



**TOWN OF PAONIA
REGULAR TOWN BOARD MEETING AGENDA
THURSDAY, SEPTEMBER 08, 2022, 5:00 PM**

Masks are recommended but are not required.
Meeting Link: <https://us02web.zoom.us/j/89703411378>
Meeting ID: 897 0341 1378
Dial in: 719 359 4580 US

Work Session

[2023](#) Budget Session #2

Roll Call

Approval of Agenda

Announcements

Recognition of Community & Guests

Consent Agenda

Minutes:

07/28/2022

Liquor Licenses:

Friends of the Paradise Theatre – Report of Changes

Large Park Events:

The Learning Council – Bread & Puppet Theater 10/12/2022

Disbursements

Staff Reports

Town Administrator's Report

Finance/Treasurer Report

Public Works Report

Police Report

- [Lexipol](#) Procurement - Paonia Police Department

Public Hearings/Executive Session

The Hearing for the 2018 I-Codes Update will be noticed prior to placement on a future agenda.

Unfinished Business

- [Continued](#) from July 28, 2022, Regular Meeting: Citizens' Initiative to Repeal the Water Moratorium
- [Community](#) Member Bill Brunner - Colorado Open Records Act Policy Discussion

New Business

- [Letter](#) of Engagement - Municipal Attorney
- [Ordinance](#) 10-2022 Board Meeting Day of the Week
- [Draft](#) Resolution TBD-2022 - Northfork Airport Advisory Committee
- [Dark](#) Skies Paonia - Letter of Support - GIS Mapping of Town Streetlights Funding
- [Use](#) of American Rescue Plan Funds - Clock Plant & Pressure Reducing Vault Rehabilitation
- [Follow](#) Up Regarding Finished Storage Tank – Lamborn Mesa Water Treatment Tank
- [Executive](#) Search Firm - Town Administrator

- [Meeting](#) Structure & Agenda Timeline
- [Colorado](#) Grand Grant Application – Parks

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Mayor's Reports

Committee Reports

Finance: Weber & Smith

Parks: Knutson & Stelter

Streets: Valentine & Markle

Water/Sewer/Trash: Weber & Markle

Personnel: Smith & Valentine

Public Safety: Knutson & Stelter

Paonia Tree Board: Trustee Valentine

Advisory Water Committee: Trustee Smith

Ad Hoc Committees:

How Did We Do?

Adjournment

How agenda items are addressed:

- Introduction of agenda item
either community presenter, Board member, or staff member
- Trustees first opportunity for comment/discussion
- Board opportunity to make motion
- Community comment period – no more than 3 minutes, one time
- Motion amendments & Trustees second opportunity for comment/discussion
- Mayor/Mayor Pro Tem to restate motion
- Vote

Agenda Sections open for community comment:

Community Members & Guests

Public Hearings

Unfinished Business

New Business

Executive Sessions

Staff Reports

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.

				2022		2022	13	2023			
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	BUDGET	ACTUAL + (13) DEC	ACTUAL	DEC	BUDGET			
GENERAL FUND - ADMINISTRATION											
10	31	01	PROPERTY TAXES	149,627.00 x	149,627.00	146,593.91	3,033.09	146,430.00 x			
10	31	03	SALES TAX - TOWN	17,224.00	17,224.00	17,224.00	-	127,750.00			
10	31	04	SALES TAX - COUNTY	45,000.00	45,000.00	-	45,000.00	-			
10	31	08	PENALTY & INTEREST	400.00	400.00	168.49	231.51	400.00			
10	31	09	DELINQUENT TAX	15.00	15.00	0.02	14.98	15.00			
10	32	01	LIQUOR LICENSES	5,000.00	5,175.00	2,825.00	2,350.00	5,175.00			
10	32	04	SPECIAL REVIEWS	750.00	750.00	500.00	250.00	1,000.00			
10	35	04	INTEREST INCOME	7,200.00	9,792.02	5,492.02	4,300.00	12,100.00			
10	35	05	LATE CHARGES	7,075.00	5,412.00	2,412.00	3,000.00	5,400.00			
10	35	06	OTHER INCOME	75.00	783.13	783.13	-	100.00			
10	35	15	REFUND OF EXP	1,500.00	9,042.81	10,942.54	(1,899.73)	4,000.00			
10	35	16	RESTITUTION	1,500.00	3,276.04	2,956.04	320.00	3,040.00			
10	35	18	SALES OF ASSETS	-	3,937.00	40.00	3,897.00	-			
10	35	20	GRANT REVENUE	15,068.00	-	-	-	-			
				250,434.00	-	250,434.00	-	189,937.15	60,496.85	305,410.00	-

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET		2022 ACTUAL		2022 ACTUAL	2023 BUDGET
								13 DEC	

GENERAL FUND - ADMINISTRATION												
10	41	1+	CURRENT PAYROLL	81,989.00	81,988.83	77,266.15	77,266.15	51,681.12	51,681.12	25,585.03	143,389.39	0.43
10	41	10	WORK COMP	134.00	134.00	137.00	137.00	137.00	137.00		155.00	155.00
10	41	02	CONTRACT LABOR	-		20,000.00		-	-	20,000.00	-	
10	41	15	OFFICE SUPPLIES	4,375.00		5,929.41		5,029.41	-	900.00	2,835.00	
10	41	16	OPERATING SUPPLIES	690.00		1,635.13		1,036.13	-	599.00	735.00	
10	41	17	POSTAGE	695.00		539.70		314.70	-	225.00	500.00	
10	41	20	LEGAL SERVICES/ENGINEERING	75,364.00		67,023.41		45,848.41	-	21,175.00	70,470.00	
10	41	21	AUDIT & BUDGET EXPENSE	4,500.00		4,500.00		-	-	4,500.00	5,500.00	
10	41	22	REPAIRS & MAINTENANCE	-		-	-	-	-	-	-	
10	41	23	VEHICLE EXPENSE	-		-	-	-		-	-	
10	41	25	TOWN HALL EXPENSE	11,890.00		16,199.62		12,039.62	-	4,160.00	12,485.00	
10	41	26	TRAVEL & MEETINGS	3,950.00		242.46		242.46	-	-	4,000.00	
10	41	27	INSURANCE & BONDS	2,780.00		3,062.89		3,062.89	-	-	3,300.00	
10	41	28	UTILITIES	5,785.00		6,096.57		3,696.57	-	2,400.00	6,200.00	
10	41	29	TELEPHONE	3,030.00		2,541.43		1,621.43	-	920.00	2,652.00	
10	41	30	PUBLISHING & ADS	6,360.00		6,432.23		1,682.23	-	4,750.00	5,900.00	
10	41	31	DUES & SUBSCRIPTIONS	12,230.00		12,916.11		10,461.11	-	2,455.00	13,027.00	
10	41	90	CNTY TREASURER'S FEE	3,300.00		3,289.22		3,079.22	-	210.00	3,290.00	
10	41	33	DATA PROCESSING	13,619.00		14,347.67		8,304.67	-	6,043.00	12,406.00	
10	41	40	MISCELLANEOUS (CDOT GRANT)	-		-		-	-	-	-	
10	41	43	CULTURAL EVENTS	-		-		-	-	-	1,000.00	
10	41	44	HUMAN SERVICES	4,675.00		4,675.00		3,325.00	-	1,350.00	4,675.00	
TOTAL FIXED COST											292,519.39	
REVENUE-FIXED COSTS											12,890.61	
10	41	70	CAPITAL OUTLAY	15,068.00		3,600.00		3,600.00	-	-	-	
10	41	71	PASS THRU FUNDS			-	-	-	-	-	-	
10	41	99	TRANSFER			-	-	-	-	-	-	
10	41	1+	INCREASES+ADDED POSITIONS			-	-	-	-	-	12,890.61	-
				250,434.00	250,434.00	250,434.00	250,434.00	155,161.97	155,161.97	95,272.03	305,409.99	305,409.99
				(0.00)	-	-	-	34,775.18	-		(0.00)	-
								150,744.28	185,519.46			

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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GENERAL FUND - BUILDING								
12	32	03	BUILDING PERMITS	30,000.00	40,966.00	27,266.09	13,699.91	41,000.00
				35,288.00	-	59,992.00	13,699.91	41,000.00

GENERAL FUND - BUILDING												
12	43	1+	CURRENT PAYROLL	3,695.00	3,695.00	2,880.32	1,943.80	937.00	4,659.91	1.09		
12	43	10	WORKMANS COMPENSATION	18.00	18.00	23.00	23.00	23.00	31.00	31.00		
12	43	02	BUILDING INSPECTOR	28,500.00	28,500.00	50,250.00	50,250.00	29,250.00	33,270.00	33,270.00		
12	43	15	OFFICE SUPPLIES	500.00		-	-	-	-	-		
12	43	16	OPERATING SUPPLIES	-		-	-	-	-	-		
12	43	17	POSTAGE	-		16.85	16.85	-	-	-		
12	43	20	LEGAL SERVICES	750.00		4,906.37	2,406.37	-	2,500.00	1,000.00		
12	43	23	VEHICLE EXPENSE	-		-	-	-	-	-		
12	43	27	INSURANCE & BONDS	880.00		872.61	872.61	-	-	995.00		
12	43	29	TELEPHONE	-		-	-	-	-	-		
12	43	30	PUBLISHING & ADS	-		-	-	-	-	-		
12	43	31	DUES & SUBSCRIPTIONS	945.00		1,042.85	742.85	-	300.00	145.00		
12	43	1+	INCREASES+ADDED POSITIONS	404.22	404.22	(0.48)	-	-	899.09	-		
				35,288.00	35,288.00	59,992.00	59,992.00	35,255.48	35,255.48	24,737.00	41,000.00	41,000.00
				0.00	-	-	-	(7,989.39)	-	0.00	-	
								2,100.00				

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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GENERAL FUND - PUBLIC SAFETY									
14	31	02	S.O. AUTO TAXES	23,315.00	23,552.26	13,552.26	10,000.00	23,550.00	
14	31	03	SALES TAX - TOWN	182,000.00	182,000.00	153,349.68	21,907.10	247,200.00	
14	31	04	SALES TAX - COUNTY	325,845.00	359,462.53	202,148.53	33,691.42	404,292.00	
14	31	06	CIGARETTE TAX	1,785.00	1,076.19	716.19	360.00	1,100.00	
14	33	02	MOTOR VEHICLE - \$1.50	2,750.00	2,532.14	1,362.14	1,170.00	2,600.00	
14	33	03	MOTOR VEHICLE - \$2.50	3,966.00	3,770.00	2,000.00	1,770.00	3,800.00	
14	34	01	COURT FINES	825.00	200.00	100.00	100.00	200.00	
14	34	02	POLICE FINES	27,650.00	4,676.00	3,251.00	1,425.00	21,000.00	
14	34	03	MISC FINES-BONDS	200.00	90.00	40.00	50.00	200.00	
14	34	05	DOG TAGS	300.00	260.00	180.00	80.00	300.00	
14	34	50	PD GRANT	6,000.00	-	-	-	10,000.00	
14	34	4	OTHER AGENCY CONT		1,236.05	1,236.05	-		
14	32	06	VIN INSPECTIONS	1,925.00	855.00	530.00	325.00	1,500.00	
				576,561.00 X	579,710.17	(3,149.17)	378,465.85	201,244.32	715,742.00

				2022		2022		13	2023	
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	BUDGET	ACTUAL + (13) DEC	ACTUAL	ACTUAL	DEC	BUDGET	
GENERAL FUND - PUBLIC SAFETY										
14	42	1+	CURRENT PAYROLL	465,914.00	337,704.99	128,209.01	195,849.69	141,855.00	507,771.62	0.83
14	42	10	WORK COMP	9,690.00	9,690.00	8,551.00	8,551.00	8,551.00	9,425.00	9,425.00
14	42	15	OFFICE SUPPLIES	1,200.00		1,517.38	847.38	-	1,263.00	
14	42	16	OPERATING SUPPLIES	6,910.00		23,016.18	5,301.18	-	4,030.00	
14	42	17	POSTAGE	254.00		168.16	108.16	-	170.00	
14	42	20	LEGAL SERVICES	2,500.00		3,800.00	800.00	-	2,400.00	
14	42	22	REPAIRS & MAINTENANCE	800.00		834.01	834.01	-	850.00	
14	42	23	VEHICLE EXPENSE	12,340.00		94,725.25	4,600.25	-	17,950.00	
14	42	26	TRAVEL & MEETINGS	10,100.00		16,173.86	6,173.86	-	15,900.00	10,000.00
14	42	27	INSURANCE & BONDS	25,764.00		25,243.19	25,108.19	-	27,825.00	
14	42	28	UTILITIES	2,002.00		2,872.01	1,412.01	-	2,900.00	
14	42	29	TELEPHONE	5,027.00		5,313.56	2,919.56	-	5,340.00	
14	42	30	PUBLISHING & ADS	230.00		732.35	677.35	-	182.00	
14	42	31	DUES & SUBSCRIPTIONS	4,685.00		18,822.75	2,747.75	-	8,790.00	
14	42	32	PERMITS & FEES			-	-	-		
14	42	33	DATA PROCESSING	28,070.00		31,723.01	11,173.01	-	22,640.00	
14	42	40	MISCELLANEOUS	-		-	-	-	-	
14	42	42	CONTRACT SERVICES			6,890.80	6,890.80	6,890.80		
14	42	44	HUMAN SERVICES	1,075.00		1,621.67	716.67	-	800.00	
TOTAL FIXED COSTS									628,236.62	
REVENUE-FIXED COSTS									87,505.38	
14	42	70	CAPITAL OUTLAY	-		-	-	-	-	
14	42	1+	INCREASES+ADDED POSITIONS	-	0.30	(0.30)	-	-	87,505.38	-
PUBLIC SAFETY				576,561.00	576,561.00	579,710.17	579,710.17	274,710.87	274,710.87	304,999.00
				-	-	-	-	-	(0.00)	
							316,175.49	419,930.47		

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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GENERAL FUND - PARKS											
16	31	03	SALES TAX - TOWN	132,100.00	118,859.98	67,759.98	51,100.00	157,630.00			
16	33	07	SEVERANCE TAX	1,300.00	4,021.41	-	4,021.41	4,000.00			
16	33	08	MINERAL LEASING	6,680.00	6,680.00	-	6,680.00	6,000.00			
16	35	01	RENTS & ROYALTIES	10,472.00	7,045.00	2,240.00	4,805.00	7,382.00			
16	35	09	PARK CONTRIBUTIONS	-	200.00	25,200.00	(25,000.00)	-			
16	35	04	GRANT REVENUE	34,040.00	1,214.30	1,214.30	-	-			
16	35	10	OTHER AGENCY CONT	-	-	-	-	-			
16	39	99	TRANSFER	-	-	-	-	-			
				184,592.00	44,512.00	138,020.69	7,245.00	96,414.28	28,654.30	41,606.41	175,012.00

				2022		2022		13	2023			
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	BUDGET	ACTUAL + (13) DEC	ACTUAL	DEC	DEC	BUDGET			
GENERAL FUND - PARKS												
16	46	3+	CURRENT PAYROLL	90,752.00	90,752.00	74,146.83	-	46,841.36	27,305.00	60,793.99	0.53	
16	46	10	WORK COMP	1,820.00	1,820.00	2,376.00	2,376.00	2,376.00		2,425.00	2,425.00	
16	46	02	CONTRACT LABOR	-		100.00		100.00	-	-	-	
16	46	15	OFFICE SUPPLIES	-		10.17		10.17	-	-	25.00	
16	46	16	OPERATING SUPPLIES	6,107.00		6,424.68		4,805.68	(94.03)	1,619.00	5,615.00	
16	46	17	POSTAGE	50.00		50.00		50.00	-	-	50.00	
16	46	20	LEGAL SERVICES	-		-		-	-	-	-	
16	46	22	REPAIRS & MAINTENANCE	14,728.00	(117.00)	8,036.66		3,236.66	-	4,800.00	9,825.00	
16	46	23	VEHICLE EXPENSE	4,475.00		3,664.11		2,652.11	-	1,012.00	2,900.00	
16	46	24	RENTALS	725.00		1,040.00		540.00	-	500.00	550.00	
16	46	25	SHOP EXPENSE	1,595.00		1,080.36		660.36	-	420.00	1,225.00	
16	46	26	TRAVEL & MEETINGS	-		-		-	-	-	-	
16	46	27	INSURANCE & BONDS	4,300.00		5,108.17		5,108.17	-	-	5,744.00	
16	46	28	UTILITIES	7,895.00		8,949.64		5,899.64	-	3,050.00	8,950.00	
16	46	29	TELEPHONE	709.00		510.31		350.31	-	160.00	480.00	
16	46	30	PUBLISHING & ADS	146.00		38.85		38.85	-	-	106.00	
16	46	32	FEES & PERMITS	750.00		748.45		748.45	-	-	750.00	
16	46	40	MISCELLANEOUS	-		-		-	-	-	-	
16	46	42	CONTRACT SERVICES	3,000.00		2,505.49		2,505.49	-	-	3,000.00	
TOTAL FIXED COSTS										102,438.99		
REVENUE-FIXED COSTS										72,573.01		
16	46	70	CAPITAL OUTLAY	13,500.00		-		-	-	52,550.00		
STAGE IMPROVEMENT											10,000.00	
16	46	22	PLAYGROUND/SHELTER			-		-			5,000.00	
16	46	22	CURBING			-		-			4,000.00	
16	46	22	PEONIE BEDS		2,000.00	-		-				
16	46	22	GRASS IMPROVEMENT		3,000.00	-		-			5,000.00	
16	46	22	BATHROOMS UPGRADES		2,200.00	-		-			20,000.00	
16	46	22	FINISH PATH/SHED		3,500.00	-		-			6,000.00	
16	46	22	HILL STABILIZATION*		2,800.00	-		-			2,550.00	
16	46	75	GRANT PROJECTS	34,040.00		23,230.97		23,230.97	-	-	-	
16	46	3+	INCREASES+ADDED POSITIONS	-	-	-	-	-	-	20,023.02	-	
16	49	99	TRANSFER IN - (OUT)	-		-		-		-	-	
PARKS				184,592.00	184,592.00	138,020.69	138,020.69	99,154.22	(94.03)	38,866.00	175,012.00	175,012.00
								(2,739.94)		(0.00)		
								109,464.27				

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET		ACTUAL + (13) DEC	2022 ACTUAL		13 DEC	2023 BUDGET	
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GENERAL FUND - STREETS												
20	31	03	SALES TAX - TOWN	127,388.00	127,388.00	68,365.71	68,365.71				80,620.00	80,620.00
20	31	05	SALES TAX-STATE	17,000.00	17,000.00	13,915.43	13,915.43				26,400.00	26,400.00
20	31	07	FRANCHISE TAX	61,375.00		56,755.84	36,205.84	-	20,550.00		61,375.00	
20	32	02	MISCELLANEOUS PERMITS	1,450.00		1,781.65	1,581.65	-	200.00		1,450.00	
20	33	01	HIGHWAY USERS TAX	49,916.00	49,916.00	39,099.88	21,599.88		17,500.00		49,916.00	49,916.00
20	33	10	ROAD & BRIDGE	8,050.00	8,050.00	8,076.55	7,926.55		150.00		8,050.00	8,050.00
			GRANT REVENUE	18,250.00	18,250.00	-	-					
			RESERVE			-	-				192,000.00	192,000.00
20	35	02	MOTOR FUEL TAX REFUND	1,875.00	1,875.00	324.20	324.20					
				285,304.00	285,304.00	188,319.26	149,919.26	37,787.49	38,400.00		419,811.00	419,811.00

FUND		TYPE	ACCT	ACCOUNT DESCRIPTION	2022		2022		13	2023			
					BUDGET	ACTUAL + (13) DEC		ACTUAL	DEC	BUDGET			
GENERAL FUND - STREETS													
20	45	1+		CURRENT PAYROLL	190,199.00	190,199.00	126,684.31	80,164.14	46,520.00	112,239.20	(0.62)		
20	45	10		WORK COMP	3,570.00	3,570.00	4,542.00	4,542.00		3,160.00	3,160.00		
20	45	02		CONTRACT LABOR			-	-					
20	45	15		OFFICE SUPPLIES	-		160.37	160.37	-	100.00			
20	45	16		OPERATING SUPPLIES	625.00		1,722.80	1,631.80	91.00	2,286.00			
20	45	17		POSTAGE	-		-	-	-	50.00			
20	45	20		LEGAL & ENGINEERING SERV	36,755.00		22.50	22.50	-	500.00			
20	45	22		REPAIRS & MAINTENANCE	8,510.00		9,275.12	9,000.12	275.00	10,800.00			
20	45	23		VEHICLE EXPENSE	8,753.00		11,948.69	7,788.69	4,160.00	12,625.00			
20	45	24		RENTALS	-		-	-		-			
20	45	25		SHOP EXPENSE	6,083.00		3,650.26	2,775.26	875.00	4,125.00			
20	45	26		TRAVEL & MEETINGS			956.67	956.67		-			
20	45	27		INSURANCE & BONDS	3,905.00		3,745.91	3,745.91	-	4,390.00			
20	45	28		UTILITIES	10,620.00		9,922.56	7,022.56	2,900.00	10,000.00			
20	45	29		TELEPHONE	709.00		1,113.77	953.77	160.00	480.00			
20	45	30		PUBLISHING & ADS	75.00		88.85	38.85	50.00	50.00			
20	45	31		DUES & SUBSCRIPTIONS	-		-	-	-	-			
20	45	32		FEES & PERMITS	-		-	-		-			
20	45	40		MISCELLANEOUS	-		-	-		-			
20	45	42		SNOW REMOVAL	15,500.00		14,485.45	8,297.45	6,188.00	28,700.00			
20	45	44		STREET CLEANING	-		-	-		-			
TOTAL FIXED COSTS										189,505.20			
REVENUE-FIXED COSTS										230,305.80			
20	45	70		CAPITAL OUTLAY	-		-	-	-	-			
20	45	99		TRANSFERS			-	-		192,000.00			
20	45	1+		INCREASES+ADDED POSITIONS	0.26	-	0.17	-	-	38,305.80	-		
STREETS					285,304.00	315,719.00	188,319.26	188,319.26	127,100.09	121,601.42	61,219.00	419,811.00	419,811.00
					-		-	-	22,819.17		(0.00)		
								192,009.71	214,828.88				

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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GENERAL FUND - BRIDGE								
24	35	04	INTEREST INCOME	300.00	4,818.08	4,818.08	2,600.00	5,000.00
24	35	13	BRIDGE RESERVE	40,000.00	40,000.00	40,000.00		40,000.00
24	39	99	RESERVES	80,000.00	-	-		80,000.00
				120,300.00	-	44,818.08	-	125,000.00

GENERAL FUND - BRIDGE								
24	45	22	BRIDGE REPAIR	120,300.00	-	-		125,000.00
24	45	22	RESURFACE	-	120,300.00	-		-
				120,300.00	120,300.00	-	-	125,000.00
				-	(120,300.00)	44,818.08	-	2,600.00
						229,524.76	274,342.84	

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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GENERAL FUND SUMMARY								
GENERAL BEGINNING RESERVE				861,920.70		1,000,018.51		1,298,601.59
GENERAL INCOME				1,452,479.00		989,965.71		1,781,975.00
GENERAL EXPENSE				1,452,478.99		691,382.63		1,781,975.00
AUDIT ADJUSTMENT								
NET CHANGE				0.01		298,583.08		0.00
GENERAL ENDING RESERVE				861,920.71	-	1,298,601.59	-	1,298,601.59
LESS CLASSIFIED FUND BALANCE								
NONSPENDABLE								
RESTRICTED								
TABOR				43,574.37		29,698.97		53,459.25
COMMITTED								
BRIDGE RESERVE				110,868.00		231,168.00		110,868.00
AIRPORT								
ASSIGNED								
CAPITAL PURCHASES								
CAPITAL PROJECTS								
TOTAL CLASSIFIED FUND BAL				154,442.37		260,866.97		164,327.25
UNASSIGNED FUND BAL								
EST UNASSIGNED				707,478.34		1,037,734.62		1,134,274.34
	10%			145,247.90		69,138.26		178,197.50
	25%			363,119.75		172,845.66		445,493.75
	50%			726,239.50		345,691.32		890,987.50

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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GENERAL FUND - STREET CAPITAL								
22	31	03	SALES TAX - TOWN	4,000.00	-	-	-	-
			OPERATIONAL TAX	117,000.00	30*5*260*3	165,945.00	93,945.00	72,000.00
22	32	01	LICENSE FEES	-	9,200.00	9,200.00	-	9,200.00
22	31	05	IMPACT FEE	-	-	-	-	-
22	33	01	HIGHWAY USERS TAX	-	-	-	-	-
			CDOT GRANT	-	-	-	-	800,000.00
			TRANSFER STREETS	151,477.11	-	-	-	192,000.00
			TRANSFER CAPITAL	244,327.21	-	-	-	346,000.00
22	39	99	RESERVES	133,027.43	-	-	-	316,922.43
				649,831.75	175,145.00	103,145.00	72,000.00	1,856,122.43

GENERAL FUND - STREET CAPITAL								
22	45	01	CONTRACT LABOR-ENGINEER	-	-	-	-	-
22	45	22	REPAIR & MAINTENANCE-MATERIAL	-	-	-	-	-
22	45	70	STREET CAPITAL	649,831.75	-	-	-	1,856,122.43
22	45	70	5TH STREET	-	-	-	-	800,000.00
22	45	70	3RD & GRAND INTER	-	-	-	-	100,000.00
22	45	70	RECONSTRUCTION	-	-	-	-	956,122.43
22	45	99	TRANSFER	-	-	-	-	-
				649,831.75	-	-	-	1,856,122.43
				-	-	175,145.00	-	103,145.00
				-	-	-	72,000.00	-
				-	-	141,777.43	244,922.43	-

