



TOWN OF PAONIA
REGULAR TOWN BOARD MEETING AGENDA
6:30 PM

MASKS ARE NO LONGER REQUIRED TO ATTEND PUBLIC MEETINGS.

<https://zoom.us/meeting/87304909441>

Roll Call

Approval of Agenda

Announcements

Opportunity to Meet Staff

Project Updates

Recognition of Visitors & Guests

North Fork Pool Park and Recreation District

Consent Agenda

Minutes:

February 3, 2022 – Work Session

February 28, 2022 – Special Meeting

March 10, 2022 – Regular Meeting

Liquor License Renewal:

Flying Fork Café

Thomas Waldo's

Public Hearing

Davis – Minor Subdivision Variance Application Review – TBD Niagara Avenue

New Business

Board Consideration and possible action regarding Hauze Waterline located on Delta Avenue

Colorado Department of Health and Environment Quick-Win Grant Review - Shade Trees for Paonia

Resolution 02-2022 Board of Trustees Resignation Procedures

Resolution 03-2022 Acceptance of Resignation & Notice of Vacancy

Board of Trustees Appointment to fill trustee vacancy

Disbursements

Unfinished Business

Resolution 04-2022 - Board of Trustees facility inspection policy

Discussion of Trustees top three criteria for setting priorities

Mayor's Report

Delta County School District Teachers and Staff Day – Proclamation

Town Attorney Report

Executive Session

For a conference with the Town attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b); pertaining to interpretation and application to Ordinance 01-2020 Water Tap Moratorium

Staff Reports

13. Town Administrator's Report

Public Works Report

Police Report

Finance Report

Committee Reports

Adjournment

I. RULES OF PROCEDURE

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

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

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

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

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

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

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

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

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

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

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

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

II. CONSENT AGENDA

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

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

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

III. EXECUTIVE SESSION

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

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


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

IV. SUBJECT TO AMENDMENT

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


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

AGENDA SUMMARY FORM

	Roll Call		
Summary:			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Mayor Bachran	Trustee Budinger	Trustee Johnson
Trustee Knutson	Vacant	Trustee Smith	Trustee Thompson

March 11, 2022

AGENDA SUMMARY FORM

	Agenda Approval		
Summary:			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Mayor Bachran	Trustee Budinger	Trustee Johnson
Trustee Knutson	Vacant	Trustee Smith	Trustee Thompson

March 11, 2022

AGENDA SUMMARY FORM



Announcements

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Mayor Bachran	Trustee Budinger	Trustee Johnson
Trustee Knutson	Vacant	Trustee Smith	Trustee Thompson

AGENDA SUMMARY FORM



Opportunity to Meet Staff
Project Updates

Summary:

Notes:

Opportunity for the Board to meet in person Public Works Director Cory Heiniger and staff members dedicated to water and wastewater Jeremiah Garcia and Jordan Redden.

Included for informational purposes is the beginning outline of a daily/weekly/monthly etc. checklist.

Included for an update is the issues matrix as created by SSG and updated by the Administrator and staff to date.

OF NOTE at the Lamborn Plant:

- All three skids are operational
- All broken pipes on the neutralization system have been removed and replacements ordered
- Recirculating pump is at EmTech for inspection and cost to repair
- Quote requested to compare replacement vs repair cost on the pump
- Meter installed and operational on the German Creek Spring

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Mayor Bachran	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Smith	Trustee Thompson

Daily:

Lamborn Water Treatment Plant

- Verify instruments are properly calibrated.
 - Colorimeter & pH pen
- Daily Site inspection
 - Inspect plant for leaks, malfunctioning equipment, verify plant is in appropriate working order.
 - Verify monitoring equipment is clean, filled, and no significant wear on tubing.
 - Activate sump pump to drain neutralizing tank bay
 - Verify all actuators and valves are functioning during normal operation and backflush cycles
 - Test air compressor auto drain device
- Grab samples
 - After verifying instrumentation, collect samples from the Clearwell and Distribution entry point.
 - Zero Colorimeter, add FREE Cl DPD reagent to samples
 - Review CL17 analyzer current reading
 - Record Colorimeter and Analyzer Data into Fulcrum APP
- Chemical Feed & Dose
 - Record Sodium Hypochlorite inventory
 - Record Combined Raw water flow rate – German Creek & Reynolds Springs, as well as Skid 3's flow rate
 - Record Peristaltic pumps – for raw water, for filtered water, and for skid 3 - dosing speed rate
- Flow rate totals
 - Review monitors for totalization of gallons of water for... German Creek into the plant, German Creek overflow, Reynold's into the plant, Reynolds over flow, and combined into the plant.
- Drinking Water Monthly Operating Report (Daily totals to be reported to CDPHE, monthly)
 - Manually review recorded charts from the previous day for Chlorine Residuals and Turbidity effluence.
 - Identify and record the lowest chlorine residual for each 4 hour increment over the previous 24 hours. (eg 12-4a, 4-8a, 8-12a, 12-4p, 4-8p, 8-12p)
 - Identify and record the highest Turbidity levels at the distribution entry point for each 4 hour increment over the previous 24 hours.

Wastewater Treatment Plant

- Daily Inspection
 - Empty "Trash Rack"
 - Very gross. This should be an automatic system, requiring no one to handle human waste
 - Visually inspect pond liners for tears and rips.

- Inspect that aerators are running.
 - Each aerator is on a timer which turns the motors on for 30 minutes, then off for 30 minutes .
- Record flow rates and chemical feed dosage rates, as well as inventory
 - Visually inspect flume levels at the influence and effluence, record
 - Record inventory for sodium hypochlorite, and sodium thiosulfate
 - Review and record NaCl and Na₂S₂O₃ peristaltic pump dosing rate

2-3 times/ week

Lamborn Plant

- Periodic Grab samples
 - From Chlorine analyzer collect water samples
 - After verifying instrument calibration record pH, temperature
- Refill Sodium Hypochlorite
 - Transfer NaCl from stock barrels to dosing barrel

Wastewater Treatment Plant

- Periodic Grab samples
 - Collect 3 samples: from before the chlorine basin, after the Chlorine Contact Basin (CCB), and from the discharge pipe at the river
 - After verifying instrument calibration record pH, temperature
 - After verifying second instrument calibration (colorimeter) zero sample, add Total Cl DPD reagent to sample. Record data into Fulcrum
- Refill Sodium Hypochlorite & Sodium thiosulfate
 - Transfer NaCl from stock barrels to dosing barrel
 - Transfer Na₂S₂O₃
 - Pause Peristaltic pump
 - Add 25 gallons of water to dosing barrel
 - Add 50 lbs of Na₂S₂O₃ to dosing barrel
 - Turn on mixer for 2 hours
 - After 2 hours, turn off mixer and turn on peristaltic pump

Weekly

Lamborn Plant

- Perform Membrane Integrity and Transmembrane Pressure Test
 - Bring Raw water tank level up to 46"
 - Shut off raw water line to the plant, slow skid pump down lowest operating speed, pause skid before tested. This is a manual process that must be performed slowly, as to not create a "hammering" effect on the pipes and valves due to pressure build up in the spring collection system.
 - Visually inspect that skid is in the "pause" setting by verifying that all appropriate actuators are closed.
 - Initiate Pressure Decay test

- Verify that air compressor is providing air to the modules. Listening to air compressor, visually verifying that air valves are open or closed, and checking the SCADA program for PSI in the Skid.
- When system has reached 15.5 PSI, visually inspect the clear pipes at the top of the modules for bubbles. (If any module of the skid has bubbles, it can be isolated and scheduled for repair)
- Once the test is complete, data points will be recorded.
- Skid then needs to be restarted, raw water inflow needs to be set back at its original flow rate, and skid pump needs to be set to its originally operating speed.
- Once the plant is back to its original operating rate, another set of data needs to be recorded.

Monthly

Distribution System

- Potable Water Sampling
 - Collect samples from 2 CDPHE approved locations throughout the distribution system. (There are about 30 approve collection locations, and each month new sites should be selected.)
 - Using specific collection bottles provided by a certified, predetermined lab, collect bacteriological samples
 - Collect second sample to test for chlorine residual levels using a colorimeter instrument (that has been verified to be calibrated)
- Disinfection By Products
 - Collect sample from the single, state approved collection site
- Report Monthly Operating Report (MOR) to through CDPHE drinking water portal
 - Export data from Fulcrum App
 - Log into Drinking Water Portal and download MOR reporting form
 - Copy/Paste data from Fulcrum excel doc to CDPHE Drinking Water google doc
 - “Calculate” spreadsheet. (This is an automatic function provided on the drinking water portal)
 - Verify data is correct
 - Upload CDPHE MOR form to Drinking Water Portal Town of Paonia digital “Filing Cabinet”
 - After file is uploaded, select file, sign digital affidavit, and submit it to the CDPHE

Wastewater Treatment Plant

- Monthly Sample Collections
 - Starting at 8am, and finishing at 2pm, collect samples every 2 hours for a total of 4 samples.
 - Collect 1000ml of wastewater from WWTP influence @ 8a, record Million Gallons/ Day (MGD)
 - Collect 1000ml of wastewater from WWTP influence @ 10a, record MGD
 - Collect 1000ml of wastewater from WWTP influence @ 12p, record MGD

- Collect 1000ml of wastewater from WWTP influent @ 2p, record MGD
 - Calculate average MGD, and find total MLs needed from each sample collected
 - Combine appropriate amounts of sample water to final composite sample
 - Collect 2 samples from the discharge at the river
 - 1 sample each from each of the 2 wastewater lagoons
 - 1 sample from the pre chlorination basin
 - 1 sample from the river
 - Fill out Chain of Custody form for Delta County Lab
- Deliver Samples to Delta county lab

Quarterly

See Monthly Sample Collection, add following

Collect 1 sample of Raw water from Lamborn Water Treatment Plant

Collect 1 sample from the stormwater discharge near the Samuel Wade Bridge

Collect 1 sample from the backflush at Clock WTP

Additional responsibilities;

Respond to water issues; final reads, no water, breaks

Study for regulatory compliance, and licensing

Point of contact for

treatment plant repairs and maintenance

emergency preparedness

Delta county health department

To be added....


Yearly

Every 3 years...

Addressed	In progress	Question/Waiting on others	Need safety, protection, or information	Need to Source and Order	Filing Related - Unaccounted for - Need to implement system
Process WWT	Issues	Importance	Risk/Issue	Status	
Security	Unauthorized doors	High	Damage to infrastructure from people or animals	addressed (temporarily) with padlocks	Doors are locked
	broken door jams on main WWT building	High	Damage to infrastructure from people or animals	self-correcting locking system closed	gates are kept closed and locked
Safety	all cables and locks should be checked with staff changes	High	worker safety, legal requirement, asset protection	Proactive - certain needed	padlocks kept from doors
	no fire extinguishers/alarms	URGENT	worker safety, legal requirement, asset protection	Proactive - certain needed	Proactive - certain needed
Buildings/Other	no working handrail on staircase	URGENT	worker safety	Proactive - certain needed	Proactive - certain needed
	Fall hazard at main tank	URGENT	worker safety, stability, control, process integrity	Proactive - certain needed	Proactive - certain needed
Chemical Feed Systems	supply barrels/benchtop	URGENT	worker safety	Proactive - certain needed	Proactive - certain needed
	chemical feed systems lacks a means to verify the routine feed rate to enable measuring accurate dosage and evaluate process adjustments	Medium	Process control, permit compliance	Action is needed	Proactive - certain needed
Lagoon	Aerator in cell 1 of pond 1 has unacceptable mechanical noise	High	Process integrity, Permit Compliance	The aerator has stopped working since initial inspection. Impact to aeration levels required to maintain proper treatment	Inspection is needed
	Aerator in cell 2 of pond 2 was not operational during initial inspection. It is not clear if repair or if it was not started since to top cover of the pond	Medium	Process integrity, Permit Compliance	Impact to aeration levels required to maintain proper treatment is not known. The loss of function of aerator system may make this more critical	Inspection is needed
Sampling	Effluent parameters are not being continuously monitored and logged	Medium	Permit requirement	Replication flow instrumentation has been procured and is installed. Temperature instrumentation is needed	Need to locate new equipment. Signal wires, and power need to be installed
	Data logging system successful	Medium	Permit requirement	Access to the Starred datalogging system was gained on 1/28/22. More data is not available due to lack of instrumentation and configuration	
Recent keepings	Daily process operation records needed	Urgent	Process integrity, Permit Compliance	Temporary hard copy daily operational log sheets have been created and organized in a single folder. Automated tasks to record field generated data should be adopted	
	Equipment calibration records needed	URGENT	Permit Compliance	Instrument QA/QC records included with temporary daily operational log	
Equipment/Spare parts	Other excess or imperishable lab and chemical feed equipment is present	Medium	Waste Management, Asset Management	Identification of equipment that is no longer required is needed. Equipment identified as excess needs to be disposed of or liquidated	
	Spare process equipment need have maintenance records and maintenance schedules	Medium	Process integrity, Asset Management	A maintenance schedule needs to be created based on run time and manufacturer recommendations for preventive maintenance	
Lambert	Unauthorized containers stored on site and in main building	Medium	Hazardous, Available Space Utilization	Unauthorized containers need to be removed based on run time and manufacturer recommendations for preventive maintenance	
	Security	Unauthorized doors and unknown members of keys issued	High	Damage to infrastructure and public safety from unauthorized access	Unauthorized doors need to be secured with padlocks or locked
Safety	Multiple unsecured electrical open enclosures and wiring are present. Labels inoperable on the electrical room	URGENT	worker safety, asset protection	Substantial service work needed	
	No fire extinguishers or alarms present	URGENT	worker safety	Proactive - certain needed	
Buildings/Other	Water on floor	High	worker safety	Proactive - certain needed	
	Continuous water on floor	High	Process integrity, Asset Protection	Proactive - certain needed	
SCADA	High level sensor is needed for the future containment area around the neutralization tank	High	Facility protection from process flooding, Process integrity	Water on floor sensor from skid one has been temporarily moved to this area to detect high water. The sensor is not ideal and permanent cable needs to be run to the location	
	Value label alarm does not function	URGENT	Process integrity, notification of values that are operating in a way that can cause equipment damage	Value was reviewed for deficiencies in previous field work by Filter Tech on 2/2/2022. This is a necessary first step to ensure value sensor alarm	
Raw Source Water Inflow to Plant	The flow meter for the Gorman Creek raw source water line is not operational	High	Process control, production records	A new meter was installed on 1/25/2022. Filter Tech needs to be scheduled to complete installation of the transmitter display and connect it to the SCADA system	
	Potential for water hammer and surges capable of breaking piping and flooding the plant areas. This has been ongoing	URGENT	Process integrity, Asset Protection	Empirical evaluation of full operating range dynamics and raw water PVV supports may be needed. Addition of a transfer line located close to the plant in the Gorman Creek raw water line is planned. This is intended to reduce the line pressure at the plant. This change in pressure may need to be evaluated for impact on flow capacity through the plant raw water piping. Called John Toldre about this	Called John Toldre
Compressed Air System	Compressor 2 of the duplex set has not functioned for an unknown period	URGENT	Process integrity, critical redundancy	Troubleshooting of the problem was completed by an electrician and determined to be the motor. The motor was repaired by an electric motor shop and is awaiting installation	
	The air dryer for the compressed air system was found off and the reason was unknown	URGENT	Process integrity, reliability of an operated valves, damage to air controls	Operation of the air dryer was tested while shop drives and temperatures were monitored. Function of the condenser drain system was verified. Operation was deemed normal and the dryer has been returned to full service	
Chemical Back Wash System	Automatic drain system for the compressed air receiver tank was not functioning. Large amounts of water, in excess of three gallons, was manually drained from the tank	URGENT	Process integrity, reliability of an operated valves, damage to air controls	The automatic drain valve filter screen was plugged with large amounts of rust. The drain line was also obstructed. These items were corrected and upon automatic drain valves were present	
	Excess atmospheric humidity present in the facility	High	Process integrity, reliability of an operated valves, damage to air controls	Control of water on the floor has been made	
Membrane Filtration	System leak by feed particulate filter after the skid air dryer	High	Process integrity, reliability of an operated valves, damage to air controls	Needs to be addressed	
	Drain and fill piping is damaged in multiple areas	High	System needed for compliance and readiness to respond to changes to membrane performance to maintain production	Proactive - certain needed	
Membrane Filtration	Stair return for mixing the cleaning chemicals into the backwash water has a cracked injection fitting	Medium	Reliable operation needed to complete chemically enhanced backwashes	Proactive - certain needed	
	Chemical feed systems have been tested and uncorrected for an extended time period	URGENT	Reliable operation needed to complete chemically enhanced backwashes	Proactive - certain needed	
Membrane Filtration	Preheating tank in skid 2 maintained	High	Production capacity, critical redundancy	Proactive - certain needed	
	Skid 1 effluent	High	Skid 1 return backwash water to improve system efficiency - more water for distribution	Proactive - certain needed	
Membrane Filtration	Skid 1 return	High	Process integrity, asset protection, industry requirement	Proactive - certain needed	
	Skid 2 return	URGENT	Process integrity, asset protection, industry requirement	Proactive - certain needed	


