2023	603.09		603.09	70-51-16
IN-503136-2	3	DIESEL FOR GARBAGE TRUCK	Invoice	06/02/2023	07/11/2023	603.09		603.09	10-46-16
Total IN-503136-23:						1,809.27	.00	1,809.27	
Total 1224 Rhinehart Oil Co.,LLC:						1,809.27	.00	1,809.27	
Roop Excavating LLC									
931 Roop Excavating LLC									
1537									
1537	1	GRAVEL 337 GRAND AVE	Invoice	06/20/2023	07/11/2023	3,984.48		3,984.48	10-46-22
Total 1537:						3,984.48	.00	3,984.48	
Total 931 Roop Excavating LLC:						3,984.48	.00	3,984.48	
SAMIRA VETTER									
1316 SAMIRA VETTER									
005675									
005675	1	FOOD REIMB FOR MEET THE FINALI	Invoice	06/20/2023	07/11/2023	82.95		82.95	10-41-26
Total 005675:						82.95	.00	82.95	
Total 1316 SAMIRA VETTER:						82.95	.00	82.95	
Shums Coda Associates									
1170 Shums Coda Associates									
16657									
16657	1	APRIL 2023 PLAN REVIEW SERVICE	Invoice	05/22/2023	07/11/2023	1,080.00		1,080.00	10-43-02
Total 16657:						1,080.00	.00	1,080.00	
16658									
16658	1	APRIL 2023 INSPECTION SERVICES	Invoice	05/22/2023	07/11/2023	1,320.00		1,320.00	10-43-02

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 16658:						1,320.00	.00	1,320.00	
16659									
16659	1	APRIL 2023 CONSULTING SEVICES	Invoice	05/22/2023	07/11/2023	840.00		840.00	10-43-02
Total 16659:						840.00	.00	840.00	
16746									
16746	1	MAY 2023 PLAN REVIEW SERVICES	Invoice	06/21/2023	07/25/2023	1,110.00		1,110.00	10-43-02
Total 16746:						1,110.00	.00	1,110.00	
16747									
16747	1	MAY 2023 INSPECTION SERVICES	Invoice	06/21/2023	07/25/2023	1,900.00		1,900.00	10-43-02
Total 16747:						1,900.00	.00	1,900.00	
16748									
16748	1	MAY 2023 CONSULTING SERVICES	Invoice	06/21/2023	07/25/2023	1,290.00		1,290.00	10-43-02
Total 16748:						1,290.00	.00	1,290.00	
Total 1170 Shums Coda Associates:						7,540.00	.00	7,540.00	
Simmons Lock & Key Delta									
566 Simmons Lock & Key Delta									
5115									
5115	1	Service Call - SERVER ROOM LOCK D	Invoice	08/21/2023	07/11/2023	107.00		107.00	10-41-22
Total 5115:						107.00	.00	107.00	
Total 566 Simmons Lock & Key Delta:						107.00	.00	107.00	
Sustainable Futures LLC									
1283 Sustainable Futures LLC									
062023									
062023	1	INTERIM ADMIN SERVICES	Invoice	07/05/2023	07/11/2023	9,568.78		9,568.78	10-41-02
Total 062023:						9,568.78	.00	9,568.78	
Total 1283 Sustainable Futures LLC:						9,568.78	.00	9,568.78	
The Paper-Clip LLC									
861 The Paper-Clip LLC									
2047162-0									
2047162-0	1	Office Supplies	Invoice	06/16/2023	07/11/2023	257.00		257.00	10-41-17
Total 2047162-0:						257.00	.00	257.00	
Total 861 The Paper-Clip LLC:						257.00	.00	257.00	
THOMPSON, GREG									
1321 THOMPSON, GREG									
2381									
2381	1	BOOTH REIMBURSEMENT	Invoice	05/26/2023	07/11/2023	30.00		30.00	10-46-40

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 2381:						30.00	.00	30.00	
Total 1321 THOMPSON, GREG:						30.00	.00	30.00	
United Companies Inc									
162 United Companies Inc									
1512000									
1512000	1	3/4" ROAD BASE	Invoice	04/10/2023	07/11/2023	757.98		757.98	70-51-22
Total 1512000:						757.98	.00	757.98	
1512008									
1512008	1	3/4" ROAD BASE	Invoice	04/10/2023	07/11/2023	2,957.84		2,957.84	70-51-22
Total 1512008:						2,957.84	.00	2,957.84	
400000783									
400000783	1	QPR Cold Mix	Invoice	06/14/2023	07/11/2023	2,312.50		2,312.50	20-46-22
Total 400000783:						2,312.50	.00	2,312.50	
400000784									
400000784	1	QPR Cold Mix	Invoice	06/14/2023	07/11/2023	2,317.34		2,317.34	20-46-22
Total 400000784:						2,317.34	.00	2,317.34	
Total 162 United Companies Inc:						8,345.66	.00	8,345.66	
URBAN RURAL CONTINUUM LLC									
1323 URBAN RURAL CONTINUUM LLC									
PAONIA-2									
PAONIA-2	1	HOUSING NEEDS PROJECT WORK F	Invoice	07/05/2023	07/25/2023	20,656.00		20,656.00	10-41-75
Total PAONIA-2:						20,656.00	.00	20,656.00	
Total 1323 URBAN RURAL CONTINUUM LLC:						20,656.00	.00	20,656.00	
USA Blue Book									
441 USA Blue Book									
INV00020124									
INV0002012	1	Supplies	Invoice	05/23/2023	07/11/2023	398.98		398.98	60-50-16
Total INV00020124:						398.98	.00	398.98	
INV00030389									
INV0003038	1	Supplies	Invoice	06/05/2023	07/11/2023	2,839.24		2,839.24	60-50-22
Total INV00030389:						2,839.24	.00	2,839.24	
Total 441 USA Blue Book:						3,238.22	.00	3,238.22	
Wex Bank									
1312 Wex Bank									
90001929									
90001929	1	FUEL	Invoice	06/28/2023	07/25/2023	655.34		555.34	80-52-23

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 90001929:						555.34	.00	555.34	
Total 1312 Wex Bank:						555.34	.00	555.34	
Winwater Corp									
491 Winwater Corp									
99230500									
99230500	1	Service Charge	Invoice	05/31/2023	07/11/2023	13.99		13.99	60-50-22
Total 99230500:						13.99	.00	13.99	
Total 491 Winwater Corp:						13.99	.00	13.99	
Total :						125,070.79	.00	121,998.01	
Grand Totals:						125,070.79	.00	121,998.01	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
10-0220	250.00	.00	250.00
10-41-02	9,568.78	.00	9,568.78
10-41-15	378.00	.00	378.00
10-41-17	257.00	.00	257.00
10-41-20	6,517.80	.00	6,517.80
10-41-22	107.00	.00	107.00
10-41-25	137.64	.00	137.64
10-41-28	1,413.46	.00	1,413.46
10-41-28	177.57	.00	177.57
10-41-30	83.81	.00	83.81
10-41-31	2,129.28	.00	2,129.28
10-41-33	2,522.00	.00	2,522.00
10-41-75	25,647.28	.00	25,647.28
10-43-02	7,540.00	.00	7,540.00
10-43-23	12.95	.00	12.95
10-45-22	10.74	.00	10.74
10-45-25	64.06	.00	64.06
10-46-16	1,329.84	.00	1,329.84
10-46-22	10,043.01	.00	10,043.01
10-46-23	12.95	.00	12.95
10-46-24	399.00	.00	399.00
10-46-25	64.07	.00	64.07
10-46-28	128.03	.00	128.03
10-46-40	30.00	.00	30.00
14-0201	.00	3,072.78	3,072.78
14-42-16	6,783.55	.00	6,783.55
14-42-23	658.48	.00	658.48
16-46-22	1,178.43	.00	1,178.43
20-45-22	4,877.00	.00	4,877.00
60-50-16	630.02	.00	630.02
60-50-20	7,486.44	.00	7,486.44
60-50-22	27,736.29	.00	27,736.29

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
60-50-23	12.95	.00	12.95
60-50-24	84.75	.00	84.75
60-50-25	84.07	.00	64.07
60-50-28	138.90	.00	138.90
70-51-16	1,241.09	.00	1,241.09
70-51-20	447.30	.00	447.30
70-51-22	3,715.82	.00	3,715.82
70-51-23	12.98	.00	12.96
70-51-25	64.07	.00	64.07
70-51-32	289.00	.00	289.00
80-52-16	15.99	.00	15.99
80-52-23	745.34	.00	745.34
80-52-25	64.07	.00	64.07
Grand Totals:	<u>125,070.79</u>	<u>3,072.78-</u>	<u>121,998.01</u>

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
05/23	3,072.78	3,072.78-	.00
06/23	34,683.00	.00	34,683.00
07/23	87,315.01	.00	87,315.01
Grand Totals:	<u>125,070.79</u>	<u>3,072.78-</u>	<u>121,998.01</u>

Town of Paonia

43



Paonia Liquor Liquor License Renewal



Town Board Staff Report

Subject: Paonia Liquors; Liquor License Renewal

Author: Samira Vetter

Representing: Town Clerk

Date: July 11, 2023

Staff Recommendation: Approve Liquor License Renewal

- All required paperwork has been turned into the Town Clerk
- All local fees have been paid and the State fees are in the possession of the Town Clerk
- The Police Department has no concerns or issues with this License Renewal
- The Public Works Department has no concerns or issues with this License Renewal
- The Clerks office has no issues or concerns with this renewal.

Submit to Local Licensing Authority

PAONIA LIQUORS
PO Box 342
Paonia CO 81428

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

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

Colorado Beer and Wine License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name PAONIA LIQUORS, LLC		Doing Business As Name (DBA) PAONIA LIQUORS	
Liquor License # 03-10199	License Type Liquor Store (city)		
Sales Tax License Number 33780290-0000	Expiration Date 07/05/2023	Due Date 05/21/2023	
Business Address 4 THIRD STREET Paonia CO 81428		Phone Number 9705273131	
Mailing Address PO Box 342 Paonia CO 81428		Email paonialiquors@gmail.com	
Operating Manager Christina Knowles	Date of Birth 9-23-77	Home Address 77980 Basalt Rd Crawford	Phone Number 970-424-7645
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Rented* *If rented, expiration date of lease _____			
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3b. If so, which are you renewing? <input type="checkbox"/> Delivery <input type="checkbox"/> Takeout <input type="checkbox"/> Both Takeout and Delivery			
4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

7. 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

8. 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	Title	
Christina Knowles	owner	
Signature	Date	
Christina Knowles	7-1-23	
Report & Approval of City or County Licensing Authority The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules. Therefore this application is approved.		
Local Licensing Authority For		Date
Signature	Title	Attest

Tax Check Authorization, Waiver, and Request to Release Information

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

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

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

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

Name (Individual/Business) <u>Padnia Liguors / Christina Knowles</u>		Social Security Number/Tax Identification Number <u>82-4019008</u>	
Address <u>P.O. Box 342</u>			
City <u>Padnia</u>		State <u>CO</u>	Zip <u>81428</u>
Home Phone Number <u>970 424 7645</u>		Business/Work Phone Number <u>970 527 3131</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>Christina Knowles</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>Christina Knowles</u>			Date signed <u>7-1-23</u>

Privacy Act Statement

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

Town of Paonia

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Pickin' at the Park
Special Event Permit



Town Board Staff Report

Subject: Pickin’ at the Park Special Event Permit

Author: Samira Vetter

Representing: Town Clerk

Date: July 11, 2023

Staff Recommendation: Approve Special Event Permit for Pickin’ at the Park

- All required paperwork and fees have been received from Pickin’ Productions and the North Fork Valley Creative Coalition.
- Notification Poster was hung in a timely manner.
- Certificate of Insurance is on file.
- Public Works has no issues or concerns with the event.
- Police Department has no issues or concerns with the event.
- The Clerk’s Office has no issues or concerns with the event.

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

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

North Fork Valley Creative Coalition, Inc

is a

Nonprofit Corporation

formed or registered on 08/04/2012 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20121427405 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 03/17/2021 that have been posted, and by documents delivered to this office electronically through 03/19/2021 @ 08:23:15 .

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 03/19/2021 @ 08:23:15 in accordance with applicable law. This certificate is assigned Confirmation Number 13031554 .



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."

Application for a Special Events Permit

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

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

LIAB Type of Special Event Applicant is Applying for: 2110 <input type="checkbox"/> Malt, Vinous And Spirituous Liquor \$25.00 ^{50.00} Per Day 2170 <input type="checkbox"/> Fermented Malt Beverage \$10.00 Per Day	DO NOT WRITE IN THIS SPACE Liquor Permit Number
--	---

1. Name of Applicant Organization or Political Candidate North Fork Valley Creative Coalition 501(c)(3)	State Sales Tax Number (Required) 46-2288267
--	---

2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) PO Box 143 Paonia, Co 81428	3. Address of Place to Have Special Event (include street, city/town and ZIP) Town Park Paonia Co 81428
--	--

Name	Date of Birth	Home Address (Street, City, State, ZIP)	Phone Number
4. Pres./Sec'y of Org. or Political Candidate Amy DeLuca	[REDACTED]	[REDACTED] Paonia 81428	[REDACTED]
5. Event Manager Rob Miller	[REDACTED]	[REDACTED] Paonia 81428	[REDACTED]

6. Has Applicant Organization or Political Candidate been Issued a Special Event Permit this Calendar Year? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES HOW MANY DAYS? _____	7. Is premises now licensed under state liquor or beer code? <input type="checkbox"/> NO <input type="checkbox"/> YES TO WHOM? _____
---	---

8. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed? Yes No

List Below the Exact Date(s) for Which Application is Being Made for Permit

Date	Date	Date	Date	Date
8/3/22 Hours From 3 p.m. To 10 p.m.	8/10/23 Hours From 3 p.m. To 10 p.m.	8/17/23 Hours From 3 p.m. To 10 p.m.	8/24/23 Hours From 3 p.m. To 10 p.m.	