BEGINNING RESERVE				141,777.43		141,777.43		-
INCOME			649,831.75	175,145.00		103,145.00		1,856,122.43
EXPENSE			649,831.75	-		-		1,856,122.43
AUDIT ADJUSTMENT								
NET CHANGE			-	175,145.00		103,145.00		-
ENDING RESERVE			-	316,922.43		244,922.43		-

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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GENERAL FUND - SIDEWALK								
26	30	01	SIDEWALK REVENUE	31,068.00	30,171.93	17,671.93	12,500.00	31,068.00
26	39	99	RESERVES	33,047.58	-	-	-	63,214.65
TOTAL INCOME				64,115.58	-	30,171.93	-	94,282.65

GENERAL FUND - SIDEWALK								
26	45	20	LEGAL SERVICES	-	-	-	-	-
26	45	22	REPAIRS & MAINTENANCE	64,115.58	-	-	-	13,750.00
26	45	22	CONTRACTOR		46,865.58	-	-	
26	45	22	SIDEWALK GRANT		5,000.00	-	-	1,500.00
26	45	22	TREE REMOVAL		10,000.00	-	-	10,000.00
26	45	22	TREE REPLACEMENT		2,250.00	-	-	2,250.00
26	45	30	PUBLISHING & ADS	-	-	-	-	80,532.65
26	45	70	CAPITAL OUTLAY	-	-	-	-	
26	45	70	C&N CONSTRUCTION	-	-	-	-	80,532.65
26	45	70	4TH & ONARGA	-	-	-	-	
26	45	70	3RD & BOX ELDER	-	-	-	-	
26	49	99	TRANSFER	-	-	-	-	-
TOTAL EXPENDITURES				64,115.58	64,115.58	-	-	94,282.65

				-	-	17,671.93	x	12,500.00	-
BEGINNING RESERVE				-	33,042.72	33,042.72		-	
INCOME				64,115.58	30,171.93	17,671.93		94,282.65	
EXPENSE				64,115.58	-	-		94,282.65	
AUDIT ADJUSTMENT									
NET CHANGE				-	30,171.93	17,671.93		-	
ENDING RESERVE				-	63,214.65	50,714.65		-	

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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PASS THROUGH GRANT FUND								
30	35	04		460,000.00		-	-	460,000.00
30	35	04		200,000.00		-	-	200,000.00
30	35	04		-	260,000.00	-	-	-
TOTAL INCOME				460,000.00		-		460,000.00
30	46	20		460,000.00				460,000.00
TOTAL EXPENDITURES				460,000.00		-		460,000.00
				-		-	x	-

PASS THROUGH GRANT FUND SUMMARY								
BEGINNING RESERVE				-				-
INCOME				460,000.00		-		460,000.00
EXPENSE				460,000.00		-		460,000.00
AUDIT ADJUSTMENT				-				-
NET CHANGE				-		-		-
ENDING RESERVE				-		-		-

FUND TYPE ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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CONSERVATION TRUST FUND									
40	38	01	CONSERVATION TRUST	8,500.00	OFFSET	9,463.19	4,663.19	4,800.00	9,500.00
40	38	02	INTEREST	15.00	PARKS	13.21	8.21	5.00	15.00
			RESERVES	17,306.42			-	-	7,232.00
			TOTAL INCOME	25,821.42	-	9,476.40	-	4,805.00	16,747.00
40	46	20	EXPENDITURES-CTF	25,821.42		19,476.40	-	19,476.40	16,747.00
40	46	20	TREE TRIMMING		10,000.00	10,000.00	-	10,000.00	10,000.00
40	46	20	TP PAD		10,000.00	9,476.40	-	9,476.40	
			TP&LP PLAYGROUND UPGRADE		5,821.42	-	-	-	6,747.00
			POULOS PARK			-	-	-	
40	46	20	BIKE RACKS			-	-	-	
40	46	99	TRANSFER	-		-	-	-	-
			TOTAL EXPENDITURES	25,821.42	25,821.42	19,476.40	19,476.40	38,952.80	16,747.00
				-		(10,000.00)	4,671.40	(34,147.80)	-

CONSERVATION TRUST FUND SUMMARY								
				CONS TRUST BEGINNING RESERVE	17,232.00	17,331.89	-	
				CONS TRUST INCOME	25,821.42	9,476.40	4,671.40	16,747.00
				CONS TRUST EXPENSE	25,821.42	19,476.40	-	16,747.00
				AUDIT ADJUSTMENT				
				NET CHANGE	-	(10,000.00)	4,671.40	-
				CONS TRUST ENDING RESERVE	-	7,232.00	22,003.29	-

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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CAPITAL IMPROVEMENT FUND												
50	31	03	SALES TAX - CAP. IMPROVEMENTS	234,000.00	255,549.73	153,349.73	102,200.00	306,600.00				
50	31	06	AIRPORT	7,650.00	7,650.00	5,100.00	2,550.00	7,650.00				
50	39	99	RESERVES	492,258.47	-	-	-	714,271.79				
TOTAL INCOME				733,908.47	4,000.00	263,199.73	158,449.73 x	104,750.00	1,028,521.79	1,028,521.79		
50	70	20	CAPITAL OUTLAY	421,739.26	16,974.66	16,974.66	-	614,679.79				
			ADMINISTRATION	80,000.00	-	-	-	MASTER PLAN	80,000.00			
					-	-	-	CARPET				
					-	-	-	STUCCO				
					-	-	-	KITCHEN				
					-	-	-	INT DOORS				
					-	-	-	STORAGE				
					13,783.95	13,783.95		UPSTAIRS				
			PUBLIC SAFETY	53,416.70	-	-	-	VEHICLE	150,000.00			
					-	-	-	ELECTRIC UTV				
					-	-	-	RECONFIGURE				
			PUBLIC WORKS	288,322.56	-	-	-	SHOP REPAIR	384,679.79			
					-	-	-	VEHICLE				
					-	-	-	TOOLS				
					90,000.00	-	90,000.00	TOOLBOX				
					-	-	-	WATER/VAC TR				
					-	-	-	STORAGE				
					3,190.71	3,190.71		STORAGE BOX				
50	70	20	AIRPORT	19,842.00	-	-	-	67,842.00	67,842.00			
50	70	30	CAPITAL PROJECTS		-	-						
50	70	99	TRANSFERS	244,327.21	-	-	-	346,000.00	346,000.00			
TOTAL EXPENDITURES				685,908.47	421,739.26	16,974.66	106,974.66	16,974.66	16,974.66	90,000.00	1,028,521.79	1,028,521.79
				48,000.00				141,475.07 x	14,750.00		-	

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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CAPITAL IMPROVEMENT SUMMARY								
			CAPITAL FUND BEGINNING RESERVE		468,046.72	468,046.72		-
			CAPITAL INCOME	733,908.47	263,199.73	158,449.73		1,028,521.79
			CAPITAL EXPENSE	685,908.47	16,974.66	16,974.66		1,028,521.79
			AUDIT ADJUSTMENT					
			NET CHANGE	48,000.00	246,225.07	141,475.07		(0.00)
			CAPITAL FUND ENDING RESERVE	48,000.00	714,271.79	609,521.79		(0.00)
			LESS CLASSIFIED FUND BALANCE					
			RESTRICTED : TABOR					
			COMMITTED					
			AIRPORT	48,000.00	60,192.00	60,192.00		-
			TOTAL CLASSIFIED FUND BAL	48,000.00	60,192.00	60,192.00		-
			UNASSIGNED FUND BAL	-	654,079.79	549,329.79		(0.00)

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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WATER FUND - INCOME											
60	36	01	WATER CHARGES-BASE RATE	694,824.00	806,402.00	801,919.28	541,919.28	260,000.00	801,925.00		
60	36	04	STANDBY TAP FEES	50,676.00		59,097.37	38,166.80	20,930.57	59,100.00		
60	36	01	RATE INCREASE	155,664.00		-	-				
60	36	01	WATER CHARGES-USAGE	270,621.00	697,524.00	241,390.35	160,396.51	80,993.84	310,240.00		
60	36	03	SALES & SERVICES	7,000.00		1,956.52	986.52	970.00	2,000.00		
60	36	05	BULK WATER	6,025.00		6,279.00	3,779.00	2,500.00	7,600.00		
60	36	02	WATER TAPS	-		-	-	-	-		
60	36	07	GRANT FUNDS	369,232.00			184,616.39	-	369,232.00		
60	36	09	PENALTIES	350.00		6,675.00	3,400.00	3,275.00	7,200.00		
60	36	12	RENTS	1,000.00		1,000.00	-	1,000.00	1,000.00		
60	36	15	SALE OF ASSETS			-	-	-			
60	36	20	GRANT RESERVES	335,500.00		-	-	-			
			RESERVES	335,500.00		-	-	-			
WATER INCOME				2,558,533.00	1,043,309.63	1,118,317.52	-	933,264.50	-	369,669.41	1,558,297.00

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET		2022 ACTUAL + (13) DEC		2022 ACTUAL		13 DEC	2023 BUDGET
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WATER FUND - EXPENDITURES												
60	50	2+	CURRENT PAYROLL	267,419.00	267,419.00	174,927.29	174,909.69	110,756.69		64,153.00	278,080.54	-
60	50	02	CONTRACT LABOR	-	-	-	-	-	-	-	-	-
60	50	44	NORRIS RETIREMENT	20,160.00	20,160.00	17,360.00	17,360.00	11,760.00	11,760.00	5,600.00	13,440.00	13,440.00
60	50	10	WORK COMP	3,315.00	3,315.00	3,776.00	3,776.00	3,776.00	3,776.00	-	4,160.00	4,160.00
60	50	15	OFFICE SUPPLIES	415.00	-	1,017.19	-	917.19	-	100.00	1,125.00	-
60	50	16	OPERATING SUPPLIES	23,415.00	-	27,708.71	-	22,208.71	-	5,500.00	32,500.00	-
60	50	17	POSTAGE	5,550.00	-	5,160.75	-	3,400.75	-	1,760.00	5,760.00	-
60	50	20	LEGAL & ENGINEERING SERVICES	28,000.00	-	17,352.11	-	17,352.11	-	-	31,000.00	-
60	50	21	AUDIT	12,500.00	-	12,500.00	-	-	-	12,500.00	14,000.00	-
60	50	22	REPAIRS & MAINTENANCE	227,750.00	-	150,475.29	-	115,775.29	-	34,700.00	263,350.00	27,000.00
60	50	23	VEHICLE EXPENSE	20,360.00	-	7,940.84	-	2,440.84	-	5,500.00	8,925.00	-
60	50	24	RENTALS	-	-	360.00	360.00	360.00	360.00	-	400.00	400.00
60	50	25	SHOP EXPENSE	1,950.00	-	3,637.96	-	2,852.96	-	785.00	5,000.00	-
60	50	26	TRAVEL & MEETINGS	1,200.00	-	1,508.40	-	1,008.40	-	500.00	1,800.00	-
60	50	27	INSURANCE & BONDS	27,550.00	-	26,389.56	-	26,389.56	-	-	29,015.00	-
60	50	28	UTILITIES	34,654.00	-	30,532.81	-	20,132.81	-	10,400.00	30,600.00	-
60	50	29	TELEPHONE	5,088.00	-	4,838.93	-	3,294.93	-	1,544.00	4,812.00	-
60	50	31	DUES & SUBSCRIPTIONS	20,658.00	-	22,380.00	-	15,540.00	-	6,840.00	20,670.00	-
60	50	32	FEES & PERMITS	12,015.00	-	9,626.90	-	7,226.90	-	2,400.00	11,900.00	-
60	50	33	DATA PROCESSING	29,630.00	-	36,358.24	-	29,173.24	-	7,185.00	20,700.00	-
60	50	40	MISCELLANEOUS	-	-	-	-	-	-	-	-	-
60	50	42	CONTRACT SERVICES	-	-	68,467.62	-	62,467.62	-	6,000.00	18,000.00	-
60	50	50	WATER POWER AUTHORITY LOAN	191,225.00	191,225.00	173,818.91	173,818.91	173,818.91	173,818.91	-	192,500.00	192,500.00
60	50	51	DRINKING WATER REVOLVING FUND	23,344.00	23,344.00	23,343.70	23,343.70	11,671.70	11,671.70	11,672.00	23,345.00	23,345.00
60	50	52	FCNB INTERIM FINANCING	-	-	495.00	495.00	495.00	495.00	-	495.00	495.00
60	50	54	DEBT SERVICE	-	-	-	-	-	-	-	-	-
TOTAL FIXED COSTS											1,012,002.54	1,012,002.54
REVENUE-FIXED COSTS											546,294.46	-
60	50	70	CAPITAL OUTLAY	1,278,395.00	-	-	-	-	-	-	342,232.00	-
PRV												342,232.00
60	50	20	ENGINEERING-RAW WATER STORAGE		25,000.00	-	-	-	-	-	-	-
			ALTITUDE VALVE		50,000.00	-	-	-	-	-	-	-
60	50	71	PASS THRU	-	-	-	-	-	-	-	-	-
60	50	75	GRANT PROJECTS	-	-	-	-	-	-	-	-	-
60	50	99	TRANSFER IN - (OUT)	-	-	-	-	-	-	-	-	-
60	50	2+	INCREASES+ADDED POSITIONS								107,483.37	-
60	59	90	DEPRECIATION	323,740.00	323,740.00	298,000.00	298,000.00	-	-	298,000.00	310,000.00	310,000.00
WATER EXPENDITURES				2,558,533.00	2,558,533.00	1,118,317.52	1,118,299.92	643,060.92	643,060.92	475,239.00	1,771,717.91	1,771,717.91
				-	-	-	17.60	290,203.58	-		(213,420.91)	-

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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WATER FUND - SUMMARY								
				795,404.00	795,404.00	795,404.00		795,404.00
				2,558,533.00	1,118,317.52	933,264.50		1,558,297.00
				2,558,533.00	1,118,317.52	643,060.92		1,771,717.91
				(335,500.00)	-	290,203.58		(213,420.91)
				(335,500.00)				-
				459,904.00	795,404.00	1,085,607.58		581,983.09
				459,904.00	795,404.00	1,085,607.58		581,983.09
				SOURCE (USE) OF FUNDS				
				LESS CLASSIFIED FUND BALANCE				
				RESTRICTED				
				WATER STORAGE				
				COMMITTED				
				DEPRICIATION				
						-		
				639,633.25		160,765.23		442,929.48
						328,096.00		328,096.00
				ASSIGNED				
				CAPITAL PURCHASES				
				CAPITAL PROJECTS				
				639,633.25		488,861.23		771,025.48
				(179,729.25)		596,746.35		(189,042.38)
				255,853.30		64,306.09		177,171.79
				639,633.25		160,765.23		442,929.48
				1,279,266.50		321,530.46		885,858.95

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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SEWER FUND -INCOME											
70	37	01	SEWER CHARGES - RECEIVED	536,856.00	1,140.00	532,093.10	354,493.10	177,600.00	536,856.00	-	
70	37	01	INCREASE			-	-				
70	37	04	SEWER TAPS	5,000.00		-	-		5,000.00		
70	37	09	INTEREST	400.00		8,629.67	2,476.67	6,153.00	8,630.00		
70	37	15	SALE OF ASSETS			-	-				
70	37	20	PASS THRU			-	-				
SANITATION INCOME				542,256.00		540,722.77	-	356,969.77	x	183,753.00	550,486.00

FUND		TYPE	ACCT	ACCOUNT DESCRIPTION	2022		2022		13	2023		
					BUDGET	ACTUAL + (13) DEC		ACTUAL	DEC	BUDGET		
SEWER FUND - EXPENDITURES												
70	51	+1		CURRENT PAYROLL	135,048.00	135,048.00	96,189.12	61,452.61	34,734.00	159,795.74	0.13	
70	51	02		CONTRACT LABOR			-	-				
70	51	10		WORK COMP	975.00	975.00	1,027.00	1,027.00		1,150.00	1,150.00	
70	51	15		OFFICE SUPPLIES	50.00		910.09	810.09	100.00	900.00		
70	51	16		OPERATING SUPPLIES	16,605.00		15,676.30	10,596.30	5,080.00	16,100.00		
70	51	17		POSTAGE	2,695.00		2,653.55	1,653.55	1,000.00	2,800.00		
70	51	20		LEGAL & ENGINEERING SERV	1,000.00		-	-	-	1,000.00		
70	51	21		AUDIT	4,500.00		4,500.00	-	4,500.00	5,500.00		
70	51	22		REPAIRS & MAINTENANCE	59,965.00		43,496.34	26,421.34	17,075.00	124,710.00		
70	51	23		VEHICLE EXPENSE	20,300.00		8,169.98	2,669.98	5,500.00	11,388.00		
70	51	24		RENTALS	-		3,520.00	3,520.00	-	-		
70	51	25		SHOP EXPENSE	6,130.00		5,222.13	2,377.13	2,845.00	3,225.00		
70	51	26		TRAVEL & MEETINGS	2,400.00		1,713.18	963.18	750.00	2,400.00		
70	51	27		INSURANCE & BONDS	11,195.00		10,901.01	9,666.01	1,235.00	12,045.00		
70	51	28		UTILITIES	35,951.00		37,021.60	22,982.09	14,039.51	37,050.00		
70	51	29		TELEPHONE	1,973.00		1,917.36	1,253.36	664.00	1,956.00		
70	51	30		PUBLISHING & ADS	140.00		73.52	23.52	50.00	50.00		
70	51	31		DUES & SUBSCRIPTIONS	560.00		571.40	571.40	-	572.00		
70	51	32		FEES & PERMITS	7,382.00		6,702.20	4,563.20	2,139.00	6,520.00		
70	51	40		MISCELLANEOUS	-	-	-	-	-	-	-	
70	51	41		WRITEOFF-UNCOLLECTABLE	-		-	-	-	-		
70	51	42		CONTRACT SERVICE			-	-	-			
70	51	43		GAGING STATION	4,100.00		-	-	-	4,100.00		
70	51	54		DEBT SERVICE	108,625.00	108,625.00	98,000.00	98,000.00	24,000.00	108,625.00	108,625.00	
TOTAL FIXED COSTS										512,161.74	512,161.74	
REVENUE - FIXED COSTS										38,324.26		
70	51	70		CAPITAL OUTLAY			191,744.48	141,744.48	50,000.00	100,000.00		
				SEWER REPLACEMENT					141,744.48	50,000.00	100,000.00	
70	51	71		PASS THRU FUNDS	-		-	-	-	-		
70	51	99		TRANSFER IN - (OUT)	-		-	-	-	-		
70	51	+1		INCREASES+ADDED POSITIONS						95,186.62	-	
70	59	90		DEPRECIATION	109,012.00	109,012.00	-	-		110,000.00	110,000.00	
SEWER EXPENDITURES					542,256.00	542,256.00	540,722.77	540,722.77	373,744.75	166,975.51	817,348.36	817,348.36
					-	-	-	(16,774.98)	x	(266,862.36)	-	

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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SEWER FUND -SUMMARY								
			SEWER BEGINNING RESERVE	(622,718.79)	668,912.00	668,912.00		668,912.00
			SEWER INCOME	542,256.00	540,722.77	356,969.77		550,486.00
			SEWER EXPENSE	542,256.00	540,722.77	373,744.75		817,348.36
			NET CHANGE	-	-	(16,774.98)		(266,862.36)
			AUDIT ADJUSTMENT					
			SEWER ENDING RESERVE	(622,718.79)	668,912.00	652,137.02		402,049.64
			SOURCE (USE) OF FUNDS					
			LESS CLASSIFIED FUND BALANCE					
			RESTRICTED					
			COMMITTED					
			DEPRICIATION	102,000.00		102,004.00		102,000.00
			DEBT RESERVE (3MO)	135,564.00		93,436.19		204,337.09
			10% DEBT PAYMENT RES	101,040.00		101,040.00		101,040.00
			ASSIGNED					
			CAPITAL PURCHASES					
			CAPITAL PROJECTS					
			TOTAL CLASSIFIED FUND BAL	338,604.00		296,480.19		407,377.09
			UNASSIGNED FUND BAL	(961,322.79)		355,656.83		(5,327.45)
			EST UNASSIGNED	54,225.60		37,374.48		81,734.84
				135,564.00		93,436.19		204,337.09
				271,128.00		186,872.38		408,674.18

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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TRASH FUND - INCOME								
80	37	02	GARBAGE FEES - RECEIVED	254,340.00	247,320.89	165,320.89	82,000.00	247,325.00
80	37	02	INCREASE		-	-		
80	37	03	SALES & SERVICE	10,000.00	1,937.00	1,502.00	435.00	2,000.00
80	39	99	RESERVE	18,760.00	-	-		
INCOME				283,100.00	-	249,257.89	-	166,822.89 x
							82,435.00	249,325.00 X

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	2022 ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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TRASH FUND - EXPENDITURES												
80	52	3+	CURRENT PAYROLL	174,850.00	174,850.00	152,051.95		99,979.28	52,070.00	137,011.73	-	
80	50	02	CONTRACT LABOR	-		850.00	850.00	50.00	800.00	-		
80	52	10	WORK COMP	6,250.00	6,250.00	5,196.00	5,196.00	5,196.00	-	5,725.00	5,725.00	
80	52	15	OFFICE SUPPLIES	160.00		476.41		401.41	75.00	161.00		
80	52	16	OPERATING SUPPLIES	1,205.00		2,047.72		1,583.72	464.00	1,205.00		
80	52	17	POSTAGE	1,793.00		1,701.08		1,061.08	640.00	1,793.00		
80	52	20	LEGAL SERVICES	-	-	-		-		-	-	
80	52	21	AUDIT	4,500.00		4,500.00		-	4,500.00	4,500.00		
80	52	22	REPAIRS & MAINTENANCE	1,600.00		419.61		369.61	50.00	1,600.00		
80	52	23	VEHICLE EXPENSE	16,760.00		21,070.66		15,495.66	5,575.00	16,760.00		
80	52	24	RENTALS	-		-		-		-		
80	52	25	SHOP EXPENSE	1,420.00		1,590.89		1,590.89	-	1,420.00		
80	52	26	TRAVEL & MEETINGS	-		-		-	-	-		
80	52	27	INSURANCE & BONDS	6,695.00		6,900.39		6,725.39	175.00	6,695.00		
80	52	28	UTILITIES	2,671.00		2,802.36		1,728.36	1,074.00	2,671.00		
80	52	29	TELEPHONE	750.00		508.31		350.31	158.00	750.00		
80	52	30	PUBLISHING & ADS	140.00		138.86		38.86	100.00	140.00		
80	52	33	DATA PROCESSING	2,740.00		2,999.30		1,399.30	1,600.00	2,740.00		
80	52	40	MISCELLANEOUS	-		-		-		-		
80	52	41	WRITEOFF-UNCOLLECTABLE	-		-		-		-		
80	52	42	LANDFILL FEES	37,320.00	37,320.00	24,184.75	24,184.75	24,184.75	-	37,320.00	37,320.00	
80	52	43	CLEAN-UP DAY	3,000.00		4,173.60		4,173.60	-	3,000.00		
TOTAL FIXED COSTS										223,491.73	223,491.73	
REVENUE - FIXED COSTS										25,833.27	-	
80	52	70	CAPITAL OUTLAY	3,600.00		-		-	-	3,600.00		
			NEW DUMPSTER		3,600.00	-		-			3,600.00	
80	52	71	PASS THRU FUNDS	-		-		-	-	-		
80	52	99	TRANSFER	-		-		-		-		
80	52	3+	INCREASES+ADDED POSITIONS							103,279.86	-	
80	59	90	DEPRECIATION	17,646.00	17,646.00	17,646.00	17,646.00	-	17,646.00	17,646.00		
TRASH EXPENDITURES				283,100.00	283,100.00	249,257.89	249,257.89	164,328.22	x	84,927.00	348,017.59	348,017.59
				-	-	0.00	-	2,494.67	x	(98,692.59)	-	

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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TRASH FUND - SUMMARY								
			GARBAGE BEGINNING RESERVE	(773,359.30)	142,652.00	142,652.00		142,652.00
			GARBAGE INCOME	283,100.00	249,257.89	166,822.89		249,325.00
			GARBAGE EXPENSE	283,100.00	249,257.89	164,328.22		348,017.59
			AUDIT ADJUSTMENT	(18,760.00)				-
			NET CHANGE	(18,760.00)	0.00	2,494.67		(98,692.59)
			GARBAGE ENDING RESERVE	(792,119.30)	142,652.00	145,146.67		43,959.41
CAPITAL PURCHASES								
TOTAL CLASSIFIED FUND BAL								
				-		-		-
			UNASSIGNED FUND BAL	(792,119.30)		145,146.67		43,959.41
			EST UNASSIGNED	28,310.00		16,432.82		34,801.76
		25%		70,775.00		41,082.06		87,004.40
		50%		141,550.00		82,164.11		174,008.80

TOTAL BUDGET SUMMARY								
			BEGINNING RESERVE	(854,782.50)		-		2,905,569.59
			INCOME	6,770,045.22		2,627,815.93		7,595,756.87
			EXPENSE	6,722,045.21		1,889,491.18		8,174,732.73
			AUDIT ADJUSTMENT	(354,260.00)		-		-
			NET CHANGE	(306,259.99)		738,324.75		(578,975.86)
			ENDING RESERVE	(1,161,042.49)		738,324.75		2,326,593.73

AGENDA SUMMARY FORM

	Roll Call
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Summary:


Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

AGENDA SUMMARY FORM

	<p>Minutes: 07/28/2022</p> <p>Liquor Licenses: Friends of the Paradise Theatre – Report of Changes</p> <p>Large Park Events: The Learning Council – Bread & Puppet Theater 10/12/2022</p> <p>Disbursements</p>
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Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

Minutes
Regular Town Board Meeting
Town of Paonia, Colorado
July 28, 2022

Link to Meeting: <https://youtu.be/ej6zLDsC6Yk>

RECORD OF PROCEEDINGS

Mayor Bachran called the meeting to order at 6:30 PM.

