



TOWN OF PAONIA
TUESDAY, DECEMBER 10, 2019
REGULAR TOWN BOARD MEETING AGENDA
5:00 PM

PLEASE NOTE CHANGE IN TIME OF MEETING

Roll Call

Approval of Agenda

Announcements

Recognition of Visitors & Guests

1. Visitors & Guests

Consent Agenda

2. Special Minutes November 18, 2019
Regular Minutes November 26, 2019
Aspen Yoga Inc dba Louie's Pizza My Heart - Liquor License Renewal

Mayor's Report

3. Regular Meeting Cancellation
4. Trustee Committee Appointments
5. Christmas Light Contest Judge Appointment

Staff Reports

6. Administrator's Report
7. December 27th Office Closure Request
Public Works
Police Report
8. Interim Municipal Judge Appointment

Disbursements

9. Treasurer's Report
10. Disbursements
11. Disbursements Through End of Year

Unfinished Business

12. Paonia Streetlights
13. Infrastructure Analysis Agreement

New Business

14. Tree Board Advisory Member Appointment
15. Resolution 2019-20 Budget
16. Resolution 2019-21 Mill Levy
17. Board of Trustee Affirmation Regarding Acceptance of Special Election Ballots
18. Town Interim Administrator Contract

Committee Reports

19. Finance & Personnel
Governmental Affairs & Public Safety
Public Works-Utilities-Facilities

Adjournment

20. Adjournment

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

I. RULES OF PROCEDURE

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

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

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

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

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

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

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

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

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

Section 8. Public Comment. After discussion of an agenda item by the Board of Trustees has concluded, the Mayor shall open the floor for comment from members of the public, who shall be allowed the opportunity to comment or ask questions on the agenda item. Each member of the public wishing to address the Town Board shall be recognized by the presiding officer before

speaking. Members of the public shall speak from the podium, stating their name, the address of their residence and any group they are representing prior to making comment or asking a question. Comments shall be directed to the Mayor or presiding officer, not to an individual Trustee or Town employee. Comments or questions should be confined to the agenda item or issue(s) under discussion. The speaker should offer factual information and refrain from obscene language and personal attacks.

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

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

II. CONSENT AGENDA

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

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

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

III. EXECUTIVE SESSION

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

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

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

IV. SUBJECT TO AMENDMENT

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

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

AGENDA SUMMARY FORM

	Roll Call		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

AGENDA SUMMARY FORM

	Agenda Approval		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart:

AGENDA SUMMARY FORM

	Announcements		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Knutson:	Trustee Pattison:	Mayor Stewart:

	Visitors & Guests		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Knutson:	Trustee Pattison:	Mayor Stewart:

	Consent Agenda		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Knutson:	Trustee Pattison:	Mayor Stewart:

Minutes
Special Town Board Meeting
Town of Paonia, Colorado
November 18, 2019

RECORD OF PROCEEDINGS

Roll Call

- 1. Roll Call
PRESENT
Mayor Charles Stewart
Trustee William Bear
Trustee Karen Budinger
Trustee Dave Knutson
Trustee Mary Bachran
Mayor Pro-Tem Chelsea Bookout - arrived at 5:01 PM.

The Regular Town Board Meeting held Tuesday, November 18, 2019, was called to order at 5:00 PM by Mayor Charles Stewart, followed by the Pledge of Allegiance.

Approval of Agenda

- 2. Agenda Approval

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

Unfinished Business

- 1. **The continued budget of 2020 - no comments**
- 2. **Ordinance 2019-12 Sewer rates**

Included in the packer was the draft ordinance 2019-12 regarding sewer rates. Notes from staff were included in the summary to consider the topic regarding billing for wastewater based on the water consumption of the customer. Currently, the town does not charge for this service.

Administrator/Town Clerk Ferguson stated only change to the draft ordinance was the reduction of the rate increase to (\$4) four dollars from (\$5) five dollars.

Trustee Bear was not in favor of the (\$4) four-dollar increase. Trustee Knutson is in support of the (\$4) four dollar increase to the sewer rate.

Motion to modify the rate increase to (\$1) one dollar across the board.
Motion made by Trustee Bear. The motion failed due to a lack of a second.

Motion to increase rate to nearest (\$1) one dollar across-the-board and raise stand by fees to regular rates. Motion made by Trustee Pattison seconded by Trustee Bear. Motion failed.

Motion to adopt Ordinance 2019-12 sewer rate charges as presented. Motion made Trustee Bachran seconded Trustee Knutson. Voting Yay: Trustee Bachran, Trustee Knutson, Trustee Budinger, Mayor Pro-Tem Bookout. Voting Nay: Trustee Pattison, Trustee Bear. Motion Carries.

3. Ordinance 2019-17 - Garbage Rates

Included in the packet was the draft ordinance 2019-17 garbage rates. Staff recommends single can rate increase by (\$1) one dollar, the other rates will be as presented in the ordinance 2019-17.

Trustee Bear was not in favor of raising trash fees. Discussion ensued regarding the increase of tipping fees by county and the cost of maintenance of the new trash truck.

Discussion Points:

- Spring clean - extra trash fee
- Reserve ending amount
- Larger communities have lower trash rates vs. Smaller communities

Public Comment:

Thomas Markle questioned the cost of new truck maintenance. Erica McCarney stated that larger communities pay less for trash. Suzanne Watson stated that having roll off dumpsters during spring clean is costly to the town. Lulu Volkhousen stated a way to have the option to opt-out of trash service.

Administrator/Town Clerk Ferguson stated the board of trustees has the option to rewrite the garbage ordinance.

Motion to adopt Ordinance 2019-17 garbage rate. Motion made by Trustee Budinger seconded by Trustee Bachran. Voting Yay: Trustee Budinger. Voting Nay: Trustee Bachran, Trustee Bear, Trustee Knutson, Trustee Pattison, Mayor Pro-Tem Bookout. Motion failed with five nays, one aye.

4. Resolution 2019-18- Water Rate

Included was the draft resolution 2019-18 water rate. Discussion ensued regarding the proposed water rate and the new tier rate. No changes made to the draft resolution 2019-18

Trustee Bachran commented on the new tier rates. As a result, water usage will decrease. Therefore, some customers will have a lower water usage bill.

Discussion ensued on the water rates regarding the in town and out of town rates Trustee Bear was not in favor of both in/out of town rates being different.

Public concerns regarding the resolution 2019-18 water rate and charges.

- Hardship for those on a fixed to low income
- Water company's hardship with the state-mandated cost for water testing
- Water companies - form one water district – water companies could purchase the infrastructure at a high cost or consolidate into on whole company.
- Citizens concerned with water usage cost with new rate tiers
- Mayor Stewart stated the water system is operated as a whole for services for in/out of town water.
- Higher rates would affect the business cost to go up.

Motion to adopt resolution 2019-18 water rate and charges. Motion made by Trustee Bachran seconded by Trustee Budinger.

Main motion to amend in/out of town base rate increase of \$2.45 be the same for both. Motion made by Trustee Bear seconded Trustee Knutson. Voting Yay: Trustee Bear, Trustee Knutson. Voting Nay: Trustee Bachran, Trustee Budinger, Trustee Pattison, Mayor Pro-Tem Bookout. Motion failed with 4 Nays and 2 ayes.

Motion to adopt resolution 2019-18 water rate and charges. Motion made by Trustee Budinger seconded by Trustee Bachran. Voting Yay: Trustee Bachran, Trustee Budinger, Trustee Knutson, Trustee Pattison, Trustee Bear, Mayor Pro-Tem Bookout. Motion carries.

Motion for a 5-minute recess. Motion made by Trustee Bachran seconded Mayor Pro-Tem Bookout. Voting Yay: Trustee Bachran, Trustee Budinger, Trustee Knutson, Trustee Pattison, Trustee Bear, Mayor Pro-Tem Bookout. Motion carries.
The meeting resumed at 7:35 PM.

5. Establishing Utility Relief

Discussion ensued regarding (LEAP) Low Income Energy Assistance Program. Staff is requesting that the Board allow town staff to establish and implement a program to offer relief on customers water and sewer base rates.

Discussion Points:

- Winter relief program months November – April
- Interim Administrator Ferguson contacted communities who use LEAP
- Cedaredge uses LEAP – currently, 80 people applied
- Funding – no other financing will be coming in
- LEAP vouchers
- LEAP is household-based not individual

Motion that Administrator/Town Clerk Ferguson works with Town Attorney Nerlin on a resolution for the utility relief program. Motion made by Trustee Bachran seconded by Mayor Pro-Tem Bookout.

Main motion amended to add water and sewer in the resolution for utility relief. Amended motion made by Trustee Knutson seconded by Mayor Pro-Tem Bookout. Voting Yay: Trustee Bachran, Trustee Budinger, Trustee Knutson, Trustee Pattison, Trustee Bear, Mayor Pro-Tem Bookout. Motion carries.

Adjournment

Motion to adjourn.

Motion made by Trustee Bachran, Seconded by Trustee Budinger.

Voting Yea: Trustee Knutson, Trustee Bear, Trustee Budinger, Trustee Bachran, Trustee Pattison, Mayor Pro-Tem Bookout.

Adjourned at: 7:58 PM

Amanda Mojarro, Deputy Clerk

Charles Stewart, Mayor

Minutes
Regular Town Board Meeting
Town of Paonia, Colorado
November 26, 2019

RECORD OF PROCEEDINGS

Roll Call

- 1. Roll Call
 - PRESENT
 - Mayor Charles Stewart
 - Trustee William Bear
 - Trustee Karen Budinger
 - Trustee Dave Knutson
 - Mayor Pro-Tem Chelsea Bookout
 - Trustee Mary Bachran

 - ABSENT
 - Trustee Pattison

The Regular Town Board Meeting held Tuesday, November 26, 2019, was called to order at 6:30 PM by Mayor Charles Stewart followed by the Pledge of Allegiance.

Approval of Agenda

- 2. Agenda Approval

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

Announcements

- 3. None

Recognition of Visitors & Guests

- 1. None

Consent Agenda

- 4. Regular Minutes: November 12, 2019

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

Mayor’s Report

- 5. None.

Staff Reports

- 6. Interim Administrators Report:
 - Poulos Park – kids holiday activities
 - Code brought up to date

Administrator/Town Clerk Ferguson informed the board regarding Silver Leaf’s as-built have not been completed for over (1) one year. The Town of Paonia has not received the as-built from Silver Leaf. The Town will not accept responsibility of the installed utility lines for 12-months following receipt of the as-builts.

7. Public Works

- Leaf vacuum – going well and will start back up with weather permitting
- 2mg spilling 36,000gl per day
- 1mg spilling 52,000gl per day
- 238,000gl producing per day
- 3 springs still spilling

Public Works Director Travis Loberg stated the sewer line project encountered an issue. The initial survey was inaccurate. The plans were re-surveyed as well as re-engineered. The sewer line recently installed will be takeout and dropped 2.5 feet. underground. A change order will be forthcoming.

8. Police Report

Acquisition of Electric Car

Chief Neil Ferguson brought forth to the Board the purchasing policy requirements regarding the purchase of budgeted electric car. The purchasing policy states that under (\$10,000) ten thousand dollars the town administrator is able to approve the purchase without three bid process. Considering the relationship with the town administrator/town clerk Corinne Ferguson. Chief Neil Ferguson is requesting board approval for the purchase of the electric car in the amount up to \$8,000.

Discussion Points:

- Electric car budgeted for 2020
- Explore the Western Slope area for a more affordable price
- Electric car beneficial to town events
- The electric car is used (4) four months out of the year
- The electric car will be parked at the town shop when not in use
- The old electric car will be declared surplus

Public Comments:

Suzanne Watson disagrees with the purchase of a new electric car considering it is only used (4) four months out the year. Ms. Watson recommended looking into bikes.

Motion to eliminate the (3) three bid process and authorize the purchase of the electric car by Chief Neil Ferguson for up to (\$10,000) ten thousand dollars.

Motion made by Trustee Budinger seconded by Mayor Pro-Tem Bookout. Voting Yay: Trustee Budinger, Trustee Bachran, Trustee Bear, Mayor Pro-Tem Bookout. Voting Nay: Trustee Knutson.

9. Treasurer’s Report - absent

- Reviewed payroll and disbursements

Disbursements

10. Disbursements

Motion to approve disbursements as presented and discussed.

Motion made by Mayor Pro-Tem Bookout, Seconded by Trustee Budinger.

Voting Yea: Trustee Bear, Trustee Knutson, Trustee Budinger, Trustee Bachran, Mayor Pro-Tem Bookout.

Unfinished Business

11. Public Hearing Budget 2020

Mayor Stewart provided a history of the budget 2020 process to the public and opened the public hearing for comment. Mayor Stewart stated the budget 2020 resolution will be on the December

10, 2019 agenda. Copies of the revised 2020 draft budget were handed out to the board of trustees and were available to the public.

Public Comment:

Deborah Spiegel addressed the board of trustees regarding a local building inspector not being considered for the town building inspector.

Mayor Stewart indicated the decision taken by the Board to contract with a company vs an individual.

12. Resolution 2019-19 - Utility Relief Program

Mayor Stewart read staff notes.

Town Administrator/Town Clerk Ferguson stated the sewer rate is set by ordinance therefore per the board of trustee sewer rates that were considered for the utility relief program need to be set by ordinance for review at a future date.