Oath of Applicant

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

Signature Amy DeLuca	Title President NFVCC	Date 6-1-23
--	---	---

Report and Approval of Local Licensing Authority (City or County)

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended.

THEREFORE, THIS APPLICATION IS APPROVED.

Local Licensing Authority (City or County)	<input type="checkbox"/> City <input type="checkbox"/> County	Telephone Number of City/County Clerk
Signature	Title	Date

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

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

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:

Formal Board agenda items should be matters of substance for the Board to consider. Examples include: Presentations to the Board seeking support or wishing to inform the Board of plans that affect the Town, Committees presenting their goals and accomplishments, Items that need Board approval to proceed.

Submitting an agenda request does not guarantee placement on an agenda. The Mayor will determine if this is an appropriate item for consideration on the Board of Trustees' formal agenda.

Should this request be denied, the requester may present their item in writing to the Board under correspondence received or by making a verbal comment within the established time limit at the beginning of a regular meeting.

Please complete the following information and return this form no later than Tuesday, two weeks prior to the Board meeting to the Town Hall at 214 Grand Avenue. If the regular meeting is on the Tuesday the 28th, the request must be received before 5pm on Tuesday the 14th.

If your issue is placed on the agenda, be aware that your presentation is limited to 5 minutes.

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.

Subject: Up to 6 words (example: Town Park, Potholes, Open Meetings, etc.)

Name of Requester or Presenter: Pickin Productions / Rob Miller

Representing: (Group or Agency name, or Self) Pickin in the Park

Date of submittal: 3/31/23

Date of Requested Board Meeting: (Insert Board Meeting date) 4/11/23

Specific request:

Requesting Board Approval of 2023 Pickin' in the Park
August 3, 10, 17 & 24, 2023

Contact information:

Name: Rob Miller
Physical Address: 211 ONARGA AVE
Mailing Address: PAONIA
E-mail: Pickin Productions@gmail.com
Daytime Phone: 970 260 6493

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

[Print Form](#)

[Email Form](#)

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

- Communication Contacts
- Liability Insurance *will have for you*
(*\$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)

Provided

Promotion:

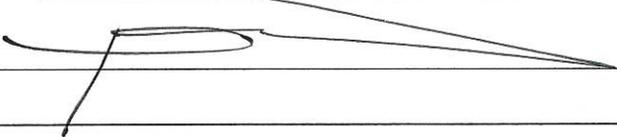
The Town is willing to promote your event by posting submitted material on the Town website, the Town of Paonia Facebook page, and/or a poster placed in the Town Hall entryway.

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 31 day of March, 2023

Printed Name: Rob Miller

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: _____

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: Rob Miller

Organization: Pickin Productions

Mailing Address: PO Box 1690 PAONIA CO 91428

Telephone Number: 970 260 6493

Event Manager (if different than Applicant): _____

Event Manager Telephone: _____

Event Manager E-Mail: PickinProductions@gmail.com

Please describe the event: _____

Pickin in the Park - 4 nights of free
Community Concerts (16th Annual)

Event Date(s): <u>Aug 3</u>	Event Hours: <u>6-10 pm</u>
Event Date(s): <u>" 10</u>	Event Hours: <u>"</u>
Event Date(s): <u>" 17</u>	Event Hours: <u>"</u>
Event Date(s): <u>" 24</u>	Event Hours: <u>"</u>

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 GATE OPENED by 10AM.
(12) CONES dropped off AT GATE + 2 barricades

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 \$ _____

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

"LEGACY EVENT" - Fees Waived

Thank you.

Special Event Park Permit Checklist

Minimum
Days Due

ITEM:

PRIOR TO EVENT

Request to be on Agenda	✓	60 DAYS
Large Group Park Application		45 DAYS
Special Event Permit Application (DOR) (serving alcohol)		45 DAYS
On Premise Liquor Permit Requested		45 DAYS
Park/Location Map		45 DAYS
(Outline all areas to be licensed, serving area, and storage area)		
Off Site Map (Map area of off site liquor storage)		45 DAYS
Safety Plan		45 DAYS
Banner Permit Application		45 DAYS
Street Closure Application		45 DAYS
Non-Profit Certificate of Good Standing		45 DAYS
Certificate of Insurance		15 DAYS
Vendor List (PRELIMINARY)		15 DAYS
DOR Fee - liquor (\$25 per day)		with application
Town Fee - liquor (\$50 per day)		with application
Town Fees - park - per application requirements		with application
** SEP Notification Posted PRIOR TO HEARING		15 DAYS
(Email photo of posting proof to: Corinne@townofpaonia.com)		15 DAYS

Packet Complete: _____ Date: _____

Additional Notes:

Rob Miller
Pickin' Productions
PO Box 1690
Paonia, CO 81428

970.260.6493
pickinproductions@gmail.com
www.pickinproductions.com

Pickin' in the Park
August 3, 10, 17, 24 - 2023

Main Contact: Rob Miller (See above information)

Liability Insurance: We will submit with the town cited in at least 60 days prior

Medical Plan: We will have North Fork ambulance on premises for all four showsx this year. Backup plan is to call 911 for medical emergencies. We have a first aid kit on hand for smaller situations.

Parking Plan: We borrow traffic cones from the town and reserve parking space for the band's vehicles, as well as our staff.

Safety Plan: Call 911 for emergencies, and we have the number for our local police as well on hand.

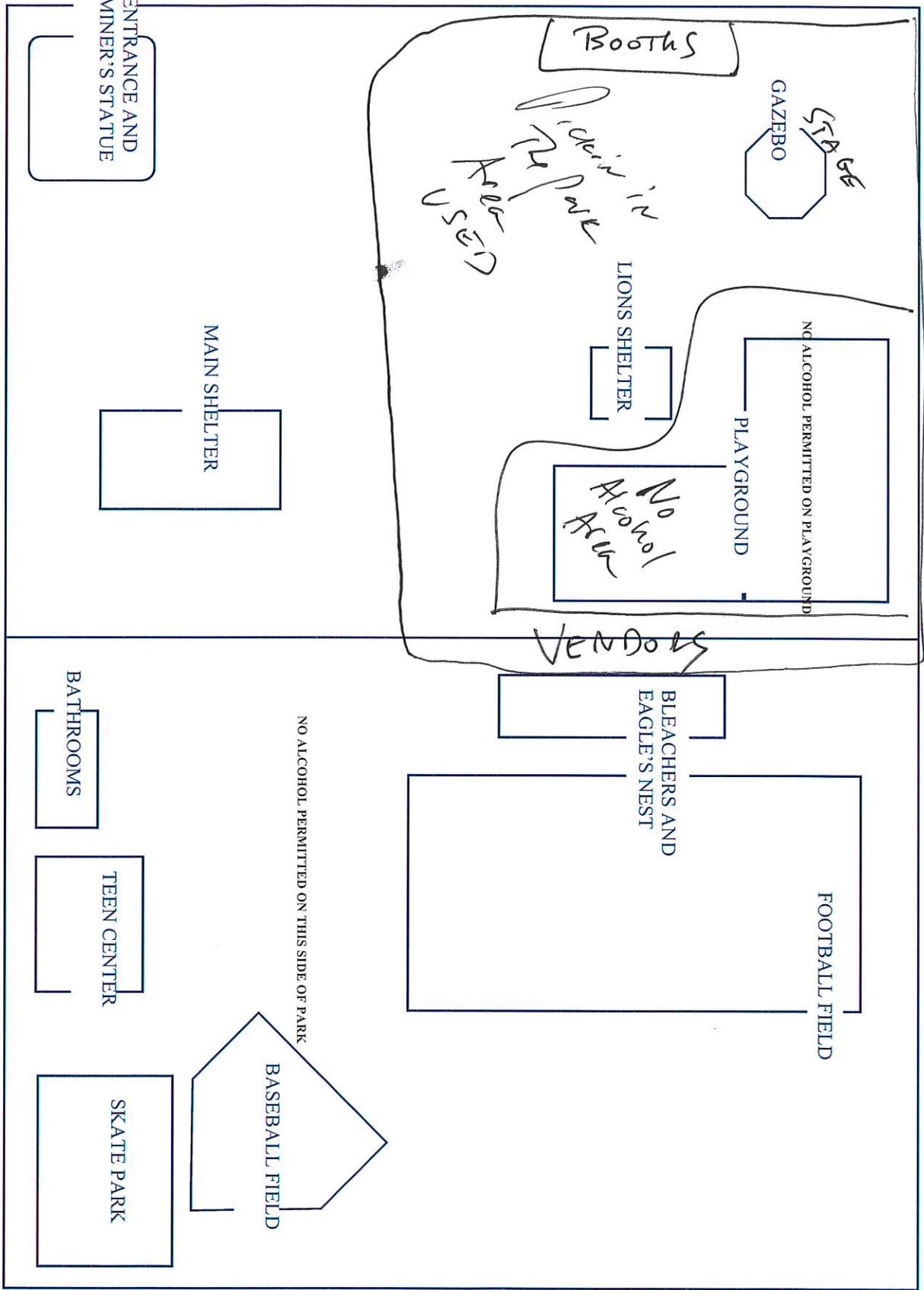
Security Plan: A local non-profit yet to be named will hold the liquor license. They will ID everyone who looks under 50 years old, and places wristbands on people purchasing alcohol. They have at least two "alcohol watchdogs" walking around the park. We also have a small staff who is looking out for glass in the park and anyone bringing in outside alcohol. Both teams are on the lookout for public intoxication.

TOWN PARK MAP

NORTH FORK AVENUE

FIFTH STREET

FOURTH STREET



Town of Paonia



Interim Town Administrator

To: The Honorable Mayor Mary Bachran and Board of Trustees

From: Leslie Klusmire, Interim Town Administrator

RE: Administrator's Report

Date: July 11, 2023

Town Administrator Search: Congratulations to new Town Administrator Stephen Wynn and the Town Board for a very successful recruitment process. Four excellent candidates emerged from the process, and you found a great fit!

This means farewell as your interim administrator from me. I have so appreciated your support and hard work during my almost eight months here. You've made great strides, and I know Stefen will be an excellent resource as you move forward.

I will particularly miss working with your excellent and very dedicated staff. What a treasure the Town has in all the folks that make it happen.

Thank you so much for allowing me to serve the Town, and I look forward to updates on all the future wonderful things the Town does to prepare for its future.

Report on the Town's financial management and data: Professional Management Systems has completed the financial statement for the audit.

We anticipate you will have your first accurate and readable financial statement at the first meeting in June.

Lorraine Trotter will be at this meeting for the health insurance discussion, and you can ask her questions about the overall finances of the Town. I understand how hard it is to make financial decisions without feeling like you know exactly what your budget to actuals are. PMS and I think they are very good and that you are in good shape. Your reserves may be growing at least in the General Fund due to underspending the budget in 2021 and 2022.

Dorris Sewer Line Replacement: K&D Construction was the low bidder, and their references were glowing. On the agenda is an item to accept the bid and instruct staff to begin negotiating a final contract for approval at your next meeting. All systems are go for completion this year.

Hydrogeology Study and Spring Metering: Complete funding is expected soon. We can proceed with some work with partial funding. The Board will need to approve a contract for the project and the grant contracts.

Planning Grant for Code, Resolutions, and Ordinance Revisions: We have submitted an administrative grant request for 50% of the cost of revising the code and bringing the approved ordinances and resolutions up to date. The proposal includes the cost of the Town Attorney and me to complete the work. I would do the initial draft, and the Town Attorney would review it. It includes two community workshops to review options and a final draft.

Personnel Policy Revisions: New town administrator Stefen Wynn has a personnel handbook template he wants to work with to bring the Town’s handbook up to snuff. I have let him know the Attorney and CIRSA will need to review it before adoption.

Water Company ordinance revisions: The Town Attorney, Town Administrator, and Public Works staff will be working together on a plan to form this badly needed ordinance. They plan to include water companies in the discussion. However, this is an ordinance to protect the Town water system, so reaching a consensus will be challenging. The process will be a good educational vehicle for both sides to understand the Town’s needs to protect the water system.

Also, I would highly encourage you to change your out-of-town water rates to 150% of what the Town residents pay in next year’s budget. I polled the other managers and the typical water rate for out-of-town properties is 150% of the in-town rates. This is because, at a lower rate for out-of-town customers, the Town residents are subsidizing out-of-town residents’ costs for producing and delivering clean water. Town residents pay additional taxes to the Town that County residents don’t pay. For instance, the Town does not collect out-of-town property taxes – they all go to the County, and their mill levy is smaller because of that. Hence, they pay a larger share of Town provided utilities. It evens out.

Town of Paonia

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Police Chief



Paonia Police Department

DEPARTMENT BRIEFING: SUMMARY OF PROGRESS

07/03/2023

- Officer Gilliam has been promoted to Corporal. This promotion will include added administrative responsibilities and supervisory capacity regarding the training program and on-call situations.
- The department has begun collecting speed data throughout town. This data will be used to assist in the establishment of new speed limits in town.
- Members of the department attended Taser training and certified with the newer Taser 7 device. All members of the department will now be transitioning to the Taser 7.
- The department worked with a local business to develop an active shooter training for employees. The training involved scenarios and was created by the department with input from the business.
- We had several calls for service at the Town Park through the month for criminal mischief, noise complaints, and curfew violations. Thank you to Public Works for assisting with those calls and fixing/cleaning up the area. Increased patrol in the park and surrounding areas is helping to reduce the calls for service and will continue throughout the summer.