Roll Call

Those present were:

- Mayor Mary Bachran
- Trustee Dave Knutson
- Trustee Paige Smith
- Trustee Thomas Markle
- Trustee John Valentine
- Trustee Rick Stelter

Those absent were:

- Trustee Dave Weber

Motion made by Trustee Markle, seconded by Trustee Smith, to amend the agenda, moving Streets Committee Reports after consent agenda. Motion carried unanimously.

Announcements

Mayor Bachran reminded the community there are open seats on the Advisory Water Committee and Planning Commission. Trustee Smith added the openings are for an out-of-Town user and an in-Town water user.

Trustee Knutson congratulated Mayor Bachran for winning the master’s division race in the Cherry Days 5K.

Trustee Markle provided information on the upcoming chip-sealing on Highway 133.

Recognition of Visitors & Guests

Donna Littlefield read a statement regarding her issues with how the decision to begin the hiring of a new administrator was taken.

Bill Brunner requests the Board have an item on a future agenda to discuss public records. Motion made by Trustee Markle, seconded by Trustee Stelter to have a CORA policy discussion on the agenda at the next meeting. Motion carried unanimously.

Consent Agenda

None.

Streets Committee

Twenty-eight people attended the streets committee meeting on the proposed Banner and Flags policy. Options were briefly provided regarding broad approval, strict approval, the creation of a Town flag, and Heritage Months federally recognized.

Discussion ensued regarding the length of meetings and the time it will take to review a policy in the regular meetings and discussion and comments be made in a public meeting.

Public Hearings

Ordinance 05-2022 Dark Skies Ordinance – Public Hearing

Mayor Bachran opened the public hearing at 7:11pm.

Staff presentation:

Administrator Ferguson provided the history of the process taken to bring the proposed ordinance to the Board of Trustees. Staff noted no objections to the current draft version of the ordinance.

Aaron Watson presented the Dark Skies goals and why the committee and community members support Dark Skies Paonia.

Trustees Knutson and Markle provided their support and patience for the process.

Public Comment:

President of the Dark Skies Mr. Robert Grossman, spoke to the values of Dark Skies Paonia and support the community become an International Dark Skies Community.

Eight (8) individuals and a letter on behalf of the Western Slope Conservation Center spoke in favor of the Dark Skies Ordinance as proposed.

No one in attendance spoke against the Dark Skies Ordinance as proposed.

Mayor Bachran closed the hearing at 7:32 pm.

Open for Trustee discussion:

Trustees spoke in favor of the ordinance.

Motion made by Trustee Markle, Seconded by Trustee Knutson to approve Ordinance 05-2022 Dark Skies Ordinance as written. Motion carried unanimously.

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

Mayor Bachran opened the public hearing at 7:33 pm.

Administrator Ferguson provided a brief history of the process taken to bring the amendment to the Board for public hearing and approval.

Trustee Knutson added the critical need to update the code and the years long processes taken.

Public Comment:

Two (2) individuals spoke against adoption of the ordinance as currently written and published.

Due to a community members inability to review the additional codes listed in the public hearing notice Attorney Conklin recommended the Board continue the hearing to a later meeting.

Motion made by Trustee Knutson, seconded by Trustee Stelter to continue the hearing to the next meeting. The motion carried unanimously.

Unfinished Business

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

Three members of the Board of the North Fork Valley Creative Coalition presented the request for street closure and the Mountain Harvest Festival event for 2022.

Trustees noted support for the event and concerns with Town Hall process, ordinance and information provided.

Attorney Conklin reiterated that Ordinance 2002-06 is for administrative approval of a street closure and does not limit the Board from authorizing closures beyond the five (5) hours.

Three Grand Avenue business owners spoke in support of the road closure and harvest festival as presented.

Three community members spoke against the road closure as presented.

Attorney Conklin reiterated that Ordinance 2002-06 is for administrative approval of a street closure and does not limit the Board from authorizing closures beyond the five (5) hours.

Motion made by Trustee Smith that the application for special event permit and street closures be resubmitted for consideration, taking into account all ordinances and codes. Motion fails for lack of second.

Motion to amend the main ordinance made by Trustee Markle seconded by Trustee Smith, to approve the street closure pending an amended street closure within the ordinance. Motion failed with two (2) ayes and three (3) nays from Trustees Knutson, Valentine, and Stelter.

Motion made by Trustee Knutson, seconded by Trustee Valentine to approve the event as provided. Motion carried with three (3) Ayes and (2) Nays from Trustees Markle and Smith

Motion made by Trustee Knutson, seconded by Trustee Stelter to break for five (5) minutes. Motion carried unanimously.

The meeting resumed at 9:10 pm.

Motion made by Trustee Smith, seconded by Trustee Knutson to move item seven (7) Town Administrator Advertisement and Information Review and Approval, above item six (6) Citizens' Initiative to Repeal the Water Moratorium, on the agenda.

Establishment of Goals for Town Administrator for Remainder of Existing Contract

The current goals and reviews were included in the packet.

Motion made by Trustee Markle, seconded by Trustee Smith to enter into executive session for discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees; and;

For a conference with the Town attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b). to discuss matters critical to personnel and for legal advice specific to Municipal code section 11-1-80.

Discussion ensued regarding the validity of the executive session and the extent of the personnel matter to be discussed if it is not the Boards direct report. Trustee Markle stated it was in reference to the Clerk. Administrator/Clerk Ferguson requested the discussion be held in public.

Motion to enter executive session only for a conference with the Town attorney carried unanimously.

The Board entered executive session at 8:55 PM

The Board returned from executive session at 9:12 PM

Those present were Mayor Mary Bachran, Trustees Knutson, Smith, Markle, Valentine, Stelter, Administrator Ferguson and Attorney Conklin.

No objections noted.

The establishment of Goals for Town Administrator for Remainder of Existing Contract discussion resumed. Items suggested for the Administrator to complete were:

- The three (3) goals in the current goals list
- Compile list of ongoing projects for new administrator
- Compile contracts, MOU's, audits, current budget, studies, ongoing studies, open grants, purchasing policy, master plan, and personnel handbook
- Review goals and job descriptions be updated and included in the personnel files
- Address safety issues on Grand Avenue and to Volunteer Park

- List of vendors

Trustee Markle stated his understanding was this discussion was intended to be a discussion regarding the Administrator completing certain tasks that warrant a bonus.

Administrator Ferguson stated to the Board first that the request for a bonus at the end of the current administrator contract and the majority of the ongoing conversation occurred in an executive session and is now being discussed publicly without any discussion with the administrator, and the current discussion was not what was requested.

Trustee Smith requested clarification. Administrator Ferguson provided her synopsis of the executive session discussion.

Motion made by Trustee Knutson, seconded by Trustee Stelter to continue the meeting for fifteen (15) minutes. Motion carried unanimously.

Motion made by Trustee Knutson, seconded by Trustee Stelter to direct the Town Administrator to hire a firm for the Master Plan update. The vote was taken and rescinded to allow for public comment.

A re-vote was taken. The motion failed with two (2) ayes and three (3) nays from Trustee Knutson, Markle, and Smith.

Motion made by Trustee Knutson seconded by Trustee Markle to extend the meeting for fifteen (15) minutes.

Town Administrator Advertisement and Information Review and Approval

Motion made by Trustee Markle seconded by Trustee Stelter to direct the Personnel Committee to include suggested changes to the administrator advertisement and publish.

The deadline for comment submittal was set for Monday.

Disbursements

A \$5,050 check for the VALE grant needs to be issued to Town of Hotchkiss that was not included in the packet.

Motion made by Trustee Smith, seconded by Trustee Knutson to accept disbursements from page 144 to 149 in the packet and include the check to Hotchkiss.

Motion to amend the main motion by Trustee Knutson, seconded by Trustee Stelter to also include the VALE grant check. Motion to amend carried unanimously.

Main amended motion carried unanimously.

Parks Committee: The written report will be in the next packet. The committee meets again August 16, 2022, at 4pm at Apple Valley Park.

Public Safety Committee: Trustee Knutson reported the committee gave the individual from Somerset the opportunity to review body camera. She declined.

New Business – No discussion. – Carried to a future meeting.

- 6. Citizens’ Initiative to Repeal the Water Moratorium
- 8. 2021 Fiscal Statement Audit
- 9. Events Communication Discussion

Adjournment

Motion made by Trustee Stelter seconded by Trustee Smith to adjourn. Motion carried unanimously.

J. Corinne Ferguson, Town Clerk

Mary Bachran, Mayor

DRAFT

Fee paid:
 Set for consent
 agenda 9-8-2022
 (CF)

Permit Application and Report of Changes

Current License Number 03-03234
All Answers Must Be Printed in Black Ink or Typewritten
Local License Fee \$ 175.00 (Report of changes)

1. Applicant is a	Present License Number
<input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Individual <input type="checkbox"/> Partnership..... <input type="checkbox"/> Limited Liability Company	03-03234

2. Name of Licensee Friends of the Paradise Theatre	3. Trade Name Paradise Theatre
--	-----------------------------------

4. Location Address
 215 Grand Ave

City Paonia	County CO	ZIP 81428
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SELECT THE APPROPRIATE SECTION BELOW AND PROCEED TO THE INSTRUCTIONS ON PAGE 2.

Section A – Manager reg/change	Section C
• License Account No. <u>03-03234</u> <input type="checkbox"/> Manager's Registration (Hotel & Restr.)\$75.00 <input type="checkbox"/> Manager's Registration (Tavern).....\$75.00 <input type="checkbox"/> Manager's Registration (Lodging & Entertainment).....\$75.00 <input checked="" type="checkbox"/> Change of Manager (Other Licenses pursuant to section 44-3-301(8), C.R.S.) NO FEE	<input type="checkbox"/> Retail Warehouse Storage Permit (ea).....\$100.00 <input type="checkbox"/> Wholesale Branch House Permit (ea) 100.00 <input type="checkbox"/> Change Corp. or Trade Name Permit (ea) 50.00 <input type="checkbox"/> Change Location Permit (ea) 150.00 <input type="checkbox"/> Change, Alter or Modify Premises \$150.00 x _____ Total Fee _____ <input type="checkbox"/> Addition of Optional Premises to Existing H/R \$100.00 x _____ Total Fee _____ <input type="checkbox"/> Addition of Related Facility to an Existing Resort or Campus Liquor Complex \$160.00 x _____ Total Fee _____ <input type="checkbox"/> Campus Liquor Complex Designation No Fee <input type="checkbox"/> Sidewalk Service Area \$75.00
Section B – Duplicate License	
• Liquor License No. _____ <input type="checkbox"/> Duplicate License \$50.00	

Do Not Write in This Space – For Department of Revenue Use Only

Date License Issued	License Account Number	Period

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 of Revenue may collect the payment amount directly from your bank account electronically.	TOTAL AMOUNT DUE \$ _____	.00
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Instruction Sheet

For All Sections, Complete Questions 1-4 Located on Page 1

Section A

To Register or Change Managers, check the appropriate box in section A and complete question 8 on page 5. Proceed to the Oath of Applicant for signature. Submit to State Licensing Authority for approval.

Section B

For a Duplicate license, be sure to include the liquor license number in section B on page 1 and proceed to page 5 for Oath of Applicant signature.

Section C

Check the appropriate box in section C and proceed below.


- 1) **For a Retail Warehouse Storage Permit**, go to page 3 complete question 5 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Submit to State Licensing Authority for approval.
- 2) **For a Wholesale Branch House Permit**, go to page 3 and complete question 5 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Submit to State Licensing Authority for approval.
- 3) **To Change Trade Name or Corporation Name**, go to page 3 and complete question 6 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.
- 4) **To modify Premise, or add Sidewalk Service Area**, go to page 4 and complete question 9. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.
- 5) **For Optional Premises** go to page 4 and complete question 9. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County).
- 6) **To Change Location**, go to page 3 and complete question 7. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.
- 7) **Campus Liquor Complex Designation**, go to page 4 and complete question 10. Submit the necessary information and proceed to page 5 for Oath of Applicant signature.
- 8) **To add another Related Facility** to an existing Resort or Campus Liquor Complex, go to page 4 and complete question 11.

Storage Permit	<p>5. Retail Warehouse Storage Permit or a Wholesalers Branch House Permit</p> <p><input type="checkbox"/> Retail Warehouse Permit for:</p> <p style="margin-left: 20px;"><input type="checkbox"/> On-Premises Licensee (Taverns, Restaurants etc.)</p> <p style="margin-left: 20px;"><input type="checkbox"/> Off-Premises Licensee (Liquor stores)</p> <p><input type="checkbox"/> Wholesalers Branch House Permit</p> <p>Address of storage premise: _____</p> <p>City _____, County _____, Zip _____</p> <p>Attach a deed/ lease or rental agreement for the storage premises. Attach a detailed diagram of the storage premises.</p>								
Change Trade Name or Corporate Name	<p>6. Change of Trade Name or Corporation Name</p> <p><input type="checkbox"/> Change of Trade name / DBA only</p> <p><input type="checkbox"/> Corporate Name Change (Attach the following supporting documents)</p> <p style="margin-left: 20px;">1. Certificate of Amendment filed with the Secretary of State, or</p> <p style="margin-left: 20px;">2. Statement of Change filed with the Secretary of State, <u>and</u></p> <p style="margin-left: 20px;">3. Minutes of Corporate meeting, Limited Liability Members meeting, Partnership agreement.</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">Old Trade Name</td> <td style="width:50%;">New Trade Name</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Old Corporate Name</td> <td>New Corporate Name</td> </tr> <tr> <td> </td> <td> </td> </tr> </table>	Old Trade Name	New Trade Name			Old Corporate Name	New Corporate Name		
Old Trade Name	New Trade Name								
Old Corporate Name	New Corporate Name								
Change of Location	<p>7. Change of Location</p> <p>NOTE TO RETAIL LICENSEES: An application to change location has a local application fee of \$750 payable to your local licensing authority. You may only change location within the same jurisdiction as the original license that was issued. Pursuant to 44-3-311(1) C.R.S. Your application must be on file with the local authority thirty (30) days before a public hearing can be held.</p> <p>Date filed with Local Authority _____ Date of Hearing _____</p> <p>(a) Address of current premises _____</p> <p style="margin-left: 20px;">City _____ County _____ Zip _____</p> <p>(b) Address of proposed New Premises (Attach copy of the deed or lease that establishes possession of the premises by the licensee)</p> <p style="margin-left: 20px;">Address _____</p> <p style="margin-left: 20px;">City _____ County _____ Zip _____</p> <p>(c) New mailing address if applicable.</p> <p style="margin-left: 20px;">Address _____</p> <p style="margin-left: 20px;">City _____ County _____ State _____ Zip _____</p> <p>(d) Attach detailed diagram of the premises showing where the alcohol beverages will be stored, served, possessed or consumed. Include kitchen area(s) for hotel and restaurants.</p>								

Change of Manager	<p>8. Change of Manager or to Register the Manager of a Tavern, Hotel and Restaurant, Lodging & Entertainment liquor license or licenses pursuant to section 44-3-301(8).</p> <p>(a) Change of Manager (attach Individual History DR 8404-I H/R, Tavern and Lodging & Entertainment only) Former manager's name <u>Shayna Peter - remove from liquor license</u> New manager's name _____</p> <p>(b) Date of Employment _____</p> <p>Has manager ever managed a liquor licensed establishment? Yes <input type="checkbox"/> No <input type="checkbox"/> Does manager have a financial interest in any other liquor licensed establishment? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, give name and location of establishment _____</p>
Modify Premises or Addition of Optional Premises, Related Facility, or Sidewalk Service Area	<p>9. Modification of Premises, Addition of an Optional Premises, Addition of Related Facility, or Addition of a Sidewalk Service Area</p> <p>NOTE: Licensees may not modify or add to their licensed premises until approved by state and local authorities.</p> <p>(a) Describe change proposed _____ _____ _____</p> <p>(b) If the modification is temporary, when will the proposed change: Start _____ (mo/day/year) End _____ (mo/day/year)</p> <p>NOTE: THE TOTAL STATE FEE FOR TEMPORARY MODIFICATION IS \$300.00</p> <p>(c) Will the proposed change result in the licensed premises now being located within 500 feet of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary? (If yes, explain in detail and describe any exemptions that apply) Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>(d) Is the proposed change in compliance with local building and zoning laws? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>(e) If this modification is for an additional Hotel and Restaurant Optional Premises has the local authority authorized by resolution or ordinance the issuance of optional premises? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>(f) Attach a diagram of the current licensed premises and a diagram of the proposed changes for the licensed premises.</p> <p>(g) Attach any existing lease that is revised due to the modification.</p> <p>(h) For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), include documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.</p>
Campus Liquor Complex Designation	<p>10. Campus Liquor Complex Designation</p> <p>An institution of higher education or a person who contracts with the institution to provide food services</p> <p>(a) I wish to designate my existing _____ Liquor License # _____ to a Campus Liquor Complex Yes <input type="checkbox"/> No <input type="checkbox"/></p>
Additional Related Facility	<p>11. Additional Related Facility</p> <p>To add a Related Facility to an existing Resort or Campus Liquor Complex, include the name of the Related Facility and include the address and an outlined drawing of the Related Facility Premises.</p> <p>(a) Address of Related Facility _____</p> <p>(b) Outlined diagram provided Yes <input type="checkbox"/> No <input type="checkbox"/></p>

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 	Title Executive Director	Date 8.22.22
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Report and Approval of LOCAL Licensing Authority (CITY / 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 applicable provisions of Title 44, Articles 4 and 3, C.R.S., as amended. **Therefore, This Application is Approved.**

Local Licensing Authority (City or County)	Date filed with Local Authority
Signature	Title
	Date

Report of STATE Licensing Authority

The foregoing has been examined and complies with the filing requirements of Title 44, Article 3, C.R.S., as amended.

Signature	Title	Date



From: Shayna Peters manager@paradiseofpaonia.com
Subject: Stepping down
Date: August 3, 2022 at 10:20 AM
To: Michael Cooper director@paradiseofpaonia.com

Hello,

This letter is to inform the Paradise Board of Directors and the Town of Paonia, that I am stepping down as the Paradise Theatre Manager, and will be continuing my role with the organization in an administrative/staff capacity only. I would like to be removed from the liquor license as soon as possible. Thank you.

Shayna Peters
Theatre Manager
Friends of the Paradise Theatre
Cell: 720.425.7650
www.paradiseofpaonia.com

“Building community through educational events, film, live music and theatre”

Attending: Ben Lehman, Daniel Be, Jay Canode, Michael Cooper, Bart Eller, Phil Salembrier

Jay called the meeting to order at 7:00pm.

Financial activity: Michael shared the financials screen.

- Bank account - \$40k, gross profit for month - \$11k
- Colorado Gives donations - \$3000.
- Movies are doing well, concession revenue - \$3700
- Social media campaign doing well, advertising in DCI and High Country Shopper has reduced phone call inquiries.
- Covid has reduced staff, so Michael's working more.
- Phil has sponsored the Senior movie.
- Movie projector needed annual servicing, \$3125.
- Phil suggested playing 2 movies a month, but the problem is staffing for 2 movies.
- Covid is decimating staffing all over town.
- Covid protocol – continue to have masks optional, operate at full capacity.
- IRS social security audit from 2019, penalty of \$7300, Jeff Henion (?) accountant has been dealing with it, sending letters to IRS, will be challenging it.
- The Shuttered Venue Operator Grant has ended, requires reporting and receipts, another huge administrative project.
- Also being audited by Workmens Comp, Heidi (bookkeeper) is handling it.

Grants and donor outreach

- Applying for El Pomar grant, accept grants on a rolling basis.
- Michael met with Rose from Arts4All, they have a grant writer who writes for free.
- Rose suggested the Rocky Mountain Health grant.
- Talked with Deborah at Blue Sage about collaborating on a production.
- 2 additional grant applications he's working on: National Endowment for the Arts, CO Creative Industries grants.
- Jeff Skeels and Debbie Kimball at Arts4All want to support the theater more.
- Wisehart Springs wants to jump back in supporting the theater, hosting bands.

Paradise is the backup for Pickin' concerts on Thursdays in case of rain, Michael rescheduled some Thursdays to accommodate being the backup.

The on-screen advertising starts at 7pm, but no one comes until 7:30, so Michael wants to bump the movie start time to 7. Ben suggested putting the on-screen advertising video on the Paradise website where people would see it when they click on trailers.

Programming

- Summer Follies concessions - \$1500 for both nights, Top Gun concessions - \$3000, attendance 300
- Back to the Future free movie on Final Friday Frolic as a family movie. Will make money on concessions

After Party discussion –

- Title is "Potential Luminescence", working with Sam and Joe to produce it.

- Bart wants to have the After Party after the Friday concerts at Big B's, going through the end of Sept. Could possibly do "Afters" after Pickin' shows on Thursdays also. Need to look at what type of bands, some are a better fit for After Party.
- Jay concerned that the risk and cost of producing a regular late night show might not be worth the effort. Bart thinks it'll be easy to pull off and worth it for selling alcohol from 9pm – 2am.
- The grace period is 90 days for the current liquor license, need to renew through the city council. Phil offered to stay on the license as he's already done the background check and fingerprints. Shayna wants to be taken off the license.

Facilities and staffing:

- Got a notice from the city that the dumpster in the alley needs a concrete slab. It's on a slab, so Michael took pics to submit to them.
- Shayna time is reduced, she's working about 13 hrs/week.
- Covid affecting staff, Michael is filling in as needed.

Potential Board Members:

- Tony Soto and Lucille Lucas are both interested in joining the Board. Meet them for coffee.

The sustainability of operating the theater discussion:

- Maybe show more movies, get after the grant writing.
- Shareholders meeting– present a business plan and get the community involved.
- Get a list of big money donors, write a letter asking for help to keep the theater open. Phil's wife Janice can write it. Elaine Brett prob has a list we can tap.
- We need to be able to hire a grant writer, and an outreach development person. They need to be able to produce enough income to pay for themselves.
- Possible merger with the Blue Sage?? All the non-profits in the area are tapping the community for the same donor dollar.
- Lost 30% of revenue by missing the grant cycle last fall.
- Keep producing interesting events to keep people coming to the theater.
- Michael says there is a lot of community excitement about the theater.
- Tap into Take A Seat donors, previous theater owners that we owed money to.
- Typical grant cycle is applications submissions due in October for payments in March.
- Daniel suggested sending out a donation letter prior to hosting a stakeholders meeting.

Daniel made a motion to adjourn the meeting at 9:00, Ben seconded.

Respectfully submitted,

Holly Bidle, FoTP Secretary

TOWN OF PAONIA REQUEST TO BE PLACED ON AGENDA

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

Here are things you need to know:

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

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

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

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

Name of person making presentation: Alicia Michelsen

Organization, if speaking on behalf of a group: The Learning Council

Is this a request for Board action? Yes No

Please provide a summary of your comments:

Requesting the use of the town park
+ a liquor licence event
for October 12, 2022 5:30pm-9
setup starting 3:30pm

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

Contact information:

Name: Alicia Michelsen

Mailing Address: PO Box 1744
Paonia CO 81428

E-mail: alicia @ The learning council.org

Daytime Phone: 970 433 5852

Office Use Only:
Received: <u>Aug 12, 2022</u>
Approved for Agenda: <u>8/24/2022</u>
Board Meeting Date: <u>9/18/2022</u>
<u>Consent agenda</u>

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: Alicia Michelsen

Organization: The Learning Council

Mailing Address: PO Box 1744, Paonia

Telephone Number: 970.433.5852

Event Manager (if different than Applicant): _____

Event Manager Telephone: _____

Event Manager E-Mail: alicia @ The learning council.org

Please describe the event: Bread & Puppet Theater
1 hour show - Theater, music, dancer & slapstick
with bread to follow. Possible Music to follow too

Event Date(s): 10/12/22 Event Hours: 5:30-9 (setup 3:30)

Event Date(s): _____ Event Hours: _____

Event Date(s): _____ Event Hours: _____

Event Date(s): _____ Event Hours: _____

Which park do you want to use?

- Town Park – 700 Fourth Street
- Green space including shelters and gazebo *+ driveway*
- 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 _____

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

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

Promotion:

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

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

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

Signed and submitted this 25 day of August, 2022

Printed Name: Alice Michelsen

Signature: *Alice Michelsen*

- 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: N/A
- Application is deemed complete and is accepted. Employee Initials _____
- Application requires Board of Trustee Approval.
Hearing Date: 9.8.2022

Comments: Consent agenda

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 checked="" 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:	DO NOT WRITE IN THIS SPACE
2110 <input checked="" type="checkbox"/> Malt, Vinous And Spirituous Liquor	\$25.00 Per Day	Liquor Permit Number
2170 <input type="checkbox"/> Fermented Malt Beverage (3.2 Beer)	\$10.00 Per Day	

1. Name of Applicant Organization or Political Candidate The Learning Council	State Sales Tax Number (Required) 30850151-0000
---	---

2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) PO Box 1744, 130 Grand Paonia CO 81428	3. Address of Place to Have Special Event (include street, city/town and ZIP) 700 Fourth Street Paonia CO 81428
--	---

Name	Date of Birth	Home Address (Street, City, State, ZIP)	Phone Number
4. Pres./Sec'y of Org. or Political Candidate Alicia Michelsen			
5. Event Manager Alicia Michelsen			

6. Has Applicant Organization or Political Candidate been issued a Special Event Permit this Calendar Year? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES HOW MANY DAYS? <u>1</u>	7. Is premises now licensed under state liquor or beer code? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES TO WHOM? _____
--	--

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

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

Date	Hours	From	To	Date	Hours	From	To	Date	Hours	From	To	Date	Hours	From	To
10/12/22		5:30 p	9:00 p												

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 Alicia Michelsen	Title Executive Director	Date 8/24/22
--------------------------------------	------------------------------------	------------------------

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)	\$

Application Information and Checklist

The following supporting documents must be attached to this application for a permit to be issued:

- Appropriate fee.
- Diagram of the area to be licensed (not larger than 8 1/2" X 11" reflecting bars, walls, partitions, ingress, egress and dimensions.
- ~~N/A~~ **Note:** If the event is to be held outside, please submit evidence of intended control, i.e., fencing, ropes, barriers, etc.
- ~~N/A~~ Copy of deed, lease, or written permission of owner for use of the premises. *-Town approval-*
- Certificate of good corporate standing (NONPROFIT) issued by Secretary of State within last two years; or
- If not incorporated, a NONPROFIT charter; or
- If a political Candidate, attach copies of reports and statements that were filed with the Secretary of State.