Discussion Points:

- Customers qualified year-round
- Adding a line item in budget showing the actual expense
- Qualification period - December through February
- Application period November-April
- Payout is two times
- Program computer to set the 20% for each account

Motion to adopt resolution 2019-19 utility relief program. Motion made by Trustee Bachran seconded by Trustee Knutson.

Main Motion modified to adopt resolution 2019-19 utility relief program and require that the Finance Director Cindy Jones add a line item showing actual expense for utility. Main Motion Modified by Trustee Bear seconded by Trustee Knutson. Voting Yay: Trustee Bear, Trustee Knutson, Trustee Budinger, Trustee Bachran, Mayor Pro-Tem Bookout.

Motion to approve the amended motion. Motion made by Trustee Budinger seconded by Trustee Bachran. Voting Yay: Trustee Bear, Trustee Knutson, Trustee Budinger, Trustee Bachran, Mayor Pro-Tem Bookout.

13. Medical and Commercial Marijuana Sales Discussion Only

Trustee Budinger requested the Board to consider the legalization of medical and commercial marijuana sales within the Town. Trustee Budinger indicated how other communities have seen an impact on growth in their communities by taxing marijuana and could see the Town having a “Pot for Potholes” campaign. Marijuana newspaper excerpts provided by Treasurer King were distributed to the Board.

Town Vista Intern Evan Bolt stated in regard to his research on other communities that he has done. Mancos has legalized marijuana and seen positive outcomes in the town. A spreadsheet of marijuana sales tax revenue in Colorado municipalities compatible with the Town of Paonia was included in the packet

Chief Neil Ferguson indicated an expectation that issues with legalizing marijuana would be no different from the issues of alcohol and tobacco. The Police Department collected crime stats related to marijuana was included in the packet.

Discussion Points:

- Crime
- Taxation issue



- Taxation and associated fees need to be included in the ballot if the board chooses to move forward.
- Economic opportunity
- Marijuana survey currently circulating - town vista Evan Bolt
- Vote by the Citizens
- Ethical Concerns

Public Comment:

Naropa Sabine indicated how Colorado being the first state to legalize marijuana. Paonia is known for the cultivation of hemp and the use of marijuana.

Suzanne Watson indicated how the plastic used by cultivators is tilled into the ground and harming the environment. Ms. Watson recommended Marijuana shops be away from town and near Highway 133 if permitted.

Another citizen asked the Board to consider the mental health and addiction by minors.

Shari Dangermond agrees to legalize marijuana.

13. Asset Inventory (RFP) Request for Proposal Award

Mayor Stewart read staff notes in regard to the asset inventory RFP.

The Public Works committee and staff reviewed the proposals from qualified engineers and recommend SGM.

Motion to select SGM to do the asset inventory project.

Motion made by Trustee Bear seconded by Trustee Bachran Voting Yay: Trustee Bear, Trustee Bachran, Trustee Budinger, Trustee Knutson, Mayor Pro-Tem Bookout.

16. CIRSA- No-Fault Optional Coverage Renewal

Administrator/Town Clerk Ferguson provided information regarding the CIRSA optional coverage.

Discussion Points:

- No claims have been paid out
- Property owners need to provide documents requested to town when making a claim
- PRV valves - failure
- Coverage option 1 vs option 2

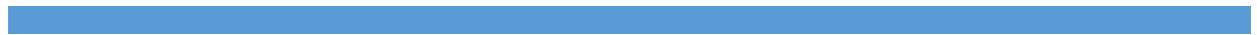
CIRSA - no-fault optional coverage renewal document was included in the packet.

Motion to select option 2 for an annual premium of \$1,733.00 CIRSA 2020 no-fault water line rupture and/or sewer back-up coverage. Motion made by Trustee Bear seconded by Trustee Knutson Voting Yay: Trustee Bachran, Trustee Budinger, Trustee Knutson, Trustee Bear, Mayor Pro-Tem Bookout.

17. U.S Geological Survey Gaging Station Annual Agreement Update

Documents of the U.S Geological survey gaging station annual agreement with the Town of Paonia were included in the packet.

Motion to approve U.S Geological survey gaging station annual agreement with the Town of Paonia. Motion made by Trustee Bear seconded by Trustee Bachran. Voting Yay: Trustee Bachran, Trustee Budinger, Trustee Bear, Trustee Knutson, Mayor Pro-Tem Bookout.



Committee Reports

18. Finance & Personnel-Unused Paid Time Off

Mayor Pro-Tem Bookout indicated that Administrator/Town Clerk Ferguson along with Finance Director Cindy Jones and Public Works Director Travis Loberg all have worked long hours and were unable to take time off, therefore, leaving them with a maxed accrual of paid time off. Therefore, Finance & Personnel Committee requests the Board approve and additional payout of 80 hours to Administrator/Town Clerk Ferguson, 80 hours to Finance Director Cindy Jones, and 40 hours to Public Works Director Travis Loberg.

Documents were included in the packet.

Motion to approve paid time off - payout request of 80 hours to Administrator/Town Clerk Ferguson, 80 hours to Finance Director Cindy Jones, and 40 hours to Public Works Director Travis Loberg. Motion made by Mayor Pro-Tem Bookout seconded by Trustee Budinger. Voting Yea: Trustee Bachran, Trustee Budinger, Trustee Bear, Trustee Knutson, Mayor Pro-Tem Bookout.

28. Public Works-Utilities-Facilities

Trustee Bear reiterated the meeting with staff in regard to the asset inventory RFP held on November 25, 2019.

Public Works Director Travis Loberg stated the ongoing process of replacing meters with radio read meters. Mr. Loberg indicated schools will get replaced in the summer of 2020.

29. Governmental Affairs & Public Safety

Trustee Knutson indicated the continued process of working with the building inspector Dan Reardon in updating the building code.

30. Space 2 Create

Trustee Bachran stated S2C will be on vacation until January 2020.

31. Tree Board

Trustee Bachran indicated John Valentine will have a report of all the tree board has done at the next meeting.

Adjournment

Motion to adjourn.

Motion made by Trustee Bear, Seconded by Trustee Bachran.

Voting Yea: Trustee Knutson, Trustee Bear, Trustee Budinger, Trustee Bachran, Mayor Pro-Tem Bookout.

Adjourned at: 8:37 pm

Amanda Mojarro, Deputy Clerk

Charles Stewart, Mayor

Submit to Local Licensing Authority

LOUIE'S PIZZA MY HEART
PO BOX 1713
Paonia CO 81428

Fees Due		
Renewal Fee	(351.25)	
Storage Permit	\$100 X	\$
Sidewalk Service Area	\$75.00	\$
Additional Optional Premise Hotel & Restaurant	\$100 X	\$
Related Facility - Campus Liquor Complex	\$160.00 per facility	\$
Amount Due/Paid		\$

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

Retail Liquor or Fermented Malt Beverage License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name ASPEN YOGA INC			Doing Business As Name (DBA) LOUIE'S PIZZA MY HEART	
Liquor License # 28-42099-0000	License Type Beer & Wine (city)	Sales Tax License # 28420990000	Expiration Date 02/20/2020	Due Date 01/06/2020
Business Address 202 GRAND AVE Paonia CO 81428			Phone Number 9705278977	
Mailing Address PO BOX 1713 Paonia CO 81428			Email	
Operating Manager <i>Louis Hayes</i>	Date of Birth [REDACTED]	Home Address [REDACTED]	Phone Number <i>970 527 8977</i>	
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Rented* *If rented, expiration date of lease				
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
3. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
4. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
5. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
6. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				

Affirmation & Consent

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

Type or Print Name of Applicant/Authorized Agent of Business <i>Louis Hayes</i>	Title <i>owner</i>
Signature <i>[Signature]</i>	Date <i>11/19/19</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 44, Articles 4 and 3, C.R.S., and Liquor Rules.

Therefore this application is approved.

Local Licensing Authority For	Date
17 re	Title
	Attest

	Regular Meeting Cancellation
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Summary:
Request to cancel Regular Board Meeting on December 24, 2019.

Notes:

Possible Motions:
Motion by: _____ 2nd: _____ vote: _____

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

	Trustee Committee Appointments
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Summary:
Board committee appointments made by Mayor Stewart.

Notes:

Finance & Personnel
Public Works, Facilities, Utilities
Governmental Affairs & Public Safety

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

	Christmas Light Contest Judge Appointment
---	---

Summary:
The annual appointment of the Christmas Light judges for 2019.

Notes:

1st Place - \$25.00
2nd Place - \$50.00
3rd Place - \$75.00

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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



Administrator's Report
Public Works
Police Report

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

	December 27 th Office Closure Request
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Summary:
Town Staff requests the Board approve the additional closure date of December 27th.

Notes:

Town Hall closes half day on Christmas Eve and is Closed for Christmas Day and the Following Day. This year there are no pay rolls, disbursements, or Board packets necessary on December 27th. Staff requests Town Hall be closed December 27th as a furlough day, to either go un-paid or utilizing paid time off.

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

	Interim Municipal Judge Appointment		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Pattison:	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:

Paonia Police Department

Law Incident Table, by Date and Time

Date Occurred: 11/15/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
01:38:40	911/hangup	ONARGA AVE; 7, Paonia, CO	PPD	PPD	
21:31:51	CIVIL PROBLEM	2ND ST, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 2

Date Occurred: 11/17/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:12:32	Wanted Person	300 Block of 3RD St, Paonia,	PPD	PPD	CAA
11:30:46	ALARM	GRAND AVE; PHS, Paonia, CO	PPD	PPD	
12:01:13	ANIMAL CONTROL	100 block of 2ND St, Paonia,	PPD	PPD	VW

Total Incidents for this Date: 3

Date Occurred: 11/18/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
07:19:58	RUNAWAY	Poplar, Paonia, CO	PPD		FOUND
15:25:53	THEFT	GRAND AVE, Paonia, CO	PPD	PPD	
17:39:20	TRESPASS	SAMUEL WADE RD, Paonia, CO	PPD	PPD	
17:54:31	CITIZEN ASSIST	NORTH FORK AVE, Paonia, CO	PPD	PPD	
22:16:43	AGENCY ASSIST	HIGHWAY 133; Paonia, CO	PPD	DIST3	

Total Incidents for this Date: 5

Date Occurred: 11/19/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:03:16	CITIZEN ASSIST	GRAND AVE, Paonia, CO	PPD	PPD	
08:58:54	DOMESTIC	200 Block of Minessota AVE., Paonia,	PPD	PPD	CAA
18:36:11	Traffic Stop	200 3RD ST, Paonia, CO	PPD	PPD	WW

Total Incidents for this Date: 3

Date Occurred: 11/20/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:36:45	AGENCY ASSIST	MAIN AVE, Paonia, CO	PPD	PPD	
22:08:38	SUICIDE/ATTEMPT	4TH ST, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 2

Date Occurred: 11/21/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:26:01	Medical/transfe	3RD ST, Paonia, CO	PPD	PPD	
14:31:23	SUSPICIOUS	GRAND AVE; PHS, Paonia, CO	PPD	PPD	
17:38:00	CIVIL PROBLEM	GRAND AVE, Paonia, CO	PPD	PPD	
19:31:30	Traffic Stop	200 BLOCK OF NORTHFORK AVE., Paonia, CO	PPD	PPD	VW
20:11:21	Traffic Stop	50 BLOCK OF SAMUEL WADE RD., Paonia, CO	PPD	PPD	CIT

Total Incidents for this Date: 5

Date Occurred: 11/22/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:55:50	Medical/transfe	MAIN AVE, Paonia, CO	PPD	PPD	
15:29:20	Traffic Stop	400 BLOCK OF 5TH STREET, Paonia, CO	PPD	PPD	CIT

Total Incidents for this Date: 2

Date Occurred: 11/23/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:22:37	Traffic Stop	100 NIAGARA AVE, Paonia, CO	PPD	DIST3	CIT
10:43:33	ABANDONED VEHIC	200 Block North Fork AVE., Paonia,	PPD	PPD	WW
14:16:56	AGENCY ASSIST	SHADY LN, Paonia, CO	PPD	DIST3	
15:15:38	Information	MEADOWBROOK BLVD; Paonia, CO	PPD	PPD	
15:49:12	DOMESTIC	NIAGARA AVE, Paonia, CO	PPD	PPD	CAA
18:01:53	Intoxication	2ND ST, Paonia, CO	PPD	PPD	
22:15:20	Traffic Stop	200 BLOCK OF 3RD St., Paonia,	PPD	PPD	VW

Total Incidents for this Date: 7

Date Occurred: 11/24/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:24:56	Information	MEADOWBROOK BLVD; Paonia, CO	PPD	PPD	
09:30:52	ALARM	GRAND AVE, Paonia, CO	PPD	PPD	
22:08:21	AGENCY ASSIST	HIGHWAY 133, Paonia, CO	PPD	DIST3	

Total Incidents for this Date: 3

Date Occurred: 11/25/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:28:22	WELFARE CHECK	MINNESOTA AVE, Paonia, CO	PPD	PPD	
12:52:36	SUSPICIOUS	ONARGA AVE, Paonia, CO	PPD	PPD	
14:07:39	Medical/transfe	GRAND AVE, Paonia, CO	PPD	DIST3	

Total Incidents for this Date: 3

Date Occurred: 11/26/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:19:14	Code Enforce	PAN AMERICAN AVE, Paonia, CO	PPD	PPD	CIT
17:00:29	911/hangup	BOX ELDER AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 2

Date Occurred: 11/27/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
12:27:40	AGENCY ASSIST	GRAND AVE, Paonia, CO	PPD	DIST3	
19:49:26	SUSPICIOUS	ONARGA AVE; Paonia, CO	PPD	PPD	

Total Incidents for this Date: 2

Date Occurred: 11/29/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
07:08:07	Medical/transfe	RIO GRANDE AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 1

Date Occurred: 11/30/19

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
07:53:38	Medical/transfe	MEADOWBROOK BLVD; Paonia, CO	PPD	PPD	
15:28:58	Traffic Stop	100 BLOCK OF ONARGA AVE., Paonia, CO	PPD	PPD	WW
18:37:47	Wanted Person	PAN AMERICAN AVE., Paonia, CO	PPD	PPD	CAA
20:23:24	911/hangup	GRAND AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 4

Total reported: 44

VW=3
 WW=3
 CIT=4
 CAA=4

Report Includes:

All dates between `00:00:01 11/15/19` and `00:00:01 12/01/19`, All agencies matching `PPD`, All disposition's, All natures, All location codes, All cities

	Treasurer's Report		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Knutson:	Trustee Pattison:	Mayor Stewart:

	Disbursements		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Knutson:	Trustee Pattison:	Mayor Stewart:

	Disbursement Payout Through End of Year
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Summary:
Board approval to pay bills through end of year, and officially approve at first Board meeting in January.