Paonia Police Department

Law Incident Table, by Date and Time

Date Occurred: 06/01/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
16:35:24	CRIM MISCHIEF	GRAND AVE; a, Paonia, CO	PPD	PPD	
19:30:21	RESTR/PROT ORDR	2ND ST, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 2

Date Occurred: 06/02/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:10:43	CIVIL PROBLEM	2ND ST, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 1

Date Occurred: 06/03/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
00:42:25	AGENCY ASSIST	MINNESOTA CREEK RD & DRY GULCH RD, Paonia, CO	PPD	DIST3	
10:04:34	Disturbance	GRAND AVE, Paonia, CO	PPD	PPD	UTL

Total Incidents for this Date: 2

Date Occurred: 06/04/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:39:05	911/hangup	ONARGA AVE, Paonia, CO	PPD	PPD	
16:57:35	911/hangup	MAIN AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 2

Date Occurred: 06/05/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:48:53	Information	GRAND AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 1

Date Occurred: 06/06/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:30:15	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
14:44:35	Information	GRAND AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 2

Date Occurred: 06/08/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
17:22:31	Traffic Stop	GRAND AVE, Paonia, CO	PPD	PPD	VW
20:44:05	AGENCY ASSIST	GERMAN CREEK LN, Paonia, CO	PPD	DIST3	
23:13:31	SUSPICIOUS	4TH ST, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 3

Date Occurred: 06/09/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
12:09:27	Juvenile Prob	OAK AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 1

Date Occurred: 06/10/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
01:00:12	SUSPICIOUS	GRAND AVE, Paonia, CO	PPD	PPD	
22:00:18	Noise Complaint	ALDER CT, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 2

Date Occurred: 06/11/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
19:46:20	DOMESTIC	ALDER DR, Paonia, CO	PPD	PPD	A
22:18:34	ALARM	HIGHWAY 133, Paonia, CO	PPD	DIST3	

Total Incidents for this Date: 2

Date Occurred: 06/12/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:41:05	Disturbance	GRAND AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 1

Date Occurred: 06/13/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
11:18:51	AGENCY ASSIST	CRAWFORD RD, Paonia, CO	PPD	DIST3	
15:39:44	DEATH INVESTGTN	POPLAR AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 2

Date Occurred: 06/16/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:57:05	Code Enforce	MAIN AVE, Paonia, CO	PPD	PPD	WW
11:11:51	Code Enforce	MAIN AVE, Paonia, CO	PPD	PPD	WW
11:18:06	Code Enforce	BOX ELDER AVE, Paonia, CO	PPD	PPD	WW
12:30:10	DEATH INVESTGTN	ALDER DR, Paonia, CO	PPD	PPD	

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
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Total Incidents for this Date: 4

Date Occurred: 06/19/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:23:10	SHOPLIFTING	2ND ST, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 1

Date Occurred: 06/20/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:35:51	Code Enforce	NIAGARA AVE, Paonia, CO	PPD	PPD	WW
09:04:18	Code Enforce	1ST ST, Paonia, CO	PPD	PPD	WW
09:55:16	Wanted Person	STAHL RD & SAMUEL WADE RD, Paonia, CO	PPD	PPD	A
12:03:34	Resisting	STAHL RD & SAMUEL WADE RD, Paonia, CO	PPD	PPD	A
13:41:56	Code Enforce	ORCHARD AVE, Paonia, CO	PPD	PPD	WW
13:54:32	Code Enforce	NORTH FORK AVE, Paonia, CO	PPD	PPD	WW
14:34:20	Code Enforce	3RD ST, Paonia, CO	PPD	PPD	WW

Total Incidents for this Date: 7

Date Occurred: 06/21/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:02:19	Information	GRAND AVE, Paonia, CO	PPD	PPD	
12:36:06	VIN INSPECTION	MEADOWBROOK BLVD; Paonia, CO	PPD	PPD	
13:07:03	Traffic Stop	5TH ST & BOX ELDER AVE, Paonia, CO	PPD	PPD	CIT

Total Incidents for this Date: 3

Date Occurred: 06/22/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:39:16	Code Enforce	BOX ELDER AVE, Paonia, CO	PPD	PPD	WW
09:27:16	ANIMAL CONTROL	CLARK AVE, Paonia, CO	PPD	PPD	
15:06:16	Traffic Stop	RIO GRANDE AVE, Paonia, CO	PPD	PPD	CIT
18:25:27	Information	GRAND AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 4

Date Occurred: 06/23/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:30:01	CRIM MISCHIEF	4TH ST, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 1

Date Occurred: 06/24/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
00:15:15	ANIMAL CONTROL	MAIN AVE, Paonia, CO	PPD	PPD	
07:14:17	VIN INSPECTION	MEADOWBROOK CT, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 2

Date Occurred: 06/26/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
11:28:25	THEFT	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
19:09:47	ANIMAL CONTROL	MAIN AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 2

Date Occurred: 06/27/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
07:24:37	AGENCY ASSIST	4190 LN, Paonia, CO	PPD	DIST3	

Total Incidents for this Date: 1

Date Occurred: 06/28/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:31:06	CITIZEN ASSIST	GRAND AVE, Paonia, CO	PPD	PPD	
22:18:22	TrafficAccident	5TH ST & GRAND AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 2

Date Occurred: 06/29/23

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
00:25:40	Disturbance	OAK AVE, Paonia, CO	PPD	PPD	
15:20:53	DOMESTIC	PAN AMERICAN AVE, Paonia, CO	PPD	PPD	A
19:55:28	Traffic Stop	2ND ST & GRAND AVE, Paonia, CO	PPD	PPD	CIT

Total Incidents for this Date: 3

Total reported: 51

A-3, CIT-3, UTL-1, VW-1, WW-6

ARREST=A
 CIT=CITATION
 UTL=UNABLE TO LOCATE
 VW= VERBAL WARNING
 WW-WRITTEN WARNING

Report Includes:

All dates between `00:00:01 06/01/23` and `00:00:01 06/30/23`, All agencies matching `PPD`, All disposition's, All natures, All location codes, All cities

Town of Paonia

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Public Works Director



Public Works Staff Report

Subject: Projects List

Author: Cory Heiniger

Representing:

Date: 07/07/2023

First off, we would like to thank Cross Roads Baptist Church, they traveled here from Marshal Texas and contributed over 220 man hours of volunteer work. It was a pleasure to work with them and they did an excellent job helping get the parks in good shape before the major events. They helped with the trail in Apple Valley Park, spread woodchips throughout the playgrounds in both parks, painted some of the areas that had graffiti or just needed redone, and helped trim back our easement to the sewer lagoon.

Completed Projects List

- Apple Valley Park trail / water leak.
- Alley work and trimming.
- Potholes.
- Stage repairs completed.
- Phase 1 of Cedar Hill fire mitigation.
- Parks irrigation work.
- Replaced broken electrical outlets at town park.
- Miner statue damage. We removed the granite top of the wall as one was loose and was either knocked off or fell off and we decided for safety concerns we should remove them all before someone got hurt.
- Pump replacement at the 2-million-gallon plant.
- Prep for park events.

Town of Paonia

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Handicapped Parking

Town Board Staff Report

Subject: Estimated Costs of Handicapped parking

Author: Cory Heiniger

Representing: Public Works Director

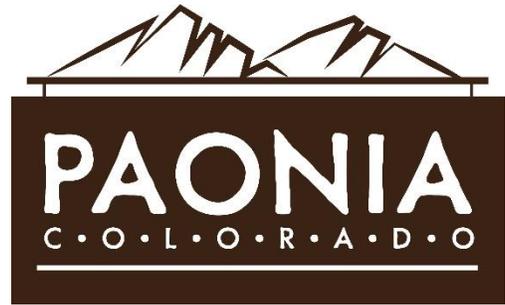
Date: July 11, 2023

Stencil: ADA 36x30" \$150 (reusable)

Paint: \$185 (Blue and White)

Signs: \$40 each.

Posts: \$60 each.



With unknown variables it's hard to give an exact estimate. We might still end up needing curbs, core drilling etc. but that's a start. A lot will depend on the area chosen and placement.

Public Safety and Parks Committee Meetings
Suggestions for Board action in Bold
5/16/23

Law Enforcement

Rick Stelter (Trustee Town of Paonia), Dave Knutson (Trustee Town of Paonia), and Chief Matt Laiminger

The Department is continues to closely monitor stream flows and is working with Public Works to prepare for possible flooding from this year’s snowpack. Chief Laiminger will work with Public Works Director Heininger to place a sign at the River Park warning boaters about constraints on river rescue resources.

A citizen complaint about speed at the intersection of Rio Grande and Third was considered. The PPD will increase enforcement of the 25 mph speed limit, consider use of the electric speed monitor trailer, and weigh options for traffic calming. In addition a follow-up to issues with gravel on the K-8 sidewalk will be brought to school officials.

PPD is planning to purchase a drop box for excess pharmaceuticals which would allow citizens to anonymously drop excess prescription medications off.

Per comments at the last Town Council meeting regarding handicapped mobility in town, the **Board is asked to consider the following:**

- 1. Designating a route for mobility access to downtown such as the north side of 3rd street**
- 2. Designate handicapped parking at Town Park**
- 3. Consider a mid-block pedestrian zone on Grand Avenue from Town Hall to Poulos Park**

Officers have been present and doing positive community relations at the Arbol Farm Market.

There is a strong uptick of visitors and tourists which requires more load enforcement resources evidenced by the Festival at Big B’s.

Trustee Stelter recommended investigation of a “cadet” program to notify residents of code violations in Town and to enforce parking regulations on Grand Avenue.

Our Chief cited issues with contracts covering training reimbursements if an officer leaves prior to contract expiration. He plans to bring a proposal for best practices to the Board Meeting in June.

Parks Committee

Present: Rick Stelter (Trustee Town of Paonia), Dave Knutson (Trustee Town of Paonia), Tracy McCurdy (Citizen and Mountain Bike representative), Marissa Mommaerts (Phoenix Rising - Paonia General Plan Consultant), Karen Tarnow (Western Slope Conservation Center)

Tracy McCurdy summarized the recent agreement regarding biking access to Vista Drive out of Apple Valley Park. Lyn Howe and Geoff Rauch (landowners) agreed to allow access through their property and attached **a request for the Board to refer their questions to the Town Attorney regarding right-of-way or easement designation.** Tracy was able to work with local residents on crafting a solution that was supported by all involved parties in Creek Vista HOA and neighbors.

The Board is asked to approve use of Apple Valley Park for Jumbo trailhead parking and to consider the following:

- 1. Fencing and trail preparation for the new easement through the Howe/Rauch property**
- 2. A crosswalk and traffic signs for the Apple Valley Park entrance**
- 3. Directional sign to Apple Valley on 3rd street**
- 4. Make decisions to resolve parking issues at the top of Pan American and on Vista Drive**

Trustee Stelter suggests that resident parking only be allowed by the Board.

Delta County Administrator Robbie LaValley consulted with District Ranger, Levi Broyles to allow weekend overflow parking for Jumbo at the USFS parking lot near Apple Valley.

Karen noted the planned river festival scheduled for June 3 may be moved to Pleasure Park depending on flooding at Paonia River Park. She requested that Paonia Tree Board consider designation of hazard trees along both River Trails. The Nature Connection arranged for a certified crew of sawyers to take down these trees this summer.

Discussion then continued about issues in the Parking Lot at the River Park. Trustee Knutson agreed to contact the Mayor and Chairman Koontz about working on the lot.

The Pool, Park, and Recreation District is concerned about possible flooding of the Apple Valley pickle ball and tennis courts and requests that the Town consider mitigation with sandbags or a berm. Mayor Bachran has forwarded this request to the Town Administrator for staff action and response.

Town of Paonia



Mid-block Pedestrian Crosswalk

Samira V

From: Karen Fogg <karenleefogg@gmail.com>
Sent: Monday, June 26, 2023 12:42 PM
To: Dave K; Paige S; Rick S; John V; Thomas M
Cc: Samira V
Subject: Diagonal X-walk?

Follow Up Flag: Follow up
Flag Status: Completed

To the Town Council,

I noticed that a diagonal crosswalk from Poulos Park to Town Hall is on the agenda. Why is it even on the agenda? Time and time again these crazy ideas (i.e. a roundabout on Third and Grand 🤪) are put to the Council which pulls them away from dealing with truly important issues.

My objection to the diagonal primarily is that:

- 1. **THE WALK WILL TAKE UP FOUR PARKING SPACES.** We need the parking spaces down town.
- 2. The town blocks are small. We simply don't need a diagonal crosswalk in the middle of the street.

My question is: who really benefits from the crosswalk? Don't tell me it's the elderly because if they have to park farther away because of fewer parking spots, then there is no net gain.

Concerned **Town** citizen,

Karen Fogg

Town of Paonia



Ratification of Employee Health Insurance Decision

To: The Honorable Mayor Mary Bachran and Board of Trustees

From: Leslie Klusmire, Interim Town Administrator

RE: Ratifying of Health Insurance Benefit Plan

Date: July 11, 2023

Recommendation:

I am recommending my proposal. The Town can afford it, and it is nearer to what the employees have been paying. Several employees can't afford to insure their families under the Board directed alternative. In my opinion, offering affordable health insurance to employee families is reassurance to an employee and increases employee retention.

The Town Attorney will address the liabilities of changes to what employees have been paying.

Overall Financial Impact:

Lorraine Trotter, President of Professional Management Services, will be on Zoom to explain why she believes the Town has adequate reserves plus additional uncommitted funds and answer Board questions about the Town's financial system clean-up progress.

I have found some budgeting calculations that indicate the Town may be underspending this year even with increased legal and administrator expenses and unbudgeted employee promotions and raises. It appears to me that more employees were budgeted than the Town actually has.