- Application must first be submitted to the local licensing authority (city or county) at least thirty (30) days prior to the event.
- The premises to be licensed must be posted at least ten (10) days before a hearing can be held. (44-5-106 C.R.S.)
- An approved application must be received by the liquor enforcement division at least ten (10) days prior to the event.
- Check payable to the Colorado Department Of Revenue

-waived *-waived*

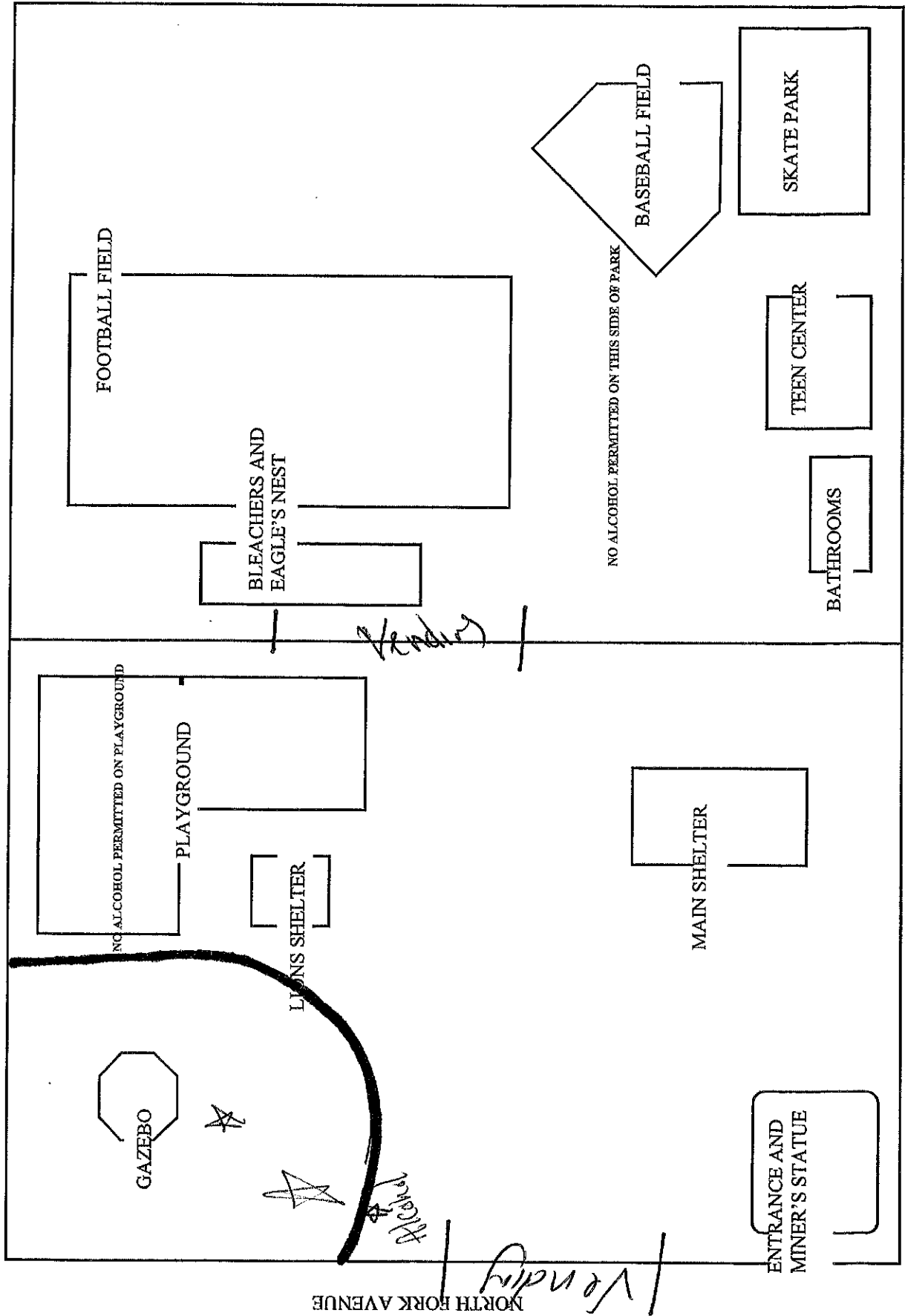
(44-5-102 C.R.S.)

A Special Event Permit issued under this article may be issued to an organization, whether or not presently licensed under Articles 4 and 3 of this title, which has been incorporated under the laws of this state for the purpose of a social, fraternal, patriotic, political or athletic nature, and not for pecuniary gain or which is a regularly chartered branch, lodge or chapter of a national organization or society organized for such purposes and being non profit in nature, or which is a regularly established religious or philanthropic institution, and to any political candidate who has filed the necessary reports and statements with the Secretary of State pursuant to Article 45 of Title 1, C.R.S. A Special Event permit may be issued to any municipality owning arts facilities at which productions or performances of an artistic or cultural nature are presented for use at such facilities.

If an event is cancelled, the application fees and the day(s) are forfeited.

TOWN PARK MAP

FIFTH STREET



NORTH FORK AVENUE

FOURTH STREET

Pricing:

Half Day (6 Hours or less) \$ 100.00/day
 Includes: 3 dumpsters and up to 5 vendors
 Date Submitted _____ Amount \$ 100.00

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: Liquor Licensing \$ 25-50 per day
 _____ \$ _____
 _____ \$ _____
 _____ \$ _____
 _____ \$ _____
 Date Submitted _____ Amount _____

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

TOTAL FEES SUBMITTED \$ 100.00

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



The Learning Council

education, creativity & life skills

www.TheLearningCouncil.org

970.433.5852 PO Box 1744 Paonia, CO 81428

Bread and Puppet Vendor list

Bread and Puppet will be giving away free bread and selling cheap art

The Learning Council will have a food booth, Pizza trailer, Alcohol sales and a silent auction

Thistle Whistle Farm will have a farm booth

We may include other vendors as well

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,

the learning council

is a

Nonprofit Corporation

formed or registered on 01/10/2007 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 20071014530 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 02/04/2022 that have been posted, and by documents delivered to this office electronically through 02/07/2022 @ 16:22:00 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 02/07/2022 @ 16:22:00 in accordance with applicable law. This certificate is assigned Confirmation Number 13776943 .



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/bic/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."



PO Box 819
 Appleton, WI 54912-0819
 (920) 739-3161

SECURA Insurance Company
COMMERCIAL PROTECTION POLICY
Commercial General Liability Coverage Part
 RENEWAL DECLARATIONS

POLICY NO. 20-CP-003238594-12
RENEWAL OF 20-CP-003238594-11

ACCOUNT NUMBER: 7313753

NAMED INSURED AND MAILING ADDRESS

THE LEARNING COUNCIL
 PO BOX 1744
 PAONIA, CO 81428

AGENCY AND MAILING ADDRESS

050064

MOUNTAIN WEST INS &
 100 E VICTORY WAY
 CRAIG, CO 81625

 (970) 824-8185

POLICY PERIOD: FROM 05/21/2022 TO 05/21/2023 AT 12:01 AM STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE.

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

COMMERCIAL GENERAL LIABILITY COVERAGE

LIMITS OF INSURANCE

GENERAL AGGREGATE LIMIT	\$2,000,000	
PRODUCTS – COMPLETED OPERATIONS AGGREGATE LIMIT	\$2,000,000	
PERSONAL INJURY & ADVERTISING INJURY LIMIT	\$1,000,000	
EACH OCCURRENCE LIMIT	\$1,000,000	
DAMAGE TO PREMISES RENTED TO YOU LIMIT	\$100,000	ANY ONE PREMISES
MEDICAL EXPENSE LIMIT	EXCLUDED	ANY ONE PERSON

ALL PREMISES YOU OWN, RENT OR OCCUPY:

LOC	ADDRESS
1	Various Locations, Paonia, CO 81428
2	138 Grand Ave, Paonia, CO 81428

SECURA Insurance Company
COMMERCIAL PROTECTION POLICY
Commercial Inland Marine Coverage Part
 RENEWAL DECLARATIONS

POLICY NO: 20-CP-003238594-12
RENEWAL OF 20-CP-003238594-11

ACCOUNT NUMBER: 7313753
NAMED INSURED AND MAILING ADDRESS

THE LEARNING COUNCIL
 PO BOX 1744
 PAONIA, CO 81428

AGENCY AND MAILING ADDRESS 050064

MOUNTAIN WEST INS &
 100 E VICTORY WAY
 CRAIG, CO 81625

POLICY PERIOD: FROM 05/21/2022 TO 05/21/2023 AT 12:01 AM STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE.

SCHEDULED PROPERTY

COVERAGE	LIMIT	FORM
Schedule of Coverages - Scheduled Property Floater	View Form	IM7506

TOTAL SCHEDULED PROPERTY FLOATER PREMIUM	\$	271
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TERRORISM COVERAGE IS REJECTED

PREMIUM		
COMMERCIAL INLAND MARINE PREMIUM	\$	271

FORMS AND ENDORSEMENTS
 APPLYING TO COMMERCIAL INLAND MARINE COVERAGE PART AND MADE PART OF THIS POLICY AT TIME OF ISSUE:
 See Forms Schedule
 NOTE: IF NO ENTRY APPEARS ON THE ABOVE ENDORSEMENTS, INFORMATION REQUIRED TO COMPLETE THE FORM WILL BE SHOWN ON THE SUPPLEMENTAL FORM DECLARATION IMMEDIATELY FOLLOWING THE APPLICABLE ENDORSEMENT.

THESE DECLARATIONS, IF APPLICABLE, TOGETHER WITH THE COMMON POLICY CONDITIONS, COVERAGE FORM(S) AND ENDORSEMENTS, AND SUPPLEMENTAL FORM DECLARATION(S), IF ANY, ISSUED TO FORM A PART THEREOF, COMPLETE THE ABOVE NUMBERED POLICY

SECURA Insurance Company
COMMERCIAL PROTECTION POLICY
Commercial General Liability Coverage Part
 RENEWAL DECLARATIONS

POLICY NO. 20-CP-003238594-12
INSURED: THE LEARNING COUNCIL

EFFECTIVE DATE: 05/21/2022
AGENCY: MOUNTAIN WEST INS &

POLICY OPTIONAL COVERAGES		
COVERAGE	LIMIT	FORM
General Liability Wrap	View Form	CGT 1000
Hired Auto and Non-Owned Liability	View Form	CGE 0404
Employment- Related Practices Exclusion	View Form	CG2147
Amendment of Insured Contract Definition	View Form	CG2426
Exclusion Fungi or Bacteria Communicable Disease Exclusion	View Form	CG2167
Additional Insured - Managers Or Lessors Of Premises	View Form	CG2011
Exclusion - Liquor Liability	View Form	SGE 2103
Exclusion Amusement Devices	View Form	SGE 2106
Exclusion - Assault or Battery	View Form	SGE 2104
Exclusion Fireworks	View Form	SGE 2105
Exclusion Trampolines	View Form	SGE 2107
Exclusion Aggressive Animals	View Form	SGE 2136
Excess Provision	View Form	SGE 2401
Exclusion Sports and Stunts	View Form	SGE 2108
Abuse Or Molestation Exclusion	View Form	CG2146
Exclusion - Coverage C - Medical Payments	View Form	CG2135

TERRORISM COVERAGE IS REJECTED

PREMIUM		
	COMMERCIAL GENERAL LIABILITY ADVANCE PREMIUM	\$ 1,589

FORMS AND ENDORSEMENTS

APPLYING TO THIS COVERAGE PART AND MADE PART OF THIS POLICY AT TIME OF ISSUE:

See Forms Schedule

NOTE: IF NO ENTRY APPEARS ON THE ABOVE ENDORSEMENTS, INFORMATION REQUIRED TO COMPLETE THE FORM WILL BE SHOWN ON THE SUPPLEMENTAL FORM DECLARATION IMMEDIATELY FOLLOWING THE APPLICABLE ENDORSEMENT.

FOR: 09/08/2022

UBB OPS DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC OPS BALANCE		215,145.53
ACCOUNTS PAYABLE	08/11/2022 - 08/22/2022	A (24,635.31)
LOAN PAYMENT		
NORRIS RETIREMENT PAYMENT	9/25/2022	B (1,120.00)
CHASE CREDIT CARD	07/24/22 - 08/23/22	C (2,295.83)
PHILLIPS 66	07/24/22 - 08/23/22	D (1,887.59)
TRANSFER TO SUMMIT	Approved 08/25/2022	E (100,000.00) *
TRANSFER TO PAYROLL	8/26/2022	F (24,803.55) *
PAYROLL TAXES	8/26/2022	G (27,074.55) *
BALANCE AFTER PAYMENT		33,328.70

UBB SUMMIT/PAYROLL DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC SUMMIT BALANCE		2,095,552.56
TRANSFER FROM OPS		100,000.00 *
TRANSFER FROM INT. GRANTS		-
TRANSFER TO OPS		
CURRENT FSBC PAYROLL BALANCE		97.35
TRANSFER FROM OPS	8/26/2022	F 24,803.55 *
PAYROLL (DIRECT DEPOSIT)	8/26/2022	F (24,803.55) *
BALANCE AFTER PAYMENT		2,195,649.91

UBB INTERNAL GRANT DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT INTERNAL GRANT BALANCE	SALE OF ASSETS-AUCTION	40,912.00
BALANCE AFTER PAYMENT		40,912.00

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

BANK BALANCES				
	FSBC	COLOTRUST	TOTAL	DESCRIPTION
9/4/2022				
GENERAL		535,431.69		COMBINED FUNDS
SEWER RESTRICTED		533,510.02		PROPERTY SALE-RESTRICTED
DEBT RESERVE		107,500.17		AMKO BOND REQUIRED RESERVE
BRIDGE RESERVE		592,064.35		BRIDGE RESERVE
CONS.TRUST	10,416.06			RESTRICTED TO PARK USE ONLY
GRANT PASS THRU	25,025.00			PLACE HOLDER-COMBINED FUNDS
INT GRANT	40,912.00			PLACE HOLDER-COMBINED FUNDS
OPS	261,478.98			COMBINED FUNDS
PARK CONTRIBUTIONS	12,750.00			SPECIFIC PARK PROJECTS
PAYROLL	97.35			PLACE HOLDER-COMBINED FUNDS
SPACE-TO-CREATE	CLOSED			SPACE TO CREATE ONLY
SUMMIT	2,095,552.56			COMBINED FUNDS
WWTP	58,565.37			OLD SEWER REHAB ONLY
CD#2-402	203,772.64			COMBINED FUNDS-LOC COLLATERAL
CD#3-2578	260,852.42			COMBINED FUNDS
	2,969,422.38	1,768,506.23	4,737,928.61	

CASH POSITION

CASH POSITION

	COMBINED	RESTRICTED	TOTAL	DESCRIPTION
9/4/2022				
GENERAL	535,431.69			
SEWER RESTRICTED		533,510.02		RESTRICTED TO SEWER CAPITAL PROJECT
DEBT RESERVE		107,500.17		RESTRICTED LOAN REQUIREMENT
BRIDGE RESERVE		592,064.35		RESTRICTED TO BRIDGE REPAIRS
CONS.TRUST		10,416.06		RESTRICTED TO PARK CAPITAL PROJECT
GRANT PASS THRU	25,025.00			
INT GRANT		40,912.00		RESTRICTED LOAN REQUIREMENT
OPS	261,478.98			
PARK CONTRIBUTIONS		12,750.00		SPECIFIC PARK PROJECTS AS DONATED
PAYROLL	97.35			
SPACE-TO-CREATE		CLOSED		SPACE TO CREATE ONLY
SUMMIT	2,095,552.56			
WWTP		58,565.37		OLD SEWER REHAB ONLY
CD#2-402	203,772.64			
CD#3-2578	260,852.42			
	3,382,210.64	1,355,717.97	4,737,928.61	

Due Date	Vendor Number	Vendor Name	Invoice Number	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Pay	Partial Pmt Amt	Part Pmt Disc Amt	
09/08/2022	1245	Archuleta, Benny	09012022	1,500.00	.00	.00	1,500.00				ORC CONTRACT AGREEMENT-605042
09/08/2022	1126	Brown Hill Enginee	792	1,710.00	.00	.00	1,710.00				2022 SCADA LEASE-605031
09/08/2022	673	City Of Grand Junc	2022-000731	125.00	.00	.00	125.00				WATER SAMPLES-605032
09/08/2022	995	CivicPlus LLC	237918	2,580.00	.00	.00	2,580.00				STATE LAW REFERENCE-104130
09/08/2022	56	Delta County Land	383140-3853	3,111.00	.00	.00	3,111.00				LANDFILL FEES-805242
09/08/2022	46	Dependable Lumb	2208-242236	800.33	.00	.00	800.33				VARIOUS-ALLOCATED
09/08/2022	48	Don's Market	03-1069509	16.78	.00	.00	16.78				VARIOUS-ALLOCATED
09/08/2022	368	Double J Disposal	50994	199.50	.00	.00	199.50				TOWN HALL PORTA POTTY-104116
09/08/2022	368	Double J Disposal	50995	84.00	.00	.00	84.00				1MG PORTA POTTY-605016
09/08/2022	368	Double J Disposal	50996	220.50	.00	.00	220.50				PARK PORTA POTTIES-164616
09/08/2022	1221	ENVIRO-CHEM A	14170453	68.00	.00	.00	68.00				SEWER SAMPLES-705132
09/08/2022	470	Leon, Susan	090122-0930	750.00	.00	.00	750.00				CLEANING CONTRACT-104125
09/08/2022	821	ONE TIME	31005302-12	11.99	.00	.00	11.99				REFUND OF OVERPAYMENT-090107
09/08/2022	122	Paonia Auto Parts	391556-3924	125.46	.00	.00	125.46				VARIOUS-ALLOCATED
09/08/2022	125	Paonia Farm & Ho	131504-1333	172.43	.00	.00	172.43				VARIOUS-ALLOCATED
09/08/2022	499	Phonz +	13773	1,868.23	.00	.00	1,868.23				MONTHLY IT FEES-ALLOCATED
09/08/2022	931	Roop Excavating L	1384	1,680.00	.00	.00	1,680.00				BEAVER DAM DITCH EXTENSION-605022
09/08/2022	1270	The Nature Conne	2022	1,500.00	.00	.00	1,500.00				TRAIL MAINTENANCE-164622
09/08/2022	161	UNCC	222081074	28.60	.00	.00	28.60				LOCATES-ALLOCATED
09/08/2022	162	United Companies	1481123	540.92	.00	.00	540.92				ROAD & ALLEY REPAIR-204522
09/04/2022	441	USA Blue Book	080488	565.61	.00	.00	565.61				PUMP REPAIR-705122
09/08/2022	165	Valley Machine LL	6338	1,380.16	.00	.00	1,380.16				DIVERSION BOX PARTS-605022
09/08/2022	588	Wilbur-Ellis Compa	12778730	5,596.80	.00	.00	5,596.80				WATER/SEWER CHEMICALS-ALLOCATED
Grand Totals:			23	24,635.31	.00	.00	24,635.31				

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
09/04/2022	565.61	.00	.00	565.61	565.61
09/08/2022	24,069.70	.00	.00	24,069.70	24,635.31
Grand Totals:		24,635.31	.00	.00	24,635.31



Manage your account online at : www.chase.com/cardhelp

Customer Service: 1-800-945-2028

Mobile: Download the Chase Mobile app

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September 2022						
S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8

New Balance
\$2,295.83
 Minimum Payment Due
\$40.00
 Payment Due Date
09/17/22

Late Payment Warning: If we do not receive your minimum payment by the due date, you may have to pay a late fee, and existing and new balances may become subject to the Default APR.

Minimum Payment Warning: Enroll in Auto-Pay and avoid missing a payment. To enroll, go to www.chase.com

ACCOUNT SUMMARY

Account Number:	[REDACTED]
Previous Balance	\$5,693.02
Payment, Credits	-\$5,693.02
Purchases	+\$2,295.83
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$2,295.83
Opening/Closing Date	07/24/22 - 08/23/22
Credit Limit	\$45,000
Available Credit	\$42,704
Cash Access Line	\$2,250
Available for Cash	\$2,250
Past Due Amount	\$0.00
Balance over the Credit Limit	\$0.00

YOUR ACCOUNT MESSAGES

Your next AutoPay payment for \$2,295.83 will be deducted from your Pay From account and credited on your due date. If your due date falls on a Saturday, we'll credit your payment the Friday before.

This Statement is a Facsimile - Not an original



P.O. BOX 15123
 WILMINGTON, DE 19850-5123
 For Undeliverable Mail Only

AUTOPAY IS ON
 See Your Account Messages for details.

Payment Due Date: 09/17/22
New Balance: \$2,295.83
Minimum Payment Due: \$40.00

Account number: [REDACTED]

\$ _____ Amount Enclosed

AUTOPAY IS ON

43319 BEX Z 23522 C
 CINDY JONES
 TOWN OF PAONIA
 PO BOX 460
 PAONIA CO 81428-0460

CARDMEMBER SERVICE
 PO BOX 6294
 CAROL STREAM IL 60197-6294

To contact us regarding your account:

**Call Customer Service:**

In U.S. 1-800-945-2028
Spanish 1-888-795-0574
Pay by phone 1-800-436-7958
International 1-480-350-7099
We accept operator relay calls

**Send Inquiries to:**

P.O. Box 15298
Wilmington, DE 19850-5298

**Mail Payments to:**

P.O. Box 6294
Carol Stream, IL 60197-6294

**Visit Our Website:**

www.chase.com/cardhelp

Information About Your Account

Making Your Payments: The amount of your payment should be at least your minimum payment due, payable in U.S. dollars and drawn on or payable through a U.S. financial institution or the U.S. branch of a foreign financial institution. You can pay down balances faster by paying more than the minimum payment or the total unpaid balance on your account.

You may make payments electronically through our website or by one of our customer service phone numbers above. In using any of these channels, you are authorizing us to withdraw funds as a one-time electronic funds transfer from your bank account. In our automated phone system, this authorization is provided via entry of a personal identification number. You may revoke this authorization by cancelling your payment through our website or customer service telephone numbers prior to the payment processing. If we receive your completed payment request through one of these channels by 11:59 p.m. Eastern Time, we will credit your payment as of that day. If we receive your request after 11:59 p.m. Eastern Time, we will credit your payment as of the next calendar day. If you specify a future date in your request we will credit your payment as of that day.

If you pay by regular U.S. mail to the Payments address shown on this statement, write your account number on your check or money order and include the payment coupon in the envelope. Do not send more than one payment or coupon per envelope. Do not staple, clip or tape the documents. Do not include correspondence. Do not send cash. If we receive your properly prepared payment on any day by 5 p.m. local time at our Payments address on this statement, we will credit to your account that day. If your payment is received after 5 p.m. local time at our Payments address on this statement, we will credit it to your account as of the next calendar day.

For all other payments or for any payment type above for which you do not follow our payment instructions, crediting of your payments may be delayed for up to 5 days.

Account Information Reported To Credit Bureau: We may report information about your Account to credit bureaus. Late payments, missed payments or other defaults on your Account may be reflected in your credit report. If you think we have reported inaccurate information to a credit bureau, please write to us at Chase Card Services P.O. Box 15369, Wilmington, DE 19850-5369.

To Service And Manage Any Of Your Account(s): By providing my mobile phone number, I am giving permission to be contacted at that number about all of my accounts by JPMorgan Chase and companies working on its behalf. My consent allows the use of text messages, artificial or prerecorded voice messages and automatic dialing technology for informational and account servicing, but not for sales or telemarketing. Message and data rates may apply.

Authorization To Convert Your Check To An Electronic Transfer Debit: When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check. Your bank account may be debited as soon as the same day we receive your payment. You will not receive your check back from your institution.

Conditional Payments: Any payment check or other form of payment that you send

us for less than the full balance due that is marked "paid in full" or contains a similar notation, or that you otherwise tender in full satisfaction of a disputed amount, must be sent to Card Services, P.O. Box 15049, Wilmington, DE 19850-5049. We reserve all our rights regarding these payments (e.g., if it is determined there is no valid dispute or if any such check is received at any other address, we may accept the check and you will still owe any remaining balance). We may refuse to accept any such payment by returning it to you, not cashing it or destroying it. All other payments that you make should be sent to the regular Payment address shown on this statement.

Annual Renewal Notice: If your Account Agreement has an annual membership fee, you are responsible for it every year your Account is open. We will add your annual membership fee to your monthly billing statement once a year, whether or not you use your account. Your annual membership fee will be added to your purchase balance and may incur interest. The annual membership fee is non-refundable unless you notify us that you wish to close your account within 30 days or one billing cycle (whichever is less) after we provide the statement on which the annual membership fee is billed. Your payment of the annual membership fee does not affect our rights to close your Account and to limit your right to make transactions on your Account. If your Account is closed by you or us, the annual membership fee will no longer be billed to your Account.

Calculation Of Balance Subject To Interest Rate: To figure your periodic interest charges for each billing cycle when a daily periodic rate(s) applies, we use the daily balance method (including new transactions). To figure your periodic interest charges for each billing cycle when a monthly periodic rate(s) applies, we use the average daily balance method (including new transactions). For an explanation of either method, or questions about a particular interest charge calculation on your statement, please call us at the toll free customer service phone number listed above.