Notes:

Possible Motions:
Motion by: _____ 2nd: _____ vote: _____

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

	Paonia Streetlights - Continued
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Summary:
The ongoing discussion regarding the streetlight upgrade.

Notes:

Topics to discuss:

- \$25,000-line item for the streetlight upgrade
- Three example options located on 4th Street
- Additional costs to shield lights

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

12.	#	
	name	
Prepared by		

SL3x S

Roadway Lighting Luminaire

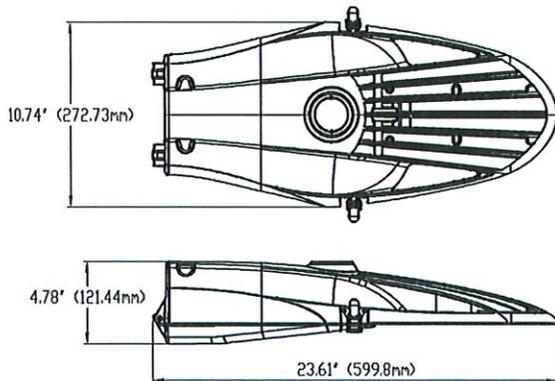
PRODUCT OVERVIEW



APPLICATIONS

- Roadway Lighting
- Backyard Security Lighting
- Parking Lot Lighting

DIMENSIONS



Effective Projected Area (EPA): 0.54 sq. ft. max. (0.050 sq. m.)
 Approximate Net Weight: 12.12 lbs. (5.50 kgs.)

PRODUCT SPECIFICATIONS

OPTICAL

- Ideal LED replacement for 100-200W HPS roadway
- Precision optical lens design
- Photometric distributions available in Type II, III, III Wide, and V
- Standard 4000K CCT/ 70 CRI minimum, 3000K CCT/ 70 CRI minimum
- IP66 rated LED light engines

ELECTRICAL

- 120-277V 50/60Hz operation
- Standard 0-10V dimming; DALI dimming option available
- 10kV/5kA Surge protection meets IEEE/ ANSI C62.41, ANSI C136.2-2015
- 20kV/10kA SPD is also available

CONSTRUCTION

- Classic and modern cobra-head style design
- Heavy-duty die-cast aluminum housing and door
- Arm mount is adjustable from 1-1/4" to 2" (1-5/8" to 2-3/8" O.D.) diameter
- Slipfitter with ± 5 degree of adjustment for leveling
- Standard two-bolt provides 3G vibration rating per ANSI C136.10-2001
- Tool-less entry for easy installation and maintenance

CONTROL

- NEMA 3-pin photocontrol receptacle is standard
- Advance 7-pin photocontrol receptacle available to meet ANSI C136.41

WARRANTY

- Ten-year warranty*
- * See your sales representative for warranty terms and conditions

RATING AND CERTIFICATIONS

- UL and cUL Wet Location Listed
- DesignLights Consortium® (DLC) Qualified Product¹
- Dark Sky Compliant (<3000K CCT only)
- Rated for -40°C to +50°C ambient (-40°F to +130°F ambient)
- Certified to ANSI C136.31-2001 3G Vibration
- Meets FCC Part 15, Subpart B, Class A Standards
- Meets Buy American Requirements within ARRA
- RoHS Compliant
- Complies with ANSI: C136.2, C136.10, C136.14, C136.31, C136.15, C136.37

1. Not available in 1300mA and 1500mA drive current models

INTERNATIONAL DARK-SKY ASSOCIATION

3223 N First Ave - Tucson Arizona 85719 USA - +1 520-293-3198 - www.darksky.org

TO PRESERVE AND PROTECT THE NIGHTTIME ENVIRONMENT AND OUR HERITAGE OF DARK SKIES THROUGH ENVIRONMENTALLY RESPONSIBLE OUTDOOR LIGHTING



INTERNATIONAL DARK SKY COMMUNITIES

**International Dark Sky Community
Program Guidelines**

June 2018

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DEFINITION OF AN INTERNATIONAL DARK SKY COMMUNITY

An International Dark Sky Community (IDSC) is town, city, municipality or other similar political entity that has shown exceptional dedication to the preservation of the night sky through the implementation and enforcement of quality lighting policies, dark-sky education, and citizen support of the ideal of dark skies.

GOALS FOR IDSC CREATION

- To identify communities with exceptional commitment to and success in pursuing dark sky preservation and restoration, and their promotion of quality outdoor lighting
- To promote improved outdoor nighttime quality of life for residents and visitors
- To support protection of human health, nocturnal habitats, public enjoyment of the night sky and its heritage, and/or areas ideal for professional and amateur astronomy
- To provide local, national, and international recognition for such communities
- To promote the ideals of the International Dark-Sky Association (IDA) by encouraging communities to identify dark skies as a valuable community asset and aspiration

DESIGNATION BENEFITS

Achieving this designation brings recognition of the efforts made by the Community government, residents, and public and private organizations to protect the night sky and the nocturnal environment dependent on it. The IDSC designation enhances awareness of dark-sky matters on the part of Community residents and visitors.

Designation as an IDSC entitles the Community to display the International Dark Sky Community logo in official publications, promotions, signs at entrances or within the Community, and retain the use of this logo by other groups within the Community when identifying the area itself¹. IDA will promote and highlight ongoing Community ef-

¹ For instance, a Community can identify itself as “*Flagstaff, the world’s first IDA Dark Sky Community*” or other words to the same effect, or an organization within the Community can state “*located in Flagstaff, an IDA Dark Sky Community*”.

forts to protect night skies, and will maintain pages identifying and describing all IDSCs on its website.

ELIGIBILITY

The Community must have some type of legal organization that is officially recognized by outside groups. This can be in the form of a town, city, municipality, or other legally organized community (such as a urban neighborhoods and subdivisions), but need not be an incorporated entity. Unincorporated or otherwise informally organized communities are eligible for IDSC status if their governing jurisdictions enact public policy consistent with the requirements of “Minimum Requirements For All Communities” (below) that are legally binding in at least the territory of the Community.

MINIMUM REQUIREMENTS FOR ALL COMMUNITIES

- 1) A quality comprehensive lighting policy like the IDA/IES Model Lighting Ordinance² (MLO) that includes all of the following minimum standards for permanent lighting installations^{3,4}:
 - A) Full shielding⁵ of all lighting fixtures over 1000 initial lamp lumens⁶
 - B) A limit on the emission of short-wavelength light through one of the following restrictions:
 - i) The correlated color temperature (CCT) of lamps must not exceed 3000 Kelvins; **OR**

² <http://www.darksky.org/our-work/public-policy/mlo/>

³ More information on developing a lighting policy may be found on the IDA website.

⁴ Lighting required by law under the authority of any legal jurisdiction higher than that of the Community may be formally exempted from the requirements of this section.

⁵ “Fully shielded” is defined as a light source screened and its light directed in such a way that none is emitted above the horizontal plane passing through its lowest light-emitting part.

⁶ “Initial lamp lumens” is defined as the number of lumens of light emitted by a lamp when new and not counting any depreciation of output due to the age of the lamp. This information can be found in manufacturer data sheets.

- ii) Allowed lighting must not emit more than 25% of its total spectral power at wavelengths < 550 nanometers; **OR**
- iii) The scotopic-to-photopic (S/P) ratio of allowed lighting must not exceed 1.3
- C) A restriction on the total amount of unshielded lighting, such as a limit on lumens per net acre or a total site lumen allowance in unshielded fixtures (or equivalent wattages)
- D) A policy to address over-lighting, such as lumens per net acre caps (irrespective of shielding state) or maximum illuminance specifications
- E) Regulations of new installations of publicly-owned outdoor lighting:
 - i) A provision that clearly indicates where, when, and under what circumstances new publicly owned outdoor lighting, including street lighting, is warranted and will be permitted; **AND**
 - ii) A provision that requires that adaptive controls⁷ and/or curfews⁸ be employed in all future installations of public outdoor lighting
- F) Restrictions on the installation and operation of illuminated signs⁹:
 - i) Luminance levels for operation between sunset and sunrise shall not exceed 100 nits (100 candelas per square meter) as measured under conditions of a full white display; **AND**
 - ii) Sign illumination shall be extinguished completely one (1) hour after sunset, and remain off until one (1) hour before sunrise; **AND**

⁷ “Adaptive controls” is defined as devices such as timers, motion-sensors, and light-sensitive switches used to actively regulate the emission of light from light fixtures.

⁸ “Curfew” is defined as a period of time at night during which lighting must be significantly dimmed in output or extinguished in accordance with an expected decrease in human presence.

⁹ “Illuminated sign” is defined as any informational or advertising sign that is illuminated by either internal or external means. Descriptive terms are adjusted here accordingly according to the type of illumination.

- iii) The luminous/illuminated surface area of an individual sign shall not exceed 200 square feet (18.6 square meters)
 - G) Outdoor recreational and/or athletic field lighting may be exempted from the strict shielding and short-wavelength emission requirements above provided that all of the following conditions are met:
 - i) Illuminating Engineering Society (IES) lighting guidelines (RP-6) are followed according to the appropriate class of play
 - ii) Field lighting is provided exclusively for illumination of the surface of play and viewing stands, and not for any other applications
 - iii) Illuminance levels must be adjustable based on the task (e.g., active play vs. field maintenance)
 - iv) Off-site impacts of the lighting will be limited to the greatest practical extent possible
 - v) A strict curfew requirement (e.g., lights must be extinguished by 10pm/2200h or one hour after the end of play, whichever is later) is observed
 - vi) Timers must be installed to prevent lights being left on accidentally overnight by automatically extinguishing them
 - H) Affects an amortization period, applicable to **ALL** publicly **AND** privately owned lighting, to end not more than ten (10) years from the effective date of the outdoor lighting policy, after which all non-conforming lighting extant at the time of enactment must be brought into compliance with the policy.
- 2) Community commitment to dark skies and quality lighting as shown by:
- A) City owned lighting conforming with, or committed to conforming with, the lighting policy (if the latter, a detailed plan with a timeline for completion in no more than five (5) years), **AND**

- B) Municipal support of dark skies and quality lighting as demonstrated by city publications, flyers, public service announcements, funding of lighting up-grades, etc.
- 3) Broad support for dark skies from a wide range of community organizations such as chambers of commerce, local electrical utilities, IDA chapters, lighting retailers, homeowners associations, and others.
 - 4) Community commitment to dark skies and education as shown by at least one of the following:
 - A) Planning and execution of at least two (2) community dark sky awareness events¹⁰ per year. This may be organized through a local astronomy club, municipality, school, etc.
 - B) Inclusion of dark sky awareness documents (IDA brochures or Community-created brochures) with other Community informational documents for residents and visitors.
 - C) Inclusion of dark sky education in Community schools and curriculum.
 - 5) Success in light pollution control as demonstrated by at least one of the following:
 - A) Examples of a number of construction projects appropriate to the Community population and amount of new construction and renovation activity, built under the lighting policy and demonstrating its effective application
 - B) Alternative evidence of success in light pollution control, to be discussed with the International Dark Sky Places Program Manager for compliance.
 - 6) A sky brightness measurement program must be established and maintained either by the Community or by a public or private entity (e.g., university, research center, IDA chapter, astronomy club, etc.) to follow the evolution of light pollution in the IDSC. Applicants are encouraged, but not required, to submit their measurements

¹⁰ Note that astronomy education events such as star parties do NOT qualify as “community dark sky awareness events” unless the presentation explicitly includes a message relating to dark skies and outdoor lighting.

to the citizen science projects such as My Sky At Night (myskyatnight.com) and Globe At Night (globeatnight.org).

- 7) Once established, the Community must erect and maintain appropriate signage indicating the International Dark Sky Community designation along a roadway entrance, along a footpath entrance if no roadway exists, a public gathering place such as a square or common, or at a municipal government center such as a city or town hall. If approved by IDA, language as an alternative to “International Dark Sky Community” may appear on the signage and in Community communications regarding the IDSC status. Once the sign is erected, a photograph documenting it must be taken and sent to IDA along with a description of its location.