Summary Comparison:

	<u>Old Plan Town expense as Town paid</u>	<u>Old Plan expenses as Employee paid</u>	<u>Old Plan as Budgeted Town</u>	<u>Old Plan as Budgeted Employee</u>	<u>Board direction Town Share</u>	<u>Board direction Employee</u>	<u>TA Recommend Town Share</u>	<u>TA Recommend Employee</u>
<u>Health Only</u>								
Total		\$228,061		\$228,061		\$182,076		\$182,076
Average Premium	19	\$12,003	19	\$12,003	15	\$12,138	15	\$12,138
T/Em Share	\$10,803	\$1,200	\$8,642	\$3,261	\$9,397	\$2,741	\$10,800	\$1,338
<u>H/V/D/L (all)</u>								
Total		\$243,576		\$243,576		\$190,745		\$190,745
Average Premium	19	\$12,820	19	\$12,820	15	\$11,220	15	\$11,220
T/Em Share	\$11,537	\$1,282	\$9,168	\$3,651	\$8,317	\$2,904	\$9,802	\$1,418

Attached is a detailed spreadsheet for further information.

Please note that since we will not have our Caselle structure fixed until the beginning of August and I couldn't always get good totals from the budget, this is my best effort, and actual numbers may vary slightly. Doing further research would have involved a significant amount of hours, and there wasn't a cost/benefit to doing that. This is accurate on a conceptual level.

TOWN OF PAONIA 2023-2024 Health Insurance Benefit Financial Comparison

	Old Plan-Town from 2023 budget - increased 8% over 2022	Old Plan- Employee from 2023 budget - increased 8% over 2022	Current fiscal year enrollment	Current fiscal year enrollment	Knutson New Plan - Town	Knutson New Plan - Employee	TA Recommendation - Town	TA Recommendation - Employee
PPO7								
Employee	age based	age based	10	10	\$70,200.00	\$7,800.00	\$78,000.00	\$0.00
Employee plus Spouse	age based	age based	3	3	\$33,210.00	\$14,490.00	\$39,600.00	\$8,100.00
Employee plus Child	age based	age based	1	1	\$10,470.00	\$4,230.00	\$13,200.00	\$1,500.00
Employee plus Family	age based	age based	1	1	\$12,678.00	\$6,438.00	\$15,600.00	\$3,516.00
22	\$164,203.68	\$63,856.98	15	15	\$126,558.00	\$32,958.00	\$146,400.00	\$13,116.00
benefited employees w/some duplicates. Appears based on 19 employees								
TOTAL								
TOTAL Premium		\$228,060.66				\$159,516.00		\$159,516.00
Annual average per employee		\$12,239.28				\$10,634.40		\$10,634.40
OLD PLAN LAST YEAR								
Last year old plan annual premium		\$158,657.37						
last year annual premium per employee		\$11,332.67						
Last year Town & Employee payment	\$113,522.93	\$45,134.44						
	72%	28%						
PPO6								
NONE								

TOWN OF PAONIA 2023-2024 Health Insurance Benefit Financial Comparison

	Old Plan-Town from 2023 budget - increased 8% over 2022	Old Plan- Employee from 2023 budget - increased 8% over 2022	Current fiscal year enrollment	Current fiscal year enrollment	TA Recommendation - Town	TA Recommendation - Employee
PPO5						
Employee			0	\$0.00	\$0.00	\$0.00
Employee plus Spouse			0	\$0.00	\$0.00	\$0.00
Employee plus Child			0	\$0.00	\$0.00	\$0.00
Employee plus Family			1	\$14,400.00	\$15,600.00	\$6,960.00
TOTAL			5	\$14,400.00	\$15,600.00	\$6,960.00
TOTAL Premium				\$22,560.00	\$22,560.00	\$22,560.00
Annual average premium per employee				\$4,512.00	\$4,512.00	\$4,512.00
TOTAL PREMIUM	19	15		\$182,076.00	15	\$182,076.00
2023-2024 TOTAL AVERAGE HEALTH PREMIUM PER EMPLOYEE				\$12,138.40	\$12,138.40	\$12,138.40
TOTAL ANNUAL AVERAGE HEALTH COST TO THE TOWN Per EMPLOYEE				\$9,397.20	\$10,800.00	\$1,338.40
TOTAL ANNUAL AVERAGE HEALTH COST TO THE EMPLOYEE per EMPLOYEE				\$3,360.89	\$2,741.20	\$1,338.40

it appears that the 90% health coverage for all was not budgeted

TOWN OF PAONIA 2023-2024 Health Insurance Benefit Financial Comparison

	Old Plan-Town from 2023 budget - increased 8% over 2022	Old Plan- Employee from 2023 budget - increased 8% over 2022	Current fiscal year enrollment	Current fiscal year enrollment	TA Recommendation - Town	TA Recommendation - Employee
Number of employees						
<u>Vision - Plan B (lowest cost)</u>						
Employee	\$0.00	\$784.80	8	8	\$864.00	\$0.00
Employee plus Spouse	\$0.00	\$482.16	2	2	\$0.00	\$288.00
Employee plus Child	\$0.00	\$21.37	1	1	\$0.00	\$132.00
Employee plus Family	\$0.00	\$24.45	2	2	\$0.00	\$480.00
	\$0.00	\$1,312.78	13	13	\$864.00	\$900.00
<u>Dental - Plan C (lowest cost)</u>						
Employee	\$0.00	\$3,364.80	9	9	\$3,348.00	\$0.00
Employee plus Spouse	\$0.00	\$838.08	3	3	\$0.00	\$1,152.00
Employee plus Child	\$0.00	\$0.00	1	1	\$0.00	\$396.00
Employee plus Family	\$0.00	\$0.00	2	2	\$0.00	\$1,584.00
	\$0.00	\$4,202.88	15	15	\$3,348.00	\$3,132.00
<u>Life Insurance (required by CEBT).</u>						
	\$937.04	\$0.00	17	17	\$424.32	\$0.00
	\$10,000				\$20,000	

TOWN OF PAONIA 2023-2024 Health Insurance Benefit Financial Comparison

	Old Plan-Town from 2023 budget - increased 8% over 2022	Old Plan- Employee from 2023 budget - increased 8% over 2022	Current fiscal year enrollment	Current fiscal year enrollment	Knutson New Plan - Town	Knutson New Plan - Employee	TA Recommendation - Town	TA Recommendation - Employee
Number of employees			17	17				
TOTAL of Benefits		\$243,576.32	17	17		\$190,745.32		\$190,745.32
Total Average Health & Vision & Dental & Life Benefit Empl/EM	\$174,203.68	\$69,372.64			\$141,382.32	\$49,363.00	\$166,636.32	\$24,108.00
Average Benefit Town/Em Cost Per Employee Town/Em	\$9,168.61	\$3,651.19	17	17	\$8,316.61	\$2,903.71	\$9,802.14	\$1,418.12
OLD PLAN AVG BENEFIT as previously paid by Town	\$11,537.83	\$1,281.98						

Town of Paonia



Committee Roles and Responsibilities

RESOLUTION 10-2023

A RESOLUTION ADOPTING RULES CONCERNING THE ACTIVITIES OF COMMITTEES ESTABLISHED BY THE BOARD OF TRUSTEES

WHEREAS, the Town Board has established committees consisting of two (2) Board members to serve in an advisory capacity and as liaison to the full membership of the Board concerning certain categories of Town business, including the Personnel Committee, Streets Committee, Public Safety Committee, Parks Committee, and Finance Committee (each, a “Board Committee”); and

WHEREAS, the Town Board desires to adopt rules for all Board Committees, currently or hereafter established, to ensure the activities of such Committees do not interfere or impermissibly overlap with the roles and responsibilities of Town officers and employees, or the powers and duties reserved to the Town Board as a whole.

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

Section 1. The following rules shall apply to all Board Committees currently or hereafter established:

A. Board Committees shall serve in an advisory capacity and as liaison to the full membership of the Board, and shall have no authority to direct the Town staff, or make decisions on behalf of the Town.

B. Board Committees shall perform only such activities or duties as have been assigned to them by motion or resolution of the Board of Trustees.

C. The Board of Trustees will not assign to a Board Committee, and no Board Committee shall engage in or perform, any activity or duty that interferes with the duties of any Town officer or employee.

Section 2. Any previous resolutions, policies, documents, or any portions therefore, that conflict with the provisions of this resolution, are hereby repealed to the extent of such conflict.

PASSED, APPROVED, AND ADOPTED by the Board of Trustees of the Town of Paonia on this 11th day of July, 2023.

Mary Bachran, Mayor

ATTEST:

Samira Vetter, Town Clerk

Town of Paonia
Finance Committee
Draft 3/20/2023

The Purpose of the Finance Committee is primarily to provide oversight of the Town of Paonia’s income and expenses. This is accomplished by working closely with the Finance Director/Treasurer who is tasked with managing the Town’s Finances. The Finance Committee works with the Finance Director/Treasurer and serves as a liaison between the Town Finance Officer/Treasurer and the Town Board of Trustees. The Finance Director/Treasurer is directly supervised by the Town Administrator.

The Town Board of Trustees approves payments of the Town’s expenses and the annual budget. The Town Mayor approves payroll spending.

The duties of the Finance Committee include:

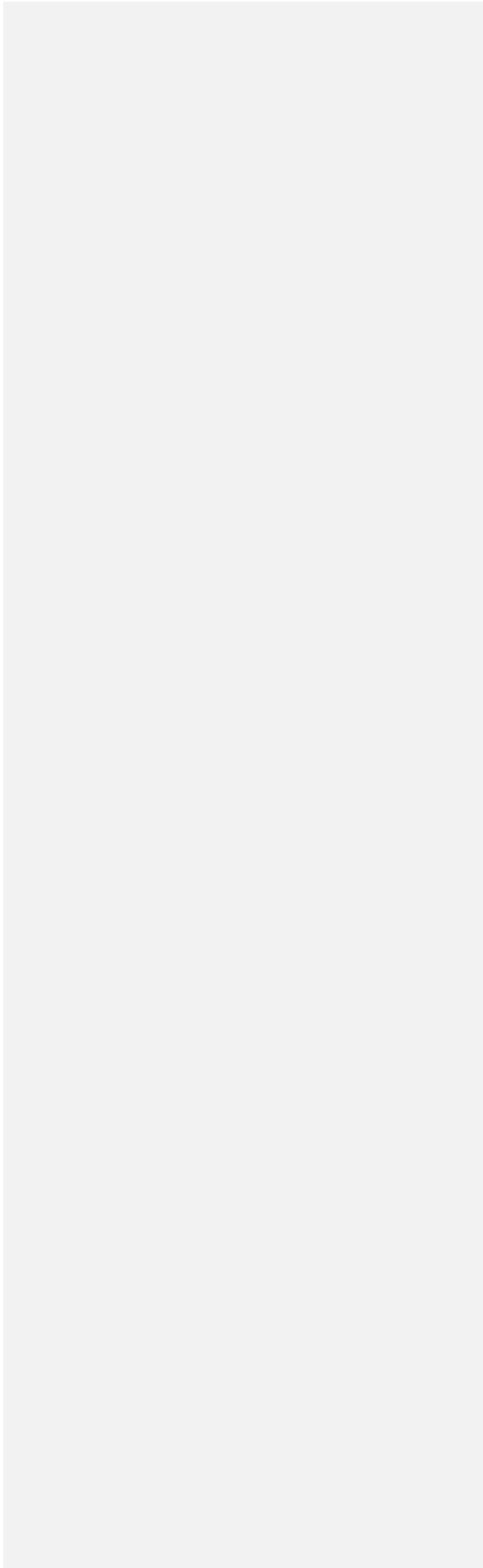
1. Reviewing all expense invoices with the Finance Director/Treasurer;
2. Reviewing all payroll with the Finance Director/Treasurer;
3. Reviewing and approving all bank¹ and investment accounts² through the review of bank /investment account statements, transfers between accounts including ACH transfers and individual amounts expended in each account;
4. Serving as primary signatories on checks issued for Town Disbursements. The Town Mayor also serves as an alternate signatory for the Finance Committee when one of the Board Trustee Finance Committee members is unable to attend a Finance Committee work session.
5. Reviewing monthly and year-end budget categories to monitor actual income and expenditures to budgeted;
6. Reviewing the annual audit with the Town contracted auditor and serving as a liaison to the Board of Trustees concerning the audit;
7. Recommending approval of payments for Town expenses at each Board of Trustees meeting; and,
8. All other duties deemed necessary by the Audit team, Town Administrator, Board of Trustees or the Finance Director/Treasurer as needed to maintain proper internal controls.

Commented [PS1]: The June 23, 2014, Finance Committee duties includes "the Town Clerk and Deputy Clerk can sign checks when trustees may not be available or for an emergency disbursement." See the attached scanned document. Is this true?

Commented [PS2]: Who constitutes the Audit team?

¹ – Bank accounts include accounts held in a local bank(s) used for payment of operating expenses such as payroll, employee benefits and monthly Town expenditures (including loan payments) and other funds being held for specific budgeted purposes.

² – Investment accounts include certificates of deposit held in local banks and funds set aside for long-term specifically restricted spending and reserves held in Colotrust trust accounts or local bank money market accounts.