We calculate periodic interest charges separately for each feature (for example, purchases, balance transfers, cash advances or overdraft advances). These calculations may combine different categories with the same periodic rates. Variable rates will vary with the market based on the Prime Rate or such index described in your Account Agreement. There is a transaction fee for each balance transfer, cash advance, or check transaction in the amount stated in your Account Agreement. There is a foreign transaction fee of 3% of the U.S. dollar amount of any foreign transaction for some accounts. Please see your Account Agreement for information about these fees.

Interest Accrual: We accrue periodic interest charges on a transaction, fee or interest charge from the date it is added to your daily balance until payment in full is received on your account.

Credit Limit: If you want to inquire about your options to help prevent your account from exceeding your credit limit, please call the number on the back of your card.

Payment Allocation: When you make a payment, generally, we first apply your minimum payment to the balance on your monthly statement with the lowest APR. Any payment above your minimum payment would generally then be applied to the balance on your monthly statement with the highest APR first. If you do not pay your balance in full each month, you may not be able to avoid interest charges on new purchases.



To manage your account, including card payments, alerts, and change of address, visit www.chase.com/cardhelp or call the customer service number which appears on your account statement.



YOUR ACCOUNT MESSAGES (CONTINUED)

Your AutoPay amount will be reduced by any payments or merchant credits that post to your account before we process your AutoPay payment. If the total of these payments and merchant credits is more than your set AutoPay amount, your AutoPay payment for that month will be zero.

Fraud and scams can happen to anyone.

Protect yourself and older loved ones by learning the warning signs and other helpful tips. For more information, visit www.chase.com/financialabuse

ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
08/17	AUTOMATIC PAYMENT - THANK YOU	-5,693.02
08/02	MESA COUNTY HEALTH 866-7566041 CO WATER SAMPLES-605032	40.00
08/20	SPRINT *WIRELESS 800-639-6111 KS CINDY JONES TRANSACTIONS THIS CYCLE (CARD 8901) \$5325.09- INCLUDING PAYMENTS RECEIVED	327.93
07/25	AMZN Mktp US*BH7RZ2TN3 Amzn.com/bill WA CARBONLESS RECE PT BOOK-ALLOCATED	301.07
07/26	AMZN Mktp US*895XM5OW3 Amzn.com/bill WA APPLE A RTAG (4)-ALLOCATED	207.96
08/22	CCCMA WWW.COLORADOC CO CORINNE FERGUSON TRANSACTIONS THIS CYCLE (CARD 3742) \$604.03	95.00
08/16	MCDONALD'S F19091 ENGLEWOOD CO TRAINING MEALS-144226	13.32
08/17	PANDA EXPRESS #2228 AURORA CO	14.58
08/17	MCDONALD'S F19091 ENGLEWOOD CO	10.68
08/18	MCDONALD'S F19091 ENGLEWOOD CO	7.46
08/18	JIMMY JOHNS # 633 CENTENNIAL CO	12.54
08/19	OUTBACK #0618 ENGLEWOOD CO	21.34
08/19	MCDONALD'S F19091 ENGLEWOOD CO TOWNOF PAONIA TRANSACTIONS THIS CYCLE (CARD 8181) \$86.95	7.03
08/01	WORDCAB.COM WORDCAB.COM NY TOWNOF PAONIA TRANSACTIONS THIS CYCLE (CARD 4100) \$24.00	24.00
08/10	PSI SERVICES LLC 818-847-6180 CA UNMANNED AIRCRAFT TRAINING-144226	175.00
08/16	MAINSTAY SUITES DENVER TE CENTENNIAL CO TRAINING LODGING LK 1R/4N-144226	317.07
08/22	EXPEDIA 72373170718416 EXPEDIA.COM WA MATT LAIMINGER TRANSACTIONS THIS CYCLE (CARD 7897) \$1212.92	720.85

2022 Totals Year-to-Date	
Total fees charged in 2022	\$0.00
Total interest charged in 2022	\$0.00

Year-to-date totals do not reflect any fee or interest refunds you may have received.

INTEREST CHARGES

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Balance Type	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charges
PURCHASES			
Purchases	15.49%(v)(d)	- 0 -	- 0 -
CASH ADVANCES			
Cash Advances	27.24%(v)(d)	- 0 -	- 0 -
BALANCE TRANSFERS			
Balance Transfer	15.49%(v)(d)	- 0 -	- 0 -

31 Days in Billing Period

(v) = Variable Rate

(d) = Daily Balance Method (including new transactions)

(a) = Average Daily Balance Method (including new transactions)

Please see Information About Your Account section for the Calculation of Balance Subject to Interest Rate, Annual Renewal Notice, How to Avoid Interest on Purchases, and other important information, as applicable.



Details for Order #111-4578365-6420236

Order Placed: July 18, 2022
PO number : Cash Receipting
Amazon.com order number: 111-4578365-6420236
Order Total: \$301.07

Not Yet Shipped	
Items Ordered	Price
2 of: Custom Carbonless Receipt Form Books 8.5 x 7 Inches (3 per Page) - NCR 2-Part Spiral Bound Pads with Manila Cover Personalized Company Name and Number Printed (2-Part [White/Yellow], 1200 Sets) Sold by: Personalized Paper Manufacturing Group (seller profile) Condition: New	\$145.53
Shipping Address: Town of Paonia 214 Grand Avenue PAONIA, CO 81428 United States	
Shipping Speed: Standard Shipping	

Payment information	
Payment Method: Visa Last digits: 3742	Item(s) Subtotal: \$291.06
Billing address Town of Paonia 214 Grand Avenue PAONIA, CO 81428 United States	Shipping & Handling: \$10.01 ----- Total before tax: \$301.07 Estimated Tax: \$0.00 ----- Grand Total: \$301.07

To view the status of your order, return to [Order Summary](#) .



Details for Order #111-9801011-8144258

Order Placed: July 22, 2022
PO number : Public Works
Amazon.com order number: 111-9801011-8144258
Order Total: \$207.96

Not Yet Shipped

Items Ordered

Price

2 of: Rantice AirTag Case , 4 Pack AirTag Keychain, PC+TPU Full Protective Anti-Scratch Air Tag Holder Case Cover with Built-in Protective Film for New Apple Air Tag Tracker 2021 Released (Black+Clear) \$14.98
Sold by: TIMISAM (seller profile) | Product question? (Ask Seller)
Business Price
Condition: New

2 of: Apple AirTag 4 Pack \$89.00
Sold by: Amazon.com
Condition: New

Shipping Address:

Town of Paonia
214 Grand Avenue
PAONIA, CO 81428
United States

Shipping Speed:

FREE Shipping

Payment information

Payment Method:

Visa | Last digits: 3742

Billing address

Town of Paonia
214 Grand Avenue
PAONIA, CO 81428
United States

Item(s) Subtotal: \$207.96
Shipping & Handling: \$7.51
Promotion applied: -\$7.51

Total before tax: \$207.96
Estimated Tax: \$0.00

Grand Total: \$207.96

To view the status of your order, return to [Order Summary](#) .

[Conditions of Use](#) | [Privacy Notice](#) © 1996-2020, Amazon.com, Inc.

*Cable
Trash
Picks
Key Tracking*



Invoice Statement

INVOICE NUMBER: 83184219
ACCOUNT NAME: Town of Paonia

ACCOUNT NUMBER	CREDIT LIMIT	DAYS THIS PERIOD	BILL CLOSING DATE	PAYMENT DUE DATE	AMOUNT DUE
[REDACTED]	6000.00	31	AUG-23-2022	SEP-07-2022	1887.59

DATE	ACTIVITY DESCRIPTION	CHARGES / DEBITS	PAYMENTS / CREDITS
AUG-18-2022	Payment - Thank You		1790.18
AUG-23-2022	Fuel Purchases	1612.42	
AUG-23-2022	Other Adjustments this Period	316.87	
AUG-23-2022	Rebates and Rebate Reversals		41.70

REMINDER
PLEASE BE SURE TO INCLUDE REMITTANCE
STUB WITH PAYMENT. MAIL TO THE
ADDRESS SHOWN IN THE RIGHT PORTION
OF THE REMITTANCE STUB.

The Finance Charge is determined by applying a periodic rate of 7.99%

PURCHASES, RETURNS AND PAYMENTS MADE JUST PRIOR TO BILLING DATE MAY NOT APPEAR UNTIL THE NEXT INVOICE/STATEMENT.

PREVIOUS BALANCE	(-)PAYMENTS	(+)ACTIVITY THIS PERIOD	(-)SAVINGS THIS PERIOD	(=)NEW BALANCE
1790.18	1790.18	1929.29	41.70	1887.59

CALL CUSTOMER SERVICE TO PAY BY PHONE
FEDERAL TAX ID: 841425616

SEE REVERSE SIDE FOR IMPORTANT INFORMATION AND TERMS.
TO ENSURE PROPER CREDIT, TEAR AT PERFORATION AND INCLUDE BOTTOM PORTION WITH YOUR PAYMENT

Phillips 66 Universal

P.O. Box 639
Portland, ME 04104-0639

ACCOUNT NAME	Town of Paonia
ACCOUNT NUMBER	[REDACTED]
INVOICE NUMBER	83184219
BILL CLOSING DATE	AUG-23-2022
AMOUNT DUE	1887.59
AMOUNT ENCLOSED	
PAYMENT DUE DATE	SEP-07-2022

PAYMENTS RECEIVED AFTER THIS DATE SUBJECT TO A FINANCE CHARGE.

Make check payable to: WEX BANK
To avoid processing delays, remit all payments to:

Cindy Jones
Town of Paonia
PO Box 460
Paonia, CO 81428-0460

|||||.....|||||.....|||||.....|||||.....|||||.....|||||.....

WEX BANK
P.O. BOX 6293
CAROL STREAM IL 60197-6293



Balance Subject to Late Fees

If Company fails to make payment in full by the applicable Due Date, or a payment is returned (each a "Payment Default"), then a fee (the "Late Fee") will apply to the Total Outstanding Balance (as defined below). The late fee will be calculated by multiplying the applicable late fee rate by the Total Outstanding Balance on the Calculation Date, not to exceed the amount allowable by applicable law. For Billing Cycles other than monthly, the percentage rate used in the Late Fee calculation will be prorated based on the length of the billing cycle in relation to a monthly billing cycle. Company will be considered to have made a payment to Issuer on an Account only when the payment is posted to the Account as provided in this Agreement. The "Calculation Date" is the earlier of (a) the posting date for Company's payment in full of the invoiced amount to its Account, or (b) the last day of the Billing Cycle during which the Payment Default occurred. The "Total Outstanding Balance" is the invoiced amount, plus the amount of any unbilled Transactions delivered by a merchant to Issuer, and minus any credits that have posted to the Account, through the Calculation Date.

How to Dispute Your Invoice

Charges must be disputed in writing no later than sixty (60) days from the bill closing date or they will be considered final and binding.

Card Issuer

The card is issued and payable to WEX Bank under a Business Charge Account Agreement with the cardholder named on the reverse.

Customer Service

For account inquiries and correspondence regarding account service or billing:

- **Call 1-866-544-1738, or**
- **Email correspondence@wexinc.com, or**
- **Fax to 1-800-395-0809, or**
- **Mail to P.O. Box 639, Portland, ME 04104**

Do not mail payments to this address. Payments must be sent to the remit address on your invoice.

Be sure to include your account number on all correspondence.

Your full Business Card Agreement is available here:
<https://www.wexdrive.com/tncs/P66.pdf>

Payment Options

Mail

Be sure to include bottom portion of invoice with your payment. Write your account number or invoice number on the check to help avoid delays in payment processing if the check and remit stub become separated. Check payments can take up to two Business Days to process from the time the envelope containing a check arrives at Issuer's facility to posting of the check amount to the Account.

Allow 10 business days prior to the due date for mailing to help avoid late fees. Paper checks must be received at least two business days before Payment Due Date to enable on-time processing.

Online

Authorized users can elect to receive an email notification when an invoice is ready for online viewing and payment. Log in or register to set up an online account at www.phillips66fleet.com/login.

Online payments scheduled by 3:00 PM ET (on business days) are credited to your account on the same day. There is no fee for online payments.

Phone

Call Customer Service and select the menu option for Billing Inquiries. In addition to scheduling a payment, you can also check your balance.

Payments scheduled by 3:00 PM ET (on business days) are credited to your Account on the same day.

Be prepared with your fleet card account number and a sample check to enter your bank account number and routing number. There is no fee for phone payments.

Employee Number	Name	85-00 Net Pay Emp Amt
1300	Bachran, Mary A	184.70
1055	Byrge, Rodney A	1,728.15
1053	Cecil, Raymond Cole	1,309.75
1024	Connett, Bryce	1,137.25
1052	Edwards, Roger	1,045.37
1002	Ferguson, J. Corinne	2,168.84
1061	Garcia, Jeremiah	1,630.89
1050	Heiniger, Cory	2,070.16
1025	Henderson, Garrett W	1,257.36
1022	Hinyard, Patrick	1,820.20
1012	Huffman, Julie J	484.84
1001	Jones, Cynthia	1,884.97
1010	Katzer, JoAnn	971.49
1301	Knutson, David A	92.35
1023	Kramer, Lance W	1,231.99
1021	Laiminger, Matt	1,494.69
1305	Markle, Thomas	92.35
1003	Mojarro-Lopez, Amanda	11.47
1060	Redden, Jordan	1,509.30
1051	Reich, Dennis	1,126.16
1303	Smith, Paige W	92.35
1304	Stelter, Rick	92.35
1302	Valentine, John C	92.35
1005	Vetter, Samira	1,181.87
1306	Weber, David	92.35
Grand Totals:		
	25	24,803.55

Report Criteria:

Unpaid transmittals included
Begin Date: ALL
End Date: ALL

Transmittal Number	Name	Invoice Number	Pay Per Date	Pay Code	Description	GL Account	Amount
2							
2	IRS Tax Deposit		08/19/2022	74-00	Federal Tax Deposit Social Security	10-0216	1,406.16
2	IRS Tax Deposit		08/19/2022	74-00	Federal Tax Deposit Social Security	10-0216	1,406.16
2	IRS Tax Deposit		08/19/2022	75-00	Federal Tax Deposit Medicare Pay P	10-0216	462.27
2	IRS Tax Deposit		08/19/2022	75-00	Federal Tax Deposit Medicare Pay P	10-0216	462.27
2	IRS Tax Deposit		08/19/2022	76-00	Federal Tax Deposit Federal Withhold	10-0216	2,251.02
Total 2:							✓ 5,987.88
4							
4	Aflac		08/05/2022	63-01	Aflac Pre-Tax Pay Period: 8/5/2022	10-0225	71.34
4	Aflac		08/05/2022	63-02	Aflac After Tax Pay Period: 8/5/2022	10-0225	24.90
4	Aflac		08/19/2022	63-01	Aflac Pre-Tax Pay Period: 8/19/2022	10-0225	71.34
4	Aflac		08/19/2022	63-02	Aflac After Tax Pay Period: 8/19/2022	10-0225	24.90
Total 4:							✓ 192.48
6							
6	Colorado Dept of Labor		06/24/2022	98-00	SUTA State Unemployment Tax Pay	10-0218	67.77
6	Colorado Dept of Labor		07/08/2022	98-00	SUTA State Unemployment Tax Pay	10-0218	72.70
6	Colorado Dept of Labor		07/22/2022	98-00	SUTA State Unemployment Tax Pay	10-0218	61.46
6	Colorado Dept of Labor		08/05/2022	98-00	SUTA State Unemployment Tax Pay	10-0218	61.89
6	Colorado Dept of Labor		08/19/2022	98-00	SUTA State Unemployment Tax Pay	10-0218	65.52
Total 6:							✓ 329.34 <i>OTR</i>
9							
9	Colorado Dept of Revenue		08/05/2022	77-00	State Withholding Tax Pay Period: 8/5	10-0217	991.00
9	Colorado Dept of Revenue		08/19/2022	77-00	State Withholding Tax Pay Period: 8/1	10-0217	1,052.00
Total 9:							✓ 2,043.00
30							
30	Empower Retirement		08/19/2022	51-01	Retirement Plan Retirement Plan Pa	10-0220	457.60
30	Empower Retirement		08/19/2022	51-01	Retirement Plan Retirement Plan Pa	10-0220	1,035.18
30	Empower Retirement		08/19/2022	51-02	Retirement Plan Retirement Loan Pa	10-0220	213.58
Total 30:							✓ 1,706.36
33							
33	FPPA - Fire & Police Pensi		08/19/2022	50-00	FPPA Pay Period: 8/19/2022	10-0219	1,132.80
33	FPPA - Fire & Police Pensi		08/19/2022	50-00	FPPA Pay Period: 8/19/2022	10-0219	849.60
33	FPPA - Fire & Police Pensi		08/19/2022	90-00	Death & Disability Pay Period: 8/19/2	10-0219	302.08
Total 33:							✓ 2,284.48
70							
70	Rocky Mountain HMO		08/05/2022	60-01	RMHMO - Employee Only Pay Period	10-0223	329.44
70	Rocky Mountain HMO		08/05/2022	60-01	RMHMO - Employee Only Pay Period	10-0223	5,930.29
70	Rocky Mountain HMO		08/05/2022	60-02	RMHMO - Employee + 1 Pay Period:	10-0223	118.91
70	Rocky Mountain HMO		08/05/2022	60-02	RMHMO - Employee + 1 Pay Period:	10-0223	696.21
70	Rocky Mountain HMO		08/05/2022	60-03	RMHMO - Employee + Family Pay Pe	10-0223	711.42

Town of Paonia

Transmittal Register - Unpaid Transmittals
Pay Period Dates: 1/1/1753 to 12/31/9999

Transmittal Number	Name	Invoice Number	Pay Per Date	Pay Code	Description	GL Account	Amount
70	Rocky Mountain HMO		08/05/2022	60-03	RMHMO - Employee + Family Pay Pe	10-0223	3,900.51
70	Rocky Mountain HMO		08/05/2022	60-07	RMHMO - Employee + Spouse Pay P	10-0223	90.29
70	Rocky Mountain HMO		08/05/2022	60-07	RMHMO - Employee + Spouse Pay P	10-0223	1,010.67
70	Rocky Mountain HMO		08/19/2022	60-01	RMHMO - Employee Only Pay Period:	10-0223	329.44
70	Rocky Mountain HMO		08/19/2022	60-02	RMHMO - Employee + 1 Pay Period:	10-0223	118.91
70	Rocky Mountain HMO		08/19/2022	60-03	RMHMO - Employee + Family Pay Pe	10-0223	711.42
70	Rocky Mountain HMO		08/19/2022	60-07	RMHMO - Employee + Spouse Pay P	10-0223	90.29
							14,037.80
Total 70:							
71			08/05/2022	65-01	Group#013307460001 Hartford Basic	10-0226	16.96
71	The Harford		08/05/2022	65-02	Group#013307460001 Hartford Suppl	10-0226	26.38
71	The Harford		08/05/2022	65-03	Group#013307460001 Hartford Disab	10-0226	71.25
71	The Harford		08/19/2022	65-02	Group#013307460001 Hartford Suppl	10-0226	26.37
							140.96
Total 71:							
73			08/05/2022	60-05	Dental RMHMO - Dental Pay Period:	10-0223	245.72
73	Delta Dental of Colorado		08/19/2022	60-05	Dental RMHMO - Dental Pay Period:	10-0223	245.75
							491.47
Total 73:							
75			08/05/2022	60-04	RMHMO - Vision Pay Period: 8/5/202	10-0223	95.07
75	VSP Insurance CO (CT)		08/19/2022	60-04	RMHMO - Vision Pay Period: 8/19/20	10-0223	95.07
75	VSP Insurance CO (CT)		08/19/2022	60-04	Rounding Adjustment	10-0223	.02-
							190.12
Total 75:							
Grand Totals:							27,403.89

0 * *

Report Criteria:

Unpaid transmittals included

Begin Date: ALL

End Date: ALL

5,987.88+

192.48+

2,043.00+

1,706.36+

2,284.48+

14,037.80+

140.96+

491.47+

190.12+

009

27,074.55*

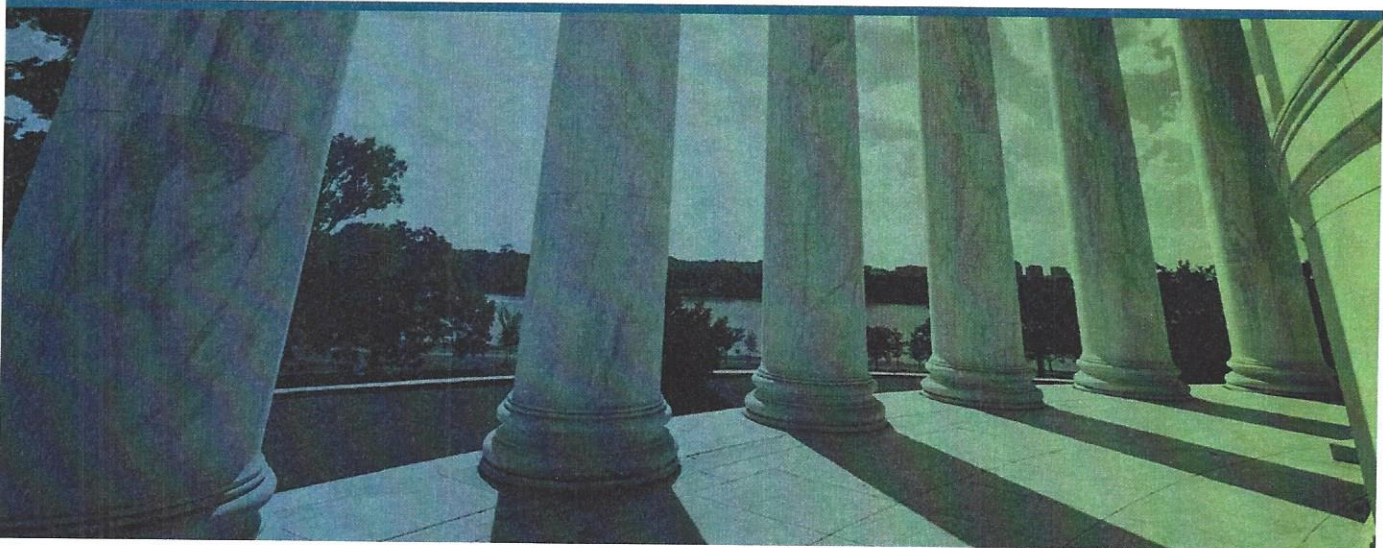
0 * *

File Attachments for Item:

Lexipol Procurement - Paonia Police Department



SOLUTIONS PROPOSAL



PREPARED FOR:
Paonia Police Department

PREPARED BY:
Rosemarie Curran
rcurran@lexipol.com
(949) 272-5818

2611 Internet Blvd, Ste 100
Frisco, Texas 75034
(844) 312-9500
www.lexipol.com

Executive Summary

Public safety agencies and local government organizations today face challenges of keeping personnel safe and healthy, reducing risk and maintaining a positive reputation. Add to that the dynamically changing legislative landscape and evolving best practices, and even the most progressive, forward-thinking departments can struggle to keep up.

Lexipol's solutions are designed to save you time and money while protecting your personnel and your community. Our team consists of professionals with expertise in public safety law, policy, state and federal accreditation, training, mental and physical wellness and grants. We continually monitor changes and trends in legislation, case law and best practices and use this knowledge to create policies, training, wellness resources and funding services that minimize risk and help you effectively serve your community.

THE LEXIPOL ADVANTAGE

Lexipol was founded by public safety experts who saw a need for a better, safer way to run a public safety agency. Since the company launch in 2003, Lexipol has grown to form an entire risk management solution for public safety and local government. Today, we serve more than 10,000 agencies and municipalities and 2 million public safety and government professionals with a range of informational and technological solutions to meet the challenges facing these dynamic industries. In addition to providing policy management, accreditation, online training, wellness resources, and grant assistance, we provide 24/7 industry news and analysis through the digital communities Police1, FireRescue1, Corrections1, EMS1 and Gov1.

Our customers choose Lexipol to make an investment in the safety and security of their personnel, their agencies and their communities. We help agencies address issues that create substantial risk, including:

- Inconsistent and outdated policies
- Lack of technology to easily update and issue policies and training electronically
- Unchecked mental health needs of staff
- Difficulty keeping up with new and changing legislation and practices
- Inability to produce policy acknowledgment and training documentation
- Unfamiliarity of city legal resources with the intricacies of public safety law
- The need to secure grant funding for critical equipment, infrastructure and personnel

Lexipol is backed by the expertise of 440 employees with more than 2,075 years of combined experience in constitutional law, civil rights, ADA and discrimination, mental health, psychology, labor negotiations, Internal Affairs, use of force, hazmat, instructional design, federal and state grants and a whole lot more. That means no more trying to figure out policy, achieve accreditation, develop training or wellness content, or secure funding on your own. You can draw on the experience of our dedicated team members who have researched, taught and lived these issues.

We look forward to working with Paonia Police Department to address your unique challenges.

Scope of Services

Policy Manual

Constitutionally sound, up-to-date policies are the foundation for consistent, safe public safety operations and are key to reducing risk and enhancing personnel and community safety. Lexipol's comprehensive policy manual covers all aspects of your agency's operations.

- More than 155 policies researched and written by public safety attorneys and subject matter experts
- Policies based on State and federal laws and regulations as well as nationwide best practices
- Content customized to reflect your agency's terminology and structure

Daily Training Bulletins (DTBs)

Even the best policy manual lacks effectiveness if it's not backed by training. Lexipol's Daily Training Bulletins are designed to help your personnel learn and apply your agency's policy content through 2-minute training exercises.

- Scenario-based training ties policy to real-world applications
- Understanding and retention of policy content is improved via a singular focus on one distinct aspect of the policy
- Each Daily Training Bulletin concludes with a question that confirms the user understood the training objective
- Daily Training Bulletins can be completed via computers or from smartphones, tablets or other mobile devices
- Reports show completion of Daily Training Bulletins by agency member and topic

Policy Updates

Lexipol's legal and content development teams continuously review state and federal laws and regulations, court decisions and evolving best practices. When needed, we create new and updated policies and provide them to your agency, making it simple and efficient to keep your policy content up to date.