PROVISIONAL STATUS

In some cases, a Community interested in the program may lack all of the resources required to achieve a designation outright. If resource unavailability otherwise hinders the progress of a Community’s application, that Community may apply for and be granted Provisional status at the discretion of the IDA Board of Directors. Provisional status recognizes the Community’s ongoing work to become an International Dark Sky Community and is intended as a leverage point to successfully enable actions such as lighting upgrades/retrofits.

Provisional status expires after three (3) years. At any time before the end of this period, a Community may reapply for full status. Material submitted for the removal of Provisional status may be an addendum to the initial application as long as the material includes a current assessment of the goals, outreach efforts, and lighting policy listed in the original application and clearly demonstrates that any program requirements left unmet at receipt of the Provisional status have been satisfied.

To be considered for a Provisional status, send a nomination package to IDA that includes all of the following information:

- 1) Documented intent to create and support an IDA Dark Sky Community
- 2) An enacted and legally effective outdoor lighting policy, and summary of outreach efforts to date
- 3) A description of the circumstances that currently prevent the Community from meeting the minimum Dark Sky Community requirements
- 4) An action plan describing steps the aspiring Community will take to meet all program requirements in the specified Provisional status period

IDSC APPLICATION PROCESS

NOMINATION

The nomination may be initiated by an IDA qualified nominator¹¹ who has personally reviewed a Community’s outdoor lighting and commitment to night sky preservation. Nominators are encouraged to correspond with IDA staff and the Community throughout this process. In addition, the application must include evidence, such as in the form of a letter of support, from the Community government (mayor, council, etc.) consenting to the nomination for IDSC status.

STEPS FOR APPLICANT

1. Make initial contact with IDA by phone or email to discuss the process and receive recommendations, followed by continued communications to update IDA staff on progress and receive continued assistance.
2. Designate a formal point of contact (POC) person, such as a project manager, and provide their telephone number, address and email address to IDA staff. Before and after designation, any changes to this POC, or their information, must be communicated to IDA immediately in order to ensure accurate communication at all times.
3. Obtain a letter of nomination from a qualified IDA member nominator, as well as a supporting letter from elected representatives of the Community, such as the mayor and/or council of a municipality. Solicit additional letters of support from Community organizations, clubs, groups, universities, etc.
4. Upon completion, sends the application to IDA staff for review of the document at least one month before the chosen submission deadline date. IDA staff will confirm that the application is complete and ready for submission or return it with suggestions for improvements.
5. Submit the final application packet electronically in PDF and/or Microsoft Word (.doc) format to IDA staff for formal review. Submit in plenty of time for IDA staff

¹¹ An “IDA qualified nominator” is defined here as an individual or organization holding an IDA membership in good standing at the time that the IDSC application is submitted. The Community itself may join IDA as an organizational member and self-nominate.

to review and prepare your application to make the bi-monthly deadline that you prefer, as found on the IDA website. Requests to rush applications will **NOT** be honored; planning ahead is essential if the Community wishes to meet a specific deadline.

TO BE INCLUDED IN IDSC APPLICATION PACKAGE

1. Map of the Community clearly indicating its legal boundaries, and basic factual information about the Community
2. Letter of nomination support by IDA qualified nominator and elected representatives of the Community such as the mayor and/or council
3. The Community’s lighting policy, meeting the minimum requirements as stated in the “Minimum Requirements For All Communities” section
4. Documentation of examples of Community commitment and construction/renovation projects demonstrating effective application of the lighting policy
5. Proposed alternative wording for a IDSC (e.g. Dark Sky Village, Starry Sky City, etc.), if desired, with a justification for the request

IDA REVIEW PROCESS

Six (6) application submission deadlines occur in each calendar year, commencing in January and continuing every other month. Before the Community’s final application is submitted, it is highly recommended that the Community be in regular communication with the International Dark Sky Places Program Manager to perfect the application by the next application deadline.

The International Dark Sky Places Manager will forward applications to the IDA Dark Sky Places Committee (DSPC) for review. DSPC review lags the submission dates by one two-month cycle. The total elapsed time between deadline and final IDSC designation approval is approximately ten (10) weeks.

Endorsement of applications by the DSPC is by a 2/3 supermajority vote; otherwise, the DSPC will return applications with reasons for denial of an endorsement and specific recommendations for improvement. If endorsed, the applicants will be notified and the International Dark Sky Places Program Manager will present the application to the IDA Board of Directors (BOD) for final review and approval. A ten (10)-calendar-day

waiting period then commences during which the Board of Directors has the right to deny IDSC status should it determine that any problems with the application exist.

If the BOD registers no objection within the ten-calendar-day waiting period, the IDSC designation is considered immediately awarded by IDA. The Community has the right to choose when the designation is made public, but it must organize the announcement to be made at the same time as the IDA public notice unless otherwise agreed by both parties. Along with the announcement notice, IDA will publish the Community's application on its website; by submitting the application, the Community acknowledges in advance that the application will be made publicly available. If an application is denied final approval by the IDA BOD, a letter will be sent to the applicant outlining elements of the application that need improvement along with specific recommendations for ways to remedy any problems the BOD identifies. Applications may be resubmitted for future consideration after remediation is complete. Resubmitted applications will be considered without prejudice.

IDA realizes that certain circumstances surrounding an IDSC application may cause some potential authors of letters of support (or opposition) to feel uneasy about publicly declaring their opinions about the IDA designation. In the interest of providing the DSPPC with as full a picture of Community sentiment about applications as possible, certain letters may be suppressed from online publication if it is felt that making the letters publicly available will subject their authors to retaliation or harassment. A prospective IDSC seeking this protection for letter-writers must make a formal written request. The International Dark Sky Places Program Manager must approve suppression of publication of any part of an application. Note that suppression of online publication does not prevent either the DSPPC or the IDA BOD from reading all submitted letters.

POST-DESIGNATION REVIEW AND MAINTENANCE

The IDSC designation is not awarded in perpetuity. Rather, it is subject to regular review by IDA and possible revocation if the minimum program requirements are not maintained. More details may be found in the "Reassessment of IDSC designation" section below.

To ensure that Communities remain exemplary in their protection and restoration of natural nighttime darkness, IDA will periodically reevaluate each site in the International Dark Sky Places Program. This is done to confirm that the Community continues to meet the minimum requirements and is making adequate progress toward LMP compliance goals outlined in this document.

Each designated IDSC must submit to IDA a written report of its activities related to the maintenance of its designation on or before 1 October of each calendar year. The report is a short (typically less than ten-page) synopsis of the Community's activities and initiatives during the intervening year¹². The report should include dates and brief descriptions of any interpretive events, lighting retrofit projects, outreach efforts, etc. Samples of printed materials and press articles should also be included, if available.

Annual reports should not be burdensome to produce, as they are intended as a compilation of information accumulated throughout the year. Annual reports and supporting documentation must be submitted electronically to the International Dark Sky Places Program Manager in either PDF or Microsoft Word format. If the annual report is not received by IDA in a timely fashion, IDA may suspend the site's IDSC status until the annual reporting requirement has been met (see the following section). On or about 1 August and 1 September of each year, the International Dark Sky Places Program Manager will remind local contacts at each IDSC of the pending 1 October annual report submission deadline.

A designated IDSC is exempt from the annual reporting requirement in the calendar year in which the IDA designation was awarded. If the designation is received after 1 October of a given calendar year, the IDSC's first annual report to IDA will be due on 1 October of the following calendar year.

REASSESSMENT OF IDSC DESIGNATIONS

From time to time, IDA receives comments from visitors to Communities that raise concerns about the veracity and timeliness of information provided to IDA by site administrators. IDA may, at its discretion, investigate claims in which it is alleged that IDSCs are not adhering to commitments made to IDA and to the public in their applications to the Program. This section details the IDA procedure for carrying out such investigations, and the rights of IDSCs in such matters.

An allegation of impropriety concerning any of the elements of participation in the Program outlined in this document is subject to IDA investigation and potential remedial action including temporary suspension and/or permanent revocation of the IDSC designation. IDA staff shall perform due diligence in gathering facts concerning such allegations it deems credible, and will prepare a report of its findings for consideration by the DSPC. The DSPC commits to weighing the evidence fairly and impartially, and to

¹² Examples of acceptable annual reports are available on the individual IDSC pages on the IDA website.

seek to resolve disputes whenever possible through dialog. A Community subject to an investigation shall be notified in a timely manner and solicited for evidence contrary to the specifics of the allegation at hand. The Community will be given an opportunity to correct any deficiencies with regard to the Program guidelines established by the IDA investigation within a reasonable time period to be prescribed by the DSPC.

Failure to achieve consensus through these means risks a DSPC recommendation for suspension or revocation of the IDSC designation. If made, such a recommendation will be forwarded to the IDA Board of Directors for formal ratification before coming into force. The Board’s decision on any disciplinary matters involving an IDSC shall be considered definitive and binding.

Any IDSC so investigated has the right to review the allegations against it and all factual information collected by IDA pertinent to the allegations.

REINSTATEMENT FOLLOWING SUSPENSION

If the DSPC recommends a suspension of a Community’s IDSC designation and the Board ratifies the suspension, the Community administration shall be immediately notified. The status of a suspended IDSC shall be changed to “Provisional” in all IDA communications until the designation is reinstated or revoked; however, the process of obtaining reinstatement of a designation is not the same as that outlined in the “Provisional Status” section of these guidelines.

To obtain reinstatement of a suspended designation, the IDSC must provide evidence to the DSPC’s satisfaction that the specific issues identified by the DSPC as grounds for the suspension have been corrected and that all Program guidelines are once again met. The DSPC will consider the evidence presented by the IDSC and render a judgment to either:

- Accept the reinstatement petition, **OR**
- Reject the petition and recommend revocation, **OR**
- Return the petition with further instructions and a defined deadline for a IDSC response.

REVOCATION

A suspension left unresolved after one (1) year from the date of the Board’s assent to the suspension automatically becomes a permanent revocation. Revocation entails removal of the IDSC from IDA’s roll of approved International Dark Sky Places, and from mention on the IDA website and in member and external communications. IDA reserves the right to take legal action against any former IDSC whose designation is duly revoked but continues to use the IDA name/logo in advertising, communications,

and/or signage.



Infrastructure Analysis Agreement

Summary:

Staff requests the Board provide authorization to Mayor Stewart to sign the DOLA grant agreement to provide 50% of the analysis cost of \$28,000. The agreement is anticipated to be received by the end of December.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

	Tree Board Advisory Member Appointment		
<p>Summary: One letter of interest was received for the vacancy on the Tree Board.</p>			
<p>Notes:</p>			
<p>Possible Motions:</p> <p>Motion by: _____ 2nd: _____ vote: _____</p>			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Pattison:	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:

From: Greg Hottinger <greghottinger@gmail.com>
Sent: Tuesday, November 26, 2019 11:49 AM
To: Corinne Ferguson
Subject: Tree Board Opening

Hi Corinne,

I'm writing to express my interest in sitting on the Tree Board for the Town of Paonia.

I have been in correspondence with Paula Martin and she shared your email informatio with me.

I am building a home just outside of Paonia city limits and have 5 children. I plan to be vested in Paonia for many years to come and would appreciate the opportunity to be part of the Tree Board.

Do you need a written letter or will this email suffice?

Happy Thanksgiving!

best,
Greg

--

Greg Hottinger, MPH, RD



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Certified Professional Wellness Coach



<http://www.wellcoachesschool.com>
<http://www.coachyourselfthin.com>
<http://www.novowellness.com>

	Resolution 2019-20 Budget		
<p>Summary: The formal adoption of the 2020 Budget Resolution 2019-20.</p>			
<p>Notes:</p>			
<p>Possible Motions: Motion by: _____ 2nd: _____ vote: _____</p>			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Pattison:	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:

RESOLUTION 2019-XX
Resolution to Adopt Budget

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF PAONIA, COLORADO, FOR THE CALENDAR YEAR BEGINNING THE FIRST DAY OF JANUARY 2020 AND ENDING THE LAST DAY OF DECEMBER 2020.