Town of Paonia Board of Trustees
Personnel Committee Duties
Draft Proposed Revisions
4/25/2023

The purpose of the Personnel Committee is to assist the ~~Mayor~~ the Town Board of Trustees (Board) and Mayor with the hiring process, as needed, for the positions of Town Administrator and Town Police Chief, as well as managing the job performance evaluation process for both positions and Town staff with employee issue and assisting in the hiring of the contract Town Attorney. It should be noted that the personnel committee is part of the legislative branch of Town government and therefore does not have the authority to directly manage the Town staff. That job is rightly performed by the Mayor, the Town Manager and Department Heads. The duties of the committee include:

- ~~Develop personnel policies, present them to the rest of the Board for approval and articulate them in the personnel manual.~~
- ~~Budget for Town administrative staff considering needs and resources.~~
- ~~Assist in the hiring and interviewing of new Department Heads.~~
- ~~Assist in other hiring and interviewing when asked by either the Mayor or Department Heads.~~
 - ~~Be an appellate for employee concerns and problems when requested by an employee, a Department Head or the Mayor.~~
- ~~Review contractors who provide administrative support to the Town.~~
- ~~Report a summary of recent personnel activities at each regular Town meeting.~~
- Implementing direction provided through Board motion(s) regarding the creation of Town Administrator and/or Police Chief position descriptions, as needed.
- Ensuring that position descriptions are advertised in print and/or electronic platforms as directed by motion(s) of the Board.
- Accepting, tracking, and managing applications, to include responses to applicants, answering questions from applicants and providing candidate application materials to the Board and Mayor.
- Scheduling Board and Mayor interviews with candidates.
- Assisting in the scheduling and implementation of the public portion of Finalists interviews for either position.
- Contacting applicant references, as needed.
- In the event the Board decides by motion to hire an Executive Search firm for the hiring of either position, the Committee will draft the Request for Proposal, assist the Board in review of proposals and manage the contractor chosen.
- Assisting in the development of the Board approved performance evaluation forms for the Town Administrator and Police Chief, respectively.
- Managing the evaluation process for the personnel in both positions and preparing a summary report for the employee reviewed for Board and public presentation.
- Any actions not provided by staff needed for the hiring of a contract Attorney.

Parks Committee Duties

Draft

3/10/23

Core Function: Provide an informal forum for citizens, staff, and Trustees to discuss plans, event requests, and initiatives for Town Parks.

Purpose: Forward recommendations to Town Board for approval or modification.

Areas of review may include:

- Listening to citizen priorities, issues, and requests
- Planning for improvements
- Review of current park conditions
- Implementation of Paonia In Motion Plan
- Walking tours of Parks
- Making recommendations for priorities to Board for budget and planning

Public Safety Committee Duties
Draft
3/10/23

Core Function: Provide an informal forum for citizens, staff, and Trustees to discuss policies and core functions of Public Safety.

Purpose: Forward recommendations to Town Administrator/Chief and/or Town Board for approval or modification as appropriate.

Questions for Board:

When issues arise, there is confidentiality and sensitivity to consider. What are the expectations for transparency?

When citizen complaints arise, does this Committee serve as a sounding board (similarly to citizen review boards)?

How should the Committee fit into the structure and reporting relationships of Board, Town Administrator, and Chief?

Areas of review may include:

- Listening to citizen priorities, issues, and requests
- Serve as a feedback mechanism to Chief on community concerns
- Planning for improvements
- Review of current approach
- Policy review with Lexipol implementation
- Making recommendations for priorities to Board for budget and planning

Town of Paonia



Resolution 2023-08 Appointment of Officers

**RESOLUTION 08-2023
A RESOLUTION OF THE
TOWN OF PAONIA, COLORADO,
REGARDING THE APPOINTMENT
OF OFFICERS – Town Administrator
and Treasurer**

WHEREAS, Ms. Leslie Klusmire was appointed to the offices Town Administrator and Treasurer pursuant to Resolution No. 07-2023; and

WHEREAS, Ms. Klusmire has completed the term of her services to the Town under the contract for Interim Town Administrator Services, and thus there exists vacancies in both of the above-referenced offices; and

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

WHEREAS, the Board desires to appoint Stefen Wynn to the offices of Town Administrator and Treasurer of the Town of Paonia, effective as of his contractual start date of July 12, 2023.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Paonia, Colorado, that Stefen Wynn is appointed to the offices of:

Town Administrator
Town Treasurer

THIS RESOLUTION WAS READ, PASSED, AND ADOPTED by the Board of Trustees of the Town of Paonia on this 11th day of July, 2023.

Mary Bachran, Mayor

ATTEST:

Samira M Vetter, Town Clerk

Town of Paonia



Resolution 09-2023 Authorized Signatories

RESOLUTION 09-2023

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA DESIGNATING AUTHORIZED SIGNATURES ON APPLICATIONS OF NEW OR CHANGES TO BANK AND CREDIT ACCOUNTS

WHEREAS, the Town Board believes it would be appropriate and in accordance with proper auditing, bookkeeping, and accounting standards for the purpose of maintaining best practices for municipal financial external controls to require a combination of staff and elected official signatures on all applications to set up new or changes to bank and credit accounts.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Paonia, Colorado, that:

Section 1. All applications for bank accounts or credit accounts shall require the following signatures:

- 1. Stefen Wynn (Town Administrator) or Samira Vetter (Town Clerk);

AND

- 2. Mary Bachran (Mayor) or Thomas Markle (Mayor Pro-Tem)

Section 2. All such setting up new accounts or changes to accounts, shall henceforth require a combination of one of the persons listed in paragraph #1 and one of the persons listed in paragraph #2 above.

Section 3. Ms. Leslie Klusmire is hereby removed as an authorized signer on Town bank accounts and credit accounts.

THIS RESOLUTION WAS READ, PASSED, AND ADOPTED by the Board of Trustees of the Town of Paonia on this 11th day of July, 2023.

Mary Bachran, Mayor

ATTEST:

Samira Vetter, Town Clerk

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Town of Paonia



Resolution 11-2023 Remote Meetings and Participation

RESOLUTION NO. 11- 2023

**A RESOLUTION REGARDING REMOTE PARTICIPATION AND VOTING
IN MEETINGS OF THE BOARD OF TRUSTEES**

WHEREAS, remote participation and remotely hosted meetings serve a valuable purpose when the Mayor or a Trustee is unable to attend a meeting in person or when the Board of Trustees as a whole is unable to meet in person; and

WHEREAS, remote participation is particularly valuable when, but for the option of remote participation, the Board would be unable to achieve a quorum and vote on public business; and

WHEREAS, while valuable under certain circumstances, there are inherent limitations to remote meetings and remote meeting participation, including audio and video issues that can make it more difficult to participate in the meeting, increased difficulty in viewing presentations and documentary information, increased difficulty in evaluating non-verbal communications (such as determining an individual's veracity or credibility or seeing demonstrations), and limited ability of attending members to interact with remote participants; and

WHEREAS, for the reasons set forth above, the Board finds that utilization of remote meeting participation and remotely hosted meetings shall be limited as set forth in this resolution.

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

A. *Remote Participation – Meetings Hosted at Town Hall*

1. Remote participation, when authorized by this resolution, shall constitute presence in person at the meeting for purposes of establishing a quorum and voting.

2. A member of the Board, including the Mayor, may participate in a regular meeting, special meeting, executive session, or work session (each, a “meeting”) of the Board of Trustees by phone or video for “good cause,” which shall include, but not be limited to, circumstances that may (i) prevent such person’s physical attendance at the meeting, or (ii) compromise such person’s health or the health of others if such person were to attend the meeting in person.

3. A member of the Board, including the Mayor, should give the Town Clerk reasonable advance notice of planned travel that will prevent such person’s physical presence at a meeting so that the Town Clerk and other Town staff may adequately prepare for such person’s remote participation; provided that, failure to provide advance notice to the Town Clerk shall not preclude such person from participating and voting remotely in the meeting.

4. A member joining a Board meeting remotely may participate in and vote on any item before the Board of Trustees at such meeting, including quasi-judicial matters, provided the member is able to view, hear, and consider all testimony and other evidence presented at the public hearing in a manner similar to those Board members attending the meeting in person.

B. Special Procedures for Remote Participation by Mayor

1. Due to the inherent limitations of remote meeting participation, the Mayor Pro Tem will preside over and chair meetings at which the Mayor is not in physical attendance.

2. In the event the Mayor Pro Tem is performing the Mayor's duties pursuant to this resolution, the Mayor Pro Tem shall continue to be counted to determine the existence of a quorum and to have all the rights, obligations and authority of a Trustee, including the right to vote. However, Mayor Pro Tem does not have the authority to determine the outcome of a tied vote of the Board of Trustees or the power of veto, such powers and authority being personal only to the Mayor, pursuant to Section 31-4-302, C.R.S., and the ordinances of the Town.

3. When participating remotely, the Mayor shall retain the authority to determine the outcome of a tied vote of the Board of Trustees and the power of veto.

C. Meetings Hosted Remotely

1. The Mayor or any four (4) Trustees may order that a meeting be hosted remotely by way of video conference for “good cause,” which shall include, but not be limited to, the following circumstances:

(a) Meeting in person is not practical or prudent due to a health epidemic or pandemic or other state of emergency affecting the Town;

(b) Meeting in person is not practical or prudent due to inclement weather;

(c) The Town Hall is unavailable to host the meeting; or

(d) It is reasonably anticipated that the sole items on the agenda will be discussed in work session or executive session, and that no votes or formal decisions will occur at any time during the meeting.

2. At least twenty-four (24) hours written notice shall be provided to each Board member that the meeting will be held remotely and the agenda for such meeting shall be revised to reflect the same.

3. The Town Clerk, or a designee in the Clerk’s absence, shall take reasonable and practical measures to ensure that remote meetings, excepting executive sessions, are open to the public at all times, and that information is provided to enable the public to join the meeting remotely and participate at a level as close as possible to a meeting held in person.

4. The Town Clerk, or a designee in the Clerk’s absence, shall take further reasonable and practical measures to ensure that Board members can access all packet materials and hear and communicate with one another and the Town staff in a manner designed to provide maximum participation and informed votes.

5. No public hearings on quasi-judicial matters and no votes on quasi-judicial actions shall be taken during a remote meetings except upon written request of the applicant. If so requested, public hearings and votes on quasi-judicial matters must be held in accordance with procedures and using such electronic means approved in advance by the Town Attorney, which are designed to ensure due process and enable hearings to be conducted in a manner that reflects, to the greatest extent possible, hearings conducted in person.

6. Any applicant requesting a quasi-judicial hearing be held at a remote meeting shall acknowledge the legal risks involved and agree to proceed at the applicant’s own risk. Land use applicants shall also be required to agree to defend and indemnify the Town in any action that may arise out of, or in connection with, conducting the hearing at the remote meeting.

7. If the Mayor, in consultation with the Town Administrator and Town Attorney, determines that sufficient procedures or electronic means are not available to hold a quasi-judicial hearing during a remote Board meeting, any quasi-judicial matter scheduled for such remote meeting shall be continued by motion of the Board of Trustees to the date and time of the next regular or special meeting to be held in person. If the Board is unable to determine when the next in-person meeting will be held, such quasi-judicial matters will be vacated and new public notice provided when such quasi-judicial matters are rescheduled.

D. Ratification. All votes heretofore cast remotely by Board members, including the Mayor in cases of a tie, whether during meetings hosted remotely, or hosted in person but in which the subject member participated remotely, are hereby ratified and affirmed.

PASSED, APPROVED, AND ADOPTED by the Board of Trustees of the Town of Paonia on this 11th day of July, 2023.

Mary Bachran, Mayor

ATTEST:

Samira Vetter, Town Clerk

Town of Paonia

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Colorado Growing Water Smart Workshop



Town Board Staff Report

Subject: Opportunity to attend Colorado Growing Water Smart Workshop in October.

Author: Mayor Bachran

Date: July 11, 2023

Specific request: Designation of Board members who would like to attend this workshop

Summary Recommendation

At least one Board member to volunteer to attend the workshop.

Executive Summary

This workshop is an excellent opportunity for staff and Board members to think about and create a plan for the future of water use in our area. The team will need to consist of 5-7 people who will work together to fill out the application and then submit with a chance to be selected. The team must contain at least one elected or appointed official, one current or long-range land use planner, one water resource manager and then two to four other designated members from the list included in the brochure. Only 6 teams will be selected to participate in the program. Upon completion, teams become eligible to apply for up to \$10,000 in technical assistance funding to help carry out the strategy created.

The Problem/Background/Intent

The Town needs to create a sustainable, long term plan to deal with the effects of climate change, growth and the changes in our watershed. This is an excellent opportunity for a variety of participants to formulate a such a plan.

Funding Source and Fiscal Impact

The Colorado River District, all housing and meals will be covered. Only mileage to Grand Junction will need to be covered by the Town.

Attachments

Colorado Growing Water Smart Brochure

COLORADO GROWING WATER SMART

REQUEST FOR APPLICATIONS

October 2023 Workshop

The Land and Water Challenge

Colorado is navigating significant uncertainty around water availability, requiring local jurisdictions to fundamentally rethink water use and to assume new leadership roles.

Historically, planning for water resources and land use have been conducted separately. Yet, where and how we build impacts the quantity of water needed and the quality of water that supports our ecosystems.

Elected officials, water resource managers, and land use planners can increase resilience and create water smart communities even as populations grow by collaborating to identify and implement strategies that address local and regional water concerns.



SONORAN INSTITUTE

The Growing Water Smart Workshop

The Growing Water Smart workshop brings key community decisionmakers on water and land use planning together to collaborate on sustainable water use. The workshop utilizes a range of public engagement, planning, communication, and policy implementation tools to help community teams realize their water efficiency, watershed health, and water resilience goals.

The Sonoran Institute and Babbitt Center for Land and Water Policy are accepting applications from entities in Colorado that are interested in participating in the Growing Water Smart training and assistance program.

Location: Grand Junction, CO

Date: October 23-25, 2023

Eligibility: Counties, municipalities, and districts located in Colorado

Costs: The workshop is free. Participants cover their own travel. Meals and lodging are provided.

What makes this workshop unique?

Time: A rare opportunity to for local leaders to focus - away from competing priorities - on the connection between water and land use with a cross departmental and cross sector team.

