



TOWN OF PAONIA
TUESDAY, MAY 14, 2019
REGULAR TOWN BOARD MEETING AGENDA
6:30 PM

Roll Call

Approval of Agenda

Announcements

Recognition of Visitors & Guests

Consent Agenda

1. Large Park Event - Pickin in the Park
Special Event Liquor License - Friends of the Paradise Theatre for Pickin in the Park
Large Park Event - North Fork Valley Community Rights Advocates
Liquor License Renewal - Friends of the Paradise Theatre dba Paradise Theatre
Liquor License Renewal - The Living Farm Cafe` LLC dba The Living Farm Cafe`

Mayor's Report

2. Proclamation - Building Safety Month

Staff Reports

Town Administrators Report
Public Works Report
Police Department Report
Town Treasurer Report

Disbursements

Unfinished Business

3. Colorado Code Consulting Building Code Proposal Update
4. Ordinance 2019-03 Clark Avenue Parking
5. Town Administrator Contract Renewal

New Business

6. Curtis Foster - Community Member Request for Discussion Regarding 207 3rd Street
7. Memorandum of Agreement - Delta County Risk MAP Phase 2
8. Grand Avenue, Samuel Wade Road, and a Portion of 3rd Street Striping Proposal
9. Resolution 2019-09 Town Sale of Surplus Property
10. Ordinance 2019-04 Municipal Code Modification and Addition to Chapter 6, Article 1. – Alcoholic Beverage Licenses; an Ordinance Permitting Alcohol Beverage Tastings

Committee Reports

Finance & Personnel
Public Works/Utilities/Facilities
Governmental Affairs/Public Safety
Space to Create
Tree Board

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: _____ 2nd: _____ vote: _____

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

AGENDA SUMMARY FORM



Approval of Agenda

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

AGENDA SUMMARY FORM



Announcements

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

AGENDA SUMMARY FORM



Visitors & Guests

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

AGENDA SUMMARY FORM



Consent Agenda

Summary:

Notes:

Large Park Event - Pickin in the Park

Special Event Liquor License - Friends of the Paradise Theatre for Pickin in the Park

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Liquor License Renewal - Friends of the Paradise Theatre dba Paradise Theatre

Liquor License Renewal - The Living Farm Cafe` LLC dba The Living Farm Cafe`

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

TOWN OF PAONIA
REQUEST TO BE PLACED ON AGENDA

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

Here are things you need to know:

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

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

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

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

Name of person making presentation: Rob Miller

Organization, if speaking on behalf of a group: Pickin' Productions

Is this a request for Board action? Yes No

Please provide a summary of your comments:

Announce the 12th Annual Pickin' in
the Park. Answer any questions the Board
or citizens might have.

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

Contact information:

Name: Rob Miller, Pickin' Prod.

Mailing Address: PO Box 1690
PAONIA CO 81428

E-mail: PickinProductions@gmail.com

Daytime Phone: [REDACTED]

Office Use Only:
Received: <u>4.19.19</u>
Approved for Agenda: <u>4.19.19</u>
Board Meeting Date: <u>5.14.19</u>
<u>C.A.</u>

Town of Paonia Park/Event Registration Application

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

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

Applicant Name: Rob Miller
Organization: Pickin' Productions
Mailing Address: Po Box 1690 Paonia, CO
Telephone Number: [REDACTED]
Event Manager (if different than Applicant): _____
Event Manager Telephone: _____
Event Manager E-Mail: PickinProductions@gmail.com

Please describe the event: _____

Free Concert Series

Event Date(s): Aug 1, 2019 Event Hours: 6-9³⁰ pm
Event Date(s): .. 8 .. Event Hours: ..
Event Date(s): .. 15 .. Event Hours: ..
Event Date(s): .. 22 .. Event Hours: ..

Which park do you want to use?

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

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

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

Will there be vendors?

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

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

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

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

- No
- Yes GATE OPENING @ 11 AM . (5 ORANGE CONES.
Add event to town website.
Thomas .

Pricing:

Half Day (6 Hours or less) (4 days) \$ 100.00/day
Includes: 3 dumpsters and up to 5 vendors
Date Submitted 4.19.19 Amount 400.00

Full Day (6+ Hours until 10:00p) \$ 175.00/day
Includes: 3 dumpsters and up to 10 vendors
Date Submitted _____ Amount _____

Multi-Day Rate (3+ consecutive days) \$ 150.00/day
Includes: 3 dumpsters and up to 10 vendors
Date Submitted _____ Amount _____

Additional Vendors (More than 10) \$ 5.00/ea
Date Submitted _____ Amount _____

Trash: The Town will provide 3 dumpsters. If the event requires more, it is the responsibility of the applicant to contract with a local agency for additional services. Compostable ware is strongly encouraged from all vendors and event managers. Styrofoam not permitted.
Date Submitted 4.19.19 Amount ~~_____~~

Any additional fees submitted (street closure, liquor licensing, etc):
Type: liquor separate \$ _____
modest PCTP \$ _____
Date Submitted _____ Amount _____

Recycling: Should the event provide recycling, a \$50 credit shall be applied. \$ -50.00

TOTAL FEES SUBMITTED \$ 350 -

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

(Paid \$350 2018)

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

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

Promotion:

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

Thanks!

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

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

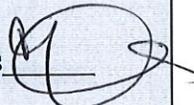
Signed and submitted this 19 day of April, 2019.

Printed Name: Rob Miller

Signature: 

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

Date of Pre-Event Meeting: _____

Application is deemed complete and is accepted. Employee Initials 

insurance & vendors to follow

Application requires Board of Trustee Approval.

Hearing Date: 5.14.19

Comments: _____

2019 - Pickin' in the Park

Security Plan

Main Event Contact:

**Rob Miller
Pickin' Productions**

[REDACTED]
pickinproductions@gmail.com

Security Plan

All vendors are responsible for their own security.

The Paradise Theatre (running the beer booth) has a security team associated with the selling of alcohol.

Pickin' Productions has our own team that monitors the audience for anyone being disruptive, or breaking the rules including no glass, no dogs, and no smoking in the park. If any situation arises that is against the law, such as theft or violence, we will call the police.

Thank you.

2019 - Pickin' in the Park

Communication Contacts:

Main Contact:

Rob Miller

Pickin' Productions



pickinproductions@gmail.com

Medical Plan:

Concert Promoter Rob Miller will have his cell phone available to make any emergency call if necessary. If authorities need to get in touch with Rob during the show, he will have his phone on him at all times.

Safety Plan:

Concert Promoter Rob Miller or a member of his team will get up on the stage and direct the crowd over the PA in any situation that warrants such communication.

Parking Plan:

Cars will park along the street as they do for all park events. We will save a spot for the band's vans, as well as vendors, with the town's cones.

Thank you.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/1/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER SteelBridge Insurance Services, Inc. PO Box 629 Santa Cruz CA 95061	CONTACT NAME: SteelBridge Customer Service PHONE (A/C, No, Ext): (831) 425-6640 E-MAIL ADDRESS: csr@steelbridgeins.com	FAX (A/C, No): (888) 338-7277
	INSURER(S) AFFORDING COVERAGE	
INSURED Mbr Spts, Lsr & Ent RPG- SMAEP Mbr Evts Pickin Productions Pickin' in the Park PO Box 1690 Paonia Colorado 81428	INSURER A: Nationwide Mutual Ins Co	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 2018 Program AI **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	RPG62922	08/01/2019 12:01 AM	08/02/2019 12:01 AM	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		RPG62922	08/01/2019 12:01 AM	08/02/2019 12:01 AM	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB OCCUR CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Event Name: Pickin' in the Park
 Event Location: Paonia Town Park
 Event Dates: 08/01/2019 to 08/01/2019

The Certificate Holder is added as an additional insured via CG2026.
 Certificate Holder is: Owner / Lessor of Premises, Venue or Facility

CERTIFICATE HOLDER Town of Paonia PO Box 460 Paonia CO 81428	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE P Wightman/BIZBET
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IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER SteelBridge Insurance Services, Inc. PO Box 629 Santa Cruz CA 95061	CONTACT NAME: SteelBridge Customer Service PHONE (A/C No, Ext): (831) 425-6640 FAX (A/C No): (888) 338-7277 E-MAIL ADDRESS: csr@steelbridgeins.com	
	INSURER(S) AFFORDING COVERAGE	
INSURED Mbr Spts, Lsr & Ent RPG- SMAEP Mbr Evts Pickin Productions Pickin' in the Park PO Box 1690 Paonia Colorado 81428	INSURER A: Nationwide Mutual Ins Co	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 2018 Program AI **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
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	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

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CERTIFICATE HOLDER

Town of Paonia

 PO Box 460
 Paonia CO 81428

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
 P Wightman/BIZBET

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PRODUCER SteelBridge Insurance Services, Inc. PO Box 629 Santa Cruz CA 95061	CONTACT NAME: SteelBridge Customer Service PHONE (A/C, No, Ext): (831) 425-6640 E-MAIL ADDRESS: csr@steelbridgeins.com	FAX (A/C, No): (888) 338-7277
	INSURER(S) AFFORDING COVERAGE INSURER A: Nationwide Mutual Ins Co	
INSURED Mbr Spts, Lsr & Ent RPG- SMAEP Mbr Evt Pickin Productions Pickin' in the Park PO Box 1690 Paonia Colorado 81428	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	
	INSURER NAIC #:	

COVERAGES CERTIFICATE NUMBER: 2018 Program AI REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INBR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X		RPG62922	08/15/2019 12:01 AM	08/16/2019 12:01 AM	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMPOP AGG \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS			RPG62922	08/15/2019 12:01 AM	08/16/2019 12:01 AM	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Event Name: Pickin' in the Park
Event Location: Paonia Town Park
Event Dates: 08/15/2019 to 08/15/2019

The Certificate Holder is added as an additional insured via CG2026.
Certificate Holder is: Owner / Lessor of Premises, Venue or Facility

CERTIFICATE HOLDER Town of Paonia PO Box 460 Paonia CO 81428	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE P Wightman/BIZBET
--	---



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/1/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER SteelBridge Insurance Services, Inc. PO Box 629 Santa Cruz CA 95061	CONTACT NAME: SteelBridge Customer Service PHONE (A/C. No. Ext): (831) 425-6640 E-MAIL ADDRESS: csr@steelbridgeins.com	FAX (A/C. No.): (888) 338-7277
	INSURER(S) AFFORDING COVERAGE	
INSURED Mbr Spts, Lsr & Ent RPG- SMAEP Mbr Evts Pickin Productions Pickin' in the Park PO Box 1690 Paonia Colorado 81428	INSURER A: Nationwide Mutual Ins Co	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 2018 Program AI **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X	RPG62922	08/22/2019 12:01 AM	08/23/2019 12:01 AM	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COM/PO/ AGG \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		RPG62922	08/22/2019 12:01 AM	08/23/2019 12:01 AM	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> RETENTION \$	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE				EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Event Name: Pickin' in the Park
 Event Location: Paonia Town Park
 Event Dates: 08/22/2019 to 08/22/2019

The Certificate Holder is added as an additional insured via CG2026.
 Certificate Holder is: Owner / Lessor of Premises, Venue or Facility

CERTIFICATE HOLDER

Town of Paonia

PO Box 460
 Paonia CO 81428

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
 P Wightman/BIZBET

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TOWN OF PAONIA
REQUEST TO BE PLACED ON AGENDA

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

Here are things you need to know:

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

Please complete the following information and return this form no later than the Monday, a week prior to the Board meeting to the above address or bring it to the Town Hall at 214 Grand Avenue.
Office hours are Monday through Friday, 8:00 a.m. to 4:30 p.m.
Regular Board meetings are scheduled for the second and fourth Tuesdays of each month.