A	B	C	D	E	F
Finished Water	Finished water pumps have leaks	High	Production capacity, critical redundancy	One spare pump has been reconditioned by EmTech and is waiting installation. The location of the second spare pump that was to be reconditioned needs to be determined. The reconditioned pump needs to be reconditioned immediately upon removal. There are also spare pumps for the old feed.	Replacement pump was installed on 3/16. Upon start-up metal shavings were discovered in the impeller. Em-Tech took the pump back to their shop on 3/17
Process Sampling	Chemical sample for chlorine and a continuous chlorine analyzer not in use. Designated sample location provides inconsistent measurements. Operating without this process sampling location makes tracking the results of changes to the disinfection process take 24 to 48 hours depending on the plant rate and volume in the 2 MG tank.	High	Process control, system water quality, SDWA compliance	An alternate sample tap location downstream of the chemical and finished water pumps was evaluated for stable chlorine measurement. The sample point for the chemical chlorine analyzer was moved to this point and has been providing the needed process control. This does not impact the location or operation of the main process chlorine sample point for compliance monitoring.	
	Minimal lab equipment is available for bench validation of process analyzers and samples. Lab instruments should be available for checking the operation and validating all major process sample analyzers.	Medium	Process control, system water quality, SDWA compliance.	The chlorine colorimeter has been verified and placed back in use. Procurement of pH meter is recommended for basic water quality documentation and will likely be required for operation of optimized corrosion control. Procurement of a portable lab instrument is recommended due to the number of process subductors in use.	We still need a subloop subducter to verify analyzer's accuracy.
Record Keeping	Increment operational data has been recorded.	High	Operational continuity, process optimization, system analysis, compliance reporting.	Temporary hard copy daily operational log sheets have been created and organized in a single binder. A wider segment of parameters are being recorded. Filter Tech is looking at connections to data logged by SCADA to be more appropriate for production statistics and compliance monitoring. Automated tools to record field generated data and generate reports would be a benefit.	
	No evidence of process analyzer quality assurance or quality control other than routine quarterly calibration by Filter Tech.	Medium	Process integrity, reporting, validation	Temporary hard copy daily operational log sheets have been created and organized in a single binder. A wider segment of parameters are being recorded. Filter Tech is looking at connections to data logged by SCADA to be more appropriate for production statistics and compliance monitoring. Discretionary copies of process instrument calibration records need to be organized from Filter Tech to be readily available on site.	
	SDWA compliance monitoring results have not been maintained on site in a consistent manner.	High	Some records are retained in the logs but up to 12 years. The CDPDE report is not considered to be an official repository for record keeping and is not guaranteed for availability.	Efforts to collect and consolidate records in underway. An organized electronic file system is needed.	
Accurate records of chemical consumption and storage are needed.	Medium	Planning and process control	Chemical site has been added to log sheets. Additional equipment is recommended for accurately documenting chemical dosages.		
Equipment/Spare parts	Major process equipment need basic maintenance records and maintenance schedules.	Medium	Process integrity, Asset Management	No significant records exist. Maintenance schedules need to be created based on run time and manufacturer recommendations for preventive maintenance.	
	Sodium hypochlorite (bleach) feed system lacks a means to verify the stabilizer feed rate to enable measuring accurate dosages and maintain appropriate pH.	Medium	Process control, system water quality, SDWA compliance.	Action is needed.	
	Sodium hypochlorite (bleach) feed system contains many low compatibility parts. Brass fittings with seals for domestic water supply are used in the system. The feed tank has a ballhead fitting with metal stainless steel balls.	High	Process integrity, SDWA compliance	Correct fittings and parts need to be procured and installed.	
	Sodium hypochlorite (bleach) feed tank has a poorly fitting cover that allows insects to enter. This creates debris in the sodium hypochlorite that can obstruct pumps and block chemical injection check valves. Replacement of the feed tank ballhead fitting with non-metal parts may require replacement of the tank. The feed tank is small and requires refilling more often than a larger tank. The feed tank to use appears to have been the sodium bisulfite feed tank at the WWTP.	Medium	Process integrity, sanitary conditions	Action is needed to identify a suitable replacement with a tight fitting cover and having a screen vent. Increasing the size of the feed tank would require a different weight scale.	
	Lack of critical spare parts.	URGENT	Lack of spare parts has hindered repair, redundancy is a requirement and necessary for proper plant function.	Some basic critical parts and equipment have been procured. Some minimal spare parts are in inventory. Detailed inventory and recommended added spares to posting action.	
Check WTP					
Unknown - out of service. No phone, a leak caused interior damage and document loss.				Out of SSG scope as the plant is offline.	
Distribution System					
Unaccounted for Water	more than a third of distributed water is lost	URGENT	water loss when supply is low	problem - several repairs occurred in the past 10 days. Leak detection service recommended, valve inspections need to be performed regularly, consistent water production and system maintenance - minimal record keeping is needed.	
Management	No consistent system standards for materials, equipment or work practices and it is not enforced.	High	Water quality public safety, asset management, customer responsiveness.	Needs attention to engage appropriate consultant experienced in establishing distribution system construction and work standards.	
Management	PRV valves do not have a scheduled maintenance program and clearly documented responses.	URGENT	System integrity, asset management	Within the span of 24 hours two PRV valves were found with leaking control systems and overflowing in partially flooded conditions in the vaults. Well qualified contractors should be engaged to evaluate the operational status of all system PRVs. Modeling or other calculated evaluation needs to be utilized in document and establish proper pressure setting for all PRVs.	Pipestone Equipment, technician John Taddler has been out to the system to inspect all PRVs and come up with a servicing and maintenance plan
Sampling	Location of bacteriological samples collected needs to be retained routinely among designated locations.	Medium	Public safety, system water quality, SDWA compliance.	Sampling locations have been identified. Outreach to private location may be necessary to facilitate the installation of dedicated sample stations should be considered with future distribution system upgrades.	
Spare Parts	Needs better documentation.	Medium	Operational continuity, SDWA compliance.	System sample locations have been determined from information on the CDPDE drinking water portal. A user friendly list of locations with a map should be developed.	
	Piping repair parts seem to be adequate, but lack inventory documentation.	Medium	System integrity, asset management	Action is needed to inventory spare parts located at the shop and Apple Valley plant.	
Spare Parts	Service parts and kits for any PRVs are not existent.	URGENT	System integrity, asset management	The type and number of all PRVs in the system need to be identified so that required service kits can be procured. Common service parts not included in service kits need to be identified for procurement. Common service parts would include assorted fittings and tubeshoes used on the high pressure control systems.	
	Spring Collection	Unknown/inaccessible		Out of SSG Scope as source water system is not accessible.	
Sanitary Source Distribution System					
Unknown				Out of SSG Scope	

AGENDA SUMMARY FORM

	Visitors & Guests		
Summary:			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Mayor Bachran	Trustee Budinger	Trustee Johnson
Trustee Knutson	Vacant	Trustee Smith	Trustee Thompson

March 11, 2022

AGENDA SUMMARY FORM

	<p>Minutes: February 3, 2022 – Work Session February 28, 2022 – Special Meeting March 10, 2022 – Regular Meeting Liquor License Renewal: Flying Fork Café Thomas Waldo’s</p>		
<p>Summary:</p>			
<p>Notes:</p> <p>Flying Fork Café – All fees paid. All documents received. No law enforcement issues within the last license period.</p> <p>Thomas Waldo’s – All fees paid. All documents received. No law enforcement issues within the last license period.</p>			
<p>Possible Motions:</p> <p>Motion by: _____ 2nd: _____ vote: _____</p>			
Vote:	Mayor Bachran	Trustee Budinger	Trustee Johnson
Trustee Knutson	Vacant	Trustee Smith	Trustee Thompson

March 18, 2022

TOWN OF PAONIA



Special Board Meeting, February 03, 2022

MAYOR AND BOARD OF TRUSTEES

**Mayor Bachran
Trustee Knutson
Trustee Budinger
Trustee Smith
Trustee Johnson
Trustee Meck
Trustee Thompson**

February 03, 2022,

Special Board Minutes

5:00 pm

Mayor Mary Bachran called the Special Meeting of the Town of Paonia to order at 5:00 pm. A link to the formal video of the Special Meeting - <https://www.youtube.com/watch?v=43MQiYF3jR8>

ROLL CALL:

Mayor Mary Bachran asked Deputy Clerk Amanda Mojarro to call the roll.

Deputy Clerk Mojarro called the roll and those present were Mayor Bachran, Trustees Knutson, Budinger, Smith, Johnson, and Meck. Trustee Thompson was absent.

1. Approval of the Agenda:

Trustee Knutson moved to approve the agenda as presented, seconded by Trustee Budinger. A verbal vote was taken with all Trustees voting "Aye," motion passed.

2. Announcements:

None.

New Business

For Possible action to approve Solid Solution Geosciences, LLC Paonia Water Project Number 01800-00100_C01- a Change order to scope of work with the addition of Task 50 in the of \$ 7,200.

President of Solid Solution Geosciences, LLC Brianna Greer a task summary and discussed the status of the water and sewer plants.

Discussion points:

- Repairs to the water plant

TOWN OF PAONIA



- Correction of the water plant’s alarm system.
- Provided an explanation of the Filtertech System and company.
- Discussed how the water plants are not in compliance and are working towards making them compliant.
- Discussed the Clock Water Plant – This plant is off-line, non-operable, Brianna Greer is focused on keeping the current water plant operable.

Trustee Budinger moved to approve the change order to include repairs for SSG in the amount of seven thousand, two hundred dollars (\$7,200), no second. The vote was not taken.

Trustee Smith moved to amend the motion, seconded by Trustee Budinger to approve the Solid Solution Geosciences, LLC Paonia Water Project Number 01800-00100_C01, a Change order to the scope of work with the addition of Task 50 in the amount of seven thousand, two hundred dollars (\$7,200). A verbal vote was taken with all Trustees voting “Aye,” motion carried unanimously.

ADJOURNMENT:

The Meeting was adjourned at 7:55 pm.

Corinne Ferguson, Administrator/Clerk

Mary Bachran, Mayor

TOWN OF PAONIA



Special Town Board Meeting, February 28, 2022

**Mayor Mary Bachran
Mayor Pro-Tem Dave Knutson
Trustee Karen Budinger
Trustee Mick Johnson
Trustee Paige Smith
Trustee Jeff Thompson**

February 28, 2022 **Special Meeting Minutes** **5:00 pm**

Mayor Mary Bachran called the Special Meeting of the Town of Paonia to order at 5:12 pm.

Roll Call

Finance Clerk Wuollet called the roll and those present were Mayor Bachran, Trustees Johnson, Budinger, Knutson, Smith, and Thompson.

Approval of the Agenda

Motion made by Trustee Knutson, Seconded by Trustee Budinger to approve the agenda as presented. Motion carried unanimously.

Announcements:

None.

New Business

Board review and possible action regarding Ordinance TBA-2022 amending the Town of Paonia Municipal Code to add a new section 2-11-10 concerning infrastructure and finance public records: Town Attorney Conklin provided a brief overview of the draft ordinance. Initiative Petition representative Bill Brunner made a brief statement.

Motion made by Trustee Smith, Seconded by Trustee Budinger to accept the ordinance as presented. Motion carried with three (3) Ayes and two (2) Nays.

Trustee	Aye	Nay
Budinger	X	
Knutson		X
Johnson	X	
Smith	X	
Thompson		X

Initiative petition representative Bill Brunner provided notice of petition ordinance withdrawal to Mayor Bachran.

Motion made by Trustee Smith, Seconded by Trustee Johnson to add an agenda item on the March 10, 2022, Board of Trustees meeting to develop a policy in accordance with allowing Trustees to view all facilities of the Town in accordance with applicable Town procedures. Motion carried unanimously.

ADJOURNMENT:

The special meeting was adjourned at 5:35 pm.

Candy Wuollet, Finance Clerk

Mary Bachran, Mayor

TOWN OF PAONIA



Regular Town Board Meeting, March 10, 2022

**Mayor Bachran
Trustee Knutson
Trustee Budinger
Trustee Johnson
Trustee Smith
Trustee Thompson**

March 10, 2022

Regular Meeting Minutes

6:30 pm

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

ROLL CALL:

Finance Clerk Candy Wuollet called the roll and those present were Mayor Bachran, Trustee Johnson, Budinger, Knutson, Smith, and Trustee Thompson.

Approval of the Agenda:

Motion made by Trustee Knutson, Seconded by Trustee Thompson to change the order of the meeting as follows: Mayor’s Report, agenda item #6 - vacated Trustee seat, agenda item #7 - Ad-Hoc committee recommendations for Trustee meeting policy, agenda item #8 Presentation of JDS Hydro report, agenda item #9 Presentation of JDS and SGM Engineering task list, disbursements, agenda items #2, 4, 5, 10, 11, 12, and 13 as time permits. Motion carried with four (4) Aye and one (1) Nay.

Trustee	Aye	Nay
Johnson	X	
Knutson	X	
Smith	X	
Thompson		X
Budinger	X	

Motion made by Trustee Smith, Second by Trustee Johnson to amend the agenda to remove item #13 and continue to the next meeting. Motion carried unanimously.

Mayor’s Report

AARP grant, specifics were included in the packet. No matching funds are needed for this grant, only staff and public works time. The estimated amount is \$19,000.00, staff time is forty (40) hours of public works at \$4,000, five (5) hours at \$250.00 total hours, for a total of forty-five (45) hours at a total cost of \$4,250, with an application deadline of March 22, 2022.

Motion made by Trustee Knutson, Second by Trustee Budinger to approve the writing of this grant for Apple Valley Park for the ADA compliance. Motion carried unanimously.

Motion made by Trustee Thompson, Second by Trustee Budinger to further explore the CDPHE Quick-Win Grant for shade trees. Motion carried unanimously.

New Business

Board consideration and possible action regarding vacated Trustee seat

TOWN OF PAONIA



Motion made by Trustee Smith, Second by Trustee Knutson to direct the Town Attorney to draft a resolution to include language regarding a resigning Trustee will submit in writing their resignation. Trustees shall by resolution adopt the resignation, which begins the 60-day clock for filling the seat and the resolution shall indicate how the seat will be filled. Motion carried unanimously.

Board consideration and possible action on Ad-Hoc committee recommendation for Trustee Meeting policy and procedure modifications

No action taken.

Prestation of JDS Hydro Progress Report

James Plumb-Starnes was absent. Brandyn Bair with SGM made himself available to answer questions – as the two are working together to assist Town on water projects.

Presentation of JDS Hydro and SGM Engineering Task List

Mayor Bachran provided a synopsis of the meeting with Steve Thomas of the Colorado Rural Water Association (CRWA) and the benefits they can offer to the Town at zero cost.

Motion made by Trustee Smith, Second by Trustee Johnson to direct Colorado Rural Water Association to conduct a rate study review. Motion carried unanimously.

Motion made by Trustee Johnson, Second by Trustee Thompson to direct SGM to provide quotes on Standard Operating Procedures and Construction standards by the next meeting. Motion carried unanimously.

Motion made by Trustee Smith, Second by Trustee Thompson to amend the motion to add words water distribution, and sewer collection. Motion carried unanimously.

Following a heated comment from a member of the public Trustee Knutson asked for a five (5) minute recess.

Motion made by Trustee Knutson, Second by Trustee Budinger to take a five (5) minute recess. Motion carried unanimously.

Meeting resumed.

Motion made by Trustee Thompson, Second by Trustee Knutson that the Town make an official request to the water users encouraging water conservation in the community. Motion carried.

Motion made by Trustee Thompson, Seconded by Trustee Knutson to amend the motion to encourage water conservation until lower treatment plant is online. Motion carried with four (4) Aye and one (1) Nay.

Trustee	Aye	Nay
Budinger	X	
Johnson	X	
Knutson	X	
Smith		X
Thompson	X	

Announcements:

TOWN OF PAONIA



Municipal Quarterly will be on March 31, 2022 from 9:30-3:00 in Delta, public is welcome.

Disbursements

Motion made by Trustee Knutson, Second by Trustee Budinger to approve accounts payable. Motion passed unanimously.

Recognition of Visitors and Guest:

None.

Consent Agenda

Motion made by Trustee Knutson, Second by Trustee Budinger to approve the Consent agenda as modified for the 2/28/22 Work Session/Special Meeting. Motion carried unanimously.

Motion made by Trustee Smith, Second by Trustee Budinger to approve the Regular Minutes of 2/22/22 with modifications. Motion carried unanimously.

Special Minutes on 2/28/22 will be continued to the next meeting.

Staff Reports:

Town Administrator Corinne Ferguson report was included in the packet.

Public Work Report

The public works report was included in the packet. Administrator Ferguson stated she plans to have the public works director attend meetings in the near future. New ORC is Benny Archuleta, and he came very highly recommended.

Police Report

Chris Lowe the Chief of police recruiter will be in town Monday and Tuesday he is available to meet with Board members and the public.

Finance Report was included in the packet.

Unfinished Business

Advisory Water Committee Meeting Follow-up Discussion

There are three (3) open positions once the 30-day deadline passes from ordinance publication date.

Would like to be more consistent with meetings schedule.

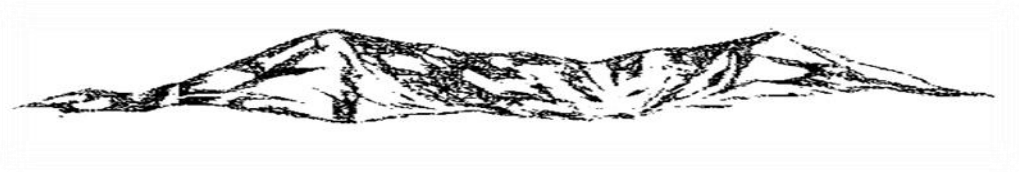
Would like to have AWC representatives participate in the review, interviewing, and hiring of water staff members.

Town Attorney Conklin advised against involvement below direct supervision of Boards and committees.

Board member volunteer to participate with Mayor Bachran to review the current Colorado Open Records Act Policy

Trustee Knutson volunteered.

TOWN OF PAONIA



Trustee Thompson requested the Trustees review the new Logo for the Tree board so they can move forward. Administrator Ferguson will have it in the next packet.

ADJOURNMENT

The Regular Trustee Meeting was adjourned at 9:29 pm.

Candy Wuollet, Finance Clerk

Mary Bachran, Mayor

DRAFT

Submit to Local Licensing Authority

**FLYING FORK CAFE
 P.O. BOX 1825
 Paonia CO 81428**

Fees Due	
Renewal Fee	500.00
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$ 500.00

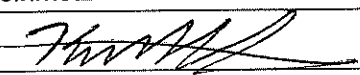
Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient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

Retail Liquor or Fermented Malt Beverage License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name FLYING FORK CAFE, LLC		Doing Business As Name (DBA) FLYING FORK CAFE		
Liquor License # 03-13233	License Type Hotel & Restaurant	Sales Tax License # 01820374	Expiration Date 04/14/2022	Due Date 02/28/2022
Business Address 101 3RD STREET Paonia CO 81428				Phone Number 9705279075
Mailing Address P.O. BOX 1825 Paonia CO 81428			Email info@flyingforkcafe.com	
Operating Manager Kelly Steinmetz	Date of Birth	Home Address	Phone Number 970-201-9246	
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Rented* *If rented, expiration date of lease _____				
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
3a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
3b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
4. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
5. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
7. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				

Affirmation & Consent		
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.		
Type or Print Name of Applicant/Authorized Agent of Business Kelly Steinmetz		Title Owner/Chef
Signature 		Date 01/21/2022
Report & Approval of City or County Licensing Authority		
The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules. Therefore this application is approved.		
Local Licensing Authority For		Date
Signature	Title	Attest

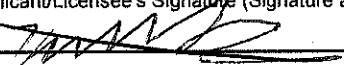
Tax Check Authorization, Waiver, and Request to Release Information

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

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

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

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

Name (Individual/Business) FLYING FORK CAFE, LLC		Social Security Number/Tax Identification Number FEIN# 010760835	
Address 101 3rd Street			
City Paonia		State CO	Zip 81428
Home Phone Number		Business/Work Phone Number 970-527-9075	
Printed name of person signing on behalf of the Applicant/Licensee Kelly Steinmetz			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) 			Date signed 3/13/2022

Privacy Act Statement

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

Submit to Local Licensing Authority

**THOMAS WALDOS TAVERN LLC
 PO BOX 1666
 Paonia CO 81428**

Fees Due	
Renewal Fee	550.00
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$

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

Retail Liquor or Fermented Malt Beverage License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name THOMAS WALDOS TAVERN LLC		Doing Business As Name (DBA) THOMAS WALDOS TAVERN LLC		
Liquor License # 03-11161	License Type Tavern (city)	Sales Tax License # 04235436	Expiration Date 04/24/2022	Due Date 03/10/2022
Business Address 240 GRAND AVENUE Paonia CO 81428				Phone Number 9705275797
Mailing Address PO BOX 1666 Paonia CO 81428			Email angelretnangte@aol	
Operating Manager Angela Rem	Date of Birth	Home Address [REDACTED]		Phone Number 970-261-7061
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease _____				
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
3a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
3b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
4. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
5. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
7. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				

Affirmation & Consent

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

Type or Print Name of Applicant/Authorized Agent of Business	Title
Angela Rein	Co-owner
Signature	Date
Angela Rein	3-10-22

Report & Approval of City or County Licensing Authority

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.

Therefore this application is approved.