- Updates delivered to you through Lexipol's web-based content delivery platform
- Changes presented in side-by-side comparison against existing policy so you can easily identify modifications/improvements
- Your agency can accept, reject or customize each update

Web-Based Delivery Platform and Mobile App (Knowledge Management System)

Lexipol's online content delivery platform, called KMS, provides secure storage and easy access to all your policy and training content, and our KMS mobile app facilitates staff use of policies and training completion.

- Ability to edit and customize content to reflect your agency's mission and philosophy
- Efficient distribution of policies, updates and training to staff
- Archival and easy retrieval of all versions of your agency's policy manual
- Mobile app provides in-the-field access to policy and training materials

Reports

Lexipol's Knowledge Management System provides intuitive reporting capabilities and easy-to-read reports that enhance command staff meetings and strategic planning.

- Track and report when your personnel have acknowledged policies and policy updates
- Produce reports showing completion of Daily Training Bulletins
- Sort reports by agency member, topic and other subgroups (e.g., shift, assignment)
- Reduce the time your supervisors spend verifying policy acknowledgement and training completion

Supplemental Publication Service

Lexipol's Supplemental Publication Service (SPS) streamlines the storage of your agency's content, giving you one place to access procedures, guidelines, general orders, training guides or secondary policy manuals.

- Electronically links department-specific procedural or supplemental content to your policy manual
- Provides electronic issuance and tracking for your agency's procedural or supplemental content
- Allows you to create Daily Training Bulletins against your procedural content
- Designed for standard operating guidelines, procedures, general orders or field guides

Law Enforcement Operations Procedures

To ensure consistent, effective and safe operations, a law enforcement agency's procedures should align with its policies and be accessible in an easy-to-understand format. Lexipol's Law Enforcement Procedure Guide and Framework, based on national best practices, gives you the guidance and a template to build such a procedure manual.

- More than 40 procedure guides designed to help you ensure your procedures follow important policy requirements and national best practices
- Each procedure provides an editable template to conveniently author new content and merge existing agency content
- Procedures are aligned with Lexipol policy requirements to address the most important operations of a law enforcement agency
- Well-structured and policy-aligned procedures enhance preparation for accreditation assessments

Implementation Policy Tier I: High-Risk Policies

Benefit from our proven, systematic approach to implementing policies. Tier I represents about 20% of the manual, including foundational policies necessary to provide structure and authority to your policy manual, as well as policies addressing high-risk, low-frequency and high-risk, high-frequency incidents. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier II: High-Liability Policies

Benefit from our proven, systematic approach to implementing policies. Tier II represents about 20% of the manual, including policies that relate to common day-to-day calls for service that have a higher level of potential liability. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier III: Daily Operations Policies

Benefit from our proven, systematic approach to implementing policies. Tier III represents about 20% of the manual, including policies needed for orderly daily operations of your organization. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier IV: Defensibility Policies

Benefit from our proven, systematic approach to implementing policies. Tier IV represents about 20% of the manual, including policies essential to agency and agency member defensibility, including civil liability-related topics. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier V: Operational Consistency Policies

Benefit from our proven, systematic approach to implementing policies. Tier V represents about 20% of the manual, including policies needed to ensure operational consistency across your organization. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Proposal

Prepared By: Rosemarie Curran
 Phone: (949) 272-5818
 Email: rcurran@lexipol.com

Quote #: Q-36825-5
 Date: 5/11/2022
 Valid Through: 10/1/2022

Overview

Lexipol empowers first responders and public servants to best meet the needs of their residents safely and responsibly. We are the experts in policy, training and wellness support, committed to improving the quality of life for all community members. Our solutions include state-specific policies, online learning, behavioral health resources, funding assistance, and industry news and information offered through the websites Police1, FireRescue1, EMS1 and Corrections1. Lexipol serves more than 2 million public safety and government professionals in over 10,000 agencies and municipalities. The services proposed below are designed to meet your agency's specific goals and needs.

Subscription - Prorated from October through December

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Annual Law Enforcement Policy Manual & Daily Training Bulletins w/Supplemental Publication Service w/ Procedures (Start: 10/1/2022 End: 12/31/2022)	USD 1,353.75	15%	USD 203.06	USD 1,150.69
Subscription Line Items Total				USD 203.06	USD 1,150.69
				USD 203.06	USD 1,150.69
Subscription - Prorated from October through December Discount:					USD 203.06
Subscription - Prorated from October through December TOTAL:					USD 1,150.69

Implementation Tiers

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Law Enforcement Tier I Implementation	USD 3,400.00		USD 0.00	USD 3,400.00
1	Law Enforcement Tier II Implementation	USD 3,000.00		USD 0.00	USD 3,000.00
1	Law Enforcement Tier III Implementation	USD 2,400.00		USD 0.00	USD 2,400.00
1	Law Enforcement Tier IV Implementation	USD 3,200.00		USD 0.00	USD 3,200.00
1	Law Enforcement Tier V Implementation	USD 2,000.00		USD 0.00	USD 2,000.00
One-Time Line Items Total				USD 0.00	USD 14,000.00
				USD 0.00	USD 14,000.00
Implementation Tiers TOTAL:					USD 14,000.00

Subscription January 2023

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Annual Law Enforcement Policy Manual & Daily Training Bulletins w/Supplemental Publication Service w/ Procedures (12 Months)	USD 5,415.00	15%	USD 812.25	USD 4,602.75
Subscription Line Items Total				USD 812.25	USD 4,602.75
				USD 812.25	USD 4,602.75
Subscription January 2023 Discount:					USD 812.25
Subscription January 2023 TOTAL:					USD 4,602.75

*Law Enforcement pricing is based on 5 Law Enforcement Sworn Officers.

The foregoing pricing has been prorated for the benefit of Agency and Agency therefore agrees that they will waive the right to cancel this agreement until the end of the first renewal period.

Discount Notes

P1A Client Discount



IMPLEMENTATION POLICY TIERS

LAW ENFORCEMENT

Lexipol's Implementation Policy Tiers provide a proven, systematic approach to implementing policies. Each tier represents about 20% of the manual and includes one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

TIER 1 - HIGH-RISK POLICIES

Foundational policies necessary to provide structure and authority to your policy manual, as well as policies addressing high-risk, low-frequency and high-risk, high-frequency incidents.

- Chief's Preface
- Code of Ethics
- Mission Statement
- Law Enforcement Authority
- Chief Executive Officer
- Oath of Office
- Policy Manual
- Organizational Structure and Responsibility
- Departmental Directives
- Emergency Management Plan
- Training
- Supervision Staffing Levels
- License to Carry a Firearm
- Retiree Concealed Firearms
- Accreditation/Certification Standards
- Budget Management
- Use of Force
- Use of Force Review Boards
- Handcuffing and Restraints
- Control Devices
- Conducted Energy Device
- Officer-Involved Shootings and Deaths
- Firearms
- Vehicle Pursuits
- Foot Pursuit Policy
- Officer Response to Calls
- Standards of Conduct
- Mandatory Employer Notification
- Off-Duty Law Enforcement Actions
- Crisis Response Unit
- Foreign Diplomatic and Consular Representatives
- Brady Information
- Reporting of Arrests, Convictions and Court Orders
- Personnel Complaints
- Employee Speech, Expression and Social Networking
- Line-of-Duty Deaths

TIER 2 - HIGH-LIABILITY POLICIES

Policies that relate to common day-to-day calls for service that have a higher level of potential liability.

- Domestic Violence
- Child Abuse
- Adult Abuse
- Discriminatory Harassment
- Missing Persons
- Public Alerts
- Victim and Witness Assistance
- Hate Crimes
- Report Preparation
- Registered Offender Information
- Major Incident Notification
- Death Investigation
- Identity Theft
- Private Person's Arrest
- Limited English Proficiency Services
- Communications with Persons with Disabilities
- Child and Dependent Adult Safety
- Bias-Based Policing
- Crime and Disaster Scene Integrity
- Criminal Organizations
- Suspicious Activity Reporting
- Investigation and Prosecution
- Sexual Assault Investigations
- Asset Forfeiture
- Informants
- Eyewitness Identification
- Unmanned Aerial System
- Crime Analysis
- Property Bureau
- Anti-Retaliation
- Drug- and Alcohol-Free Workplace
- Sick Leave
- Personnel Records
- Meal Periods and Breaks
- Payroll Records
- Overtime Compensation
- Work-Related Illness and Injury Reporting

TIER 3 - DAILY OPERATIONS POLICIES

Policies needed for orderly daily operations of your organization.

- Search and Seizure
- Part-Time Officers
- Reserve Officers
- Auxiliary Personnel
- Outside Agency Assistance
- Biological Samples
- Chaplains
- Service Animals
- Volunteers
- Native American Graves Protection and Repatriation
- Community Relations
- Patrol
- Briefing
- Ride-Alongs
- Hazardous Material Response
- Hostage and Barricade Incidents
- Response to Bomb Calls
- Rapid Response And Deployment
- Utility Service Emergencies
- Aircraft Accidents
- Field Training
- Air Support
- Contacts and Temporary Detentions
- Watch Commanders
- Public Recording of Law Enforcement Activity
- Bicycle Patrol Unit
- Medical Marijuana
- Medical Aid and Response
- First Amendment Assemblies
- Civil Disputes
- Traffic
- Traffic Collisions
- Traffic Collision Review Board
- Impaired Driving
- Warrant Service
- Operations Planning and Deconfliction
- Explorers

TIER 4 - PERSONNEL PROTECTION POLICIES

Policies essential to protecting community members' rights and the safety of personnel.

- Anti-Reproductive Rights Crimes Reporting
- Police Facility Security
- Crisis Intervention Incidents
- Civil Commitments
- Citation Releases
- Immigration Violations
- Homeless Persons
- Service of Court Documents
- Vehicle Towing
- Vehicle Tow Hearings
- Traffic and Parking Citations
- Disabled Vehicles
- Department-Owned and Personal Property
- Personal Communication Devices
- Vehicle Maintenance
- Vehicle Use
- Cash Handling, Security and Management
- Personal Protective Equipment
- The Communications Center
- Records Bureau
- Records Maintenance and Release
- Protected Information
- Animal Control
- Jeanne Clery Campus Security Act
- Temporary Custody of Adults
- Temporary Custody of Juveniles
- Custody Searches
- Prison Rape Elimination
- Transporting Detainees
- Recruitment and Selection
- Performance Evaluations
- Special Assignments and Promotions
- Grievances
- Communicable Diseases
- Smoking and Tobacco Use
- Seat Belts
- Body Armor
- Fitness for Duty
- Performance History Audits
- Illness and Injury Prevention
- Fitness and Wellness

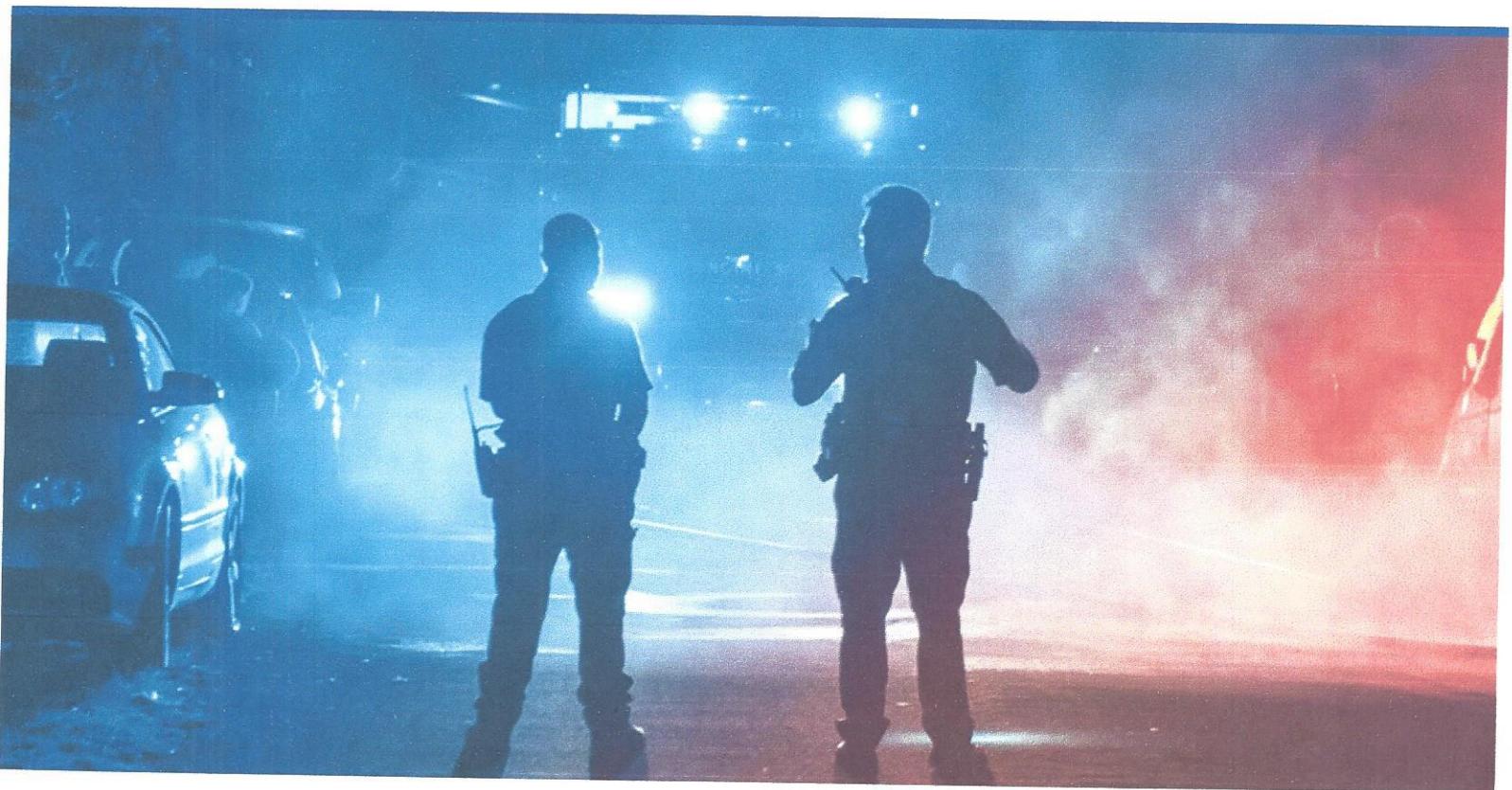
TIER 5 - OPERATIONAL CONSISTENCY POLICIES

Policies needed to ensure operational consistency across your organization.

- Electronic Mail
- Administrative Communications
- Information Technology Use
- Department Use of Social Media
- Media Relations
- Subpoenas and Court Appearances
- Public Safety Video Surveillance System
- Mobile Audio/Video
- Mobile Digital Computer Use
- Portable Audio/Video Recorders
- Automated License Plate Readers (ALPRs)
- Request for Change of Assignment
- Commendations and Awards
- Lactation Breaks
- Outside Employment and Outside Overtime
- Personal Appearance Standards
- Uniforms and Civilian Attire
- Conflict of Interest
- Badges, Patches and Identification
- Temporary Modified Duty Assignments
- Leave Benefits

COLORADO

LAW ENFORCEMENT POLICY + TRAINING



Colorado Law Enforcement

Lexipol Policy Manual

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Attachments

Public Recording of Law Enforcement Activity

424.1 PURPOSE AND SCOPE

This policy provides guidelines for handling situations in which members of the public photograph or audio/video record law enforcement actions and other public activities that involve members of this department. In addition, this policy provides guidelines for situations where the recordings may be evidence.

424.2 POLICY

The Agency Name recognizes the right of persons to lawfully record members of this department who are performing their official duties. Members of this department will not prohibit or intentionally interfere with such lawful recordings. Any recordings that are deemed to be evidence of a crime or relevant to an investigation will only be collected or seized lawfully.

Officers should exercise restraint and should not resort to highly discretionary arrests for offenses such as interference, failure to comply or disorderly conduct as a means of preventing someone from exercising the right to record members performing their official duties.

424.3 RECORDING LAW ENFORCEMENT ACTIVITY

Members of the public who wish to record law enforcement activities are limited only in certain aspects.

- (a) Recordings may be made from any public place or any private property where the individual has the legal right to be present.
- (b) Beyond the act of photographing or recording, individuals may not interfere with the law enforcement activity. Examples of interference include, but are not limited to:
 - 1. Tampering with a witness or suspect.
 - 2. Inciting others to violate the law.
 - 3. Being so close to the activity as to present a clear safety hazard to the officers.
 - 4. Being so close to the activity as to interfere with an officer's effective communication with a suspect or witness.
- (c) The individual may not present an undue safety risk to the officers, him/herself or others.

424.4 OFFICER RESPONSE

Officers should promptly request that a supervisor respond to the scene whenever it appears that anyone recording activities may be interfering with an investigation or it is believed that the recording may be evidence. If practicable, officers should wait for the supervisor to arrive before taking enforcement action or seizing any cameras or recording media.

Public Recording of Law Enforcement Activity

Whenever practicable, officers or supervisors should give clear and concise warnings to individuals who are conducting themselves in a manner that would cause their recording or behavior to be unlawful. Accompanying the warnings should be clear directions on what an individual can do to be compliant; directions should be specific enough to allow compliance. For example, rather than directing an individual to clear the area, an officer could advise the person that he/she may continue observing and recording from the sidewalk across the street.

If an arrest or other significant enforcement activity is taken as the result of a recording that interferes with law enforcement activity, officers shall document in a report the nature and extent of the interference or other unlawful behavior and the warnings that were issued.

424.5 SUPERVISOR RESPONSIBILITIES

A supervisor should respond to the scene when requested or any time the circumstances indicate a likelihood of interference or other unlawful behavior.

The supervisor should review the situation with the officer and:

- (a) Request any additional assistance as needed to ensure a safe environment.
- (b) Take a lead role in communicating with individuals who are observing or recording regarding any appropriate limitations on their location or behavior. When practical, the encounter should be recorded.
- (c) When practicable, allow adequate time for individuals to respond to requests for a change of location or behavior.
- (d) Ensure that any enforcement, seizure or other actions are consistent with this policy and constitutional and state law.
- (e) Explain alternatives for individuals who wish to express concern about the conduct of Department members, such as how and where to file a complaint.

424.6 SEIZING RECORDINGS AS EVIDENCE

Officers should not seize recording devices or media unless (42 USC §2000aa; CRS § 16-3-311):

- (a) There is probable cause to believe the person recording has committed or is committing a crime to which the recording relates, and the recording is reasonably necessary for prosecution of the person.
 1. Absent exigency or consent, a warrant should be sought before seizing or viewing such recordings. Reasonable steps may be taken to prevent erasure of the recording.
- (b) There is reason to believe that the immediate seizure of such recordings is necessary to prevent serious bodily injury or death of any person.
- (c) The person consents.
 1. To ensure that the consent is voluntary, the request should not be made in a threatening or coercive manner.

Colorado Law Enforcement

Lexipol Policy Manual

Public Recording of Law Enforcement Activity

- (a) Before obtaining consent, the member shall provide the person with his/her identification, agency name and the reason the information is requested.
 - (b) If the person voluntarily provides his/her device or media to the member, the search of the device or media shall be limited to the relevant recording and the device or media returned as soon as practicable.
2. If the original recording is provided, a copy of the recording should be provided to the recording party, if practicable. The recording party should be permitted to be present while the copy is being made, if feasible. Another way to obtain the evidence is to transmit a copy of the recording from a device to a department device.
3. Recording devices and media that are seized will be submitted within the guidelines of the Property and Evidence Policy.

424.6.1 SEARCH WARRANTS

When a member seizes a recording device or media without the person's consent or without a search warrant, a search warrant for the recording shall be sought within 72 hours of the seizure (CRS § 16-3-311).

Daily Training Bulletins

Better Policy Understanding in Just Minutes a Day

Even the best policy manual isn't effective if it's not backed by ongoing training. Yet too often, public safety agencies merely ask personnel to acknowledge policies; they don't train on them. This creates risk for personnel and vulnerability for the agency.

Lexipol's Daily Training Bulletins use a proven system of solid, realistic, ongoing and verifiable training to help personnel learn to apply policies and improve their ability to make well-reasoned decisions. These brief, scenario-based lessons provide a convenient way to enhance your members' policy understanding. Each Daily Training Bulletin takes just a few minutes to complete and includes a test question to measure comprehension.

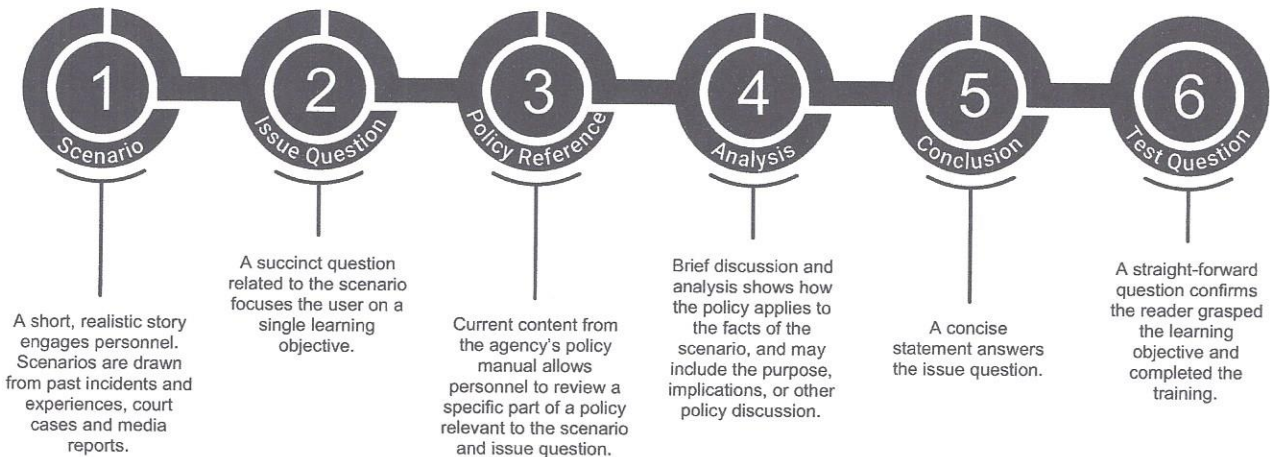
Training Designed to Protect

Lexipol's Daily Training Bulletins cover many aspects of your policy manual, with a focus on high-risk, low-frequency events – the incidents that pose the most risk to your personnel. Daily Training Bulletins are written by public safety experts and use news stories, industry reports, and court cases as inspiration to create realistic, relatable scenarios.

Each month, you'll receive a package of Daily Training Bulletins to review and issue to your members. Using Lexipol's online platform, you can:

- Customize and edit the training bulletins to reflect agency-specific practices
- Determine when you want your personnel to complete training and how many training bulletins you want to issue
- Tailor training so specific groups are assigned to complete only the bulletins applicable to them
- Generate reports that track completion of training
- Create custom training bulletins, or group bulletins into special-focus training packages

Anatomy of a Daily Training Bulletin



Public Recording of Law Enforcement Activity

Topic: Search and Seizure

DTB Date:

SCENARIO:

"I can't believe there are this many people here," Officer Noel Kelley says as he and Officer Francisco Duncan monitor a group of 20 protestors gathered near a clinic in the intense heat of a hot summer day. "I thought for sure the weather would slow them down."

"Yeah, I guess they're passionate about the cause," responds Officer Duncan. "I'm more worried about the counter-protestors over there," he continues, pointing toward a group of six agitators casting a collective verbal assault from the opposite side of the street to the protestors and officers alike.

The original group of 20 protestors walks silently in tandem, holding signs and praying. A short time later, Officer Duncan's hunch plays out. Flames rise from a nearby garbage dumpster and a rock is thrown from the agitators toward the officers. The stone barely misses Officer Kelley, who exclaims, "Whoa! That was close!"

"I didn't see who tossed it," responds Officer Duncan. Pointing to a man holding up a cell phone, the officer continues, "But that young guy next to them looks like he's recording everything on his phone. Maybe we should take his phone and have a look at the video."

ISSUE: Should the officers seize the man's video?

REFER:

424.6 SEIZING RECORDINGS AS EVIDENCE

Officers should not seize recording devices or media unless (42 USC § 2000aa; CRS § 16-3-311):

- (a) There is probable cause to believe the person recording has committed or is committing a crime to which the recording relates, and the recording is reasonably necessary for prosecution of the person.
 1. Absent exigency or consent, a warrant should be sought before seizing or viewing such recordings. Reasonable steps may be taken to prevent erasure of the recording.
- (b) There is reason to believe that the immediate seizure of such recordings is necessary to prevent serious bodily injury or death of any person.
- (c) The person consents.
 1. To ensure that the consent is voluntary, the request should not be made in a threatening or coercive manner.

Colorado Law Enforcement

Lexipol Policy Manual

-
- (a) Before obtaining consent, the member shall provide the person with his/her identification, agency name and the reason the information is requested.
 - (b) If the person voluntarily provides his/her device or media to the member, the search of the device or media shall be limited to the relevant recording and the device or media returned as soon as practicable.
- 2. If the original recording is provided, a copy of the recording should be provided to the recording party, if practicable. The recording party should be permitted to be present while the copy is being made, if feasible. Another way to obtain the evidence is to transmit a copy of the recording from a device to a department device.
 - 3. Recording devices and media that are seized will be submitted within the guidelines of the Property and Evidence Policy.
-

ANALYSIS:

In this situation, our officers are assigned to monitor what began as a peaceful First Amendment assembly. However, the protest quickly took a turn when agitators vandalized private property and attempted to assault our members. Although Officer Duncan observes a man recording the situation, and the recording likely contains images of the incident, there is no probable cause to believe the young man committed any crime. Additionally, the officers have not obtained a warrant nor consent to review the recording. Finally, there is no reason to believe that the immediate seizure of the recording is necessary to prevent serious bodily injury or death to anyone involved in the incident.