Name of person making presentation: Sunshine Knight
Organization, if speaking on behalf of a group: Friends of the Paradise Theatre
Is this a request for Board action? Yes No

Please provide a summary of your comments:
Request for ~~the~~ special event liquor license permits for four nights

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

Contact information:
Name: Sunshine Knight
Mailing Address: P.O. Box 886
Paonia 81428
E-mail: director@paradiseofpaonia.com
Daytime Phone: [REDACTED]

Office Use Only:
Received: 4.23.2019
Approved for Agenda: 4.23.2019
Board Meeting Date: 5.14.19
C.A.

Application for a Special Events Permit

Departmental Use Only

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

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

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

1. Name of Applicant Organization or Political Candidate <i>Friends of the Paradise Theatre</i>	State Sales Tax Number (Required) <i>30480955-0000</i>
--	---

2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) <i>P.O. Box 886 215 Grand Ave Paonia CO 81428</i>	3. Address of Place to Have Special Event (include street, city/town and ZIP) <i>Town Park 700 4th St Paonia CO 81428</i>
--	--

Name	Date of Birth	Home Address (Street, City, State, ZIP)	Phone Number
4. Pres./Sec'y of Org. or Political Candidate <i>Philip Salembier</i>		<i>1000 ...</i>	
5. Event Manager <i>Sunshine Knight</i>			

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

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

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

Date	Hours	From	To	Date	Hours	From	To	Date	Hours	From	To
<i>8-1-19</i>		<i>5:00 p.m.</i>	<i>9:00 p.m.</i>	<i>8-8-19</i>		<i>5:00 p.m.</i>	<i>9:00 p.m.</i>	<i>8-15-19</i>		<i>5:00 p.m.</i>	<i>9:00 p.m.</i>
								<i>8-22-19</i>		<i>5:00 p.m.</i>	<i>9:00 p.m.</i>

Oath of Applicant

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

Signature <i>S Knight</i>	Title <i>Executive Director</i>	Date <i>4-23-19</i>
------------------------------	------------------------------------	------------------------

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

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

THEREFORE, THIS APPLICATION IS APPROVED.

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

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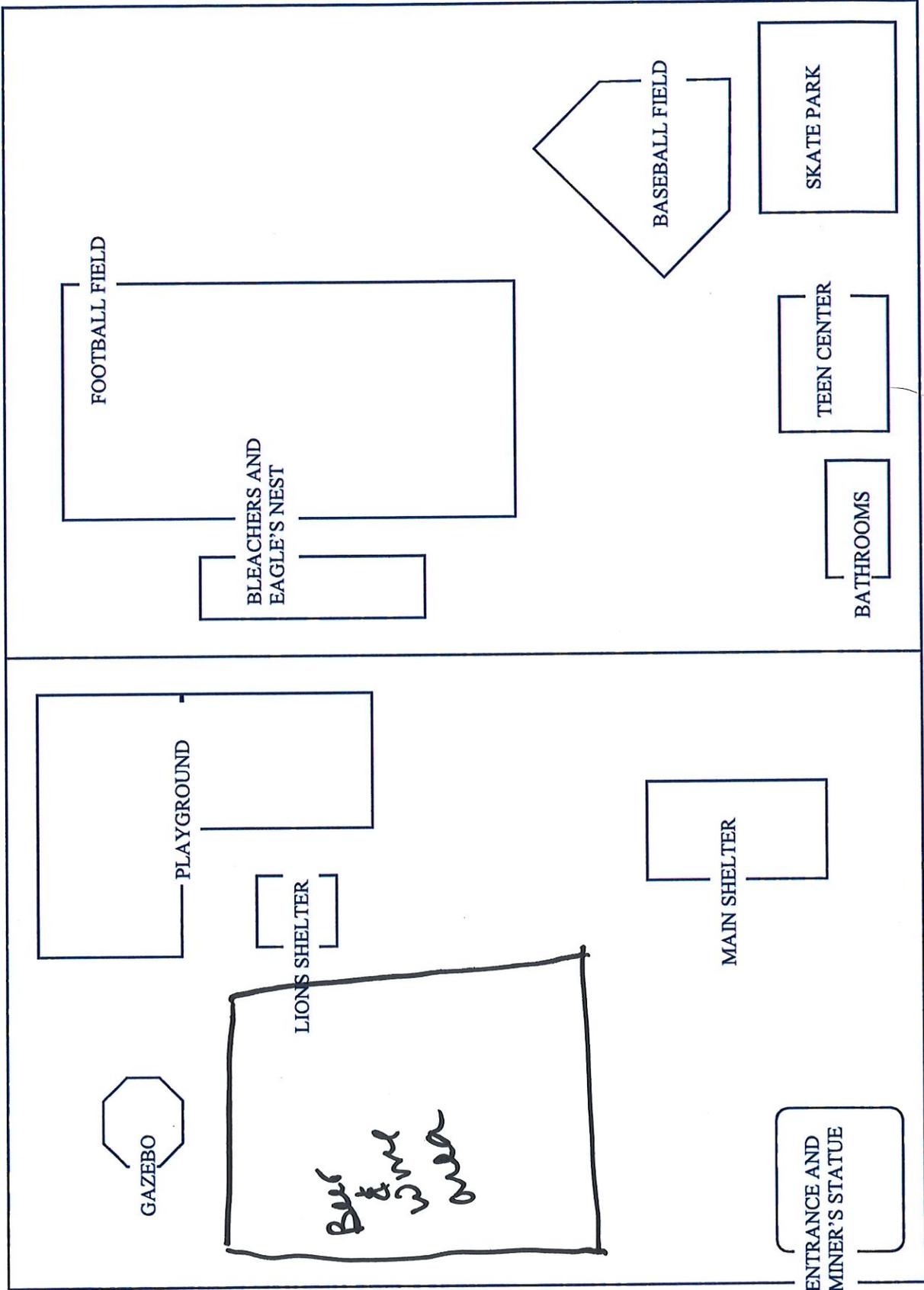
DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY

Liability Information

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

TOWN PARK MAP

FIFTH STREET



FOURTH STREET

NORTH FORK AVENUE

TOWN OF PAONIA
REQUEST TO BE PLACED ON AGENDA

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

Here are things you need to know:

- You must contact the Town Administrator or Town Clerk prior to coming to the Board. Quite often the issue can be resolved by staff action.
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- Remarks that discriminate against anyone or adversely reflect upon the race, color, ancestry, religious creed, national origin, political affiliation, disability, sex, or marital status of any person are *out of order* and may end the speaker's privilege to address the Board.
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Please complete the following information and return this form no later than the Monday, a week prior to the Board meeting to the above address or bring it to the Town Hall at 214 Grand Avenue.

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

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

Name of person making presentation: Lesandre Holiday

Organization, if speaking on behalf of a group: NFV Community Rights Advocates

Is this a request for Board action? Yes No

Please provide a summary of your comments:

Large Group Park App for free event "The People's Picnic"
~~at~~ on Aug 11, 2019

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

Corinne clarified application items + process

Contact information:

Name: Lesandre Holiday c/o NFVCPA
Mailing Address: Po Box 1201
Paonia

E-mail: info@nfvcra.org
Daytime Phone: [REDACTED]

Office Use Only:

Received: 5.3.19
Approved for Agenda: 5.6.19
Board Meeting Date: 5.14.19

Town of Paonia Park/Event Registration Application

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

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

Applicant Name: Lesandre Holiday
 Organization: NFV Community Rights Advocates
 Mailing Address: PO Box 1201 Paonia
 Telephone Number: [REDACTED]
 Event Manager (if different than Applicant): N/A
 Event Manager Telephone: SAME
 Event Manager E-Mail: info@nfvcra.org

Please describe the event: Free event to inform and invite feedback from community re: proposed Bill of Rights for Paonia. Williams Bros. Band, face painting, free drawing ^{Don's} gift cert

→ Event Date(s): Sunday, Aug 11 Event Hours: 12 noon - ~~6 pm~~
 Event Date(s): _____ Event Hours: _____
 Event Date(s): _____ Event Hours: _____
 Event Date(s): _____ Event Hours: _____

← Per telephone 11am-5pm


Which park do you want to use?

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

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

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

Will there be vendors?

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

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

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

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

- No
- Yes _____

Pricing:

Half Day (6 Hours or less) \$ 100.00/day
Includes: 3 dumpsters and up to 5 vendors
Date Submitted _____ Amount 100 -

Full Day (6+ Hours until 10:00p) \$ 175.00/day
Includes: 3 dumpsters and up to 10 vendors
Date Submitted _____ Amount _____

Multi-Day Rate (3+ consecutive days) \$ 150.00/day
Includes: 3 dumpsters and up to 10 vendors
Date Submitted _____ Amount _____

Additional Vendors (More than 10) \$ 5.00/ea
Date Submitted _____ Amount _____

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

Any additional fees submitted (street closure, liquor licensing, etc):
Type: _____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____
Date Submitted _____ Amount _____

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

TOTAL FEES SUBMITTED \$ _____

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

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

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

Promotion:

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

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

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



Signed and submitted this 3 day of May, 2019.