Structure: A majority of the workshop is spent in team work sessions. Each team gets nearly twelve hours of professionally facilitated discussion to help teams develop a concrete plan of action.

Access: Staff from some of the state's leading organizations working to integrate water and land use including the Colorado River District, Sonoran Institute, the Babbitt Center for Land and Water Policy, Colorado Water Conservation Board, Department of Local Affairs, CSU Colorado Water Center, and many additional leading water experts.

Action: The workshop works towards creating a team action plan developed by consensus. After the workshop teams can apply for a follow-up technical assistance grant to implement key components of the action plan.

Network: Spend time learning from your peers and upon completion teams join a Peer-to-Peer network of over 68 communities in Colorado who have participated in the GWS Workshop.



Pixabay



Jeremy Stapleton with Aerial Support by LightHawk

Program at a Glance

The Growing Water Smart workshop offers your team the time to collaborate and focus on the water resource challenges that are influencing your community’s growth and development. The program is comprised of the following elements:

Team-Oriented Work Sessions: Teams assess community data, trends, and existing policies; develop succinct messaging around water; identify strategies to become water resilient; and develop an action plan to implement these strategies. Sessions are facilitated by professionals in the field who guide teams through strategic discussions.

Learning Best Practices: Presentations and written materials provide key knowledge around integrating water conservation, efficiency, reuse, and watershed protection into existing and future development.

Peer-to-Peer Networking: Participants meet and exchange ideas with peers from other jurisdictions and past workshop participants.

Follow up Funding

Upon workshop completion, teams become eligible to apply for up to \$10,000 in technical assistance funding to help carry out a water and land use integration strategy identified in the team’s action plan.

Previous projects have included:

- Land use code audits and policy recommendations
- The inclusion of water in comprehensive plan updates
- Collaborative stakeholder engagement and facilitation
- Metrics to measure water and land use integration
- Turf removal and low water use demonstration gardens

“Colorado Growing Water Smart opened our eyes about critical gaps in our planning efforts. Following the workshop, our local governments and service providers are seeking to use a common set of data and growth projections in our planning efforts. We expect this collaboration will expand to other issues in our community.”

James Dickoff | Town of Pagosa Springs



Sonoran Institute



Sonoran Institute



Amy McCoy, with Martin & McCoy LLC



Jeremy Stapleton with Aerial Support by LightHawk

“Colorado Growing Water Smart helped Fort Collins better collaborate with all of our water providers to plan for growth so that we consider cost and availability of water.”

Donnie Dustin | City of Fort Collins

Eligibility and Team Composition

The workshop is designed to build and foster interdisciplinary teams from counties, municipalities, and districts committed to taking collaborative action around water. In this round, we will select **six teams** to participate in our program, creating an intimate setting where individuals can truly get to know their peers while fostering a diverse range of teams. Applicants build a team of five to seven individuals with diverse knowledge, skills, and perspectives needed to secure their community’s water future and implement the developed action plan. Team composition varies to reflect the needs of each community, and often includes:

- Elected and appointed officials*
- Current and long-range land use planners*
- Water resource managers*
- Economic development leaders
- Sustainability and resilience officers
- Parks and public works staff
- Representatives of regional planning organizations
- Local non-profit organizational representatives
- Community task force members
- Consultants contributing to your current water and land use efforts

* Denotes required representative

Multi-jurisdictional or regional teams may also apply. One or more representatives from each local government should be represented, and the team should be in pursuit of a common water goal.

How to Apply

To participate in our Growing Water Smart program, please submit answers to the following five questions in .doc or .pdf format to growingwatersmart@sonoraninstitute.org

Please limit responses to 250-500 words per question.

- 1. Team Composition:** Provide the names, titles, organizations, and email addresses of 5-7 team members who will participate in the workshop. Please identify who will serve as the team leader for pre-workshop communication.
- 2. Water Awareness:** Describe your community’s water challenges, particularly around balancing water supply and demand, but also around stormwater management, integrated water resource management, and watershed health, as applicable. How well do decision-makers and the community understand and prioritize these challenges?
- 3. Planning and Policy:** What plans, policies, and programs are currently in place in your community that address water in new and existing development? How well are they being implemented? What plans or processes are in progress related to water and land use planning integration?
- 4. Community Readiness:** How are your land use planners and water resource managers currently collaborating around water and land use? Please describe any opportunities or challenges that you want to address during this workshop.
- 5. Desired Outcomes:** What does your community hope to achieve from participation in the Growing Water Smart workshop? How does your community believe it will benefit from better integration of water and land use planning? Please be as specific as possible.



Jeremy Stapleton



Sonoran Institute

Selection Criteria

This workshop is targeted to serve municipal, county, and district members of the Colorado River District, however Colorado communities not served by the Colorado River District are also welcome to apply.

Teams will be selected based on:

1. Team composition that includes required representatives.
2. Demonstrated local commitment toward addressing water sustainability.
3. Severity of need around current and projected water conditions.
4. Capacity to foster dialogue or partnerships among agencies and entities overseeing land use planning and water resource management.

Application Process

1. Submit your application by **August 4, 2023**.
2. Accepted teams will be notified by **August 18, 2023**

Contact Information

We are here to help! If you are interested in applying or have questions about the program, please contact:

Waverly Klaw, AICP
 Director, Growing Water Smart
 Sonoran Institute
growingwatersmart@sonoraninstitute.org

Funding for Colorado Growing Water Smart is provided by the Colorado Water Conservation Board, Gates Family Foundation, Mighty Arrow Family Foundation and the Colorado River District.

This workshop is offered in Arizona, California, Colorado and the US-Mexico Border.

About the Colorado River District

The Colorado River District’s mission is to lead in the protection, conservation, use, and development of the water resources of the Colorado River water basin for the welfare of the District, and to safeguard for Colorado all waters of the Colorado River to which the state is entitled.

About the Babbitt Center for Land and Water Policy

The Babbitt Center for Land and Water Policy, a Center of the Lincoln Institute of Land Policy, seeks to advance the integration of land and water management to meet the current and future needs of Colorado River Basin communities, economies, and the environment.

About the Sonoran Institute

The Sonoran Institute’s mission is to connect people and communities with the natural resources that nourish and sustain them. Learn more about how you can help at [SonoranInstitute.org/donate](https://sonoraninstitute.org/donate). Your support preserves the environment for future generations and makes a lasting impact in communities across Western North America.

Go to [SonoranInstitute.org](https://sonoraninstitute.org) to learn about our programs, history, and recent news. Or find us on Social Media:

-  facebook.com/sonoraninstitute
-  [@sonoraninstitute](https://twitter.com/sonoraninstitute)
-  [SonoranInstituteFlix](https://www.youtube.com/SonoranInstituteFlix)
-  [@sonoraninstitute](https://www.instagram.com/sonoraninstitute)



A Center of the Lincoln Institute of Land Policy



SONORAN INSTITUTE

Town of Paonia

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Approval of award of bid to K&D
Construction (low bidder) for replacement
of Dorris Avenue sewer line



July 7, 2023

Cory Heiniger
Public Works Director
Town of Paonia
214 Grand Ave
Paonia, CO 81428

RE: Dorris Ave Sewer Replacement

Dear Mr. Heiniger:

The purpose of this letter is to recommend a Notice of Award to general contractor K&D Construction for the Dorris Ave Sewer Replacement project. Town staff and our office reviewed their bid received on June 30th, 2023. Additionally, at our request, K&D Construction promptly provided references for similar municipal work. Based on information available, K&D Construction appears to be the lowest responsible bidder and capable of executing the project competently.

The next step after board approval would be to issue a Notice of Award (NOA). The NOA should be accompanied by unsigned contract documents. The contractor will then have 15 days to execute contract documents and provide insurance and bonding records, as required.

If you have any questions, please do not hesitate to ask.

Sincerely,

James Starnes, PE
Project Manager

james.starnes@respec.com
719.227.0072

5540 TECH CENTER DRIVE
SUITE 100
COLORADO SPRINGS, CO 80919
719.227.0072

Town of Paonia

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Accountant/ Deputy Clerk Viewing Access



Town Board Staff Report

Subject:

Consideration and approval of granting Amanda Mojarro view only access to Town bank accounts

Author: Mayor Bachran

Date: July 11, 2023

Specific request: Approve Amanda Mojarro to electronically only view all bank accounts.

Summary Recommendation

Approve Amanda Mojarro to electronically only view all bank accounts.

Executive Summary

For her to effectively perform her job as Accountant/Deputy Clerk helping Michelle Duran at Professional Management Solutions reconcile accounts, work on the audit, budget and other financial tasks, Ms. Mojarro needs to be able to view the information in all the bank accounts and provide that information to Ms. Duran. At this point only Town Clerk Ms. Vetter has that ability, and it is not part of her job. Ms. Mojarro will only be able to view the account information. She will retain the ability to ask for fund transfers in the operating account only with the approval of the Mayor to complete payroll and pay bills.

The Problem/Background/Intent

At this point in time, Ms. Mojarro does not have the access to view bank account information that enables her to effectively perform her job.

Options/Alternatives for Town Board to Consider

- Allow Ms. Mojarro to view all accounts and ask for transfers in the operating account only.
- Keep things as they are and have the Town Clerk perform duties outside of her job scope.

Funding Source and Fiscal Impact

None.

Town of Paonia

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DOLA EIAF Tier II



Town Board Staff Report

Subject: Consideration and approval of submitting a DOLA EIAF \$1,000,000 grant for 2mg tank relining

Author: Mayor Bachran

Date: July 11, 2023

Specific request: Approval of submission of a \$1,000,000 DOLA Energy Impact Assistance Fund Grant to help with the costs of relining the 2 million gallon storage tank

Summary Recommendation

Approve the grant submission

Executive Summary

While Town is in the process of procuring a State Revolving Fund Loan of approximately \$5,000,000 to reline the 2 million gallon storage tank, replace about 8,000 feet of distribution pipe, repair springs and replace all steel and cast iron lines in the Town system, the addition of a \$1,000,000 grant from DOLA using matching funds equal to the grant amount from the loan funds, we can possibly reduce the amount of the loan.

The Problem/Background/Intent

The Town needs to address the significant issues addressed above with the most cost-effective combination of loans and grants. This grant may allow us to reduce the loan amount leading to better loan terms.

Options/Alternatives for Town Board to Consider

- Submit the grant
- Don't submit the grant

Funding Source and Fiscal Impact

DOLA grant funds, will increase the money the Town has available at no cost to the Town

Town of Paonia

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SIPA Grant



Town Board Staff Report

Subject: Consideration and approval of submission of a State Internet Portal Authority (SIPA) Grant of up to \$6,500 for professional technical assistance

Author: Mayor Bachran

Date: July 11, 2023

Specific request: Consideration and approval of submitting a SIPA grant

Summary Recommendation

Approve submitting a SIPA grant for professional technical assistance.

Executive Summary

Approximately 10 months ago, the Town received a SIPA grant to purchase equipment to upgrade the Town’s audiovisual equipment for Town meetings. For a variety of reasons, that process was delayed until early 2023. After the equipment was purchased, the Trustee who designed the system became very ill and could not help install it. The Mayor and Ruben Santiago attempted to assemble they system so that it would function. There remain issues in the operation that are not able to be solved with the technical capabilities available to the Town. A grant from SIPA for technical assistance from a professional could help resolve these issues.

The Problem/Background/Intent

Unresolved issues with the audiovisual system that requires more expertise than is available to the Town.

Options/Alternatives for Town Board to Consider

- Approve submission of the grant
- Don’t approve grant submission

Funding Source and Fiscal Impact

SIPA, no match required, money available for technical assistance

Town of Paonia

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River District Grant Agreement



Town Board Staff Report

Subject: Consideration and approval of River District Grant Contract

Author: Mayor Bachran

Date: July 11, 2023

Specific request: Approval of Contract for \$25,000 River District Grant

Summary Recommendation

Approve the grant contract

Executive Summary

Paonia has been granted \$25,000 from the River District as matching funds for the hydrogeological study. The contract needs Board approval before signing.

Options/Alternatives for Town Board to Consider

- Accept the grant and authorize the Mayor to sign.
- Reject the grant.

Funding Source and Fiscal Impact

Colorado River District, increases funds the Town can use for the hydrogeological study.

Community Funding Partnership Contract

This Contract is made and entered into by and between the COLORADO RIVER WATER CONSERVATION DISTRICT (herein the "River District") and TOWN OF PAONIA (herein "Awardee") effective as of the date of the River District's execution hereof.

RECITALS

- A. The River District is charged by its organic statute, C.R.S. § 37-46-101, *et seq.*, with securing and ensuring adequate water supplies, both present and future, for beneficial uses within the River District's boundaries.
- B. In 2020, the registered electorate of the River District approved Ballot Question 7.A. authorizing a mill levy increase to generate additional funding further enabling the River District to protect and safeguard western Colorado water.
- C. The River District has adopted the Community Funding Partnership Framework ("Framework") and the Community Funding Partnership Guidelines ("Guidelines") articulating its clear intent on how the additional funding would be used to assist its constituents such as the Awardee.
- D. To assist its constituents, including the Awardee, the River District has established its Community Funding Partnership ("CFP")
- E. Awardee proposes to complete the project described herein and has made application to the River District's CFP for financial assistance pursuant to and in compliance with the River District's Framework and Guidelines.
- F. The River District has reviewed the Awardee's project proposal pursuant to its Framework and Guidelines and desires to assist with the funding of the project subject to the terms and conditions of this Contract, and Awardee desires to receive such financial assistance from the River District as provided herein.

AGREEMENTS

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual promises agreed to herein, the parties agree as set forth below.