CONCLUSION:

The officers should not seize the man's video.

QUESTION:

Members may seize recording devices or media under any of the following situations, *except*:

ANSWERS:

- (a) There is probable cause to believe the person recording has committed or is committing a crime to which the recording relates.
- (b) Based on a reasonable assumption that seizing the recording will assist with criminal prosecution.
- (c) When a warrant is obtained.
- (d) After receiving consent from the owner of the recording.

CORRECT ANSWER:


Based on a reasonable assumption that seizing the recording will assist with criminal prosecution.

Effective Date: 04/01/2018	
Revised: 10/30/2020	Reference: Use of Force Procedure Manual

4.1.0 DEPARTMENT USE OF FORCE POLICY

Please refer to the Use of Force Procedure Manual.

The Police Department is committed to protecting people, their property and rights while providing the best in public safety and service. The proper use of force is essential for policing. There are circumstances where individuals will not comply with the law unless compelled or controlled by the use of force. Officers must also remain mindful that they derive their authority from the community and that unreasonable force degrades the legitimacy of that authority. In a Use of Force Incident, the governmental interest must match the level of force and intrusion upon an individual's constitutional rights. The decision to use force "requires careful attention to the facts and circumstances of each particular case, including the severity of the crime at issue, whether the suspect poses an immediate threat to the safety of the officer or others and whether he is actively resisting arrest or attempting to evade arrest by flight."

 **Steve Vaccaro**
Consider replacing with 300.1 Purpose and Scope.

It is the policy of this department that officers hold the highest regard for the dignity and liberty of all persons and place minimal reliance upon the use of force. The department respects the value of every human life and requires its officers to use deadly force only as a last resort.


 **Steve Vaccaro**
Consider replacing with 300.2, Policy.


This policy and Use of Force Procedure Manual are in no way intended to create any legal duties or obligations for officers or the department or to create any standards of care for civil or criminal liability. The department reserves the right to hold its officers to standards that exceed what is legally required.

 **Steve Vaccaro**
Consider replace with 103.2.1

4.1.1 USE OF REASONABLE FORCE

The United States Supreme Court decisions and interpretations of the Fourth Amendment to the United States Constitution direct that a police officer may only use such force as is objectively reasonable under all of the circumstances to accomplish lawful objectives. Officers will apply de-escalation techniques when possible. The standard that courts will use to examine whether a use of force is constitutional was first outlined in Graham v. Connor, 490 U.S. 386 (1988) and expanded by subsequent court cases. The reasonableness of a particular use of force must be judged from the perspective of a reasonable officer on the scene rather than with 20/20 vision of hindsight. The reasonableness must account for the fact that officers are often forced to make split-second judgments - in circumstances that are tense, uncertain and rapidly evolve.

 **Steve Vaccaro**
Consider replacing with 300.3 Use of Force and 300.3.1 alternative Tactics – De-Escalation.

 **Steve Vaccaro**
Consider keeping as part of training manual relative to 300.3.

COLOR LEGEND

Gray - Content in Lexipol Policy, used Lexipol language

Yellow - Agency specific, can be merged into Lexipol Policy

Blue - Agency specific content, recommended to be kept, but placed elsewhere, Procedure Manual, training manual, etc.



Paonia Police Department

DEPARTMENT BRIEFING: SUMMARY OF PROGRESS

09/01/2022

- Completed a new updated LESO 1033 application and 2022 inventory of all LESO 1033 property as required by the state of Colorado and the Department of Defense.
- Met with Ben Graves of the Nature Connection and discussed trail access and school evacuation routes/staging. Also discussed adding a LE/FIRE/EMS lock to the trail access gate for emergency access.
- Held Municipal Court, and Judge Huffman issued two warrants regarding department cases.
- Submitted the Department Civil Asset Forfeiture report to DOLA. This report details any income we generated from the sale of property in the custody of the Paonia Police Department. The department generated no income from the sale of property.
- Met with Judd Kleinman and discussed the details of a single block closure of Grand Avenue for Mountain Harvest Festival. Rooftop access was identified as a potential risk and the Department will work on securing rooftop access with local businesses.
- Several officers completed annual Taser training and are now certified to carry the new Taser 7 model which has been placed into service. More taser cartridges will need to be requisitioned as staffing increases. This is due to a lack of required taser inventory.
- Several members of the department successfully completed social media training. The department is in the process of gaining access to its social media accounts to establish a digital footprint.
- Met with the learning council and discussed increased foot patrol around the Grand Ave location. Discussed several ideas for reducing aggressions and promoting inclusivity.
- Obtained a 2nd Pro license from Axon so that two members of command staff have access to bodycam footage. This will allow for a more efficient and prompt response to DA requests as well as providing universal access to bodycam footage by PD command staff.
- Met with department heads from DCSO, DPD, CPD, and HPD regarding Motorola Mobile and the changes that are being discussed regarding Spillman dispatch software. The department is working with Motorola solutions on an estimate to transition from Spillman Flex to Spillman Mobile.



Town of Paonia Administrative Staff Report

September 8, 2022

Finance Director

Upcoming Items

- ❖ Finalizing Audit (Lisa & Cindy)
- ❖ There will need to be a special meeting scheduled for the Audit Presentation
Tentative 9/15/2022 @ 5:00 pm (Lisa & Cindy)
- ❖ Budget preparation has begun. (Cindy)
- ❖ Budget to Actual for August (Cindy)

- ❖ Beacon integration. (Samira)
- ❖ Continue to work with Cory on the Parts inventory processes and Barcodes (Samira)
- ❖ Continue to work on the Ordering processes (Samira)
- ❖ Continue to work on the Vehicle/Equipment tracking processes (Samira)

BANK BALANCES 2022

BANK	ACCOUNT	JAN	FEB	MAR	APR	MAY	JUNE	JULY	X
OPERATING ACCOUNTS									
UBB (FSBC)	PREV BAL	225,029.68	101,002.95	215,462.76	223,385.93	207,232.05	238,304.70	255,061.81	
OPS - 0733	CKS/DR	398,510.48	196,810.60	332,764.39	352,917.91	303,741.17	282,387.43	308,356.18	
	DEP/CR	274,483.75	311,270.41	340,687.56	336,764.03	334,813.82	299,144.54	496,969.97	
	END BAL	101,002.95	215,462.76	223,385.93	207,232.05	238,304.70	255,061.81	443,675.60	X
RATE		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
UBB (FSBC)	PREV BAL	25.00	25.00	895.49	25.00	2,415.30	28,911.67	3,234.63	
PAYROLL - 3629	CKS/DR	45,021.34	35,534.69	45,756.81	58,389.25	56,540.39	77,820.74	51,310.35	
	DEP/CR	45,021.34	36,405.18	44,886.32	60,779.55	83,036.76	52,143.70	48,090.72	
	END BAL	25.00	895.49	25.00	2,415.30	28,911.67	3,234.63	15.00	X
RATE		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
RESESTRICTED FUND ACCOUNTS									
UBB (FSBC)-3858	PREV BAL	25.00	25.00	25.00	25.00	25.00	25.00	25,025.00	
GRANT	CKS/DR	-	-	-	-	-	-	-	
PASS-THRU	DEP/CR	-	-	-	-	-	25,000.00	-	
	END BAL	25.00	25.00	25.00	25.00	25.00	25,025.00	25,025.00	X
RATE		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
UBB (FSBC) (FCNB)	PREV BAL	25.00	16,049.38	25.00	36,840.14	25.00	25.00	25.00	
INTERNAL - 0571	CKS/DR	-	32,048.76	-	36,815.14	-	-	-	
GRANTS	DEP/CR	16,024.38	16,024.38	36,815.14	-	-	-	40,887.00	
	END BAL	16,049.38	25.00	36,840.14	25.00	25.00	25.00	40,912.00	X
RATE		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
UBB (FSBC) - 0911	PREV BAL	12,563.11	7,750.00	7,750.00	7,750.00	12,750.00	12,750.00	12,750.00	
PARK	CKS/DR	4,813.11	-	-	400.00	-	-	-	
CONTRIBUTION	DEP/CR	-	-	-	5,400.00	-	-	-	
	INT/CR	-	-	-	-	-	-	-	
	END BAL	7,750.00	7,750.00	7,750.00	12,750.00	12,750.00	12,750.00	12,750.00	X
RATE		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
UBB (FSBC) - 2318	PREV BAL	58,482.72	58,495.14	58,506.36	58,518.78	58,530.80	58,543.23	58,550.45	
WWTP	CKS/DR	-	-	-	-	-	-	-	
	DEP/CR	-	-	-	-	-	-	-	
	INT/CR	12.42	11.22	12.42	12.02	12.43	7.22	7.46	
	END BAL	58,495.14	58,506.36	58,518.78	58,530.80	58,543.23	58,550.45	58,557.91	X
RATE		0.25%	0.25%	0.25%	0.25%	0.25%	0.15%	0.15%	
UBB (FSBC) (FCNB)	PREV BAL	10,406.97	10,408.30	10,409.50	10,410.83	10,412.11	10,413.44	10,414.30	
CONSERV	CKS/DR	-	-	-	-	-	-	-	
TRUST 0857	DEP/CR	-	-	-	-	-	-	-	
	INT/CR	1.33	1.20	1.33	1.28	1.33	0.86	0.88	
	END BAL	10,408.30	10,409.50	10,410.83	10,412.11	10,413.44	10,414.30	10,415.18	X
RATE		0.15%	0.15%	0.15%	0.15%	0.15%	0.10%	0.10%	
UBB (FSBC) - 0563	PREV BAL	(9.19)	0.81	0.00	0.00	0.00	0.00	0.00	
SPACE TO	CKS/DR	-	0.81	-	-	-	-	-	
CREATE	DEP/CR	10.00	-	-	-	-	-	-	
	INT/CR	-	-	-	-	-	-	-	
	END BAL	0.81	0.00	0.00	0.00	0.00	0.00	0.00	X
RATE		0.00%	0.00%	0.00%	CLOSED				

BANK BALANCES 2022

BANK	ACCOUNT	JAN	FEB	MAR	APR	MAY	JUNE	JULY	X
INVESTMENT ACCOUNTS									
UBB (FSBC) - 3637	PREV BAL	1,392,857.03	1,393,211.92	1,393,532.55	1,393,887.61	1,494,246.92	1,594,637.51	1,694,912.81	
MMKT	CKS/DR	-	-	-	-	-	-	-	
RESERVE	DEP/CR	-	-	-	100,000.00	100,000.00	100,000.00	150,000.00	
	INT/CR	354.89	320.63	355.06	359.31	390.59	275.30	296.15	
	END BAL	1,393,211.92	1,393,532.55	1,393,887.61	1,494,246.92	1,594,637.51	1,694,912.81	1,845,208.96	X
RATE		0.30%	0.30%	0.300%	0.300%	0.300%	0.200%	0.200%	
COLO	PREV BAL	1,758,506.32	1,758,616.16	1,758,748.52	1,759,125.37	1,759,774.94	1,760,957.77	1,762,652.96	
TRUST	CKS/DR	-	-	-	-	-	-	-	
PLUS+	DEP/CR	-	-	-	-	-	-	-	
INVESTMENT	INT/CR	109.84	132.36	376.85	649.57	1,182.83	1,695.19	2,478.77	
	END BAL	1,758,616.16	1,758,748.52	1,759,125.37	1,759,774.94	1,760,957.77	1,762,652.96	1,765,131.73	
AVG RATE		0.07%	0.10%	0.25%	0.45%	0.79%	1.17%	0.03%	X
UBB (14) (FSBC)	PREV BAL	203,237.95	203,237.95	203,237.95	203,413.42	203,413.42	203,413.42	203,592.95	
18MO	CKS/DR	-	-	-	-	-	-	-	
CD-2143	DEP/CR	-	-	-	-	-	-	-	
	INT/CR	-	-	175.47	-	-	179.53	-	
	END BAL	203,237.95	203,237.95	203,413.42	203,413.42	203,413.42	203,592.95	203,592.95	X
AVG RATE		0.35%	0.35%	0.35%	0.35%	0.35%	0.35%	0.35%	
UBB (31) (FSBC)	PREV BAL	260,073.18	260,335.52	260,335.52	260,335.52	260,592.42	260,592.42	260,592.42	
18MO	CKS/DR	-	-	-	-	-	-	-	
CD-2143	DEP/CR	-	-	-	-	-	-	-	
	INT/CR	262.34	-	-	256.90	-	-	260.00	
	END BAL	260,335.52	260,335.52	260,335.52	260,592.42	260,592.42	260,592.42	260,852.42	X
AVG RATE		0.40%	0.40%	0.40%	0.40%	0.40%	0.40%	0.40%	
LINE-OF-CREDIT									
UBB (FSBC)	PREV BAL	-	-	-	-	-	-	-	
LOC	CKS/DR	-	-	-	-	-	-	-	
\$200,000.00	DEP/CR	-	-	-	-	-	-	-	
	INT/CR	-	-	-	-	-	-	-	
	END BAL	-	-	-	-	-	-	-	X
AVG RATE									
TOTAL	PREV BAL	3,921,222.77	3,809,158.13	3,908,928.65	3,953,717.60	4,009,417.96	4,168,574.16	4,286,812.33	
TOTAL	CKS/DR	448,344.93	264,394.86	378,521.20	448,522.30	360,281.56	360,208.17	359,666.53	
TOTAL	DEP/CR	335,539.47	363,699.97	422,389.02	502,943.58	517,850.58	476,288.24	735,947.69	
TOTAL	INT/CR	740.82	465.41	921.13	1,279.08	1,587.18	2,158.10	3,043.26	
TOTAL 2022 ACCOUNTS		3,809,158.13	3,908,928.65	3,953,717.60	4,009,417.96	4,168,574.16	4,286,812.33	4,666,136.75	
TOTAL 2021 ACCOUNTS		2,695,410.75	2,794,267.13	2,827,035.60	2,878,900.52	3,033,101.71	3,353,077.83	3,460,866.44	
TOTAL 2020 ACCOUNTS		2,498,095.32	2,507,992.28	2,530,243.83	4,222,013.58	2,766,714.22	2,844,095.58	2,838,734.18	
TOTAL 2019 ACCOUNTS		1,952,778.56	2,154,496.81	2,216,740.65	2,268,526.46	2,560,627.61	2,606,146.61	2,665,999.92	
TOTAL 2018 ACCOUNTS		2,243,850.59	2,643,430.19	2,609,936.21	2,758,682.91	2,787,133.34	2,909,775.06	2,883,634.79	
TOTAL 2017 ACCOUNTS		1,916,629.29	1,856,495.51	1,837,973.49	2,027,530.45	2,363,845.59	2,079,469.54	2,015,506.17	
TOTAL 2016 ACCOUNTS		987,595.88	1,322,980.68	1,116,198.52	1,523,989.77	1,917,756.35	1,967,252.20	1,874,857.87	
TOTAL 2015 ACCOUNTS		1,653,400.33	1,907,317.22	2,079,530.21	2,000,000.74	1,759,581.96	1,718,267.39	1,593,788.44	
TOTAL 2014 ACCOUNTS		2,036,560.85	2,012,766.27	2,053,803.28	2,046,353.56	2,069,077.88	2,002,370.22	1,956,418.34	
TOTAL 2013 ACCOUNTS		2,361,290.03	2,369,419.89	2,376,310.46	2,323,916.46	2,320,709.32	2,286,978.98	1,978,090.95	
TOTAL 2012 ACCOUNTS		2,362,402.55	2,256,299.75	2,246,468.64	2,213,216.49	2,202,233.11	2,152,976.82	2,357,742.26	
2020 VS 2021		1,113,747.38	1,114,661.52	1,126,682.00	1,130,517.44	1,135,472.45	933,734.50	1,205,270.31	

PUBLIC WORKS

9/8/2022 Summary

- Continuing to complete CIRSA recommendations
- Park table pour set for 9/8
- Meter replacement underway
- Diversion box lids are fabricated and ready for installation
- A few significant breaks/leaks – two required main line shutoff. A significant amount of time was spent bleeding air from lines and working to restore water pressure.
- Worked with finance on requests for 2023+ budget

File Attachments for Item:

Continued from July 28, 2022 Regular Meeting: Citizens' Initiative to Repeal the Water Moratorium

TOWN OF PAONIA

REQUEST TO BE PLACED ON AGENDA

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

Here are things you need to know:

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

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

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

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

Name of person making presentation Bill Brunner

Organization, if speaking on behalf _____

Is this a request for Board action? Yes No

Please provide a summary of your comments:

The Board and Staff seem completely uninterested in lifting or enforcing the current moratorium on expanding the Town's commitments to supply water. I am requesting the Board replace the current moratorium ordinance with one of their own.

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

na

Contact information:

Name: Bill Brunner

Mailing Address: po box 172

E-mail: bill@paoniairon.com

Daytime Phone: 5274641

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

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

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

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

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

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

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

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

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

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

Section 1. Amendment of Town Code.

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

Sec. 13-1-131 Moratorium.

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

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

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

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

(b) Moratorium on the Sale of Water Taps.

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

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

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

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

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

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

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

Section 3. Severability.

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

Section 4. Effective Date.

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

THIS SPACE INTENTIONALLY LEFT BLANK

WARNING:

IT IS AGAINST THE LAW:

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

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

TO BE A REGISTERED ELECTOR,

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

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

Summary of Proposed Ordinance

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

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

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

Text of Proposed Ordinance

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

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Summary of Proposed Ordinance

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

	Signature of Elector	Printed Name	Street Address		County
			Town	Zip Code	
1					
2					
3					
4					
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9					
10					

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

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

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

	Signature of Elector	Printed Name	Street Address		County Date
			Town	Zip Code	
21					
22					
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29					
30					

AFFIDAVIT OF

CIRCULATOR

STATE OF COLORADO)
) ss.
COUNTY OF DELTA)

I, the undersigned, state and affirm:

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

Date the ___ day of _____, 2019.

Signature of Petition Circulator

Printed Name: _____

Residence: _____

Municipality: _____

County: _____

State: _____

Acknowledged before me this ___ day of _____, 2019.

Witness my hand and official seal.

Notary Public

File Attachments for Item:

Community Member Bill Brunner - Colorado Open Records Act Policy Discussion

TOWN OF PAONIA
REQUEST TO BE PLACED ON AGENDA

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

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

Name of person making presentation Bill Brunner

Organization, if speaking on behalf _____

Is this a request for Board action? Yes No

Please provide a summary of your comments:

Requesting Borad dirrect Clerk to adhear to time limits as set forth in CORA.

Clerk habitually ignores the time periods proscribed by CORA. In this latest instance a CORA recieved at 8 am monday elicited an email on Wednesday afternoon to notify me she was now starting the clock on fulfillment of my CORA. This is her standard operating procedure. It is a chronic failure and a petty display of contempt for CORA and the public's right to employ the law.

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

na

Contact information

Name: Bill Brunner

Mailing Address po box 172

E-mail: bill@paoniairon.com

Daytime Phone: 5274641

2022
 COLORADO OPEN RECORDS REQUESTS

	A	B	C	D	E	F	G	H	I	J
1	Date	Date Received	Extension?	Deadline	Date Fulfilled	Fees? Paid?	Sender	Type	Fees	Notes:
2										
3	1/6/2022	1/10/2022	NO	1/12/2022	1/12/2022	N	FOGG, K	USPS	0	
4	1/15/2022	1/18/2022	YES	1/27/2022	1/26/22	N	BRUNNER, B	PDF	0	
5	1/13/2022	1/13/2022	NO	1/17/2022	n/a	Y - N	FOGG, K	PDF	\$2,475	follow-up req to 1/6 req substantive, redaction time, and legal review 1375 x 5min = 115 hrs first free 114 hrs @ \$25 per
6	2/14/2022	2/17/2022	YES	3/3/2022	2/23/2022	N	BRUNNER, B	PDF	0	
7	2/17/2022	2/22/2022	YES	3/3/2022	2/28/2022	N	PATTERSON, C	PDF	0	deadline projects & legal question
8	2/18/2022	2/18/2022	YES	3/4/2022	2/25/2022	N	PATTERSON, S	OFFICE	0	deadline projects & legal question
9	2/18/2022	2/18/2022	YES	3/4/2022	2/25/2022	N	PATTERSON, S	OFFICE	0	DEADLINE PROJECTS & OUTOFFICE DOCS
10	2/18/2022	2/19/2022	YES	3/4/2022	2/25/2022	N	PATTERSON, S	OFFICE	0	DEADLINE PROJECTS
11	2/24/2022	2/25/2022	NO	3/1/2022	2/25/2022	N	WATSON, S	PDF	0	
12	2/23/2022	2/23/2022	NO	2/25/2022	2/25/2022	N	NICI, J	PDF	0	
13	3/3/2022	3/3/2022	NO	3/7/2022	3/3/2022	N	OSTRANDER, C	PDF	0	
14	2/25/2022	2/25/2022	NO	3/2/2022	3/2/2022	N	NICI, J	PDF	0	
15	3/14/2022	3/15/2022	NO	3/17/2022	3/17/2022	N	PIERCE, M	PDF	0	
16	3/15/2022	3/16/2022	NO	3/18/2022	3/17/2022	N	WATSON, S	PDF	0	
17	3/15/2022	3/16/2022	NO	3/18/2022	3/17/2022	N	WATSON, S	PDF	0	
18	3/15/2022	3/16/2022	NO	3/18/2022	3/18/2022	N	WATSON, S	PDF	0	
19	3/18/2022	3/18/2022	YES	3/30/2022	3/29/2022	N	FOGG, K	PDF	0	substantive data multiple offices docs deadlines
20	3/16/2022	3/17/2022	YES	3/30/2022	3/30/2022	N	PATTERSON, C	PDF	0	substantive data multiple offices docs deadlines
21	3/16/2022	3/17/2022	YES	3/30/2022	3/30/2022	N	PATTERSON, C	PDF	0	substantive data multiple offices docs deadlines
22	4/1/2022	4/5/2022	NO	4/7/2022	4/7/2022	N	PATTERSON, C	PDF	0	
23	4/21/2022	4/22/2022	NO	4/26/2022	4/26/2022	N	PATTERSON, C	PDF	0	
24	4/25/2022	4/25/2022	NO	4/28/2022	4/28/2022	N	ZIMMER, F	HC	0	
25	5/20/2022	5/20/2022	NO	5/23/2022	5/20/2022	N	GHISLANDI, A	PDF	0	
26	6/2/2022	6/3/2022	NO	6/7/2022	6/6/2022	N	PATTERSON, C	PDF	0	
27	6/16/2022	6/20/2022	NO	6/23/2022	6/22/2022	N	REFKA, L	PDF	0	
28	6/15/2022	6/16/2022	YES	6/29/2022	6/22/2022	N	PATTERSON, S	PDF	0	
29	7/12/2022	7/13/2022	NO	7/15/2022	7/14/2022	N	PATTERSON, C	PDF	0	
30	7/19/2022	7/20/2022	NO	7/22/2022	7/21/2022	N	BRUNNER, B	PDF	0	
31	8/2/2022	8/9/2022	NO	8/11/2022	8/11/2022	N	BRUNNER, B	PDF/OFFICE	0	

File Attachments for Item:

Letter of Engagement - Municipal Attorney

AGENDA SUMMARY FORM

	Letter of Engagement - Municipal Attorney
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Summary: Board follow-up and decision making regarding the Municipal Attorney appointment.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

File Attachments for Item:

Ordinance 10-2022 Board Meeting Day of the Week

AGENDA SUMMARY FORM

	Ordinance 10-2022 Board Meeting Day of the Week
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Summary:
 Follow up discussion from the Trustee’s Code of Conduct work session 9/2/2022. Reverting to second and fourth Tuesdays for Board meetings.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

ORDINANCE NO. 10-2022

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO, AMENDING CERTAIN SECTIONS OF THE TOWN OF PAONIA MUNICIPAL CODE

RECITALS:

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

WHEREAS, pursuant to Article 2, Sec. 2-2-10(b) of the of the Town of Paonia Municipal Code, the Town Board of Trustees is the legislative body for the Town and has the power and authority to adopt such laws, ordinances, and resolutions as it shall deem proper in the exercise thereof; and

WHEREAS, the regular Board of Trustee meetings for the Town are held on the second and fourth Thursdays of each month; and

WHEREAS, the Board of Trustees deem it to be in the best interest of completing public business, wishes to change its regular meeting date to the second and fourth Tuesdays of each month; and

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO, AS FOLLOWS:

Section 1. Legislative Findings.

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

Section 2. Amendment of Town Code.

Article 2, Section 2-2-60 of the Town Code shall be amended as follows:

Sec. 2-2-60

The regular Board of Trustees meetings will be held on the second and fourth Tuesday of each month, except when necessary business requires that the work session be duly posted and conducted as an official Board of Trustee meeting and except on legal holidays, when no meeting shall be held.

Section 3. Severability.

If any provision, clause, sentence or paragraph of this Ordinance or the application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions of this Ordinance, which can be given effect without the invalid provision or application, and, to this end, the provisions of this Ordinance are declared to be severable.

Section 4. Ordinance Effect.

Existing ordinances or parts of ordinances covering the same matters as embraced in this Ordinance are hereby repealed, and any and all ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed, provided, however, that the repeal of any ordinance or parts of ordinances of the Town shall not revive any other section of any ordinance or ordinances hereto before repealed or superseded, and further provided that this repeal shall not affect or prevent the prosecution or punishment of any person for any act done or committed in violation of any ordinance hereby repealed prior to the taking effect of this Ordinance.

Section 5. Effective Date.