WHEREAS, the Board of Trustees for the Town of Paonia, Colorado, appointed Corinne Ferguson, Interim Town Administrator and Cindy Jones, Finance Officer to prepare and submit a proposed budget to said governing body at the time; and

WHEREAS, Corinne Ferguson, Interim Town Administrator and Cindy Jones, Finance Officer, has submitted a proposed budget to this governing body on October 23, 2019 for its consideration; and

WHEREAS, upon due and proper notice, published and posted in accordance with the law, said proposed budget was open for inspection by the Public at a designated place, a public hearing was held on November 26, 2019, interested taxpayers were given the opportunity to file or register objection to said proposed budget; and

WHEREAS, the Board of Trustees has made provision therein for the balance on hand and probable revenues equal to or greater than the total proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, so as not to impair the operations of the Town, and;

NOW, THEREFORE, be it resolved by the Board of Trustees of the Town of Paonia, Colorado;

Section 1. That estimated expenditures for each fund are as follows:

• General Fund	\$1,160,742
• Pass Through Grant Fund	\$ 335,000
• Space-to-Create Fund	\$ 195,200
• Conservation Trust	\$ 9,008
• Capital Improvement Fund	\$ 198,750
• Enterprise Fund	<u>\$1,708,498</u>
For a total of	\$3,607,198

Section 2. That estimated revenues and prior year surplus for each fund are as follows:

• General Fund	\$1,160,742
• Prior Year Surplus	<u>\$ 291,015</u>
• Total	\$1,451,757
• Pass Through Grant Fund	\$ 335,000
• Prior Year Surplus	<u>\$ 0</u>
• Total	\$ 335,000
• Space-to-Create Fund	\$ 195,200
• Prior Year Surplus	<u>\$ 0</u>
• Total	\$ 195,200
• Conservation Trust	\$ 9,008
• Prior Year Surplus	<u>\$ 0</u>
• Total	\$ 9,008
• Capital Improvement Fund	\$ 198,750
• Prior Year Surplus	<u>\$ 44,892</u>
• Total	\$ 243,642
• Enterprise Fund	\$1,708,498
• Prior Year Surplus	<u>\$ 681,813</u>
• Total	\$2,390,311
For a total of	\$4,624,918

Section 3. That the budget as submitted and herein above summarized by fund, the same is hereby approved and adopted as the Budget of the Town of Paonia, Colorado, for the year 2020.

Section 4. For the purpose of meeting all expenditures of the General Fund during the 2020 budget year, there is hereby levied a tax of 8.322 mills upon each dollar of the total valuation for assessment of all taxable property within the Town for the year 2020; and

Section 5. The Town Administrator and the Finance Officer of the Town of Paonia are hereby authorized and directed to immediately certify to the Board of County Commissioners of Delta County, Colorado, the gross mill levy and the net mill levy for the Town of Paonia hereinabove determined and set.

Section 6. For the purpose of paying the necessary expenses and liabilities of the Town of Paonia for the fiscal year beginning January 1, 2020, and for the purpose of appropriating monies to pay the sums set forth in the Budget of the Town, there is hereby appropriated from the balance on hand and the probable revenue of each fund to each fund for the ensuing year, the sum hereafter set for the following purposes:

GENERAL FUND: For the purpose of paying for General Government, Public Safety, Streets and Highways, Health and Welfare, Culture and Recreation, Inter-fund Transfers, maintaining and improving the sidewalks, maintaining and improving the streets, and other legal purposes, the sum of \$1,160,742;

PASS-THROUGH-GRANT FUND: For the purpose of Pass-through grants which are those grants that are received by a recipient government to transfer to or spend on behalf of a secondary recipient, the sum of \$335,000.

SPACE-TO-CREATE FUND: For the purpose of collaborative effort to provide affordable workforce housing and working spaces for creative sector and other acceptable uses as determined by the State of Colorado, the sum of \$195,200;

CONSERVATION TRUST FUND: For the purpose of improving open space and other acceptable uses as determined by the State of Colorado, the sum of \$9,008;

SALES TAX CAPITAL IMPROVEMENT FUND: For the purpose of acquiring, constructing, improving, extending, and maintaining capital facilities of the Town funded by a 1% sales tax, the sum of \$198,750;

ENTERPRISE FUND: For the purpose of maintaining, operating, improving and extending the water and sewer systems of the Town the sum of \$1,708,498;

Section 7. That the Budget as hereby approved and adopted, shall be signed by the Board of Trustees and made part of the public records of the Town.

Adopted this 10th day of December 2019

Attest:

J. Corinne Ferguson, Town Clerk

Charles Stewart, Mayor

ACCOUNT DESCRIPTION	2018	2019	2019	2019	2020
	AUDITED ACTUAL	BUDGET	ACTUAL	EST BUDGET	BUDGET

GENERAL FUND - ADMINISTRATION					
PROPERTY TAXES	99,660.85	100,999.00	99,454.53	100,405.00	133,063.00
SALES TAX - TOWN	34,089.93	65,490.00	30,742.00	30,742.00	17,730.00
PENALTY & INTEREST	268.57	450.00	272.63	333.00	300.00
DELINQUENT TAX	6.43	100.00	15.24	16.00	50.00
LIQUOR LICENSES	6,732.00	4,500.00	2,875.00	3,050.00	4,000.00
SPECIAL REVIEWS	2,350.00	2,000.00	6,547.97	6,548.00	2,000.00
INTEREST INCOME	13,123.62	12,800.00	8,460.04	11,610.00	11,200.00
LATE CHARGES	6,533.45	7,500.00	6,283.62	7,730.00	8,500.00
OTHER INCOME	820.80	500.00	246.15	247.00	250.00
REFUND OF EXP	3,585.52	-	9,098.88	9,100.00	-
RESTITUTION	8,127.10	3,000.00	8,929.16	10,400.00	10,200.00
	175,298.27	197,339.00	172,925.22	180,181.00	187,293.00

GENERAL FUND - ADMINISTRATION					
TOTAL PAYROLL	22,797.88	45,329.00	32,016.64	39,455.00	58,711.00
WORK COMP	349.00	350.00	213.00	213.00	126.00
INTERN			3,111.45	4,370.00	
OFFICE SUPPLIES	4,350.71	3,535.00	3,473.28	4,600.00	3,675.00
OPERATING SUPPLIES	640.73	1,100.00	481.72	750.00	725.00
POSTAGE	480.72	250.00	1,459.47	1,853.00	1,850.00
LEGAL SERVICES	69,915.09	75,000.00	45,235.85	58,765.00	50,080.00
AUDIT & BUDGET EXPENSE	6,862.50	6,500.00	5,170.00	5,170.00	5,170.00
TOWN HALL EXPENSE	13,756.74	11,850.00	9,373.00	11,205.00	10,765.00
TRAVEL & MEETINGS	2,314.04	7,000.00	2,521.49	2,987.00	10,700.00
INSURANCE & BONDS	2,516.76	5,300.00	5,437.66	6,450.00	3,326.00
UTILITIES	5,354.38	5,400.00	4,360.15	4,760.00	4,800.00
TELEPHONE	1,818.10	1,900.00	1,377.51	1,930.00	1,950.00
PUBLISHING & ADS	4,822.74	3,200.00	1,410.39	4,711.00	3,600.00
DUES & SUBSCRIPTIONS	6,339.00	8,325.00	7,851.30	8,302.00	8,700.00
DATA PROCESSING	5,219.79	9,300.00	9,882.41	11,055.00	11,825.00
CULTURAL EVENTS	-	5,000.00	5,000.00	5,000.00	-
HUMAN SERVICES	7,075.00	5,800.00	6,250.00	6,450.00	4,290.00
CAPITAL OUTLAY	-	-	-	-	4,000.00
CNTY TREASURER'S FEE	2,126.85	2,200.00	2,122.69	2,155.00	3,000.00
	156,740.03	197,339.00	146,748.01	180,181.00	187,293.00
	18,558.24	-	26,177.21	-	0.00

15.

ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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GENERAL FUND - BUILDING					
BUILDING PERMITS	27,612.95	56,925.00	22,065.60	24,500.00	47,900.00
SALES TAX - TOWN	12,987.27		17,945.47	26,464.00	
	40,600.22	56,925.00	40,011.07	50,964.00	47,900.00

GENERAL FUND - BUILDING					
TOTAL PAYROLL	3,812.87	3,050.00	2,280.23	3,325.00	4,353.00
	441.00		522.00	522.00	12.00
BUILDING INSPECTOR	48,121.10	50,000.00	35,125.00	45,000.00	40,000.00
OFFICE SUPPLIES	550.86	500.00	370.56	400.00	500.00
OPERATING SUPPLIES	511.36				
POSTAGE	25.00	50.00			25.00
LEGAL SERVICES	2,398.50	2,500.00	838.50	840.00	1,200.00
VEHICLE EXPENSE	12.15				
INSURANCE & BONDS	817.16	825.00	598.52	600.00	775.00
TELEPHONE			86.35	87.00	
PUBLISHING & ADS			54.91	55.00	100.00
DUES & SUBSCRIPTIONS			135.00	135.00	935.00
	56,690.00	56,925.00	40,011.07	50,964.00	47,900.00
	(16,089.78)	-	-	-	0.00

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ACCOUNT DESCRIPTION	2018	2019	2019	2019	2020
	AUDITED ACTUAL				

GENERAL FUND - PUBLIC SAFETY					
S.O. AUTO TAXES	17,792.77	16,700.00	13,810.08	18,010.00	18,000.00
SALES TAX - TOWN	144,413.12	145,600.00	126,370.26	145,600.00	183,074.00
SALES TAX - COUNTY	106,933.96	102,000.00	87,261.16	102,000.00	115,000.00
CIGARETTE TAX	1,357.37	1,200.00	1,104.26	1,325.00	1,275.00
MOTOR VEHICLE - \$1.50	2,479.37	2,500.00	2,028.95	2,700.00	2,500.00
MOTOR VEHICLE - \$2.50	3,467.38	3,500.00	2,575.91	3,415.00	3,500.00
COURT FINES	54.25	100.00	564.78	565.00	500.00
POLICE FINES	18,984.25	20,500.00	15,542.07	17,535.00	20,000.00
MISC FINES-BONDS	971.50	1,200.00	187.50	220.00	200.00
DOG TAGS	250.00	400.00	730.00	750.00	750.00
PD GRANT	3,272.84	9,500.00	10,385.48	10,390.00	12,970.00
SCHOOL (SRO)		20,000.00	10,000.00	20,000.00	20,000.00
VIN INSPECTIONS	1,160.00	1,200.00	975.00	1,165.00	1,200.00
	301,136.81	324,400.00	271,535.45	323,675.00	378,969.00

GENERAL FUND - PUBLIC SAFETY					
TOTAL PAYROLL	216,918.77	260,204.00	193,809.32	245,905.00	302,094.00
WORK COMP	7,326.00	7,400.00	9,286.00	9,290.00	7,212.00
OFFICE SUPPLIES	1,191.53	1,875.00	306.75	1,045.00	1,100.00
OPERATING SUPPLIES	7,152.08	5,330.00	7,986.34	9,754.00	1,500.00
POSTAGE	276.60	125.00	204.32	305.00	300.00
LEGAL SERVICES	640.50	1,500.00	195.00	585.00	975.00
REPAIRS & MAINTENANCE	358.50	250.00	-	250.00	250.00
VEHICLE EXPENSE	11,964.96	11,850.00	13,993.86	17,095.00	11,800.00
TRAVEL & MEETINGS	2,689.66	3,500.00	3,551.33	4,055.00	6,500.00
INSURANCE & BONDS	13,034.76	15,346.00	16,065.57	16,066.00	20,313.00
UTILITIES	2,100.53	2,000.00	1,684.38	2,195.00	2,200.00
TELEPHONE	1,697.76	2,570.00	2,304.85	3,075.00	4,250.00
PUBLISHING & ADS	64.10	100.00	141.90	345.00	50.00
DUES & SUBSCRIPTIONS	3,553.00	4,375.00	3,235.00	3,465.00	3,525.00
DATA PROCESSING	8,481.90	7,375.00	8,912.72	10,145.00	16,300.00
HUMAN SERVICES					600.00
LAW ENFRMNT ALLOC	-	100.00	8.07	100.00	
VET FEES	421.00	500.00	-		
PUBLIC SAFETY	277,871.65	324,400.00	261,685.41	323,675.00	378,969.00
	23,265.16	-	9,850.04	-	0.00

ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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GENERAL FUND - PARKS					
SALES TAX - TOWN	12,000.00	66,056.00	25,801.92	66,875.00	118,197.00
SEVERANCE TAX	7,093.79	7,050.00	10,721.21	10,721.00	8,800.00
MINERAL LEASING	6,002.47	6,000.00	6,580.32	6,580.00	6,300.00
RENTS & ROYALTIES	9,546.51	5,900.00	7,022.00	7,655.00	6,900.00
PARK CONTRIBUTIONS	9,500.00		28,125.00	28,125.00	-
GRANT REVENUE	-		10,000.00	10,000.00	
COLORADO GRAND					10,000.00
OTHER AGENCY CONT	-		35,000.00	35,000.00	9,000.00
	44,142.77	85,006.00	123,250.45	164,956.00	159,197.00

GENERAL FUND - PARKS					
TOTAL PAYROLL	3,225.78	33,811.00	26,397.79	33,116.00	66,252.00
WORK COMP	467.00	475.00	2,297.00	2,300.00	1,375.00
OFFICE SUPPLIES	80.93	100.00	33.92	70.00	50.00
OPERATING SUPPLIES	4,186.34	4,750.00	3,510.51	4,465.00	4,500.00
POSTAGE	70.63	100.00	-		
LEGAL SERVICES	1,125.00	500.00	-		
REPAIRS & MAINTENANCE	6,837.76	14,470.00	53,927.67	106,685.00	50,025.00
VEHICLE EXPENSE	407.56	500.00	1,027.59	1,435.00	1,250.00
RENTALS	1,651.50	2,000.00	-		
SHOP EXPENSE	1,323.38	1,775.00	752.07	1,000.00	1,000.00
INSURANCE & BONDS	3,473.18	3,500.00	3,929.25	3,930.00	4,045.00
UTILITIES	7,127.71	7,200.00	6,178.87	7,630.00	7,500.00
TELEPHONE	105.78	100.00	322.89	545.00	400.00
PUBLISHING & ADS	9.50	25.00	182.79	185.00	50.00
FEES & PERMITS	817.77	700.00	748.45	750.00	750.00
MISCELLANEOUS	-	-	119.83	120.00	-
CONTRACT SERVICES	2,000.00	2,000.00	225.00	2,225.00	2,000.00
CAPITAL OUTLAY		13,000.00	148.00	500.00	20,000.00
PARKS	32,909.82	85,006.00	99,801.63	164,956.00	159,197.00
	11,232.95	-	23,448.82	-	(0.00)