Printed Name: Lesandre Holiday Barley

Signature: Lesandre Barley

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

Date of Pre-Event Meeting: _____

Application is deemed complete and is accepted. Employee Initials _____

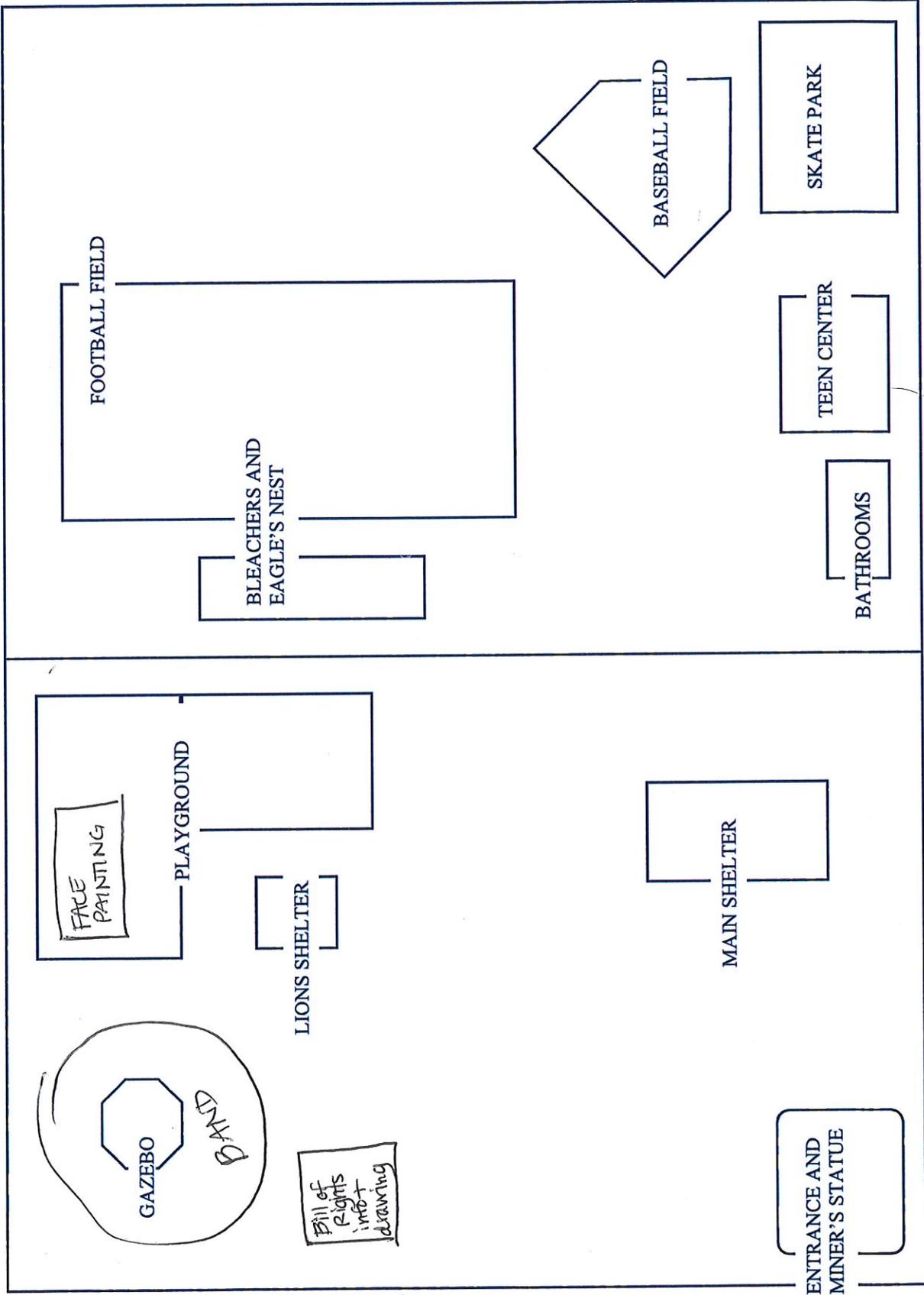
Application requires Board of Trustee Approval.

Hearing Date: _____

Comments: _____

TOWN PARK MAP

FIFTH STREET



FOURTH STREET

NORTH FORK AVENUE

**RETAIL LIQUOR OR 3.2 BEER
 LICENSE RENEWAL APPLICATION**

5.11.19 C.A.

Fees Due	
Renewal Fee	500.00
Storage Permit \$100 x _____	_____
Optional Premise \$100 x _____	_____
Related Resort \$75 x _____	_____
Amount Due/Paid	500.00

PARADISE THEATRE
 PO BOX 886
 PAONIA CO 81428

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

PLEASE VERIFY & UPDATE ALL INFORMATION BELOW

RETURN TO CITY OR COUNTY LICENSING AUTHORITY BY DUE DATE

Licensee Name FRIENDS OF THE PARADISE THEATRE		DBA PARADISE THEATRE		
Liquor License # 03-03234	License Type Lodging & Entertainment (City)	Sales Tax License # 30480955	Expiration Date 07/27/2019	Due Date 06/12/2019
Operating Manager <i>Sunshine Knight</i>	Date of Birth	Home Address [REDACTED]		
Manager Phone Number 3 [REDACTED]	Email Address <i>director@paradiseofpaonia.com</i>			
Street Address 215 GRAND AVENUE PAONIA CO 81428				Phone Number 9705276610
Mailing Address PO BOX 886 PAONIA CO 81428				

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

AFFIRMATION & CONSENT

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

Type or Print Name of Applicant/Authorized Agent of Business <i>Sunshine Knight</i>	Title <i>Executive Director</i>
Signature <i>S Knight</i>	Date <i>4-19-19</i>

REPORT & APPROVAL OF CITY OR COUNTY LICENSING AUTHORITY

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 12, Articles 46 and 47, C.R.S. THEREFORE THIS APPLICATION IS APPROVED.

Local Licensing Authority For [REDACTED]	Date
Signature [REDACTED]	Title
	Attest

5.17.19 C.A.

Submit to Local Licensing Authority

Fees Due	
Renewal Fee	\$500.00
Storage Permit \$100 X _____	\$
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 <i>The Living Farm Cafe, LLC</i>		Doing Business As Name (DBA) <i>The Living Farm Cafe</i>		
Liquor License # <i>43030280000</i>	License Type <i>Hotel & Restaurant</i>	Sales Tax License # <i>04303028-0000</i>	Expiration Date <i>12/31/2019</i>	Due Date <i>5/31/2019</i>
Business Address <i>120 Grand Ave, Paonia CO 81428</i>				Phone Number <i>970-527-3779</i>
Mailing Address <i>P.O. Box 805</i>			Email <i>thelivingfarmcafe@gmail.com</i>	
Operating Manager <i>Michael Gillespie</i>	Date of Birth <i>[REDACTED]</i>	Home Address <i>[REDACTED]</i>	Phone Number <i>[REDACTED]</i>	

- Do you have legal possession of the premises at the street address above? Yes No
 Are the premises owned or rented? Owned Rented* *If rented, expiration date of lease *5/31/2020*
- Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. Yes No
- Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. Yes No
- Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. Yes No
- Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. Yes No

Affirmation & Consent

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

Type or Print Name of Applicant/Authorized Agent of Business <i>Michael Gillespie</i>	Title <i>Owner</i>
Signature <i>[Signature]</i>	Date <i>5/2/2019</i>

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
30 ire	Title
	Attest

Commercial Lease Extension

WJH
MB

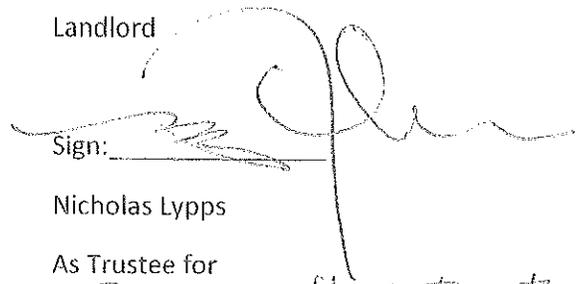
LYPPS

This lease extension agreement, (hereinafter referred to as the "Lease Extension") is made between 120 Grand Avenue Land Trust (hereinafter referred to as "Landlord") and The Living Farm Café, LLC (hereinafter referred to as "Tenant"), whether one or more, and each agreeing to be bound by and held jointly and severally liable under the terms and conditions of this Lease Extension.

1. PRIOR LEASE: The parties executed a Commercial Lease Extension dated June 1st, 2016 with a term of lease commencing on the 1st day of June 2016, and which expired on the 31st day of May 2019. All terms, conditions, and provisions of said Commercial Lease Extension are hereby incorporated by reference or attachment.
2. EXTENTION OF PRIOR LEASE TERMS: The parties hereby agree to extend and continue the aforementioned Commercial Lease Extension for an additional 1-year term, commencing 1st day of June 2019, and expiring on the 31st day of May 2020.

IN WITNESS WHEREOF, the parties hereto have executed this Commercial Lease Extension.

Landlord



Sign:

Nicholas Lypps

As Trustee for

Lypps Frame Revokable Trust
120 Grand Ave Land Trust

Date: May 2nd, 2019

Tenant



Sign:

Mike Gillespie, as Individual/Manager
for "Tenant"

Date May 2nd, 2019

WJH
MB

AGENDA SUMMARY FORM



Mayor's Report

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

AGENDA SUMMARY FORM



Mayoral Proclamation – Building Safety Month – May 2019

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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



Proclamation

Building Safety Month — May, 2019

Whereas, our Town is committed to recognizing that our growth and strength depends on the safety and economic value of the homes, buildings and infrastructure that serve our citizens, both in everyday life and in times of natural disaster, and;

Whereas, our confidence in the structural integrity of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

Whereas, these guardians are dedicated members of the International Code Council, a U.S. based organization, that brings together local, state and federal officials that are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work, play, and;

Whereas, our nation benefits economically and technologically from using the International Codes® and that building codes include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquake; which, according to a FEMA-commissioned study by the National Institute of Building Sciences, provide \$11 in future mitigation benefits for every dollar invested, and;

Whereas, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our local code officials—who assure us of safe, efficient and livable buildings that are essential to America's prosperity, and;

Whereas, "No Code. No Confidence." the theme for Building Safety Month 2019, encourages all Americans to raise awareness of the importance of safe and resilient construction; fire prevention; disaster mitigation, and new technologies in the construction industry. Building Safety Month 2019 encourages appropriate steps everyone can take to ensure the safety of our built environment, and recognizes that the implementation of safety codes by local and state agencies has saved lives and protected homes and businesses, and,

Whereas, each year, in observance of Building Safety Month, Americans are asked to consider the commitment to improve building safety and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, I, Charles Stewart, Mayor of the Town of Paonia, do hereby proclaim the month of May 2019 as Building Safety Month. Accordingly, I encourage our citizens to join with their communities in participation in Building Safety activities.