1. Awardee's Project Plan and Budget. The Awardee shall, in a satisfactory manner as determined by the River District, use the River District CFP funding consistent with the Project Plan and Budget ("Project") as described herein and attached as Exhibit A. The funding provided by the River District to Awardee shall be used only for the Project. In the event the Awardee needs or desires to make changes to the Project as described in Exhibit A, any expenditures of River District's CFP funds shall be contingent on the prior written approval of the change by River District.

- A. The period of performance for the Project is three years following the date of the Award letter.

Project Performance Start Date:

Tuesday, May 30, 2023

Project Performance Termination Date:

Monday, June 1, 2026

2. River District's Financial Assistance.

- A. River District agrees to provide financial assistance to the Awardee in an amount not to exceed \$25,000.00 (the "Total Award").
- B. After execution of the contract and within 90 days of project commencement, the Awardee will notify the River District of the intended date of project commencement. Within thirty (30) days following notification, the River District will forward to Awardee \$6,250.00, which constitutes twenty-five (25%) of the Total Award.
- C. Once the Contract has been fully executed by all parties, and all other required documentation has been received fifty percent (50%) of the Total Award will be paid through "progress payments" in no more than two twenty-five percent (25%) increments. The remaining twenty-five percent (25%) will be paid upon a determination that the Project is substantially complete and the District has received a completed "Request for Final Payment" form including all required documentation from the Awardee in accordance with Paragraph 4, below.
- D. Within thirty (30) days of River District staff approval of a completed "Request for Final Payment" form, in compliance with subparagraph 4.A below, the River District will forward to Awardee the remaining amount of the Total Award. If the total cost of the Project is less than originally estimated at the time of application, the River District may reduce the River District award proportionally at the discretion of the General Manager.
- E. If determined necessary by the River District, the River District will issue Awardee an IRS 1099 form and other applicable federal or state revenue reporting forms for each year in which funds are distributed pursuant to this Contract. Awardee is and shall be solely liable and responsible for any federal and state taxes applicable to this Contract and any financial assistance received hereunder. Awardee shall indemnify the River District for any liability resulting from non-payment of such taxes.

3. Awardee's Compliance with Applicable Local, State, and Federal Laws. The work performed pursuant to this Contract shall comply, at all times, with all applicable local, state, and federal laws and regulations. Awardee shall not discriminate against any person

because of age, sex, race, national origin, ancestry, disability, religion, or other protected classification.

4. Final Payment and Repayment of River District Grant.

- A. Within sixty (60) days after completion of the Project, Awardee shall submit to the River District a completed “Request for Final Payment” form. Timely submission shall be required for final payment pursuant to subparagraph 2.D. above.
- B. If completion of the Project is interrupted or delayed beyond the contract termination date stated in subparagraph 1.A above, Awardee shall notify the River District on or before **Thursday, April 2, 2026** and request a Contract Amendment to extend the termination date.
- C. Awardee shall not be eligible for final payment if the River District does not receive a completed Request for Final Payment form on or before **Friday, July 31, 2026**

5. Awardee's Additional Responsibilities and Liabilities.

- A. Awardee shall be responsible for making all contracts and assuring the acquisition of all interests in property or other rights and all permits or other governmental approvals needed to complete the Project.
- B. Awardee shall be responsible for the acts, errors and omissions of itself and its employees, consultants, agents, and any other persons employed or retained on behalf of Awardee in connection with the Project and for the acts, errors and omissions of the Project's owners and users. Awardee agrees to indemnify, hold harmless, and defend the River District and its directors, officers, employees, agents, and attorneys for the actions, errors and omissions of Awardee and Awardee's employees, consultants, agents, and any other persons employed or retained on behalf of Awardee in the performance of this Contract and for the acts, errors and omissions of the Project's owners and users. The parties recognize that the River District is a governmental entity subject to the provisions of the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*
- C. At its sole cost Awardee or its contractor(s) shall purchase and maintain in effect through Project completion insurance which will protect it and the River District from claims which may arise out of, result from or be related to Awardee's performance of the work on the Project, whether such performance be by itself or by anyone directly or indirectly retained or employed by Awardee or by anyone for whose acts, errors, or omissions any of them may be liable. Such insurances required herein shall be written for limits of liability as follows:

- i. Commercial General Liability:
 - (1) Bodily Injury and Property Damage:
\$1,000,000 each occurrence/\$1,000,000 aggregate
 - (2) Personal Injury:
\$1,000,000 each occurrence/\$1,000,000 aggregate
- ii. Commercial Automobile Liability:
 - (1) Bodily Injury & Property Damage:
\$1,000,000 any one accident or loss
- iii. Workers' Compensation and Employer's Liability:
 - (1) Workers' Compensation: Statutory
 - (2) Employer's Liability:
 - \$100,000 each accident
 - \$100,000 disease - each employee
 - \$500,000 disease - policy limit

D. The Commercial General Liability and Commercial Automobile Liability policies required hereunder shall include the River District named as additional insured. If Awardee's Contractor is providing the necessary insurance Awardee shall also be named an additional insured. Awardee shall supply the River District with a certificate of each insurance policy required herein prior to or along with the notice of project commencement in accordance with Paragraph 2.B. The certificates of insurance shall evidence that the premium has been paid and contain a valid provision or endorsement that the policies may not be canceled, terminated, changed or modified without thirty (30) days written notice to the River District. Each certificate of insurance **must** reference the contract number assigned to this Agreement (**CFP2023-19**).

E. Awardee warrants performance of this Contract and the completion of all work required for the Project. Awardee and any persons working on its behalf shall at all times comply with all applicable local, state, and federal laws and regulations. Not by way of limitation of the foregoing, it is specifically agreed that neither Awardee nor any persons working on its behalf on the Project shall discriminate against any person because of age, race, sex, national origin, ancestry, disability, or religion.

6. Authorized Representatives.

A. The River District designates Amy Moyer, as its representative for primary contact for the River District in connection with this Contract. The address, telephone number and email address for notices and communications is: 201 Centennial Street, Suite 200, Glenwood Springs, Colorado 81601, phone: (970) 945-8522, amoyer@crwcd.org.

- B. Awardee designates Mary Bachran as its representative to act for Awardee in connection with this Contract. The address, telephone number and email address for notices and communications is: PO Box 460, Paonia, CO 81428, phone:970-527-4101, email: maryb@townofpaonia.com

7. Miscellaneous.

- A. Assignment. This Contract involves the grant of public money. Consequently, this Contract shall not be assigned by Awardee without the River District's prior written approval, which may be withheld in the River District's sole discretion.
- B. Binding Effect. This Contract shall be immediately binding upon both parties and their respective successors, if any.
- C. No Partnership, Joint Venture or Third Party Beneficiaries. This Contract is not intended to and does not create any legal partnership, joint venture or similar relationship between the River District and Awardee or any other persons or entities. The enforcement of the terms and conditions of this Contract and all rights of action relating to such enforcement shall be strictly reserved to the River District and Awardee, and nothing contained in this Contract shall give or allow any claim or right of action whatsoever by any other third person or entity. It is the express intent of the parties to this Contract that any person or entity receiving services or benefits under this Contract shall be deemed an incidental beneficiary only.
- D. Additional Limitations on the River District's Responsibilities. The River District's involvement with the Project's construction and operation shall be limited to payment of the above sum to Awardee. The River District shall not be responsible for or in control of the Project's feasibility, implementation, operation, maintenance, repair, or replacement.
- E. Remedies. If Awardee is in breach or default of any obligation under this Contract, the River District may give Awardee written notice of such breach or default. Upon receipt of such notice, within thirty (30) days Awardee shall both cure such breach or default and provide the River District evidence of such cure. If Awardee fails to cure any such breach or default within thirty (30) days, the River District may terminate this Contract and Awardee shall be required to promptly repay to the River District the full amount of any grant funds received. In any action for breach or for enforcement of this Contract, the River District shall be entitled to recover its attorneys fees and litigation costs.
- F. Notices. All notices required or appropriate pursuant to this Contract shall be given in writing to the parties' designated representatives at the addresses stated in paragraph 6.
- G. Entire Agreement/Amendments. This Contract is the complete integrated understanding between the parties. No prior or contemporaneous addition,

deletion, or other amendment to this Contract shall have any force or effect unless stated in writing approved and executed by both parties.

(continued on next page)

IN WITNESS WHEREOF, the Parties hereto have accepted, made and executed this Contract upon the terms, conditions and provisions stated herein.

**COLORADO RIVER WATER
CONSERVATION DISTRICT**

DATE: _____

By: _____
Andrew A. Mueller, Secretary/General Manager

ATTEST:

APPROVED AS TO FORM:

Audrey Turner, Chief of Operations

By: _____
Jason V. Turner, Senior Counsel

TOWN OF PAONIA

By: _____
Name: Mary Bachran
Title: Mayor



Exhibit A.1 Scope of Work

Date: May 31, 2023

Awardee: Town of Paonia

Project Name: Hydrogeological Study of Paonia Springs

Project Summary:

The Town of Paonia is moving forward to meter and rehabilitate its spring complexes, address water loss, repair and replace water storage and defective and aging infrastructure. To ensure that Town water supply to 2,500 people is reliable in the coming decades, our engineers have recommended we first conduct a hydrogeology study and sustainability plan that addresses watershed health and resiliency. Climate conditions are changing. We need innovative solutions to secure our municipal supply, create benefits for agricultural producers and contribute to the Colorado Water Plan.

The hydrogeology study will provide information needed to understand the aquifers that feed the spring systems and help us create a comprehensive watershed drought resiliency plan for all users. This information is vital to help us more efficiently recharge groundwater, increase storage volume, improve source water quality, identify innovative strategies to enhance watershed resilience, benefit recreation and agriculture, and ensure long-term source water reliability.

Project Success and Deliverable:

A hydrogeological study to better understand the characteristics of the aquifers that feed the spring systems, spatially and temporally. Marshall Hayworth of Wright Water Engineers has completed the preliminary scoping of the project. At this time it is anticipated that a contract will be signed after approval of the Water Supply Reserve Fund grant approval in summer of 2023.

Deliverable 1: A preliminary hydrogeological report with the findings from the monitoring data. Recommendations including additional considerations to evaluate.

Deliverable 2: A spring monitoring strategy to determine the meteorological variability and quantify the firm yield of the spring complexes and uncaptured spring flow.

Deliverable 3: Monitoring data and evaluation of groundwater levels in comparison to meteorological data and firm yield spring collection.

Task 1 Description:

Exhibit A.1 Scope of Work

Engineering and Data Review (August 2023 - October 2024)

Review historical data from the Colorado Division of Water Resources - Division 4, municipal and other official records, previously completed engineering reports, and published reports from the U.S. Geological Survey and Colorado Geological Survey. Begin hydrological monitoring and spring monitoring program.

1. Review and evaluate publications and available data
2. Field work for geological assessment and delineation
3. Hydrological modeling
4. Develop spring monitoring program
5. Process monitoring data
6. Evaluate and refine task 2 objectives
7. Report, conclusions and recommendations
8. Preliminary engineering design of spring improvements

Task 2 Description:

Subsurface Investigation (September 2023 - November 2025)

Investigation of the spring complexes to define aquifer thickness, groundwater yielding character, bedrock topography, and the best course for groundwater monitoring.

1. Resistivity Geophysical Survey
2. Installation of shallow monitoring wells and pressure transducers
3. Analyze Geophysical Survey and Monitoring Data
4. Report, Conclusions and Recommendations

Task 3 Description:

Metering (September 2023 - October 2024)

Meter two spring complexes serving the Paonia municipal water system

1. Determine 2 best locations for data collection for overflow and captured spring water.
2. Install flow meters in pipelines at those locations.



Exhibit A.2 Budget

Date: May 31, 2023

Project Name: Hydrogeological Study of Paonia Springs

Awardee: Town of Paonia

CRD Funding Award: \$25,000

Project Budget

Task No.*	Task Name	Units**	# of Units	Cost Per Unit	CRD Funds
1	Engineering and Data Review	hours	400.00	~158.05	\$ 13,000.00
2	Subsurface Investigation	hours	584.00	~157	\$ 12,000.00
3	Metering	meters	2.00	\$ 22,500.00	\$ -
CRD Funding Award					\$25,000

**Please document expenses at the task level (i.e. totalling all subtasks)*

***I.e. hours (HRS), cubic yards (CY), square feet (SQFT), lump sum (LS) etc.*

River District has the discretion to reallocate CRD funds between identified tasks not to exceed total funding award.

Please note: administrative costs must be 10% or less of the total grant.