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

HEARD AND FINALLY ADOPTED by the Board of Trustees of the Town of Paonia, Colorado, this _____ day of September 2022

TOWN OF PAONIA, COLORADO, A MUNICIPAL CORPORATION

By: _____
Mary Bachran, Mayor

ATTEST:

Corinne Ferguson, Town Administrator/Clerk

File Attachments for Item:

Draft Resolution TBD-2022 - Northfork Airport Advisory Committee

**RESOLUTION 12-2022
A RESOLUTION OF THE
TOWN OF PAONIA, COLORADO,
CREATION AND DESIGNATION OF
THE NORTH FORK VALLEY
AIRPORT ADVISORY COMMITTEE**

DESIGNATING THE NORTH FORK VALLEY AIRPORT ADVISORY COMMITTEE TO REPRESENT AND ADVISE THE TOWN OF PAONIA ON MATTERS RELATED TO THE NORTH FORK VALLEY AIRPORT (7V2, Colorado State airport identifier)

WHEREAS, The Delta County Colorado Board of County Commissioners (The County) disbanded the Delta County Colorado Airport Advisory Board and replaced it with a Delta Blake Field specific Advisory Board;

WHEREAS, The Town of Paonia (The Town) desires to have user input reference any operation and administration questions arising from of the North Fork Valley Airport;

WHEREAS, The 2009 operational Memorandum of Understanding (MOU) and supplement with Delta County, Colorado as to the management, maintenance, income and capital improvements at the North Fork Valley Airport remains in full effect;

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

1. Hereby establishes the North Fork Valley Airport Advisory Committee (The Committee)
2. Said Committee shall consist of three (3) persons with interest in in The North Fork Valley Airport and one (1) person representing the Town of Paonia, the Fixed Base operator (FBO) at the North Fork Valley Airport shall be an ex-officio member of the Committee
3. Application of interest to become a member of said Committee shall be made in writing to the Paonia Board of Trustees
4. Each of the 3 airport interested Committee members shall serve a term of four (4) years. At the initiation of the Committee, 2 members shall be appointed for 4 years and 1 shall be appointed for 2 years to stagger the terms. The Town appointed member shall be appointed, per any need, following election cycles
5. The Chair of the North Fork Valley Airport Advisory Committee shall be elected by its members
6. The North Fork Airport Advisory Committee has only the authority to advise the Town of Paonia reference pertaining to 7V2

Duties of the North Fork Valley Airport Advisory Committee:

- A. The Committee shall be the liaison between The Town and The County on airport matters including information sharing and planning required at 7V2
- B. The Committee shall report any budgetary requirements at 7V2 to the Paonia Board of Trustees in a timely basis
- C. The Committee shall create a 5- and 10-year master plan for the airport and keep it on file at the Town of Paonia
- D. The Committee shall report to the Paonia Town Council in March and September of each year, and additionally as needs arise
- E. The Committee shall conduct tours of 7V2 with new Paonia Trustees and other interested parties as to the ownership, operation, maintenance, and capital improvements required at 7V2

ADOPTED this 8th day of September 2022, by the Town Board of Trustees of the Town of Paonia.

TOWN OF PAONIA, COLORADO

Mary Bachran, Mayor


ATTEST:

J. Corinne Ferguson, Town Administrator/Clerk

File Attachments for Item:

Dark Skies Paonia - Letter of Support - GIS Mapping of Town Streetlights Funding

AGENDA SUMMARY FORM

	<p>Dark Skies Paonia - Letter of Support - GIS Mapping of Town Streetlights Funding</p>
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Summary:
 Letter of support for funds to assist with the mapping layer for the Towns streetlights.

Notes:

Opening of letter reads as if part of an ordinance or resolution. Additional information but was not available at time of the creation of this item.

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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



Dark Skies Paonia

PO Box 807

Paonia, Colorado 81428

970-534-5550

darks skiespaonia@gmail.com

www.darks skiespaonia.com

Letter of Support for GIS mapping of the Town of Paonia public lighting inventory

August 28, 2022

WHEREAS: Paonia is well along its way in completing the application to become a certified International Dark Sky Community. One component that is incomplete is taking a lighting inventory of the Town of Paonia's publicly owned and operated outdoor lighting.

WHEREAS: The 501c3 Dark Skies Paonia is asking that the Town provide a letter of support for Dark Skies Paonia to apply for state technical assistance funding for documenting the lighting inventory on the Town's GIS platform.

WHEREAS: Including Town Lighting on the GIS platform would greatly help complete the lighting inventory in an organized way that will be a reference for the Town in the future. At the same time, GIS functionality can be applied to other Town projects, such as mapping the Town's water systems.

WHEREAS: Concurrently, using the Town's GIS to document lighting inventory can be replicated by other towns across the state for their dark sky efforts, so this would benefit the Dark Sky Bill program as well.

WHEREAS: The 501c3 Dark Skies Paonia is asking for funding from the West Elk Community Fund that can be applied to the project.

WHEREAS: The Colorado Dark Sky Designation and Promotion Bill (HB22-1382) puts forth state funding (\$4000) for technical support for prospective International Dark-Sky Places (IDSP) to complete their application for IDSP certification.

To Whom it May Concern,

The Town of Paonia expresses its support for Dark Skies Paonia to apply for grant funding to document the Town's public lighting inventory on the Town's GIS platform.

Taking an inventory of the Town's publicly owned lighting is a necessary step in completing the application and achieving International Dark Sky Community certification from the International Dark Sky Association.

The Town of Paonia has access to the ARC-GIS mapping platform which would be an ideal place to document the lighting inventory.

The Town of Paonia can work with Dark Skies Paonia to record data on the Town lighting and to access and populate the GIS database, while working alongside the contracted GIS coordinator.



Dark Skies Paonia

PO Box 807

Paonia, Colorado 81428

970-534-5550

darksbiespaonia@gmail.com

www.darksbiespaonia.com

Timeline for the implementation: Application for funding will submitted in September and October. If awarded, the lighting inventory work starts in December 2022 and must be complete no later than June 2023.

Metrics of success:

Having an IDA -approved lighting inventory for the IDSP application.

Mapping the lighting inventory on the Town's GIS platform

IDSP Community certification for the Town of Paonia

Mapping other components, such as the water systems, on the Town's GIS platform

Creating a protocol for other prospective IDSPs to document the lighting inventory on GIS

Signed:

Town of Paonia Mayor


Town of Paonia Board of Trustees

Town of Paonia Administrator

File Attachments for Item:

Use of American Rescue Plan Funds - Clock Plant & Pressure Reducing Vault Rehabilitation

AGENDA SUMMARY FORM

	<p>Use of American Rescue Plan Funds - Clock Plant & Pressure Reducing Vault Rehabilitation</p>
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Summary:

Notes:

In the 2022 budget Trustees earmarked the ARPA funds in the amount of \$369,000 to be set aside for the Lamborn Mesa tank relining. Staff requests the Board approve use of the ARPA funds toward repairs needed at the Clock Plant to bring online into distribution and for the much-needed PRV repairs, installation, maintenance.

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

File Attachments for Item:

Follow Up Regarding Finished Storage Tank – Lamborn Mesa Water Treatment Tank

AGENDA SUMMARY FORM

	<p>Follow Up Regarding Finished Storage Tank – Lamborn Mesa Water Treatment Tank</p>
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Summary

Notes:

Following decision making by the Board of Trustees at the AUGUST 25TH regular meeting, discussion with the Public Works Water operators, it was requested we bring the topic of abandonment of the existing tank back to the Board. It is the recommendation that we move forward with repairs to the existing tank – as it has a long-life expectancy and is sound.

Jeremiah will be present to participate in this discussion.

Possible Motions:


Motion by: _____ 2nd: _____ vote: _____

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

File Attachments for Item:

Executive Search Firm - Town Administrator

AGENDA SUMMARY FORM

	Executive Search Firm - Town Administrator
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Summary:
 Information regarding the search for a recruitment agency for the Town Administrator position.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

DRAFT

TOWN OF PAONIA, COLORADO

REQUEST FOR PROPOSAL (RFP)

FOR

EXECUTIVE SEARCH SERVICES

FOR THE POSITION OF TOWN ADMINISTRATOR

SUBMITTAL DEADLINE – *SEPTEMBER 13, 2022*

INTRODUCTION

The Town of Paonia, Colorado (Town) is seeking Proposals from Firms interested, experienced, and knowledgeable in providing Executive Search Services for the position of Town Administrator. This RFP is intended to gather pertinent information concerning the ability of contractors to meet the needs of the Town.

The Town is interested in the Firm limiting their Executive Search Services to identifying potential candidates and inviting them to apply for the position.

The Town elected officials/interview panel will perform resume reviews, conduct interviews, contact references, create the benefits package, and ultimately choose the candidate.

The Town is interested in hiring a Firm with the necessary experience and resources to ensure that our Town Administrator job opening announcement is provided to as many potential candidates as possible. The Firm shall describe their depth of knowledge about resources and contacts for potential applicants beyond the CML, ICMA and Association of Public Administration job opening platforms. The Firm must also provide examples of successfully locating candidates that were ultimately hired for the position being advertised.

INQUIRIES AND CORRECTIONS

All inquiries relating to this RFP shall be addressed to:

Paige Smith, Town Trustee
 214 Grand Ave.
 PO Box 460
 Paonia, CO 81428
paiges@townofpaonia.com

If a Firm, submitting a proposal, finds discrepancies in, or omissions within the RFP, or should require additional clarification of any part thereof; a written request for interpretation may be submitted using email. Any interpretation of, or change made to the RFP will be made by written addendum to each proposing Firm.

The Town will not be responsible for any oral explanation. All inquiries shall be made in writing and all responses will be provided in writing, with copies being sent to all proposing Firms. To be given consideration, inquiries must be received at least seven (7) calendar days prior to the submission date established herein. It shall be the responsibility of each proposing Engineering Firm to verify that each addendum has been received prior to submitting a proposal.

SUBMITTAL DATE AND LOCATION

Interested Firms are invited to submit one (1) hard copy and one (1) electronic copy (loaded onto a thumb drive) of your proposal in a sealed envelope clearly marked “**Request for Proposal/Executive Search**” by 4:30 p.m., Tuesday, *September 13, 2022*, and addressed to:

Paige Smith, Town Trustee
Town of Paonia
214 Grand Avenue
PO Box 460
Paonia, CO 81428

All proposals will be opened publicly in Paonia Town Hall on Wednesday, *September 14, 2022*, at 11:00 a.m.

LATE AND TELEGRAPHIC PROPOSALS

Late proposals will not be accepted under any circumstance, and any proposal so received shall be returned to the proposing Firm unopened. In addition, telegraphic and/or proposals sent by electronic devices are not acceptable and will be rejected upon receipt. Proposing Firms will be expected to allow adequate time for delivery of proposal. Sole responsibility rests with the proposing Firm to see that their proposal is received on time.

BACKGROUND AND OBJECTIVES – Services requested are limited to distribution of job opening materials to potential candidates

The Town has created a Town Administrator Job Description and Recruitment Brochure. Both documents are available at [Town of Paonia is accepting applications for Town Administrator | Town of Paonia \(colorado.gov\)](#) Consequently, the Town does not require the services of an Executive Search Firm for this portion of our candidate search. In addition, the Town plans to review resumes, conduct interviews and select the finalists.

The Town is only seeking the services of a Firm to distribute our job opening materials to potential candidates who may not be utilizing standard public administration job posting platforms.

Please note that the current deadline for accepting applications is September 30, 2022. The Town understands that this deadline will need to be extended.

OVERVIEW OF SERVICES TO BE PROVIDED

The Town requests the Firm explain the resources they possess to identify potential candidates that may not be actively looking for a position as Town Administrator and examples of candidate hiring that was solely the result of the services provided by the Firm.

The chosen Firm must be prepared to immediately begin contacting potential candidates upon contract approval with the Town.

Subject to approval by the Town, this contract will be in effect from the date of hire until the closing date for accepting Town Administrator applications.

CONDITIONS OF PROPOSAL SUBMITTAL

A duly authorized official of the proposing Firm submitting the proposal must sign the proposal.

Only one proposal will be accepted from any Firm.

All price quotes must be firm for a period of (90) days following the opening of the proposal.

The Town of Paonia reserves the right to reject any and all proposals or any part thereof. The right is reserved to waive any formalities or informalities contained in any proposal and to award the proposal to the most responsive and responsible proposing Firm as deemed in the best interest of the Town of Paonia.

The Town will not return proposals, or other information supplied to the Town by the proposing Firm.

EVALUATION OF PROPOSALS

The Board of Trustees for the Town of Paonia will evaluate all proposals.

The Town MAY interview prospective Firms. During the evaluation process, the Town reserves the right to accept or request additional information or clarifications from the Firm or to allow corrections of errors or omissions.

Prospective Firms MAY be required to make oral presentations as part of the evaluation process. The Firm selected for the award will be chosen based on the apparent greatest benefit to the Town, and not necessarily based on the lowest price.

Following the notification of the successful Firm it is expected a contract will be executed between the Town and the successful Firm.

EVALUATION CRITERIA

Proposals shall be evaluated based on the following criteria:

- A. Responsiveness to the needs of the Town, both in service cost and the scope of the services offered.
- B. The proposing Firm’s experience in dealing with the hiring of small, rural Town executives.
- C. How the proposing Firm intends to report progress with finding and notifying potential applicants of the Town’s Administrator opening.

PROPOSAL ELEMENTS AND FORMAT

Proposals submitted shall contain all information as requested herein and any additional information necessary to summarize the overall benefit of the proposal to the Town.

Proposals shall include the following:

- A. A cover letter stating the name, physical and email address, and telephone number of the contact person and must bear the signature of the person having the authority to make the proposal for the Firm and bind the Firm in a formal contract with the Town. The cover letter must also include a description of how the Firm is well-suited to provide Executive Search services to the Town.
- B. A specific plan for contacting prospective candidates and the timeline for doing so.
- C. A resume outlining the relevant experience of everyone within the Firm that will be working on the Executive Search for the Town.
- D. Costs associated with all services proposed to be offered.

RESPONSIBILITIES OF THE TOWN OF PAONIA

There is no expressed or implied obligation on behalf of the Town to reimburse interested Firms for any expenses incurred in preparing proposals or in attending a virtual interview in response to this request for proposal

File Attachments for Item:

Meeting Structure & Agenda Timeline

AGENDA SUMMARY FORM

	Meeting Structure & Agenda Timeline
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Summary:
 Follow up discussion from the Trustee’s Code of Conduct work session 9/2/2022. Meeting structure changes and the timeline for final submittals to agenda and packet release.

Notes:

The information provided by Trustee Knutson & former Trustee Jeff Thompson about the structure of the Trustee meetings is included in the packet.

Also included is a calendar example of the scheduling for modification to agenda submittals and packet publication.

Link to Bob’s Rules of Order:
<https://library.municode.com/co/paonia/munidocs/munidocs?nodeId=4f82b75f6881f>

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

Rules of Procedure Recommendations for Town Meetings

Participants: Jeff Thompson, Dave Knutson, Bill Brunner (during first meeting)

Initiated during Council Meeting January 25, 2020, Follow up meetings on this effort were held on February 4, 15, and 18

Principles informing these recommendations:

- Public Participation
- Improved Decision-making
- Efficient use of time
- Consistency of meetings

Comments and Recommendations:

- Start meetings at 6:00 pm.
- Each meeting opens with a statement by the Mayor summarizing rules of procedure for the meeting.
- Prior to a posted regular meeting, no items will be added to Meeting Packet after noon Friday.
 - “Emergency” agenda items may be an exception. A definition of *emergency* will be needed.
- Public comment 2 minutes per citizen per agenda item.
- Mayor has right to participate in council deliberations.
- Motions need a second to be voted on.
- Trustees and Citizens wishing to speak must be recognized by the Mayor.
- The Mayor is the facilitator of the meeting and has a right to have a participant removed for behavior disruptive to effective and efficient meetings such as sidebar discussions, outbursts, foul language and personal attacks.
- Spontaneous applause, boos or reactions can also result in being removed from the meeting.
- Built in 10 minute break at 7:45 pm (half way point) – regardless of where on the agenda or where discussion is occurring.
- Hard stop at 9:30 pm.

Rationale: Sets tone for respectful dialogue and lets citizens know up front how to productively participate. All comments by Council and Citizens are directed to the Chair. We are a small town, when there’s a prior relationship we are free to use first names.

Proposed Change: Order of meeting agenda items

1. Meeting Opening: Mayor introduces the meeting and summarizes of Rules of Procedure
 - a) We, as members of this community, want the same thing – what’s best for Paonia
 - b) Statement to public –
 1. When providing comments, please state the goal/outcome for your comment and how that outcome is best achieved
 2. You will have 2 minutes to comment on a discussion item. Please be brief and directly address your point. If you wish to make more comments, provide written

- statements or schedule a discussion with the appropriate Trustee, the Mayor, or town staff.
3. You are encouraged to provide written comments to be included in the meeting agenda packet ahead of the meeting so that Trustees can consider input ahead of town meetings.
 - c) Respectful dialog is required for successful meetings – by trustees, the mayor, town staff, and members of the public.
 2. Friends and Neighbors (public input regarding items not on the agenda - two minutes per citizen)
 3. Public Agenda Items – address agenda items for members of the public present at the meeting first
 4. Agenda Items requiring a vote/decision (example disbursements, purchases, awarding bids)
 5. Information or discussion Items not requiring decisions
 6. Staff Reports: Administrator, Public Works, Chief, and Finance
 - a) Create a standard structure/template for each meeting report - Areas/topics in report template include water, operational projects; goals - met, in-process, and future priorities; Staffing – vacancies, hiring, training.
 - b) All report areas/topics in the template. Can be “no activity”, “no progress”, etc.
 - c) Reports in all areas (administration, public works, police, finance) should be made at each meeting.
 7. Mayor/Ad Hoc Committee reports
 8. Hard stop at 9:30 p.m.

Rationale: Respect time of members of the public who come for one specific agenda item by moving it to the front of the order. Needed decisions are made early in the meeting not late into the night. Staff report and informational items will be placed after decision items. Council needs to provide a template format and information items requested for staff reports.

Procedure for each Agenda Item:

1. Mayor announces item and summarizes
2. Council discusses
3. Public input prior to a motion
 - a) Each citizen gets the floor one time for 2 minutes
 - b) Citizens encouraged to not repeat prior comments and to stay on topic for each agenda item
4. Council makes a motion with second or tables item
5. Following a motion Council discusses agenda item prior to a vote while acknowledging public input/information.
6. Vote

Rationale: Allows full public participation prior to a motion and allows transparency for public to observed Council deliberations

October

2022

Mon	Tue	Wed	Thu	Fri
3 DEADLINE FOR AGENDA REQUESTS 4:00 PM	4 AGENDA REVIEW WITH MAYOR	5	6	7 PACKET PUBLISHED
10	11 MEETING	12	13 MEETING	14
17 DEADLINE FOR AGENDA REQUESTS 4:00 PM	18	19	20	21 PACKET PUBLISHED
24	25 MEETING	26	27 MEETING	28
31				

File Attachments for Item:

Colorado Grand Grant Application - Parks

AGENDA SUMMARY FORM

	<p>Colorado Grand Grant Application - Parks</p>
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Summary:

Notes:

Colorado Grand Grant

Purpose: Rehab the bathrooms in Apple Valley Park
 Cost: \$13,000
 Grant amount: \$10,000
 Matching: \$3,000
 Staff Time: TBD
 Reporting: Letter thanking the organization, pictures of what was done if grant received

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

2022 Colorado Grand Community Improvement Grant

Does your Town have Community Improvement Projects?

The Colorado Grand wants to help build your town's improvement projects.

Does your community offer aid to its less fortunate citizens? Are there medical, educational, arts-related, or social service programs in your area that have a direct influence on its citizens?

Do these programs include volunteer involvement and a low level of administration costs?

If you have a project or program that meets the above criteria, the Colorado Grand wants to hear about it. The Colorado grand favors funding projects that include matching funds or volunteer labor programs.

Examples of past Colorado Grand supported community funding:

- Paonia Theater and Cedaredge Venue which revitalized the Main Street
- Dillon's CASA program (Court Appointed Student Advocates)
- Lake City Search & Rescue water rescue packs and a high-tech chair for medical procedures
- Flight for Life, funds towards construction of hanger and heated pad and walkway, servicing the Western Slope, Summit County
- Digital Mammography machine at Meeker Medical Center and Summit Hospital. Both service Western slope communities.

- Walden received money to pay for engineering and architectural drawings for its medical facility

Actually, there are plenty more. I am sure you get the picture!

To have your project considered for funding by the Colorado Grand we require the following:

- 1) Letter stating your requested amount, mission, and purpose of funds.
- 2) Copy of your 501c3 status letter in good standing, and two years of financial reports
- 3) Copy of your most recent Form 990 tax return
- 4) Copy of your most recent audited financials.

The Colorado Grand will review your request for financial support and make it's choices for the year's recipients by late December.

Deadline to apply: October 1, 2022

Contact: Colorado Grand Charity Chairman, Don Shires,
donshires@comcast.com

Office 303-506-0728
 CO1000.Com

**Mayor's Report
9-8-22**

How to Use State and Local Fiscal Recovery Funds (SLFRF) for Affordable Housing Production and Preservation 8-10-22

- ARPA funds
- Covered under Public Health and Economic Response section of eligible use
- Eligible uses
 - Meet core requirements Option 2
 - Resident income restrictions
 - The affordability period and related covenant requirements for assisted units
 - Tenant protections
 - Housing quality standards
 - National Housing Trust Fund
 - HOME program from Hud
 - Low-Income H
 - Option 2
 - Must serve households at or below 65% of AMI for a period of 20 years or greater
 - Needs of local rental market can be up to 80% of AMI
 - Federal loans use
 - Loan term must be at least 20 years long
 - Principal forgiveness available
 - Gap funding opportunities
 - Acquire buildings/lots for affordable housing
 - Can fund pre-project development
- <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>

CO Local Government Meeting 8-17-22

- DOLA
 - Division of Housing survey done
 - Policies and Procedures for HB 1304 in September
 - Classifications for urban, rural, rural tourism
- CWCB
 - Colorado Water Plan is in process of gathering feedback
- Workforce Development & Capacity Building
 - Regional Talent Initiative Program HB22-1350
 - Grant funding available
 - Creating pathways to economic viability
 - Grant Goals

- Meet regional needs
 - Innovation between education and workforce systems
 - Opportunities to be more economically mobile and earn a living wage
 - Seed & Scale investments
 - Grants application available 12-1-22
- IJIA Local Match for Local Governments
 - \$80.25 million available
 - Priorities
 - Broadband
 - Water supply
 - Transportation
 - Disaster
 - Clean energy
 - Energy efficiency
 - Review process
 - 75 days in length
 - Local match funds (LOMA)
 - Federal grants only
 - Minimum application \$250,000
- Rural and Small Community Capacity
 - Local capacity support through Region 10
 - Primary contact person for help
 - NOFO tracker – funding availability

Region 10 Board of Directors Meeting 8-25-22

- Executive Director Report – Michelle Haynes
 - All funds are in the black except Broadband and EZ Administration
 - Waiting on State contract for Project manager position
 - Will begin recruitment after they receive notice to continue
 - Working on fiber corridor along I-70
- Small Business Resource Center – Nancy Murphy
 - SBDC looking for a new state director
 - New working group
 - Small Business Lega Aid program expanded beyond COVID-impacted business
 - Need to be under 20 employer
 - One meeting with legal counsel per month
- Business Loan Fund – Dan Scinto
 - 4 new loan closings in Montrose County
 - In pipeline;
 - 3 Montrose
 - 3 Gunnison
 - 3 Delta

- Community Development – Trish Thibido
 - New tax credit through DOLA
 - 35% credit for donors who contribute to homeless project
 - Regional housing data metal analysis
 - Collecting a great deal of data on visitors
 - Who, how long, lodging
 - Fewer visitors this year than last
 - Reach out if want information on local events
- Community Living Services – Eva Vetch
 - Community living services is running a survey for people over 60
 - Will be online on August 29
 - Community conversation held in Paonia
 - Soft launch on consumer directed program to begin in Montrose CO
- Regional Broadband – Corey Bryndal
- Gunnison Velley Transportation Region Committee – Vince Rogalski

**Advisory Water Committee Meeting
August 31, 2022**

A. Current AWC members present: David Weber (Trustee), Phil Ceriani (an authorized representative of a local water company) and Kayla Rosen (representing out-of-town users). Dave Knutson, Town Trustee was also present. Jeremiah Garcia, Town employee overseeing the water and sewer systems was also there. Not present was Bill Brunner who has been voted as an in-town user representative.

Jeremiah gave an excellent presentation of the status of the Town water system and what is needed to fix it. All trustees should see this presentation as it lays everything out. Christina Patterson filmed it, so ask her for the YouTube link.

Part of Jeremiah’s production covered what it takes to lift the moratorium and listed important water projects in priority order:

- 1) Bring the Clock tank and treatment plant online.
- 2) Replace, repair and install new pressure regulations valves.
- 3) Reline the 2 million gallon tank.
- 4) Do a water loss analysis.
- 5) Collect more data on the water system performance.
- 6) Improve the springs.

Jeremiah, using SGM and JDS Hydro data, has identified places in town where we have old cast iron/steel pipe that is dying. These include Main St, Dorris Ave, Orchard Ave, 5th St, and Box Elder. There is a water main leak at Black Bridge Rd and 7th Street. He also pointed out where we have lead pipe pigtails in the system of which Onarga Ave has the most.

Jeremiah was adamant about **NOT** replacing the 2 million gallon tank. It is a high grade welded steel tank with 37 years of life left. He also noted that the altitude valve, once recommended for installation, is not needed at all.

We are losing part of our Lake Fork spring water to a rancher. We need to bypass the splitter box and capture all that water.

The second version of budget Water/Sewer/Trash budget requests were submitted to Finance.

Finally, and this is very important, we are no longer spilling water. The level in the 2 million gallon tank is holding but the next 6 weeks will be critical for Town water. Be prepared to impose water restrictions. Because the lower system is offline we are dumping over 160 GPM into German Creek. Water that we need badly.

Next Meeting is Wednesday, September 28, 2022