Charles Stewart, Mayor

ATTEST:

AGENDA SUMMARY FORM



Administrator's Report

Summary:

Notes:

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

AGENDA SUMMARY FORM



Public Works Report

Summary:

Notes:

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

AGENDA SUMMARY FORM



Police Report

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

Paonia Police Department

Law Incident Table, by Date and Time

Date Occurred: 04/16/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
18:22:17	SHOPLIFTING	2ND ST; DONS SUPERMART, Paonia, CO	PPD	PPD	CIT

Total Incidents for this Date: 1

Date Occurred: 04/17/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:50:31	SUSPICIOUS	pan american AVE;apple valley park, Paonia, CO	PPD		
11:19:45	Wanted Person	pan american;apple valley park, ,	PPD		CAA
15:53:47	Noise Complaint	BOX ELDER AVE, Paonia, CO	PPD	PPD	VW
16:50:33	Traffic Stop	600 Block of 4th Street, Paonia, CO	PPD	PPD	WW
18:05:03	Medical/transfe	3rd St; 3, Paonia, CO	PPD		

Total Incidents for this Date: 5

Date Occurred: 04/18/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:59:31	Medical/transfe	MAIN AVE, Paonia, CO	PPD	PPD	
09:01:56	Information	MEADOWBROOK BLVD; Paonia, CO	PPD	PPD	
20:21:26	Traffic Stop	100 GRAND AVE, Paonia, CO	PPD	PPD	VW

Total Incidents for this Date: 3

Date Occurred: 04/19/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
20:22:06	Code Enforce	BOX ELDER AVE, Paonia, CO	PPD	PPD	WW
23:31:42	Traffic Stop	GRAND AVENUE @ 2ND STREET, Paonia, CO	PPD	PPD	CIT

Total Incidents for this Date: 2

Date Occurred: 04/20/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:30:53	Traffic Stop	300 Block of 2nd. St., Paonia,	PPD	PPD	
12:03:09	SUSPICIOUS	3RD ST; Paonia, CO	PPD	PPD	
13:18:58	CRIM MISCHIEF	3RD ST & GRAND AVE, Paonia, CO	PPD	PPD	
18:59:04	Code Enforce	300 BLOCK OF 3RD STREET, Paonia, CO	PPD	PPD	WW
19:03:34	Traffic Stop	300 BLOCK 5TH STREET, Paonia, CO	PPD	DIST1	CIT
19:57:38	Code Enforce	300 BLOCK OF 3RD STREET, Paonia, CO	PPD	PPD	WW
21:03:21	AGENCY ASSIST	OAK AVE, Paonia, CO	PPD	PPD	

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
21:40:25	Code Enforce	GRAND AVE, Paonia, CO	PPD	PPD	WW
23:30:04	Traffic Stop	3RD STREET @ GRAND AVENUE, Paonia, CO	PPD	PPD	CIT

Total Incidents for this Date: 9

Date Occurred: 04/21/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:51:32	AGENCY ASSIST	SUNRIDGE CT, Paonia, CO	PPD	DIST3	
12:49:07	Information	MEADOWBROOK BLVD; Paonia, CO	PPD	PPD	
17:22:46	Disturbance	MAIN AVE; Paonia, CO	PPD	PPD	RFP

Total Incidents for this Date: 3

Date Occurred: 04/22/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:39:17	FIRE	BOX ELDER AVE, Paonia, CO	PPD	PPD	
13:08:14	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
16:15:58	Information	MEADOWBROOK BLVD; , Paonia, CO	PPD	PPD	
16:28:52	Traffic Stop	1000 BLOCK OF 2ND St., Paonia, CO	PPD	PPD	VW
17:19:11	Information	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
17:23:33	Information	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
19:25:12	AGENCY ASSIST	GRANGE RD, Paonia, CO	PPD	DIST3	
20:36:36	SUSPICIOUS	200 NIAGARA AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 8

Date Occurred: 04/23/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:01:59	SUICIDE/ATTEMPT	ONARGA AVE, Paonia, CO	PPD	PPD	
18:39:28	ANIMAL CONTROL	LAMBORN MESA RD, Paonia, CO	PPD	PPD	VW
21:59:18	Parking Problem	100 NORTH FORK AVE, Paonia, CO	PPD	PPD	CIT
22:02:19	Parking Problem	100 NORTH FORK AVE, Paonia, CO	PPD	PPD	CIT
22:07:10	Parking Problem	100 NORTH FORK AVE, Paonia, CO	PPD	PPD	CIT

Total Incidents for this Date: 5

Date Occurred: 04/24/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:39:23	SUSPICIOUS	GRAND AVE; , Paonia, CO	PPD	PPD	
12:19:20	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
14:49:07	Information	MEADOWBROOK BLVD; Paonia, CO	PPD	PPD	
16:02:30	Code Enforce	200 BLOCK OF COLORADO AVENUE, Paonia, CO	PPD	PPD	WW

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
16:23:39	Code Enforce	200 BLOCK OF COLORADO AVENUE, Paonia, CO	PPD	PPD	WW
17:23:57	IDENTITY THEFT	GRAND AVE, Paonia, CO	PPD	PPD	
20:07:51	TrafficAccident	HIGHWAY 133 & SAMUEL WADE RD, Paonia, CO	PPD	PPD	
20:39:50	Parking Problem	300 Block North Fork AVE., Paonia, CO	PPD	PPD	WW
Total Incidents for this Date: 8					

Date Occurred: 04/25/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
07:59:48	TRAFFIC	GRAND AVE; , Paonia, CO	PPD	PPD	
15:45:58	Elder Abuse	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
17:22:29	VIN INSPECTION	MEADOWBROOK CT, Paonia, CO	PPD	PPD	
18:28:25	Medical/transfe	VISTA DR; 4, Paonia, CO	PPD	PPD	
19:46:52	Code Enforce	NORTH FORK AVE, Paonia, CO	PPD	PPD	WW
20:18:32	Code Enforce	ORCHARD AVENUE, Paonia, CO	PPD	PPD	WW
21:58:30	ALARM	LAMBORN MESA RD, Paonia, CO	PPD	DIST3	
Total Incidents for this Date: 7					

Date Occurred: 04/26/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:13:08	Traffic Stop	300 Block of 5th. St., Paonia,	PPD	PPD	CIT
15:30:11	THEFT	ONARGA AVE; , Paonia, CO	PPD	PPD	
15:38:40	Traffic Stop	300 Block of 5th. St., Paonia,	PPD	PPD	CIT
15:41:58	Traffic Stop	200 5TH ST, Paonia, CO	PPD	PPD	CIT
16:02:50	Traffic Stop	300 5TH ST, Paonia, CO	PPD	DIST3	CIT
19:47:23	Code Enforce	200 BLOCK OF North FORK AVENUE, Paonia,PPD CO	PPD	PPD	WW
22:35:24	Code Enforce	300 BLOCK OF North FORK AVENUE, Paonia,PPD CO	PPD	PPD	WW
Total Incidents for this Date: 7					

Date Occurred: 04/27/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
12:28:30	ANIMAL CONTROL	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
14:32:56	ALARM	BOX ELDER AVE, Paonia, CO	PPD	PPD	
17:44:50	Code Enforce	200 COLORADO AVE, Paonia, CO	PPD	PPD	WW
18:32:23	Traffic Stop	500 GRAND AVE, Paonia, CO	PPD	DIST3	WW
22:21:18	Parking Problem	700 3RD ST, Paonia, CO	PPD	PPD	CIT
22:42:56	SUSPICIOUS	GRAND AVENUE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 6					

Date Occurred: 04/28/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
01:55:59	CITIZEN ASSIST	GRAND AVE, Paonia, CO	PPD	PPD	
10:39:33	CIVIL PROBLEM	GRAND AVE, Paonia, CO	PPD	PPD	
17:29:41	AGENCY ASSIST	HIGHWAY 133, Paonia, CO	PPD	DIST3	
19:56:41	Disturbance	GRAND AVE; Paonia, CO	PPD	PPD	

Total Incidents for this Date: 4

Date Occurred: 04/29/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
19:53:40	Traffic Stop	3rd St./Delta AVE., Paonia,	PPD	PPD	VW

Total Incidents for this Date: 1

Date Occurred: 04/30/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:05:36	ALARM	Highway 133, Somerset, CO	PPD		
14:45:46	Disturbance	MEADOWBROOK BLVD; Paonia, CO	PPD	PPD	
15:27:21	Certified Vin	MINNESOTA CREEK RD, Paonia, CO	PPD	DIST3	
17:02:39	AT RISK ADULT	MAIN AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 4

Total reported: 73

VW=5
 WW=14
 CIT=12
 RFP=1
 CAA=1

Report Includes:

All dates between `00:00:01 04/16/19` and `00:00:01 05/01/19`, All agencies matching `PPD`, All disposition's, All natures, All location codes, All cities

AGENDA SUMMARY FORM



Treasurer's Report

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

AGENDA SUMMARY FORM



Disbursements

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

AGENDA SUMMARY FORM



Colorado Code Consulting Building Code Proposal Update

Summary:
Previously discussed Collaborative building code update discussion.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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



Colorado Code Consulting, LLC

Main Office

4610 S Ulster, Ste. 150
Denver, CO 80237
(303) 400-6564
Fax: (303) 693-0630

Southern Office

17890 Woodhaven Dr.
Colorado Springs, CO 80908
303-895-9988

December 19, 2018

Ms. Lynn Black, County Administrator
San Miguel County

Ms. Jennifer Coates, Town Manager
Town of Ridgeway

Mr. Bill Bell, City Manager
City of Montrose

Mr. Greg Brinck, Town Manager
Town of Cedaredge

Ms. Melissa Oelke, City Administrator
Orchard City

Mr. Ken Knight, Town Manager
Town of Paonia

Re: Code Adoption Assistance Proposal

Ladies & Gentlemen:

Colorado Code Consulting, LLC (CCC) is highly qualified in the areas of building code administration, plan review and consulting. We are pleased to submit this proposal to provide building code consulting services for your towns on this project. We believe that the code should be used to its fullest. We have staff that are involved at the national level of code development and can provide that level of services to your combined jurisdictions.

Our staff possesses more than 100 combined years of in construction code compliance and enforcement experience. Our staff are experts in their fields and can address most any type of code related issue that arises. Our code consulting team works with our clients to develop innovative solutions to resolve code conflicts where multiple building codes or standards apply to a project and conflict with the design concepts or objectives. We work closely with all of our clients to develop professional relationships that greatly enhance cooperation and the resolution of matters regarding life safety, energy, fire protection, green codes, ADA as well as many other codes, laws and ordinances.