Town of Paonia

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Mayor and Trustee Reports

**Mayor's Report
July 11, 2023**

CML Conference June 25-28

- **General Session – Attitude Changes Everything**
 - Using the way you view your world to mediate your experiences and the way you interact with others
- **Healing Our Politics: Mental Health in the Public Space**
 - 83% of elected officials have experienced anxiety/depression while in office
 - 50% have felt overwhelmed
 - The number of those dropping out of office before the end of their term is increasing
 - Tips to deal with the stress of being in office and those we interact with
- **The Benefits of a Positive Culture in Your Police Department**
 - Presentations by the Canon City and Lone Tree Police Departments about the new systems they have implemented since the pandemic
 - TEACH system
 - **TRUTHFUL** – Be honest and forthright in all things
 - **ENCOURAGING** – Be positive and supportive and recognize the value in each other
 - **ACCOUNTABLE** – Accept responsibility for your actions and meet or exceed work standards
 - **COLLABORATIVE** – Communicate effectively between work groups, shifts and departments
 - **HUMILITY** – Be willing to admit mistakes, listen to others, solicit input, be willing to make changes when needed and minimize status differences
 - City Manager and Council Support
 - Community participation and leadership
 - Be the change you want to see in your community
 - Rebranding the police as helpers and part of the community
 - Ethics, Service and Diligence
 - Ethics
 - Respect and dignity
 - Let them be heard
 - Do no harm
 - Service
 - Be guardians first, then warriors
 - Due Diligence
 - Comprehensive response and follow through
 - Act like what you do really does matter because it does
- **Mayors Mingle**

- Met with mayors from across the state to discuss and brainstorm similar issues facing all of us in our communities
- **Turning Uncertainty to Your Competitive Advantage**
 - How to deal with a constantly changing environment by setting your focus and adapting, recognizing and incorporating advantageous changes as they occur. Flexibility.
- **Innovative Solutions for Affordable Housing**
 - Habitat for Humanity presented new ideas for workforce housing using modular duplexes attached to larger developments. Also tiny homes complexes for veterans amid other developments. All homes are on donated, deed restricted land that will remain affordable. The crux of the program is to allow people to be able to buy a home at low cost with no down payment. The other primary goal is to be able to walk through a neighborhood and not be able to distinguish the deed restricted properties from the other properties around them. There is a Habitat for Humanity presence in Delta County.
- **Meeting of the Minds Luncheon**
 - Panel of seasoned and emerging mayors and Senator Hickenlooper discussing the realities of mayoral leadership.
- **Building Intentional Relationships in Smaller Communities**
 - Focused on Kersey, a town in eastern CO whose economy is based on oil and gas production and how they interact with the energy industry, surrounding town and the state agencies to leverage grant funds.
- **Building Relationships**
 - City of Grand Junction Town Administrator and Mayor discussed how they developed a working relationship after starting out as antagonists.
- **Elected Officials Breakfast – The Mayor and the Manager Go to the Movies: Lessons from the Cinema**
 - Movie clips to highlight some of the issues faced in local government and choice points and how we deal with them
- **Funding Water/Wastewater Infrastructure Projects**
 - Especially geared toward small communities – examples provided
 - Various lines of funding were discussed including SRF, DOLA, CWCB, USDA, USBR
 - USBR can provide \$\$ for meters
 - Stacking grants and loans to pay for almost all of the project
 - WaterSMART Federal grants to pay for raw water leakage
 - However, more red tape
 - \$100,000 max
- **Housing: An Economic Competitiveness Threat**
 - Housing = jobs
 - Prop 123
 - Affordable Housing Support Fund
 - OEDIT/CHFA
 - Affordable Housing Financing in 2023 has \$180 million

- Land banking fund (sboice@chfa.com)
 - \$24 million in 2023, \$46 million in 2024
 - Acquisition of land for affordable housing
 - Grants to governments up to \$5 million for rental units or homes
 - Rentals must be 60% AMI or below
 - Homes must be 100% AMI or below with deed restriction
 - No match on grants
 - 10 years to build – 5 year point to have a plan in place
 - Priorities: high density (definition depends on locality), mixed income, environmental sustainability
 - Must opt into Prop 123



PAONIA HOUSING NEEDS ASSESSMENT AND HOUSING ACTION PLAN

Town Board Update

Update #3
July 7, 2023

Project Overview

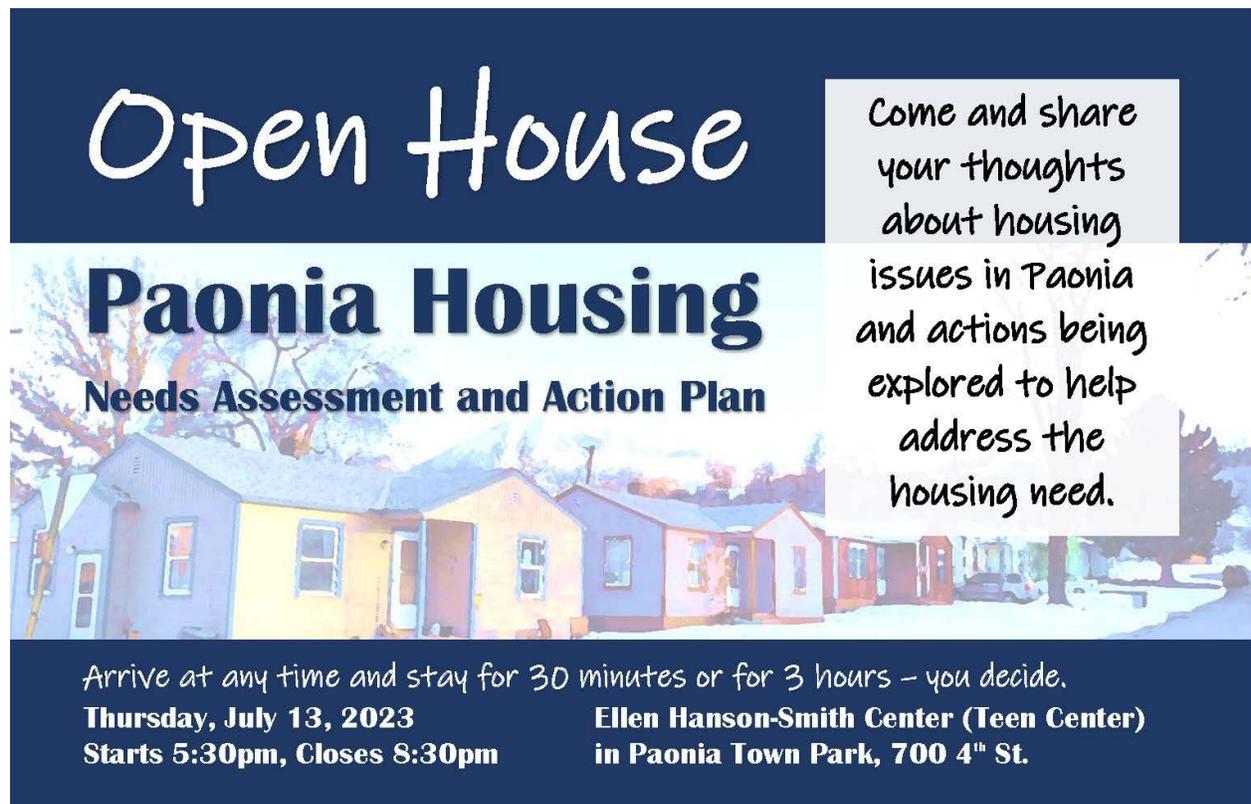
Your consulting team, Urban Rural Continuum (URC) and Ayres Associates, is tasked with using data to identify the housing needs and issues in the community (Needs Assessment) and developing a plan to help meet that need and address the issues (Action Plan).

What has been completed:

- Kick-off call with the Town’s project leads.
- Formation of the Housing Task Force.
- Housing Task Force Meeting 1 (5/24) – discussed the project, the role of the Task Force, schedule, terminology, employer questionnaire and interviews, and who was not yet represented by the Task Force.
- Consultant review of past plans and studies.
- Housing Task Force Meeting 2 (6/21) – welcomed a few new members to the Task Force; reviewed and discussed the Housing Resources document (see next item in this list); discussed the Open House including format, content, and plan to publicize; reviewed and discussed initial data and issues; reviewed and discussed initial list of actions; and brainstormed Targeted Outreach efforts.
- Existing Public Housing Resources document, see attached. This is on the [Town’s website](#) and should be shared widely to be sure existing resources are utilized. It also includes ways for community members to help.
- The Employer Questionnaire for employers and those who are self-employed is closed. We received input from local employers representing hundreds of jobs.
- Interviews have been completed with realtors, property managers, and builders.

What is in progress:

- Preparation for the community-wide Open House to be held on Thursday, July 13, opening at 5:30 with doors closing at 8:30pm at the Ellen Hanson-Smith Center (Teen Center) in Paonia Town Park. Please plan to stop in, see the flier below. The goal of this Open House is to determine the community’s most pressing housing issues and the most favored actions. The input gathered will help inform an Action Plan that is supported by the community.
- The Needs Assessment is being drafted including data analysis of demographics and economics, housing inventory, and the for sale and rental market. It also includes analyzing and summarizing input received from local employers responding to the Employer Questionnaire and information gathered during interviews. Tentatively plan on receiving the Draft Needs Assessment around August 15th for review at the August 22nd regular Board meeting.
- Targeted outreach has started and will continue for a couple of weeks. We will seek to get input from residents we may have not yet heard from and/or are vulnerable, like seniors and single parents.
- A preliminary outline of the Housing Action Plan has been developed and sections will begin to be drafted with input from the Open House and targeted outreach.
- Housing Task Force meeting 3 planned for August 1.
- Continued coordination with Master Plan team.



Open House

Paonia Housing Needs Assessment and Action Plan

Come and share your thoughts about housing issues in Paonia and actions being explored to help address the housing need.

Arrive at any time and stay for 30 minutes or for 3 hours – you decide.

Thursday, July 13, 2023
Starts 5:30pm, Closes 8:30pm

Ellen Hanson-Smith Center (Teen Center)
in Paonia Town Park, 700 4th St.



EXISTING PUBLIC HOUSING RESOURCES – JUNE 2023

Program	Population Served	Contact
Home Ownership		
Permanently Affordable Homeownership, Delta	Low-income individuals and households, 4 homes currently being rehabilitated	Habitat for Humanity, Delta County hfhofdelta@gmail.com AND Elevation Community Land Trust 720.822.0052 info@elevationclt.org
<i>Want to help? Volunteer for Habitat for Humanity of Delta County</i> <i>970.985.8489 or makisheila@yahoo.com</i>		
Home Buyer Education Classes – in-person (Grand Junction) or virtual classes held monthly	Prospective homebuyers	Housing Resource Center of Western CO 970.241.2871 Debh@hrwco.org
Home Loans, downpayment assistance and more , various types	First time homebuyers, VA, conventional, low-income	Community Resources & Housing Development Corporation 720.595.3704
Single Family Housing Direct Home Loans – payment assistance to help reduce mortgage payments temporarily	Low- and very-low-income	USDA Rural Development, Colorado Delta Office 970.399.8198 victoria.martinez@usda.gov nicki.barks@usda.gov
Rental Housing		
Housing Choice Vouchers (previously called Section 8)	Low-income people including elderly, disabled, families, and singles	Delta Housing Authority 970.874.7266 voucher@deltahousingauthority.org
<i>Want to help? Become a Housing Choice Voucher landlord</i> <i>Delta Housing Authority, 970.874.7266 extension 3 or 5</i>		
Project Based Voucher (PBV) for Creek Vista Apartments, Vista Drive, Paonia	Low-income people 62 years or older	Delta Housing Authority 970.874.7266 pha@deltahousingauthority.org
Project Based Voucher (PBV) for Residences at Delta Villa Street, Delta	Low-income people 62 years or older	Delta Housing Authority 970.874.7266 pha@deltahousingauthority.org
1-bedroom apartments and 2-3-4 bedroom single family homes Various locations, Delta	Low-income including elderly, disabled, families, and singles	Delta Housing Authority 970.874.7266 pha@deltahousingauthority.org
Alta Vista de la Montana Agricultural Worker Housing 7108 Hwy 50, Delta	Agricultural workers	Community Resources & Housing Development Corporation 970.874.6166

Program	Population Served	Contact
Home Repairs and Modifications		
Handy Helper – minor home maintenance and repairs	People over 60 years of age	Habitat for Humanity, Delta County AND Region 10 For services: 844.862.4968
<i>Want to help? Volunteer as a Handy Helper</i> <i>970.318.0995 or dobermeyer@region10.net</i>		
Rehabilitation Loan Program – technical and financial assistance for general repairs and improvements	Low to moderate-income homeowners	Habitat of the San Juans 970.650.2502 steve@buildinglives.org
<i>Want to help? Volunteer for Habitat for Humanity of the San Juans</i> <i>970.650.2509 or whitney@buildinglives.org</i>		
Weatherization Assistance Program – free energy efficiency and health and safety services	Income qualifying residents, including homeowners and renters	Housing Resource Center of Western CO , in partnership with Colorado Energy Office and DMEA 970.241.2871
Single Family Housing Repair Loans and Grants – loans for homeowners to repair, improve or modernize their homes; grants to elderly homeowners to remove health and safety hazards	Loans: Low- and very-low-income homeowners Grants: 62+ and unable to repay a repair loan	USDA Rural Development Delta Office 970.399.8198 nicki.barks@usda.gov
Counseling and Education		
Counseling and Education – pre-purchase, post-purchase, reverse mortgage (has a fee), financial capability, default	Everyone	Housing Resource Center of Western CO Intake: 970.773.9188
Counseling and Education	Prospective homebuyers, those in foreclosure, those wanting to improve their financial capability	Community Resources & Housing Development Corporation 303.428.1448
Walk-In Resource Center, Free Every Wednesday 11am-1pm	Everyone	Westminster Hall 135 4 th Street, Delta, CO 81416 970.874.7911
Emergency and Transitional Housing		
The Abraham Connection Homeless Shelter – emergency nightly shelter	Emergency shelter for men, women, and families. October 23 – mid-April, annually	The Abraham Connection 970.773.8290 abrahamconnectiondelta@gmail.com 480 Silver Street Delta, CO 81416
Haven House – transitional housing	Primarily serves families with children without safe housing	Haven House 970.323.5280 nfo@havenhousehomeless.org 4806 North River Road Olathe, CO 81425

Program	Population Served	Contact
Additional Resources		

Fertile Edge Community Land Trust: Currently being established. mmommaerts@gmail.com, 970.312.7489.

Colorado Housing Connects: Provides Coloradans with general housing and fair housing resources.

Colorado Low-Income Energy Assistance Program (LEAP): Provides assistance in paying for winter home heating costs for low-income households.

Colorado Housing and Finance Authority (CHFA): Offer financial resources to strengthen homeownership and affordable rental housing.

Colorado Department of Local Affairs, Division of Housing: Partners with local communities to create housing opportunities from homelessness prevention to homeownership.

USDA Rural Development: Invests in rural America with loans, grant, and loan guarantee programs.

AARP Foundation: Hosts a rent and mortgage assistance resource center online.