Local Licensing Authority For	Date	
Signature	Title	Attest

Tax Check Authorization, Waiver, and Request to Release Information

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

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

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

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

Name (Individual/Business) <u>Thomas Waldos</u>		Social Security Number/Tax Identification Number <u>04235436-0000</u>	
Address <u>240 Grand Ave basement</u>			
City <u>Paonia</u>		State <u>Co</u>	Zip <u>81428</u>
Home Phone Number <u>970-261-7061</u>		Business/Work Phone Number	
Printed name of person signing on behalf of the Applicant/Licensee			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>Angela Rein</u>			Date signed <u>3-9-22</u>

Privacy Act Statement

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



Davis – Minor Subdivision with Variance Application Review – TBD
Niagara Avenue

Summary: Applicants request Board approval of a variance for lot size requirement in R-2 while submitting subdivision application to the Board of Trustees.

Ordinance 2018-03 amends municipal code section 17-6-220 which now states that should the Town Administrator determine that provisions of Sec 17-6-210 have been met, she may recommend to the Board Trustees review and approval of any subdivision, boundary adjustment, or lot line elimination, as a minor subdivision.

The Planning Commission reviewed and made a recommendation on the minor subdivision because a variance request is included within the minor subdivision application and in accordance with 18-10-40 when the application indicates a need for a variance, the Administrator shall refer the variance application to the Planning Commission.

Of note: I believe there is an issue with the variance section listed in Chapter 18 – Article 7 – Division 2. The primary variance process is not well defined within the Town Municipal Code. Historically Town follows Appeals section requirements for review and Board recommendation for approval. The criterion for approval is as follows:

Sec. 18-7-240 (j)

Prerequisites for granting variances:

- (1) Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- (2) Variances shall only be issued upon:
 - a. Showing a good and sufficient cause;
 - b. A determination that failure to grant the variance would result in exceptional hardship to the applicant; and
 - c. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public or conflict with existing local laws, resolutions, or ordinances.

The variance is for the reduction of lot size from the minimum required 6,000 square feet to 5,375.

Included in the packet are:

- Original application
- Improvement Location Certificate

AGENDA SUMMARY FORM

Copy of section of applicable zoning map (red-C-1, orange-C-2, Yellow, R-1, Brown, R-2)
Notice of Public Hearing
Planning Commission Minutes

Posting was made at the location by the landowner on two separate occasions.
All requirements have been met.
A water standby tap exists and is available for the proposed lot.

I recommend Trustee approval.

March 18, 2022

SPECIAL REVIEW/VARIANCE APPLICATION

Name Jesse Robert & Shari Davis Application Date 8-23-2021
Property Address TBD Niagara St. P&Z Hearing Date 1.27.2022
Telephone Number 970-527-4588 Council Hearing Date 2.22.2022

11.01 Intent. Each established zoning district is intended for a specific type or category of land use (e.g., single family dwelling in an R-1 district). However, there are certain uses, which may or may not be appropriate in a district depending on the situation. For example, the location, nature of the proposed use, character of the surrounding area, traffic capacities of adjacent streets, and potential environmental effects all may dictate that the circumstances of the development should be individually reviewed. The special review process is established to provide for these specific uses without establishing numerous separate zoning classifications. It is the intent of this chapter to provide a review of such uses so that the community is assured that the proposed uses are compatible with the location and surrounding land uses.

11.02: When Allowed. Within each zoning district, certain land uses are permitted by right, by special review or prohibited. Special review uses may be permitted in designated districts upon review by the Planning and Zoning Commission and approval by the Town Board.

11.03: Site Plan and Supporting Documents. There shall be filed with each special review application a site plan drawn to scale and an appropriate number of copies as determined by the Town Manager. The site plan shall be drawn in black ink on Mylar. Following approval by the Town Board the applicant shall submit a reproducible copy of the original site plan to the Town for the Town's permanent records.

The special review application shall include the following:

- The site plan showing the location of all buildings, structures and other improvements to be placed on the real property. A building envelope may be used in lieu of showing the exact building or structure location to allow for minor variations in the location.
- A legal description of the property, which may require a survey.
- A list of the names and addresses of all property owners within 200 ft. of the property.
- All off-street parking and loading areas.
- The location of all ways for ingress and egress to all buildings, and parking areas.
- Service and refuse collection areas.
- Major screening proposals.
- The size, shape, height and character of all signs.
- The area and location of all open space and recreation areas.
- The location and type of outdoor lighting.
- The character and type of landscaping to be provided. The landscaping shall be indicated in tabular form showing the type of plant material, minimum size and quantity. The approximate location of landscaping shall be indicated on the site plan.
- The anticipated timetable for completion. If the project is to be completed in phases, then the data for completion of each phase shall be indicated.

- All owners and lien-holders of the property shall sign the following agreement that will be placed on the original special review site plan.
- Home Owner's association Written plan approval (if applicable)

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

I. Site Plan

Any application for Special Review/Variance that includes a new structure or improvement to an existing structure will require a site plan. Plans may be hand drawn, but must be clearly written with accurate measurements indicated. The Site Plan may be submitted as two separate drawings or one drawing with an overlay.

II. Project Summary

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

- a. Reason for Special Review/Variance Too much yard to keep watered under present conditions
- b. Current Zoning of Property Residential R-2
- c. What land boundary changes are necessary? one line
- d. What addition/changes to existing buildings/structures will be made? None
- e. What new buildings/structures will be constructed? a residential home after sale of the lot
- f. What additions/changes in utilities will be necessary? Include water, sewer, gas, and electric. Water Tap owned, the rest purchased and installed
- g. Will property have Commercial/Private or Public Use? ^{private} public use residential
- h. Anticipated traffic flow and volume? not any except one driveway for a residence

i. Detail the Safety and Disabled Access accommodations? none

j. Detail the possible environmental impact; such as noise, lighting glare, pollutants, etc. No

Comments: The property years ago had a large area for a big garden and also a non-permitted well. With changes to the Paonia Ditch with piping, the well dried up and as large as the lot is, it is not efficient to keep it green and watered. It is just slightly under 50' wide

III. Public Notice Requirements

All property owners within 200 feet of the property being reviewed shall be notified via certified mail of a public hearing whereby the Planning and Zoning Commission shall consider this application. It is incumbent upon the applicant to request the names of the property owners from the Delta County GIS Department (970-874-2119). Please have the GIS e-mail the information to Corinne@townofpaonia.com. Applications for Special Review shall be filed at least 30 days in advance of the meeting at which they are to be considered by the Planning and Zoning Commission. Incomplete applications shall result in denial of application acceptance and returned for completion, consequentially delaying hearings.

IV. Acknowledgement to Pay Fees


This application must be completed and a fee of **\$250.00** is assessed to include preliminary costs of administrative services and initial correspondence. Additional charges will be invoiced for, publication and certified mailings to property owners within 200 feet of said property. **Payment must accompany this application.**

FEES PAID HEREUNDER ARE NON-REFUNDABLE UPON SIGNING

By signing below, I acknowledge that I will be billed for any overages of costs incurred for this Special Review/Variance. I am aware that upon acceptance of the Special Review/Variance by the Planning and Zoning Commission, a building permit must be applied and approved by the Building Inspector, if applicable.