With four offices located in The Denver Tech Center, Colorado Springs, Montrose and Leadville, we are nearby to provide immediate support as we have for other governmental agencies throughout Colorado. We propose two key individuals to be involved in your project. Steve

Thomas and Dan Reardon will be responsible for completing the work outlined in the scope of services below.

Colorado Code Consulting (CCC) will provide the following services:

- CCC will review the current code adoption ordinances and recommend changes based on updated codes.
- CCC will work with the building department staff to develop a code adoption ordinance that is specific to each of your jurisdictions and addresses your needs.
- CCC will work with the collective group to develop a uniform set of amendments between the jurisdictions.
- We request that the jurisdiction provide CCC with a word version of the existing building code adoption ordinance within the municipal code so that it can be updated to 2018 codes. CCC will provide redline updates, deletions and clarifications within this document.
- The jurisdiction will review the redline recommendations and discuss with CCC's team so that it is clearly understood what significant changes are recommended.
- CCC will provide the building code updated as found within the Town's or City's municipal code.
- It is anticipated that all work will be conducted in CCC's offices in the Denver and Montrose area. However, in-person meetings involving Steve Thomas in the jurisdictions have been included in this proposal if needed. Dan Reardon will attend meetings at the hourly rate.

Compensation for Code Consulting Services

Schedule of Charges

Those services outlined above will be provided at a proposed fee outlined below. These costs include all travel expenses incurred.

Service	Proposed Fee
Code Consulting Services	\$135.00 per hour not to exceed \$16,875.00
In person meetings if necessary	\$1,250.00 per day

I appreciate your serious consideration of this proposal. If you would like the scope of the services revised, please let us know. If the proposal is acceptable, a contract can be developed prior to starting the work. We look forward to the opportunity to provide our expert services to your firm.

Sincerely,



Stephen L. Thomas
President

AGENDA SUMMARY FORM



Ordinance 2019-03 Clark Avenue Parking

Summary: Second reading of draft ordinance limiting Parking to the east-side of the 300 block of Clark Avenue.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

ORDINANCE NO. 2019 - 03

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO, ADDING CHAPTER 8, ARTICLE 3, SECTION 40 TO THE TOWN OF PAONIA MUNICIPAL CODE

RECITALS:

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

WHEREAS, the Town has the power to regulate its streets and rights-of-way for the purposes of promoting the health, safety and the general welfare of the community; and

WHEREAS, the Town has adopted certain parking regulations under Chapter 8, Section 3 of the Town of Paonia Municipal Code; and

WHEREAS, the Board of Trustees, after discussing this matter with community members, property owners along Clark Avenue, and having it as an agenda item determines that it is in the best interest of the community and the public health, safety and welfare of the citizens of the Town to amend the Town Code to prohibit parking along the west side of the 300 block of Clark Avenue, from the intersection of Third Street to the dead-end of Clark Avenue by adding the following provision to the Municipal Code.

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

Section 1. Legislative Findings.

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

Section 2. Addition to the Town Code.

Sec. 8-3-40 shall be added to the Town Code as follows:

- (1) It shall be a violation of the Municipal Code to park along the west side of Clark Avenue, along the 300 Block, from Third Street to the dead-end of Clark Avenue.
- (2) A violation of this provision shall be cited in accordance with adopted Model Traffic Code.

Section 3. Severability.

If any provision, clause, sentence or paragraph of this Ordinance or the application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions

of this Ordinance which can be given effect without the invalid provision or application, and, to this end, the provisions of this Ordinance are declared to be severable.

Section 4. Repeal of Prior Ordinances.

All other ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 5. Ordinance Effect.

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

Section 6. Effective Date.

This Ordinance shall take effect thirty days after publication.

INTRODUCED, READ AND REFERRED to public hearing before the Board of Trustees of the Town of Paonia, Colorado, on the 23rd day of April 2019.

**TOWN OF PAONIA, COLORADO, A
MUNICIPAL CORPORATION**

By: _____
CHARLES STEWART, Mayor

ATTEST:

CORINNE FERGUSON, Town Clerk

HEARD AND FINALLY ADOPTED by the Board of Trustees of the Town of Paonia, Colorado, this 14th day of May, 2019.

**TOWN OF PAONIA, COLORADO, A
MUNICIPAL CORPORATION**

By: _____
CHARLES STEWART, Mayor

ATTEST:

CORINNE FERGUSON, Town Clerk

AGENDA SUMMARY FORM

	Administrator Knight Contract Renewal Draft – For Review		
Summary:			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

PROFESSIONAL EMPLOYMENT AGREEMENT

Introduction

This Employment Agreement (this "Agreement"), dated this ___ day of _____, 2019, is by and between the Town of Paonia ("Town"), a Colorado statutory municipality, located in the County of Delta, State of Colorado, and Kenneth D. Knight ("Administrator"), located at [REDACTED], an individual who has the education, training and/or experience in local government management and who is a member of ICMA and is subject to the ICMA Code of Ethics, both of whom agree as follows:

Section 1: Term

- A. The term of this Agreement shall commence on June ___, 2019, and expire on July 31, 2020, subject to early termination as provided below.
- B. Notwithstanding anything to the contrary within this Agreement, the Administrator shall be deemed to be an employee at will, and nothing in this Agreement shall prevent or otherwise interfere with the right of the Town Board of Trustees to terminate the services of the Administrator at any time, subject only to the applicable provisions of this Agreement. Likewise, nothing in this Agreement shall prevent or otherwise interfere with the right of the Administrator to resign at any time as the Town Administrator.

Section 2: Duties and Authority

- A. The Town agrees to employ Kenneth D. Knight as Town Administrator to perform the functions and duties in accordance with the Paonia Municipal Code and the Job Description, attached to this Agreement as **Exhibit "A"** and to perform other legally permissible and proper duties and functions as prescribed by Colorado State Statute as well as the Board of Trustees from time to time.

Section 3: Compensation

- A. **Base Salary:** The Town agrees to pay Administrator an annual base salary of Eighty Thousand Dollars (\$80,000.00) ("Base Salary"), which shall be paid periodically on the same regular paydays applicable to all other Town employees.
- B. This Agreement shall be automatically amended to reflect any salary adjustments that are provided or required pursuant to the Town's compensation policies and/or this Agreement.

Section 4: Employees Benefits

During the term of this Agreement, and thereafter when specifically provided herein, the Administrator, in addition to the Base Salary provided for in Section 3, shall have and be entitled to receive from the Town the following employee benefits:

- A. Vacation leave to the extent such is provided for under the Town's employee benefit package;
- B. Sick leave to the extent such is provided for under the Town's employee benefit package;
- C. Disability coverage to the extent such is provided for under the Town's employee benefit package;
- D. Health, dental and vision benefits to the extent such is provided under the Town's employee benefit package;
- E. Life, accidental death and dismemberment insurance to the extent such is provided under the Town's employee benefit package;
- F. Retirement benefits on the same basis as all other non-police, full-time employees of the Town; and
- G. For the purposes of attending to Town Business during the winter months, the Town shall provide the Administrator with access to a four-wheel-drive vehicle that the Administrator may use for attending to Town Business outside the limits of the Town.

Section 5: General Business Expenses

- A. The Town agrees to reasonably budget for and to pay for professional dues and subscriptions of the Administrator for the continuation and full participation in national, regional, state and local associations and organizations necessary and desirable for the Administrator's continued professional participation, growth and advancement and for the good of the Town, which shall include, at a minimum, the annual dues for the International City/County Administrators Association and the Colorado City/County Administrators Association.
- B. The Town agrees to reasonably budget for and to pay for travel and subsistence expenses of the Administrator for professional and official travel, meetings and occasions to adequately continue the professional development of the Administrator and to pursue necessary official functions for the Town, including but not limited to the Colorado Municipal League Annual Conference and such other state and local governmental groups and committees in which the Administrator serves as a member. Any such travel by the Administrator shall be in accordance with the Town's travel policy, as the same may be amended from time to time.
- C. The Town agrees to provide a cellular phone for the Administrator.
- D. The Town further agrees to reimburse the Administrator for automobile expenses incurred for the use of his own personal vehicle for work-related travel at the rate which is set from time to time by the Internal Revenue Service. The Administrator shall use a Town-owned vehicle for work-related, out-of-town travel whenever feasible.

Section 6: Termination

For the purpose of this Agreement, termination shall occur when:

- A. The majority of the governing body votes to terminate the Administrator at a duly authorized public meeting and provides a minimum of thirty (30) days' written notice to the Administrator;
- B. If the Town reduces the Base Salary, compensation or any other financial benefit of the Administrator, unless it is applied in no greater percentage than the average reduction of all department heads, such action shall constitute a breach of this Agreement and will be regarded as a termination;
- C. If the Administrator resigns following an offer to accept resignation by the Town, then the Administrator may declare a termination as of the date of the acceptance of the resignation;
- D. Breach of contract declared by either party with a 30-day cure period for either the Administrator or the Town. Written notice of a breach of contract shall be provided in accordance with the provisions of Section 17, or
- E. Cause as determined by the Board of Trustees. Cause under this Agreement shall include, but not be limited to, the following:
 - a. Failure to comply with applicable material provisions of the Paonia Municipal Code or the Town of Paonia Employee Resource Guide;
 - b. Disclosure of confidential information, documents or correspondence without authorization;
 - c. Indulging in repeated offensive conduct or abusive conduct directed at Town employees or members of the public;
 - d. Failure to comply with applicable provision of the standards of conduct for local governmental officials contained in CRS 24-18-101 to 24-18-206;
 - e. Any conduct that results or could result, in the reasonable judgment of the Town, in the conviction of a felony or crime involving fraud, theft, or misappropriation; or
 - f. Failure to perform job duties following prior written notice, or conduct which constitutes insubordination or dereliction of duties, in either case in the reasonable judgment of the Board of Trustees.

Section 7: Severance

- A. Severance shall be paid to the Administrator when employment is terminated as defined in Section 7 A or B, except that such severance shall not be paid if Administrator is terminated prior to the end of six (6) months following the Effective Date of this Agreement.
- B. The Administrator shall also be compensated for all accrued leave time. The Town agrees to make a contribution to the Administrator's retirement account on the value of this compensation calculated using the rate ordinarily contributed on regular compensation.