ACCOUNT DESCRIPTION	2018	2019	2019	2019	2020
	AUDITED ACTUAL				

GENERAL FUND - STREETS					
SALES TAX - TOWN	14,931.04	17,704.00	56,147.46	46,790.00	51,804.00
FRANCHISE TAX	58,896.92	58,325.00	43,499.75	57,500.00	58,800.00
MISCELLANEOUS PERMITS	1,425.00	1,500.00	2,550.00	2,750.00	1,800.00
HIGHWAY USERS TAX	46,179.90	48,150.00	39,639.80	55,740.00	48,012.00
ROAD & BRIDGE	6,406.94	6,400.00	6,393.67	6,455.00	6,500.00
MOTOR FUEL TAX REFUND	1,069.19	1,300.00	882.10	1,180.00	1,500.00
	128,908.99	133,379.00	149,112.78	170,415.00	168,416.00

GENERAL FUND - STREETS					
TOTAL PAYROLL	6,716.83	46,509.00	36,803.04	46,211.00	71,691.55
WORK COMP	3,679.00	3,700.00	2,540.50	2,541.00	1,691.00
OPERATING SUPPLIES	187.63	250.00	504.32	1,535.00	900.00
POSTAGE	167.87	100.00	39.67	80.00	50.00
LEGAL & ENGINEERING SERV	10,695.00	5,000.00	1,845.00	1,845.00	1,950.00
REPAIRS & MAINTENANCE	11,315.97	17,335.00	44,165.38	48,665.00	24,350.00
VEHICLE EXPENSE	8,626.67	9,200.00	6,291.19	7,500.00	7,500.00
RENTALS	-	2,500.00	-	-	-
SHOP EXPENSE	5,123.23	4,000.00	3,041.53	4,250.00	4,000.00
INSURANCE & BONDS	5,122.28	5,200.00	5,593.26	5,594.00	8,548.45
UTILITIES	20,764.81	21,000.00	16,923.68	20,715.00	20,715.00
TELEPHONE	170.79	160.00	372.96	560.00	560.00
PUBLISHING & ADS	7.44	25.00	11.67	12.00	60.00
DUES & SUBSCRIPTIONS	550.00	550.00	-	-	-
SNOW REMOVAL	3,628.68	17,700.00	18,774.46	30,907.00	17,400.00
CAPITAL OUTLAY	6,715.00	-	-	-	9,000.00
STREETS	83,628.11	133,379.00	136,906.66	170,415.00	168,416.00
	45,280.88	-	12,206.12	-	(0.00)

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ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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GENERAL FUND - STREET CAPITAL					
SALES TAX - TOWN	-	16,750.00	-	20,429.00	-
HIGHWAY USERS TAX	13,062.94	5,000.00	3,682.37	3,700.00	-
IMPACT FEE	45,809.95	43,225.00	33,713.00	44,215.00	45,107.36
RESERVES					87,759.89
	58,872.89	64,975.00	37,395.37	68,344.00	132,867.25

GENERAL FUND - STREET CAPITAL					
ENGINEER			-		3,000.00
STREET CAPITAL	2,630.00	64,975.00	-	-	129,867.25
	39,457.00	64,975.00	-	-	132,867.25
	19,415.89	-	37,395.37	68,344.00	-

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ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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GENERAL FUND - BRIDGE					
INTEREST INCOME	3,206.98	2,500.00	8,192.66	10,925.00	10,300.00
BRIDGE RESERVE	40,000.00	297,500.00	40,000.00	40,000.00	40,000.00
	43,206.98	300,000.00	48,192.66	50,925.00	50,300.00

GENERAL FUND - BRIDGE					
BRIDGE REPAIR	783.00	300,000.00	-	50,925.00	50,300.00
	783.00	300,000.00	-	50,925.00	50,300.00
	42,423.98	-	48,192.66	-	-

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ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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GENERAL FUND - SIDEWALK					
SIDEWALK REVENUE	30,434.02	35,400.00	23,066.67	30,777.00	35,800.00
TOTAL INCOME	30,434.02	35,400.00	23,066.67	30,777.00	35,800.00

GENERAL FUND - SIDEWALK					
OFFICE SUPPLIES	62.95	-	-	-	-
LEGAL SERVICES	-	500.00	-	500.00	500.00
REPAIRS & MAINTENANCE	82.97	34,800.00	187.21	30,150.00	35,200.00
PUBLISHING & ADS	-	100.00	-	127.00	100.00
TOTAL EXPENDITURES	45,272.83	35,400.00	187.21	30,777.00	35,800.00
	(14,838.81)	-	22,879.46	-	-

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ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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GENERAL FUND SUMMARY					
GENERAL BEGINNING RESERVE	221,262.00	359,359.00	359,359.00	359,359.00	291,015.00
GENERAL INCOME	822,600.95	1,197,424.00	865,489.67	1,040,237.00	1,160,742.25
GENERAL EXPENSE	693,352.44	1,197,424.00	685,339.99	971,893.00	1,160,742.25
AUDIT ADJUSTMENT	267,345.51				
NET CHANGE	129,248.51	-	180,149.68	68,344.00	0.00
GENERAL ENDING RESERVE	359,359.00	359,359.00	179,209.32	291,015.00	291,015.00
LESS CLASSIFIED FUND BALANCE					
NONSPENDABLE					
RESTRICTED					
TABOR	29,500.00	35,922.72	25,964.69	31,207.11	34,822.27
COMMITTED					
BRIDGE RESERVE	120,832.00	160,832.00	160,832.00	160,832.00	200,832.00
AIRPORT					
ASSIGNED					
CAPITAL PURCHASES				87,759.89	
CAPITAL PROJECTS	23,075.00				
TOTAL CLASSIFIED FUND BAL	173,407.00	196,754.72	186,796.69	279,799.00	235,654.27
UNASSIGNED FUND BAL	185,952.00	162,604.28	(7,587.37)	11,216.00	55,360.73
EST UNASSIGNED					
10%	69,335.24	119,742.40	68,534.00	97,189.30	116,074.22
25%	173,338.11	299,356.00	171,335.00	242,973.25	290,185.56
50%	346,676.22	598,712.00	342,670.00	485,946.50	580,371.12

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ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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PASS THROUGH GRANT FUND					
	19,665.13				335,000.00
TOTAL INCOME	19,665.13	-	-	-	335,000.00
	19,665.13				335,000.00
TOTAL EXPENDITURES	19,665.13	-	-	-	335,000.00
	-	-	-	-	-

PASS THROUGH GRANT FUND SUMMARY					
BEGINNING RESERVE	-	-	-	-	-
INCOME	19,665.13	-	-	-	335,000.00
EXPENSE	19,665.13	-	-	-	335,000.00
AUDIT ADJUSTMENT					
NET CHANGE	-	-	-	-	-
ENDING RESERVE	-	-	-	-	-

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ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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SPACE 2 CREATE					
BOETTCHER	-	150,000.00	-		150,000.00
DOLA	31,708.42		7,453.19	17,040.00	
CCI	-		-		45,000.00
TOWN FUNDS	-		-		-
S2C CONTRIBUTIONS	918.00		-		
INTEREST	82.29		142.62	170.00	200.00
TOTAL INCOME	32,708.71	150,000.00	7,595.81	17,210.00	195,200.00
POSTAGE	31.90		-		
STUDIES		47,299.77	26,556.00	37,409.77	
FEASIBILITY	25,000.00		-		
MARKET	15,000.00			15,000.00	
PRELIMINARY		150,000.00	-	29.00	195,200.00
TRAVEL & MEETINGS	620.75		2,180.87	2,181.00	
PUBLISHING & ADS	246.40		-		
TOTAL EXPENDITURES	40,899.05	197,299.77	28,736.87	54,619.77	195,200.00
	(8,190.34)	(47,299.77)	(21,141.06)	(37,409.77)	-

SPACE 2 CREATE FUND SUMMARY					
BEGINNING RESERVE	37,410.00	37,409.77	37,409.77	37,409.77	0.00
INCOME	32,708.71	150,000.00	7,595.81	17,210.00	195,200.00
EXPENSE	40,899.05	197,299.77	28,736.87	54,619.77	195,200.00
AUDIT ADJUSTMENT					
NET CHANGE	(8,190.34)	(47,299.77)	(21,141.06)	(37,409.77)	-
ENDING RESERVE	29,219.66	(9,890.00)	16,268.71	0.00	-

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ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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CONSERVATION TRUST FUND					
CONSERVATION TRUST-REV.	8,571.11	8,000.00	6,523.90	8,375.00	9,000.00
INTEREST	16.35	15.00	6.65	8.00	8.00
TOTAL INCOME	8,587.46	8,015.00	6,530.55	8,383.00	9,008.00
EXPENDITURES-CTF	300.00	8,015.00	-	5,000.00	9,008.00
	27,191.96	-	-	3,383.00	-
TOTAL EXPENDITURES	27,491.96	8,015.00	-	8,383.00	9,008.00
	(18,904.50)	-	6,530.55	-	-

CONSERVATION TRUST FUND SUMMARY					
CONS TRUST BEGINNING RESERVE	18,904.50	0.00	0.00	0.00	0.00
CONS TRUST INCOME	8,587.46	8,015.00	6,530.55	8,383.00	9,008.00
CONS TRUST EXPENSE	27,491.96	8,015.00	-	8,383.00	9,008.00
AUDIT ADJUSTMENT					
NET CHANGE	(18,904.50)	-	6,530.55	-	-
CONS TRUST ENDING RESERVE	0.00	0.00	6,530.55	0.00	0.00

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ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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CAPITAL IMPROVEMENT FUND					
SALES TAX - CAP. IMPROVEMENTS	144,322.07	145,600.00	126,370.25	168,450.00	187,500.00
MISCELLANEOUS	7,650.00	7,650.00	14,280.50	7,650.00	7,650.00
RESERVES					3,600.00
TOTAL INCOME	151,972.07	153,250.00	140,650.75	176,100.00	198,750.00
CAPITAL OUTLAY	209,924.77	145,600.00	113,314.94	428,197.61	187,500.00
AIRPORT					11,250.00
TOTAL EXPENDITURES	209,924.77	145,600.00	113,314.94	428,197.61	198,750.00
	(57,952.70)	7,650.00	27,335.81	(252,097.61)	-

CAPITAL IMPROVEMENT SUMMARY					
CAPITAL FUND BEGINNING RESERVE	354,945.31	296,989.61	296,989.61	296,989.61	44,892.00
CAPITAL INCOME	151,972.07	153,250.00	140,650.75	176,100.00	198,750.00
CAPITAL EXPENSE	209,924.77	145,600.00	113,314.94	428,197.61	198,750.00
AUDIT ADJUSTMENT	(3.00)				
NET CHANGE	(57,955.70)	7,650.00	27,335.81	(252,097.61)	-
CAPITAL FUND ENDING RESERVE	296,989.61	304,639.61	324,325.42	44,892.00	44,892.00
LESS CLASSIFIED FUND BALANCE					
RESTRICTED : TABOR					
COMMITTED					
AIRPORT	37,242.00	44,892.00	44,892.00	44,892.00	41,292.00
TOTAL CLASSIFIED FUND BAL	37,242.00	44,892.00	44,892.00	44,892.00	41,292.00
UNASSIGNED FUND BAL	259,747.61	259,747.61	279,433.42	-	3,600.00

ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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WATER FUND - INCOME					
WATER CHARGES-RECEIVED	788,317.84	765,200.00	577,490.65	742,500.00	765,000.00
INCREASE				-	66,497.40
WATER TAPS	62,000.00	21,000.00	49,000.00	49,000.00	-
SALES & SERVICES	2,144.18	800.00	3,343.19	3,644.00	3,650.00
STANDBY TAP FEES	47,245.04	45,000.00	31,985.41	41,136.00	44,115.00
WATER TANK MONEY	3,938.00	2,500.00	3,893.00	4,943.00	4,550.00
PENALTIES	4,985.00	5,500.00	1,185.00	1,185.00	2,500.00
RENTS	-	1,000.00	1,500.00	1,500.00	1,000.00
GRANT	-	-	-	-	14,000.00
WATER INCOME	963,455.06	841,000.00	668,397.25	843,908.00	901,312.40