SIGNED Shari Davis

PRINTED NAME Shari Davis DATE: 8-23-21

Clerks Acceptance 12.1.2021 DATE 

Shari Davis 11@gmail.com

IMPROVEMENT LOCATION CERTIFICATE

THIS IS NOT A SURVEY

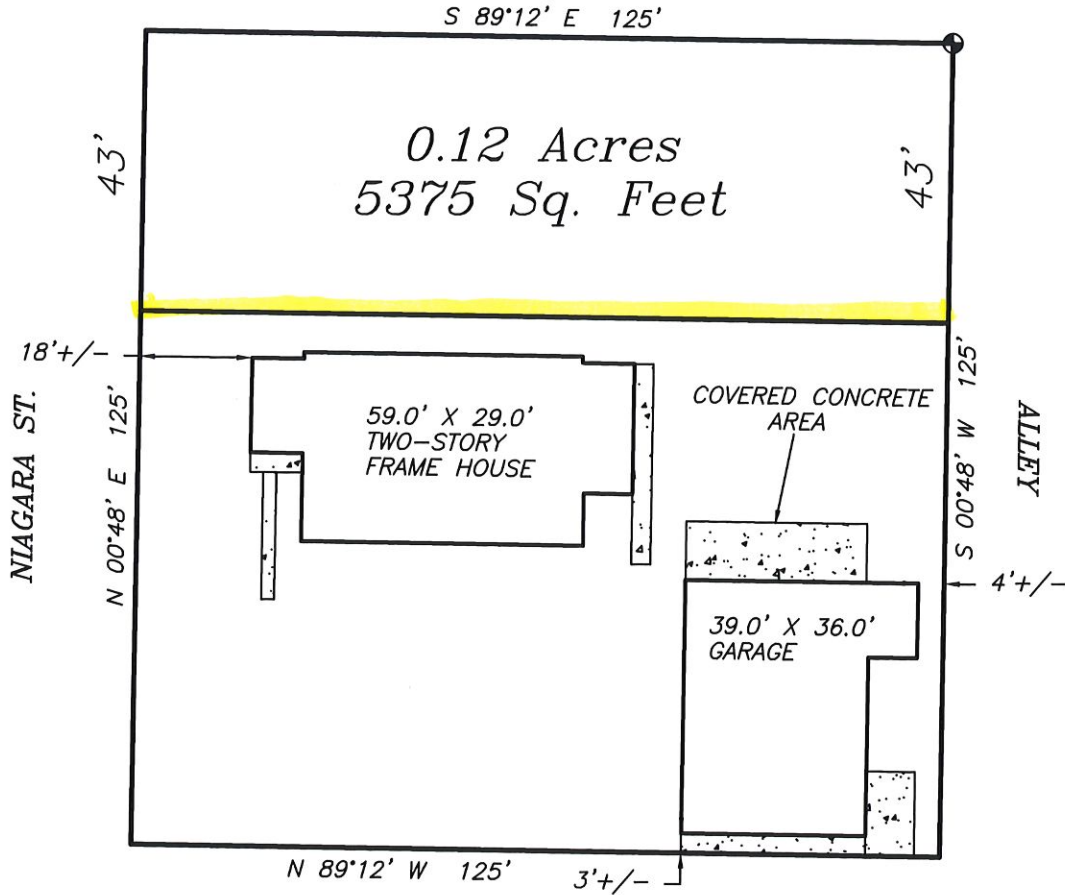
BORROWER(S): SHARI DAVIS AND JESSE ROBERT DAVIS, AS JOINT TENANTS

LENDER: WELLS FARGO HOME MORTGAGE

PROPERTY ADDRESS: 225 NIAGARA STREET

DATE: JANUARY 4, 2002

GENERAL LOCATION: PAONIA



TYPICAL LEGEND

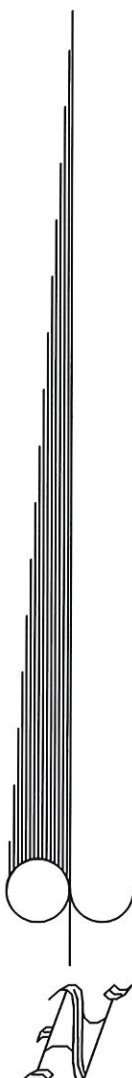
- ⊕ Found pin with cap
- *— Fencelines
- T— Tel. line
- E— Electric (overhead)
- G— Gas line
- H— Water line
- Easement
- ~~~ Creek - River
- Irrigation ditch
- ▒ Concrete

NOTE:
BOUNDARY LINES ARE UNKNOWN WITHOUT A SURVEY. ONE MONUMENT WAS FOUND. THE IMPROVEMENTS APPEAR TO BE WITHIN THE BOUNDARY LINES.

LEGAL DESCRIPTION:

LOTS 27, 28, 29, 30 AND 31 IN BLOCK 6 OF THE ORIGINAL TOWN OF PAONIA, COLORADO.

COUNTY OF DELTA,
STATE OF COLORADO.

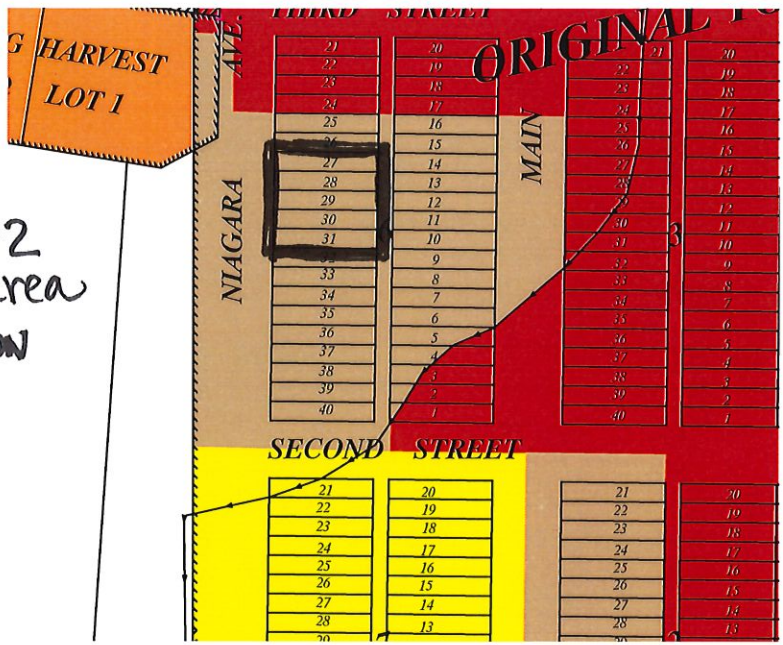


0 15 30
SCALE 1"=30'

INVESTIGATION BY WILMORE AND COMPANY PROFESSIONAL LAND SURVEYING INC., 4053 GERMAN CREEK DRIVE, PAONIA, COLORADO 81428 (970)527-4200 FAX (970)527-4202

hereby certify that this IMPROVEMENT LOCATION CERTIFICATE was prepared solely for WELLS FARGO HOME MORTGAGE, that it is NOT a survey plat, and that it is NOT to be relied upon for the establishment of fences, buildings, or other future improvement construction lines. I further certify that the improvements on the above described parcels on this 4TH day of

R-2
area
Brown



NOTICE OF PUBLIC HEARING

In compliance with the Municipal Code of the Town of Paonia, Colorado, the Board of Trustees will hold a public hearing on Thursday, March 24, 2022, on or after 6:30 pm at Paonia Town Hall Community Center Room, 214 Grand Avenue, Paonia, Colorado to consider:

Minor Subdivision with lot size variance request for the Property below:

Jesse Robert & Shari Davis

TBD Niagara Avenue, Paonia CO 81428

If you are unable to attend but wish to comment, comments can be emailed to corinne@townofpaonia.com call 970-527-4101 or dropped off at Paonia Town Hall: 214 Grand Avenue, PO Box 460, Paonia, CO 81428.

Minutes
Planning Commission Meeting
Town of Paonia, Colorado
Thursday January 27, 2022

RECORD OF PROCEEDINGS

The Regular Meeting of the Paonia Planning Commission was called to order on January 27, 2022, at 4:00 pm by Monica Foguth, Chairperson. Formal Video Record at <https://www.youtube.com/watch?v=7DJSpuxQYBg>

Roll Call

Commission members present were as follows: Chairperson Monica Foguth, Mayor Mary Bachran and Trustee Karen Budinger, Steve Clisset.

Also present were Town Administrator/Town Clerk Corinne Ferguson and Finance Clerk Candy Wuollet.

A quorum was present, and Chairperson Foguth proceeded with the meeting.

Approval of Agenda

Motion to approve agenda as presented by Mayor Bachran, seconded by Trustee Budinger. Motion unanimously passed.

New Business

Minutes: October 21, 2021:

Mayor Bachran moved to approve minutes from the last meeting, seconded by Trustee Budinger. Motion unanimously passed.

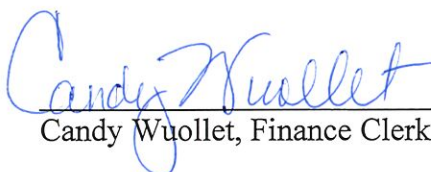
Davis- Minor Subdivision with Variance Request Application Review- TBD Niagara Avenue:

A presentation was provided by applicants requesting the commission recommend the minor subdivision of their property on Niagara Avenue. The lot includes an existing stand-by water tap. The residence is in the R-2 zone. All requirements are met less the variance request regarding lot size.


Chairperson Monica Foguth moved to recommend approval to the Board of Trustees for the variance on the Niagara Ave, seconded by Mayor Bachran. Motion unanimously passed.

Adjournment

Chairperson Foguth adjourned the meeting at 4:27 pm


Candy Wuollet, Finance Clerk




Monica Foguth, Chairperson

AGENDA SUMMARY FORM



Board Consideration and possible action regarding Hauze Waterline located on Delta Avenue

Summary:

Information provided to the Board of Trustees and additional notes.

326 Delta Avenue was built in 1947. The property is connected to the nearest direct access point, which runs under the railroad track. The only way for the property to bypass the connection under the track would be to obtain easement agreements from two neighboring properties and hire a contractor to tie in from 4th Street.

- I have repeatedly discussed the issue with Ms. Hauze and a friend she asked to discuss the situation with me as her representative – dating back to 2016 according to system notes.
- We have provided a list of private contractors.
- We have provided alternative ideas to address the issue, including obtaining track time and moving the meter pit.
- We provided a direct local contact with the railroad for Ms. Hauze to call.
- We provided the information that per ordinance, should the Town complete the work on her behalf, and she fails to reimburse, a lien would be placed against the property.

Ms. Hauze’s water use is not indicative of a substantial leak, as she has a major fluctuation in water use month to month. Upon another meter inspection the leak indicates approximately 2/10 a gallon per minute, or approximately 5,000 gallons a month. The leak is after the meter, making it a homeowner’s responsibility to fix per ordinance.

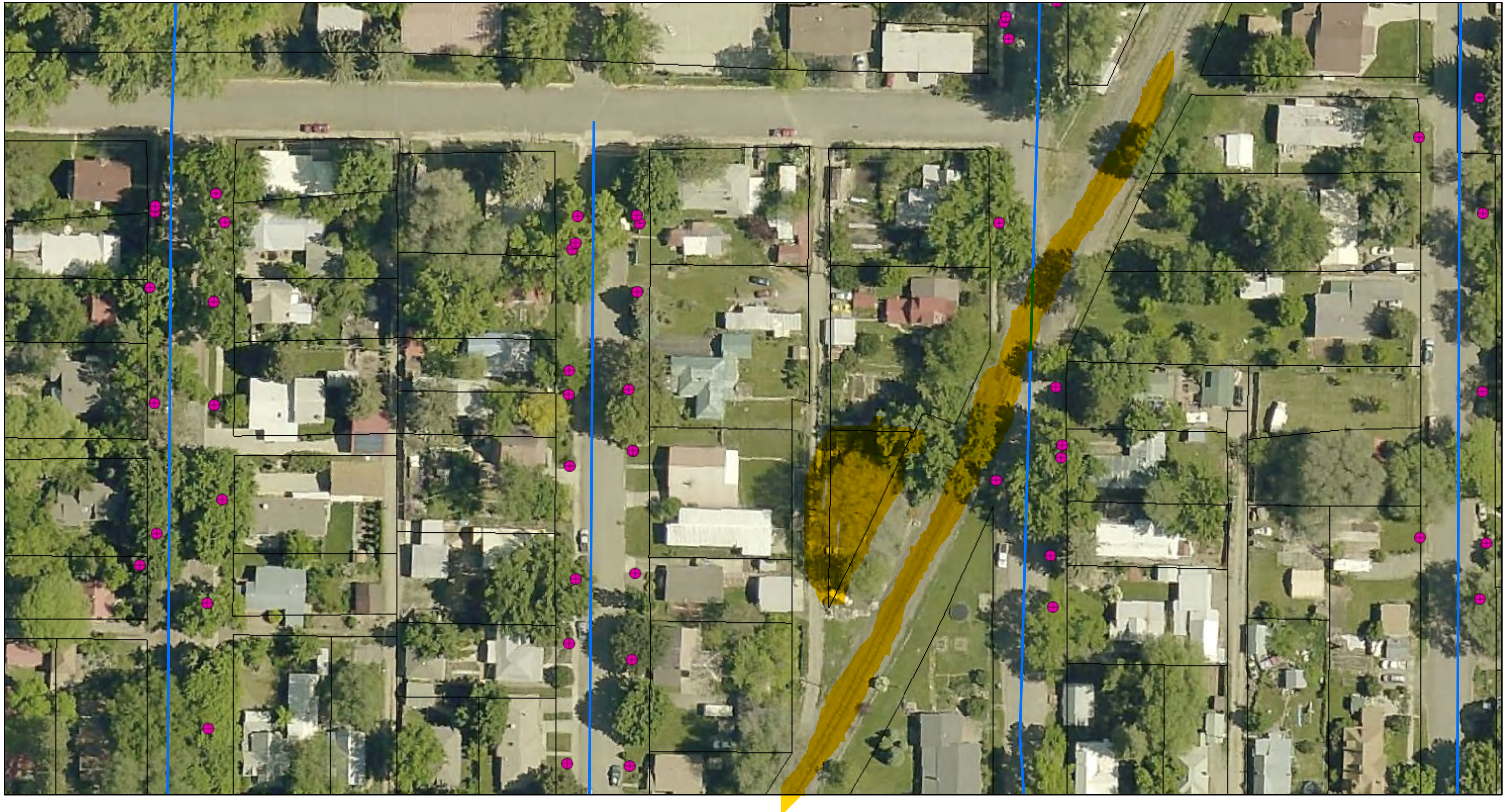
Should the Town take on the work, the cost for legal work for easements, materials, track time, hydro-excavating, street patching, and staff time would be approximately \$15,000 - \$20,000. This does not include the replacement of Ms. Hauze’s 75-year-old galvanized pipe, which would have to happen before Town could connect to it.

“I am investigating the possibility of an alternative placement for the meter as well as the costs for the private line replacement – informational purposes only.

Motion by: _____ 2nd: _____ vote: _____

Vote:	Mayor Bachran	Trustee Budinger	Trustee Johnson
Trustee Knutson	Vacant	Trustee Smith	Trustee Thompson

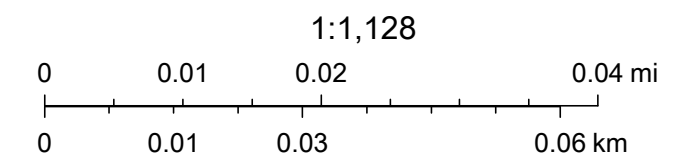
Town of Paonia - Water System



March 18, 2022

RED circle is Hauze Meter

Highlighted parcel is Hauze property and railroad



Maxar, Microsoft, Delta County Colorado

From: [Marylee Hauze](#)
To: [Bill Bear](#); [Karen Budinger](#); [Mick J](#); [Dave K](#); [Tamie M](#); [Michelle P](#); [Mary B](#); [Corinne Ferguson](#)
Subject: Water Leak at 326 Delta Ave.
Date: Tuesday, August 10, 2021 10:35:52 AM

To Paonia Town Council Members,

I would like to direct your attention to the long term problem of my leaking waterline at 326 Delta Ave. At issue is the location of the meter pit and unusual length and inaccessibility of the water line that serves my residence. After the line exits the Town's pit, it passes under a 45' expanse of railroad track and side track easement (which I do not own) before it reaches my property boundary.

Paonia's Standard Construction Specifications stipulate:

"All water services shall be stubbed out through the utility easement. Generally meters shall be set at property line. In town, in all cases, owner responsibility for the service line shall begin at the meter."

While the location of the Town's meter is in a utility easement, the service line's routing and excessive distance under railroad property is far from "standard". In this case, requiring owner responsibility for this portion of the line transfers an impossible financial and logistical burden to me.

In past years, Paonia has set precedent by correcting nonconformities that the Town was historically responsible for. Acceptable in 1940, today water service would never be located on the "wrong side" of the track. The logistics of such an installation (under property regulated by the railroad) effectively denies a homeowner access to Town water. I would like the Town to provide my access from the same side of the track as my residence and relocate the meter pit to my property; tying it into my existing house line.

This problem has been on the Town's radar for several years. During this entire time my rates have been elevated due to the leakage after the meter—this has created a hardship for me but has not been a priority for the Town.

I have tried communicating with Town Hall to no avail. Today, in times of drought I would hope that TA Corrine Ferguson and Travis would help plan a reasonable remedy to reduce this wasted water. Unfortunately, communication has been poor and the staff seems unable to proceed in a fair manner.—I have been told that I must obtain a "permit" from the railroad and replace the line under the tracks.

I am hoping that the town council will review and assist me in resolving this unusual installation. I am willing to attend a meeting to share my suggestions and/ or request that this matter be placed on the agenda.

Thank you for your prompt attention and concern,

Sincerely,

Marylee Hauze
970-314-4516

AGENDA SUMMARY FORM



Colorado Department of Health and Environment Quick-Win Grant
Review - Shade Trees for Paonia

Summary: Grant review regarding a shade tree application for Grand Avenue and other areas within the Town of Paonia.

Notes:

Mayor Bachran, Administrator Ferguson, and Tree Board members will be meeting to discuss locations and other suggestions Tuesday Morning.

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Mayor Bachran	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Smith	Trustee Thompson

March 18, 2022



Active People, Healthy Colorado Project Idea Form Application Deadline: April 1, 2022

Purpose

The Colorado Department of Public Health & Environment (CDPHE) invites communities to apply for quick-win funding to purchase equipment that helps promote physical activity. This funding will help support local efforts to enhance activity-friendly routes connecting to everyday destinations like schools, jobs, food sources, parks, and recreation. Quick-wins are low-cost, locally-driven projects designed to promote active transportation, increase safety, and enhance the streetscape through equipment or public art. Although these projects may be small or temporary, the intention is that the quick-win projects will promote physical activity participation and provide momentum toward or help implement policy change. Funding priority will be given to projects that help improve activity-friendly connections for lower-income populations, youth coalitions, or vulnerable road users, like older adults and people walking or bicycling.

Funding Requirements

Communities are able to request a minimum of \$500 and maximum of \$5,000 for project funding. There is a total of approximately \$30,000 of funds available and no local match is required. The following conditions apply to this funding:

- Funding is available through a reimbursement model, meaning project costs are reimbursed to project sponsors after proof of expenditure is submitted.
- All funds must be spent and invoiced by September 29, 2022. Given current manufacturing delays, please consider whether it is feasible to receive all materials by this deadline.
- Project scope must be approved by CDPHE.
- Each applicant awarded funds will receive a notice from CDPHE to proceed prior to expending funds.
- Each awarded project sponsor will be required to provide a project report (photos, highlights – template will be provided) to CDPHE prior to October 31, 2022.
- Project sponsors will ensure that the project is being implemented in accordance with all permitting and safety requirements.
- Funds cannot be used for incentives, installation, construction, or staff time. For example, funds can be used to purchase a bicycle rack or bench, but a local entity must install the equipment.

This opportunity is made possible with funding from the Centers for Disease Control and Prevention State Physical Activity and Nutrition Program (SPAN).

Timeline

- March 8 - Application opens
- April 1 - Application deadline
- Week of April 25 - Applicants will be notified of funding decisions
- September 29 - All funds must be spent and invoiced
- October 31 - Project report deadline

Eligibility

This funding opportunity is available to local governments, public agencies, parks and recreation districts, schools districts, or nonprofit entities. Please note: project sponsors that have received a total of \$5,000 in quick-win funding within the last five years are not eligible for additional funding at this time, including City of Montrose, Town of Hotchkiss, City of Platteville, City of Loveland, Town of Milliken, and Great Western Trail Authority.

Project Examples

Communities may purchase equipment for streetscape and trail enhancements to promote physical activity and increase comfort while walking and biking. Examples of equipment purchases may include, but are not limited to:

- Bike racks
- Street benches
- Shade trees and shade structures
- Crosswalk striping or other street paint
- Wayfinding signage
- Trail building materials
- Bicycles for an existing program
- Tactical urbanism projects (i.e., temporary installation of curb extensions, bike lanes, parklets, traffic calming, etc.)

Curious about other ideas? Check out these resources:

- Colorado Department of Local Affairs (DOLA): [Colorado Downtown Streets](#)
- Centers for Disease Control and Prevention (CDC): [Strategies to Increase Physical Activity](#)
- Denver Regional Council of Governments (DRCOG): [Regional Complete Streets Toolkit](#)

Application Process

The electronic application is available through [Google Forms](#) and must be completed in one sitting. The application should take approximately 45 minutes and not more than 60 minutes to complete. Application questions are included in [this document](#) for reference.

All applications must be submitted electronically via the online application form no later than 11:59 p.m. on **April 1, 2022**: <https://forms.gle/UgHUTPcF5zhq7fBP9>

Selection Criteria

The most successful projects will include a project idea that addresses a community need or barrier related to physical activity, demonstrates local support, focuses on priority populations, and is ready to be implemented. Projects will be evaluated using the selection criteria described below. Applicants will be notified of funding decisions by the week of April 25, 2022.

Category	Description	Scoring (25)
Relevance	The project is relevant to the purpose of this funding.	1 - low 5 - high
Community Needs or Barriers	The project clearly addresses a community need or existing barrier related to physical activity and the built environment. Higher scoring will be given to applications supported with data.	1 - low 5 - high
Demonstrated local support	The application clearly demonstrates support from the local community. Higher scoring will be given to applications supported with data.	1 - low 5 - high
Focus on priority populations	The project will help improve activity-friendly connections for lower-income populations, youth, or vulnerable road users (i.e., older adults, people walking or bicycling).	1 - low 5 - high
Readiness to implement	The application demonstrates an ability to complete the project, with a feasible timeline, relevant partners, and realistic project details.	1 - low 5 - high

Data to Explore

The following data sources may help you identify community needs or barriers, demonstrate local support, or explain how the project improves connections for priority populations:

- Local plans and policies related to physical activity and active transportation
- Community walk audit or survey results
- Transportation data, such as local crash data, vehicle miles traveled, or bicycle counts
- [CDPHE: Built Environment Data](#)
- [CDPHE: Visual Information System for Identifying Opportunities and Needs \(VISION\)](#)
- [Environmental Protection Agency: Smart Location Database](#)
- [Census Reporter tool](#)
- [County Health Rankings](#)
- [SparkMap](#)

Additional Information

We have compiled an initial list of [frequently asked questions \(FAQs\)](#) and will add to this list as more questions are received. For additional questions, please contact Steph Leonard, Built Environment Coordinator, steph.leonard@state.co.us.

AGENDA SUMMARY FORM



Resolution 02-2022 Board of Trustees Resignation Procedures

Summary:
Resolution implementing motions and discussion from 3/10/22 Trustee meeting.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Mayor Bachran	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Smith	Trustee Thompson

March 18, 2022

**TOWN OF PAONIA, COLORADO
RESOLUTION NO. 02 - 2022**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF
PAONIA, COLORADO, ADOPTING A POLICY REGARDING
VACANCIES AND RESIGNATIONS ON THE BOARD OF TRUSTEES.**

WHEREAS, the Town of Paonia (the “Town”) is a statutory town in Delta County, Colorado;

WHEREAS, with respect to a vacancy on the Board of Trustees, C.R.S. § 31-4-303 provides, in part:

The board of trustees has the power, by appointment, to fill all vacancies in the board or any other office, and the person so appointed shall hold his office until the next regular election and until his successor is elected and has complied with section 31-4-401. The board also has the power to fill a vacancy in the board or in any other elective office of the town by ordering an election to fill the vacancy until the next regular election and until a successor has been elected and has complied with section 31-4-401. If a vacancy in the board or in such other elective office is not filled by appointment or an election is not ordered within sixty days after the vacancy occurs, the board shall order an election, subject to the municipal election code, to be held as soon as practicable to fill the vacancy until the next regular election and until a successor has been elected and has complied with section 31-4-401....

(emphasis added);

WHEREAS, Section 2-2-10(e) of the Town of Paonia Municipal Code (the “Code”) provides, in part, that “The Board of Trustees shall have power, by appointment, to fill all vacancies in the Board of Trustees or in any other elected office, and the person so appointed shall hold office until the next regular election and until his or her successor is elected and qualified”;

WHEREAS, to ensure the timely and appropriate filling of any vacancy on the Board of Trustees, the Board wishes to adopt the following policy and procedure regarding Board of Trustee vacancies and resignations; and

WHEREAS, the Board of Trustees and finds and determines it is in the best interest of the Town to adopt the policy set forth herein.

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

1. Recitals. The foregoing recitals are incorporated herein as findings of the Board of Trustees.

2. Board of Trustees Vacancy and Resignation Policy.

- a. Filling a Vacancy. Upon a vacancy on the Board of Trustees for any reason, at the next regular meeting of the Board of Trustees, the Board shall adopt a resolution that: declares the vacancy, sets forth the vacancy effective date, states whether the Board chooses to fill the vacancy by appointment or by election, and if such vacancy will be filled by appointment, more information on when and how qualified residents may seek appointment to the Board.
- b. Resignation Procedure. Any member of the Board of Trustees wishing to resign from office may do so in writing to the Town Administrator and/or Board of Trustees. Any verbal resignation shall not be effective until confirmed in writing or 7 days after such verbal resignation, whichever is sooner; except, a verbal resignation may be withdrawn in writing if provided to the Town Administrator and/or Board of Trustees not later than 7 days after the date of such verbal resignation. The effective date of any vacancy on the Board of Trustees caused by resignation shall be set forth in a resolution adopted pursuant to subsection (a) above.

APPROVED AND ADOPTED this 24th day of March, 2022, by the Board of Trustees, Town of Paonia.


TOWN OF PAONIA, COLORADO

By: _____
Mary Bachran, Mayor

ATTEST:

By: _____
J. Corinne Ferguson. Town Clerk

AGENDA SUMMARY FORM

	Resolution 03-2022 Acceptance of Resignation & Notice of Vacancy		
Summary: Resolution implementing motions and discussion from 3/10/22 Trustee meeting.			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Mayor Bachran	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Smith	Trustee Thompson

March 18, 2022

**TOWN OF PAONIA, COLORADO
RESOLUTION NO. 03 - 2022**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO, RECOGNIZING THE RESIGNATION OF TRUSTEE TAMIE MECK AND DECLARING A VACANCY ON THE BOARD OF TRUSTEES

WHEREAS, the Town of Paonia (the “Town”) is a statutory town in Delta County, Colorado;

WHEREAS, with respect to a vacancy on the Board of Trustees, C.R.S. § 31-4-303 provides in part:

The board of trustees has the power, by appointment, to fill all vacancies in the board or any other office, and the person so appointed shall hold his office until the next regular election and until his successor is elected and has complied with section 31-4-401. The board also has the power to fill a vacancy in the board or in any other elective office of the town by ordering an election to fill the vacancy until the next regular election and until a successor has been elected and has complied with section 31-4-401. If a vacancy in the board or in such other elective office is not filled by appointment or an election is not ordered within sixty days after the vacancy occurs, the board shall order an election, subject to the municipal election code, to be held as soon as practicable to fill the vacancy until the next regular election and until a successor has been elected and has complied with section 31-4-401....

(emphasis added);

WHEREAS, Section 2-2-10(e) of the Town of Paonia Municipal Code (the “Code”) provides, in part, that “The Board of Trustees shall have power, by appointment, to fill all vacancies in the Board of Trustees or in any other elected office, and the person so appointed shall hold office until the next regular election and until his or her successor is elected and qualified”;

WHEREAS, at the Board of Trustees regular meeting on February 22, 2022, Trustee Tamie Meck verbally resigned from the Board, which she confirmed in writing the same evening; and

WHEREAS, the Board of Trustees wishes to recognize Trustee Meck’s resignation and declare a vacancy on the Board of Trustees, as set forth herein.

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

1. Recitals. The foregoing recitals are incorporated herein as findings of the Board of Trustees.
2. Resignation of Trustee Meck; Vacancy. The Board of Trustees recognizes the resignation of Trustee Tamie Meck effective February 22, 2022. The Board, therefore, declares a vacancy on the Board of Trustees to be filled by appointment not later than 60 days from the effective date of resignation.

APPROVED AND ADOPTED this 24th day of March, 2022, by the Board of Trustees, Town of Paonia.

TOWN OF PAONIA, COLORADO

By: _____
Mary Bachran, Mayor

ATTEST:

By: _____
J. Corinne Ferguson. Town Clerk

AGENDA SUMMARY FORM



Board of Trustees Appointment to fill trustee vacancy

Summary:

Pursuant to Paonia Municipal Code Section 2-2-10(e) The Board of Trustees shall have power, by appointment, to fill all vacancies in the Board of Trustees or in any other elected office, and the person so appointed shall hold office until the next regular election and until his or her successor is elected and qualified. This is the formal decision-making by the Trustees for how to proceed to fill vacant seats.

Notes:

Three letters of interest were received.

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Mayor Bachran	Trustee Budinger	Trustee Johnson
Trustee Knutson	Vacant	Trustee Smith	Trustee Thompson

March 18, 2022

From: [John Valentine](#)
To: [Corinne Ferguson](#)
Cc: [Mary B](#)
Subject: Letter of Interest for Board of Trustees Position
Date: Thursday, March 17, 2022 1:29:51 PM

This is to attest to my interest in serving in the position of the interim board of trustee position (March-April). On April 28 I will be an incoming trustee.
John Valentine
1515 2nd St
970 527-9221

From: [Rick Stelter](#)
To: [Corinne Ferguson](#)
Subject: Council vacancy
Date: Wednesday, March 16, 2022 5:28:22 PM

Corrinne and the Town of Paonia,

I am submitting my letter of interest to replace Ms. Meck on the Town Council. I am ready to begin at the date in which the Town sees fit to swear me in as a replacement council member.

You can reach me with questions, or comments @ 970-314-3955.

Thank you for your assistance in this matter and giving me a chance to contribute.

Rick Stelter

Sent from [Mail](#) for Windows

From: [stephen keenan](#)
To: [Corinne Ferguson](#)
Subject: Paonia trustee
Date: Thursday, March 17, 2022 4:26:13 PM

Dear Corrine;

Hi!) I'd like to be considered to be appointed as a Paonia town council member & I feel I'll be a very good Trustee.

I forwarded to you 2 Sister city projects that I helped create. I feel I could bring a sister city project together involving agriculture and the town of Paonia & a town in Ukraine. Sister city relations ebb & flow & can have a positive effect on International Relations. A good example being the sister city relation with Boulder & Dushanbe as that was the very first relationship where the mayor of Boulder could call the mayor of Dushanbe without first being routed thru Moscow & signaled a slight thawing in relations between the USA & the USSR, during a Cold War that was getting colder by the day. In Iraq i was involved with 3 sister city projects, Dallas, Drcog (Denver Regional Council of Governments) & Phoenix.

I've been trying to learn about the water situation & will strive to learn more.

I've considerable amount of experience helping youth with drug addictions.

Thank You


Sincerely

Stephen Francis Keenan

<https://www.boulder-dushanbe.org/>

<https://drcog.org/programs/baghdad-denver-region-partnership#:~:text=The%20Baghdad%2DDenver%20Region%20Connection,in%202003%20and%20early%202004>

AGENDA SUMMARY FORM

	Disbursements		
Summary:			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Mayor Bachran	Trustee Budinger	Trustee Johnson
Trustee Knutson	Vacant	Trustee Smith	Trustee Thompson

March 11, 2022

FOR: 03/24/2022

UBB OPS DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC OPS BALANCE		378,703.63
ACCOUNTS PAYABLE	03/05/2022-03/18/2022	(110,451.22)
LOAN PAYMENT	AMKO - APPROVED 2/25/22	(74,000.00)
NORRIS RETIREMENT PAYMENT	Scheduled 3/26/2022-APPROVED 03/10/22	(1,680.00)
CHASE CREDIT CARD	02/24/22-03/23/22	
TRANSFER TO SUMMIT		(100,000.00)
TRANSFER TO PAYROLL	3/11/2022	(21,189.50)
PAYROLL TAXES	3/11/2022	(7,905.93)
BALANCE AFTER PAYMENT		63,476.98

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*

UBB SUMMIT/PAYROLL DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC SUMMIT BALANCE		1,393,532.55
TRANSFER FROM OPS		100,000.00
TRANSFER FROM INT. GRANTS		-
TRANSFER TO OPS		
CURRENT FSBC PAYROLL BALANCE		25.00
TRANSFER FROM OPS	3/11/2022	21,189.50
PAYROLL (DIRECT DEPOSIT)	3/11/2022	(21,189.50)
BALANCE AFTER PAYMENT		1,514,747.05

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

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

BANK BALANCES				
	FSBC	COLOTRUST	TOTAL	DESCRIPTION
As of: 03/17/2022				
GENERAL		532,477.50		COMBINED FUNDS
SEWER RESTRICTED		530,566.37		PROPERTY SALE-RESTRICTED
DEBT RESERVE		106,907.03		AMKO BOND REQUIRED RESERVE
BRIDGE RESERVE		588,797.62		BRIDGE RESERVE
CONS.TRUST	10,409.50			RESTRICTED TO PARK USE ONLY
GRANT PASS THRU	25.00			PLACE HOLDER-COMBINED FUNDS
INT GRANT	25.00			PLACE HOLDER-COMBINED FUNDS
OPS	395,461.31			COMBINED FUNDS
PARK CONTRIBUTIONS	7,750.00			SPECIFIC PARK PROJECTS
PAYROLL	25.00			PLACE HOLDER-COMBINED FUNDS
SPACE-TO-CREATE	CLOSED			SPACE TO CREATE ONLY
SUMMIT	1,393,532.55			COMBINED FUNDS
WWTP	58,506.36			OLD SEWER REHAB ONLY
CD#2-402	203,413.42			COMBINED FUNDS-LOC COLLATERAL
CD#3-2578	260,335.52			COMBINED FUNDS
	2,329,483.66	1,758,748.52	4,088,232.18	

CASH POSITION				
	COMBINED	RESTRICTED	TOTAL	DESCRIPTION
As of: 03/17/2022				
GENERAL	532,477.50			
SEWER RESTRICTED		530,566.37		RESTRICTED TO SEWER CAPITAL PROJECT
DEBT RESERVE		106,907.03		RESTRICTED LOAN REQUIREMENT
BRIDGE RESERVE		588,797.62		RESTRICTED TO BRIDGE REPAIRS
CONS.TRUST		10,409.50		RESTRICTED TO PARK CAPITAL PROJECT
GRANT PASS THRU	25.00			
INT GRANT		25.00		RESTRICTED LOAN REQUIREMENT
OPS	395,461.31			
PARK CONTRIBUTIONS		7,750.00		SPECIFIC PARK PROJECTS AS DONATED
PAYROLL	25.00			
SPACE-TO-CREATE		CLOSED		SPACE TO CREATE ONLY
SUMMIT	1,393,532.55			
WWTP		58,506.36		OLD SEWER REHAB ONLY
CD#2-402	203,413.42			
CD#3-2578	260,335.52			
	2,785,270.30	1,302,961.88	4,088,232.18	

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	
03/24/2022	14	Bolinger & Queen I	101003	200.72	.00	.00	200.72				PUMP REPAIR
03/24/2022	14	Bolinger & Queen I	101029	189.98	.00	.00	189.98				SEWER ALLEY REPAIR
03/24/2022	14	Bolinger & Queen I	101120	454.46	.00	.00	454.46				SEWER ALLEY REPAIR
03/24/2022	1183	Column Software	40F95FB6-0	74.44	.00	.00	74.44				LEGAL NOTICES
03/24/2022	1183	Column Software	40F95FB6-0	100.93	.00	.00	100.93				LEGAL NOTICES
03/24/2022	1183	Column Software	40F95FB6-0	18.23	.00	.00	18.23				LEGAL NOTICES
03/24/2022	801	Delta County	03092022	1,173.00	.00	.00	1,173.00				JUVENILE DIVERSION
03/24/2022	43	Delta Montrose Ele	03-2022-P	1,430.29	.00	.00	1,430.29				UTILITIES
03/24/2022	368	Double J Disposal	48855	96.00	.00	.00	96.00				1MG PORTA POTTY
03/24/2022	368	Double J Disposal	48856	241.00	.00	.00	241.00				PARK PORTA POTTIES
03/24/2022	986	Elevate Fiber	66210_2717	758.07	.00	.00	758.07				TELEPHONE & INTERNET
03/24/2022	1221	ENVIRO-CHEM A	14170366	136.00	.00	.00	136.00				SEWER SAMPLES
03/24/2022	1092	Ferguson Waterwo	1304056	90.70	.00	.00	90.70				WATER PLANT REPAIR
03/24/2022	1092	Ferguson Waterwo	1304158	108.07	.00	.00	108.07				WATER PLANT REPAIR
03/24/2022	1092	Ferguson Waterwo	1304300	155.08	.00	.00	155.08				WATER PLANT REPAIR
03/24/2022	1244	GRAND VALLEY	158941	360.00	.00	.00	360.00				SEWER ALLEY REPAIR
03/24/2022	81	High Country Printi	19306	290.46	.00	.00	290.46				BUSINESS CARDS + STAMP
03/24/2022	620	Kevin Cooper	03152022	325.00	.00	.00	325.00				ANNUAL DOT INSPECTION-96 DUMP TRUCK
03/24/2022	470	Leon, Susan	03012022-03	750.00	.00	.00	750.00				CLEANING CONTRACT
03/24/2022	821	ONE TIME	2322.3-417 D	87.25	.00	.00	87.25				REFUND OF OVERPAYMENT
03/24/2022	821	ONE TIME	4028.5-234	28.94	.00	.00	28.94				REFUND OF OVERPAYMENT
03/24/2022	1119	Peak Alarm Co., In	1186392	250.00	.00	.00	250.00				PART INSTALLATION
03/24/2022	1119	Peak Alarm Co., In	1186393	32.00	.00	.00	32.00				ADDITIONAL MONITORING
03/24/2022	1224	Rhinehart Oil Co.,L	IN-632437-2	9.15	.00	.00	9.15				DEF ADDITIVE
03/24/2022	1224	Rhinehart Oil Co.,L	IN-693455-2	10.25	.00	.00	10.25				DEF ADDITIVE
03/24/2022	145	Robert's Enterprise	0301-0430-2	100.00	.00	.00	100.00				TRASH SERVICE
03/24/2022	931	Roop Excavating L	1257	120.00	.00	.00	120.00				METER VALVE REPAIR
03/24/2022	931	Roop Excavating L	1263	440.00	.00	.00	440.00				HAULING ROAD PLATES
03/24/2022	931	Roop Excavating L	1264	52,880.00	.00	.00	52,880.00				SEWER ALLEY REPAIR
03/24/2022	1170	Shums Coda Asso	15397	420.00	.00	.00	420.00				BUILDING INSPECTOR-PLAN REVIEWS
03/24/2022	1170	Shums Coda Asso	15398	1,710.00	.00	.00	1,710.00				BUILDING INSPECTOR-INSPECTION SERVICES
03/24/2022	1170	Shums Coda Asso	15399	600.00	.00	.00	600.00				BUILDING INSPECTOR-CONSULTING SERVICES
03/24/2022	566	Simmons Lock & K	4645	764.00	.00	.00	764.00				RE-KEY 15 LOCKS
03/24/2022	152	Southwestern Syst	202991	823.68	.00	.00	823.68				SEWER ALLEY REPAIR
03/24/2022	152	Southwestern Syst	202993	2,237.00	.00	.00	2,237.00				SEWER PLUG
03/24/2022	226	Stewart Ditch and	5995	648.45	.00	.00	648.45				ANNUAL SHARE
03/24/2022	156	TDS Telecom	3-2022	275.85	.00	.00	275.85				TELEPHONE & INTERNET
03/24/2022	162	United Companies	1447444	2,680.90	.00	.00	2,680.90				SEWER ALLEY REPAIR
03/24/2022	162	United Companies	1447448	290.37	.00	.00	290.37				ALLEY REPAIR
03/24/2022	162	United Companies	1447597	261.00	.00	.00	261.00				SEWER ALLEY REPAIR
03/24/2022	162	United Companies	1447604	1,490.30	.00	.00	1,490.30				SEWER ALLEY REPAIR
03/24/2022	162	United Companies	1447686	3,645.70	.00	.00	3,645.70				SEWER ALLEY REPAIR
03/24/2022	162	United Companies	1447961	3,588.86	.00	.00	3,588.86				SEWER ALLEY REPAIR
03/24/2022	162	United Companies	1448221	2,783.96	.00	.00	2,783.96				SEWER ALLEY REPAIR
03/24/2022	441	USA Blue Book	887605_899	350.38	.00	.00	350.38				TESTING SUPPLIES+SAFETY EQUIPMENT

Grand Totals: 45 83,480.47 .00 .00 83,480.47

03/24/2022	DANIEL BAILEY	03052022	180.00
03/24/2022	CASELLE, INC	115606	1,114.00
03/24/2022	KARP.NEW.HANLON, PC	34416	8,981.74
03/24/2022	WILBER-ELLIS	14785823+14809774	5,537.70
03/24/2022	WESTERN SLOPE CONSULTING	1728	11,157.31

Cash Requirements Summary

110,451.22

<u>Date</u>	<u>Invoice Amount</u>	<u>Discount Amount</u>	<u>Partial Payments</u>	<u>Net Due Amount</u>	<u>Net Cumulative Amount</u>
03/24/2022	83,480.47	.00	.00	83,480.47	83,480.47
Grand Totals:	83,480.47	.00	.00	83,480.47	

Employee Number	Name	85-00 Net Pay Emp Amt
1055	Byrge, Rodney A	1,309.18
1006	Cassidy, Susan L	938.42
1053	Cecil, Raymond Cole	944.29
1052	Edwards, Roger	1,101.60
1002	Ferguson, J. Corinne	2,243.96
1061	Garcia, Jeremiah	1,618.88
1050	Heiniger, Cory	2,128.43
1026	Heiniger, Kaden D	265.53
1022	Hinyard, Patrick	1,690.03
1001	Jones, Cynthia	1,926.36
1023	Kramer, Lance W	1,209.54
1003	Mojarro-Lopez, Amanda	1,071.45
1060	Redden, Jordan	1,357.65
1051	Reich, Dennis	1,183.15
1054	Rose, James M	1,058.68
1004	Wuollet, Candice C	1,142.35
Grand Totals:		16 21,189.50



Report Criteria:

Unpaid transmittals included
 Begin Date: ALL
 End Date: ALL

Transmittal Number	Name	Invoice Number	Pay Per Date	Pay Code	Description	GL Account	Amount
2							
2	IRS Tax Deposit		03/04/2022	74-00	Federal Tax Deposit Social Security	10-0216	1,416.94
2	IRS Tax Deposit		03/04/2022	74-00	Federal Tax Deposit Social Security	10-0216	1,416.94
2	IRS Tax Deposit		03/04/2022	75-00	Federal Tax Deposit Medicare Pay P	10-0216	392.29
2	IRS Tax Deposit		03/04/2022	75-00	Federal Tax Deposit Medicare Pay P	10-0216	392.29
2	IRS Tax Deposit		03/04/2022	76-00	Federal Tax Deposit Federal Withhold	10-0216	1,999.30
Total 2:							5,617.76
4							
4	Aflac		03/04/2022	63-01	Aflac Pre-Tax Pay Period: 3/4/2022	10-0225	87.66
4	Aflac		03/04/2022	63-02	Aflac After Tax Pay Period: 3/4/2022	10-0225	24.90
Total 4:							112.56
6							
6	Colorado Dept of Labor		01/07/2022	98-00	SUTA State Unemployment Tax Pay	10-0218	51.16
6	Colorado Dept of Labor		01/21/2022	98-00	SUTA State Unemployment Tax Pay	10-0218	73.68
6	Colorado Dept of Labor		02/04/2022	98-00	SUTA State Unemployment Tax Pay	10-0218	49.12
6	Colorado Dept of Labor		02/18/2022	98-00	SUTA State Unemployment Tax Pay	10-0218	46.40
6	Colorado Dept of Labor		03/04/2022	98-00	SUTA State Unemployment Tax Pay	10-0218	55.62
Total 6:							275.98
9							
9	Colorado Dept of Revenue		03/04/2022	77-00	State Withholding Tax Pay Period: 3/4	10-0217	885.00
Total 9:							885.00
30							
30	Empower Retirement		03/04/2022	51-01	Retirement Plan Retirement Plan Pa	10-0220	473.30
30	Empower Retirement		03/04/2022	51-01	Retirement Plan Retirement Plan Pa	10-0220	748.40
30	Empower Retirement		03/04/2022	51-02	Retirement Plan Retirement Loan Pa	10-0220	180.01
Total 30:							1,401.71
33							
33	FPPA - Fire & Police Pensi		03/04/2022	50-00	FPPA Pay Period: 3/4/2022	10-0219	465.60
33	FPPA - Fire & Police Pensi		03/04/2022	50-00	FPPA Pay Period: 3/4/2022	10-0219	349.20
33	FPPA - Fire & Police Pensi		03/04/2022	90-00	Death & Disability Pay Period: 3/4/20	10-0219	124.16
Total 33:							938.96
70							
70	Rocky Mountain HMO		03/04/2022	60-01	RMHMO - Employee Only Pay Period	10-0223	306.15
70	Rocky Mountain HMO		03/04/2022	60-01	RMHMO - Employee Only Pay Period	10-0223	5,132.73
70	Rocky Mountain HMO		03/04/2022	60-03	RMHMO - Employee + Family Pay Pe	10-0223	4.77
70	Rocky Mountain HMO		03/04/2022	60-03	RMHMO - Employee + Family Pay Pe	10-0223	991.00
70	Rocky Mountain HMO		03/04/2022	60-07	RMHMO - Employee + Spouse Pay P	10-0223	93.98
70	Rocky Mountain HMO		03/04/2022	60-07	RMHMO - Employee + Spouse Pay P	10-0223	874.38

MD

DTL

MD


Transmittal Number	Name	Invoice Number	Pay Per Date	Pay Code	Description	GL Account	Amount
Total 70:							7,403.01
71							
71	The Harford		03/04/2022	65-01	Group#013307460001 Hartford Basic	10-0226	14.84
71	The Harford		03/04/2022	65-02	Group#013307460001 Hartford Suppl	10-0226	26.38
71	The Harford		03/04/2022	65-03	Group#013307460001 Hartford Disab	10-0226	63.20
Total 71:							104.42
73							
73	Delta Dental of Colorado		03/04/2022	60-05	Dental RMHMO - Dental Pay Period:	10-0223	191.31
Total 73:							191.31
75							
75	VSP Insurance CO (CT)		03/04/2022	60-04	RMHMO - Vision Pay Period: 3/4/202	10-0223	67.15
Total 75:							67.15
Grand Totals:							16,997.86

MD
MD
MD
MD

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

5,617.76+
 1,349.21+
 938.96+
 003
 7,905.93*

AGENDA SUMMARY FORM

	Resolution 04-2022 - Board of Trustees facility inspection policy		
<p>Summary:</p> <p>The resolution implements only the concepts from Trustee Smith, with the Town Attorney's suggested edits, and has not had input yet from other trustees.</p>			
<p>Notes:</p>			
<p>Possible Motions:</p> <p>Motion by: _____ 2nd: _____ vote: _____</p>			
Vote:	Mayor Bachran	Trustee Budinger	Trustee Johnson
Trustee Knutson	Vacant	Trustee Smith	Trustee Thompson

March 18, 2022

TOWN OF PAONIA, COLORADO
RESOLUTION NO. 04 - 2022

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO, ADOPTING A POLICY AND PROCEDURES REGARDING ACCESS TO TOWN FACILITIES

WHEREAS, the Town of Paonia (the “Town”) is a statutory town in Delta County, Colorado;

WHEREAS, in response to a proposed Initiative Petition related to Town records and the transparency issues underlying such Initiative, the Board of Trustees adopted Ordinance No. __-2022 to amend the Municipal Code to add a new Section 2-11-10 regarding access to certain records and access to Town facilities;

WHEREAS, new Section 2-11-10(b) of the Code provides, in part, that “to the extent allowed by law, the Board of Trustees shall not be denied access [JJC1]to ... view all facilities of the Town in accordance with any applicable Town procedure and upon coordination through the Town Administrator or the Town Administrator’s designee. Inspection of Town facilities shall not be unduly delayed.”

WHEREAS, to ensure the timely and orderly access to Town facilities, the Board of Trustees wishes to adopt a policy regarding access to Town facilities; and

WHEREAS, the Board of Trustees and finds and determines it is in the best interest of the Town to adopt the policy and procedure set forth herein.

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

1. Recitals. The foregoing recitals are incorporated herein as findings of the Board of Trustees.
2. Board of Trustees – Access to Public Facilities Policy and Procedure.
 - a. Tours of W/S Plants.
 - i. The scope of work for the Town ORC of 2MG treatment plant, 1 MG treatment plant, and the wastewater treatment plant (collectively the “W/S Plants”) shall include:
 1. a requirement to conduct tours of the W/S Plants for the Board of Trustees and Mayor upon coordination by the Town Administrator; and

2. a requirement to hold one public tour per year of the W/S Plants upon coordination by the Town Administrator.
- ii. Upon contracting with the ORC and to the extent possible within this timeframe, the Board of Trustees and Mayor tours of the W/S Plants shall be schedule in June 2022 and be limited to two elected officials taking a tour at one time to prevent a violation of the Colorado Open Meetings Law and a public tour shall be scheduled in August and/or September, 2022.
 - iii. The public shall be afforded an opportunity to tour the W/S Plants once a year upon coordination by the Town Administrator.
- b. Board of Trustees and Mayor Access to Town Facilities:
- i. All current and future Board Trustees and Mayor shall, upon taking office, be provided the opportunity for an orientation that includes a tour of all facilities of the Town, including the W/S Plants, Town office building, Public Works shop, all equipment storage locations, park buildings and shops and shall also be provided a summary sheet of all town-owned vehicles and construction/park maintenance equipment.
 - ii. If a duly elected or appointed Trustee or Mayor would like to have access to a Town facility or facilities not open to the public, a notice/request shall be made in writing and delivered to the Town Administrator or the Town Administrator's designee requesting such visit with reasonable, advance notice and stating the reason for such a visit. To allow an equal opportunity for all Trustees to participate, the Town Administrator shall inquire with other Trustees and the Mayor if they wish to participate in a facility visit upon receiving such notice/request. The Town Administrator shall then contact any staff/consultants needed to safely and timely conduct such a visit to determine their availability and shall then follow up with the Mayor/Trustees expressing an interest in participating with potential dates/times for such a visit. The Town Administrator shall then finalize a time/date for the facility visit. The facility visit date/time shall accommodate the Mayor/Trustee initiating any notice/request. To the extent possible, site visits shall be completed with not more than 2 Trustees present at a time. The Town shall otherwise comply with the Colorado Open Meetings Law. A facility visit notice/request shall not be denied or unduly delayed or postponed.

APPROVED AND ADOPTED this 24th day of March, 2022, by the Board of Trustees,
Town of Paonia.


TOWN OF PAONIA, COLORADO

By: _____
Mary Bachran, Mayor

ATTEST:

By: _____
J. Corinne Ferguson. Town Clerk

AGENDA SUMMARY FORM

	Discussion of Trustees top three criteria for setting priorities		
Summary:			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Mayor Bachran	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Smith	Trustee Thompson

March 18, 2022

Criteria for setting Priorities

As requested via Board discussion – Please be prepared to give your top three criteria for setting priorities. Some examples of criteria are:

Public Safety

Mental Health

Quality of Life

Diversification

Infrastructure Support

1. _____

Comments: _____


2. _____

Comments: _____

3. _____

Comments: _____

AGENDA SUMMARY FORM

	Delta County School District Teachers and Staff Day - Proclamation								
Summary:									
Notes:									
Possible Motions:									
Motion by: _____ 2 nd : _____ vote: _____									
Vote:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Mayor Bachran</td> <td style="width: 25%;">Trustee Budinger</td> <td style="width: 25%;">Trustee Johnson</td> <td style="width: 25%;"></td> </tr> <tr> <td>Trustee Knutson</td> <td>Trustee Meck</td> <td>Trustee Smith</td> <td>Trustee Thompson</td> </tr> </table>	Mayor Bachran	Trustee Budinger	Trustee Johnson		Trustee Knutson	Trustee Meck	Trustee Smith	Trustee Thompson
Mayor Bachran	Trustee Budinger	Trustee Johnson							
Trustee Knutson	Trustee Meck	Trustee Smith	Trustee Thompson						

March 18, 2022



Proclamation

Delta County School District Teacher and Staff Appreciation Day

WHEREAS, teachers and staff inspire the next generation and make it possible for kids to realize their potential; and

WHEREAS, teachers and staff open up the world for students, and provide the tools for every student to achieve their best lives and futures; and

WHEREAS, teachers and staff dedicate their lives to students and families by working long hours, preparing lessons, correcting papers, and planning for growth opportunities; and

WHEREAS, in the County of Delta, Colorado it's an honor to observe the dedication and recognize all teachers and staff, employed by the Delta County School District;

NOW, THEREFORE, I the Mayor in the Town of Paonia, in Delta County, do hereby proclaim the day of March 25, 2022, as: **Delta County School District Teachers/Staff Day.**

Mary Bachran, Mayor

ATTEST:

Corinne Ferguson, Town Administrator/Clerk

AGENDA SUMMARY FORM

	Town Attorney Report								
Summary:									
Notes:									
Possible Motions:									
Motion by: _____ 2 nd : _____ vote: _____									
Vote:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Mayor Bachran</td> <td style="width: 25%;">Trustee Budinger</td> <td style="width: 25%;">Trustee Johnson</td> <td style="width: 25%;"></td> </tr> <tr> <td>Trustee Knutson</td> <td>Trustee Meck</td> <td>Trustee Smith</td> <td>Trustee Thompson</td> </tr> </table>	Mayor Bachran	Trustee Budinger	Trustee Johnson		Trustee Knutson	Trustee Meck	Trustee Smith	Trustee Thompson
Mayor Bachran	Trustee Budinger	Trustee Johnson							
Trustee Knutson	Trustee Meck	Trustee Smith	Trustee Thompson						

March 18, 2022

AGENDA SUMMARY FORM

	Town Administrator's Report Public Works Report Police Report Finance Report		
Summary:			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Mayor Bachran	Trustee Budinger	Trustee Johnson
Trustee Knutson	Vacant	Trustee Smith	Trustee Thompson

March 11, 2022



Town of Paonia Administrative Staff Report

March 24, 2022

Town Administrator

As long as I keep learning, the path will always appear.

Overview of Activities/Projects/Accomplishments

- Received one (1) bid packet for the ORC contract. Considering we have on a contractual basis an ORC I have extended the deadline to April 21st to see if we can get more interested applicants. If we do not, I will proceed with the bid opening and present the information to the Board who can then decide how we wish to proceed.
- North Fork Pool Park and Recreational District is on the agenda for a brief discussion regarding the renewal of the skate park contract and facilitating the grants moving forward for the skate park.
- Daily coordination with new public works director Cory Heiniger continues.
- Daily management of police department in lieu of open Chief position continues.
- GPS Police Chief recruitment is ongoing, with a close date of 3/31/2022.
- 2022 regular municipal election to be held April 5, 2022.
- The issues matrix has been updated and provided to show significant maintenance and improvements underway at the Lamborn Mesa plant.
- One draft SOP has been completed for the wastewater plant (WWTP) – Monthly Influent Composite Sampling
- Daily steps activity log for the WWTP is also complete.
- Filter-Tech's second visit on-site took place 3/3/2022 to finalize audit for additional repairs and monthly monitoring costs while the staff is training. I have requested a status update.
- Pipestone Supply – John Tedders' second visit on-site took place March 8, 2022, to finalize recommendations for PRV Vault maintenance. The updated report was received 3/23/22 and information to the Board on cost projections are to follow.
- Providing ongoing information and communications with parties involved with our systems – SGM, JDS Hydro, SSG, Delta County Health Department, Delta County Emergency Services, Colorado Department of Health and Environmental Safety (CDPHE).
- Re-Keying complete at all facilities
- Testing ADP Payroll system for redundancy and cost savings
- Renewing copier/scanner/fax service agreement with All Copy Products (ACP) instead of Ricoh. ACP has local representatives and technicians as well as a better warranty and agreement. After the service agreement expires, the Town can choose to purchase the copier for \$1 or replace the equipment with updated components.
- Investigating potential partnership with private property owners to extend Stahl Road sewer line.
- Continuing to work on hearing-impaired options at public meetings.

Meetings Attended

- Multiple in-office community member meetings
- Dana Hlavac – DOLA
- Town Attorney Jeff Conklin

- Weekly Mayor meetings

Additional Items Attached

- Region 10 description
- Lamborn Mesa Water Plant Issues Updated Matrix
- Preliminary Budget to Actual for 2022. **BE ADVISED: This document does not include year-end entries, updated credit card expenditures, or any expenditure that has not been issued payment for to date.** These numbers are subject to change.

Goals/Focus for Next Month

- Fill key open employment positions (considerably accomplished)
- Interviews for Chief position (April)
- Present/begin implementation of the plan to be provided by CDPHE for bringing 1MG plant online
- Updated information to the Board regarding Comprehensive Plan update as requested by the planning commission at the last meeting – P&Z scheduled for review and discussion April 6th – then to Trustee
- Continue implementation of inventory and project tracking software in public works and police department
- Implement back-flow and cross-connection database through Caselle – Underway as of 3/23/2022
- Complete Beacon meter to upgrade software/hardware for remote meter reading (does not include any cellular/automated in-office reading) - Underway
- Etc.

Finance Director

Overview of Activities/Projects/Accomplishments

- ❖ Continue Audit Preparation
(Auditors expected in-house April 18, 2022 – Report expected by June 30, 2022)
- ❖ Continue cross-training of accounts payable
- ❖ Investigate ADP for payroll processing

Training/Meetings Attended

- ❖ None

MISC

- ❖ None to report

Goals/Focus/Improvements for Next Month

- ❖ Audit Work from February - June
- ❖ Parts inventory processes
- ❖ Ordering processes
- ❖ Vehicle/Equipment tracking processes
- ❖ Other inventory updates

Police Department

Training/Meetings Attended

- ❖ Staff meeting
- ❖ Segreant position continued discussions
- ❖ Hotchkiss Chief regarding upcoming legislative changes from Senate Bill



145 South Cascade Avenue
Montrose, CO 81401
www.region10.net

Attn: Corinne Ferguson, Town Administrator
Town of PAONIA
P. O. Box 460 Paonia, CO 81428

Attached is the invoice for your government's Region 10 annual membership assessment for 2022 in the amount of **\$1896**. In recognition of the ongoing financial challenges of the COVID pandemic, the assessment amount did not increase from the prior year request. During the challenging year of 2021, Region 10 continued to modify and develop new programming to respond to the issues related to the pandemic.

- The Area Agency on Aging shifted services from congregate services to grab and go or home-delivered frozen meals, and worked to keep transit, in-home and other services available. In addition, the program began peer-based in-home services and a senior volunteer service to more effectively respond to ongoing challenges in both our more populated and remote areas.
- The Small Business Resource Center and Loan Fund worked with our State and local governments to continue to provide emergency business loans and grants, and also saw an increase in business starts and expansions across the region. The SBDC program created on-line workshops as well as providing direct business consulting to a number of businesses and is working with other SBDC regions to expand educational programs and access. We also successfully applied for several grants to expand staffing and programming to better serve our regional entrepreneurs and businesses.
- Our community development team worked with regional stakeholders to develop the new Comprehensive Economic Development Strategy, based on regional collaboration to build communities and capacity to support our current and future residents. The CEDS can be accessed on our website under the Community Development page.
- Additional grant funds were obtained to continue to expand the regional broadband network in Gunnison, Ouray and San Miguel Counties, as well as create new connections to the Front Range Giga-pop to continue to improve redundancy and affordability of broadband services, which became even more important during the crisis.
- Over \$1.25 million in Enterprise Zone tax credits were approved by Region 10's EZ Administrator, representing investments of over \$20 million in the region.
- The Gunnison Valley Transportation Planning Region brought regional stakeholders to approve the 2045 funding plan and work to prioritize projects for the anticipated infrastructure funds. This year, new Multi-Modal funds will be available to support regional transit and other projects.

Your membership assessments enable Region 10 to continue the efforts to leverage funding for these and other services and support and strengthen our communities. I would be glad to attend your local meeting to discuss how your local funds are leveraged within your community and answer any questions about Region 10's programs and projects in your area. Thank you for your continued support.

Sincerely,

Michelle Haynes, Executive Director

PUBLIC WORKS

PROJECTS CURRENT

Gathering a list of tool and supply needs for the shop area now that it has been organized.

Got to the early stages of the app setup process. Mostly data entry and configuration so far.

Street sweeping in mornings will be ongoing until finished.

Overall Town cleanup and beautification.

Going through equipment maintenance and repairs on some of the equipment.

Working on cross training for the public works employees to get them all more familiarized with different aspects of the job.

PROJECTS UPCOMING

Minor bridge repairs & railings will be going on soon. May cause traffic delays and or possible detours on third street.

Alley cleanup and grating will be happening soon as well.

Requesting estimates for paving/road base the Main Avenue parking lot.

PROJECTS ONGOING

Trash, Locates, and Meter reads.

We will continue working on CIRSA compliance and recommendations.

Order replacements for street and traffic signs as needed.

Confirming regulations regarding height placement of street signs.



Town of Paonia Administrative Staff Report

March 24, 2022

Finance Director

Overview of Activities/Projects/Accomplishments

- ❖ Continue Audit Preparation and Year End
(Auditors expected in-house April 18,2022 – Report expected by June 30,2022)
- ❖ Taking accounts payable back
- ❖ Setting up ADP for payroll processing to begin April 8th Payroll (The first payroll of the 2nd Qtr)

Trainings/Meetings Attended

- ❖ Alternative/Additional Employee paid add-on insurance (similar to AFLAC)

MISC

- ❖ None to report

Goals/Focus/Improvements for Next Month

- ❖ Audit Work from February – June
- ❖ Continue to work with Cory on the Parts inventory processes
- ❖ Continue to work with Candy on the Ordering processes
- ❖ Continue to work with Candy on the Vehicle/Equipment tracking processes
- ❖ Working with Candy on the Marijuana Occupational Tax Revenue tracking

DRAFT							
THE NUMBERS ARE SUBJECT TO CHANGE				2021	2021	2022	2022
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	BUDGET	ACTUAL	BUDGET	ACTUAL

GENERAL FUND - ADMINISTRATION							
10	31	01	PROPERTY TAXES	134,107.00	134,101.09	149,627.00	-
10	31	03	SALES TAX - TOWN	991.00	38,863.76	17,224.00	17,224.00
10	31	04	SALES TAX - COUNTY	-	-	45,000.00	-
10	31	08	PENALTY & INTEREST	330.00	304.44	400.00	-
10	31	09	DELINQUENT TAX	30.00	13.16	15.00	-
10	31	10	ABATEMENTS	-	-	-	-
10	32	01	LIQUOR LICENSES	3,650.00	6,639.36	5,000.00	525.00
10	32	04	SPECIAL REVIEWS	1,000.00	1,155.28	750.00	500.00
10	35	03	INTEREST INC-US AGENCY	-	-	-	-
10	35	04	INTEREST INCOME	10,400.00	8,617.69	7,200.00	690.56
10	35	05	LATE CHARGES	2,500.00	6,560.36	7,075.00	415.00
10	35	06	OTHER INCOME	-	303.25	75.00	782.38
10	35	07	CONTRIBUTIONS	-	-	-	-
10	35	15	REFUND OF EXP	-	2,724.46	1,500.00	2,972.18
10	35	16	RESTITUTION	5,700.00	1,474.71	1,500.00	-
10	35	18	SALES OF ASSETS	-	-	-	-
10	35	20	GRANT REVENUE	-	25,890.20	15,068.00	-
				158,708.00	226,647.76	250,434.00	23,109.12

GENERAL FUND - ADMINISTRATION							
10	41	1+	TOTAL PAYROLL	33,169.00	25,926.75	81,066.00	13,218.40
10	41	10	WORK COMP	131.00	123.90	134.00	137.00
10	41	02	CONTRACT LABOR	-	-	-	-
10	41	15	OFFICE SUPPLIES	3,937.00	3,757.12	4,375.00	3,579.63
10	41	16	OPERATING SUPPLIES	721.00	1,036.03	690.00	78.65
10	41	17	POSTAGE	450.00	1,702.97	695.00	-
10	41	20	LEGAL SERVICES/ENGINEERING	51,160.00	52,876.29	76,317.00	18,035.06
10	41	21	AUDIT & BUDGET EXPENSE	4,510.00	4,500.00	4,500.00	-
10	41	22	REPAIRS & MAINTENANCE	-	-	-	-
10	41	23	VEHICLE EXPENSE	-	-	-	-
10	41	25	TOWN HALL EXPENSE	11,683.00	12,007.99	11,860.00	1,514.95
10	41	26	TRAVEL & MEETINGS	10,790.00	1,633.16	3,950.00	-
10	41	27	INSURANCE & BONDS	3,766.00	2,748.10	2,780.00	2,062.89
10	41	28	UTILITIES	4,405.00	4,497.21	5,785.00	1,383.81
10	41	29	TELEPHONE	1,147.00	2,863.59	3,030.00	454.36
10	41	30	PUBLISHING & ADS	1,500.00	4,052.12	6,360.00	135.00
10	41	31	DUES & SUBSCRIPTIONS	9,703.00	16,342.91	12,230.00	5,411.83
10	41	90	CNTY TREASURER'S FEE	2,810.00	2,850.58	3,300.00	-
10	41	33	DATA PROCESSING	13,726.00	15,056.82	13,619.00	5,511.17
10	41	40	MISCELLANEOUS (CDOT GRANT)	-	41,586.39	-	-
10	41	43	CULTURAL EVENTS	850.00	-	-	-
10	41	44	HUMAN SERVICES	4,250.00	4,100.00	4,675.00	3,325.00
10	41	70	CAPITAL OUTLAY	-	-	15,068.00	-
10	41	71	PASS THRU FUNDS	-	-	-	-
10	41	99	TRANSFER/GRANT EXPENDITURES	-	28,968.00	-	-
				158,708.00	226,629.93	250,434.00	54,847.75
				(0.00)	17.83	0.00	(31,738.63)

no year end entries
 updated credit card
 expenditures

DRAFT				2021	2021	2022	2022
THE NUMBERS ARE SUBJECT TO CHANGE				BUDGET	ACTUAL	BUDGET	ACTUAL
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION				
GENERAL FUND - BUILDING							
12	32	03	BUILDING PERMITS	30,000.00	31,924.71	30,000.00	7,693.00
12	31	03	SALES TAX - TOWN	1,194.00	6,674.87	5,288.00	-
				31,194.00	38,599.58	35,288.00	7,693.00

GENERAL FUND - BUILDING							
12	43	1+	TOTAL PAYROLL	2,518.00	2,464.73	3,162.00	608.36
12	43	10	WORKMANS COMPENSATION	18.00	16.20	18.00	23.00
12	43	02	BUILDING INSPECTOR	26,800.00	35,108.00	29,033.00	3,040.00
12	43	15	OFFICE SUPPLIES	497.00	12.85	500.00	-
12	43	16	OPERATING SUPPLIES	-	-	-	-
12	43	17	POSTAGE	50.00	-	-	-
12	43	20	LEGAL SERVICES	-	-	750.00	-
12	43	23	VEHICLE EXPENSE	-	-	-	-
12	43	27	INSURANCE & BONDS	776.00	777.80	880.00	872.61
12	43	29	TELEPHONE	-	-	-	-
12	43	30	PUBLISHING & ADS	-	-	-	-
12	43	31	DUES & SUBSCRIPTIONS	535.00	145.00	945.00	145.00
				31,194.00	38,524.58	35,288.00	4,688.97
				0.00	75.00	-	3,004.03

DRAFT				2021	2021	2022	2022
THE NUMBERS ARE SUBJECT TO CHANGE				BUDGET	ACTUAL	BUDGET	ACTUAL
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION				
GENERAL FUND - PUBLIC SAFETY							
14	31	02	S.O. AUTO TAXES	19,000.00	23,650.44	23,315.00	-
14	31	03	SALES TAX - TOWN	173,957.00	182,000.00	182,000.00	40,981.35
14	31	04	SALES TAX - COUNTY	126,700.00	365,135.40	325,845.00	67,749.31
14	31	04	BACK THE BADGE	162,000.00	-		-
14	31	06	CIGARETTE TAX	1,400.00	2,007.74	1,785.00	680.12
14	33	02	MOTOR VEHICLE - \$1.50	2,625.00	2,737.06	2,750.00	-
14	33	03	MOTOR VEHICLE - \$2.50	3,720.00	3,965.00	3,966.00	-
14	34	01	COURT FINES	400.00	835.00	825.00	100.00
14	34	02	POLICE FINES	17,225.00	17,206.00	27,650.00	1,682.00
14	34	03	MISC FINES-BONDS		195.00	200.00	5,115.00
14	34	05	DOG TAGS	300.00	200.00	300.00	80.00
14	34	50	PD GRANT	5,400.00	995.00	6,000.00	-
14	34	4	OTHER AGENCY CONT		9,925.00		-
14	34	4	SCHOOOL (SRO)	10,000.00	-		-
14	32	06	VIN INSPECTIONS	1,155.00	1,610.00	1,925.00	155.00
				523,882.00	610,461.64	576,561.00	116,542.78

GENERAL FUND - PUBLIC SAFETY							
14	42	1+	TOTAL PAYROLL	418,805.00	348,864.03	469,055.00	46,112.47
14	42	10	WORK COMP	9,415.00	8,972.49	9,690.00	8,551.00
14	42	15	OFFICE SUPPLIES	1,310.00	769.29	1,200.00	110.29
14	42	16	OPERATING SUPPLIES	11,453.00	9,446.62	4,910.00	856.46
14	42	17	POSTAGE	235.00	166.39	254.00	-
14	42	20	LEGAL SERVICES	2,500.00	270.00	2,500.00	-
14	42	22	REPAIRS & MAINTENANCE	360.00	160.00	800.00	834.01
14	42	23	VEHICLE EXPENSE	10,535.00	15,510.03	11,199.00	765.04
14	42	26	TRAVEL & MEETINGS	9,500.00	8,290.55	10,100.00	-
14	42	27	INSURANCE & BONDS	22,216.00	22,800.83	25,764.00	25,108.19
14	42	28	UTILITIES	1,800.00	1,786.18	2,002.00	593.50
14	42	29	TELEPHONE	3,265.00	5,030.17	5,027.00	402.64
14	42	30	PUBLISHING & ADS	104.00	558.69	230.00	-
14	42	31	DUES & SUBSCRIPTIONS	6,050.00	3,269.08	4,685.00	1,500.00
14	42	32	PERMITS & FEES		-		-
14	42	33	DATA PROCESSING	25,234.00	24,378.79	28,070.00	5,240.72
14	42	40	MISCELLANEOUS	-	-	-	-
14	42	44	HUMAN SERVICES	1,100.00	400.00	1,075.00	716.67
14	42	70	CAPITAL OUTLAY	-	-	-	-
PUBLIC SAFETY				523,882.00	450,673.14	576,561.00	90,790.99
				0.00	159,788.50	(0.00)	25,751.79

DRAFT				2021	2021	2022	2022
THE NUMBERS ARE SUBJECT TO CHANGE				BUDGET	ACTUAL	BUDGET	ACTUAL
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION				
GENERAL FUND - PARKS							
16	31	03	SALES TAX - TOWN	140,631.00	165,100.13	132,100.00	4,037.03
16	33	07	SEVERANCE TAX	5,000.00	1,304.84	1,300.00	-
16	33	08	MINERAL LEASING	3,925.00	7,219.37	6,680.00	-
16	35	01	RENTS & ROYALTIES	9,422.00	9,576.56	10,472.00	400.00
16	35	09	PARK CONTRIBUTIONS	670.00	6,033.00	-	-
16	35	04	GRANT REVENUE	-	-	34,040.00	-
16	35	10	OTHER AGENCY CONT	9,000.00	25.00	-	-
16	39	99	TRANSFER	-	-	-	-
				183,648.00	189,258.90	184,592.00	4,437.03

GENERAL FUND - PARKS							
16	46	3+	TOTAL PAYROLL	69,592.00	56,724.87	78,835.00	14,603.88
16	46	10	WORK COMP	1,768.00	1,684.90	1,820.00	2,376.00
16	46	02	CONTRACT LABOR	-	-	-	-
16	46	15	OFFICE SUPPLIES	37.00	35.97	-	-
16	46	16	OPERATING SUPPLIES	6,540.00	5,277.26	6,107.00	599.42
16	46	17	POSTAGE	50.00	-	50.00	-
16	46	20	LEGAL SERVICES	-	-	-	-
16	46	22	REPAIRS & MAINTENANCE	5,684.00	13,043.71	14,728.00	275.92
16	46	23	VEHICLE EXPENSE	1,150.00	4,915.58	4,475.00	1,054.70
16	46	24	RENTALS	850.00	635.67	725.00	-
16	46	25	SHOP EXPENSE	1,082.00	1,445.87	1,595.00	43.98
16	46	26	TRAVEL & MEETINGS	-	-	-	-
16	46	27	INSURANCE & BONDS	3,718.00	3,812.76	4,300.00	5,070.97
16	46	28	UTILITIES	6,312.00	7,562.74	7,895.00	1,757.85
16	46	29	TELEPHONE	816.00	734.07	709.00	36.07
16	46	30	PUBLISHING & ADS	-	98.17	325.00	38.85
16	46	32	FEES & PERMITS	749.00	748.45	750.00	-
16	46	40	MISCELLANEOUS	-	36,492.38	34,040.00	11,157.31
16	46	42	CONTRACT SERVICES	3,000.00	2,910.48	3,000.00	-
16	46	70	CAPITAL OUTLAY	82,300.00	26,297.81	25,238.00	-
16	49	99	TRANSFER IN - (OUT)	-	-	-	-
PARKS				183,648.00	162,420.69	184,592.00	37,014.95
				0.00	26,838.21	(0.00)	(32,577.92)

DRAFT				2021	2021	2022	2022
THE NUMBERS ARE SUBJECT TO CHANGE				BUDGET	ACTUAL	BUDGET	ACTUAL
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION				
GENERAL FUND - STREETS							
20	31	03	SALES TAX - TOWN	103,807.00	78,555.24	127,388.00	19,720.32
20	31	05	SALES TAX-STATE			-	2,639.40
20	31	07	FRANCHISE TAX	58,580.00	46,239.78	61,375.00	11,007.75
20	31	06	MISCELLANEOUS INCOME		500.00		-
20	32	02	MISCELLANEOUS PERMITS	1,750.00	1,975.00	1,450.00	660.00
20	33	01	HIGHWAY USERS TAX	44,111.00	49,887.13	49,916.00	3,973.91
20	33	10	ROAD & BRIDGE	6,500.00	8,057.01	8,050.00	-
20	35	02	MOTOR FUEL TAX REFUND	1,550.00	1,811.28	1,875.00	-
20			GRANT REVENUE	-	-	18,250.00	-
			RESERVE			18,250.00	
				216,298.00	187,025.44	286,554.00	38,001.38

GENERAL FUND - STREETS							
20	45	1+	TOTAL PAYROLL	112,030.00	83,545.70	160,441.00	21,667.51
20	45	10	WORK COMP	3,468.00	3,305.00	3,570.00	4,542.00
20	45	02	CONTRACT LABOR		-		-
20	45	15	OFFICE SUPPLIES	30.00	35.95	-	78.32
20	45	16	OPERATING SUPPLIES	840.00	179.68	625.00	79.44
20	45	17	POSTAGE	190.00	-	-	-
20	45	20	LEGAL & ENGINEERING SERV	-	4,237.50	47,700.00	-
20	45	22	REPAIRS & MAINTENANCE	12,716.00	25,874.42	21,700.00	219.17
20	45	23	VEHICLE EXPENSE	7,155.00	15,858.94	13,753.00	3,415.34
20	45	24	RENTALS	-	-	-	-
20	45	25	SHOP EXPENSE	1,879.00	3,499.78	6,083.00	47.83
20	45	26	TRAVEL & MEETINGS	-	546.25	2,750.00	-
20	45	27	INSURANCE & BONDS	3,317.00	3,874.63	4,130.00	3,606.71
20	45	28	UTILITIES	10,765.00	10,251.12	10,620.00	2,071.77
20	45	29	TELEPHONE	751.00	755.62	707.00	36.07
20	45	30	PUBLISHING & ADS	-	79.10	75.00	38.85
20	45	31	DUES & SUBSCRIPTIONS	-	-	-	-
20	45	32	FEES & PERMITS	-	-	-	-
20	45	40	MISCELLANEOUS	-	-	-	-
20	45	42	SNOW REMOVAL	8,157.00	5,511.45	14,400.00	8,276.47
20	45	44	STREET CLEANING	-	-	-	-
20	45	70	CAPITAL OUTLAY	55,000.00	-	-	-
20	45	99	TRANSFERS	-	-	-	-
STREETS				216,298.00	157,555.14	286,554.00	44,079.48
				(0.00)	29,470.30	0.00	(6,078.10)

DRAFT				2021	2021	2022	2022
THE NUMBERS ARE SUBJECT TO CHANGE				BUDGET	ACTUAL	BUDGET	ACTUAL
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION				
GENERAL FUND - BRIDGE							
24	35	04	INTEREST INCOME	7,000.00	283.15	300.00	81.08
24	35	13	BRIDGE RESERVE	40,000.00	40,000.00	40,000.00	-
24	39	99	RESERVES	3,000.00	-	80,000.00	-
				50,000.00	40,283.15	120,300.00	81.08

GENERAL FUND - BRIDGE							
24	45	22	BRIDGE REPAIR	50,000.00	-	120,300.00	-
				50,000.00	-	120,300.00	-
				-	40,283.15	-	81.08

GENERAL FUND SUMMARY							
		GENERAL BEGINNING RESERVE		599,831.44	599,831.44	935,454.90	-
		GENERAL INCOME		1,478,730.00	1,371,426.94	1,982,099.00	217,419.39
		GENERAL EXPENSE		1,478,730.00	1,035,803.48	1,982,099.00	231,422.14
		AUDIT ADJUSTMENT					
		NET CHANGE		0.00	335,623.46	0.00	(14,002.75)
		GENERAL ENDING RESERVE		599,831.44	935,454.90	935,454.90	(14,002.75)
LESS CLASSIFIED FUND BALANCE							
NONSPENDABLE							
RESTRICTED							
		TABOR		44,361.90	41,142.81	59,462.97	6,522.58
COMMITTED							
		BRIDGE RESERVE		231,168.00	231,168.00	110,868.00	231,168.00
		AIRPORT					
ASSIGNED							
		CAPITAL PURCHASES					
		CAPITAL PROJECTS					
TOTAL CLASSIFIED FUND BAL				275,529.90	272,310.81	170,330.97	237,690.58
UNASSIGNED FUND BAL				324,301.54	663,144.09	765,123.93	(251,693.33)
EST UNASSIGNED							
		10%		147,873.00	103,580.35	198,209.90	23,142.21
		25%		369,682.50	258,950.87	495,524.75	57,855.54
		50%		739,365.00	517,901.74	991,049.50	115,711.07

DRAFT				2021	2021	2022	2022
THE NUMBERS ARE SUBJECT TO CHANGE				BUDGET	ACTUAL	BUDGET	ACTUAL
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION				
GENERAL FUND - STREET CAPITAL							
22	31	03	SALES TAX - TOWN	-	-	4,000.00	-
22			OPERATIONAL TAX	25,000.00	-	117,000.00	27,545.00
22	32	01	LICENSE FEES		25,000.00		10.00
22	31	05	IMPACT FEE	61,822.00	54,150.47	-	-
22	33	01	HIGHWAY USERS TAX	-	-	-	-
22			TRANSFER	177,173.00	-	244,327.00	-
22	39	99	RESERVES	51,005.00	-	163,043.00	-
				315,000.00	79,150.47	528,370.00	27,555.00
GENERAL FUND - STREET CAPITAL							
22	45	01	CONTRACT LABOR-ENGINEER	-	-	-	-
22	45	22	REPAIR & MAINTENANCE-MATERIAL				
22	45	70	STREET CAPITAL	315,000.00	-	528,370.00	-
22	45	99	TRANSFER	-	-	-	-
				315,000.00	-	528,370.00	-
				-	79,150.47	-	27,555.00
BEGINNING RESERVE				53,876.51	53,876.96		53,876.96
INCOME				315,000.00	79,150.47	528,370.00	27,555.00
EXPENSE				315,000.00	-	528,370.00	-
AUDIT ADJUSTMENT							
NET CHANGE				-	79,150.47	-	27,555.00
ENDING RESERVE				53,876.51	133,027.43	-	81,431.96

DRAFT				2021	2021	2022	2022
THE NUMBERS ARE SUBJECT TO CHANGE				BUDGET	ACTUAL	BUDGET	ACTUAL
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION				
GENERAL FUND - SIDEWALK							
26	30	01	SIDEWALK REVENUE	31,034.00	30,745.14	31,068.00	5,127.26
26	39	99	RESERVES		-	33,035.00	-
TOTAL INCOME				31,034.00	30,745.14	64,103.00	5,127.26

GENERAL FUND - SIDEWALK							
26	45	15	OFFICE SUPPLIES	-	-	-	-
26	45	20	LEGAL SERVICES	-	-	-	-
26	45	22	REPAIRS & MAINTENANCE	31,034.00	555.00	64,103.00	-
26	45	30	PUBLISHING & ADS	-	-	-	-
26	45	70	CAPITAL OUTLAY	-	-	-	-
26	49	99	TRANSFER	-	-	-	-
TOTAL EXPENDITURES				31,034.00	555.00	64,103.00	-
				-	30,190.14	-	5,127.26
BEGINNING RESERVE				2,852.58	2,852.58	-	2,852.58
INCOME				31,034.00	30,745.14	64,103.00	5,127.26
EXPENSE				31,034.00	555.00	64,103.00	-
AUDIT ADJUSTMENT							
NET CHANGE				-	30,190.14	(0.00)	5,127.26
ENDING RESERVE				2,852.58	33,042.72	(0.00)	7,979.84

DRAFT				2021	2021	2022	2022
THE NUMBERS ARE SUBJECT TO CHANGE				BUDGET	ACTUAL	BUDGET	ACTUAL
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION				
PASS THROUGH GRANT FUND							
30	35	04		460,000.00	-	460,000.00	-
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	-
				-	-	-	-

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				-	-	-	-

DRAFT				2021	2021	2022	2022
THE NUMBERS ARE SUBJECT TO CHANGE				BUDGET	ACTUAL	BUDGET	ACTUAL
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION				
SPACE 2 CREATE							
32	35	01	GRANT REVENUE	-	1.07	-	0.81
32	35	05	INTEREST	-	-	-	-
			RESERVES	13,163.57	-	-	-
TOTAL INCOME				13,163.57	1.07	-	0.81
32	50	17	POSTAGE	-	-	-	-
32	50	22	PROFESSIONAL SERVICES	-	11,915.50	-	-
32	50	22	MARKET	13,163.57	-	-	-
32	50	26	TRAVEL & MEETINGS	-	-	-	-
32	50	30	PUBLISHING & ADS	-	1,250.00	-	-
TOTAL EXPENDITURES				13,163.57	13,165.50	-	-
				-	(13,164.43)	-	0.81

SPACE 2 CREATE FUND SUMMARY							
BEGINNING RESERVE				13,165.24	13,165.24	-	-
INCOME				13,163.57	1.07	-	0.81
EXPENSE				13,163.57	13,165.50	-	-
AUDIT ADJUSTMENT							
NET CHANGE				-	(13,164.43)	-	0.81
ENDING RESERVE				13,165.24	0.81	-	0.81

DRAFT				2021	2021	2022	2022
THE NUMBERS ARE SUBJECT TO CHANGE				BUDGET	ACTUAL	BUDGET	ACTUAL
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION				
CONSERVATION TRUST FUND							
40	38	01	CONSERVATION TRUST	7,492.00	9,005.88	8,500.00	-
40	38	02	INTEREST	3.00	14.78	15.00	1.33
			RESERVES	6,337.67		17,067.00	
TOTAL INCOME				13,832.67	9,020.66	25,582.00	1.33
40	46	20	EXPENDITURES-CTF	13,832.67	100.00	25,582.00	-
40	46	99	TRANSFER	-	-	-	-
TOTAL EXPENDITURES				13,832.67	100.00	25,582.00	-
				-	8,920.66	-	1.33

CONSERVATION TRUST FUND SUMMARY							
CONS TRUST BEGINNING RESERVE				8,311.23	8,311.23		-
CONS TRUST INCOME				13,832.67	9,020.66	25,582.00	1.33
CONS TRUST EXPENSE				13,832.67	100.00	25,582.00	-
AUDIT ADJUSTMENT							
NET CHANGE				-	8,920.66	-	1.33
CONS TRUST ENDING RESERVE				8,311.23	17,231.89	-	1.33

DRAFT				2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL
THE NUMBERS ARE SUBJECT TO CHANGE							
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION				
CAPITAL IMPROVEMENT FUND							
50	31	03	SALES TAX - CAP. IMPROVEMENTS	210,290.00	236,234.52	234,000.00	40,981.37
50	31	06	AIRPORT	7,650.00	7,012.50	7,650.00	1,912.50
50	39	99	RESERVES		-	492,258.00	-
TOTAL INCOME				217,940.00	243,247.02	733,908.00	42,893.87
50	70	20	CAPITAL OUTLAY	309,353.03	119,107.51	421,738.79	-
50	70	20	AIRPORT		-	19,842.00	-
50	70	30	CAPITAL PROJECTS		-		-
50	70	99	TRANSFERS	177,173.46	-	244,327.21	-
TOTAL EXPENDITURES				486,526.49	119,107.51	685,908.00	-
				(268,586.49)	124,139.51	48,000.00	42,893.87

CAPITAL IMPROVEMENT SUMMARY				
CAPITAL FUND BEGINNING RESERVE		343,907.21	343,907.21	-
CAPITAL INCOME		217,940.00	243,247.02	733,908.00
CAPITAL EXPENSE		486,526.49	119,107.51	685,908.00
AUDIT ADJUSTMENT				
NET CHANGE		(268,586.49)	124,139.51	48,000.00
CAPITAL FUND ENDING RESERVE		75,320.72	468,046.72	48,000.00
LESS CLASSIFIED FUND BALANCE				
RESTRICTED : TABOR				
COMMITTED				
AIRPORT		60,192.00	60,192.00	48,000.00
TOTAL CLASSIFIED FUND BAL		60,192.00	60,192.00	48,000.00
UNASSIGNED FUND BAL		15,128.72	407,854.72	-
				(17,298.13)

DRAFT				2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL
THE NUMBERS ARE SUBJECT TO CHANGE							
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION				
WATER FUND - INCOME							
60	36	01	WATER CHARGES-BASE RATE	664,944.00	965,445.24	646,848.00	150,496.91
60	36	04	STANDBY TAP FEES	56,484.00	54,574.51	50,676.00	8,615.59
60	36	01	RATE INCREASE			-	5,277.09
60	36	01	WATER CHARGES-USAGE	528,550.00	-	806,402.00	-
60	36	03	SALES & SERVICES	4,500.00	9,700.48	7,000.00	500.00
60	36	05	BULK WATER	5,400.00	6,595.00	6,025.00	781.00
60	36	02	WATER TAPS	-	5,500.00	-	-
60	36	07	GRANT FUNDS		185,501.40	369,232.00	-
60	36	09	PENALTIES	1,000.00	50.00	350.00	-
60	36	10	INTEREST		-		-
60	36	12	RENTS	1,000.00	500.00	1,000.00	-
60	36	13	MISCELLANEOUS REVENUE		1,428.65		-
60	36	15	SALE OF ASSETS		-		-
60	36	20	GRANT RESERVES		-	335,500.00	-
					-	335,500.00	-
WATER INCOME				1,261,878.00	1,229,295.28	2,558,533.00	165,670.59

WATER FUND - EXPENDITURES							
60	50	2+	TOTAL PAYROLL	201,599.00	185,494.08	220,617.00	30,962.04
60	50	02	CONTRACT LABOR	-	-	-	-
60	50	44	NORRIS RETIREMENT	20,160.00	20,160.00	20,160.00	3,360.00
60	50	10	WORK COMP	3,220.00	3,068.18	3,315.00	3,776.00
60	50	15	OFFICE SUPPLIES	320.00	478.65	415.00	168.46
60	50	16	OPERATING SUPPLIES	10,950.00	20,497.17	23,415.00	10,658.99
60	50	17	POSTAGE	3,925.00	5,468.19	5,550.00	206.78
60	50	20	LEGAL & ENGINEERING SERVICES	500.00	45,692.90	28,000.00	10,850.11
60	50	21	AUDIT	11,000.00	11,000.00	12,500.00	-
60	50	22	REPAIRS & MAINTENANCE	194,656.00	89,698.87	227,750.00	55,335.07
60	50	23	VEHICLE EXPENSE	6,219.00	18,302.97	20,360.00	83.52
60	50	24	RENTALS	-	-	-	-
60	50	25	SHOP EXPENSE	3,305.00	5,920.87	1,950.00	29.05
60	50	26	TRAVEL & MEETINGS	1,957.00	1,840.08	1,200.00	-
60	50	27	INSURANCE & BONDS	23,508.00	24,588.95	27,550.00	26,214.56
60	50	28	UTILITIES	27,325.00	28,880.49	34,654.00	8,466.29
60	50	29	TELEPHONE	4,200.00	5,053.13	5,088.00	831.27
60	50	30	PUBLISHING & ADS	179.00	196.93	200.00	23.52
60	50	31	DUES & SUBSCRIPTIONS	1,855.00	24,997.50	20,658.00	6,990.00
60	50	32	FEES & PERMITS	11,661.00	17,372.01	12,015.00	3,023.82
60	50	33	DATA PROCESSING	13,656.00	18,028.81	29,630.00	3,581.29
60	50	40	MISCELLANEOUS	-	-	-	-
60	50	41	WRITEOFF-UNCOLLECTABLE	200.00	-	-	-
60	50	42	CONTRACT SERVICES	-	1,550.00	46,827.00	24,013.41
60	50	50	WATER POWER AUTHORITY LOAN	191,222.00	173,837.91	191,200.00	86,909.45
60	50	51	DRINKING WATER REVOLVING FUNDS	24,054.00	23,343.40	23,344.00	-
60	50	52	FCNB INTERIM FINANCING	10.00	-	-	-
60	50	54	DEBT SERVICE	-	-	-	-
60	50	70	CAPITAL OUTLAY	150,000.00	13,939.00	1,278,395.00	-
60	50	71	PASS THRU	37,499.00	30,660.59	-	-
60	50	75	GRANT PROJECTS		20,730.00		-
60	59	90	DEPRECIATION	318,698.00	-	323,740.00	-
WATER EXPENDITURES				1,261,878.00	790,800.68	2,558,533.00	275,483.63
				(0.00)	438,494.60	0.00	(109,813.04)

DRAFT					
THE NUMBERS ARE SUBJECT TO CHANGE		2021	2021	2022	2022
FUND	TYPE ACCT	BUDGET	ACTUAL	BUDGET	ACTUAL
ACCOUNT DESCRIPTION					
WATER FUND - SUMMARY					
	WATER BEGINNING RESERVE	329,644.94	329,644.94	768,139.54	768,139.54
	WATER INCOME	1,261,878.00	1,229,295.28	2,558,533.00	165,670.59
	WATER EXPENSE	1,261,878.00	790,800.68	2,558,533.00	275,483.63
	NET CHANGE	(0.00)	438,494.60	0.00	(109,813.04)
	AUDIT ADJUSTMENT				
	WATER ENDING RESERVE	329,644.94	768,139.54	768,139.54	658,326.50
	AVAILABLE RESOURCES	329,644.94	768,139.54	768,139.54	658,326.50
	SOURCE (USE) OF FUNDS				
	LESS CLASSIFIED FUND BALANCE				
	RESTRICTED				
	WATER STORAGE				
	COMMITTED				
	DEPRECIATION	(318,698.00)	-		-
	DEBT RESERVE (3MO)	315,469.50	197,700.17	639,633.25	68,870.91
	10% DEBT PAYMENT RES		328,096.00		328,096.00
	ASSIGNED				
	CAPITAL PURCHASES				
	CAPITAL PROJECTS				
	TOTAL CLASSIFIED FUND BAL	(3,228.50)	525,796.17	639,633.25	396,966.91
	UNASSIGNED FUND BAL	332,873.44	242,343.37	128,506.30	261,359.59
	EST UNASSIGNED	126,187.80	79,080.07	255,853.30	27,548.36
		315,469.50	197,700.17	639,633.25	68,870.91
		630,939.00	395,400.34	1,279,266.50	137,741.82

DRAFT				2021	2021	2022	2022
THE NUMBERS ARE SUBJECT TO CHANGE				BUDGET	ACTUAL	BUDGET	ACTUAL
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION				
SEWER FUND - INCOME							
70	37	01	SEWER CHARGES - RECEIVED	537,996.00	530,966.64	536,856.00	88,702.62
70	37	04	SEWER TAPS	15,000.00	4,500.00	5,000.00	-
70	37	09	INTEREST	4,600.00	452.34	400.00	100.21
70	37	12	SEWER RENTAL PROPERTY	-	-	-	-
70	37	13	GRANT REVENUE	-	-	-	-
70	37	13	MISCELLANEOUS REVENUE	-	-	-	-
70	37	15	SALE OF ASSETS	-	-	-	-
70	37	20	PASS THRU	-	-	-	-
SANITATION INCOME				557,596.00	535,918.98	542,256.00	88,802.83

SEWER FUND - EXPENDITURES							
70	51	+1	TOTAL PAYROLL	171,264.00	157,911.68	115,029.00	18,759.81
70	51	02	CONTRACT LABOR	-	-	-	-
70	51	10	WORK COMP	947.00	902.01	975.00	1,027.00
70	51	15	OFFICE SUPPLIES	166.00	69.88	150.00	138.41
70	51	16	OPERATING SUPPLIES	8,863.00	19,518.46	21,605.00	6,019.11
70	51	17	POSTAGE	2,250.00	2,857.45	2,695.00	201.61
70	51	20	LEGAL & ENGINEERING SERV	-	-	1,000.00	-
70	51	21	AUDIT	4,500.00	4,500.00	4,500.00	-
70	51	22	REPAIRS & MAINTENANCE	48,862.00	58,728.46	73,965.00	1,590.69
70	51	23	VEHICLE EXPENSE	6,397.00	18,213.71	20,300.00	51.25
70	51	24	RENTALS	-	-	-	-
70	51	25	SHOP EXPENSE	3,174.00	4,864.91	6,130.00	29.06
70	51	26	TRAVEL & MEETINGS	2,307.00	1,090.14	2,400.00	-
70	51	27	INSURANCE & BONDS	8,816.00	9,130.78	11,195.00	9,666.01
70	51	28	UTILITIES	35,151.00	33,592.58	36,470.00	6,182.58
70	51	29	TELEPHONE	1,681.00	1,884.52	1,973.00	286.89
70	51	30	PUBLISHING & ADS	-	93.69	140.00	23.52
70	51	31	DUES & SUBSCRIPTIONS	438.00	558.90	560.00	221.40
70	51	32	FEES & PERMITS	7,319.00	7,179.04	7,382.00	950.15
70	51	33	DATA PROCESSING	19,027.00	15,613.39	13,650.00	2,815.23
70	51	40	MISCELLANEOUS	-	-	-	-
70	51	41	WRITEOFF-UNCOLLECTABLE	150.00	-	-	-
70	51	42	CONTRACT SERVICE	-	300.00	-	-
70	51	43	GAGING STATION	4,089.00	5,360.00	4,500.00	-
70	51	51	RURAL DEVELOPMENT P&I	-	-	-	-
70	51	54	DEBT SERVICE	107,983.00	98,750.00	108,625.00	-
70	51	70	CAPITAL OUTLAY	-	-	-	-
70	51	71	PASS THRU FUNDS	16,590.00	15,928.99	-	-
70	51	99	TRANSFER IN - (OUT)	-	-	-	-
70	59	90	DEPRECIATION	107,622.00	-	109,012.00	-
SEWER EXPENDITURES				557,596.00	457,048.59	542,256.00	47,962.72
				(0.00)	78,870.39	(0.00)	40,840.11

DRAFT			2021	2021	2022	2022	
THE NUMBERS ARE SUBJECT TO CHANGE			BUDGET	ACTUAL	BUDGET	ACTUAL	
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION				
SEWER FUND - SUMMARY							
			SEWER BEGINNING RESERVE	382,870.52	382,870.52	461,740.91	-
			SEWER INCOME	557,596.00	535,918.98	542,256.00	88,802.83
			SEWER EXPENSE	557,596.00	457,048.59	542,256.00	47,962.72
			NET CHANGE	(0.00)	78,870.39	(0.00)	40,840.11
			AUDIT ADJUSTMENT				
			SEWER ENDING RESERVE	382,870.52	461,740.91	461,740.91	40,840.11
			SOURCE (USE) OF FUNDS				
			LESS CLASSIFIED FUND BALANCE				
			RESTRICTED				
			COMMITTED				
			DEPRICIATION	102,000.00	102,004.00	102,000.00	102,004.00
			DEBT RESERVE (3MO)	139,399.00	114,262.15	135,564.00	11,990.68
			10% DEBT PAYMENT RES	101,040.00	101,040.00	101,040.00	101,040.00
			ASSIGNED				
			CAPITAL PURCHASES				
			CAPITAL PROJECTS				
			TOTAL CLASSIFIED FUND BAL	342,439.00	317,306.15	338,604.00	215,034.68
			UNASSIGNED FUND BAL	40,431.52	144,434.76	123,136.90	(174,194.57)
			EST UNASSIGNED	55,759.60	45,704.86	54,225.60	4,796.27
				139,399.00	114,262.15	135,564.00	11,990.68
				278,798.00	228,524.30	271,128.00	23,981.36

DRAFT				2021	2021	2022	2022
THE NUMBERS ARE SUBJECT TO CHANGE				BUDGET	ACTUAL	BUDGET	ACTUAL
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION				
TRASH FUND - INCOME							
80	37	02	GARBAGE FEES - RECEIVED	218,880.00	252,029.42	254,340.00	41,804.72
80	37	02	INCREASE	38,892.00	-	-	-
80	37	03	SALES & SERVICE	1,300.00	8,674.92	10,000.00	459.00
80	39	99	RESERVE	-	-	18,760.00	-
INCOME				259,072.00	260,704.34	283,100.00	42,263.72

TRASH FUND - EXPENDITURES							
80	52	3+	TOTAL PAYROLL	162,428.00	153,897.52	172,478.00	29,887.56
80	50	02	CONTRACT LABOR	-	-	-	-
80	52	10	WORK COMP	6,057.00	5,772.32	6,250.00	5,196.00
80	52	15	OFFICE SUPPLIES	202.00	52.48	160.00	180.28
80	52	17	POSTAGE	876.00	1,791.03	1,793.00	108.57
80	52	20	LEGAL SERVICES	-	-	-	-
80	52	21	AUDIT	4,500.00	4,500.00	4,500.00	-
80	52	22	REPAIRS & MAINTENANCE	106.00	75.38	1,600.00	18.94
80	52	23	VEHICLE EXPENSE	7,929.00	15,452.01	19,132.00	5,108.03
80	52	24	RENTALS	-	-	-	-
80	52	25	SHOP EXPENSE	681.00	1,265.02	1,420.00	51.08
80	52	26	TRAVEL & MEETINGS	520.00	546.25	-	-
80	52	27	INSURANCE & BONDS	4,985.00	5,795.28	6,695.00	6,463.39
80	52	28	UTILITIES	1,576.00	2,322.25	2,671.00	773.06
80	52	29	TELEPHONE	543.00	755.69	750.00	36.07
80	52	30	PUBLISHING & ADS	35.00	93.71	140.00	38.86
80	52	33	DATA PROCESSING	2,172.00	3,363.14	2,740.00	661.94
80	52	40	MISCELLANEOUS	-	-	-	-
80	52	41	WRITEOFF-UNCOLLECTABLE	270.00	-	-	-
80	52	42	LANDFILL FEES	37,868.00	38,981.00	37,320.00	8,302.75
80	52	43	CLEAN-UP DAY	1,800.00	3,106.05	3,000.00	4,125.00
80	52	70	CAPITAL OUTLAY	-	-	3,600.00	-
80	52	71	PASS THRU FUNDS	7,733.00	7,560.89	-	-
80	52	99	TRANSFER	-	-	-	-
80	59	90	DEPRECIATION	17,646.00	-	17,646.00	-
TRASH EXPENDITURES				259,072.00	246,399.43	283,100.00	61,193.53
				0.00	14,304.91	0.00	(18,929.81)

TRASH FUND - SUMMARY							
GARBAGE BEGINNING RESERVE				112,723.11	112,723.11	127,028.02	127,028.02
GARBAGE INCOME				259,072.00	260,704.34	283,100.00	42,263.72
GARBAGE EXPENSE				259,072.00	246,399.43	283,100.00	61,193.53
AUDIT ADJUSTMENT				-	-	-	-
NET CHANGE				0.00	14,304.91	0.00	(18,929.81)
GARBAGE ENDING RESERVE				112,723.11	127,028.02	127,028.02	108,098.21
CAPITAL PURCHASES							
TOTAL CLASSIFIED FUND BAL							
UNASSIGNED FUND BAL				112,723.11	127,028.02	127,028.02	108,098.21
EST UNASSIGNED				25,907.20	24,639.94	28,310.00	6,119.35
25%				64,768.00	61,599.86	70,775.00	15,298.38
50%				129,536.00	123,199.71	141,550.00	30,596.77

DRAFT							
THE NUMBERS ARE SUBJECT TO CHANGE							
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL
TOTAL BUDGET SUMMARY							
			BEGINNING RESERVE	1,828,754.68	1,828,754.68	1,828,754.68	-
			INCOME	4,293,246.24	3,680,359.43	7,177,951.00	562,179.80
			EXPENSE	4,561,832.74	2,662,980.19	7,129,950.99	616,062.02
			AUDIT ADJUSTMENT	-	-	0.00	-
			NET CHANGE	(268,586.50)	1,017,379.24	48,000.01	(53,882.22)
			ENDING RESERVE	1,560,168.18	2,846,133.92	1,876,754.69	(53,882.22)

Hotchkiss Police Department

Law Incident Table, by Date and Time

Date Occurred: 02/01/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:07:48	SEX OFFENSE	3RD ST, Paonia, CO	PPD	PPD	
15:59:12	SHOPLIFTING	2ND ST, Paonia, CO	PPD	PPD	CIT
18:56:54	ALARM	BOX ELDER AVE, Paonia CO	PPD	PPD	

Total Incidents for this Date: 3

Date Occurred: 02/02/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:23:16	ALARM	GRAND AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 1

Date Occurred: 02/03/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
11:09:14	Traffic Stop	GRAND AVENUE, Paonia, CO	PPD	PPD	CIT
11:11:33	Traffic Stop	Grand AVE., Paonia, CO	PPD	PPD	CIT
16:10:31	CITIZEN ASSIST	ONARGA AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 3

Date Occurred: 02/04/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:53:23	Traffic Stop	GRAND AVENUE, Paonia, CO	PPD	PPD	CIT

Total Incidents for this Date: 1

Date Occurred: 02/05/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
12:14:16	WATER PROBLEM	DELTA AVE, Paonia, CO	PPD	PPD	
19:39:48	Traffic Stop	Grand AVE., Paonia, CO	PPD	PPD	WW

Total Incidents for this Date: 2

Date Occurred: 02/06/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:57:28	WILDLIFE	DELTA AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 1

Date Occurred: 02/09/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:21:34	Information	GRAND AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 1

Date Occurred: 02/10/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
11:20:04	Medical/transfe	2ND ST, Paonia, CO	PPD	PPD	
13:06:52	AGENCY ASSIST	COBURN RD, PAONIA, CO	PPD	DIST3	

Total Incidents for this Date: 2

Date Occurred: 02/11/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:11:18	WILDLIFE	RIO GRANDE AVE, Paonia, CO	PPD	PPD	
11:29:52	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
13:38:48	Code Enforce	ORCHARD AVE, Paonia, CO	PPD	PPD	WW

Total Incidents for this Date: 3

Date Occurred: 02/15/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
11:29:27	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
18:19:28	ANIMAL CONTROL	NIAGARA AVE, Paonia, CO	PPD	PPD	VW

Total Incidents for this Date: 2

Date Occurred: 02/17/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:33:56	TrafficAccident	2ND ST, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 1

Date Occurred: 02/18/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:00:35	Traffic Stop	SAMUEL WADE RD, Paonia, CO	PPD	DIST3	CIT

Total Incidents for this Date: 1

Date Occurred: 02/19/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
17:59:40	Parking Problem	COLORADO AVE, Paonia, CO	PPD	PPD	WW

Total Incidents for this Date: 1

Date Occurred: 02/20/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:54:46	CITIZEN ASSIST	OAK AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 1					

Date Occurred: 02/22/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
12:04:28	MISSING PERSON	GRAND AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 1					

Date Occurred: 02/23/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:47:00	ALARM	GRAND AVE, Paonia, CO	PPD	PPD	
10:39:10	ALARM	GRAND AVE, Paonia, CO	PPD	PPD	
15:08:34	Medical/transfe	4TH ST, Paonia, CO	PPD	PPD	
16:12:22	SUSPICIOUS	GRAND AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 4					

Date Occurred: 02/24/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
13:48:53	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 1					

Date Occurred: 02/25/22

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:22:32	FRAUD	Pan American AVE., Paonia, CO	PPD	PPD	
17:56:53	SUSPICIOUS	NORTH FORK AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 2					

Date Occurred: 02/26/22


<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:29:36	WELFARE CHECK	paonia, Paonia, CO	PPD		
15:54:08	TRESPASS	1625 MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	VW
Total Incidents for this Date: 2					

Total reported: 33

Report Includes:

All dates between `00:00:01 02/01/22` and `00:00:01 02/28/22`, All agencies matching `PPD`, All disposition's, All natures, All location codes, All cities

AGENDA SUMMARY FORM

	Adjournment		
Summary:			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Mayor Bachran	Trustee Budinger	Trustee Johnson
Trustee Knutson	Vacant	Trustee Smith	Trustee Thompson

March 11, 2022