- C. In order to receive any severance payment, the Administrator agrees to execute a General Release and Separation Agreement, releasing the Town, its elected officials, appointed officials, employees and agents from any and all causes of action, claims or demands.
- D. If the Administrator is terminated as a result of a conviction of a felony, other malfeasance, breach of contract, or cause as determined by the Board of Trustees, then the Town is not obligated to pay severance benefits under this section.

Section 8: Resignation

The Administrator may elect to terminate this Agreement without cause by giving the Town written notice of his intention to terminate. The Administrator shall not be entitled to any severance if he makes such an election. Such notice shall specify a termination date that shall not be less than thirty (30) days from the date the notice is given. Unless otherwise agreed in writing by both parties, the Administrator shall continue to perform the duties of Town Administrator, as described herein, on a full-time basis until the termination date specified in the notice. The Administrator shall continue to receive compensation and benefits herein provided for so long as he continues to perform such duties. All compensation and employee benefits shall cease to accrue on the termination date or upon such earlier date when the Administrator is no longer performing the duties of his office as described herein.

Section 9: Performance Evaluation

During the first quarter of 2019, the Town Board of Trustees conducted a performance evaluation of the Town Administrator's performance of his duties. In conducting a performance evaluation, the Town Board of Trustees prepared a list of goals and objectives, attached hereto and incorporated herein as **Exhibit B**.

The Administrator's performance of his duties as Town Administrator shall be evaluated on or about the anniversary of employment utilizing a form that is mutually approved by both parties. Further, in undertaking the Administrator's performance review, the Board of Trustees shall review and evaluate the Town Administrator's completion of the goals and objectives.

The Administrator agrees to cooperate with the evaluation process and to provide the Town with any documentation or information that the Town may request in connection with the evaluation. The purpose of the evaluation will be to determine whether the Administrator's performance of his duties under this Agreement remains satisfactory to the Town and is in compliance with the terms and provisions hereof.

Section 10: Work Plan

The Administrator agrees to develop a "Work Plan" and to accomplish specific tasks, as specified and approved by the Board of Trustees from time-to-time, in a timely and professional manner. Such specific tasks shall be discussed with the Administrator and said Work Plan will be adopted

by motion by the Board of Trustees as frequently it may choose but no less than annually. Once approved, such specific tasks and Work Plans shall then be considered a part of this Agreement.

Section 11: Hours of Work

The Town expects and the Administrator agrees that the Administrator's hours of employment must be flexible and sometimes will be long and irregular. The Administrator's duties hereunder will often require his attendance at and participation in meetings and other functions which occur during evening hours and occasionally on weekends. The Administrator understands and agrees that he will not be entitled to overtime pay, or any other form of financial remuneration over and above the Base Salary and benefits provided for herein with respect to the performance of his duties and his long hours of service hereunder, and that he shall be deemed an "exempt" employee under the provisions of the Fair Labor Standards Act.

Section 12: Outside Activities

The employment provided for by this Agreement shall be the Administrator's sole employment. Recognizing that certain outside consulting or teaching opportunities provide indirect benefits to the Town and the community, the Administrator may elect to accept limited teaching, consulting or other business opportunities with the understanding that such arrangements shall not constitute interference with nor a conflict of interest with his responsibilities under this Agreement.

Section 13: Indemnification

The Town Administrator shall be defended and indemnified in his actions undertaken in his official capacity as Town Administrator pursuant to all insurance coverages maintained by the Board and pursuant to the terms of the Colorado Governmental Immunity Act. The Town Administrator shall, however, not be indemnified for any act or omission that is willful and wanton, as those terms are defined under the Colorado Governmental Immunity Act.

Section 14: Bonding

Town shall bear the full cost of any fidelity or other bonds required of the Administrator under any law or ordinance.

Section 15: Other Terms and Conditions of Employment

The Town, only upon agreement with the Administrator, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of the Administrator, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the Municipal Code or any other law.

Section 16: Notices

Notice pursuant to this Agreement shall be given by depositing in the custody of the United States Postal Service, postage prepaid, addressed as follows:

- (1) TOWN: Town of Paonia
Charles Stewart, Mayor
P.O. Box 460
Paonia, CO 81428
- (2) EMPLOYEE: Kenneth D. Knight
461 Price Road
Montrose, CO 81428

Alternatively, notice required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as the date of deposit of such written notice in the course of transmission in the United States Postal Service.

Section 17: General Provisions

- A. Integration. This Agreement sets forth and establishes the entire understanding between the Town and the Administrator relating to the employment of the Administrator by the Town. Any prior discussions or representations by or between the parties are merged into and rendered null and void by this Agreement. The parties by mutual written agreement may amend any provision of this Agreement during the term of the Agreement. Such amendments shall be incorporated and made a part of this Agreement.
- B. Binding Effect. This Agreement shall be binding on the Town and the Administrator as well as their heirs, assigns, executors, personal representatives and successors in interest.
- C. Effective Date. This Agreement shall become effective on _____, 20__.
- D. Severability. The invalidity or partial invalidity of any portion of this Agreement will not affect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full force and effect as if they have been executed by both parties subsequent to the expungement or judicial modification of the invalid provision.
- E. Waiver. The waiver by either party of any breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach of that same or any other provision.
- F. The parties agree and acknowledge that in the event of a dispute concerning this Agreement or the Administrator's employment, venue for any such dispute shall be proper in Delta County District Court. Further, the parties agree that prior to becoming involved in any litigation regarding this Agreement or the Administrator's employment, they shall first attend mediation to attempt to resolve any such dispute and use their best efforts to resolve the same. To the extent mediation fails and/or litigation ensues, the party that substantially prevails

shall be entitled to full reimbursement of all reasonable legal fees and costs, including expert and attorney's fees if any, whether related to mediation or litigation.

ATTEST:

TOWN OF PAONIA

Corinne Ferguson, Town Clerk

By: _____
Charles Stewart, Mayor

By: _____
Kenneth D. Knight, Town Administrator

DRAFT

AGENDA SUMMARY FORM



Curtis Foster - Community Member Request for Discussion Regarding
207 3rd Street

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

Corinne Ferguson

From: Curtis Foster <twodoo69@gmail.com>
Sent: Friday, May 10, 2019 9:41 AM
To: Corinne Ferguson
Subject: Council adgenda
Attachments: image001.png

Corrine,

The following is what I would like to submit for the council packets.

I would like to request the use of the projector as I have a presentation that needs images on the wall.

Thanks
Curtis

I have some serious concerns with the building dept and the town manager in the way they handled the blue and yellow duplex at 207 3rd St. There are many municipal code violations as well as building code violations.

First this project is a standalone multiple family dwelling. It is not a residence secondary to a business. This is a new endeavor separate from the business in the other building. This use is permitted by special review which involves planning and zoning board involvement as well as council involvement. Off street parking requirements? Are 2 residences using one water and sewer tap?

Secondly, the IBC building code specifically prohibits encroachment into public right of way (Sec 3202.2) as was done and apparently accepted by the building inspector. The single step that was historically there should have been accepted. (Sec 3202.2.1) The ramps and landings are creating a major liability for the town and owner because there is now a public safety hazard. The ramps and landings don't meet code requirements even if they were legal to begin with. There seems to be a lot of unanswered questions. And questionable decisions.

The decisions being made by the building inspector and the town manager are putting the town AND the owner in a precarious legal situation. This needs to be remedied soon.

Thank you for your consideration

Curtis Foster

From: [Corinne Ferguson](#)
Sent: Tuesday, May 7, 2019 12:39 PM
To: [Curtis Foster](#)
Subject: RE: Reardon / Building Official

Anytime before 4:30 will work. I don't keep electronic building records but can copy any you need. There are multiple inspection reports as well.

*J. Corinne Ferguson
Town Clerk -
Public Information Officer
Town of Paonia*

corinne@townofpaonia.com

"The things that make me different are the things that make me." – Winnie the Pooh

Please consider the environment before printing this e-mail.

Sender and receiver should be mindful that all my incoming and outgoing emails may be subject to the Colorado Open Records Act, § 24-72-100.1, et seq.

From: Curtis Foster <twodoo69@gmail.com>
Sent: Tuesday, May 7, 2019 9:17 AM
To: Corinne Ferguson <corinne@townofpaonia.com>
Subject: RE: Reardon / Building Official

Corrine, a pdf of the permit application and inspection card is really all I need. Thanks.

Let me know. I can come in later. I have an irrigation ditch overflowing right now. Gotta go!

Thanks, Curtis

From: [Corinne Ferguson](#)
Sent: Tuesday, May 7, 2019 9:07 AM
To: [Curtis Foster](#); [Dan Reardon](#)
Cc: [Ken Knight](#)
Subject: RE: Reardon / Building Official

Mr. Foster,

The permit file is in my office where you can review it. Please be advised, photos of documents are not permitted per the records policy. Should you wish to have copies made they are .35 per page. You may flag the pages you wish to have copied and they will then be available for you to pick up the following day. Please advise when you plan to come in to review the file, so I can schedule accordingly.

Thank you,

*J. Corinne Ferguson
Town Clerk -
Public Information Officer
Town of Paonia
corinne@townofpaonia.com*

"The things that make me different are the things that make me." – Winnie the Pooh

Please consider the environment before printing this e-mail.

Sender and receiver should be mindful that all my incoming and outgoing emails may be subject to the Colorado Open Records Act, § 24-72-100.1, et seq.

From: Curtis Foster <twodoo69@gmail.com>
Sent: Tuesday, May 7, 2019 9:04 AM
To: Dan Reardon <dreardon@coloradocode.net>
Cc: Corinne Ferguson <corinne@townofpaonia.com>
Subject: RE: Reardon / Building Official

Tuesday 9 am

Mr. Reardon, I would like to stop by your office and look at the building permit and file for 207 3rd St. When would be a convenient time for you?

Thanks
Curtis

From: [Dan Reardon](#)
Sent: Thursday, May 2, 2019 1:21 PM
To: twodoo69@gmail.com
Cc: [Corinne Ferguson](#)
Subject: Re: Reardon / Building Official

Mr. Foster:

I am working from home today and will not be returning to Paonia until Tuesday. You might have to fill out a records-request form, but I'll let you work that out with Corinne Ferguson, our Town Clerk.

I have copied Corinne here so that she will be in tune with your request (Corinne - the application is in the top file drawer of the office I use at Town Hall (207 3rd St)).