WATER FUND - EXPENDITURES					
TOTAL PAYROLL	315,760.50	246,179.00	189,152.80	237,160.00	270,677.40
ENGINEER					20,000.00
WORK COMP	5,162.00	5,200.00	5,252.50	5,253.00	3,736.00
OFFICE SUPPLIES	459.92	500.00	241.78	400.00	300.00
OPERATING SUPPLIES	17,287.67	19,350.00	15,460.15	17,400.00	17,050.00
POSTAGE	4,436.38	4,000.00	2,388.20	4,900.00	4,900.00
LEGAL & ENGINEERING SERVICES	15,566.77	30,600.00	1,525.52	2,000.00	35,500.00
AUDIT	18,772.49	13,000.00	11,280.00	11,280.00	11,280.00
REPAIRS & MAINTENANCE	430,501.90	196,915.00	152,272.91	265,978.09	202,940.00
VEHICLE EXPENSE	8,558.29	10,000.00	7,211.77	9,200.00	10,000.00
RENTALS	-	3,000.00		-	2,500.00
SHOP EXPENSE	5,311.76	4,500.00	3,144.23	4,150.00	4,250.00
TRAVEL & MEETINGS	1,102.72	3,500.00	1,129.33	1,130.00	3,500.00
INSURANCE & BONDS	19,016.73	20,000.00	68,464.78	20,765.00	19,715.00
					350.00
UTILITIES	20,766.47	23,000.00	20,383.84	24,890.00	25,000.00
TELEPHONE	3,741.43	3,800.00	3,474.87	4,175.00	4,175.00
PUBLISHING & ADS	651.22	1,100.00	11.67	12.00	710.00
DUES & SUBSCRIPTIONS	137.50	200.00	1,835.00	2,615.00	1,850.00
FEES & PERMITS	5,261.61	11,000.00	6,835.40	10,851.00	8,500.00
DATA PROCESSING	8,850.66	6,000.00	8,464.76	10,565.00	7,980.00
MISCELLANEOUS	(2,118.00)	-	-	-	-
WRITEOFF-UNCOLLECTABLE	-	250.00	-	-	250.00
WATER POWER AUTHORITY LOAN	181,155.68	191,250.00	164,325.91	164,325.91	183,500.00
DRINKING WATER REVOLVING FUNDS	23,343.40	23,350.00	11,671.70	23,345.00	23,350.00
FCNB INTERIM FINANCING	-	-	2.15	3.00	25.00
DEBT SERVICE	(154,842.40)	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	15,000.00
PASS THRU	25,587.08	24,306.00	18,286.86	23,510.00	24,274.00
TRANSFER IN - (OUT)	(25,585.85)	-	-	-	-
DEPRECIATION	297,926.07	-	-	-	-
WATER EXPENDITURES	1,226,812.00	841,000.00	692,816.13	843,908.00	901,312.40
	(263,356.94)	-	(24,418.88)	-	(0.00)

ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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WATER FUND - SUMMARY					
WATER BEGINNING RESERVE	1,203,965.75	105,507.00	105,507.00	105,507.00	105,507.00
WATER INCOME	963,455.06	841,000.00	668,397.25	843,908.00	901,312.40
WATER EXPENSE	1,226,812.00	841,000.00	692,816.13	843,908.00	901,312.40
AUDIT ADJUSTMENT	(835,101.81)				
NET CHANGE	(1,098,458.75)	-	(24,418.88)	-	(0.00)
WATER ENDING RESERVE	105,507.00	105,507.00	81,088.12	105,507.00	105,507.00
AVAILABLE RESOURCES	105,507.00	105,507.00	81,088.12	105,507.00	105,507.00
SOURCE (USE) OF FUNDS					
LESS CLASSIFIED FUND BALANCE					
RESTRICTED					
WATER STORAGE					
COMMITTED					
DEPRICIATION					298,000.00
DEBT RESERVE (3MO)	306,703.00	210,250.00	173,204.03	210,977.00	225,328.10
10% DEBT PAYMENT RES					
ASSIGNED					
CAPITAL PURCHASES					
CAPITAL PROJECTS					
TOTAL CLASSIFIED FUND BAL	306,703.00	210,250.00	173,204.03	210,977.00	523,328.10
UNASSIGNED FUND BAL	(201,196.00)	(104,743.00)	(92,115.91)	(105,470.00)	(417,821.11)
EST UNASSIGNED	122,681.20	84,100.00	69,281.61	84,390.80	90,131.24
	306,703.00	210,250.00	173,204.03	210,977.00	225,328.10
	613,406.00	420,500.00	346,408.07	421,954.00	450,656.20
DEBT RATIO CALCULATION					
OPERATING REVENUE	963,455.06	841,000.00	668,397.25	843,908.00	901,312.40
OPERATING EXPENDITURES	1,226,812.00	841,000.00	692,816.13	843,908.00	901,312.40
NET	(263,356.94)	-	(24,418.88)	-	(0.00)
ADJUSTMENT	-	-	-	-	-
NET AFTER ADJ	(263,356.94)	-	(24,418.88)	-	(0.00)
DEBT SERVICE	49,656.68	214,600.00	175,997.61	187,670.91	206,875.00
CALCULATED COVERAGE RATIO	-530.36%	0.00%	-13.87%	0.00%	0.00%
REQUIRED RATIO	110%	110%	110%	110%	110%

ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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SEWER FUND - INCOME					
SEWER CHARGES - RECEIVED	463,911.07	468,900.00	352,160.74	469,135.00	478,450.00
				-	54,156.00
SEWER TAPS	15,000.00	15,000.00	46,000.00	46,000.00	15,000.00
INTEREST	12,775.53	11,500.00	11,590.06	15,015.00	15,800.00
GRANT REVENUE	9,877.61		35,996.89	99,462.00	
SANITATION INCOME	501,564.21	495,400.00	445,747.69	629,612.00	563,406.00

SEWER FUND - EXPENDITURES					
TOTAL PAYROLL	130,748.69	161,625.00	123,066.95	153,075.00	133,336.50
ENGINEER					20,000.00
WORK COMP	1,677.00	1,700.00	1,452.50	1,453.00	961.00
OFFICE SUPPLIES	383.74	500.00	163.14	320.00	300.00
OPERATING SUPPLIES	34,584.34	36,400.00	7,672.16	9,160.00	15,380.00
POSTAGE	2,851.67	2,750.00	1,556.58	2,070.00	2,100.00
LEGAL & ENGINEERING SERVICES	57,991.76	9,550.00	50,179.20	71,180.00	19,400.00
AUDIT	10,065.00	4,000.00	3,525.00	3,525.00	3,525.00
REPAIRS & MAINTENANCE	24,966.15	65,675.00	76,519.63	275,135.00	144,085.00
VEHICLE EXPENSE	7,331.05	8,500.00	5,265.93	6,465.00	6,500.00
RENTALS	-	1,000.00	-	-	1,000.00
SHOP EXPENSE	3,815.30	2,300.00	2,312.33	2,655.00	3,000.00
TRAVEL & MEETINGS	681.72	2,000.00	-	-	2,000.00
INSURANCE & BONDS	6,901.35	6,800.00	6,994.88	6,995.00	6,545.00
UTILITIES	36,172.25	37,000.00	25,476.01	33,770.00	34,000.00
TELEPHONE	1,648.95	1,675.00	1,312.82	1,565.00	1,600.00
PUBLISHING & ADS	17.66	50.00	162.85	325.00	500.00
DUES & SUBSCRIPTIONS	137.50	200.00	-	-	150.00
FEES & PERMITS	10,099.72	11,200.00	5,242.96	5,745.00	10,100.00
DATA PROCESSING	5,807.46	22,500.00	6,404.87	7,605.00	22,920.00
WRITEOFF-UNCOLLECTABLE		250.00		-	250.00
GAGING STATION	3,855.00	3,900.00	2,621.00	2,621.00	3,900.00
RURAL DEVELOPMENT P&I	101,042.00	102,500.00	50,521.00	101,042.00	102,500.00
DEBT SERVICE	(29,282.22)	-	-	-	-
CAPITAL OUTLAY			30,171.48	26,758.00	15,000.00
PASS THRU FUNDS	13,918.70	13,325.00	10,564.85	14,093.00	14,353.50
DEPRECIATION	102,114.99			-	
SEWER EXPENDITURES	527,529.78	495,400.00	411,186.14	725,557.00	563,406.00
	(25,965.57)	-	34,561.55	(95,945.00)	0.00

ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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SEWER FUND -SUMMARY					
SEWER BEGINNING RESERVE	1,139,703.03	555,190.00	555,190.00	555,190.00	459,245.00
SEWER INCOME	501,564.21	495,400.00	445,747.69	629,612.00	563,406.00
SEWER EXPENSE	527,529.78	495,400.00	411,186.14	725,557.00	563,406.00
AUDIT ADJUSTMENT					
NET CHANGE	(25,965.57)	-	34,561.55	(95,945.00)	0.00
SEWER ENDING RESERVE	1,113,737.46	555,190.00	589,751.55	459,245.00	459,244.99
SOURCE (USE) OF FUNDS					
LESS CLASSIFIED FUND BALANCE					
RESTRICTED					
COMMITTED					
DEPRICIATION					102,000.00
DEBT RESERVE (3MO)	131,882.45	123,850.00	102,796.54	181,389.25	140,851.50
10% DEBT PAYMENT RES	101,040.00	101,040.00	101,040.00	101,040.00	101,040.00
ASSIGNED					
CAPITAL PURCHASES					
CAPITAL PROJECTS					
TOTAL CLASSIFIED FUND BAL	232,922.45	224,890.00	203,836.54	282,429.25	343,891.50
UNASSIGNED FUND BAL	880,815.02	330,300.00	385,915.02	176,815.75	115,353.49
EST UNASSIGNED	52,752.98	49,540.00	41,118.61	72,555.70	56,340.60
	131,882.45	123,850.00	102,796.54	181,389.25	140,851.50
	263,764.89	247,700.00	205,593.07	362,778.50	281,703.00

ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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TRASH FUND - INCOME					
GARBAGE FEES - RECEIVED	210,111.66	209,200.00	162,041.94	216,340.00	216,000.00
SALES & SERVICE	1,785.00	1,500.00	966.00	975.00	-
RESERVE				-	27,780.00
INCOME	211,896.66	210,700.00	163,007.94	217,315.00	243,780.00

TRASH FUND - EXPENDITURES					
TOTAL PAYROLL	87,960.42	107,670.00	79,668.44	98,115.00	149,900.00
WORK COMP	7,718.00	7,800.00	4,672.50	4,673.00	3,561.00
OFFICE SUPPLIES	347.71	450.00	163.14	270.00	250.00
OPERATING SUPPLIES	1,304.01	1,350.00	1,020.62	1,265.00	1,275.00
POSTAGE	1,063.38	1,000.00	759.86	1,115.00	1,000.00
LEGAL SERVICES	-	500.00	-	-	390.00
AUDIT	10,065.00	4,000.00	3,525.00	3,525.00	3,525.00
REPAIRS & MAINTENANCE	99.72	125.00	-	850.00	1,525.00
VEHICLE EXPENSE	12,454.01	13,800.00	9,879.85	13,485.00	13,550.00
SHOP EXPENSE	724.78	425.00	1,110.71	1,200.00	1,400.00
TRAVEL & MEETINGS	-	-	1,536.88	1,537.00	1,550.00
INSURANCE & BONDS	4,191.85	4,500.00	3,978.52	4,080.00	4,324.00
UTILITIES	2,854.96	3,250.00	1,504.47	1,805.00	1,900.00
TELEPHONE	177.62	125.00	412.82	485.00	500.00
PUBLISHING & ADS	36.64	100.00	11.68	12.00	150.00
DATA PROCESSING	2,271.19	23,800.00	1,208.79	1,430.00	1,450.00
WRITEOFF-UNCOLLECTABLE	-	250.00	-	-	250.00
LANDFILL FEES	33,624.00	34,355.00	26,510.75	32,515.00	33,000.00
CLEAN-UP DAY	600.00	1,000.00	6,325.00	6,325.00	6,300.00
CAPITAL OUTLAY	-	-	166,460.00	166,460.00	6,500.00
PASS THRU FUNDS	6,304.17	6,200.00	4,861.29	6,495.00	6,480.00
DEPRECIATION	-	-	-	-	5,000.00
TRASH EXPENDITURES	171,797.46	210,700.00	316,860.32	348,892.00	243,780.00
	40,099.20	-	(153,852.38)	(131,577.00)	(0.00)

15.

ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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TRASH FUND -SUMMARY					
GARBAGE BEGINNING RESERVE	208,538.28	248,637.48	248,637.48	248,637.48	117,060.48
GARBAGE INCOME	211,896.66	210,700.00	163,007.94	217,315.00	243,780.00
GARBAGE EXPENSE	171,797.46	210,700.00	316,860.32	348,892.00	243,780.00
AUDIT ADJUSTMENT					
NET CHANGE	40,099.20	-	(153,852.38)	(131,577.00)	(0.00)
GARBAGE ENDING RESERVE	248,637.48	248,637.48	94,785.10	117,060.48	117,060.48
CAPITAL PURCHASES					
TOTAL CLASSIFIED FUND BAL	-	-	-	-	-
UNASSIGNED FUND BAL	248,637.48	248,637.48	94,785.10	117,060.48	117,060.48
EST UNASSIGNED	17,179.75	21,070.00	31,686.03	34,889.20	24,378.00
	42,949.37	52,675.00	79,215.08	87,223.00	60,945.00
	85,898.73	105,350.00	158,430.16	174,446.00	121,890.00

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15.

ACCOUNT DESCRIPTION	2018 AUDITED ACTUAL	2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET
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TOTAL BUDGET SUMMARY					
BEGINNING RESERVE	3,185,613.60	1,603,092.86	1,603,092.86	1,603,092.86	1,017,719.48
INCOME	3,109,598.81	3,055,789.00	2,297,419.66	2,932,765.00	3,607,198.65
EXPENSE	3,315,505.88	3,095,438.77	2,248,254.39	3,381,450.38	3,607,198.65
AUDIT ADJUSTMENT	(567,759.30)	-	-	-	-
NET CHANGE	(773,666.37)	(39,649.77)	49,165.27	(448,685.38)	(0.00)
ENDING RESERVE	2,411,947.23	1,563,443.09	1,652,258.13	1,154,407.48	1,017,719.47

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RESOLUTION 2019-XX
Resolution to Set Mill Levies

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2019 TO HELP DEFRAY THE COST OF GOVERNMENT FOR THE TOWN OF PAONIA, COLORADO FOR THE 2020 BUDGET YEAR.