Thank you,

Dan Reardon

Colorado Code Consulting, LLC

dreardon@coloradocode.net

1-970-275-4937

View Only - Free Access To Online Codes: <https://codes.iccsafe.org/public/collections/I-Codes>

From: Curtis Foster <twodoo69@gmail.com>
Sent: Thursday, May 2, 2019 11:45:20 AM
To: Dan Reardon
Subject: RE: Reardon / Building Official

Mr. Reardon,

Would it be possible to get an email copy (PDF) of the permit application for 207 3rd St?

Thank you
Curtis foster

From: [Dan Reardon](#)
Sent: Tuesday, April 16, 2019 2:59 PM
To: [Curtis Foster](#)
Cc: [Ken Knight](#)
Subject: Reardon / Building Official

Good afternoon Mr. Foster:

There was some confusion today regarding scheduling. When you sent your e-mail to me yesterday asking when we could meet I was in a meeting in Ridgway and never even noticed that the request was directed to me. Ken replied to me offering his availability and we both agreed that 1:30 would work. I thought Ken was going to contact you, and he thought that I was.

I'll take the blame for not reading through all the messages clearly and scheduling the meeting myself - I do apologize.

It is 3:00 and I am here right now, but I have a meeting at 3:30. You're welcome to come in to meet with just me, or we can try to reschedule for a time that works for all.

Dan Reardon

Colorado Code Consulting, LLC

www.coloradocode.net

dreardon@coloradocode.net

1-970-275-4937

View Only - Free Access To Online Codes: <https://codes.iccsafe.org/public/collections/I-Codes>

AGENDA SUMMARY FORM



Memorandum of Agreement - Delta County Risk MAP Phase 2

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:

Trustee Bachran:

Trustee Bear:

Trustee Bookout:

Trustee Budinger:

Trustee Hart:

Trustee Knutson:

Mayor Stewart:



MEMORANDUM OF AGREEMENT

Project Name:	Delta County, CO, Risk MAP Project – Phase 2 – Data Development		
Regarding:	Community Partnership and Study Agreement	Date:	April 23, 2019
Community	Town of Paonia		
Community Contact	Ken Knight, <i>Town Administrator</i> : Kdknight@townofpaonia.com		
Project Contacts:	Thuy Patton, <i>CWCB Floodplain Mapping Coordinator</i> : thuy.patton@state.co.us , 303.866.3441 x3230 Rigel Rucker, <i>AECOM Project Manager</i> : rigel.rucker@aecom.com , 575.545.1107 Isaac Allen, <i>AECOM Project Engineer</i> : isaac.allen@aecom.com , 970.384.4741		

This memo serves as an agreement with the Town of Paonia that:

- A flood study will commence
- The community will partner with CWCB and FEMA
- The community agrees with the technical approach
- And community will provide the support items identified below

It also serves to document:

- Specifics of the study
- That the Colorado Water Conservation Board (CWCB) has coordinated and will continue to coordinate with the appropriate community contacts regarding the scope

The Project will take multiple years to complete, so it is important to have a record of this coordination. It is also important to have written concurrence from the communities regarding the project approach agreement to partner, and breakout of required actions, which we are requesting in the form of a signature at the bottom of this memo.

Project Objective

The Project involves:

- Minimum of 41.5 miles of Enhanced Flood Study (Zone AE with floodway), with the potential for up to 64.5 miles.
- Post-fire analysis (including hydrology and hydraulics) for up to 3 burn scenarios
- Evaluation of sediment-bulked flooding for one representative enhanced study reach

No regulatory update is scoped or funded at this time. However, **results from this study could be used to inform a future revision to floodplains shown on FEMA’s Flood Insurance Rate Maps**. This could result in identification of increased floodplain widths. Any homes identified in this area that have federally backed mortgages would subsequently be required to pay flood insurance.

Study Reaches

The table and figure below summarizes the river reaches scoped for the study (subject to change). A high-level schedule is also presented (also subject to change)

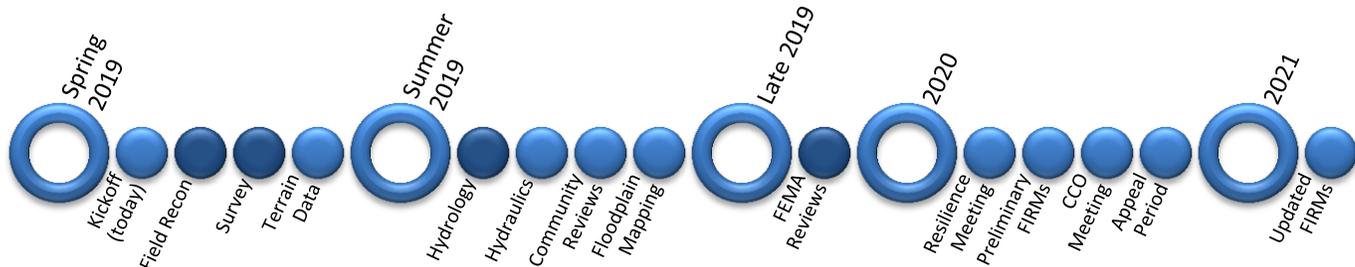
Stream Reach ID	Reach	Reach Description	Length (mi)	Level of Study
CR	Cedar Run	Confluence with Gunnison River to just downstream of North Road ¹	5.0	AE
GR	Gunnison River	5 miles downstream of G Road to 1 mile upstream of 2200 Road	16.5	AE
KiC	Kiser Creek	From R Road to Uintah Road	4.5	AE
NFG	North Fork Gunnison River	1 mile downstream of Hotchkiss to intersection of Highway 133A and 113B ¹	18.0	AE
SF	Smith Fork	1 mile downstream of Highway 92A to 1 mile upstream of Highway 92A	2.1	AE
SuC	Surface Creek	From Tongue Creek Road to just upstream of Cedaredge	9.3	AE
UR	Uncompahgre River	Confluence with Gunnison River to 1 mile upstream of B Road	9.5	AE

1. Inclusion of this reach in the scoped streams is still being determined. Exact study limits will be communicated once a decision has been reached.



MEMORANDUM OF AGREEMENT

No base-level study (or Zone A) is scoped as part of Phase 2. As part of Phase 1 (Discovery), two-dimensional (2D) base-level engineering (BLE) results were generated on a county wide basis. Results from the BLE study are assumed to be Zone A ready to be leveraged for a future Phase 3.



General Project Approach for Flood Risk Studies

The following methodology will be applied to this study, which is in accordance with FEMA’s applicable Guidelines and Standards for Flood Hazard Mapping. The flood study tasks vary based on the level of study for the designated reaches shown to the right. The Project tasks include the following level of effort:

- Field Survey and Reconnaissance – Information to be collected by field survey and reconnaissance teams includes:
 - Documenting the condition and types of hydraulic structures, such as bridges and culverts, and estimating associated parameters to include Manning’s “n” floodplain roughness coefficients.
 - Surveying structure dimensions and adjacent cross sections.
 - Surveying the channel and overbank areas along cross sections spaced approximately 2,000 to 3,000 feet apart where structure spacing allows.
- Topographic Data – Task will include generating terrain models using topographic data provided by communities by or before April 20, 2018, which has included the following LiDAR datasets to date:
 - Flown 2015 by Quantum Spatial (QSI). USGS QL2 coverage: 1.6’ vertical accuracy.
- Hydrology – Restudied values for the 10%, 4%, 2%, 1%, 1% plus, and 0.2% annual chance peak discharges will be determined from gage, regression, or rainfall-runoff analysis.
- Hydraulics – Task will include performing 1-dimensional, steady-state HEC-RAS 5.0.7 (or newer) hydraulic analyses for all identified reaches.
- Flood Hazard Mapping – Task will include producing spatial files and exhibits containing results of the analysis.

- Enhanced Level studies (mapped as Zone AE) include survey and field reconnaissance
- Base Level (mapped as Zone A) studies do not incorporate field reconnaissance or survey data, rely exclusively on topographic data for terrain information

Community Responsibilities

Communities participating in the NFIP are typically required to provide flood risk updates as described in 44 CFR 65.3. The State and FEMA are offering support to identify revised flood risk by initiating this project. While providing this support, the State and FEMA ask that the community work as a partner and agree to lead the following tasks.

- Provide updates to community leaders. Make sure they understand this will result in identified floodplain changes for future phases of the study.
- Provide pertinent information to homeowners in the study area. Make sure they understand this will result in identified floodplain changes for future phases of the study.

Sign this MOA.

Provide any study that should be considered for the study before study is underway



MEMORANDUM OF AGREEMENT

- Identify any upcoming or ongoing CLOMRs/LOMRs in the study area
- Stay involved with study and review any info provided to provide concurrence with results
- Identify any contact/staff changes related to this project as they occur to avoid communication gaps
- New community contacts to review and re-submit this agreement
- Identify any needs to support outreach or project understanding

Stakeholder coordination is a significant portion of this effort. CWCB announced the project scope and objective to community stakeholders via a project kickoff meeting at the City of Delta on April 11, 2019. The State will help craft messaging and outreach materials for communities as appropriate, when requested. Some materials that have already been created can be accessed on www.coloradohazardmapping.com:

- [Document describing typical public meeting](#)
- [Fact Sheet about project](#)
- [Presentation template for homeowners](#)
- [Typically asked Flood Risk Q&A](#)

Project information will be included on the project website at <http://www.coloradohazardmapping.com>. Other meetings and communication between the community and CWCB will include:

- Flood Risk Review meeting to discuss draft hydraulic results.

Request for Concurrence

Should you have any questions or comments regarding the stated scope of work, please contact Thuy Patton, *CWCB Floodplain Mapping Coordinator* (thuy.patton@state.co.us, 303.866.3441 x3230), Rigel Rucker, *AECOM Project Manager* (rigel.rucker@aecom.com, 575.545.1107), or Isaac Allen, *AECOM Project Engineer* (isaac.allen@aecom.com, 970.384.4741). Otherwise please indicate your concurrence with the above approach and project understanding by returning a scanned signed copy of this Fact Sheet/Study Memo to Mrs. Patton or Mr. Rucker.

Signing indicates concurrence with the general approach and partnership responsibilities, but does not imply acceptance of future results nor ownership for their development. It is preferred that two community representative sign, however it is at the community's discretion who should sign. We request that you contact us or provide concurrence within 30 calendar days (by May 23, 2019). We appreciate your timely response and look forward to working with you on this Project.

Printed Name Floodplain Manager Town of Paonia

Signature Date

Printed Name CEO or designee Town of Paonia

Signature Date

AGENDA SUMMARY FORM



Grand Avenue, Samuel Wade Road, and a Portion of 3rd Street Striping Proposal

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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



P.O. Box 1957
 Montrose, CO 81402
 Ph. (970)-249-7588
 Fax (970)-249-9199

Estimate

Date	Estimate #
4/26/2019	803

Name / Address
Town of Paonia 214 Grand Ave. Paonia, CO. 81428 Travis Loberg

Description	P.O. No.		Project	
	Qty	Cost	Total	
This Estimate is for Paint Striping the Town of Paonia - 2019'		0.00	0.00	
- Paint Stripe Double Yellow (with Reflective Beads) - Approximately 1 mile - (5280' x 2 stripes = 10,560' linear feet) - per foot/per line	10,560	0.09	950.40	
- Thermoplastic pavement Marking (Inlaid - Diamond Grind) - 8 CW estimated @ 7 bars at 2' x 8' each 112 SF per CW x 8 = 896 SF	896	18.00	16,128.00	
- Mobilization (Per each)	1	750.00	750.00	
NOTES: 1) Owner responsible for any GPS/layout marks needed for proper positioning of pavement markings 2) Owner responsible for any road prep/clean-up needed prior to pavement marking 3) Owner responsible for any traffic control necessary Please contact Denise or Dave with any questions at 249-7588, Thank You				
2 additional crosswalks	224	18	4032.00	
Total			\$17,828.40	

E-mail
stripealotinc@msn.com

\$21,860.40



Resolution 2019-09 Town Sale of Surplus Property

Summary:

A resolution declaring surplus equipment as such and authorizing Administrator Knight to appropriately dispose of the surplus items.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

TOWN OF PAONIA, COLORADO

RESOLUTION 2019-09

A RESOLUTION OF THE TOWN OF PAONIA DECLARING CERTAIN VEHICLES, EQUIPMENT AND OTHER MISCELLANEOUS PERSONAL PROPERTY AS SURPLUS; PROVIDING FOR THE REVISION OF THE TOWN INVENTORY, AUTHORIZING THE TOWN ADMINISTRATOR TO PROPERLY DISPOSE OF SAID SURPLUS PROPERTY

WHEREAS, the Town of Paonia (the "Town") owns certain property as described in Exhibit "A" attached hereto, and

WHEREAS, the property has become obsolete over time and much has been replaced, and

WHEREAS, the Town Staff has recommended that the property be deemed surplus items; and

WHEREAS, the Mayor and the Town Board of Trustees declares the property as described in Exhibit "A" to be surplus property and directs the Town Administrator to dispose of the surplus property consistent with appropriate Town procedures; and

WHEREAS, the Mayor and the Town Board of Trustees further directs the Town Administrator to delete this surplus property from the inventory of the Town once disposed of by the Town Administrator; and

WHEREAS, the Town finds that this Resolution will promote the health, safety and welfare of the Town.

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF PAONIA, the Town Administrator and other Town Staff are hereby authorized and directed to take all necessary and appropriate action to implement and administer the sale of said stipulated surplus property of the Town of Paonia as attached hereto as Exhibit A.

ADOPTED this 14th day of May 2019, by the Board of Trustees of the Town of Paonia.

TOWN OF PAONIA, COLORADO

Charles Stewart, Mayor

ATTEST:

J. Corinne Ferguson Town Clerk

ATTACHMENT A

PURCHASE DATE:

DESCRIPTION:

1/1/97	Concrete Slab-Park/Land & Structures - Cost \$1,645.00 Salvage Value \$411.00 Net Value \$ 1,234.00 - Fully depreciated
4/20/07	Kubota RTV 9000-Split-Vehicle & Equipment - Cost (A) \$6,374.00 Salvage Value \$0.00 Net Value \$6374.00-Fully depreciated
11/8/07	Mini Motor Grader-Vehicle & Equipment - Cost \$9,500.00 Salvage Value \$0.00 Net Value \$9,500.00-Fully depreciated
8/28/13	Lawn Aerator-Vehicle & Equipment - Cost \$5,500 Salvage Value \$0.00 Net Value \$5,500.00-remaining deprecation \$3,070.83
11/13/07	Police Sports Trac-Vehicle & Equipment VIN: 1FMEU51EX86A34173 - Cost \$22,900.00 Salvage Value \$0.00 Net Value \$22,900.00-Fully depreciated
6/5/2012	Public Works Ford Ranger – Vehicle & Equipment VIN: 1FTYR44U72PA93039 – Cost \$5,000.00 Salvage Value \$0.00 Net Value \$5,000.00-Fully depreciated

AGENDA SUMMARY FORM



Ordinance 2019-04 Municipal Code Modification and Addition to Chapter 6, Article 1. – Alcoholic Beverage Licenses; an Ordinance Permitting Alcohol Beverage Tastings

Summary:

First read of proposed ordinance – as required by state statute – to allow tasting within liquor stores.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

ORDINANCE NO. 2019-04

**AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF
PAONIA MODIFYING MUNICIPAL CODE CHAPTER 6, ARTICLE 1 –
PERMITTING ALCOHOL BEVERAGE TASTINGS**

RECITALS:

WHEREAS, the Town of Paonia, by and through its Municipal Clerk and Board of Trustees, serves as the local licensing authority for liquor licensing in accordance with C.R.S. 44-3-103(27); and

WHEREAS, the Colorado General Assembly has enacted C.R.S. 44-3-409(1)(c)(III), permitting alcohol beverage tastings on the premises of a retail liquor store licensee or liquor-licensed drugstore licensee by the adult patron of the licensee, by local option only; and

WHEREAS, the Board of Trustees has authority pursuant to C.R.S. 44-3-409(1)(c)(III) to permit alcohol beverage tastings; and

WHEREAS, the Board has determined that alcohol beverage tastings may be allowed within the Town, subject to the limitations contained herein.

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

Section 1. Legislative Findings.

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

Section 2. Amendment of Town Code.

Sec. 6-1-70 shall be added to the Town Code as follows:

Alcohol beverage tastings

(a) Subject to the limitations of this section, alcohol beverage tastings are permitted within the Town. For the purposes of this section "tastings" means the sampling of malt, vinous, or spirituous liquors that may occur on the premises of a retail liquor store licensee or liquor-licensed drugstore licensee by adult patrons of the licensee pursuant to the provisions of C.R.S. 44-3-301.

(b) A retail liquor store or liquor-licensed drugstore licensee who wishes to conduct tastings may submit an application or application renewal for that purpose to the

Town Clerk's Office as the local licensing authority. The applicant for a tastings permit shall state on the application the days and times that tastings will occur. The applicant shall give at least 72 hours' prior notice to the Clerk's office and Police Department of any deviations in the tastings schedule as set forth in the application. The Liquor Licensing Authority may grant, grant with restrictions, or reject the application if the applicant fails to establish that he or she is able to conduct tastings without violating the provisions of this section, C.R.S. 44-3-301 or creating a public safety risk to the neighborhood. The Liquor Licensing Authority shall establish its own application procedure and shall charge a reasonable application fee. The Liquor Licensing Authority may delegate review and decision on the application to its clerk or administrative official.

(c) Tastings shall be subject to the following limitations:

1. Tastings shall be conducted only by a person who has completed a server training program that meets the standards established by the liquor enforcement division in the department of revenue and who is either a retail liquor store licensee or a liquor-licensed drugstore licensee, or an employee of a licensee, and only on a licensee's licensed premises.
2. The alcohol used in tastings shall be purchased through a licensed wholesaler, licensed brewpub, or winery licensed pursuant to C.R.S. 44-3-403.
3. The size of an individual alcohol sample shall not exceed one ounce of malt or vinous liquor or one-half ounce of spirituous liquor.
4. Tastings shall not exceed a total of five hours in duration per day, which need not be consecutive.
5. Tastings shall be conducted only during the operating hours in which the licensee on whose premises the tastings occur is permitted to sell alcoholic beverages, and in no case earlier than 11 a.m. or later than 7 p.m.
6. The licensee shall prohibit patrons from leaving the licensed premises with an unconsumed sample.
7. The licensee shall promptly remove all open and unconsumed alcohol beverage samples from the licensed premises or shall destroy the samples immediately following the completion of the tasting.
8. The licensee shall not serve a person who is under twenty-one years of

age or who is visibly intoxicated.

9. The licensee shall not serve more than four individual samples to a patron during a tasting.
10. Alcohol samples shall be in open containers and shall be provided to a patron free of charge.
11. Tastings may occur on no more than four of the six days from a Monday to the following Saturday, not to exceed one hundred four days per year.
12. No manufacturer of spirituous or vinous liquors shall induce a licensee through free goods or financial or in-kind assistance to favor the manufacturer's products being sampled at a tasting. The licensee shall bear the financial and all other responsibility for a tasting.
13. A violation of a limitation specified in this section, provision of the Code by a retail liquor store or liquor licensed drug licensee, whether by his or her employees, agents, or otherwise, shall be the responsibility of the retail liquor store or liquor-licensed drugstore licensee who is conducting the tasting.
14. A retail liquor store or liquor-licensed drugstore licensee conducting a tasting shall be subject to the same revocation, suspension, and enforcement provisions as otherwise apply to the licensee.

Section 3. Safe Clause.

The Board of Trustees hereby finds, determines, and declares that this Ordinance is promulgated under the general police power of the town of Paonia, that it is promulgated for the health, safety, and welfare of the public and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Board of Trustees further determines that the Ordinance bears a rational relation to the proper legislative object sought to be attained.

Section 4. Severability.

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

Section 5. Ordinance Effect.

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

Section 6. Effective Date.

This Ordinance shall take effect 30days after publication.

INTRODUCED, READ AND REFERRED for second reading before the Board of Trustees of the Town of Paonia, Colorado on the 14th day of May 2019.

**TOWN OF PAONIA, COLORADO, A
MUNICIPAL CORPORATION**

By:

CHARLES STEWART, Mayor

ATTEST:

J. CORINNE FERGUSON, Town Clerk

HEARD AND FINALLY ADOPTED by the Board of Trustees of the Town of Paonia, Colorado, this ___ day of _____ 2019.

**TOWN OF PAONIA, COLORADO, A
MUNICIPAL CORPORATION**

By:

CHARLES STEWART, Mayor

ATTEST:

J. CORINNE FERGUSON, Town Clerk

DRAFT

AGENDA SUMMARY FORM



Finance & Personnel

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

AGENDA SUMMARY FORM



Public Works/Utilities/Facilities

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

AGENDA SUMMARY FORM



Governmental Affairs/Public Safety

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

AGENDA SUMMARY FORM



Space to Create

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

AGENDA SUMMARY FORM



Tree Board

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

AGENDA SUMMARY FORM



Adjournment

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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