WHEREAS, the amount of money necessary to balance the budget for general operating purposes from property tax revenue is \$133,063; and

WHEREAS, the 2019 valuation for assessment for the Town of Paonia, Colorado as certified by the County Assessor(s) is \$15,898,348; and

NOW, THEREFORE, be it resolved by the Board of Trustees of the Town of Paonia, Colorado;

That for the purpose of meeting all general operating expenses of the Town of Paonia, Colorado during the 2020 budget year, there is hereby levied a tax of 8.322 mills upon each dollar of the total valuation for assessment of all taxable property within the Town for the year 2019; and

That the Town Clerk is hereby authorized and directed to immediately certify to the Board of County Commissioners of Delta County, Colorado, the mill levies for the Town of Paonia, Colorado as herein above determined and set.

Adopted this 10th day of December 2019.

Attest:

J. Corinne Ferguson, Town Clerk

Charles Stewart, Mayor

16.

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of Delta, Colorado.

On behalf of the Town of Paonia (taxing entity)^A

the Board of Trustees (governing body)^B

of the Town of Paonia (local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 15,989,348 assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57^E)

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area^F the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: \$ 15,989,348 (NET^G assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)

Submitted: 12/10/2019 for budget/fiscal year 2020 (not later than Dec. 15) (mm/dd/yyyy) (yyyy)

Table with 3 columns: PURPOSE (see end notes for definitions and examples), LEVY², and REVENUE². Rows include General Operating Expenses, Temporary General Property Tax Credit/Temporary Mill Levy Rate Reduction, and a SUBTOTAL FOR GENERAL OPERATING: 8.322 mills, \$ 133,063.

Contact person: (print) CINDY JONES Daytime phone: (970) 527-4101 Signed: [Signature] Title: FINANCE OFFICER

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 866-2156.

¹ If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution. ⁷⁵ Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's final certification of valuation).

CERTIFICATION OF TAX LEVIES, continued

16.

THIS SECTION APPLIES TO TITLE 32, ARTICLE 1 SPECIAL DISTRICTS THAT LEVY TAXES FOR PAYMENT OF GENERAL OBLIGATION DEBT (32-1-1603 C.R.S.).

Taxing entities that are Special Districts or Subdistricts of Special Districts must certify separate mill levies and revenues to the Board of County Commissioners, one each for the funding requirements of each debt (32-1-1603, C.R.S.) Use additional pages as necessary. The Special District's or Subdistrict's total levies for general obligation bonds and total levies for contractual obligations should be recorded on Page 1, Lines 3 and 4 respectively.

CERTIFY A SEPARATE MILL LEVY FOR EACH BOND OR CONTRACT:

BONDS^J:

- 1. Purpose of Issue: _____
Series: _____
Date of Issue: _____
Coupon Rate: _____
Maturity Date: _____
Levy: _____
Revenue: _____

- 2. Purpose of Issue: _____
Series: _____
Date of Issue: _____
Coupon Rate: _____
Maturity Date: _____
Levy: _____
Revenue: _____

CONTRACTS^K:

- 3. Purpose of Contract: _____
Title: _____
Date: _____
Principal Amount: _____
Maturity Date: _____
Levy: _____
Revenue: _____

- 4. Purpose of Contract: _____
Title: _____
Date: _____
Principal Amount: _____
Maturity Date: _____
Levy: _____
Revenue: _____

Use multiple copies of this page as necessary to separately report all bond and contractual obligations per 32-1-1603, C.R.S.

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16. **Temporary Tax Credit for Operations (DLG 70 Page 1 Line 2)**—The Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction of 39-1-111.5, C.R.S. may be applied to the *taxing entity's* levy for general operations to effect refunds. Temporary Tax Credits (TTCs) are not necessary for other types of levies (non-general operations) certified on this form because these levies are adjusted from year to year as specified by the provisions of any contract or schedule of payments established for the payment of any obligation incurred by the *taxing entity* per 29-1-301(1.7), C.R.S., or they are certified as authorized at election per 29-1-302(2)(b), C.R.S.

J General Obligation Bonds and Interest (DLG 70 Page 1 Line 3)—Enter on this line the total levy required to pay the annual debt service of all general obligation bonds. Per 29-1-301(1.7) C.R.S., the amount of revenue levied for this purpose cannot be greater than the amount of revenue required for such purpose as specified by the provisions of any contract or schedule of payments. Title 32, Article 1 Special districts and subdistricts must complete Page 2 of the DLG 70.

K Contractual Obligation (DLG 70 Page 1 Line 4)—If repayment of a contractual obligation with property tax has been approved at election and it is not a general obligation bond (shown on Line 3), the mill levy is entered on this line. Per 29-1-301(1.7) C.R.S., the amount of revenue levied for this purpose cannot be greater than the amount of revenue required for such purpose as specified by the provisions of any contract or schedule of payments.

L Capital Expenditures (DLG 70 Page 1 Line 5)—These revenues are not subject to the statutory property tax revenue limit if they are approved by counties and municipalities through public hearings pursuant to 29-1-301(1.2) C.R.S. and for special districts through approval from the Division of Local Government pursuant to 29-1-302(1.5) C.R.S. or for any *taxing entity* if approved at election. Only levies approved by these methods should be entered on Line 5.

M Refunds/Abatements (DLG 70 Page 1 Line 6)—The county assessor reports on the Certification of Valuation (DLG 57 Line 11) the amount of revenue from property tax that the local government did not receive in the prior year because taxpayers were given refunds for taxes they had paid or they were given abatements for taxes originally charged to them due to errors made in their property valuation. The local government was due the tax revenue and would have collected it through an adjusted mill levy if the valuation errors had not occurred. Since the government was due the revenue, it may levy, in the subsequent year, a mill to collect the refund/abatement revenue. An abatement/refund mill levy may generate revenues up to, but not exceeding, the refund/abatement amount from Form DLG 57 Line 11.

1. Please Note: If the *taxing entity* is in more than one county, as with all levies, the abatement levy must be uniform throughout the entity's boundaries and certified the same to each county. To calculate the abatement/refund levy for a *taxing entity* that is located in more than one county, first total the abatement/refund amounts reported by each county assessor, then divide by the *taxing entity's* total net assessed value, then multiply by 1,000 and round down to the nearest three decimals to prevent levying for more revenue than was abated/refunded. This results in an abatement/refund mill levy that will be uniformly certified to all of the counties in which the *taxing entity* is located even though the abatement/refund did not occur in all the counties.

N Other (DLG 70 Page 1 Line 7)—Report other levies and revenue not subject to 29-1-301 C.R.S. that were not reported above. For example: a levy for the purposes of television relay or translator facilities as specified in sections 29-7-101, 29-7-102, and 29-7-105 and 32-1-1005 (1) (a), C.R.S.; a voter-approved fire pension levy; a levy for special purposes such as developmental disabilities, open space, etc.

AMENDED CERTIFICATION OF VALUES

16. Jurisdiction: **TOWN OF PAONIA**

New District:

USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATIONS (5.5% LIMIT) ONLY

In accordance with 39-5-121(2)(a) and 39-5-128(1), C.R.S. The total Assessed Valuations for taxable year 2019
 In DELTA On 11/22/2019 Are:

Previous Year's Net Total Assessed Valuation:	\$12,073,777
Current Year's Gross Total Assessed Valuation:	\$15,989,348
(-) Less TIF district increment, if any:	\$0
Current Year's Net Total Assessed Valuation:	\$15,989,348
New Construction*:	\$312,432
Increased Production of Producing Mines**:	\$0
ANNEXATIONS/INCLUSIONS:	\$0
Previously Exempt Federal Property**:	\$0
New Primary Oil or Gas production from any Oil and Gas leasehold or land (29-1-301(1)(b) C.R.S.)***:	\$0
Taxes Received last year on omitted property as of August 1 (29-1-301(1)(a) C.R.S.) Includes all revenue collected on valuation not previously certified.	\$73.47
Taxes Abated or Refunded as of August 1 (39-10-114(1)(a)(I)(B) C.R.S.):	\$22.82

This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec. 20(8)(b), Colo. Constitution

* New Construction is defined as: Taxable real property structures and the personal property connected with the structure.

** Jurisdiction must submit a certification to the Division of Local Government in order for a value to be accrued (DLG52 & 52A)

*** Jurisdiction must submit an application to the Division of Local Government in order for a value to be accrued. (DLG 52B)

USE FOR 'TAVOR' LOCAL GROWTH CALCULATIONS ONLY

In accordance with the Art. X, Sec. 20, Colorado Constitution and 39-5-121(2)(b), C.R.S. The Actual Valuations for the taxable year 2019
 In DELTA On 11/22/2019 Are:

Current Year's Total Actual Value of All Real Property*:	\$152,575,516
ADDITIONS TO TAXABLE REAL PROPERTY:	\$3,452,758
Construction of taxable real property improvements**:	
ANNEXATIONS/INCLUSIONS:	\$0
Increased Mining Production***:	\$0
Previously exempt property:	\$0
Oil or Gas production from a new well:	\$0
Taxable real property omitted from the previous year's tax warrant. (Only the most current year value can be reported):	\$0
DELETIONS FROM TAXABLE REAL PROPERTY IMPROVEMENTS:	\$0
Destruction of taxable property improvements.	
Disconnections/Exclusions:	\$0
Previously Taxable Property:	\$112,175

* This includes the actual value of all taxable real property plus the actual value of religious, private schools, and charitable real property.

** Construction is defined as newly constructed taxable real property structures.

*** Includes production from a new mine and increase in production of a producing mine.

NOTE: All levies must be certified to the Board of County Commissioners no later than December 15, 2019



DELTA COUNTY, COLORADO
DEBBIE GRIFFITH, COUNTY ASSESSOR

County Courthouse • 501 Palmer Street • Suite 210 • Delta • Colorado • 81416

PHONE: (970) 874-2120 FAX: (970) 874-2482

November 35, 2019

Town of Paonia
PO Box 460
Paonia CO 81428

Dear Taxing Entity:

Enclosed is your 2019 Final Certification of Value. It is important for you to carefully review your new certification values. There may be significant changes from the August Certification.

There are many reasons why values may change from August to December. New construction, demolition, changes in classification and revaluation of State Assessed properties are some of the reasons that values change.

If you have any questions in regards to this Certification, please feel free to contact our office. Thank you.

Respectfully yours,

Debbie Griffith
Delta County Assessor



Acceptance of Special Election Ballots

Summary:
 Delta County Elections requests an affirmation regarding the acceptance of the special election ballots.

Notes:

The regular elections, through the IGA with Delta County, operate under CRS Title 1. The Special Election in January 2020 operates under CRS Title 31. Delta County Elections, as well as Town Staff, are concerned that Town voters, unfamiliar with the Title 31 requirements, may neglect filling in the address section on the return voting envelope when voting.

Staff requests the Board affirm whether Delta County should accept ballots returned that meet the standard requirements for a regular election – registered voter and signed ballot – regardless if the address section is completed.

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

		Town Interim Administrator Contract	
<p>Summary: The current interim contract expires December 31st.</p>			
<p>Notes:</p>			
<p>Possible Motions:</p> <p>Motion by: _____ 2nd: _____ vote: _____</p>			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Pattison:	Trustee Budinger:	Trustee Knutson:	Mayor Stewart:



Finance & Personnel
Governmental Affairs & Public Safety
Public Works-Utilities-Facilities

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

2019 Paonia Tree Board Annual Report

The Paonia Tree Board was revived in 2018 and has charted a course to do as much as possible to serve the community by helping solve problems about trees in Paonia.



Thus far the Tree Board has:

- Recruited two new members to replace resigning members
- Hosted two Arbor Day events and planted two trees
- Obtained two years of Tree City USA designation for Paonia
- Created a budget for the board based on planned activities
- Started a website to aggregate information on appropriate tree species, planting, and tree problems
- Met with CSU tree experts and the Cedaredge Tree Board to get guidance on capabilities and how to build up the board
- Started an information table at the Mountain Harvest Festival
- Planned for a Sick Tree Day (citizens sign-up for site visits with CSU and extension service experts to solve tree issues)
- Restructured the board from monthly meetings to event and lead-person planning structure
- Drafted (tabled) drought contingency plan

Planned and anticipated:

- Bring in Master Gardener members for events, tabling, and assistance (Cedaredge model)
- Bring in extension service and Forest Service for expert advice and assistance
- Bring in service clubs into projects
- Initiate an annual Tree Board presentation and report
- Restart tree stewardship project (inventory)
- Initiate a Spare Tree project (plant new trees before old trees are removed)
- Sick Sidewalk Day- bring in an expert to make assessments, modeled after Sick Tree Day

	Adjournment		
Summary:			
Notes:			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bachran:	Trustee Bear:	Trustee Bookout:
Trustee Budinger:	Trustee Hart:	Trustee Knutson:	Mayor Stewart: