



TOWN OF PAONIA
REGULAR TOWN BOARD MEETING AGENDA
TUESDAY, OCTOBER 25, 2022 5:00 PM

MASKS ARE RECOMMENDED BUT ARE NOT REQUIRED.

MEETING LINK: MEETING LINK: [HTTPS://US02WEB.ZOOM.US/J/84145199229](https://us02web.zoom.us/j/84145199229)

MEETING ID: 84145199229

DIAL IN 719 359 4580 US

Special Meeting Roll Call 5:00 PM

Special Meeting Agenda Approval

Budget Session #7 Review

Adjournment

Roll Call 6:30 PM

Approval of Agenda

Announcements

Recognition of Community & Guests

- Delta County Libraries Community Update

Consent Agenda

- Blue Sage Center – Liquor License Renewal
- Blue Sage Center – Special Event Permit Application
- Disbursements
- North Fork Valley Airport Advisory Committee Appointments
- Advisory Water Committee Appointment

Staff Reports

- Administrators Report

Public Hearing

- EdFood Yo, LLC dba NIDO Hotel & Restaurant Liquor License

Unfinished Business

- Proposed Accessory Dwelling Unit Ordinance
- General Contract Engineering Request for Qualifications - Second Review
- Resolution 2017-06 Board Code of Conduct - Trustee Review
- Proposed Banner & Flag Policy
- Town Administrator & Town Clerk Hiring Process Update

New Business

- Municipal Town Attorney Contract Review
- Resolution 13-2022 - Appointment of Town Attorney
- Proposed Modifications to Street Closure Municipal Code Section 11-1-80
- Paonia Police Department Fund Commitment - Back the Badge

Mayor's Report

Committee Reports

Finance: Weber & Smith

Parks: Knutson & Stelter
Streets: Valentine & Markle
Water/Sewer/Trash/AWC: Weber & Markle
Personnel: Smith & Valentine
Public Safety: Knutson & Stelter

Paonia Tree Board: Trustee Valentine

How Did We Do?

Adjournment

How agenda items are addressed:

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

Agenda Sections open for community comment:

Community Members & Guests
Public Hearings
Unfinished Business
New Business
Executive Sessions
Staff Reports

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

I. RULES OF PROCEDURE

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

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

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

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

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

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

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

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

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

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

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

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

II. CONSENT AGENDA

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

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

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

III. EXECUTIVE SESSION

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

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

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

IV. SUBJECT TO AMENDMENT

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

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

			2022		2022	13	2023	
FUND	TYPE	ACCT	BUDGET	ACTUAL + (13) DEC	ACTUAL	DEC	BUDGET	
GENERAL FUND - ADMINISTRATION								
10	31	01	PROPERTY TAXES	149,627.00	149,627.00	146,593.91	3,033.09	146,430.00
10	31	03	SALES TAX - TOWN	17,224.00	57,224.00	17,224.00	40,000.00	114,830.00
10	31	04	SALES TAX - COUNTY	45,000.00	-	-	-	-
10	31	08	PENALTY & INTEREST	400.00	168.49	168.49	-	400.00
10	31	09	DELINQUENT TAX	15.00	0.02	0.02	-	15.00
10	32	01	LIQUOR LICENSES	5,000.00	6,525.00	4,175.00	2,350.00	3,675.00
10	32	04	SPECIAL REVIEWS	750.00	1,000.00	750.00	250.00	1,000.00
10	35	04	INTEREST INCOME	7,200.00	10,813.69	6,513.69	4,300.00	13,200.00
10	35	05	LATE CHARGES	7,075.00	5,412.00	2,412.00	3,000.00	5,400.00
10	35	06	OTHER INCOME	75.00	783.13	783.13	-	100.00
10	35	15	REFUND OF EXP	1,500.00	10,136.81	12,036.54	(1,899.73)	4,000.00
10	35	16	RESTITUTION	1,500.00	4,806.86	4,535.84	271.02	4,800.00
10	35	18	SALES OF ASSETS	-	3,937.00	40.00	3,897.00	-
10	35	20	GRANT REVENUE	15,068.00	-	-	-	66,350.00
			RESERVES					19,950.00
			250,434.00	250,434.00	195,232.62	55,201.38	380,150.00	

				2022		2022	13	2023
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	BUDGET	ACTUAL + (13) DEC	ACTUAL	DEC	BUDGET
GENERAL FUND - ADMINISTRATION								
10	41	1+	CURRENT PAYROLL	81,036.00	79,129.80	57,384.87	21,744.93	155,413.99
10	41	10	WORK COMP	134.00	137.00	137.00		150.00
10	41	02	CONTRACT LABOR	-	20,000.00	-	20,000.00	-
10	41	15	OFFICE SUPPLIES	4,375.00	5,929.41	5,029.41	900.00	2,876.00
10	41	16	OPERATING SUPPLIES	690.00	1,635.13	1,334.59	300.54	735.00
10	41	17	POSTAGE	695.00	539.70	314.70	225.00	500.00
10	41	20	LEGAL SERVICES/ENGINEERING	76,317.00	67,023.41	46,365.91	20,657.50	62,070.00
10	41	21	AUDIT & BUDGET EXPENSE	4,500.00	4,500.00	-	4,500.00	4,500.00
10	41	25	TOWN HALL EXPENSE	11,890.00	16,229.62	13,188.55	3,041.07	12,485.00
10	41	26	TRAVEL & MEETINGS	3,950.00	307.46	307.46	-	4,841.00
10	41	27	INSURANCE & BONDS	2,780.00	3,062.89	3,062.89	-	3,240.00
10	41	28	UTILITIES	5,785.00	6,096.57	4,055.57	2,041.00	6,120.00
10	41	29	TELEPHONE	3,030.00	2,541.43	1,840.96	700.47	2,652.00
10	41	30	PUBLISHING & ADS	6,360.00	5,173.58	4,581.58	592.00	3,678.00
10	41	31	DUES & SUBSCRIPTIONS	12,230.00	12,216.11	9,761.11	2,455.00	13,171.00
10	41	90	CNTY TREASURER'S FEE	3,300.00	3,289.22	3,079.22	210.00	3,290.00
10	41	33	DATA PROCESSING	13,619.00	14,347.67	8,946.09	5,401.58	12,528.00
10	41	43	CULTURAL EVENTS	-	-	-	-	1,000.00
10	41	44	HUMAN SERVICES	4,675.00	4,675.00	3,325.00	1,350.00	4,600.00
TOTAL FIXED COST								293,850.00
REVENUE-FIXED COSTS								86,300.01
10	41	70	CAPITAL OUTLAY	15,068.00	3,600.00	3,600.00	-	86,300.00
10	41	71	PASS THRU FUNDS		-	-	-	
10	41	99	TRANSFER		-	-	-	
TOTAL EXPENDITURES				250,434.00	250,434.00	166,314.91	84,119.09	380,150.00
NET = REVENUE-EXPENSE				-	-	28,917.71		(0.00)
RESERVES						150,744.28		

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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GENERAL FUND - BUILDING								
12	32	03	BUILDING PERMITS	30,000.00	44,774.10	31,074.19	13,699.91	41,000.00
12	31	03	SALES TAX - TOWN	5,288.00	19,026.00	-	-	-
				35,288.00	63,800.10	31,074.19	13,699.91	41,000.00

GENERAL FUND - BUILDING								
12	43	1+	CURRENT PAYROLL	3,695.00	3,093.68	2,156.84	937.00	5,285.00
12	43	10	WORKMANS COMPENSATION	18.00	23.00	23.00	-	25.00
12	43	02	BUILDING INSPECTOR	28,500.00	53,693.00	29,250.00	24,443.00	33,600.00
12	43	15	OFFICE SUPPLIES	500.00	90.00	90.00	-	-
12	43	16	OPERATING SUPPLIES	-	-	-	-	-
12	43	17	POSTAGE	-	16.85	16.85	-	-
12	43	20	LEGAL SERVICES	750.00	4,906.37	2,406.37	2,500.00	1,000.00
12	43	23	VEHICLE EXPENSE	-	-	-	-	-
12	43	27	INSURANCE & BONDS	880.00	872.61	872.61	-	945.00
12	43	29	TELEPHONE	-	-	-	-	-
12	43	30	PUBLISHING & ADS	-	61.74	61.74	-	-
12	43	31	DUES & SUBSCRIPTIONS	945.00	1,042.85	742.85	300.00	145.00
				35,288.00	63,800.10	35,620.26	28,180.00	41,000.00
				0.00	-	(4,546.07)		0.00
						2,100.00		

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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GENERAL FUND - PUBLIC SAFETY								
14	31	02	S.O. AUTO TAXES	23,315.00	23,552.26	13,552.26	10,000.00	23,550.00
14	31	03	SALES TAX - TOWN	182,000.00	182,250.00	153,349.68	28,900.32	242,111.00
14	31	04	SALES TAX - COUNTY	325,845.00	356,063.36	237,854.50	118,208.86	168,720.00
14	31	04	BACK THE BADGE	-	-	-	-	238,440.00
14	31	06	CIGARETTE TAX	1,785.00	1,076.19	944.55	131.64	1,100.00
14	33	02	MOTOR VEHICLE - \$1.50	2,750.00	2,532.14	1,362.14	1,170.00	2,600.00
14	33	03	MOTOR VEHICLE - \$2.50	3,966.00	3,770.00	2,000.00	1,770.00	3,800.00
14	34	01	COURT FINES	825.00	200.00	200.00		200.00
14	34	02	POLICE FINES	27,650.00	4,591.00	3,622.00	969.00	21,000.00
14	34	03	MISC FINES-BONDS	200.00	90.00	45.00	45.00	200.00
14	34	05	DOG TAGS	300.00	260.00	180.00	80.00	300.00
14	34	50	PD GRANT	6,000.00	-	-	-	10,000.00
14	34	4	OTHER AGENCY CONT	-	1,236.05	1,236.05	-	-
14	32	06	VIN INSPECTIONS	1,925.00	940.00	630.00	310.00	1,500.00
				576,561.00	576,561.00	414,976.18	161,584.82	713,521.00

				2022		2022	13	2023
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	BUDGET	ACTUAL + (13) DEC	ACTUAL	DEC	BUDGET
GENERAL FUND - PUBLIC SAFETY								
14	42	1+	CURRENT PAYROLL	465,914.00	364,468.60	226,277.68	141,855.00	596,570.00
14	42	10	WORK COMP	9,690.00	8,551.00	8,551.00	-	9,235.00
14	42	15	OFFICE SUPPLIES	1,200.00	1,767.38	1,384.87	382.51	1,263.00
14	42	16	OPERATING SUPPLIES	6,910.00	18,412.74	5,547.74	12,865.00	4,630.00
14	42	17	POSTAGE	254.00	171.53	109.84	61.69	170.00
14	42	20	LEGAL SERVICES	2,500.00	3,867.50	867.50	3,000.00	2,500.00
14	42	22	REPAIRS & MAINTENANCE	800.00	834.01	834.01	-	850.00
14	42	23	VEHICLE EXPENSE	12,340.00	75,886.09	5,317.09	70,569.00	13,894.00
14	42	26	TRAVEL & MEETINGS	10,100.00	16,008.84	10,008.84	6,000.00	15,900.00
14	42	27	INSURANCE & BONDS	25,764.00	25,243.19	25,108.19	135.00	27,528.00
14	42	28	UTILITIES	2,002.00	3,009.82	1,549.82	1,460.00	2,926.00
14	42	29	TELEPHONE	5,027.00	5,942.90	3,548.90	2,394.00	5,292.00
14	42	30	PUBLISHING & ADS	230.00	732.35	677.35	55.00	190.00
14	42	31	DUES & SUBSCRIPTIONS	4,685.00	18,822.75	2,747.75	16,075.00	8,795.00
14	42	33	DATA PROCESSING	28,070.00	24,329.83	11,779.83	12,550.00	22,978.00
14	42	42	CONTRACT SERVICES		6,890.80	6,890.80		
14	42	44	HUMAN SERVICES	1,075.00	1,621.67	921.67	700.00	800.00
TOTAL FIXED COSTS								713,521.00
REVENUE-FIXED COSTS								0.00
14	42	70	CAPITAL OUTLAY	-	-	-	-	-
PUBLIC SAFETY				576,561.00	576,561.00	312,122.88	268,102.20	713,521.00
				-	(0.00)	102,853.30		0.00
						316,175.49		

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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GENERAL FUND - PARKS								
16	31	03	SALES TAX - TOWN	132,100.00	113,480.98	67,759.98	45,721.00	150,915.00
16	33	07	SEVERANCE TAX	1,300.00	4,021.41	4,021.41		4,000.00
16	33	08	MINERAL LEASING	6,680.00	10,330.31	10,330.31		10,300.00
16	35	01	RENTS & ROYALTIES	10,472.00	9,305.00	4,500.00	4,805.00	7,582.00
16	35	09	PARK CONTRIBUTIONS	-	200.00	25,200.00	(25,000.00)	-
16	35	04	GRANT REVENUE	34,040.00	1,214.30	1,214.30	-	18,000.00
16	39	99	TRANSFER	-	-	-	-	-
				184,592.00	138,552.00	113,026.00	25,526.00	190,797.00

			2022		2022	13	2023	
FUND	TYPE	ACCT	BUDGET	ACTUAL + (13) DEC	ACTUAL	DEC	BUDGET	
GENERAL FUND - PARKS								
16	46	3+	CURRENT PAYROLL	90,752.00	75,596.50	53,068.44	22,527.52	82,682.00
16	46	10	WORK COMP	1,820.00	2,376.00	2,376.00		2,566.00
16	46	02	CONTRACT LABOR	-	100.00	100.00	-	-
16	46	15	OFFICE SUPPLIES	-	10.17	10.17	-	25.00
16	46	16	OPERATING SUPPLIES	6,107.00	6,582.81	5,117.49	1,465.32	5,685.00
16	46	17	POSTAGE	50.00	50.00	50.00	-	50.00
16	46	20	LEGAL SERVICES	-	-	-	-	-
16	46	22	REPAIRS & MAINTENANCE	14,728.00	6,960.17	4,765.24	2,194.93	9,325.00
16	46	23	VEHICLE EXPENSE	4,475.00	3,664.11	2,709.09	955.02	2,900.00
16	46	24	RENTALS	725.00	1,040.00	540.00	500.00	550.00
16	46	25	SHOP EXPENSE	1,595.00	1,080.36	688.68	391.68	1,150.00
16	46	26	TRAVEL & MEETINGS	-	-	-	-	-
16	46	27	INSURANCE & BONDS	4,300.00	5,108.17	5,108.17	-	5,534.00
16	46	28	UTILITIES	7,895.00	8,949.64	6,602.28	2,347.36	9,000.00
16	46	29	TELEPHONE	709.00	510.31	359.63	150.68	480.00
16	46	30	PUBLISHING & ADS	146.00	38.85	38.85	-	100.00
16	46	32	FEES & PERMITS	750.00	748.45	748.45	-	750.00
16	46	40	MISCELLANEOUS	-	-	-	-	-
16	46	42	CONTRACT SERVICES	3,000.00	2,505.49	2,505.49	-	3,000.00
			TOTAL FIXED COSTS					123,797.00
			REVENUE-FIXED COSTS					67,000.00
16	46	70	CAPITAL OUTLAY	13,500.00	-	-	-	45,750.00
16	46	75	GRANT PROJECTS	34,040.00	23,230.97	23,230.97	-	21,250.00
16	49	99	TRANSFER IN - (OUT)	-	-	-	-	-
			PARKS	184,592.00	138,552.00	108,018.95	30,532.51	190,797.00
				-	-	5,007.05		(0.00)
					109,464.27			

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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GENERAL FUND - STREETS								
20	31	03	SALES TAX - TOWN	127,388.00	139,118.48	68,365.71	70,752.77	89,192.00
20	31	05	SALES TAX-STATE		16,328.63	16,328.63		28,980.00
20	31	07	FRANCHISE TAX	61,375.00	50,257.41	39,167.86	11,089.55	62,075.00
20	32	02	MISCELLANEOUS PERMITS	1,450.00	1,706.65	1,706.65	-	1,450.00
20	33	01	HIGHWAY USERS TAX	49,916.00	39,099.88	21,599.88	17,500.00	49,916.00
20	33	10	ROAD & BRIDGE	8,050.00	7,926.55	7,926.55		8,050.00
			GRANT REVENUE	18,250.00	-	-		
			RESERVE	18,250.00	-	-		192,000.00
20	35	02	MOTOR FUEL TAX REFUND	1,875.00	582.48	582.48		
				286,554.00	255,020.08	155,677.76	99,342.32	431,663.00

			2022		2022	13	2023	
FUND	TYPE	ACCT	BUDGET	ACTUAL + (13) DEC	ACTUAL	DEC	BUDGET	
ACCOUNT DESCRIPTION								
GENERAL FUND - STREETS								
20	45	1+	CURRENT PAYROLL	191,449.00	146,537.29	91,797.43	54,740.00	166,423.00
20	45	10	WORK COMP	3,570.00	4,542.00	4,542.00		4,905.00
20	45	02	CONTRACT LABOR		-	-		
20	45	15	OFFICE SUPPLIES	-	160.37	160.37	-	100.00
20	45	16	OPERATING SUPPLIES	625.00	1,734.42	1,639.42	95.00	1,920.00
20	45	17	POSTAGE	-	50.00	-	50.00	50.00
20	45	20	LEGAL & ENGINEERING SERV	36,755.00	260.00	135.00	125.00	500.00
20	45	22	REPAIRS & MAINTENANCE	8,510.00	19,323.00	9,545.00	9,778.00	10,500.00
20	45	23	VEHICLE EXPENSE	8,753.00	12,098.17	7,848.17	4,250.00	10,225.00
20	45	24	RENTALS	-	-	-		-
20	45	25	SHOP EXPENSE	6,083.00	13,910.33	3,035.33	10,875.00	4,380.00
20	45	26	TRAVEL & MEETINGS	-	956.67	956.67		-
20	45	27	INSURANCE & BONDS	3,905.00	3,745.91	3,745.91	-	4,330.00
20	45	28	UTILITIES	10,620.00	11,042.53	7,742.53	3,300.00	10,750.00
20	45	29	TELEPHONE	709.00	1,123.09	963.09	160.00	480.00
20	45	30	PUBLISHING & ADS	75.00	88.85	38.85	50.00	100.00
20	45	31	DUES & SUBSCRIPTIONS	-	-	-	-	-
20	45	32	FEES & PERMITS	-	-	-		-
20	45	40	MISCELLANEOUS	-	-	-		-
20	45	42	SNOW REMOVAL	15,500.00	39,447.45	8,297.45	31,150.00	25,000.00
20	45	44	STREET CLEANING	-	-	-		-
TOTAL FIXED COSTS								239,663.00
REVENUE-FIXED COSTS								192,000.00
20	45	70	CAPITAL OUTLAY	-	-	-	-	-
20	45	99	TRANSFERS		-	-		192,000.00
STREETS			286,554.00	255,020.08	140,447.22	114,573.00		431,663.00
			-	-	15,230.54			(0.00)
					192,009.71			

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

GENERAL FUND - BRIDGE								
24	45	22	BRIDGE REPAIR	120,300.00	-	-		125,000.00
				120,300.00	-	-	-	125,000.00
				-	44,818.08	44,818.08		-
						229,524.76		

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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GENERAL FUND SUMMARY								
GENERAL BEGINNING RESERVE				980,742.00	980,742.00	980,742.00		980,742.00
GENERAL INCOME				1,453,729.00	1,329,185.26	954,804.83		1,882,131.00
GENERAL EXPENSE				1,453,728.99	1,284,367.17	762,524.22		1,882,130.99
AUDIT ADJUSTMENT								
NET CHANGE				0.01	44,818.09	192,280.61		0.01
GENERAL ENDING RESERVE				980,742.01	1,025,560.09	1,173,022.61	-	980,742.01
LESS CLASSIFIED FUND BALANCE								
NONSPENDABLE								
RESTRICTED								
TABOR				43,611.87		28,644.14		56,463.93
COMMITTED								
BRIDGE RESERVE				110,868.00		231,168.00		110,868.00
AIRPORT								
ASSIGNED								
CAPITAL PURCHASES								
CAPITAL PROJECTS								
TOTAL CLASSIFIED FUND BAL				154,479.87		259,812.14		167,331.93
UNASSIGNED FUND BAL				826,262.14		913,210.47		813,410.08
EST UNASSIGNED								
		10%		145,372.90		76,252.42		188,213.10
		25%		363,432.25		190,631.06		470,532.75
		50%		726,864.49		381,262.11		941,065.50

			2022		2022	13	2023
FUND	TYPE	ACCT	BUDGET	ACTUAL + (13) DEC	ACTUAL	DEC	BUDGET
GENERAL FUND - STREET CAPITAL							
22	31	03	SALES TAX - TOWN	4,000.00	-	-	-
			OPERATIONAL TAX	117,000.00	165,945.00	93,945.00	192,000.00
22	32	01	LICENSE FEES		9,200.00	9,200.00	9,200.00
			CDOT GRANT				792,961.00
			TRANSFER STREETS		-	-	192,000.00
			TRANSFER CAPITAL	244,325.79	-	-	346,000.00
22	39	99	RESERVES	163,043.00	-	-	316,922.43
			528,368.79	175,145.00	103,145.00	72,000.00	1,849,083.43
22	45	70	STREET CAPITAL	528,368.79	-	-	1,849,083.43
			528,368.79	-	-	-	1,849,083.43
			-	175,145.00	103,145.00	72,000.00	-
					141,777.43		
			BEGINNING RESERVE		141,777.43	141,777.43	-
			INCOME	528,368.79	175,145.00	103,145.00	1,849,083.43
			EXPENSE	528,368.79	-	-	1,849,083.43
			AUDIT ADJUSTMENT				
			NET CHANGE	-	175,145.00	103,145.00	-
			ENDING RESERVE	-	316,922.43	244,922.43	-

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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GENERAL FUND - SIDEWALK								
26	30	01	SIDEWALK REVENUE	31,068.00	30,171.93	17,671.93	12,500.00	31,068.00
26	39	99	RESERVES	33,035.00	-	-	-	63,214.65
TOTAL INCOME				64,103.00	30,171.93	17,671.93	12,500.00	94,282.65
26	45	22	REPAIRS & MAINTENANCE	64,103.00	-	-	-	94,282.65
TOTAL EXPENDITURES				64,103.00	-	-	-	94,282.65
				-		17,671.93		-
BEGINNING RESERVE				-	33,042.72	33,042.72		-
INCOME				64,103.00	30,171.93	17,671.93		94,282.65
EXPENSE				64,103.00	-	-		94,282.65
AUDIT ADJUSTMENT								
NET CHANGE				-	30,171.93	17,671.93		-
ENDING RESERVE				-	63,214.65	50,714.65		-

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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PASS THROUGH GRANT FUND								
30	35	04		460,000.00		-		460,000.00
TOTAL INCOME				460,000.00		-		460,000.00
30	46	20		460,000.00				460,000.00
TOTAL EXPENDITURES				460,000.00		-		460,000.00
				-		-		-
BEGINNING RESERVE				-				-
INCOME				460,000.00		-		460,000.00
EXPENSE				460,000.00		-		460,000.00
AUDIT ADJUSTMENT				-				-
NET CHANGE				-		-		-
ENDING RESERVE				-		-		-

FUND TYPE ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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CONSERVATION TRUST FUND								
40	38	01	CONSERVATION TRUST	8,500.00	9,463.19	4,663.19	4,800.00	9,500.00
40	38	02	INTEREST	15.00	13.21	8.21	5.00	15.00
			RESERVES	17,067.00		-	-	13,232.00
			TOTAL INCOME	25,582.00	9,476.40	4,671.40	4,805.00	22,747.00
40	46	20	EXPENDITURES-CTF	25,582.00	13,476.40	-	13,476.40	22,747.00
			TOTAL EXPENDITURES	25,582.00	13,476.40	-	26,952.80	22,747.00
				-	(4,000.00)	4,671.40		-
			CONS TRUST BEGINNING RESERVE		17,232.00	17,331.89		-
			CONS TRUST INCOME	25,582.00	9,476.40	4,671.40		22,747.00
			CONS TRUST EXPENSE	25,582.00	13,476.40	-		22,747.00
			AUDIT ADJUSTMENT					
			NET CHANGE	-	(4,000.00)	4,671.40		-
			CONS TRUST ENDING RESERVE	-	13,232.00	22,003.29		-

			2022		2022	13	2023
FUND	TYPE	ACCT	BUDGET	ACTUAL + (13) DEC	ACTUAL	DEC	BUDGET
ACCOUNT DESCRIPTION							
CAPITAL IMPROVEMENT FUND							
50	31	03	SALES TAX - CAP. IMPROVEMENTS	234,000.00	255,549.73	153,349.73	298,524.00
50	31	06	AIRPORT	7,650.00	7,650.00	5,100.00	7,650.00
50	39	99	RESERVES	492,258.00	-	-	599,271.00
TOTAL INCOME			733,908.00	263,199.73	158,449.73	104,750.00	905,445.00
50	70	20	CAPITAL OUTLAY	421,740.00	131,974.66	16,974.66	491,603.00
ADMINISTRATION							MASTER PLAN BUILDING EXT CARPET KITCHEN INT DOORS STORAGE UPSTAIRS
PUBLIC SAFETY							VEHICLE RECONFIGURE ELECTRIC UTV
PUBLIC WORKS							SHOP REPAIR VEHICLE 90,000.00 TOOLS TOOLBOX WATER/VAC TR STORAGE STORAGE BOX 25,000.00 ST OVERLAY
TRACTOR SUPPLY							
50	70	20	AIRPORT	19,842.00	-	-	67,842.00
50	70	99	TRANSFERS	244,326.00	-	-	346,000.00
TOTAL EXPENDITURES			685,908.00	131,974.66	16,974.66	115,000.00	905,445.00
			48,000.00	131,225.07	141,475.07		-
CAPITAL FUND BEGINNING RESERVE					468,046.72	468,046.72	-
CAPITAL INCOME				733,908.00	263,199.73	158,449.73	905,445.00
CAPITAL EXPENSE				685,908.00	131,974.66	16,974.66	905,445.00
AUDIT ADJUSTMENT							
NET CHANGE				48,000.00	131,225.07	141,475.07	(0.00)
CAPITAL FUND ENDING RESERVE				48,000.00	599,271.79	609,521.79	(0.00)
LESS CLASSIFIED FUND BALANCE							
RESTRICTED : TABOR							
COMMITTED							
AIRPORT			48,000.00	60,192.00	60,192.00		-
TOTAL CLASSIFIED FUND BAL			48,000.00	60,192.00	60,192.00		-
UNASSIGNED FUND BAL			-	539,079.79	549,329.79		(0.00)

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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WATER FUND - INCOME								
60	36	01	WATER CHARGES-BASE RATE	806,402.00	760,169.68	595,169.68	165,000.00	788,352.00
60	36	04	STANDBY TAP FEES		54,698.80	41,798.80	12,900.00	56,856.00
			BASE RATE INCREASE		-	-		58,302.00
60	36	02	WATER CHARGES-USAGE	697,524.00	216,123.64	174,123.64	42,000.00	310,240.00
			USAGE RATE INCREASE		-			54,200.00
60	36	03	SALES & SERVICES	7,000.00	1,686.52	1,161.52	525.00	2,000.00
60	36	05	BULK WATER	6,025.00	6,074.00	4,574.00	1,500.00	7,600.00
60	36	07	GRANT FUNDS	704,732.00	184,616.39	184,616.39	-	704,732.00
60	36	09	PENALTIES	350.00	5,875.00	4,075.00	1,800.00	7,500.00
60	36	12	RENTS	1,000.00	1,000.00	1,000.00	-	1,000.00
			RESERVES	335,500.00	-	-	-	
WATER INCOME				2,558,533.00	1,230,244.03	1,006,519.03	223,725.00	1,990,782.00

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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WATER FUND - EXPENDITURES								
60	50	2+	CURRENT PAYROLL	267,419.00	185,148.97	124,108.21	61,038.64	375,987.00
60	50	02	CONTRACT LABOR	-	-	-	-	5,000.00
60	50	44	NORRIS RETIREMENT	20,160.00	18,480.00	12,880.00	5,600.00	13,440.00
60	50	10	WORK COMP	3,315.00	3,776.00	3,776.00	-	4,080.00
60	50	15	OFFICE SUPPLIES	415.00	1,017.19	917.19	100.00	1,125.00
60	50	16	OPERATING SUPPLIES	23,415.00	32,536.71	32,001.35	535.36	32,300.00
60	50	17	POSTAGE	5,550.00	5,160.75	3,742.22	1,418.53	5,760.00
60	50	20	LEGAL & ENGINEERING SERVICES	28,000.00	16,702.11	16,702.11	-	26,000.00
60	50	21	AUDIT	12,500.00	12,500.00	-	12,500.00	13,000.00
60	50	22	REPAIRS & MAINTENANCE	227,750.00	243,975.29	119,510.03	124,465.26	157,146.00
60	50	23	VEHICLE EXPENSE	20,360.00	8,243.34	2,443.34	5,800.00	9,000.00
60	50	24	RENTALS	-	360.00	360.00	-	400.00
60	50	25	SHOP EXPENSE	1,950.00	5,090.39	2,905.39	2,185.00	5,000.00
60	50	26	TRAVEL & MEETINGS	1,200.00	1,534.66	1,034.66	500.00	2,240.00
60	50	27	INSURANCE & BONDS	27,550.00	26,389.56	26,389.56	-	28,625.00
60	50	28	UTILITIES	34,654.00	31,025.47	22,225.47	8,800.00	30,600.00
60	50	29	TELEPHONE	5,088.00	5,072.96	3,648.96	1,424.00	4,812.00
60	50	30	PUBLISHING & ADS	200.00	441.31	241.31	200.00	425.00
60	50	31	DUES & SUBSCRIPTIONS	20,658.00	22,380.00	17,250.00	5,130.00	20,670.00
60	50	32	FEES & PERMITS	12,015.00	9,766.20	7,241.20	2,525.00	11,900.00
60	50	33	DATA PROCESSING	29,630.00	36,517.89	30,032.89	6,485.00	21,200.00
60	50	42	CONTRACT SERVICES	-	68,467.62	63,967.62	4,500.00	18,000.00
60	50	50	WATER POWER AUTHORITY LOAN	191,225.00	173,818.91	173,818.91	-	192,500.00
60	50	51	DRINKING WATER REVOLVING FUND	23,344.00	23,343.70	11,671.70	11,672.00	23,345.00
60	50	52	FCNB INTERIM FINANCING	-	495.00	495.00	-	495.00
TOTAL FIXED COSTS								
REVENUE-FIXED COSTS								
60	50	70	CAPITAL OUTLAY	1,278,395.00	-	-	-	342,232.00
60	50	75	GRANT PROJECTS		-	-	-	-
60	59	90	DEPRECIATION	323,740.00	298,000.00	-	298,000.00	310,000.00
WATER EXPENDITURES				2,558,533.00	1,230,244.03	677,363.12	552,878.79	1,655,282.00
				-	-	329,155.91		335,500.00

				2022		2022	13	2023
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	BUDGET	ACTUAL + (13) DEC	ACTUAL	DEC	BUDGET

SEWER FUND - INCOME								
70	37	01	SEWER CHARGES - RECEIVED	536,856.00	531,245.03	398,045.03	133,200.00	536,856.00
70	37	01	INCREASE		-	-		222,804.00
70	37	04	SEWER TAPS	5,000.00	5,000.00	5,000.00		10,000.00
70	37	09	INTEREST	400.00	6,010.77	3,699.77	2,311.00	8,630.00
SANITATION INCOME				542,256.00	542,255.80	406,744.80	135,511.00	778,290.00

			2022		2022	13	2023	
FUND	TYPE	ACCT	BUDGET	ACTUAL + (13) DEC	ACTUAL	DEC	BUDGET	
ACCOUNT DESCRIPTION								
SEWER FUND - EXPENDITURES								
70	51	+1	CURRENT PAYROLL	135,048.00	96,187.44	68,475.48	27,711.13	228,395.00
70	51	02	CONTRACT LABOR		-	-		5,000.00
70	51	10	WORK COMP	975.00	1,027.00	1,027.00		1,150.00
70	51	15	OFFICE SUPPLIES	50.00	910.09	810.09	100.00	900.00
70	51	16	OPERATING SUPPLIES	16,605.00	15,676.30	12,499.96	3,176.34	16,105.00
70	51	17	POSTAGE	2,695.00	2,653.55	1,852.74	800.81	2,800.00
70	51	20	LEGAL & ENGINEERING SERV	1,000.00	-	-	-	1,000.00
70	51	21	AUDIT	4,500.00	4,500.00	-	4,500.00	5,000.00
70	51	22	REPAIRS & MAINTENANCE	59,965.00	43,496.34	26,986.95	16,509.39	112,734.00
70	51	23	VEHICLE EXPENSE	20,300.00	7,362.98	2,672.48	4,690.50	11,388.00
70	51	24	RENTALS	-	3,520.00	3,520.00	-	-
70	51	25	SHOP EXPENSE	6,130.00	4,947.13	2,427.77	2,519.36	3,225.00
70	51	26	TRAVEL & MEETINGS	2,400.00	1,263.18	963.18	300.00	2,400.00
70	51	27	INSURANCE & BONDS	11,195.00	10,901.01	9,841.01	1,060.00	12,045.00
70	51	28	UTILITIES	35,951.00	37,021.60	23,009.90	14,011.70	37,050.00
70	51	29	TELEPHONE	1,973.00	1,917.36	1,389.16	528.20	1,956.00
70	51	30	PUBLISHING & ADS	140.00	73.52	23.52	50.00	50.00
70	51	31	DUES & SUBSCRIPTIONS	560.00	571.40	571.40	-	572.00
70	51	32	FEES & PERMITS	7,382.00	6,736.50	4,770.50	1,966.00	6,520.00
70	51	33	DATA PROCESSING	13,650.00	10,880.92	8,306.92	2,574.00	12,275.00
70	51	43	GAGING STATION	4,100.00	2,865.00	2,865.00	-	4,100.00
70	51	54	DEBT SERVICE	108,625.00	98,000.00	74,000.00	24,000.00	108,625.00
TOTAL FIXED COSTS								573,290.00
REVENUE - FIXED COSTS								205,000.00
70	51	70	CAPITAL OUTLAY		191,744.48	141,744.48	50,000.00	95,000.00
SEWER REPLACEMENT						50,000.00		
70	59	90	DEPRECIATION	109,012.00	-	-		110,000.00
SEWER EXPENDITURES			542,256.00	542,255.80	387,757.54	154,497.43		778,290.00
			-	-	18,987.26			(0.00)

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
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SEWER FUND - SUMMARY								
			SEWER BEGINNING RESERVE	461,740.91	1,306,299.00	1,306,299.00		1,306,299.00
			SEWER INCOME	542,256.00	542,255.80	406,744.80		778,290.00
			SEWER EXPENSE	542,256.00	542,255.80	387,757.54		778,290.00
			NET CHANGE	-	-	18,987.26		(0.00)
			AUDIT ADJUSTMENT					
			SEWER ENDING RESERVE	461,740.91	1,306,299.00	1,325,286.26		1,306,299.00
			SOURCE (USE) OF FUNDS					
			LESS CLASSIFIED FUND BALANCE					
			RESTRICTED					530,000.00
			COMMITTED					
			DEPRICIATION	102,000.00		110,000.00		110,000.00
			DEBT RESERVE (3MO)	135,564.00		96,939.39		194,572.50
			DEBT RESERVE 110%					176,000.00
			PAYMENT RESERVE	101,040.00		101,040.00		101,040.00
			ASSIGNED					
			CAPITAL PURCHASES					
			CAPITAL PROJECTS					
			TOTAL CLASSIFIED FUND BAL	338,604.00		307,979.39		1,111,612.50
			UNASSIGNED FUND BAL	123,136.91		1,017,306.88		194,686.50
			EST UNASSIGNED	54,225.60		38,775.75		77,829.00
				135,564.00		96,939.39		194,572.50
				271,128.00		193,878.77		389,145.00

				2022		2022	13	2023
FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	BUDGET	ACTUAL + (13) DEC	ACTUAL	DEC	BUDGET

TRASH FUND - INCOME								
80	37	02	GARBAGE FEES - RECEIVED	254,340.00	246,798.51	185,298.51	61,500.00	247,325.00
80	37	02	INCREASE		-	-		83,010.00
80	37	03	SALES & SERVICE	10,000.00	2,139.00	1,659.00	480.00	2,400.00
80	39	99	RESERVE	18,760.00	-	-		
INCOME				283,100.00	248,937.51	186,957.51	61,980.00	332,735.00

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
------	------	------	---------------------	----------------	-------------------	----------------	-----------	----------------

TRASH FUND - EXPENDITURES								
80	52	3+	CURRENT PAYROLL	174,850.00	152,048.43	112,225.52	39,823.76	222,106.00
80	50	02	CONTRACT LABOR	-	50.00	50.00		-
80	52	10	WORK COMP	6,250.00	5,196.00	5,196.00		5,625.00
80	52	15	OFFICE SUPPLIES	160.00	401.41	401.41	-	499.00
80	52	16	OPERATING SUPPLIES	1,205.00	2,136.84	1,878.84	258.00	1,905.00
80	52	17	POSTAGE	1,793.00	1,598.33	1,168.33	430.00	1,750.00
80	52	21	AUDIT	4,500.00	4,500.00	-	4,500.00	4,000.00
80	52	22	REPAIRS & MAINTENANCE	1,600.00	369.61	369.61	-	100.00
80	52	23	VEHICLE EXPENSE	16,760.00	20,409.61	16,359.61	4,050.00	21,280.00
80	52	25	SHOP EXPENSE	1,420.00	1,654.64	1,654.64	-	1,725.00
80	52	27	INSURANCE & BONDS	6,695.00	6,900.39	6,725.39	175.00	7,410.00
80	52	28	UTILITIES	2,671.00	2,710.18	1,858.18	852.00	3,429.00
80	52	29	TELEPHONE	750.00	509.63	359.63	150.00	480.00
80	52	30	PUBLISHING & ADS	140.00	138.86	38.86	100.00	200.00
80	52	33	DATA PROCESSING	2,740.00	3,055.23	1,563.23	1,492.00	2,980.00
80	52	42	LANDFILL FEES	37,320.00	36,895.75	27,295.75	9,600.00	38,000.00
80	52	43	CLEAN-UP DAY	3,000.00	4,173.60	4,173.60	-	-
			TOTAL FIXED COSTS					311,489.00
			REVENUE - FIXED COSTS					21,246.00
80	52	70	CAPITAL OUTLAY	3,600.00	-	-	-	3,600.00
80	59	90	DEPRECIATION	17,646.00	17,646.00	-	17,646.00	17,646.00
TRASH EXPENDITURES				283,100.00	260,394.51	181,318.60	79,076.76	332,735.00
				-	(11,457.00)	5,638.91		(0.00)

FUND	TYPE	ACCT	ACCOUNT DESCRIPTION	2022 BUDGET	ACTUAL + (13) DEC	2022 ACTUAL	13 DEC	2023 BUDGET
------	------	------	---------------------	----------------	-------------------	----------------	-----------	----------------

TRASH FUND - SUMMARY								
			GARBAGE BEGINNING RESERVE	109,382.02	142,652.00	142,652.00		131,195.00
			GARBAGE INCOME	283,100.00	248,937.51	186,957.51		332,735.00
			GARBAGE EXPENSE	283,100.00	260,394.51	181,318.60		332,735.00
			AUDIT ADJUSTMENT					-
			NET CHANGE	-	(11,457.00)	5,638.91		(0.00)
			GARBAGE ENDING RESERVE	109,382.02	131,195.00	148,290.91		131,195.00
			CAPITAL PURCHASES					
			TOTAL CLASSIFIED FUND BAL	-		-		-
			UNASSIGNED FUND BAL	109,382.02		148,290.91		131,195.00
			EST UNASSIGNED	28,310.00		18,131.86		33,273.50
		25%		70,775.00		45,329.65		83,183.75
		50%		141,550.00		90,659.30		166,367.50

TOTAL BUDGET SUMMARY								
			BEGINNING RESERVE	2,162,652.93		3,700,679.76		3,029,024.00
			INCOME	6,649,579.79		2,838,964.23		8,315,496.08
			EXPENSE	6,601,579.78		2,025,938.14		7,979,996.08
			AUDIT ADJUSTMENT	-		-		-
			NET CHANGE	48,000.01		813,026.09		335,500.00
			ENDING RESERVE	2,210,652.94		4,513,705.85		3,364,524.01

Submit to Local Licensing Authority

**BLUE SAGE CENTER
 PO BOX 700
 Paonia CO 81428-0700**

Fees Due	
Renewal Fee	358.75
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 BLUE SAGE CENTER FOR THE ARTS INC		Doing Business As Name (DBA) BLUE SAGE CENTER	
Liquor License # 41-74390-0000	License Type Arts License (city)		
Sales Tax License Number 41743900000	Expiration Date 12/10/2022	Due Date 10/26/2022	
Business Address 228 GRAND AVENUE Paonia CO 81428		Phone Number 9705277243	
Mailing Address PO BOX 700 Paonia CO 81428-0700		Email	
Operating Manager <i>Debra Munker</i>	Date of Birth	Home Address	Phone Number
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Rented* *If rented, expiration date of lease _____			
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3b. If so, which are you renewing? <input type="checkbox"/> Delivery <input type="checkbox"/> Takeout <input type="checkbox"/> Both Takeout and Delivery			
4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

Tax Check Authorization, Waiver, and Request to Release Information

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

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

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

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

Name (Individual/Business) <u>Blue Sage Center For the Arts</u>		Social Security Number/Tax Identification Number	
Address <u>226-228 Grande Ave, PO Box 700</u>			
City <u>Paonia</u>		State <u>CO</u>	Zip <u>81428</u>
Home Phone Number [REDACTED]		Business/Work Phone Number <u>970 527 7243</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>Debra Mazur</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>Debra Mazur</u>			Date signed <u>9/30/22</u>

Privacy Act Statement

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

TOWN OF PAONIA
REQUEST TO BE PLACED ON AGENDA

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

Here are things you need to know:

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

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

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

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

Name of person making presentation: Debra Munkar

Organization, if speaking on behalf of a group: Blue Sage Center for the Arts

Is this a request for Board action? Yes No

Please provide a summary of your comments:

Special event Liquor License
for Wine Auction Fundraiser

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

Contact information:

Name: Debra Munkar

Mailing Address: PO Box 700
Paonia, CO 81428

E-mail: director@bluesage.org

Daytime Phone: 527 7243

Requesting to be on Agenda
Oct 11th

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

Application for a Special Events Permit

Departmental Use Only

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

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

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

1. Name of Applicant Organization or Political Candidate <i>Blue Sage Center for the Arts</i>	State Sales Tax Number (Required)
--	-----------------------------------

2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) <i>PO Box 700 Paonia, CO 81428</i>	3. Address of Place to Have Special Event (include street, city/town and ZIP) <i>228 Grand Ave Paonia, CO 81428</i>
---	--

Name	Date of Birth	Home Address (Street, City, State, ZIP)	Phone Number
4. Pres./Secy of Org. or Political Candidate <i>Bobby Haas</i>	<i>11/6/59</i>	<i>126 Dorris Ave, Paonia 81428</i>	<i>720 320 6560</i>

5. Event Manager <i>Debra Muzikar</i>	Date of Birth <i>7/7/57</i>	Home Address (Street, City, State, ZIP) <i>610 6th St, Paonia 81428</i>	Phone Number <i>527 7243</i>
--	--------------------------------	--	---------------------------------

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

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

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

Date		Date		Date		Date	
Hours	From To	Hours	From To	Hours	From To	Hours	From To
<i>11/6/2022</i>	<i>3 p.m. To 8 p.m.</i>						

Oath of Applicant

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

Signature <i>Debra Muzikar</i>	Title <i>Executive Director</i>	Date <i>9/28/22</i>
-----------------------------------	------------------------------------	------------------------

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

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

THEREFORE, THIS APPLICATION IS APPROVED.

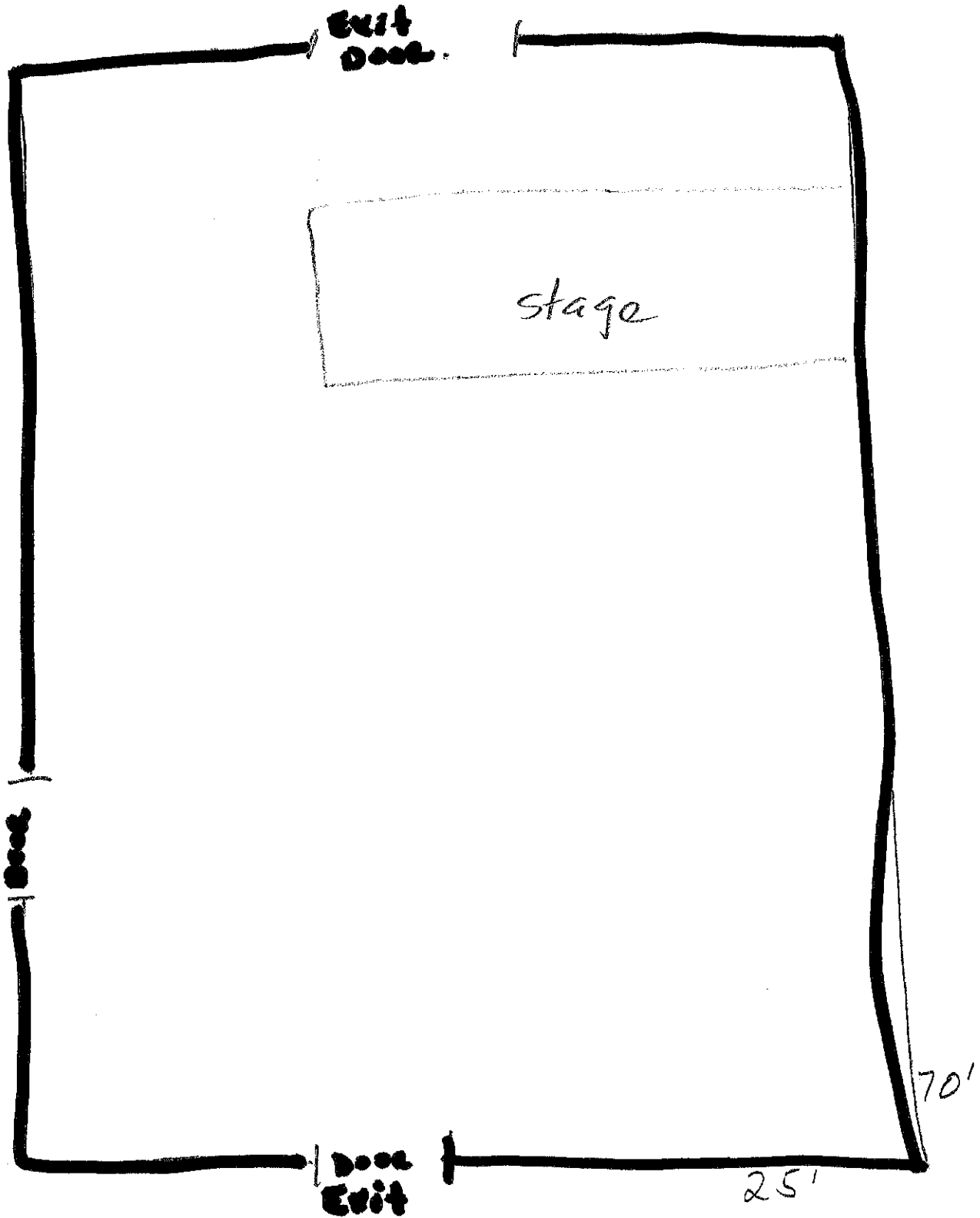
Local Licensing Authority (City or County)	<input type="checkbox"/> City <input type="checkbox"/> County	Telephone Number of City/County Clerk
--	--	---------------------------------------

Signature	Title	Date
-----------	-------	------

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

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

Blue Sage Center For the Arts
228 Grand Ave, Paonia
Lurtis Hall



OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

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

BLUE SAGE CENTER FOR THE ARTS

is a

Nonprofit Corporation

formed or registered on 01/26/1996 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 19961011973 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 09/27/2022 that have been posted, and by documents delivered to this office electronically through 09/28/2022 @ 10:49:43 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 09/28/2022 @ 10:49:43 in accordance with applicable law. This certificate is assigned Confirmation Number 14348246 .



Jena Griswold

Secretary of State of the State of Colorado

*****End of Certificate*****

Notice: A certificate issued electronically from the Colorado Secretary of State's Web site is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's Web site, <http://www.sos.state.co.us/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our Web site, <http://www.sos.state.co.us/> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."



226-228 Grand Avenue
PO Box 700
Paonia, Colorado 81428
(970) 527-7243
www.BlueSage.org

September 26, 2022

Colorado Liquor Board
Town of Paonia

To Whom it May Concern,

The Blue Sage Center for the Arts has permission to use Curtis Hall located at 228 Grand Ave in Paonia to host a fundraiser wine auction event on Sunday, November 6th, 2022 from 3 to 7 pm.

If you have any questions, please do not hesitate to call the Blue Sage at the number located at the top of this letter.

Thank you for your time in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Bobby Haas", is written over a faint, dotted-line signature strip.

Bobby Haas
President of the Board
Blue Sage Center for the Arts

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

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A handwritten signature in blue ink that reads "Jena Griswold".

Secretary of State of the State of Colorado

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Blue Sage Center for the Arts
Safety Plan
Wine Tasting and Auction
November 6 from 4- 8 pm

The event participants will be between 60 and 80 people. We will not be having more than 80 people.

For any emergency we will call 911

For minor injuries we have a first aid kit

We will be leaving the front doors and back doors open in order to provide a quick and safe exit in case of any emergency where people may need to exit quickly.

Wine will be stored in a locked room only accessible by the director.

FOR: 10/25/2022

UBB OPS DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC OPS BALANCE		380,251.14
ACCOUNTS PAYABLE	10/11/2022 - 10/21/2022	(26,483.94)
LOAN PAYMENT	WPA-D08F212-11/1/22	(11,671.70)
BOND PAYMENT		
NORRIS RETIREMENT PAYMENT	10/25/2022 - Approved 10/13/22	(1,120.00)
CHASE CREDIT CARD	09/24/22 - 10/23/22	
PHILLIPS 66	08/24/22 - 09/23/22 - Approved 10/13/22	(1,917.18)
TRANSFER TO SUMMIT		(200,000.00) *
TRANSFER TO PAYROLL	10/21/2022	(23,838.25) *
PAYROLL TAXES	10/21/2022	(26,088.38)
BALANCE AFTER PAYMENT		89,131.69

UBB SUMMIT/PAYROLL DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC SUMMIT BALANCE		2,195,905.28
TRANSFER FROM OPS		200,000.00 *
TRANSFER FROM INT. GRANTS		-
TRANSFER TO OPS		
CURRENT FSBC PAYROLL BALANCE		302.05
TRANSFER FROM OPS	10/21/2022	23,838.25 *
PAYROLL (DIRECT DEPOSIT)	10/21/2022	(23,838.25) *
BALANCE AFTER PAYMENT		2,396,207.33

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

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

10/20/2022	BANK BALANCES			DESCRIPTION
	FSBC	COLOTRUST	TOTAL	
GENERAL		536,586.07		COMBINED FUNDS
SEWER RESTRICTED		534,660.26		PROPERTY SALE-RESTRICTED
DEBT RESERVE		107,731.95		AMKO BOND REQUIRED RESERVE
BRIDGE RESERVE		593,340.81		BRIDGE RESERVE
CONS.TRUST	10,416.92			RESTRICTED TO PARK USE ONLY
GRANT PASS THRU	25,025.00			PLACE HOLDER-COMBINED FUNDS
INT GRANT	40,912.00			PLACE HOLDER-COMBINED FUNDS
OPS	419,628.01			COMBINED FUNDS
PARK CONTRIBUTIONS	12,750.00			SPECIFIC PARK PROJECTS
PAYROLL	302.05			PLACE HOLDER-COMBINED FUNDS
SPACE-TO-CREATE	CLOSED			SPACE TO CREATE ONLY
SUMMIT	2,195,905.28			COMBINED FUNDS
WWTP	58,572.59			OLD SEWER REHAB ONLY
CD#2-402	203,772.64			COMBINED FUNDS-LOC COLLATERAL
CD#3-2578	261,115.54			COMBINED FUNDS
	3,228,400.03	1,772,319.09	5,000,719.12	

CASH POSITION

CASH POSITION

10/20/2022	COMBINED	RESTRICTED	TOTAL	DESCRIPTION
GENERAL	536,586.07			
SEWER RESTRICTED		534,660.26		RESTRICTED TO SEWER CAPITAL PROJECT
DEBT RESERVE		107,731.95		RESTRICTED LOAN REQUIREMENT
BRIDGE RESERVE		593,340.81		RESTRICTED TO BRIDGE REPAIRS
CONS.TRUST		10,416.92		RESTRICTED TO PARK CAPITAL PROJECT
GRANT PASS THRU	25,025.00			
INT GRANT		40,912.00		RESTRICTED LOAN REQUIREMENT
OPS	419,628.01			
PARK CONTRIBUTIONS		12,750.00		SPECIFIC PARK PROJECTS AS DONATED
PAYROLL	302.05			
SPACE-TO-CREATE		CLOSED		SPACE TO CREATE ONLY
SUMMIT	2,195,905.28			
WWTP		58,572.59		OLD SEWER REHAB ONLY
CD#2-402	203,772.64			
CD#3-2578	261,115.54			
	3,642,334.59	1,358,384.53	5,000,719.12	

Due Date	Vendor Number	Vendor Name	Invoice Number	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Pay	Partial Pmt Amt	Part Pmt Disc Amt	
10/25/2022	1232	ALL AUTO REPAI	3576	652.50	.00	.00	652.50				2014 FORD REPAIR-ALLOCATED
10/25/2022	1268	All Copy Products I	5022233742	324.69	.00	.00	324.69				COPIER CONTRACT - ALLOCATED
10/25/2022	14	Bolinger & Queen I	113686	978.98	.00	.00	978.98				METER INSTALL+STOCK-605022
10/25/2022	23	CIRSA	221931	10.78	.00	.00	10.78				ADDITIONAL SOUND SYSTEM-104127
10/25/2022	673	City Of Grand Junc	2022-000732	125.00	.00	.00	125.00				WATER SAMPLES-605032
10/25/2022	995	CivicPlus LLC	244522	350.00	.00	.00	350.00				MUNIDOCs-RENEWAL-104131
10/25/2022	1131	ClearGov Inc	2020-10106	6,870.00	.00	.00	6,870.00				SOFTWARE ANNUAL FEE - ALLOCATED
10/25/2022	43	Delta Montrose Ele	10-2022-P	1,672.49	.00	.00	1,672.49				UTILITIES - ALLOCATED
10/25/2022	43	Delta Montrose Ele	10-2022-S	3,078.64	.00	.00	3,078.64				UTILITIES - ALLOCATED
10/25/2022	48	Don's Market	03-1100323	45.16	.00	.00	45.16				SHOP SUPPLIES-ALLOCATED
10/25/2022	50	Duckworks Auto P	569464	82.32	.00	.00	82.32				95 KODIAC DUMPTRUCK REPAIR-204523
10/25/2022	936	E-470 PUBLIC HI	2076021000-	4.60	.00	.00	4.60				TRAINING TRAVEL-144226
10/25/2022	986	Elevate Fiber	66210_2717	758.19	.00	.00	758.19				TELEPHONE & INTERNET - ALLOCATED
10/25/2022	1124	JDS-Hydro Consul	INV-0922-98	877.50	.00	.00	877.50				WATER INFRASTRUCTURE ANALYSIS - 605020
10/25/2022	645	Mail Services, LLC	1858429	461.57	.00	.00	461.57				BILLING POST CARDS-ALLOCATED
10/25/2022	821	ONE TIME	2253.9-335	140.50	.00	.00	140.50				REFUND OF OVERPAYMENT-090107
10/25/2022	145	Robert's Enterprise	CHERRY DA	540.00	.00	.00	540.00				30YRD DUMPSTER-164624
10/25/2022	931	Roop Excavating L	1413	126.22	.00	.00	126.22				WATER LEAK-605022
10/25/2022	931	Roop Excavating L	1416	1,200.00	.00	.00	1,200.00				HAULING COLD PATCH-204522
10/25/2022	152	Southwestern Syst	203097	2,788.75	.00	.00	2,788.75				JET CLEAN SEWER MAIN - 705122
10/25/2022	588	Wilbur-Ellis Compa	15386037	5,396.05	.00	.00	5,396.05				WATER CHEMICAL-605016
Grand Totals:			21	26,483.94	.00	.00	26,483.94				

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
10/25/2022	26,483.94	.00	.00	26,483.94	26,483.94
Grand Totals:		26,483.94	.00	.00	26,483.94

Employee Number	Name	85-00 Net Pay Emp Amt
1300	Bachran, Mary A	184.70
1058	Beardslee, Dominic D	716.80
1055	Byrge, Rodney A	1,281.92
1053	Cecil, Raymond Cole	1,052.75
1052	Edwards, Roger	1,045.37
1002	Ferguson, J. Corinne	2,168.84
1061	Garcia, Jeremiah	1,441.02
1050	Heiniger, Cory	2,070.16
1025	Henderson, Garrett W	1,264.99
1022	Hinyard, Patrick	1,484.02
1012	Huffman, Julie J	484.84
1001	Jones, Cynthia	1,884.97
1010	Katzer, JoAnn	971.49
1301	Knutson, David A	92.35
1023	Kramer, Lance W	1,255.35
1021	Laiminger, Matt	1,391.69
1305	Markle, Thomas	92.35
1003	Mojarro-Lopez, Amanda	506.23
1060	Redden, Jordan	1,463.48
1051	Reich, Dennis	1,126.16
1303	Smith, Paige W	92.35
1304	Stelter, Rick	92.35
1302	Valentine, John C	92.35
1005	Vetter, Samira	1,489.37
1306	Weber, David	92.35
Grand Totals:		
	25	23,838.25

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

Transmittal Number	Name	Invoice Number	Pay Per Date	Pay Code	Description	GL Account	Amount
2							
2	IRS Tax Deposit		10/14/2022	74-00	Federal Tax Deposit Social Security	10-0216	1,454.41
2	IRS Tax Deposit		10/14/2022	74-00	Federal Tax Deposit Social Security	10-0216	1,454.41
2	IRS Tax Deposit		10/14/2022	75-00	Federal Tax Deposit Medicare Pay P	10-0216	445.66
2	IRS Tax Deposit		10/14/2022	75-00	Federal Tax Deposit Medicare Pay P	10-0216	445.66
2	IRS Tax Deposit		10/14/2022	76-00	Federal Tax Deposit Federal Withhold	10-0216	1,965.55
Total 2:							5,765.69
4							
4	Aflac		09/30/2022	63-01	Aflac Pre-Tax Pay Period: 9/30/2022	10-0225	71.34
4	Aflac		09/30/2022	63-02	Aflac After Tax Pay Period: 9/30/2022	10-0225	24.90
4	Aflac		10/14/2022	63-01	Aflac Pre-Tax Pay Period: 10/14/2022	10-0225	71.34
4	Aflac		10/14/2022	63-02	Aflac After Tax Pay Period: 10/14/202	10-0225	24.90
Total 4:							192.48
6							
6	Colorado Dept of Labor		09/30/2022	98-00	SUTA State Unemployment Tax Pay	10-0218	67.16
6	Colorado Dept of Labor		10/14/2022	98-00	SUTA State Unemployment Tax Pay	10-0218	62.92
Total 6:							130.08
9							
9	Colorado Dept of Revenue		09/30/2022	77-00	State Withholding Tax Pay Period: 9/3	10-0217	1,084.00
9	Colorado Dept of Revenue		10/14/2022	77-00	State Withholding Tax Pay Period: 10/	10-0217	957.00
Total 9:							2,041.00
30							
30	Empower Retirement		10/14/2022	51-01	Retirement Plan Retirement Plan Pa	10-0220	783.44
30	Empower Retirement		10/14/2022	51-01	Retirement Plan Retirement Plan Pa	10-0220	1,175.00
30	Empower Retirement		10/14/2022	51-02	Retirement Plan Retirement Loan Pa	10-0220	298.92
30	Empower Retirement		10/14/2022	51-01	Adjustment	10-0220	42.67-
Total 30:							2,214.69
33							
33	FPPA - Fire & Police Pensi		10/14/2022	50-00	FPPA Pay Period: 10/14/2022	10-0219	940.80
33	FPPA - Fire & Police Pensi		10/14/2022	50-00	FPPA Pay Period: 10/14/2022	10-0219	705.60
33	FPPA - Fire & Police Pensi		10/14/2022	90-00	Death & Disability Pay Period: 10/14/	10-0219	250.88
Total 33:							1,897.28
70							
70	Rocky Mountain HMO		09/30/2022	60-01	RMHMO - Employee Only Pay Period	10-0223	334.49
70	Rocky Mountain HMO		09/30/2022	60-01	RMHMO - Employee Only Pay Period	10-0223	6,021.19
70	Rocky Mountain HMO		09/30/2022	60-03	RMHMO - Employee + Family Pay Pe	10-0223	711.42
70	Rocky Mountain HMO		09/30/2022	60-03	RMHMO - Employee + Family Pay Pe	10-0223	3,900.51
70	Rocky Mountain HMO		09/30/2022	60-07	RMHMO - Employee + Spouse Pay P	10-0223	90.29
70	Rocky Mountain HMO		09/30/2022	60-07	RMHMO - Employee + Spouse Pay P	10-0223	1,010.67
70	Rocky Mountain HMO		10/14/2022	60-01	RMHMO - Employee Only Pay Period	10-0223	334.49

Transmittal Number	Name	Invoice Number	Pay Per Date	Pay Code	Description	GL Account	Amount
70	Rocky Mountain HMO		10/14/2022	60-03	RMHMO - Employee + Family Pay Pe	10-0223	711.42
70	Rocky Mountain HMO		10/14/2022	60-07	RMHMO - Employee + Spouse Pay P	10-0223	90.29
Total 70:							13,204.77
71							
71	The Harford		09/30/2022	65-01	Group#013307460001 Hartford Basic	10-0226	16.96
71	The Harford		09/30/2022	65-02	Group#013307460001 Hartford Suppl	10-0226	26.38
71	The Harford		09/30/2022	65-03	Group#013307460001 Hartford Disab	10-0226	71.25
71	The Harford		10/14/2022	65-02	Group#013307460001 Hartford Suppl	10-0226	26.37
71	The Harford		10/14/2022	65-01	Adjustment	10-0226	38.60
Total 71:							179.56
73							
73	Delta Dental of Colorado		09/30/2022	60-05	Dental RMHMO - Dental Pay Period:	10-0223	210.03
73	Delta Dental of Colorado		10/14/2022	60-05	Dental RMHMO - Dental Pay Period:	10-0223	210.05
Total 73:							420.08
75							
75	VSP Insurance CO (CT)		09/30/2022	60-04	RMHMO - Vision Pay Period: 9/30/20	10-0223	84.38
75	VSP Insurance CO (CT)		10/14/2022	60-04	RMHMO - Vision Pay Period: 10/14/2	10-0223	84.38
75	VSP Insurance CO (CT)		10/14/2022	60-04	Adjustment	10-0223	.01-
Total 75:							168.75
Grand Totals:							26,214.38

Report Criteria:

Unpaid transmittals included

Begin Date: ALL

End Date: ALL

BANK BALANCES 2022

BANK	ACCOUNT	JAN	APR	MAY	JUNE	JULY	AUG	SEP	X
OPERATING ACCOUNTS									
UBB (FSBC)	PREV BAL	225,029.68	223,385.93	207,232.05	238,304.70	255,061.81	443,675.60	267,693.29	
OPS - 0733	CKS/DR	398,510.48	352,917.91	303,741.17	282,387.43	308,356.18	543,181.83	339,022.65	
	DEP/CR	274,483.75	336,764.03	334,813.82	299,144.54	496,969.97	367,199.52	351,694.07	
	END BAL	101,002.95	207,232.05	238,304.70	255,061.81	443,675.60	267,693.29	280,364.71	X
RATE		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
UBB (FSBC)	PREV BAL	25.00	25.00	2,415.30	28,911.67	3,234.63	15.00	97.35	
PAYROLL - 3629	CKS/DR	45,021.34	58,389.25	56,540.39	77,820.74	51,310.35	47,533.58	49,812.02	
	DEP/CR	45,021.34	60,779.55	83,036.76	52,143.70	48,090.72	47,615.93	49,924.37	
	END BAL	25.00	2,415.30	28,911.67	3,234.63	15.00	97.35	209.70	X
RATE		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
RESECTRICTED FUND ACCOUNTS									
UBB (FSBC)-3858	PREV BAL	25.00	25.00	25.00	25.00	25,025.00	25,025.00	25,025.00	
GRANT	CKS/DR	-	-	-	-	-	-	-	
PASS-THRU	DEP/CR	-	-	-	25,000.00	-	-	-	
	END BAL	25.00	25.00	25.00	25,025.00	25,025.00	25,025.00	25,025.00	X
RATE		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
UBB (FSBC) (FCNB)	PREV BAL	25.00	36,840.14	25.00	25.00	25.00	40,912.00	40,912.00	
INTERNAL - 0571	CKS/DR	-	36,815.14	-	-	-	-	-	
GRANTS	DEP/CR	16,024.38	-	-	-	40,887.00	-	-	
	END BAL	16,049.38	25.00	25.00	25.00	40,912.00	40,912.00	40,912.00	X
RATE		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
UBB (FSBC) - 0911	PREV BAL	12,563.11	7,750.00	12,750.00	12,750.00	12,750.00	12,750.00	12,750.00	
PARK	CKS/DR	4,813.11	400.00	-	-	-	-	-	
CONTRIBUTION	DEP/CR	-	5,400.00	-	-	-	-	49.23	
	INT/CR	-	-	-	-	-	-	-	
	END BAL	7,750.00	12,750.00	12,750.00	12,750.00	12,750.00	12,750.00	12,799.23	X
RATE		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
UBB (FSBC) - 2318	PREV BAL	58,482.72	58,518.78	58,530.80	58,543.23	58,550.45	58,557.91	58,565.37	
WWTP	CKS/DR	-	-	-	-	-	-	-	
	DEP/CR	-	-	-	-	-	-	-	
	INT/CR	12.42	12.02	12.43	7.22	7.46	7.46	7.22	
	END BAL	58,495.14	58,530.80	58,543.23	58,550.45	58,557.91	58,565.37	58,572.59	X
RATE		0.25%	0.25%	0.25%	0.15%	0.15%	0.15%		
UBB (FSBC) (FCNB)	PREV BAL	10,406.97	10,410.83	10,412.11	10,413.44	10,414.30	10,415.18	10,416.06	
CONSERV	CKS/DR	-	-	-	-	-	-	-	
TRUST 0857	DEP/CR	-	-	-	-	-	-	-	
	INT/CR	1.33	1.28	1.33	0.86	0.88	0.88	0.86	
	END BAL	10,408.30	10,412.11	10,413.44	10,414.30	10,415.18	10,416.06	10,416.92	X
RATE		0.15%	0.15%	0.15%	0.10%	0.10%	0.10%		
UBB (FSBC) - 0563	PREV BAL	(9.19)	0.00	0.00	0.00	0.00	0.00	0.00	
SPACE TO	CKS/DR	-	-	-	-	-	-	-	
CREATE	DEP/CR	10.00	-	-	-	-	-	-	
	INT/CR	-	-	-	-	-	-	-	
	END BAL	0.81	0.00	0.00	0.00	0.00	0.00	0.00	X
RATE		0.00%	CLOSED						

BANK BALANCES 2022

BANK	ACCOUNT	JAN	APR	MAY	JUNE	JULY	AUG	SEP	X
INVESTMENT ACCOUNTS									
UBB (FSBC) - 3637	PREV BAL	1,392,857.03	1,393,887.61	1,494,246.92	1,594,637.51	1,694,912.81	1,845,208.96	2,095,552.56	
MMKT	CKS/DR	-	-	-	-	-	-	-	
RESERVE	DEP/CR	-	100,000.00	100,000.00	100,000.00	150,000.00	250,000.00	100,000.00	
	INT/CR	354.89	359.31	390.59	275.30	296.15	343.60	352.72	
	END BAL	1,393,211.92	1,494,246.92	1,594,637.51	1,694,912.81	1,845,208.96	2,095,552.56	2,195,905.28	X
RATE		0.30%	0.300%	0.300%	0.200%	0.200%			
COLO	PREV BAL	1,758,506.32	1,759,125.37	1,759,774.94	1,760,957.77	1,762,652.96	1,765,131.73	1,768,506.23	
TRUST	CKS/DR	-	-	-	-	-	-	-	
PLUS+	DEP/CR	-	-	-	-	-	-	-	
INVESTMENT	INT/CR	109.84	649.57	1,182.83	1,695.19	2,478.77	3,374.50	3,812.86	
	END BAL	1,758,616.16	1,759,774.94	1,760,957.77	1,762,652.96	1,765,131.73	1,768,506.23	1,772,319.09	
AVG RATE		0.07%	0.45%	0.79%	1.17%	0.03%	2.25%		X
UBB (14) (FSBC)	PREV BAL	203,237.95	203,413.42	203,413.42	203,413.42	203,592.95	203,592.95	203,592.95	
18MO	CKS/DR	-	-	-	-	-	-	-	
CD-2143	DEP/CR	-	-	-	-	-	-	-	
	INT/CR	-	-	-	179.53	-	-	179.69	
	END BAL	203,237.95	203,413.42	203,413.42	203,592.95	203,592.95	203,592.95	203,772.64	X
AVG RATE		0.35%	0.35%	0.35%	0.35%	0.35%			
UBB (31) (FSBC)	PREV BAL	260,073.18	260,335.52	260,592.42	260,592.42	260,592.42	260,852.42	260,852.42	
18MO	CKS/DR	-	-	-	-	-	-	-	
CD-2143	DEP/CR	-	-	-	-	-	-	-	
	INT/CR	262.34	256.90	-	-	260.00	-	-	
	END BAL	260,335.52	260,592.42	260,592.42	260,592.42	260,852.42	260,852.42	260,852.42	X
AVG RATE		0.40%	0.40%	0.40%	0.40%	0.40%			
LINE-OF-CREDIT									
UBB (FSBC)	PREV BAL	-	-	-	-	-	-	-	
LOC	CKS/DR	-	-	-	-	-	-	-	
\$200,000.00	DEP/CR	-	-	-	-	-	-	-	
	INT/CR	-	-	-	-	-	-	-	
	END BAL	-	-	-	-	-	-	-	X
AVG RATE									
	TOTAL PREV BAL	3,921,222.77	3,953,717.60	4,009,417.96	4,168,574.16	4,286,812.33	4,666,136.75	4,743,963.23	
	TOTAL CKS/DR	448,344.93	448,522.30	360,281.56	360,208.17	359,666.53	590,715.41	388,834.67	
	TOTAL DEP/CR	335,539.47	502,943.58	517,850.58	476,288.24	735,947.69	664,815.45	501,667.67	
	TOTAL INT/CR	740.82	1,279.08	1,587.18	2,158.10	3,043.26	3,726.44	4,353.35	
	TOTAL 2022 ACCOUNTS	3,809,158.13	4,009,417.96	4,168,574.16	4,286,812.33	4,666,136.75	4,743,963.23	4,861,149.58	
	TOTAL 2021 ACCOUNTS	2,695,410.75	2,878,900.52	3,033,101.71	3,353,077.83	3,460,866.44	3,534,971.86	3,678,531.65	
	TOTAL 2020 ACCOUNTS	2,498,095.32	4,222,013.58	2,766,714.22	2,844,095.58	2,838,734.18	2,859,369.34	2,808,076.56	
	TOTAL 2019 ACCOUNTS	1,952,778.56	2,268,526.46	2,560,627.61	2,606,146.61	2,665,999.92	2,668,988.15	2,554,128.62	
	TOTAL 2018 ACCOUNTS	2,243,850.59	2,758,682.91	2,787,133.34	2,909,775.06	2,883,634.79	2,888,148.39	2,489,282.80	
	TOTAL 2017 ACCOUNTS	1,916,629.29	2,027,530.45	2,363,845.59	2,079,469.54	2,015,506.17	1,857,731.32	2,565,761.51	
	TOTAL 2016 ACCOUNTS	987,595.88	1,523,989.77	1,917,756.35	1,967,252.20	1,874,857.87	1,894,042.44	1,883,051.68	
	TOTAL 2015 ACCOUNTS	1,653,400.33	2,000,000.74	1,759,581.96	1,718,267.39	1,593,788.44	1,677,560.21	1,550,452.03	
	TOTAL 2014 ACCOUNTS	2,036,560.85	2,046,353.56	2,069,077.88	2,002,370.22	1,956,418.34	1,991,633.33	2,054,088.02	
	TOTAL 2013 ACCOUNTS	2,361,290.03	2,323,916.46	2,320,709.32	2,286,978.98	1,978,090.95	1,887,185.49	2,153,583.57	
	TOTAL 2012 ACCOUNTS	2,362,402.55	2,213,216.49	2,202,233.11	2,152,976.82	2,357,742.26	2,373,017.68	2,356,132.02	
	2020 VS 2021	1,113,747.38	1,130,517.44	1,135,472.45	933,734.50	1,205,270.31	1,208,991.37	1,182,617.93	

To: Paonia Town Council, via Corinne Ferguson Town Administrator

From: Neal Schwieterman

Date: 09-15-22

Ref: Application for Membership on the Town Of Paonia Airport Advisory Committee

Council Members,

I would like to offer my services on the newly designated Town of Paonia Airport Advisory Committee. I offer the below listed experience as to my potential fitness for this position:

I am a licensed Single Engine Land Pilot with about 594 hours of flight time in my 9 years as a pilot. I am half owner of a 1946 Cessna 140 airplane, N73003 which is hangared at the North Fork Valley Airport (7V2). Beyond flying for pleasure, I recently piloted an aerial survey of the North Fork Valley quantifying the extent of invasive Russian Olive trees. I am a member of the Airplane Owners and Pilots Association, the Experimental Pilots Association and the Recreation Aviation Foundation. Additionally, I co-chaired a Young Eagles Event at 7V2 in May of 2019 where almost 30 students under 18 were given a free airplane/helicopter flight. I also routinely fly Young Eagles.

For the last 5 years or so, I was the Chair of the Delta County Airport Advisory Board. I assisted in the preparation of Resolution 2022-12, creating the Airport Advisory Committee.

From 2004 through 2016 I served on the Paonia Town Council, first as a Trustee then as Mayor. During this time, I sat on many local and regional Boards. There were enough of these that I did not track them. I currently serve on the Gunnison Basin Roundtable (State-wide water planning as the recreation representative), and the Arts for All Board (after school/summer arts program for students in the NF Valley. I was the ED for A4A through August 2021.) I also continue to operate the Paonia Kayak Club.

My wife and I have lived in Paonia since 1999, we raised our daughter here, she is currently a Junior at Lewis and Clark in Portland, OR.

In our spare time, we hike, bike, ski, kayak, raft, and canoe all around the West. In August, I completed my 10,000 river mile.

Thank you for your time on this matter!

TOWN OF PAONIA

NOTIFICATION OF INTEREST IN SERVING ON VARIOUS COMMITTEES & BOARDS

EVERY FEW YEARS THE BOARD OF TRUSTEES FOR THE TOWN OF PAONIA ADVERTISE TO RECRUIT EXISTING BOARD MEMBERS WHO HAVE TERMS DUE TO EXPIRE AND INTERESTED VOLUNTEERS WILLING TO FILL VACANCIES ON VARIOUS BOARDS.

PLEASE LIST THE COMMITTEE THAT YOU ARE INTERESTED IN SERVING ON AND INDICATE IF YOU ARE A CURRENT MEMBER OR INTERESTED IN FILLING A VACANCY ON THIS BOARD OR COMMITTEE. THIS FORM IS TO MAKE IT EASIER FOR ALL PERSONS INTERESTED IN SERVING ON BOARDS.

DATE: Oct 12, 2022

NAME OF COMMITTEE/BOARD: Paonia Airport Advisory Board

ARE YOU A CURRENT COMMITTEE/BOARD MEMBER? LIST YOUR NAME AND WHICH BOARD YOU ARE CURRENTLY ON AND IF YOU ARE INTERESTED IN CONTINUING SERVICE FOR NEW TERM:

Recently, Chair of Delta County Airport Advisory Board

NAME (PLEASE PRINT)

PLANNING & ZONING COMMISSION TREE BOARD VOLUNTEER

ZONING BOARD OF ADJUSTMENTS/APPEALS ADVISORY WATER COMMITTEE

ARE YOU INTERESTED IN SERVING ON BOARD/COMMITTEE: NAME OF PERSON INTERESTED IN BEING CONSIDERED FOR APPOINTMENT ON BOARD:

James Lawrence Garrett

NAME (PLEASE PRINT)

Larry Garrett

ADDRESS:

CONTACT PHONE:

331 North Fork Ave Box 826

970-361-1910

E-MAIL:

flyingout74@yahoo.com

NOTES: (INCLUDE LETTER OF INTEREST LISTING YOUR INTERESTS, KNOWLEDGE & SKILLS YOU FEEL WILL BENEFIT THE TOWN)

James L. Garrett

SIGNATURE

Larry Garrett Letter of Interest for Paonia Airport Advisory Committee (7V2) Position

INTERESTS:

- Create a STEM Aviation Program at Hotchkiss High School
- Market the Airport's Outstanding potential for supporting local businesses

Knowledge:

- Commercial Pilot, Certificated Flight instructor (CFI) Airplane Single/Multiengine Land,
- CFI – Gliders and motorgliders, Private Helicopter priveledges
- Career USAF officer, 24 years as an Aerospace Physiologist
- I've built and owned hangars and currently have airplane hangar at 7V2 for 12 years

Skills:

- I presented "Aviation career paths" at Paonia High School several times
- I taught at pilot skills, mechanic, and aviation skills at Metro State University, Utah State, and Arizona State Universities over a ten year period
- I have owned Aero Tow Unlimited Inc, a Colorado S Corp since 1995 towing sailplanes and banners

Recent Experience:

- I served at Delta County as Secretary of the Delta County Airport Advisory Board for a few years and then as Chair of this board until recently

James L. Garrett

1407 Maple Drive

Logan, Utah 84321

435-752-0738(h) Email: larryg@cc.usu.edu

Current Position: Senior Lecturer - Aviation Maintenance Technology

Experience: 1999 to June 30, 2002 Consultant, Chief Pilot and Instructor
Doss Aviation, Inc.

- * As a consultant, I enabled Doss Aviation to win the towplane performance competition as part of the USAF Academy Towplane Services and Maintenance contract. Subsequently, I served as the Chief Pilot during the transition to the new airplane fleet and during the renegotiated collective bargaining agreement with the pilots. As towpilot instructor, I continue to conduct towpilot flight review evaluations.

1997 to 1999 Assistant Professor and Flight Instructor

Dept of Aerospace Science - Metropolitan State College of Denver

- * I taught pilots at all levels to fly airplanes, gliders, and simulators. I used high performance aircraft at high altitude for basic and aerobatic maneuvers.

1974 to 1994 Career Officer Instructor - Aerospace Physiologist

United States Air Force Aerospace Physiology Program

- * Aerospace Physiology: Situational Awareness, Disorientation, High G
- * Altitude Chamber Hypoxia Training and U2/SR71 Pressure Suit Expert
- * Human High G Centrifuge Trainer and High G Protection Research
- * USAF Test Parachutist and Parachuting Instructor

1986 to present Adjunct and Part-time Faculty

Embry-Riddle Aero Univ and Metropolitan State College of Denver

- * Aviation Human Factors and Flight Physiology (Grad and Undergrad)
- * Expert knowledge of human performance in the cockpit
- * Aircraft accident cause and prevention techniques

1973 to present FAA Ratings: CFII-ASMEL, CFI-G, AGI, IGI, A&P (IA)

- * Flight Experience: U.S. and International, Single and Multi Engine Instrument Instructor, Glider Instructor, A&P Mechanic with Inspection Authorization, 5723+ hrs

1994 to 1997 Contract Tow Pilot

USAF Academy's Soaring Program

- * Fly as a pilot role model/mentor for cadets, evaluate towpilot performance during flight reviews, deliver disciplined pilot duty in the cockpit 7.5 hours a day, train and certify towpilots with no towing nor tailwheel experience

1995 to present Owner/Operator Banner/Glider Towing Business

AeroTow Unlimited, Inc. Colorado Springs, CO

- * Owner/operator/maintainer of sailplane/banner towing business with fleet of five aircraft, FAA authorization to certify banner pilots and tow banners over sports events

Education 1982-1985 Colorado State University, Ph.D. Coursework (ABD) Physiology
1974-1977 University of Southern California, MS Systems Management
1970- 1974 USAF Academy, BS Life Science

Interests Aircraft Rebuilding, Skiing, Handball, Recreational Running

1407 Maple Drive
Logan, Utah 84321
435-752-0738 email:
larrvg@cc.usu.edu

James L. Garrett

Current Position: Senior Lecturer, Department of Industrial Technology and Education, Aviation Maintenance Technology

Education:

Post Graduate Education: Ph.D. Training, All But Dissertation, 1982-1985,
Colorado State University, Environmental Physiology

Master of Science, 1974-1977, University of Southern California, Systems
Management

Bachelor of Science, 1970-1974, USAF Academy, Life Science

Employment History:

August 1, 2002 to present time

Senior Lecturer - Aviation Maintenance Technology
Utah State University

Teach all aspects of Aviation Maintenance Technology, Maintain FAA Part 147 Aviation
Maintenance School Certification, Evaluate and Recommend qualified students for FAA
Airframe and Powerplant Licensure

July 19, 2000 to June 30, 2002

Consultant, Chief Pilot, and Flight Examiner

Doss Aviation, Inc.

Aircraft Performance Evaluation, Configuration Selection, Attainment of USAF Academy
Maintenance and Towing Contract. Chief Pilot for transition to new aircraft fleet and new
pilot union contract.

August 24, 1998 to July 18, 2000

Assistant Professor, Department of Aerospace Science

Metropolitan State College of Denver

Continue to teach, mentor, and advise students as before; acquire an altitude chamber as a
1998 Presidential Professional Development award recipient

August 25, 1997 to May 15, 1998

Visiting Assistant Professor, Department of Aerospace Science

Metropolitan State College of Denver

Teach, mentor and advise entry-level and advanced Aerospace Science students; instruct
Flight Training Devices at World International Airport

June 12, 1994 to August 24, 1997

Professional Pilot, Fischer Agency, Inc. Colorado Springs, CO

Conduct Sailplane towing operations; certify the competence of commercial towpilots
employed by the company for the Federal Aviation Administration

May 18, 1994 to August 5, 1995

Part-Time Instructor, Department of Aerospace Science

Metropolitan State College of Denver - Teach Human Factors and Flight Physiology

July 22, 1991 to May 17, 1994

Chairman, Aerospace Physiology Department

Carter P Luna Physiological Training Center, Colorado Springs, CO
Teach flight physiology and conduct altitude chamber flights to novice and senior level commercial flight crews; operate and perform emergency hyperbaric chamber diving medical treatment

July 12, 1988 to July 21, 1991

Director, Environmental Research Chambers

School of Aerospace Medicine

San Antonio, TX

Supervise and conduct human research using altitude and thermal chambers; manage human subject pool for high G acceleration centrifuge research and conduct both animal and human centrifuge experiments

August 12, 1985 to August 20, 1997, **Adjunct Professor III**, Embry- Riddle Aeronautical University, Alconbury (Cambridge) England and Colorado Springs, CO

Teach aviation physiology, aviation psychology, and advanced aviation human factors to graduate and undergraduate level students

June 18, 1985 to July 11, 1988

Director, Physiological Support Division

Alconbury (Cambridge) United Kingdom

Teach, supervise and conduct all aspects of life supporting equipment for extreme altitude flights including full pressure suit system training, maintenance and use; operate hypobaric chamber training and hyperbaric chamber medical treatment dives

May 18, 1982 to June 14, 1985

Full time graduate student – Doctoral studies in Environmental Physiology

Department of Physiology and Biophysics

Colorado State University, CO

June 10, 1977 to July 22, 1982

Staff Aerospace Physiologist

Flight Test Center – Edwards AFB, CA

Teach Aerospace Physiology; conduct full pressure suit training and the associated altitude chamber flights; conduct operational testing for parachute deceleration devices as a technical expert

September 5, 1974 to June 9, 1977

Aerospace Physiologist

Mather Aeromedical Clinic

Sacramento, CA

Teach aviation physiology, aviator's life support equipment, and parachute familiarization training; conduct and participate as an inside observer in altitude chamber flights

F. Scholarship - Creative Activities

1. Publications

Lay Journal: Emergency Parachuting Considerations for Sailplane Pilots Flying in Mountain Wave Conditions, Journal of the Soaring Society of America, in process Feb 1999

Supplemental Course Reference: Human Factors & Physiology of Flight, MSCD Dept of Aerospace Science, AES 385 Summer 1994

Book Chapter: The Role of Patent Foramen Ovale in Altitude-Induced Decompression Sickness, Armstrong Laboratory Special Report Technical Report TR 88-06 August 1988

2. Presentations

"Physiological Challenges in High Altitude Soaring," Federal Aviation Administration sponsored altitude chamber training, Presented to the Women Soaring Pilots Association, July 12, 1993

"Are You Already Hypoxic?" Denver Flight Standards District Office - Aviation Safety Education Seminar, Presented to Denver Area Pilots, July 1992.

"Loss of Situational Awareness - Recognition, Prevention and Coping Strategies" Denver Flight Standards District Office - Aviation Safety Education Seminar, presented to Colorado Springs Area Pilots, May 1991.

3. Research and Grants

Grant Proposal "Center for Aerospace Excellence" Co-principal for endowment and industrial grant, In progress, Metropolitan State College of Denver, February 1999.

Research in Progress "Altitude Performance of the LASAR Magneto System in High Altitude Glider Tow Operations," In progress, preliminary data on record, Grant written and funded from Doss Aviation, Inc., July 22, 1998.

"Hyperthermic Ventilatory Response in Humans at Sea Level, Five Thousand, and Ten Thousand Feet," Ph.D. Thesis topic, funded USAF unsolicited proposal, August 22, 1982.

4. Advanced Study

Post Graduate Research: Environmental Physiology, Colorado State University, Department of Physiology and Biophysics, 96 Semester Hours May 18, 1982 to June 14, 1985

Research Manager: Human Response to Extreme Aerospace Environments including: Human Centrifuge, Hypobaric Chambers, Hyperbaric Medical Treatment Manager, Spatial Disorientation Laboratory, and Thermal Stress Laboratory, USAF School of Aerospace Medicine June 20, 1988 to May 21, 1991

5. Conferences Attended

Aerospace Medical Association Annual Scientific Meetings, attended fifteen meetings from 1974 to 1999, six presentations and posters, four Board Certification - Aerospace Physiology exam proctorships, twelve registration committee working assignments.

Safety and Flight Equipment Conference Symposia, attended eight meetings from 1976 to 1999, one technical parachute demonstration, the remaining attendance were exclusively for my training

G. Service

1. Department

Faculty Soaring Training Committee Key Person, 1998-1999.
Federal Aviation Administration Knowledge Test Designee, 1997-1999.
Scholarship Committee, 1998-1999.

2. School

Altitude Chamber - Interdepartmental Working Group Chair, Mechanical Engineering Technology, Health Professions - Nursing, and Human Performance, Sports and Leisure Departments, 1998-1999.

3. College

Institutional Advancement - Speaker's Bureau Speaker for Aerospace Science

4. Community

Benefactor/Exhibitor and Presenter, Wings Over the Rockies Air and Space Museum, Space Suit Exhibit, Denver, CO., 1997-1999.
Kelly Air Park Board of Directors, Secretary-elect, Non-profit residential airpark corporation, 1997-1999.
Volunteer Flight Instructor - Towplanes, Gliders and Airplanes for High Flights Soaring Club, Inc - a not-for profit club

5. Professional Organizations

See F 5. Above

6. Consulting Positions

Aerospace Physiology - Senior Consultant, Space Operations Medical Directorate, October 23, 1991.
Flight Test Pilot, Flight Operations and Aircraft Maintenance, Doss Aviation Inc., 1998-1999

H. Honors/Awards Received

President's Professional Development Award, Metropolitan State College of Denver, "Prepare MSCD Altitude Chamber for Training, Research, and Medical Education, May 14, 1999

President's Professional Development Award, Metropolitan State College of Denver, Entitled "Altitude Chamber", November 4, 1998

Hyperbaric Technology Board Certification by experience and exam, September 25, 1992

Aerospace Physiology Board Certification by experience and exam, May 26, 1985

James L. Garrett – Airframe and Powerplant Certificate and Inspection Authorization

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION – FEDERAL AVIATION ADMINISTRATION

THIS CERTIFIES THAT **JAMES LAWRENCE GARRETT**
V. 715 HARRISON AVE
SAN ANTONIO TX 78209

DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY
04-14-52	64 IN.	130	BLOND	BLUE	M	USA

IX. HAS BEEN FOUND TO BE PROPERLY QUALIFIED TO EXERCISE THE PRIVILEGES OF
MECHANIC III. CERT. NO. 524760548

RATINGS AND LIMITATIONS
I. AIRFRAME POWERPLANT

VII. SIGNATURE OF HOLDER: *James L. Garrett*
VIII. ADMINISTRATOR: *James B. Bussey*
X. DATE OF ISSUE: 12-20-00

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

INSPECTION AUTHORIZATION

This certifies that **JAMES LAWRENCE GARRETT**
holder of Mechanic Certificate No. 524760548
has been authorized to exercise the privileges of Federal
Aviation Regulation 65.95.
This authority expires March 31, 2003 unless
sooner revoked by the Administrator of the Federal Aviation
Administration or extended by endorsement on the reverse of
this card.

DATE ISSUED	SIGNATURE OF INSPECTOR
1-24-2002	<i>Randall M. Holder</i> RANDALL M. HOLDER

FAA FORM 8310-5 (8-80) SUPERSEDES PREVIOUS EDITION

SIGNATURE OF AUTHORIZED MECHANIC: *James Lawrence Garrett*

Pilot Certificates

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION – FEDERAL AVIATION ADMINISTRATION

THIS CERTIFIES THAT **JAMES LAWRENCE GARRETT**
V. 780 NORTH GATE ROAD
COLORADO SPRINGS CO 80921

DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY
04-14-52	64 IN.	132	BLOND	BLUE	M	USA

IX. HAS BEEN FOUND TO BE PROPERLY QUALIFIED TO EXERCISE THE PRIVILEGES OF
COMMERCIAL PILOT III. CERT. NO. 524760548

RATINGS AND LIMITATIONS
XII. AIRPLANE SINGLE & MULTIENGINE LAND
INSTRUMENT AIRPLANE
GLIDER AERO TONK

VII. SIGNATURE OF HOLDER: *James L. Garrett*
VIII. ADMINISTRATOR: *David Johnson*
X. DATE OF ISSUE: 09-29-94

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION – FEDERAL AVIATION ADMINISTRATION

THIS CERTIFIES THAT **JAMES LAWRENCE GARRETT**
V. 780 NORTH GATE ROAD
COLORADO SPRINGS CO 80921

DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY
04-14-52	64 IN.	132	BLOND	BLUE	M	USA

IX. HAS BEEN FOUND TO BE PROPERLY QUALIFIED TO EXERCISE THE PRIVILEGES OF
GROUND INSTRUCTOR III. CERT. NO. 524760548

RATINGS AND LIMITATIONS
XII. ADVANCED INSTRUMENT

VII. SIGNATURE OF HOLDER: *James L. Garrett*
VIII. ADMINISTRATOR: *David Johnson*
X. DATE OF ISSUE: 12-13-93

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION – FEDERAL AVIATION ADMINISTRATION

ii. TEMPORARY AIRMAN CERTIFICATE

III. CERTIFICATE NO. **5247605480FI**

THIS CERTIFIES THAT **JAMES LAWRENCE GARRETT**
V. 780 N. GATE RD.
COLORADO SPRINGS, CO. 80921-3011

DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY
04-14-52	64 IN.	135	BLOND	BLUE	M	USA

IX. HAS BEEN FOUND TO BE PROPERLY QUALIFIED AND IS HEREBY AUTHORIZED IN ACCORDANCE WITH THE CONDITIONS OF ISSUANCE ON THE
REVERSE OF THIS CERTIFICATE TO EXERCISE THE PRIVILEGES OF
FLIGHT INSTRUCTOR

RATINGS AND LIMITATIONS
XII. AIRPLANE SINGLE AND MULTI ENGINE
INSTRUMENT AIRPLANE GLIDER
VALID ONLY WHEN ACCOMPANIED BY PILOT
CERTIFICATE NO. 524760548. EXPIRES 11-30-2003

XIII. THIS IS AN ORIGINAL ISSUANCE A REISSUANCE OF THIS GRADE OF CERTIFICATE

DATE OF SUPERSEDED AIRMAN CERTIFICATE: 11-19-1999

BY DIRECTION OF THE ADMINISTRATOR
X. DATE OF ISSUANCE: 11-11-2001
X. SIGNATURE OF EXAMINER OR INSPECTOR: *Robert E. Hurlinger*
EXAMINER'S DESIGNATION NO OR INSPECTOR'S REG. NO.: 1703001622373
DATE DESIGNATION EXPIRES: 02-22-2005

VII. AIRMAN'S SIGNATURE: *James Lawrence Garrett*

James L. Garrett - Logged Flight Experience as of Aug 4, 2001

Instructor Ratings: CFII-ASMEI, CFI-G, AGI, IGI, A&P license

Summary: Total Airplane Flight Hours: 5281 Total Glider Flight Hours: 33
PIC: 5067 Dual: 215 Instrument: 45 actual, 163 hood Night: 138
Airplane Instructor: 483 Glider Instructor: 13 Multiengine: 222
Cross Country: 1436 Retract: 310 Tailwheel: 4768

Airplane Make and Model: Hours:

Aviat Husky A1B	2	(tailwheel)
American Yankee AA-1A	1	
Beechcraft T34	32	(retract)
Beechcraft B55	28	(multi retract)
Beechcraft T42 (600 HP)	22	(multi retract)
Bellanca Scout 8GCBC	2170	(tailwheel)
Cessna 140	1522	(tailwheel)
Cessna 150	6	
Cessna 172/T41C	77/38	
Cessna 172 RG	22	(retract)
Cessna 177	4	
Cessna 177RG	2	(retract)
Cessna 180	712	(tailwheel)
Cessna 182	38	
Cessna 210	5	(retract)
Cessna 310	3	(multi retract)
Cessna 421	2	(multi retract)
Champion 7GCAA-150	10	(tailwheel)
Grob 115E	1	
Grumman American A-150	3	
Lancair 4P	1	(pressurized experimental)
Luscombe 8A	1	(tailwheel)
Mooney M20E	15	(retract)
Piper J3	12	(tailwheel)
Piper PA 18-150/180	22/317	(tailwheel)
Piper PA 23-150/250	163/12	(multi retract)
Piper PA 25-235	12	(tailwheel)
Piper PA 28-161	12	
Piper PA 28-200	2	(retract)
RV4	3	(tailwheel experimental)
Taylorcraft F19	2	(tailwheel)
Zlin 143L	1	

Giders and Motorgliders:

Schweizer 1-26E/2-22/2-33 9/1/11 hours respectively
Blanik L13/ Schleicher ASK13/ Schleicher ASK25 4/4/3 hours respectively
Grob 109B motorglider 1 hour

James L. Garrett - Summary of Flight Experience as of August 4, 2001

- **International ICAO pilot experience** in the United Kingdom and Ireland
- **University teaching experience graduate level** aviation physiology, human factors, single and multi-engine simulators, and instrument flight instruction
- **Fleet Owner/Builder/Maintainer** of Cessna 180 for 15 years, Cessna 140 for 25 years, Bellanca Scout, Schweizer 1-26E Glider, Piper PA23 Apache (multiengine), Cessna 182 (rebuild project)
- **Colorado Civil Air Patrol Search Pilot** - Rocky Mountain Region Colo, Mountain Checkout pilot
- **Holder of a special US Govt. flight authorization** to operate from all USAF bases in the United States
- **Holder of a special Federal Aviation Administration banner tow authorization** which allows banner towing flight instruction and banner pilot certification (FAR 91.311)
- **Glider Flight Instructor:** ridge, wave, and thermal soaring, aerotow, glider assembly and disassembly, rigging, high altitude oxygen and life support systems expert, full pressure suit and high altitude parachuting instructor
- **FAA Airframe and Powerplant Mechanic Licensee** (Inspection Authorization eligible): 100 hour inspections, import/export, rigging, containerization, flight test, ferry permits, pre-buy inspections, airframe and engine STC alterations, insurance assessment and certified aircraft appraisals
- **Aerospace Physiology professional - Specialty Board Certification by experience and examination by the Aerospace Medical Association.** Areas of Expertise include: Altitude and Dive Chamber manager, pressure suit operations, oxygen system fabrication and performance verification, crew resource management instructor, aircraft accident investigator and human factors consultant
- **Successful small business owner** incorporated in the State of Colorado on February 6, 1995. **Aero Tow Unlimited, Inc is involved in aviation services** including glider and banner towing, flight instruction, flight testing, and aircraft rebuilding operations. Certified NAAA Aircraft Appraiser since February 10, 1997

James L. Garrett – Flight and Mechanic Experience as of Feb 1, 2002

Instructor Ratings: CFII-ASMEI, CFI-G, AGI, IGI, and A&P (IA) license

Summary: Total Airplane Flight Hours: 5281 Total Glider Flight Hours: 33
PIC: 5067 Dual: 215 Instrument: 45 actual, 163 hood Night: 138
Airplane Instructor: 483 Glider Instructor: 13 Multiengine: 222
Cross Country: 1436 Retract: 310 Tailwheel: 4768

Airplane Make and Model: Hours:

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American Yankee AA-1A	1	
Beechcraft T34	32	(retract)
Beechcraft B55	28	(multi retract)
Beechcraft T42 (600 HP)	22	(multi retract)
Bellanca Scout 8GCBC	2170	(tailwheel)
Cessna 140	1522	(tailwheel)
Cessna 150	6	
Cessna 172/T41C	77/38	
Cessna 172 RG	22	(retract)
Cessna 177	4	
Cessna 177RG	2	(retract)
Cessna 180	712	(tailwheel)
Cessna 182	38	
Cessna 210	5	(retract)
Cessna 310	3	(multi retract)
Cessna 421	2	(multi retract)
Champion 7GCAA-150	10	(tailwheel)
Grob 115E	1	
Grumman American A-150	3	
Lancair 4P	1	(pressurized experimental)
Luscombe 8A	1	(tailwheel)
Mooney M20E	15	(retract)
Piper J3	12	(tailwheel)
Piper PA 18-150/180	22/317	(tailwheel)
Piper PA 23-150/250	163/12	(multi retract)
Piper PA 25-235	12	(tailwheel)
Piper PA 28-161	12	
Piper PA 28-200	2	(retract)
RV4	3	(tailwheel experimental)
Taylorcraft F19	2	(tailwheel)
Zlin 143L	1	

Glider and Motorgliders:

Schweizer 1-26E/2-22/2-33 9/1/11 hours respectively

Blanik L13/ Schleicher ASK13/ Schleicher ASK25 4/4/3 hours respectively

Grob 109B motorglider 1 hour

James L. Garrett - Flight Related Experience as of May 5, 2004

- **Current and active Flight Instructor in airplanes and gliders:** towpilot checkouts, basic flight students in airplanes and gliders, flight reviews, orientation/demo rides
- **International ICAO pilot experience** in the United Kingdom and Ireland as owner/operator of US Registered Aircraft based at Alconbury, England
- **University teaching experience graduate level** aviation physiology, human factors, single and multi-engine simulators, and instrument flight instruction, all aspects of aviation maintenance as Part 147 School Director for Utah State University
- **Fleet Owner/Builder/Maintainer** of Cessna 180 for 20 years, Cessna 140 for 30 years, Bellanca Scout, Schweizer 1-26E Glider, Piper PA23 Apache (multiengine), Cessna 182 (rebuild project now flying)
- **Colorado Civil Air Patrol Search Pilot** - Rocky Mountain Region Colo, Mountain Checkout pilot
- **Holder of a special US Govt. flight authorization** to operate from all USAF bases in the United States
- **Holder of a special Federal Aviation Administration banner tow authorization** which allows banner towing flight instruction and banner pilot certification (FAR 91.311)
- **Glider Flight Instructor:** ridge, wave, and thermal soaring, aerotow, glider assembly and disassembly, rigging, high altitude oxygen and life support systems expert, full pressure suit and high altitude parachuting instructor
- **FAA Airframe and Powerplant Mechanic Licensee (Inspection Authorization):** Annual/100 hour inspections, import/export, rigging, containerization, flight test, ferry permits, pre-buy inspections, airframe and engine STC alterations, insurance assessment and certified aircraft appraisals
- **Aerospace Physiology professional - Specialty Board Certification by experience and examination by the Aerospace Medical Association.** Areas of Expertise include: Altitude and Dive Chamber manager, pressure suit operations, oxygen system fabrication and performance verification, crew resource management instructor, aircraft accident investigator and human factors consultant
- **Successful small business owner** incorporated in the State of Colorado on February 6, 1995. **Aero Tow Unlimited, Inc is involved in aviation services** including glider and banner towing, flight instruction, flight testing, and aircraft rebuilding operations. Certified NAAA Aircraft Appraiser since February 10, 1997

TOWN OF PAONIA

NOTIFICATION OF INTEREST IN SERVING ON VARIOUS COMMITTEES & BOARDS

EVERY FEW YEARS THE BOARD OF TRUSTEES FOR THE TOWN OF PAONIA ADVERTISE TO RECRUIT EXISTING BOARD MEMBERS WHO HAVE TERMS DUE TO EXPIRE AND INTERESTED VOLUNTEERS WILLING TO FILL VACANCIES ON VARIOUS BOARDS.

PLEASE LIST THE COMMITTEE THAT YOU ARE INTERESTED IN SERVING ON AND INDICATE IF YOU ARE A CURRENT MEMBER OR INTERESTED IN FILLING A VACANCY ON THIS BOARD OR COMMITTEE. THIS FORM IS TO MAKE IT EASIER FOR ALL PERSONS INTERESTED IN SERVING ON BOARDS.

DATE: 8.10.2022

NAME OF COMMITTEE/BOARD:

ARE YOU A CURRENT COMMITTEE/BOARD MEMBER? LIST YOUR NAME AND WHICH BOARD YOU ARE CURRENTLY ON AND IF YOU ARE INTERESTED IN CONTINUING SERVICE FOR NEW TERM:

NAME (PLEASE PRINT)

PLANNING & ZONING COMMISSION TREE BOARD VOLUNTEER
ZONING BOARD OF ADJUSTMENTS/APPEALS ADVISORY WATER COMMITTEE

ARE YOU INTERESTED IN SERVING ON BOARD/COMMITTEE: NAME OF PERSON INTERESTED IN BEING CONSIDERED FOR APPOINTMENT ON BOARD:

Judy Briscoe
NAME (PLEASE PRINT)

42384 Lamborn Mesa Rd, Paonia 970.640.5937
ADDRESS: CONTACT PHONE:

jbriscoe45@gmail.com
E-MAIL:

NOTES: (INCLUDE LETTER OF INTEREST LISTING YOUR INTERESTS, KNOWLEDGE & SKILLS YOU FEEL WILL BENEFIT THE TOWN)

Judy Briscoe
SIGNATURE

Judy Briscoe
42384 Lamborn Mesa Rd.
Paonia, CO 81428

August 10, 2022

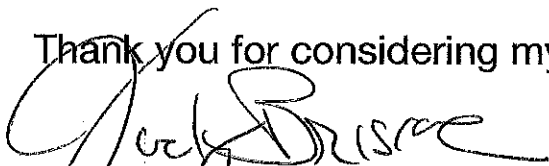
Board of Trustees
Town of Paonia
Paonia, CO 81428

I am interested in being considered to serve on the Advisory Water Board.

I have lived in and around Paonia for the past 50 years, using the town's domestic water and have knowledge of the system, including the springs and infrastructure systems.

Having served on community boards in the past I have experience on how boards are run and how useful they can be gathering and disseminating information.

Thank you for considering my application.

A handwritten signature in black ink, appearing to read "Judy Briscoe". The signature is fluid and cursive, with the first name "Judy" written in a larger, more prominent script than the last name "Briscoe".

Judy Briscoe
970-640-5937
jbriscoe45@gmail.com



Town of Paonia Administrator Report

10/25/2022

Your beliefs don't make you a better person. Your behaviour does." Shukhraj Dhillon

Administration:

1. The Trustee tours have been scheduled, posted, and added to website calendar for Monday, November 7, 2022, beginning at 10am – in front of Town Hall.
2. The Municipal Code State Law Review, update, and hyperlinking to the online municipal code is underway and is estimated to be completed mid-November. REMINDER: There will be an additional \$300 annual fee within the Municode billing to maintain the most current law references and hyperlinks.
3. SUGGESTION: I suggest the Board either initiate amongst themselves or have the Town Attorney quote a municipal code review and update. Upon completion Town will need to submit updated ordinance for codification to MunicodeOrds@civicplus.com. (I would complete Building Code update ASAP). No request has been made for any additional outside review as no modification suggestions/questions have been received. This is also the appropriate time to modify any language within the water moratorium ordinance.
4. FYI: To date all ordinances have been submitted as of Ordinance 06-2022 (Board Meeting Dates). These ordinances are available to review from the main page of the online code but are not incorporated within the code itself until an update and supplementals for the hard copy books are sent to the Town.
5. SIPA is currently converting all forms online to fillable forms at no cost to the Town. The first form is the employment application which was started this week. (10/18)
6. JDS Hydro change orders and DOLA project updates are attached.

Permits:

1. Kennedy Building: Parking: Upcoming request to extend parking lot near Chrysalis Brewing – potential as dedicating a public parking lot to offset need for off-street parking.
2. Other parking issue options: Permit overnight parking within the Town Parking Lots. – Consider a set number of parking passes for residential within commercial buildings with monetary fee associated. – investigate minor modifications to Twin Lakes property to allow for overflow parking, rv dump, visitors center area. There is also potential to tie into trails system along the river. Individuals could offer transportation, rikshaw, e-bike rentals (Town owned) from that location. – research vacant lots without water taps associated that may be converted to parking.
3. Community Collective (formerly known as Masonic Lodge): Balcony – The only municipal code reference to balconies is within Article 5 Division 6. – 16-5-530 in relation to a Planned Unit Development. In the IBC Chapter 32 Encroachments into the public right-of-way section 3202.3.2 states “Where the vertical clearance above grade to projecting windows, balconies, architectural features, or mechanical equipment is more that 8 feet 1 inch of encroachment is permitted for each additional 1 inch of clearance above 8 feet, but the maximum encroachment shall be 4 feet.” The balcony, as permitted, is 12 feet 2 inches above grade, which allows the full 4 feet encroachment.

Parking – The Community Collective holds a lease agreement with the adjoining neighbor for parking through December 2026. The parking also meets Municipal Code Article 6. – Section 16-6-40 (f) “Off-street *parking* areas may be located to jointly serve two (2) or more buildings or uses, provided that the total number of spaces is not less than that required for the total combined number of buildings or uses.” Between the two locations there are required 6 residential parking spaces. There are a total of 8.5 spaces available.

4. Sargent Fence: At last public discussion the Trustees were not in favor of paying costs to reevaluate the encroachment to Town property – which is currently survey at 1.5 feet maximum encroachment. Per Town attorney advise I recommend the Board enter into a revocable license agreement that the fence can remain until such a time removal is required by the Town. Any private neighbor encroachment issues should be left between neighbors and handled through civil measures.

Water/Wastewater:

1. Wastewater training for D license is being offered at no cost for Jordan and Jeremiah by Colorado Rural Water Association.
2. A request for water certification training has been received and is under final review for approval.
3. The PRV repair kits have been delivered and repairs will begin the week of the 24th.
4. The contractor who did the roof at the 1MG clock tank is no longer in business. Public Works is looking for new contractors to bid the repairs. While a date driven timeline can't be given right now, I am happy to provide a down and dirty chain of events as follows: roof repair, drain tank, inspect, disinfect, fill, test, release!

A Few Items Still Outstanding: (Some Duplicated on Attached Spreadsheet)

1. Meet with event holders to discuss modification of large event applications, process, and fees.
2. Review and update the personnel guide.
3. Update the Town purchasing policy.
4. Review Cleargov for cost benefit analysis.
5. Charter Communication Publication and adoption as ordinance. (I have requested information from Charter and may have an update prior to meeting).
6. Complete compilation of sidewalk repairs since 2014 and include on GIS mapping.
7. Consider ballot question to continue sidewalk improvement fee. Modifications to what is permitted.
8. Evaluate new billing programs that allow for electronic billing and payments.
9. Accessory Dwelling Units.
10. Skate Park Contract agreement with North Fork Pool Park & Recreation District (With their attorney, Bo Nerlin).
11. Building Official IGA with City of Delta.
12. Resolution – procedures for sale of Town property.
13. Business registrations.

	A	B	C	D	E	F	G	H
	Priority Level	Background	Who will handle	Last date addressed	Status	Next Steps	Estimated Completion	Final Update
1	High	CDOT 5th st Grant	TA, Finance, PW County, Mayor	10/2022	ongoing	engineer selection	2025/2026	
2	High	ARPA Grant	Finance/Treasurer PW	10/20/2022	Expense Rept submitted 4/30/22	annual report due 4/30	2024	
3	High	SIPA MicroGrant	AD Hoc IT, TA		Awarded Grant	Provide update when SIPA sends form	2023	
4	High	West Elk Hops De- Annexation Application	? - sent to Town Attorney	10/18/2022	under review	Public Hearing scheduled, notices to neighbors, etc to follow de-annex ord.	45-60 days	
5	Low	Variance Application	TA, Attorney	10/11/2022	Meeting scheduled 10/24/2022	up to applicant		
6	Medium	JDS Hydro Infrastructure Analysis Change Order 1 & 2	TA, PW, ORC	10/18/2022	Update in 10/25 packet	Data being submitted monthly to JDS, Board, and Advisory Water Committee.	ongoing projects	
7	High	DRWF WPCRF Pre-Qual Forms	Mary, Finance	10/21/2022	underway	complete info & submit	11/4/2022	
8	Medium	CIRSA Survey Findings	TA, PW, PW/Finance Assist (Sam)	ongoing	ongoing	Submit completion schedule to CIRSA Rep	11/4/2022	
9	Medium	Delta County IGA Update (Land Use Tied To it)	TA	10/19/2022	Proofing County Map	Negotiations	?	
10								

	A	B	C	D	E	F	G	H
11	Low	Crested Butte to Paonia Bike Race	TA, Town Staff	08/01/2022	in hands of planner		Fall 2023	
12	HIGH	Comprehensive Plan Update	Corinne, Consultant	10/18/2022	RFP Published	Deadline 11/14/22 for submittal	Award 11/22/2022	
13	HIGH	Hire Police Chief	Corinne, GPS, Board	04/12/2022	Review and select semi-finalists	in-person interviews, hire offer	Final Eval underway	
14	High	Badger to Beacon	Finance/PW Assist (Sam) PWD	10/21/2022	underway	continue to replace & update meters	01/01/2023	
15	Medium	Zoning Update	PC, BOT		Need to update Zoning designations	Start Disc @ Planning		
16	Medium	General Contract Engineer	TA BOT	10/19/2022	Received follow up info	on 10/25/2022 agenda - Determine if BOT wishes to contract with one engineer or create call list/contract as needed.		
17	HIGH	Town of Paonia Formal Strategic Plan	ALL		Follow up with DOLA and Master Plan Contractor (Engineer?)			
18	Low	Brownsfield Grant for Twin Lakes	Corinne	February, 2022	Waiting for schule of assessment	Confirm Scheduling with Brownsfield Team	Unlcear at this time	
19	Medium	New Skate Park Project	Volunteer Jay Canode, BOT, TA NFPPR	10/01/2022	NFPPR Attorney Nerlin drafting contract to come to board	Finalize agreement with NFPPR and transfer grand administration		
20	Low	Plan for electronic billing for utilities	Treasurer, Clerk, BOT	06/01/2022	Evaluating Alternative Providers	Present findings to Board and determine if this is a priority		

	A	B	C	D	E	F	G	H
21	HIGH	City of Delta IGA - Inspector	TA/City of Delta	08/2022	At Trustee Level for Questions/suggestions		2023	
22	HIGH	Building Code Update to 2018	ATTNY BOT	09/2022	SEE ABOVE		2023	
23	Low	Current Unapproved Accessory dwelling units	TA/PD Clerk	2/2022	Slow moving in-person process to view and record each location	Complete visual assessment and begin investigation	5/31/2022 - No further action while under Moratorium	
24	Low	Resolution Addressing Procedures for Sale of Town Property	Town Attorney	March, 2022	No Current Movement	Determine priority and get to new attorney		
25	Low	Commercial Business Registration	TA	12/01/2020	Simplify Ordinance and Bring back to Board for Review	Confer with new attorney and present		
26	High	RCAC Cost of Service Sewer Analysis	Finance/Treasurer	10/01/2022	Pending final		11/01/2022	
27	Medium	Board Requested TA to place active contracts in Munidocs	TA	ongoing	Attaching contracts regularly	have support staff pull filed contracts for scanning and attachment	ongoing	

	A	B	C	D	E	F	G	H
28	Low	Town Insurance Quotes	Finance	10/12/2022		Solicit quotes	08/01/2023	n/a
29	Medium	Contractor extension of Sewerline	TA, Engineer, PWD	04/06/2022	preliminary			
30	Low	Short-Term Rentals	BOT, TA	2021	Paused	BOT to resume discussion	2023	
31		Hauze Waterline	Corinne, Engineer, PWD, Board	03, 2022	Information on alternatives	Waiting for quotes on private line replacement	NO Quotes given - No Board Direction	
32	Medium	Pedestrian Bridge for River trail	Corinne/WSCC/ and Nature Connection	03/31/2022	Scheduling Survey	Finish engineering of project	2023	
33	High	2021 Audit	Cindy, CSD, Corinne	Daily	In-office review-upcoming	answer questions-and present final-audit	June, 2022	ON TO Next Phases
34	Medium	Pace Legal Case	Town Attorney, Special-Council, Corinne	April, 2022	Ongoing			DONE - perfect audit
35	High	PD Clerk- Replacement	Corinne-	04/07/2022	Re-Hired JoAnn-Katzer as PD Clerk	None		CLOSED
36	High	PD Staffing of Sergeant and two open officer-positions	Corinne - PD Employees as needed	04/13/2022	Conditional highers-made	Field Training		DONE
37	High	Public Utilities- Staffing x2	Corinne and PWD	03, 2022	Hired two Public-Works-Utilities-employees	Training and begin-classes for WTP-and WWTP-licensing		DONE
38	High	Grand Ave Public-Restroom-Discussion	Corinne	11/09/2021	Motion to have on-Agenda in January	Evaluate options-for Board review	02/29/2021	DONE

	A	B	C	D	E	F	G	H
39	High	Town Attorney-Remote Meeting-Access	Corinne, Bo	11/09/2021	Motion to have on-Agenda in January	Evaluate system-and educate on-how to run in-person and remote-meeting-simultaneously	02/29/2021	Board determined not a priority right now.
40	High	Continued Public-Hearing -DMT-Paonia medicinal-MJ License	Corinne	11/09/2021	Motion to continue-to January 11,-2022	Re-publish and-post signage at-location	01/11/2022	DONE
41	High	Paonia Purple MJ-License Conditional-Approval	Corinne	11/09/2021	Conditional-approval-contingent on-addressing and-receipt of surety-bond	Surety bond --complete-addressing	surety bond-received-11/10/2022-Addressing est-complete-12/16/2021	DONE
42	Low	CORA Request-Cost Analysis	TA/Clerk	09/01/2022	Samples taken	Waiting for results	unknown --requested update	DONE
43	High	Valley High MJ-License Conditional-Approval	Corinne	11/09/2021	Conditional-approval-contingent on-addressing and-receipt of surety-bond	confirm surety-bond receipt	12/01/2022	DONE
44	Medium	Minor Subdivision	Corinne	03/24/2022	Approved			DONE
45	Medium	Riverbank-Subdivision --prelim approval by-Board -- applicant-may want to-amend approval	Corinne, Bo	10/26/2021	In applicants hands-for decision-making-on how to proceed	wait for applicant-decision on-direction	unknown	Closed project to date -
46	HIGH	Fence-Ordinance/Fence-Review Procedures	Corinne	11/09/2021	Tabled to-December 14,-2021 meeting	Present-encroachment-process to Board-for discussion		DONE

	A	B	C	D	E	F	G	H
47	HIGH	Budget for 2022 including presentation of Administrator reorganized staffing structure	Corinne, Cindy	Ongoing Work Sessions and Special Meetings -- 11/16/2021	Received approval to move with presented budget for hearing 11/23/2021	Budget Hearing and final budget approval -- mill levy submittal and state budget submittal	11/23/2021-12/14/221-12/31/2021	DONE
48	HIGH	Planning Commission Review of Dark Skies Ordinance	Corinne	10/21/2021	Completed -- Back to Board on Upcoming Agenda	Board Review and decision on first read	12/14/2021	DONE
49	Low	Spend final \$5,300-CDOT revitalize grant	Corinne	December, 2021			12/31/2021	DONE
50	HIGH	ClearGov operational with transparency module	Cindy	9/2020 when we approved ClearGov	Functional to Date	Continue to Update	Complete	DONE
51	Low	Costs of bulk fill station	Corinne	10/26/2021	Analysis Provided to the Board	n/a	Completed-10/26/2021	Completed
52	Medium	Water Rate Study	Corinne, Cindy	11/02/2021	Presented to Board -- Scenario 6 Implemented in 2022 Draft Budget		11/16/2021 -- Accepted by Board	11/16/2021 Board Accepted and implemented Scenario 6
53	Low	Wrap up Boettcher funds for Creative District	Corinne and Paonia Creative District	10/26/2021	Approx \$5,000-Remaining	Board Approval for Expenditure-10/26/2021-meeting	Spring 2022 -- Sign-Installation	Funds release approval in disbursements for PCD 11/23/2021
54	HIGH	Review Marijuana License applications-	Corinne	08/24/2021	Applications reviewed by Corinne and Bo	Public Hearings in October	11/23/2021 Public Hearings	passed with provisions - follow-up at December meeting.
55	Medium	JDS Hydro report shows vulnerable water/sewer assets	Travis	07/13/2021	Board asked for what we redact from engineering reports on water/sewer	Include in packet for 10/12/2021	Aspirational date of 10/12 to include in packet	Included in Administrators Report 11/23/2021

	A	B	C	D	E	F	G	H
56	Medium	CORA policy- Review	Mayor, Trustee- Knutson, Corinne	03/23/2022	under review	provide to Board- for information	4/28/2022- unfinished- business	DONE
57	HIGH	Parks Recreation- and Trails -- Comprehensive- Plan Update Piece	Consultant, Corinne,- Board, Community- Group	10/26/2021	In final stages prior- submittal to Town	4/28/22 Board- review and- decision on final- draft	May, 2022	DONE
58	HIGH	SGM Asset- Inventory & CIP	Corinne	09/28/2021	Final Draft received- and published-	SGM presentation- and Decision by- the Board -- Implementation of- SGM- Recommendations- into Town Formal- Strategic Plan	SGM Presentation- 1/11/2022 Formal- Strategic Plan -- See item 10	DONE
59	HIGH	Audit report listed- challenges in- producing monthly- reports to Board	Cindy	10/26/2021	Provided Auditor- approve plan of- action	Schedule training- time and produce- reports that comply	Ongoing through- Remainder of Year	DONE
60	Medium	Town Treasurer- Position	Corinne, Jeff, Board	December, 2021	Schedule for- upcoming Agenda	re-advertise- appointment or- appoint finance- officer with Board- Committee- Reengagement	05-26-2022	DONE
61	Extremely low	Geothermal study- by CO Rocky Mtn- School	Corinne	09/28/2021	Determined by- Study Planner	No action from- Town or Staff -- School will provide- data following- completion	Completed- February, 2022- Scheduling Board- presentation with- students	DONE
62	Medium	Re-Zone- Application	Corinne	04/08/2022	Public Hearing- Upcoming	Finalize hearing	04/14/2022	DONE
63	High	ORC Replacement	Corinne and- Consultants	03/01/2022	RFP Published -- ORC Archuleta- under contract	Review proposals- and provide- information to BoT	04/28/2022- unfinished- business	DONE

	A	B	C	D	E	F	G	H
64	Medium	Restructuring Front office Staff -- Deputy Clerk- Maternity- leave/possible- replacement	Corinne	04/05/2022	Moved existing- staff members to- other positions,- hired new finance- assistance Samira- Vetter	Confer with- Delputy Clerk on- timeline/decision	05/31/2022	DONE
65	Medium	Admin review and- report on- Residential in- Commercial District	Corinne	04/14/2022- Meeting Packet	Complete	Board- determination	04/14/2022	DONE

JDS Hydro Status Updates

I. Water Infrastructure Analysis – Supplemental Task 1: Tap Moratorium Analysis

Scope Summary: Analyze inflow, spillage and production data from each treatment facility along with locations and number of potential future tap sales. Produce letter report specifically addressing Town of Paonia tap moratorium. A progress report was provided in April 2022.

Status: Data collection is underway. JDS-Hydro is awaiting maps indicating locations and number of potential future tap sales.

Next Steps:

1. Data collected should be discussed with Town decision makers to determine if it is sufficient for the specific purpose of addressing the tap moratorium.
2. Assessing the Town's ability to serve additional customers may depend on additional factors beyond water volume accounting. These include the timing of specific capital improvement efforts, and the locations and number of future tap sales. JDS-Hydro requests the Town provide maps/exhibits indicating the locations and numbers of potential future tap sales.

Remaining Budget: \$3,625

II. Water Infrastructure Analysis – Supplemental Task 2: Additional Work to Finalize Water Infrastructure Analysis Report

Scope Summary: JDS-Hydro provided a draft version of a Town of Paonia Water Infrastructure Analysis report in May 2021 along with an InfoWater hydraulic model of the Town's distribution system. The report was based on limited data. The purpose of this task was to update the Water Infrastructure Analysis report after collection of additional data, thereby providing a more useful reference document for future planning efforts.

Status: 2021 data was determined insufficient to complete a final version of the report. While the Town worked through staffing changes in late 2021/early 2022, it has also worked on improving data collection. A progress report was provided in April 2022. JDS-Hydro will complete a final version of the Water Infrastructure Report once it is determined that the data available is sufficient.

Next Steps: Data collected should be discussed with Town decision makers to determine if it is sufficient for the specific purpose of finalizing the Water Infrastructure Analysis report.

Remaining Budget: \$1,905.00

III. DOLA – Wastewater

Scope Summary: Future regulations may impact the Town of Paonia wastewater treatment plant (WWTP). JDS-Hydro was granted funds to identify potential impacts to future operational, financial and technical efforts at the WWTP, and provide a summary of potential alternatives to address regulatory changes, including a preliminary rate analysis.

Status: JDS-Hydro conducted a site visit of the Town of Paonia WWTP in July 2022. JDS-Hydro has concurrently been issued a DOLA contract to summarize technologies that convert

traditional lagoon systems (similar to the Town of Paonia's WWTP) into nutrient removal facilities. Once this separate effort is completed, JDS-Hydro will apply alternatives conceptually to the Town of Paonia WWTP and summarize in a technical memorandum.

Next Steps: JDS-Hydro would like Town of Paonia input on defining scenarios for preliminary rate analysis.

Remaining Budget: \$3,579.29

IV. DOLA – Water

Scope Summary: JDS-Hydro was specifically asked to evaluate pros/cons of annexing water companies (i.e. consecutive systems) and investigate alternative raw water sources. More generally, JDS-Hydro would assist in defining CIP alternatives that could be used in a rate study scenario analysis.

Status: JDS-Hydro made a site visit in July 2022 and met with Town staff, DOLA staff, Colorado Rural Water Association (CRWA) staff and participated in a Board of Trustees budgeting session. JDS-Hydro also reviewed rate study efforts with the Rural Community Assistance Corporation (RCAC) and discussed assumptions behind scenarios defined in their latest rate study report. It was determined that specific capital improvements used in defining rate scenarios and budget revenue assumptions warrant further consideration. JDS-Hydro has been on standby to complete this DOLA effort until capital improvement scenarios are better defined.

Ultimately, based on discussions with CWRA and RCAC, JDS-Hydro was able to delineate assignments between each entity. JDS-Hydro understands that RCAC's efforts are meant to support Town planning in the near term, while CWRA is assisting the Town of Paonia with longer-term asset management strategies. JDS-Hydro will support RCAC within the limits of its DOLA contract by providing engineering assessment of capital improvement costs, timing and funding assumptions.

Next Steps: Define scenarios to be used in rate study analysis. This includes estimated costs, timing, and funding strategies.

Remaining Budget: \$2,783.10

**TOWN OF PAONIA, COLORADO
LIQUOR LICENSING AUTHORITY**

IN THE MATTER OF THE APPLICATION)	
FOR A NEW HOTEL & RESTAURANT)	
LIQUOR LICENSE)	
)	PRELIMINARY FINDINGS
)	AND REPORT
EDFOODYO LLC dba NIDO)	
201 GRAND AVENUE, PAONIA COLORADO))	
LIQUOR LICENSE APPLICANT)	

**TO THE APPLICANT ABOVE-NAMED AND OTHER INTERESTED PARTIES;
GREETINGS:**

Pursuant to C.R.S. § 44-3-312, you are hereby advised that regarding the above application for a Hotel & Restaurant Liquor License an investigation has been made and, based on the results thereof, the following has been determined:

1. There has been no denial by any licensing authority of an application for a liquor license at the same location, as proposed by applicant, within two (2) years prior to this application.
2. The applicant appears to have the current and future right of possession of the premises under and by virtue of a lease.
3. The location is not in an area where the sale of liquor as contemplated is not permitted under any applicable zoning laws of the Town of Paonia or by State statute.
4. The application was filed more than thirty (30) days prior to this hearing.
5. The application was accompanied by the appropriate fees.
6. The building proposed to operate as an outlet for the selling of liquor by the drink does not appear to be within 350 feet of any public or parochial school or the principal campus of any college, university, or seminary.
7. The Board of Trustees set the Town limits of the Town of Paonia, Colorado, as the relevant neighborhood of the proposed license and application.
8. Proper notice of the application was given both by publication and posting of the premises.
9. The applicant meets the statutory qualifications and has no criminal convictions that would cause concern or disqualification.
10. The character of the neighborhood is commercial, suburban and business.
11. There are similar outlets within the established neighborhood; there are two (2) retail liquor store establishment licenses for sale of carry out for consumption off premises; four (4) hotel/restaurant liquor licenses; one (1) tavern license; one (1) beer and wine license; one (1) arts license, one (2) lodging & entertainment license, and two (2) wholesale malt liquor licenses issued within the Town of Paonia.

12. The proposed outlet is for a Hotel & Restaurant license serving by the drink and the layout and floor plan of the interior have been presented.

The public hearing on this application will be held on the 25th day of October 2022, at 6:30 PM, or as soon thereafter as the matter may be heard at the Paonia Town Hall, Paonia, Colorado. At said hearing, you will have an opportunity to be heard regarding all matters pertaining to the application, including all matters herein set forth.

At the public hearing, the applicant will have the burden of proving that the applicant is qualified to hold the license for which the applicant applied and that the applicant's character, record and reputation are satisfactory.

The applicant is advised to obtain and read a copy of the State of Colorado Liquor and Beer Codes and Regulations.

Dated this 21st day of October, 2022.

Liquor Licensing Authority
Town of Paonia, Colorado

By: 
Nicolas Cotton-Baez, Town Attorney

Town of Paonia



10/21/2022

PUBLIC NOTICE

Pursuant to the Liquor Laws of Colorado, EdFood YO, a Colorado Limited Liability Corporation, dba Nido, has requested the licensing officials of the Town of Paonia, Colorado to grant a Hotel/Restaurant Liquor License to Nido, located at 201 Grand Avenue, Paonia, Colorado.

The hearing on this application will be held at: Paonia Town Hall, 214 Grand Avenue, Paonia, Colorado at 6:30 p.m. on October 25, 2022.

The initial application was filed on August 18, 2022.

By order of the Board of Trustees.

Submitted by the Town Clerk.

Corinne Ferguson, Administrator/Clerk

Colorado Liquor Retail License Application

New License
 New-Concurrent
 Transfer of Ownership
 State Property Only
 Master file

- All answers must be printed in black ink or typewritten
- Applicant must check the appropriate box(es)
- Applicant should obtain a copy of the Colorado Liquor and Beer Code: www.colorado.gov/enforcement/liquor

1. Applicant is applying as a/an
 Individual
 Corporation
 Partnership (includes Limited Liability and Husband and Wife Partnerships)
 Limited Liability Company
 Association or Other

2. Applicant if an LLC, name of LLC; if partnership, at least 2 partner's names; if corporation, name of corporation

2a. Trade Name of Establishment (DBA) **nido**
 State Sales Tax Number **39196342-003**
 FEIN Number **83-3886047**
 Business Telephone **(970)527-1056**
edfoodyo LLC / Edgar Vaughn Lindsay Curack

3. Address of Premises (specify exact location of premises, include suite/unit numbers)

201 Grand Avenue
 City **Paonia**
 County **Delta**
 State **CO**
 ZIP Code **81428**
 4. Mailing Address (Number and Street) **40160 Mathews Lane**
 City or Town **Paonia**
 State **CO**
 ZIP Code **81428**

5. Email Address **edfoodyo@gmail.com**

6. If the premises currently has a liquor or beer license, you must answer the following questions

Present Trade Name of Establishment (DBA)	Present State License Number	Present Class of License	Present Expiration Date
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Section A Nonrefundable Application Fees*	Section B (Cont.) Liquor License Fees*
<input type="checkbox"/> Application Fee for New License \$1,550.00 <input checked="" type="checkbox"/> Application Fee for New License w/Concurrent Review \$1,650.00 <input type="checkbox"/> Application Fee for Transfer \$1,550.00	<input type="checkbox"/> Liquor-Licensed Drugstore (County) \$312.50 <input type="checkbox"/> Lodging & Entertainment - L&E (City) \$500.00 <input type="checkbox"/> Lodging & Entertainment - L&E (County) \$500.00 <input type="checkbox"/> Manager Registration - H & R \$75.00 <input type="checkbox"/> Manager Registration - Tavern \$75.00 <input type="checkbox"/> Manager Registration - Lodging & Entertainment \$75.00 <input type="checkbox"/> Manager Registration - Campus Liquor Complex \$75.00 <input type="checkbox"/> Optional Premises License (City) \$500.00 <input type="checkbox"/> Optional Premises License (County) \$500.00 <input type="checkbox"/> Racetrack License (City) \$500.00 <input type="checkbox"/> Racetrack License (County) \$500.00 <input type="checkbox"/> Resort Complex License (City) \$500.00 <input type="checkbox"/> Resort Complex License (County) \$500.00 <input type="checkbox"/> Related Facility - Campus Liquor Complex (City) \$160.00 <input type="checkbox"/> Related Facility - Campus Liquor Complex (County) \$160.00 <input type="checkbox"/> Related Facility - Campus Liquor Complex (State) \$160.00 <input type="checkbox"/> Retail Gaming Tavern License (City) \$500.00 <input type="checkbox"/> Retail Gaming Tavern License (County) \$500.00 <input type="checkbox"/> Retail Liquor Store License--Additional (City) \$227.50 <input type="checkbox"/> Retail Liquor Store License--Additional (County) \$312.50 <input type="checkbox"/> Retail Liquor Store (City) \$227.50 <input type="checkbox"/> Retail Liquor Store (County) \$312.50 <input type="checkbox"/> Tavern License (City) \$500.00 <input type="checkbox"/> Tavern License (County) \$500.00 <input type="checkbox"/> Vintners Restaurant License (City) \$750.00 <input type="checkbox"/> Vintners Restaurant License (County) \$750.00
Section B Liquor License Fees* <input type="checkbox"/> Add Optional Premises to H & R \$100.00 X _____ Total _____ <input type="checkbox"/> Add Related Facility to Resort Complex \$75.00 X _____ Total _____ <input type="checkbox"/> Add Sidewalk Service Area \$75.00 <input type="checkbox"/> Arts License (City) \$308.75 <input type="checkbox"/> Arts License (County) \$308.75 <input type="checkbox"/> Beer and Wine License (City) \$351.25 <input type="checkbox"/> Beer and Wine License (County) \$436.25 <input type="checkbox"/> Brew Pub License (City) \$750.00 <input type="checkbox"/> Brew Pub License (County) \$750.00 <input type="checkbox"/> Campus Liquor Complex (City) \$500.00 <input type="checkbox"/> Campus Liquor Complex (County) \$500.00 <input type="checkbox"/> Campus Liquor Complex (State) \$500.00 <input type="checkbox"/> Club License (City) \$308.75 <input type="checkbox"/> Club License (County) \$308.75 <input type="checkbox"/> Distillery Pub License (City) \$750.00 <input type="checkbox"/> Distillery Pub License (County) \$750.00 <input checked="" type="checkbox"/> Hotel and Restaurant License (City) \$500.00 <input type="checkbox"/> Hotel and Restaurant License (County) \$500.00 <input type="checkbox"/> Hotel and Restaurant License w/one opt premises (City) \$600.00 <input type="checkbox"/> Hotel and Restaurant License w/one opt premises (County) \$600.00 <input type="checkbox"/> Liquor-Licensed Drugstore (City) \$227.50	

* Note that the Division will not accept cash

Questions? Visit: www.colorado.gov/enforcement/liquor for more information

Do not write in this space - For Department of Revenue use only

Liability Information

License Account Number	Liability Date	License Issued Through (Expiration Date)	Total \$
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Application Documents Checklist and Worksheet

Instructions: This checklist should be utilized to assist applicants with filing all required documents for licensure. All documents must be properly signed and correspond with the name of the applicant exactly. All documents must be typed or legibly printed. Upon final State approval the license will be mailed to the local licensing authority. Application fees are nonrefundable. **Questions? Visit:** www.colorado.gov/enforcement/liquor for more information

Items submitted, please check all appropriate boxes completed or documents submitted	
I.	Applicant information <input checked="" type="checkbox"/> A. Applicant/Licensee identified <input checked="" type="checkbox"/> B. State sales tax license number listed or applied for at time of application <input type="checkbox"/> C. License type or other transaction identified <input checked="" type="checkbox"/> D. Return originals to local authority (additional items may be required by the local licensing authority) <input checked="" type="checkbox"/> E. All sections of the application need to be completed <input type="checkbox"/> F. Master file applicants must include the Application for Master File form DR 8415 and applicable fees to this Retail License Application
II.	Diagram of the premises <input checked="" type="checkbox"/> A. No larger than 8 1/2" X 11" <input checked="" type="checkbox"/> B. Dimensions included (does not have to be to scale). Exterior areas should show type of control (fences, walls, entry/exit points, etc.) <input type="checkbox"/> C. Separate diagram for each floor (if multiple levels) <input checked="" type="checkbox"/> D. Kitchen - identified if Hotel and Restaurant <input checked="" type="checkbox"/> E. Bold/Outlined Licensed Premises
III.	Proof of property possession (One Year Needed) <input type="checkbox"/> A. Deed in name of the applicant (or) (matching question #2) date stamped / filed with County Clerk <input checked="" type="checkbox"/> B. Lease in the name of the applicant (or) (matching question #2) <input type="checkbox"/> C. Lease assignment in the name of the applicant with proper consent from the landlord and acceptance by the applicant <input type="checkbox"/> D. Other agreement if not deed or lease. (matching question #2)
IV.	Background information (DR 8404-I) and financial documents <input checked="" type="checkbox"/> A. Complete DR 8404-I for each principal (Individuals with more than 10% ownership, officers, directors, partners, members) <input type="checkbox"/> B. Fingerprints taken and submitted to the appropriate Local Licensing Authority through an approved state vendor. Do not complete fingerprint cards prior to submitting your application. The Vendors are as follows: IdentoGO – https://uenroll.identogo.com/ Phone: 844-539-5539 (toll-free) Identogo FAQs: https://www.colorado.gov/pacific/cbi/identification-faqs Colorado Fingerprinting – http://www.coloradofingerprinting.com Appointment Scheduling Website: http://www.coloradofingerprinting.com/cabs/ Phone: 720-292-2722 Toll Free: 833-224-2227 <input type="checkbox"/> C. Purchase agreement, stock transfer agreement, and/or authorization to transfer license <i>n/a</i> <input type="checkbox"/> D. List of all notes and loans (Copies to also be attached) <i>n/a</i>
V.	Sole proprietor/husband and wife partnership (if applicable) <input type="checkbox"/> A. Form DR 4679 <input type="checkbox"/> B. Copy of State issued Driver's License or Colorado Identification Card for each applicant
VI.	Corporate applicant information (if applicable) <input type="checkbox"/> A. Certificate of Incorporation <input type="checkbox"/> B. Certificate of Good Standing <input type="checkbox"/> C. Certificate of Authorization if foreign corporation (out of state applicants only)
VII.	Partnership applicant information (if applicable) <input type="checkbox"/> A. Partnership Agreement (general or limited). <input type="checkbox"/> B. Certificate of Good Standing
VIII.	Limited Liability Company applicant information (if applicable) <input checked="" type="checkbox"/> A. Copy of articles of organization <input checked="" type="checkbox"/> B. Certificate of Good Standing <input type="checkbox"/> C. Copy of Operating Agreement (if applicable) <i>n/a</i> <input type="checkbox"/> D. Certificate of Authority if foreign LLC (out of state applicants only) <i>n/a</i>
IX.	Manager registration for Hotel and Restaurant, Tavern, Lodging & Entertainment, and Campus Liquor Complex licenses when included with this application <input type="checkbox"/> A. \$75.00 fee <input type="checkbox"/> B. Individual History Record (DR 8404-I) <input type="checkbox"/> C. If owner is managing, no fee required

Name edfoodys LLC dba nido		Type of License	Account Number		
7. Is the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers under the age of twenty-one years?				Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
8. Has the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers ever (in Colorado or any other state):					
a. Been denied an alcohol beverage license?				<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Had an alcohol beverage license suspended or revoked?				<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. Had interest in another entity that had an alcohol beverage license suspended or revoked?				<input type="checkbox"/>	<input checked="" type="checkbox"/>
If you answered yes to 8a, b or c, explain in detail on a separate sheet.					
9. Has a liquor license application (same license class), that was located within 500 feet of the proposed premises, been denied within the preceding two years? If "yes", explain in detail.				<input type="checkbox"/>	<input checked="" type="checkbox"/>
10. Are the premises to be licensed within 500 feet, of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary?				<input type="checkbox"/>	<input checked="" type="checkbox"/>
				or Waiver by local ordinance? <input type="checkbox"/> <input type="checkbox"/> Other: _____	
11. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of greater than (>) 10,000? NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.				<input type="checkbox"/>	<input type="checkbox"/>
12. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of less than (<) 10,000? NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.				<input type="checkbox"/>	<input type="checkbox"/>
13 a. For additional Retail Liquor Store only. Was your Retail Liquor Store License issued on or before January 1, 2016?				<input type="checkbox"/>	<input type="checkbox"/>
13 b. Are you a Colorado resident?				<input checked="" type="checkbox"/>	<input type="checkbox"/>
14. Has a liquor or beer license ever been issued to the applicant (including any of the partners, if a partnership; members or manager if a Limited Liability Company; or officers, stockholders or directors if a corporation)? If yes, identify the name of the business and list any current financial interest in said business including any loans to or from a licensee.				<input type="checkbox"/>	<input checked="" type="checkbox"/>
15. Does the applicant, as listed on line 2 of this application, have legal possession of the premises by ownership, lease or other arrangement?				<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Ownership <input checked="" type="checkbox"/> Lease <input type="checkbox"/> Other (Explain in Detail) _____ a. If leased, list name of landlord and tenant, and date of expiration, exactly as they appear on the lease:					
Landlord Chelsea A. Boskott and Shawn D. Larson		Tenant edfoodys LLC		Expires 3/31/2027	
b. Is a percentage of alcohol sales included as compensation to the landlord? If yes, complete question 16.				<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. Attach a diagram that designates the area to be licensed in black bold outline (including dimensions) which shows the bars, brewery, walls, partitions, entrances, exits and what each room shall be utilized for in this business. This diagram should be no larger than 8 1/2" X 11".					
16. Who, besides the owners listed in this application (including persons, firms, partnerships, corporations, limited liability companies) will loan or give money, inventory, furniture or equipment to or for use in this business; or who will receive money from this business? Attach a separate sheet if necessary.					
Last Name		First Name		Date of Birth	FEIN or SSN
Interest/Percentage					
Last Name		First Name		Date of Birth	FEIN or SSN
Interest/Percentage					
Attach copies of all notes and security instruments and any written agreement or details of any oral agreement, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation. n/a					
17. Optional Premises or Hotel and Restaurant Licenses with Optional Premises: Has a local ordinance or resolution authorizing optional premises been adopted?				<input type="checkbox"/>	<input type="checkbox"/>
				Number of additional Optional Premise areas requested. (See license fee chart) _____	
18. For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), include a diagram of the service area and documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.					
19. Liquor Licensed Drugstore (LLDS) applicants, answer the following: a. Is there a pharmacy, licensed by the Colorado Board of Pharmacy, located within the applicant's LLDS premise? If "yes" a copy of license must be attached.				<input type="checkbox"/>	<input type="checkbox"/>

n/a

Name <i>Ed Foodys LLC dba nido</i>	Type of License	Account Number
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20. Club Liquor License applicants answer the following: **Attach a copy of applicable documentation**

a. Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain?	Yes <input type="checkbox"/> No <input type="checkbox"/>
b. Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain?	Yes <input type="checkbox"/> No <input type="checkbox"/>
c. How long has the club been incorporated?	
d. Has applicant occupied an establishment for three years (three years required) that was operated solely for the reasons stated above?	Yes <input type="checkbox"/> No <input type="checkbox"/>

21. Brew-Pub, Distillery Pub or Vintner's Restaurant applicants answer the following:

a. Has the applicant received or applied for a Federal Permit? (Copy of permit or application must be attached)

Yes No

22. Campus Liquor Complex applicants answer the following:

a. Is the applicant an institution of higher education?

Yes No

b. Is the applicant a person who contracts with the institution of higher education to provide food services?
If "yes" please provide a copy of the contract with the institution of higher education to provide food services.

Yes No

23. For all on-premises applicants.

a. Hotel and Restaurant, Lodging and Entertainment, Tavern License and Campus Liquor Complex, the Registered Manager must also submit an Individual History Record
- DR 8404-I and fingerprint submitted to approved State Vendor through the Vendor's website. See application checklist, Section IV, for details.

b. For all Liquor Licensed Drugstores (LLDS) the Permitted Manager must also submit a Manager Permit Application
- DR 8000 and fingerprints.

Last Name of Manager <i>Edgar Vaughn</i>	First Name of Manager <i>Edgar</i>
---	---------------------------------------

24. Does this manager act as the manager of, or have a financial interest in, any other liquor licensed establishment in the State of Colorado? If yes, provide name, type of license and account number.

Yes No

25. Related Facility - Campus Liquor Complex applicants answer the following:

a. Is the related facility located within the boundaries of the Campus Liquor Complex?
If yes, please provide a map of the geographical location within the Campus Liquor Complex.
If no, this license type is not available for issues outside the geographical location of the Campus Liquor Complex.

Yes No

b. Designated Manager for Related Facility- Campus Liquor Complex

Last Name of Manager	First Name of Manager
----------------------	-----------------------

26. Tax Information.

a. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business?

Yes No

b. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.?

Yes No

27. If applicant is a corporation, partnership, association or limited liability company, applicant must list all Officers, Directors, General Partners, and Managing Members. In addition, applicant must list any stockholders, partners, or members with ownership of 10% or more in the applicant. All persons listed below must also attach form DR 8404-I (Individual History Record), and make an appointment with an approved State Vendor through their website. See application checklist, Section IV, for details.

Name	Home Address, City & State	DOB	Position	%Owned
<i>Edgar Vaughn</i>			<i>owner & manager</i>	<i>65</i>
<i>Lindsay Cusack</i>			<i>partner</i>	<i>35</i>

** If applicant is owned 100% by a parent company, please list the designated principal officer on above.
 *** Corporations - the President, Vice-President, Secretary and Treasurer must be accounted for above (Include ownership percentage if applicable)
 *** If total ownership percentage disclosed here does not total 100%, applicant must check this box:
 Applicant affirms that no individual other than these disclosed herein owns 10% or more of the applicant and does not have financial interest in a prohibited liquor license pursuant to Article 3 or 5, C.R.S.

Name <i>ed-foalyo LLC</i>	Type of License	Account Number
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Oath Of Applicant

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. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Colorado Liquor or Beer Code which affect my license.

Authorized Signature 	Printed Name and Title <i>Ed Vaughn, owner</i>	Date <i>8/11/22</i>
--------------------------	---	------------------------

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

Date application filed with local authority <i>8-18-2022</i>	Date of local authority hearing (for new license applicants; cannot be less than 30 days from date of application)
---	--

The Local Licensing Authority Hereby Affirms that each person required to file DR 8404-I (Individual History Record) or a DR 8000 (Manager Permit) has been:

- Fingerprinted
- Subject to background investigation, including NCIC/CCIC check for outstanding warrants

That the local authority has conducted, or intends to conduct, an inspection of the proposed premises to ensure that the applicant is in compliance with and aware of, liquor code provisions affecting their class of license

(Check One)

- Date of inspection or anticipated date _____
- Will conduct inspection upon approval of state licensing authority

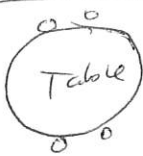
- | | | |
|--|--------------------------|--------------------------|
| <input type="checkbox"/> Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1,500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of > 10,000? | Yes | No |
| | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3,000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of < 10,000? | | |
| | <input type="checkbox"/> | <input type="checkbox"/> |
- NOTE:** The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.
- Does the Liquor-Licensed Drugstore (LLDS) have at least twenty percent (20%) of the applicant's gross annual income derived from the sale of food, during the prior twelve (12) month period? Yes No

The foregoing application has been examined; and the premises, business to be conducted, and character of the applicant are satisfactory. We do report that such license, if granted, will meet the reasonable requirements of the neighborhood and the desires of the adult inhabitants, and will comply with the provisions of Title 44, Article 4 or 3, C.R.S., and Liquor Rules. Therefore, this application is approved.

Local Licensing Authority for	Telephone Number	<input type="checkbox"/> Town, City <input type="checkbox"/> County
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Signature	Print	Title	Date
Signature	Print	Title	Date

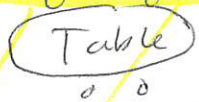
STREET



Sidewalk

FRONT OF BUILDING

201 Grand Ave
Paonia



Service/Dining Area

(where Alcoholic Beverages will be served and consumed)

3' x 24'(w)



Rest Room

LINE kitchen
10' x 24'(w)

Street

Sidewalk

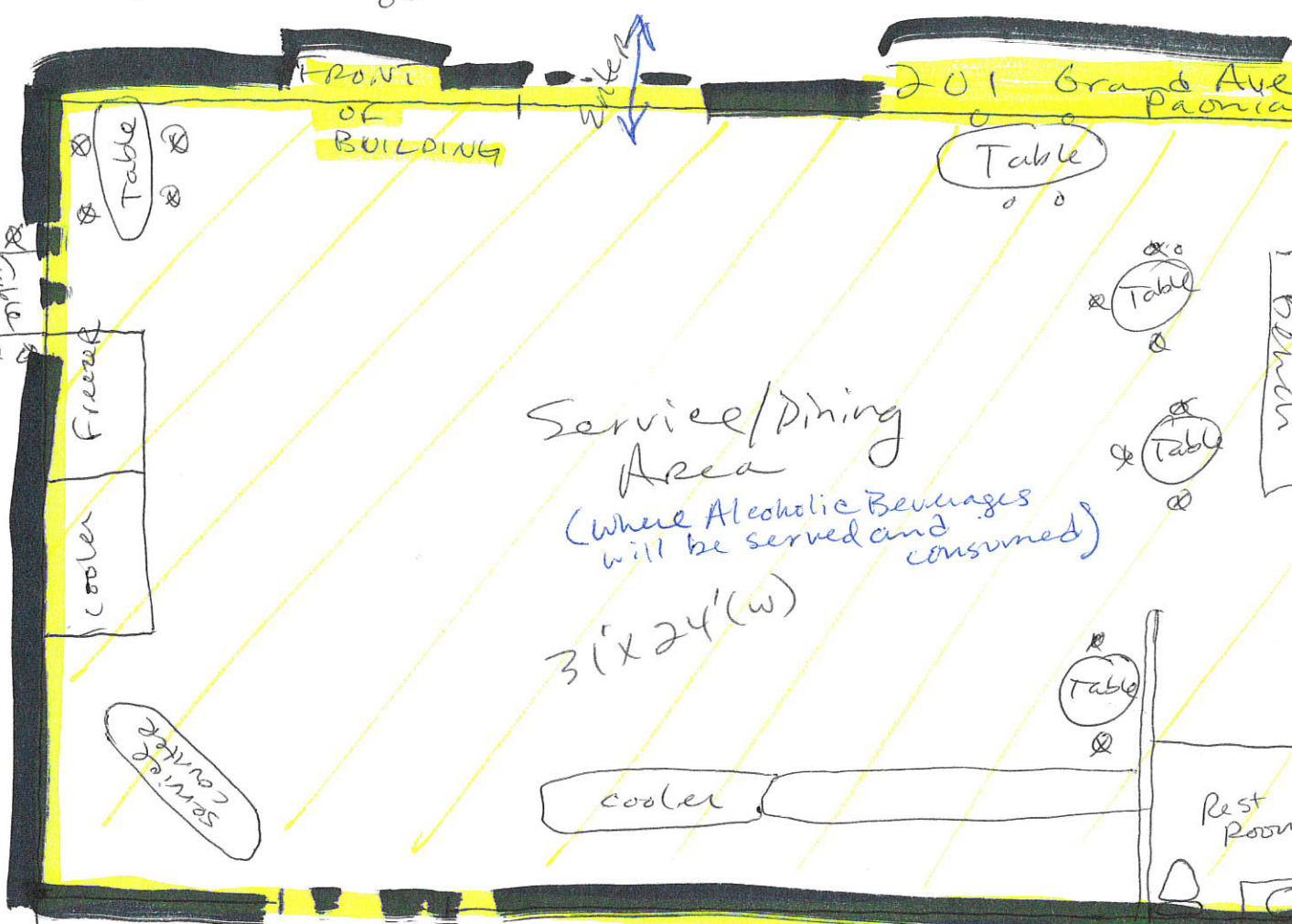
steps

DOOR

OFFICE
11' x 12'(w)

Back/Prep area

8' x 12'(w)





AFFIDAVIT - RESTRICTIONS ON PUBLIC BENEFITS

I, Edgar V. Vareghn, swear or affirm under penalty of perjury under the laws of the State of Colorado that (check one):

- I am a United States citizen.
- I am not a United States citizen but I am a Permanent Resident of the United States.
- I am not a United States citizen but I am lawfully present in the United States pursuant to Federal law.
- I am a foreign national not physically present in the United States.

I understand that this sworn statement is required by law because I have applied for a public benefit. I understand that state law requires me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under Colorado Revised Statute 18-8-503 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.

Signature

A handwritten signature in black ink, appearing to read "Edgar V. Vareghn", is written over the signature line.

Date

8/15/22



- [UCC Home](#)
- [Instructions](#)
- [FAQs](#)
- [Login](#)
- [Create User Account](#)

Organization Record Confirmation

Review and select "Confirm" if this entity is the correct business organization.

ID Number:	20191227354
Name:	edfoodyo LLC
Principal Street Address:	201 Grand Avenue, Paonia, CO, Colorado, 81428, United States
Principal Mailing Address:	40160 Mathews Lane, Paonia, CO, Colorado, 81428, United States
Registered Agent:	Edgar V Vaughn II
Registered Agent Street Address:	40160 Mathews Lane, Paonia, CO, 81428, United States
Registered Agent Mailing Address:	40160 Mathews Lane, Paonia, CO, 81428, United States
Status:	Good Standing
Form:	Limited Liability Company
Jurisdiction:	CO
Formation Date:	2019-03-15

[Previous Page](#)

[Confirm](#)

[Terms & conditions](#) | [Browser compatibility](#)



Colorado Secretary of State
 Date and Time: 03/15/2019 04:52 PM
 ID Number: 20191227354
 Document number: 20191227354
 Amount Paid: \$50.00

Document must be filed electronically.
 Paper documents are not accepted.
 Fees & forms are subject to change.
 For more information or to print copies
 of filed documents, visit www.sos.state.co.us.

ABOVE SPACE FOR OFFICE USE ONLY

Articles of Organization

filed pursuant to § 7-90-301 and § 7-80-204 of the Colorado Revised Statutes (C.R.S.)

1. The domestic entity name of the limited liability company is

edfoodyo LLC

(The name of a limited liability company must contain the term or abbreviation "limited liability company", "ltd. liability company", "limited liability co.", "ltd. liability co.", "limited", "l.l.c.", "llc", or "ltd.". See §7-90-601, C.R.S.)

(Caution: The use of certain terms or abbreviations are restricted by law. Read instructions for more information.)

2. The principal office address of the limited liability company's initial principal office is

Street address

229 1/2 Grand Avenue

(Street number and name)

Paonia

(City)

(Province – if applicable)

CO

(State)

81428

(ZIP/Postal Code)

United States

(Country)

Mailing address

(leave blank if same as street address)

216 Colorado Ave

(Street number and name or Post Office Box information)

Paonia

(City)

(Province – if applicable)

CO

(State)

81428

(ZIP/Postal Code)

United States

(Country)

3. The registered agent name and registered agent address of the limited liability company's initial registered agent are

Name

(if an individual)

Vaughn

(Last)

Edgar

(First)

V

(Middle)

II

(Suffix)

or

(if an entity)

(Caution: Do not provide both an individual and an entity name.)

Street address

216 Colorado Avenue

(Street number and name)

Paonia

(City)

(Province – if applicable)

CO

(State)

81428

(ZIP Code)

Mailing address

(leave blank if same as street address)

(Street number and name or Post Office Box information)

(City) CO _____
(State) (ZIP Code)

(The following statement is adopted by marking the box.)

The person appointed as registered agent has consented to being so appointed.

4. The true name and mailing address of the person forming the limited liability company are

Name
(if an individual) Vaughn Edgar V II
(Last) (First) (Middle) (Suffix)

or

(if an entity) _____
(Caution: Do not provide both an individual and an entity name.)

Mailing address 216 Colorado Ave
(Street number and name or Post Office Box information)

Paonia CO 81428
(City) (State) (ZIP/Postal Code)
United States
(Province - if applicable) (Country)

(If the following statement applies, adopt the statement by marking the box and include an attachment.)

The limited liability company has one or more additional persons forming the limited liability company and the name and mailing address of each such person are stated in an attachment.

5. The management of the limited liability company is vested in

(Mark the applicable box.)

one or more managers.

or

the members.

6. (The following statement is adopted by marking the box.)

There is at least one member of the limited liability company.

7. (If the following statement applies, adopt the statement by marking the box and include an attachment.)

This document contains additional information as provided by law.

8. (Caution: Leave blank if the document does not have a delayed effective date. Stating a delayed effective date has significant legal consequences. Read instructions before entering a date.)

(If the following statement applies, adopt the statement by entering a date and, if applicable, time using the required format.)

The delayed effective date and, if applicable, time of this document is/are _____
(mm/dd/yyyy hour:minute am/pm)

Notice:

Causing this document to be delivered to the Secretary of State for filing shall constitute the affirmation or acknowledgment of each individual causing such delivery, under penalties of perjury, that the document is the individual's act and deed, or that the individual in good faith believes the document is the act and deed of the person on whose behalf the individual is causing the document to be delivered for filing, taken in conformity with the requirements of part 3 of article 90 of title 7, C.R.S., the constituent documents, and the organic statutes, and that the individual in good faith believes the facts stated in the document are true and the document complies with the requirements of that Part, the constituent documents, and the organic statutes.

This perjury notice applies to each individual who causes this document to be delivered to the Secretary of State, whether or not such individual is named in the document as one who has caused it to be delivered.

9. The true name and mailing address of the individual causing the document to be delivered for filing are

Vaughn	Edgar	V	II
<small>(Last)</small>	<small>(First)</small>	<small>(Middle)</small>	<small>(Suffix)</small>
216 Colorado Ave			
<small>(Street number and name or Post Office Box information)</small>			
<hr/>			
Paonia	CO	81428	
<small>(City)</small>	<small>(State)</small>	<small>(ZIP/Postal Code)</small>	
United States			
<small>(Province - if applicable)</small>		<small>(Country)</small>	

(If the following statement applies, adopt the statement by marking the box and include an attachment.)

- This document contains the true name and mailing address of one or more additional individuals causing the document to be delivered for filing.

Disclaimer:

This form/cover sheet, and any related instructions, are not intended to provide legal, business or tax advice, and are furnished without representation or warranty. While this form/cover sheet is believed to satisfy minimum legal requirements as of its revision date, compliance with applicable law, as the same may be amended from time to time, remains the responsibility of the user of this form/cover sheet. Questions should be addressed to the user's legal, business or tax advisor(s).

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

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

edfoodyo LLC

is a

Limited Liability Company

formed or registered on 03/15/2019 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20191227354 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 09/15/2022 that have been posted, and by documents delivered to this office electronically through 09/20/2022 @ 13:03:35 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 09/20/2022 @ 13:03:35 in accordance with applicable law. This certificate is assigned Confirmation Number 14327156 .



Secretary of State of the State of Colorado

*****End of Certificate*****
Notice: A certificate issued electronically from the Colorado Secretary of State's Web site is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's Web site, <http://www.sos.state.co.us/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our Web site, <http://www.sos.state.co.us/> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."

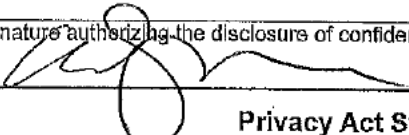
Tax Check Authorization, Waiver, and Request to Release Information

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

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

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

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

Name (Individual/Business) <u>Edgar V. Vaughn edfordys LLC dba nido</u>		Social Security Number/Tax Identification Number <u>833886047</u>	
Address [REDACTED]			
City <u>Paonia</u>		State <u>CO</u>	Zip <u>81428</u>
Home Phone Number [REDACTED]		Business/Work Phone Number <u>(970) 527-1056</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>Edgar V. Vaughn</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) 			Date signed <u>8/11/22</u>

Privacy Act Statement

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



PETITION TO THE LIQUOR LICENSING AUTHORITY OF THE TOWN OF PAONIA COLORADO (Each page must contain the full wording of the petition.)

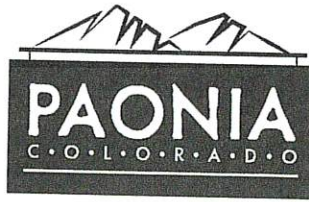
WE, THE UNDERSIGNED, MEETING THE INSTRUCTIONS AND QUALIFICATIONS NECESSARY, RESPECTFULLY REQUEST THE TOWN OF PAONIA LIQUOR LICENSING AUTHORITY TO GRANT A

Liquor LICENSE TO
(Type of License Applied For)

edfoodyo LLC nido 201 Grand Ave.
(Name of Applicant, Name of Outlet, Address of Outlet) Paonia, CO

THE UNDERSIGNED STATE THEY FEEL THE REASONABLE REQUIREMENTS OF THE NEIGHBORHOOD ARE NOT PRESENTLY BEING MET BY EXISTING OUTLETS AND THAT IT IS THEIR DESIRE THIS LICENSE BE GRANTED.

NO.	SIGNATURE	ADDRESS	AGE	DATE
1.		40160 Mathews Lane	56	8/24/22
2.		216 Colorado Ave	39	8/24/22
3.		105 N Fort Ave	45	8/24/22
4.		100 Orchard Ave	33	8/24/22
5.		703 4th St	25	8/24/22
6.		219 Grand	30	8/24/22 8/25/22
7.		302 West Hotchkiss	31	8/25/2022
8.		43333 Nardella	62	8/25/22
9.		39579 Hedley St	41	8/25/22



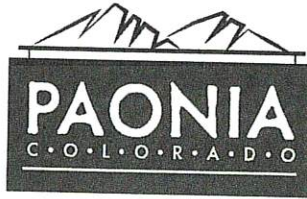
PETITION TO THE LIQUOR LICENSING AUTHORITY OF THE TOWN OF PAONIA COLORADO (Each page must contain the full wording of the petition.)

WE, THE UNDERSIGNED, MEETING THE INSTRUCTIONS AND QUALIFICATIONS NECESSARY, RESPECTFULLY REQUEST THE TOWN OF PAONIA LIQUOR LICENSING AUTHORITY TO GRANT A Liquor LICENSE TO (Type of License Applied For)

edfoodyo LLC nido 201 Grand Ave.
 (Name of Applicant, Name of Outlet, Address of Outlet) Paonia, CO

THE UNDERSIGNED STATE THEY FEEL THE REASONABLE REQUIREMENTS OF THE NEIGHBORHOOD ARE NOT PRESENTLY BEING MET BY EXISTING OUTLETS AND THAT IT IS THEIR DESIRE THIS LICENSE BE GRANTED.

NO.	SIGNATURE	ADDRESS	AGE	DATE
10	<i>[Signature]</i>	15736 FIRE MT RD Paonia, CO	42	8/25/22
2.11	<i>[Signature]</i>	Cedar Ln Paonia Pk 208	64	8-25-22
3.12	<i>[Signature]</i>	301 Box Elder Ave Paonia	64	8-25-22
4.13	<i>[Signature]</i>	204 Elm Drive, Hotchkiss, CO	39	8/25/22
5.14	<i>[Signature]</i>	P.O. Box 371 Hotchkiss CO	30	8/25/22
6.15	<i>[Signature]</i>	518 ASPEN LN. HOTCHKISS, CO 81419	30	8/25/22
7.16	<i>[Signature]</i>	13706 PAGED MTN DR PAONIA, CO 81428	34	8/25/22
8.17	<i>[Signature]</i>	234 HWY 153, Paonia, CO 81428	27	8/25/22
9.18	<i>[Signature]</i>	40286 Cedar Ln Paonia CO	61	8/25/22



PETITION TO THE LIQUOR LICENSING AUTHORITY OF THE TOWN OF PAONIA COLORADO (Each page must contain the full wording of the petition.)

WE, THE UNDERSIGNED, MEETING THE INSTRUCTIONS AND QUALIFICATIONS NECESSARY, RESPECTFULLY REQUEST THE TOWN OF PAONIA LIQUOR LICENSING AUTHORITY TO GRANT A Liquor LICENSE TO (Type of License Applied For)

edfoodyo LLC (Name of Applicant), nido (Name of Outlet), 201 Grand Ave. Paonia CO (Address of Outlet)

THE UNDERSIGNED STATE THEY FEEL THE REASONABLE REQUIREMENTS OF THE NEIGHBORHOOD ARE NOT PRESENTLY BEING MET BY EXISTING OUTLETS AND THAT IT IS THEIR DESIRE THIS LICENSE BE GRANTED.

NO.	SIGNATURE	ADDRESS	AGE	DATE
19	<i>[Signature]</i>	PO Box 74 Paonia CO	57	8/25/22
20	<i>[Signature]</i>	11573 6325 rd.	37	8/25/22
3.21	<i>[Signature]</i>	112 2nd St.	49	8/25/22
4.28	<i>[Signature]</i>	343 2nd. St.	33	8/25/22
5.38	<i>[Signature]</i>	41659 Reds Rd	37	8/25/22
6.24	<i>[Signature]</i>	41074 Lamborn Drive	37	8/26/22
7.25	<i>[Signature]</i>	38339 Powell Mesa Rd.	35	8/26/22
8.26	<i>[Signature]</i>	1730 W. Jack Ave	32	8/26/22
9.27	<i>[Signature]</i>	712 3rd Street Paonia, CO 81428	21	8/26/22



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NO.	SIGNATURE	ADDRESS	AGE	DATE
1.28		40700 German Creek Dr	39	8/20/22
2.9		40700 German Creek Dr	33	8/26/22
3.0		15359 Fire Mountain Rd	69	8/26/22
4.31		39647 Pitkin Rd	66	8/25/22
5.33		19708 3100 Rd.	44	8/26/22
6.33		37445 Back River Rd	55	8-26-22
7.34		37445 Back River Rd	66	8/26/22
8.35		115 Meadowbrook Ct.	61	8/26/22
9.36		115 Meadowbrook Ct	60	8/26/22



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edfoodyo LLC nido 201 Grand Ave.
 (Name of Applicant, Name of Outlet, Address of Outlet) Paonia, CO

THE UNDERSIGNED STATE THEY FEEL THE REASONABLE REQUIREMENTS OF THE NEIGHBORHOOD ARE NOT PRESENTLY BEING MET BY EXISTING OUTLETS AND THAT IT IS THEIR DESIRE THIS LICENSE BE GRANTED.

NO.	SIGNATURE	ADDRESS	AGE	DATE
1.37	<i>[Signature]</i>	546 Hazelwood trail	37	8/26/22
2.38	<i>[Signature]</i>	4 Pan American Ave	36	8/26/22
3.39	<i>[Signature]</i>	14134 Burgess Ln.	29	8/27/22
4.40	<i>[Signature]</i>	337 Main	48	8/27/22
5.41	<i>[Signature]</i>	210 Grand	54	8-27-22
6.42	<i>[Signature]</i>	65 Cedar Dr	35	8/27/22
7.43	<i>[Signature]</i>	13006 CRAWFORD RD	75	8/27/22
8.44	<i>[Signature]</i>	3 Pan American Ave	29	8/27/22
9.45	<i>[Signature]</i>	3 Pan American Ave	32	8/27/22



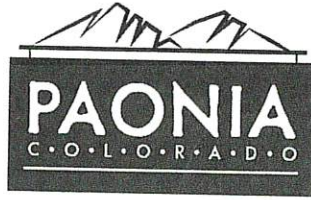
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edfoodyo LLC (Name of Applicant, nido Name of Outlet, 201 Grand Ave. Address of Outlet) Paonia, CO

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NO.	SIGNATURE	ADDRESS	AGE	DATE
1.46	[Signature]	11589 Crawford Rd Paonia, Co 81428	70	8-30-22
2.47	[Signature]	1435 Burgess Ln Paonia, CO 81428	27	8-30-22
3.48	[Signature]	32640 Strickland Rd	34	8.30.22
4.49	[Signature]	1042nd St Paonia	51	8/30/22
5.0	[Signature]	109 MAIN AVE	31	8/30/22
6.51	[Signature]	237 Hwy 133	30	8/30/22
7.52	[Signature]	105 North Fork	52	8/30/22
8.53	[Signature]	11468 3725 Rd	33	8/30/22
9.54	[Signature]	130 Poplar Ave	48	8-31-22



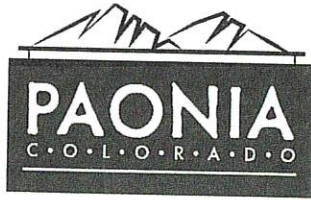
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ed foodys LLC nido 201 Grand Ave.
 (Name of Applicant, Name of Outlet, Address of Outlet) Paonia CO

THE UNDERSIGNED STATE THEY FEEL THE REASONABLE REQUIREMENTS OF THE NEIGHBORHOOD ARE NOT PRESENTLY BEING MET BY EXISTING OUTLETS AND THAT IT IS THEIR DESIRE THIS LICENSE BE GRANTED.

NO.	SIGNATURE	ADDRESS	AGE	DATE
0.55	<i>[Signature]</i>	105 North Fork	51	8/31/22
0.56	<i>[Signature]</i>	503 Bol Elder	49	8/31/22
0.57	<i>[Signature]</i>	4120 ¹⁴³²³ 4170 LN Paonia CO	39	8/31/22
0.58	<i>[Signature]</i>	15837 2900 Rd Hotchkiss 8149	30	8/31/22
59	<i>[Signature]</i>	318 Orchard Ave	49	8/31/2022
60	<i>[Signature]</i>	PO Box 1038 Paonia CO	31	8/31/2022
0.61	<i>[Signature]</i>	PO Box 1022 Paonia	78	8-31-2022
0.62	<i>[Signature]</i>	PO Box 533 Paonia	44	8-31-2022
0.63	<i>[Signature]</i>	PO Box 632 Paonia	35	8-31-2022



PETITION TO THE LIQUOR LICENSING AUTHORITY OF THE TOWN OF PAONIA COLORADO (Each page must contain the full wording of the petition.)

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Edfoadyo LLC (Name of Applicant, nido Name of Outlet, 201 Grand Ave. Paonia CO Address of Outlet)

THE UNDERSIGNED STATE THEY FEEL THE REASONABLE REQUIREMENTS OF THE NEIGHBORHOOD ARE NOT PRESENTLY BEING MET BY EXISTING OUTLETS AND THAT IT IS THEIR DESIRE THIS LICENSE BE GRANTED.

NO.	SIGNATURE	ADDRESS	AGE	DATE
1.64	<i>[Signature]</i>	215 PAONIA AVE	48	09.01.22
2.65	<i>[Signature]</i>	39647 Pitkin Rd	64	9-1-22
3.66	<i>[Signature]</i>	39647 Pitkin Rd	66	9/1/22
4.67	<i>[Signature]</i>	314 Poplar Ave Paonia	45	9/1/22
5.68	<i>[Signature]</i>	PO BOX 1063 PAONIA	55	9-1-22
6.9	<i>[Signature]</i>	Box 1273 8142x	74	9-1-22
7.0	<i>[Signature]</i>	108 N FORT PAONIA	35	9-1-22
8.71	<i>[Signature]</i>	316 Oak Ave, Paonia	63	9-1-22
9.78	<i>[Signature]</i>	13229 Spenhall	73	9/1/22

[Handwritten mark]



PETITION TO THE LIQUOR LICENSING AUTHORITY OF THE TOWN OF PAONIA COLORADO (Each page must contain the full wording of the petition.)

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ed foodys LLC nido 201 Grand Ave.
 (Name of Applicant, Name of Outlet, Address of Outlet) Paonia CO

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NO.	SIGNATURE	ADDRESS	AGE	DATE
1.73	<i>[Signature]</i>	419 Stahl	49	9-1-22
2.74	<i>[Signature]</i>	105 Northfork	45	9-1-22
3.75	<i>[Signature]</i>	41394 Lomborn Mesa Rd	63	9-2-22
4.76	<i>[Signature]</i>	Hanson Mesa	36	9-2-22
5.77	<i>[Signature]</i>	324 Box Elder Pl	59	9/2/22
6.78	<i>[Signature]</i>	1515 2nd St. P.	69	9/2/22
7.9	<i>[Signature]</i>	446 Vista de #2	21++	9/2/22
8.0	<i>[Signature]</i>	218 Box Elder Ave	41	9/2/22
9.51	<i>[Signature]</i>	39007 PITKIN RD	30	9/2/22



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edfoodyo LLC (Name of Applicant, nido Name of Outlet, 201 Grand Ave. Paonia, CO Address of Outlet)

THE UNDERSIGNED STATE THEY FEEL THE REASONABLE REQUIREMENTS OF THE NEIGHBORHOOD ARE NOT PRESENTLY BEING MET BY EXISTING OUTLETS AND THAT IT IS THEIR DESIRE THIS LICENSE BE GRANTED.

NO.	SIGNATURE	ADDRESS	AGE	DATE
1.82	[Signature]	41050 Lumberton Mesa Rd Paonia, CO	32	September 1st
2.83	[Signature]	14134 Burgess Lane Paonia CO	28	9/2/22
3.84	[Signature]	317 BOX ELDER AVE. PAONIA CO	36	9/2/22
4.85	[Signature]	306 box elder ave.	25	9/2/22
5.86	[Signature]	PO Box 387 Paonia, CO	44	9/2/22
6.87	[Signature]	102 onarga ave.	24	9/2/22
7.88	[Signature]	36176 Sunshine Mesa Rd Hotchkiss	36	9/2/22
8.9	[Signature]	19 Alder Ct Paonia	71	9/3/22
9.0	[Signature]	32655 Pitkin Co	40	9/3/22



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Liquor LICENSE TO
 (Type of License Applied For)

edfoodyo LLC nido 201 Grand Ave.
 (Name of Applicant, Name of Outlet, Address of Outlet) Paonia CO

THE UNDERSIGNED STATE THEY FEEL THE REASONABLE REQUIREMENTS OF THE NEIGHBORHOOD ARE NOT PRESENTLY BEING MET BY EXISTING OUTLETS AND THAT IT IS THEIR DESIRE THIS LICENSE BE GRANTED.

NO.	SIGNATURE	ADDRESS	AGE	DATE
1.91	<i>[Signature]</i>	40132 Stewart Ave	41	9/3/22
2.92	<i>[Signature]</i>	102 Onarga Ave	25	9/3/22
3.93	<i>[Signature]</i>	102 Onarga Ave	24	9/3/22
4.94	<i>[Signature]</i>	224 Grand	53	9/3/22
5.95	<i>[Signature]</i>	401 VISTA DR	60	9/3/22
6.96	<i>[Signature]</i>	331 Bay Elder Ave	56	9/3/22
7.97	<i>[Signature]</i>	115 89 Crawford Rd Paonia	66	9-6-22
8.98	<i>[Signature]</i>	13703 4100 Rd Paonia CO 81428	21++	9/6/22
9.9	<i>[Signature]</i>	208 Main Ave Paonia CO 81428	33	9/6/22
100.	<i>[Signature]</i>	108 Orchard Ave	55	9/6/22

ADU Summary

December 2020

Accessory Dwelling Unit (ADU): Defined as a dwelling unit with all necessary facilities (kitchen, bathroom) distinct from the primary home, whether attached or detached, in the R-1 zone

GAPS Recommendations to be added to code and/or ordinance to allow ADUs

1. Code adjustments
 - a. Remove restrictive and unclear land-to-development ratio from Chapter 16, article 3. Instead, rely on required setbacks to ensure compatibility with neighborhood character
 - b. Do not include a lot square footage minimum (R-2 has a minimum 8,000 sq ft for a duplex)
2. Water requirements
 - a. Moratorium: Review with town attorney, but current understanding of the moratorium may allow for an ADU in cases where no extension of the line is required (ex. Converted garage already has water/sewer service). However, extension of a line would be disallowed by the moratorium.
 - b. When available, the allowable method to extend water to an ADU would be based on tap size; Public Works has existing guidelines on tap service capabilities
 - i. If the tap is large enough to service the anticipated water use of an extension, the homeowner can use the existing tap and add a meter for the ADU.
 - ii. If the tap is not large enough to service the anticipated water use, the homeowner would have to enlarge the tap (3/4" to 1" service) and pay the tap fee difference or purchase an additional tap
3. Parking
 - a. Recommend no minimum parking requirement for an ADU; rather, the homeowner would have to demonstrate on their application that adequate parking is available to meet their needs (whether on property or on street, in line with neighborhood character)
4. Size restrictions
 - a. Limit to the greater of 500 sq ft, or 25% of the primary dwelling floor area
 - b. Maximum 2 bedrooms/1 bathroom
 - c. No more than 1 ADU and 1 primary dwelling per R-1 lot
5. Relationship to Short-term Rentals (STRs)
 - a. Short-term rental would not be an allowable use for ADUs until the board establishes STR regulations, which are also currently under review but may take longer to finalize

Board action requested: Suggestions for changes and/or direction to prepare a draft ordinance based on these recommendations

ORDINANCE NO. TBD -

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO, AMENDING CERTAIN PROVISIONS OF CHAPTER 16 OF THE TOWN OF PAONIA MUNICIPAL CODE

RECITALS:

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

WHEREAS, the Town pursuant to C.R.S. 31-4-101, the Town has certain legislative powers; and

WHEREAS, pursuant to C.R.S. § 31-23-301, the Town has the power to regulate buildings and other structures for the purposes of promoting health, safety, and the general welfare of the community; and

WHEREAS, the use of Accessory Dwelling Units (“ADUs”) has been recognized to be an effective means to improve affordable housing, and provide additional dwelling units within a community; and

WHEREAS, to offset housing costs and to create additional housing within the Town of Paonia, the Board of Trustees wishes to amend the Town Code to allow for ADUs within the Town; and

WHEREAS, the Board of Trustees determines that it is in the best interest of the community and the public health, safety and welfare of the citizens of the Town to amend the Town Code to add certain provision to the Municipal Code.

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

Section 1. Legislative Findings.

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

Section 2. Amendment of Town Code.

(A) The definition of “*Accessory building, structure or use*” under Sec. 16-1-100 is repealed and amended to read as follows:

“*Accessory building, structure or use*’ means a building, structure or use located on the same lot as the principal building, structure or use, which is clearly incidental to and subordinate to and customarily found in connection with the principal building

structure or use. Accessory buildings, structures or uses shall not be used for living or sleeping quarters unless such accessory building, structures or uses shall meet the requirements of Sec. 16-_____.

(B) The definition of “*Dwelling Unit, accessory*” is added to under Sec. 16-1-100 to read as follows:

“*Dwelling Unit, accessory*’ means A dwelling unit located within, attached to, or detached from the principal dwelling, that contains no more than 800 square feet of gross floor area, the use of which is associated with and subordinate to the principal dwelling and that is located upon the same lot as the principal dwelling.”

Section 3. Addition to the Town Code.

(A) The following Sec. 16-3-65 is added to the Town Code as follows:

Sec. 16-3-65. – Accessory Dwelling Units.

- (a) ADU’s as defined in Sec. 16-1-100 are only allowed as accessory to a single-family dwelling and within the R-1 Low-Density Residential District. Only one ADU per single-family dwelling is permitted.
- (b) The accessory dwelling unit must be constructed in accordance with applicable requirements of the Town Building Codes. It may be attached or detached to the principal single-family dwelling. Applicable lot dimensional requirements for a single-family dwelling as set out in 16- must be met.
- (c) One off-street parking space shall be provided for the accessory dwelling unit in addition to any other required off-street parking.
- (d) The accessory dwelling unit may not exceed 800 square feet of gross floor area.
- (e) One of the dwelling units on the property must be, and remain, owner occupied.
- (f) A minimum of a 90-day rental period shall be required by written lease.
- (g) The accessory dwelling unit must be owned together with the principal residential unit, and the lot or parcel upon which they are located, in undivided ownership.

- (h) The accessory dwelling unit may be served off of the water or sewer tap for the principal residence, in which case it shall not be subject to additional tap fees.
- (i) The burden shall be upon the owner of any accessory dwelling unit to provide adequate proof to the Town that the criteria of this Section are met. In the event that the Town determines that the criteria has not been shown to be satisfied, the unit may not be occupied as a residence.
- (j) A dwelling unit constructed before a principal single-family dwelling, which meets these criteria, may be converted to an accessory dwelling unit following construction of a new principal dwelling unit.

Section 4. Severability.

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

Section 5. Repeal of Prior Ordinances.

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

Section 5. Ordinance Effect.

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

Section 6. Effective Date.

This Ordinance shall take effect thirty days after adoption. Notwithstanding the foregoing, the Town shall not issue a certificate of occupancy for an accessory dwelling unit unless or until there is a repeal on the Town wide water tap sale moratorium.

THIS SECTION LEFT INTENTIONALLY BLANK

INTRODUCED, READ, AND REFERRED for second reading before the Board of Trustees of the Town of Paonia, Colorado, on the 23rd day of February 2021.

TOWN OF PAONIA, COLORADO, A MUNICIPAL CORPORATION

By: _____
Mary Bachran, Mayor

ATTEST:

CORINNE FERGUSON, Town Clerk

HEARD AND FINALLY ADOPTED by the Board of Trustees of the Town of Paonia, Colorado, this _____ day of _____, 2021.

TOWN OF PAONIA, COLORADO, A MUNICIPAL CORPORATION

By: _____
Mary Bachran, Mayor

ATTEST:

Corinne Ferguson, Town Administrator/Clerk

Short-Term Rentals - GAPS Committee Overview

The following documents are attached for your consideration. **These documents are included for information only, to allow adequate time for review. This is not intended for discussion at the May 11 meeting.**

1. GAPS Committee Summary of survey results
2. Review of local context

Additional documents not in the packet:

1. Raw Google Analytics for the survey can be accessed via a link on the town website
2. All individual survey responses can be reviewed electronically (or printed at cost, over 800 pgs) at Town Hall.

Questions and comments from the GAPS committee to help guide the discussion at an upcoming meeting:

1. Is this definition of STRs adequate for the town?
The rental of a non-commercial dwelling, dwelling unit, accessory dwelling unit, or any portion of a dwelling unit to any persons for less than 30 days.
2. For all dwelling unit rentals, what is a residential use, a home-based business, or a commercial use?
3. How does our existing code apply? How should we enforce this?
 - a. See the following sections specifically on home-based businesses and renting of rooms:
 - i. Section 16-11-20
 - ii. Section 16-11-30
 - b. Existing definitions in Paonia town code:
 - i. **Dwelling unit:** One (1) room, or rooms connected together constituting a separate, independent housekeeping establishment for owner occupancy, rental or lease on a monthly or longer basis. The dwelling unit shall be physically separated from any other rooms or dwelling units that may be in the same structure and served by no more than one (1) gas meter, one (1) electric meter and one (1) water meter and sewer tap.
 - ii. **Bed and breakfast establishment:** Facility of residential character, which provides sleeping accommodations for hire for two (2) weeks or less, on a day-to-day basis, with one (1) or more meals per day included and a manager residing on the premises.
 - iii. **Boarding or rooming house:** A building other than a hotel, cafe or restaurant where, for compensation, lodging and/or meals are provided for three (3) or more boarders and/or roomers exclusive of the occupant's family. In such facilities, the length of stay is normally thirty (30) days or more.
 - iv. **Hotel** is not defined in our code
4. Should we incorporate the language and definitions of the International Building Code?
 - a. Definitions (2018 IBC Chapter 2):
 - i. **Lodging House:** A one-family dwelling where one or more occupants are primarily permanent in nature and rent is paid for guest rooms.
 - ii. **Boarding House:** A building arranged or used for lodging for compensation, with or without meals, and not occupied as a single-family unit.
 - b. Application (2018 IBC Section 310):
 - i. Owner-occupied lodging houses with five or fewer guest rooms and 10 or fewer total occupants shall be permitted to be constructed in accordance with the International Residential Code.
 - ii. Boarding Houses with 10 or fewer occupants and [non-owner-occupied] Lodging Houses with five or fewer guest rooms and 10 or fewer occupants are subject to the International Building Code group R-3.
 - iii. Boarding Houses with 10 or more occupants are subject to the International Building Code group R-1 (the same as hotels/motels)
5. What new STR regulations would be realistically enforceable? Consider any legal issues, staff capacity, tracking requirements.
6. Should the GAPS Committee take up long-term rentals in town as a separate topic?

Overview

For the purpose of this survey, short-term rentals (STRs) were defined as the rental of a non-commercial dwelling, dwelling unit, accessory dwelling unit, or any portion of a dwelling unit to any persons for less than 30 days.

All responses were anonymous unless the respondent chose to self-identify in the comments, and any question could be skipped.

The survey was available from April 1 through April 23 on the Town of Paonia website, with paper copies available at Town Hall.

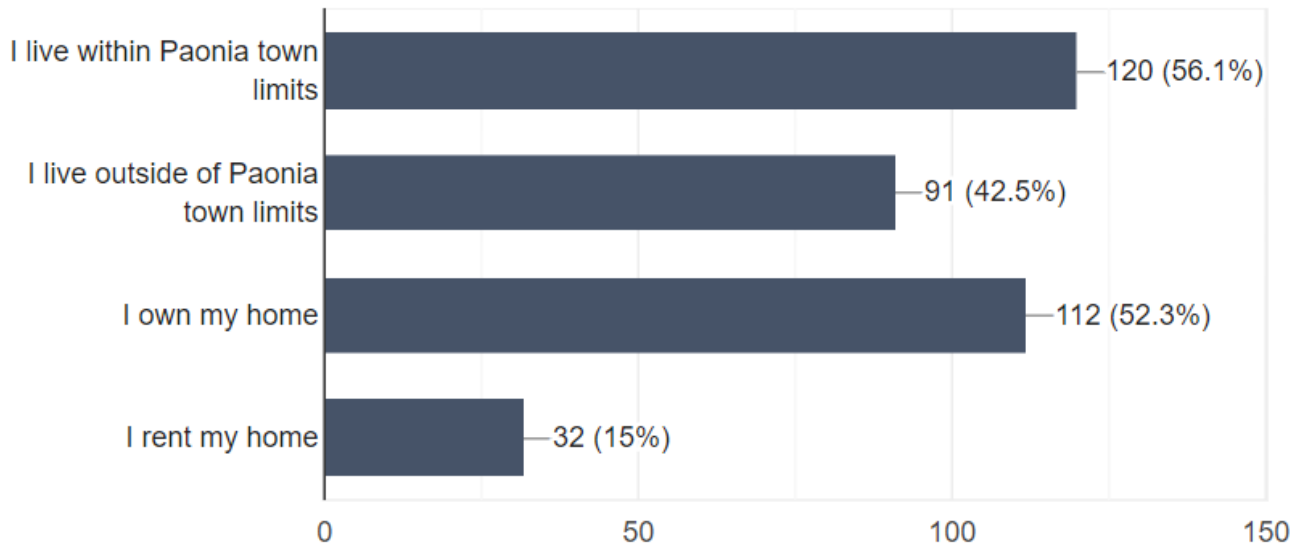
We received a total of 216 responses, summarized below. All individual survey responses have been provided to town staff for record-keeping, and can be made available on request. The printable version (PDF) of all responses is 864 pages long.

Summary of the Responses, followed by GAPS Committee Comments

Question 1:

Please select the options that best describe you. (Select all that apply)

214 responses



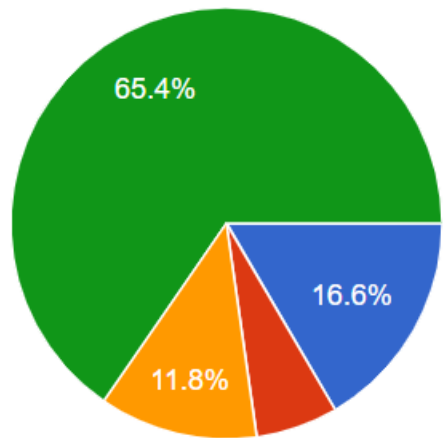
GAPS committee comments:

We did not limit the survey to in-town residents only, since the impact of short-term rentals extends beyond our town borders and affects the greater community. The purpose of this question is to better understand who is responding to the survey. If the board wishes, we can analyze the results from in-town residents separately and bring that data back at a future meeting.

Question 2:

Do you own a business in or near Paonia?

211 responses



- I own a business that is NOT impacted by tourism or short-term rentals
- I own a business that offers lodging
- I own a business that benefits from or relies on tourism, but does not offer lodging
- None of the above

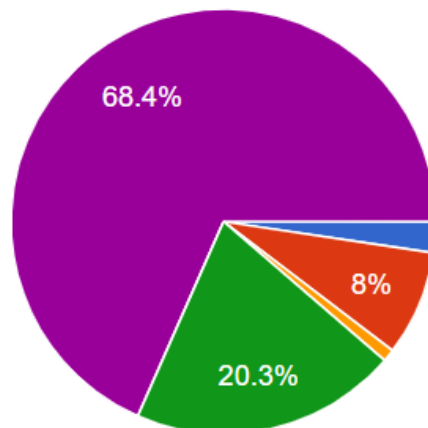
GAPS committee comments:

The purpose of this question is to better understand who is responding to the survey, and what biases they may have related to short-term rentals.

Question 3:

Do you host STR(s) in or near Paonia?

212 responses



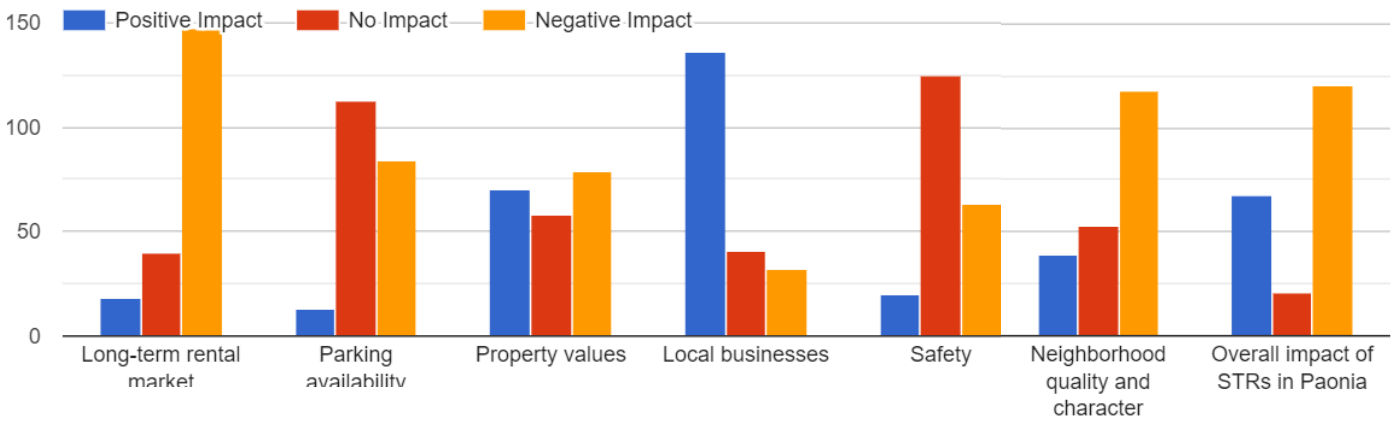
- I have STR(s) in my home and share living facilities (kitchen...)
- I have STR(s) on my property, but separate from my living q...
- I have STR(s) on a property that I do not consider my primary r...
- I do not have STRs but am considering it
- I do not have STRs and do not plan to

GAPS committee comments:

This question provides some insight into current and planned STRs. 67 respondents (31.6%) either have an STR or are considering one.

Question 4:

How do STRs impact each of the following?



- Long-term rental market
 - Negative impact: 71.2%
 - No impact: 19.5%
 - Positive impact: 9.3%
- Local businesses
 - Positive impact: 65.1%
 - No impact: 19.6%
 - Negative impact: 15.3%
- Safety
 - No impact: 60.1%
 - Negative impact: 30.3%
 - Positive impact: 9.6%
- Overall impact of STRs in Paonia
 - Negative impact: 57.4%
 - Positive impact: 32.5%
 - No impact: 10.0%
- Neighborhood quality and character
 - Negative impact: 56.2%
 - No impact: 25.2%
 - Positive impact: 18.6%
- Parking availability
 - No impact: 53.8%
 - Negative impact: 40.0%
 - Positive impact: 6.2%
- Property values
 - Negative impact: 38.2%
 - Positive impact: 33.8%
 - No impact: 28.0%

GAPS committee comments:

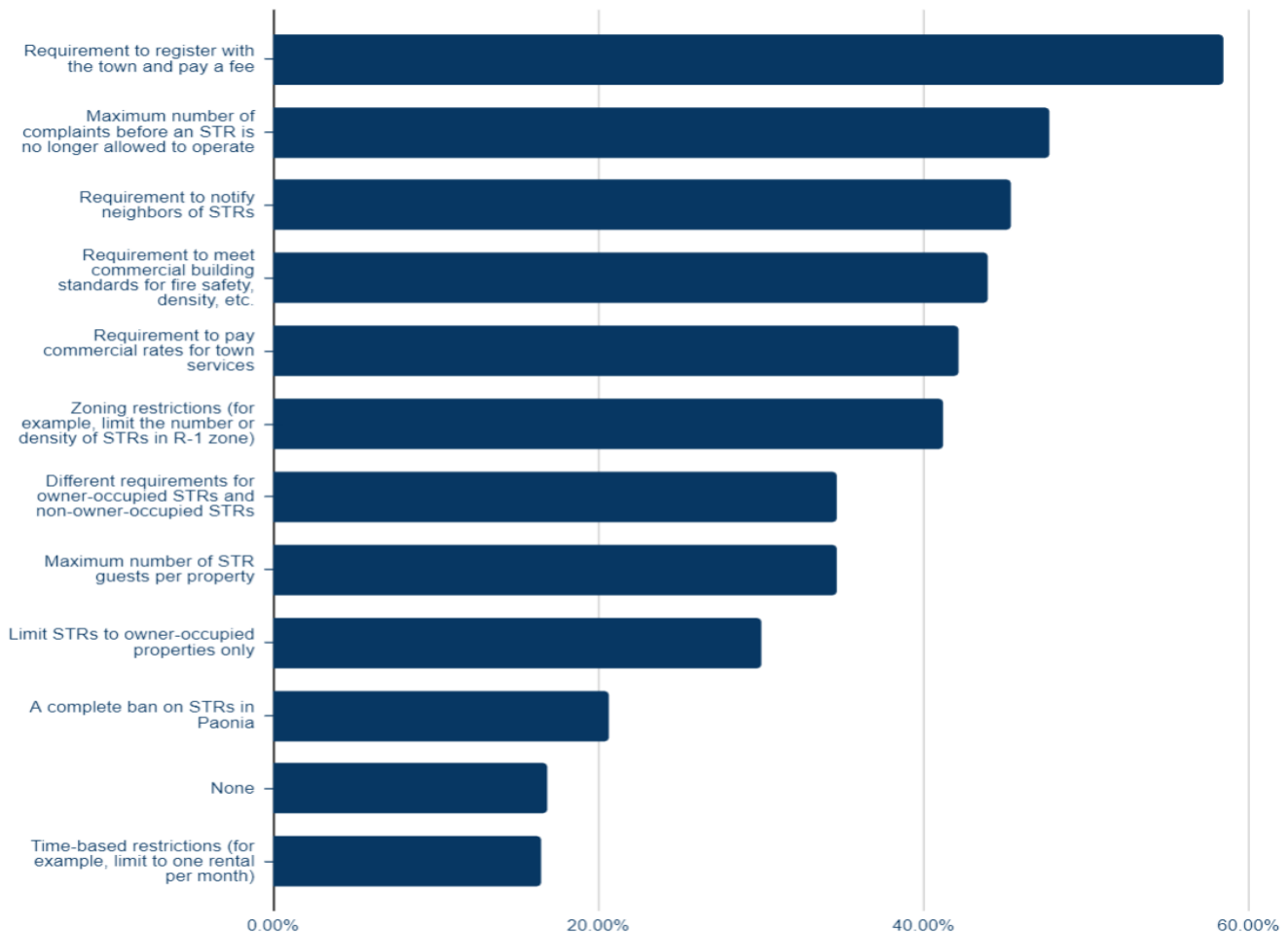
The biggest impacts identified were on the long-term rental market (negative) and local businesses (positive). Safety and parking were identified as “no impact” by most respondents. Property values had almost equal responses for positive and negative impact, and may depend on how the question was interpreted (are higher property values positive or negative?).

Impact on neighborhood quality and character was negative with a slight majority of respondents, and overall impact was similarly slightly negative.

Question 5:

What type of regulation would you support for STRs in Paonia? (Select all that apply)

214 responses



GAPS committee comments:

We offered a variety of ideas for possible regulations based on ways that other communities regulate STRs along with suggestions received from the board and community. These regulations were met with support from a high of 58.4% to a low of 16.4% of respondents. Most supported regulations include:

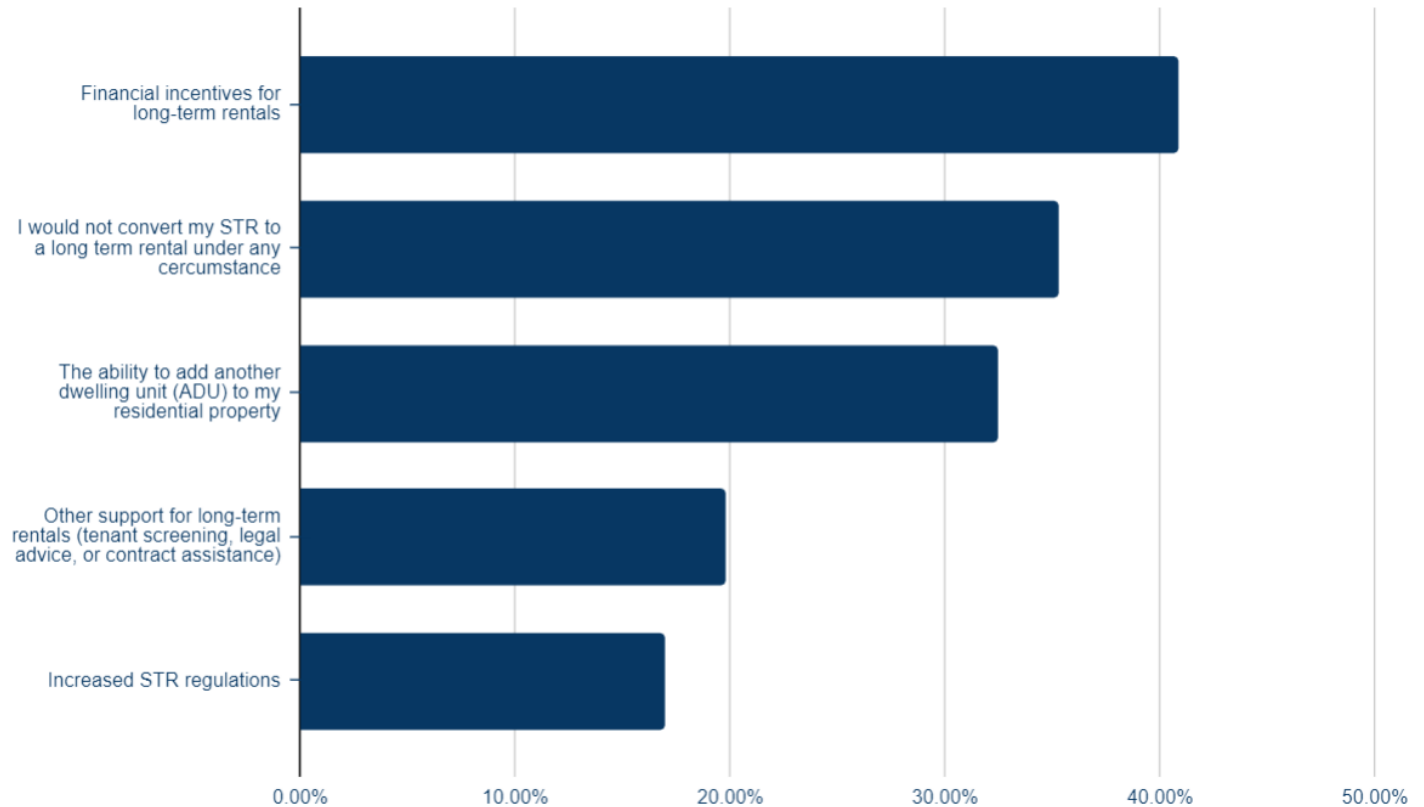
- *Requirement to register with the town and pay a fee (58.4%)*
- *Maximum number of complaints before an STR is no longer allowed to operate (47.7%)*
- *Requirement to notify neighbors of STRs (45.3%)*
- *Requirement to meet commercial building standards for fire, safety, density, etc. (43.9%)*
- *Requirement to pay commercial rates for town services (42.1%)*
- *Zoning restrictions (for example, limit the number or density of STRs in R-1 zone) (41.1%)*

The GAPS committee recommends considering not only the regulations supported by the survey, but what type of regulations are realistically enforceable and would support the board's goals for short- and long-term housing.

Question 6:

If you currently offer a STR, what might make you consider offering a long-term rental instead? (Select all that apply)

71 responses



Other responses (text entry)

- Not applicable (3 respondents)
- Paraphrased - [I have the right to do what I want with my property without government interference] (2 respondents)
- Maybe
- Insurance
- Our STR has no kitchen, not suitable for LTR
- Paraphrased - [What does "Financial Incentives" mean, and why would the town offer real estate management services?]
- I would only convert my STR to long term if it were a friend or family member.

GAPS committee comments:

The strongest support is for financial incentives for long-term rentals. Some options may include town assistance with security deposits, damage protection, and vacancy loss coverage. See this article for a review by HUD of successful landlord assistance programs:

<https://www.huduser.gov/portal/periodicals/em/winter19/highlight3.html>

Question 7:

What else should the Town of Paonia consider regarding STRs?

127 responses

GAPS committee comments:

This was an open text field, and the full comments are available for review. This is our summary of the main points. Each bullet point includes the number of respondents who had a similar comment in parentheses.

Impact on the Community

- STRs hurt long-term housing/ we need more long-term affordable housing (31)
- STRs hurt the community / community character (20)
- STRs help businesses/tourism / the local economy (17)
- Water availability/infrastructure / resource use is a problem (13)
- STRs help property owners and can be a necessary income source (9)
- We need a balance (8)
- STRs improve property upkeep /STR guests are more respectful of property than long-term renters (7)
- This also impacts the county / people outside town limits (4)
- More STRs are needed / there's a shortage of lodging for visitors (4)
- STRs hurt traditional lodging/hospitality establishments (3)
- STRs bring increased crime (1)

Planning Considerations

- Not all STRs could be converted to LTRs (4)
- The town needs to take an inventory of STRs and LTRs (3)
- Look at existing models / other towns for regulations (3)
- Renting a room, whole-house rental, and multiple STRs with one owner are all different scenarios (1)
- The town needs to better define what makes a residential rental a business. Example: What about long-term rentals owned by out-of-town investors? (1)
- This is a property rights issue and should be addressed by a vote (1)

Suggested Regulations

- The town should not regulate this / property rights take precedence (14)
- STRs should be owner-occupied / have a town or county residency requirement (13)
- STRs should pay local lodging tax (10)
- STRs should be limited in number or density (10)
- STRs should not be allowed in town at all (9)
- Charge an annual fee / permit / license (9)
- Treat STRs as a commercial use / charge commercial property tax (7)
- Existing regulations (non-compliant ADUs, home-based businesses, nuisance, renting of rooms) should be enforced (5)
- STRs should have more safety regulations - frequent inspections, building permits, insurance (4)
- Off-street parking should be required (3)
- Require a special review for all STRs (2)

Other Ideas

- We need a better option for long-term rentals - ADUs, grants, housing complex (6)
- Link any collected STR fee to improving affordable housing (2)
- The town should provide incentives for long-term rentals (1)
- Provide a class to help long-term renters and owners understand their rights and responsibilities (1)
- Only residents in town for over 12 years should have a say in new regulations (1)
- Market the town as STR-friendly (1)

Short-term Rentals: Local Context

- How many listings are there in your community?
 - Each row in the tables below represents a single “host” as identified by AirBnB or VRBO.
 - Names and details are removed to preserve privacy.
 - Because of the way STRs are listed, commercial v residential, specific zoning, and in-town/out of town are unknown.
 - Listings shown below only include “active” listings on AirBnB and VRBO. Hosts that are not currently accepting reservations are not included.

February 2020

# Listings in Paonia - 02/2020	Type of Listing	Host lives in Paonia?*	Host has multiple listings?
1	House	N	N
1	House	N	N
1	House	N	N
1	House	N	Y
2	House	N	Y
1	House	Y	N
1	House	Y	N
1	Apartment	Y	N
1	Apartment	Y	N
1	House	Y	N
1	Apartment	Y	N
1	House	Y	N
1	House	Y	N
1	House	Y	N
1	Room	Y	N
1	House	Y	N
1	House	Y	N
1	House	Y	N
2	House	Y	Y
3	Room	Y	Y
9	Room	Y	Y

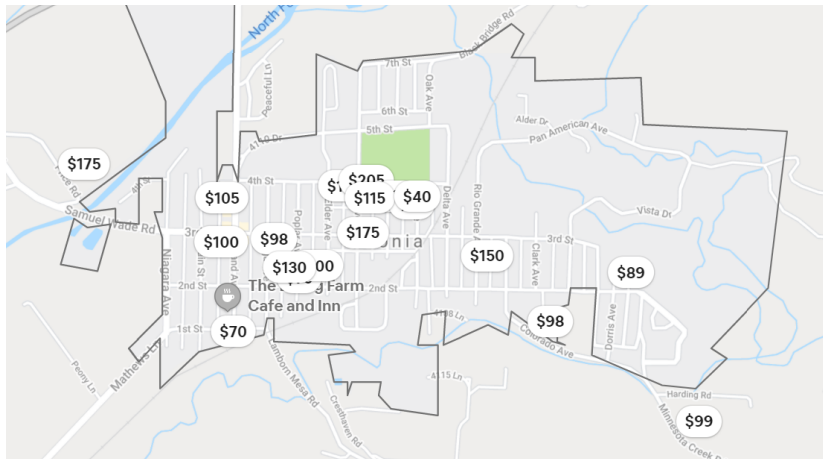
May 2021

# Listings in Paonia - 05/2021	Type of Listing	Host lives in Paonia?*	Host has multiple listings?
1	House	N	N
1	House	N	N
1	House	N	N
1	House	N	N
1	House	N	N
1	Room	N	Y
2	House	N	Y
1	House	Not provided	N
1	House	Not provided	Y
2	House	Not provided	Y
1	House	Y	N
1	House	Y	N
1	House	Y	N
1	House	Y	N
1	Apartment	Y	N
1	Other	Y	N
1	House	Y	N
	House/ 2 Room	Y	Y
3	Room	Y	Y

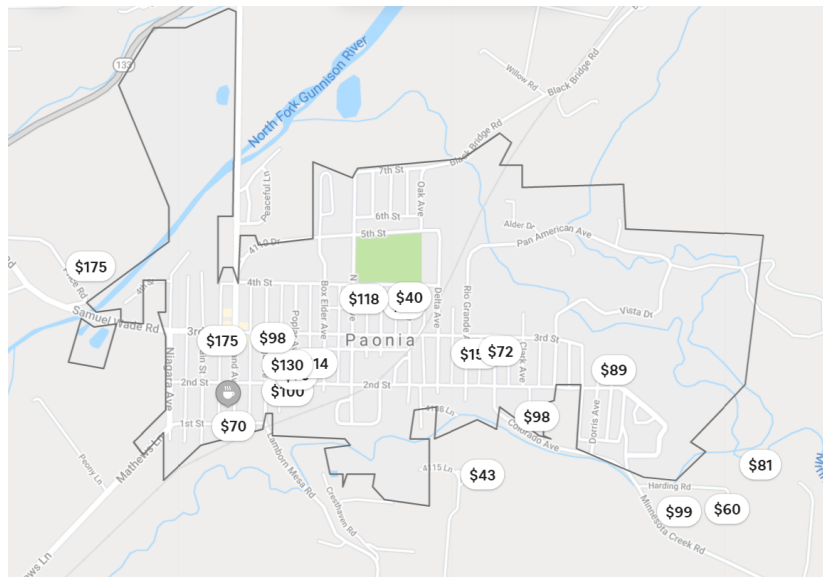
*Self reported "lives in" information on host profile.

- Where are current listings located? Where are the areas of concentration, if any? *Because of the way STRs are listed, exact addresses/locations are not known. These maps from AirBnB show approximate locations.*

February 2020:



May 2021:



- What type, size, and occupancy levels of housing are offered?
 - Varies from whole-house to a single room in someone's primary dwelling
- What are the range and average listing prices?
 - February 2020 range from AirBnB = \$20 - \$200/night
 - May 2021 range from AirBnB = \$40 - \$205/night
- What is the picture of housing availability and affordability in your community?
 - Anecdotally, available housing is scarce and prices are high
 - Several local residents have reported being displaced for STRs in the last month
 - We have not had a housing survey in town to confirm specifics
- What are the other existing lodging options?
 - Several hotels, B&Bs, and (outside of town) camping options
 - Total # of commercially available lodging rooms estimated in 2019 by Elaine Brett at 34 rooms in Paonia and 129 rooms in the greater North Fork Valley

Corinne Ferguson

From: Paige S
Sent: Thursday, October 13, 2022 10:07 PM
To: Corinne Ferguson
Subject: FW: Accessory Dwelling Units
Attachments: Pages from Town Board Meeting-May 11, 2021.pdf

From: Michelle Pattison <mpattison@gmail.com>
Sent: Monday, October 10, 2022 4:44 PM
To: Mary B <maryb@townofpaonia.com>; Thomas M <ThomasM@townofpaonia.com>; Dave K <DaveK@townofpaonia.com>; Paige S <paiges@townofpaonia.com>; John V <JohnV@townofpaonia.com>; Rick S <RickS@townofpaonia.com>; D Weber <dweber@townofpaonia.com>
Subject: Accessory Dwelling Units

Dear Trustees,

I'm writing to provide some background, clarity, and additional information regarding the ADU section of your upcoming packet.

Page 196 of the packet outlines GAPS committee (Governmental Affairs and Public Safety) recommendations as of December 2020. These recommendations were prepared following a review of related town code and a listening session that was open to the public. I was on the GAPS committee at that time along with former Trustee Mick Johnson.

The draft ordinance beginning on page 197 in your packet looks like the same one that was originally presented to the board on May 11, 2021. However, the ordinance was immediately tabled due to the water moratorium and was not discussed during that meeting. The draft ordinance was provided by (I believe) Attorney Nerlin and does not reflect the recommendations of the GAPS committee, any public discussion by the board to date, or the input received from the public.

Your packet does not include results from the short-term rental (STR) survey completed by the GAPS committee and also presented to the board on May 11, 2021. See attached for that section of the May 11, 2021 packet.

While I know the ordinance presented for your review is specific to ADUs, I find the ADU and STR issues inextricably linked and I hope that you will address them together, or at least consider the possible impact of STRs as you prepare an ADU ordinance.

Thanks,
Michelle

AGENDA SUMMARY FORM



General Contract Engineering Request for Qualifications - Second Review

Summary:

Link to RFQ's provided at last meeting:

<https://library.municode.com/co/paonia/munidocs/munidocs?nodeId=51aaeb79cd16>

Additional Information Attached.

Possible Motion:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Knutson	Trustee Markle	Trustee Smith
Trustee Stelter	Trustee Valentine	Trustee Weber	Mayor Bachran (Tie)

	Date Submitted	Fixed	Principal Engineer	Project Manager	Project Engineer	Design Engineer
Westwater Engineering	9/21/22 1:30pm	Y	180/hr	150/hr	130/hr	110/hr

Name	Date Submitted	Fixed	Principal Engineer	Senior Engineer III	Senior Engineer I	Engineer IV
SGM	9/21/22 3:00PM	N	222/hr	204/hr	191/hr	175/hr

Name	Date Submitted	Fixed	Principal Engineer	Senior Engineer	Engineer	Assoc. Engineer
KLJ	9/22/2022 11:45am	N	263/hr	180/hr	158/hr	129/hr

Name	Date Submitted	Fixed	Principal	Sr. Project Manager	Sr. Electrical Engineer	Project Manager
Respec	9/23/22 11:13pm	N	195/hr	170/hr	170/hr	160/hr

Cost Comparison for General Engineering Services

Staff Engineer	Resident Engineer	Resident Inspector	Engineer Aide/Tech	Princ. Environ. Scientist	Environ. Project Manager	Environ. Scientist LVL1	Environ. Scientist LVL2	Environ. Scientist LVL3
90/hr	85/hr	80/hr	75/hr	110/hr	100/hr	90/hr	80/hr	70/hr

Engineer 1	Senior Project Manager	Project Manager	Principal Consult	Senior Consult II	Senior Consult I	Consult III	Consult I	Tech III
161/hr	147/hr	125/hr	107/hr	160/hr	148/hr	222/hr	184/hr	153/hr

Sr. Project Mngr	project Mngr	Assoc. Project Mngr	CAD Tech III	CAD Tech I	GIS Tech	GIS Annalyst IV	GIS Analyst I	Engineeri ng Tech IV
220/hr	205/hr	165/hr	116/hr	85/hr	71/hr	153/hr	92/hr	153/hr

Sr Project Engineer	Project Engineer	Sr. Designer	Staff Engineer III	Staff Engineer I	Engineer Tech III	Enginее ring Tech I	Admin Support	Engineer Intern
150/hr	140/hr	130/hr	120/hr	110/hr	100/hr	90/hr	80/hr	60/hr

Environ. Scientist LVL 4	Hydro-Geologist /ES	IT/GIS Analyst I	GIS Analyst II	CAD/Drafting I	CAD/Drafting II	Secretarial Services	Mileage (T/F GJ)
60/hr	90/hr	80/hr	70/hr	65/hr	75/hr	60/hr	.65/mi

Tech I	Clerical	Senior CADD/GIS	CADD/GIS I	Const Manager	Const Tech II	Const Tech I	Survey Manager	Land Surveyor
132/hr	116/hr	104/hr	89/hr	76/hr	64/hr	82/hr	148/hr	127/hr

Engineering Tech I	Mileage							
75/hr	inc. in rate							

Sr. Construct Mngr	Const Manager/Sr Inspector	Project Inspector	Staff Inspector
155/hr	130/hr	110/hr	90/hr

Surv P Mngr	Survey Tech	Mileage T/F Glenwood Springs
179/hr	105/hr	62.5/mi

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Corinne Ferguson

From: Samira V
Sent: Wednesday, October 19, 2022 3:19 PM
To: Corinne Ferguson
Subject: FW: Request for information

KLJ

Samira Vetter

Finance Clerk
Town of Paonia
(970) 527-4101 ext.2010
(970) 527-4102 (Fax)

"Life is 10 percent what happens to you and 90 percent how you react to it." ~ Charles R. Swindoll

From: [Dean Cooper](#)
Sent: Wednesday, October 19, 2022 3:08 PM
To: [Samira V](#)
Cc: [Melissa Oelke](#)
Subject: RE: Request for information

Samira,

Thank you for reaching out. The rate sheet we sent last week covers all employees within KLJ. Individuals assigned to a specific project will vary according to the unique needs of that project (water project vs sewer project vs street project vs grant writing project, etc.). Project management tasks such as negotiating scope of work, fees, managing project budget and schedule, meeting with Town Staff, facilitating public engagement, etc will fall to me or another Project manager depending on our workloads. I am billed at the Senior Project Manager rate, but that level of effort is almost always much less than a design effort. The most time-consuming design tasks are typically assigned to more junior level staff, i.e. the people that actually produce the drawings, perform survey tasks, perform construction observations etc. Examples of these staff are Project Engineer; EIT 1, 2 or 3; CAD tech 1, 2, or 3; on so on. If you have a grant pursuit need, that work will be assigned to one our Government Relations Specialists.

I hope this answers your question but if not, I am available tomorrow morning any time after 8:30 AM.

Dean L. Cooper, PE
Client Services Manager



KLJ
970-450-7473 Office
970-209-2986 Cell

210 East Main Street
Montrose, Colorado, 81401

1601 Riverfront Drive, Suite 204

From: Samira V <SamiraV@townofpaonia.com>
Sent: Wednesday, October 19, 2022 9:52 AM
To: Dean Cooper <dean.cooper@kljeng.com>
Subject: Request for information

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning,

Thank you for submitting your RFP for General Engineering services to the Town of Paonia.

Our Board of Trustees would like to request a bit more information to help them make their decision. Could you please answer what hourly rate you will be charging for each employee that you would be proposing to have assigned to the Town?

Deadline is Friday, October 21st, 2022 at Noon so the information can be included in the packet for the next regular Trustee meeting.

Thank you and have a good day,

Samira Vetter

**Finance Clerk
Town of Paonia
(970) 527-4101 ext.2010
(970) 527-4102 (Fax)**

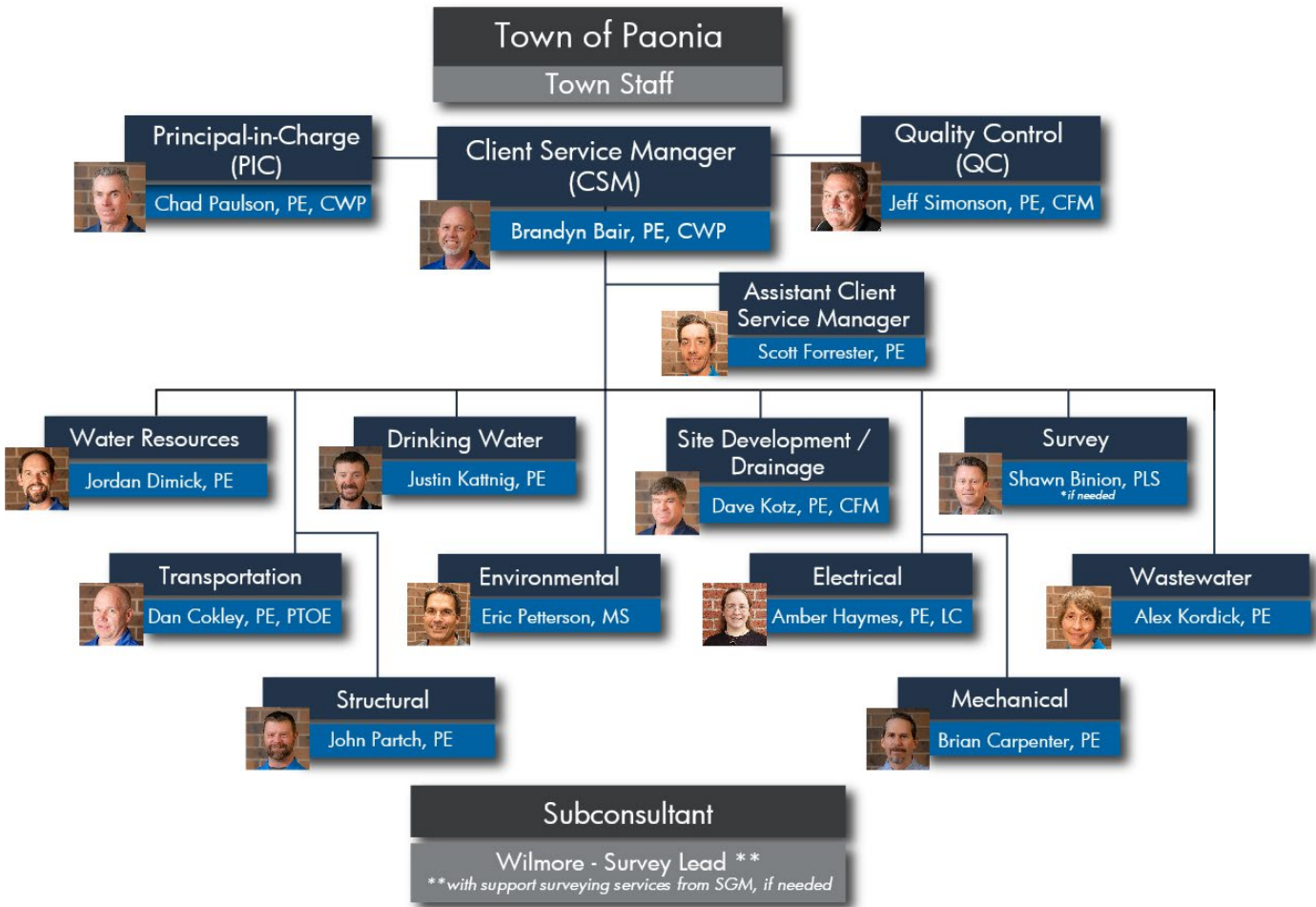
"Life is 10 percent what happens to you and 90 percent how you react to it." ~ Charles R. Swindoll



Key Staff

The organizational chart below graphically presents the reporting structure we propose to support the Town Engineer contract. SGM's team structure reflects the importance we place on making sure the Town, and really its citizens, have a qualified and experienced team to work with.

In addition to the deep technical expertise SGM proposes to provide on-call guidance and engineering for the Town, **SGM relies on a team of design engineers and production staff to complement and complete projects efficiently and cost-effectively.** This team is the most important portion of any project and the majority of the time is billed by these people. Under the guidance of senior staff, our support team of junior engineers, CAD drafters, and GIS technicians completes projects cost effectively and on schedule. Our average hourly labor rates for support staff are in line with rates for our junior/mid-level engineers (\$107 - \$147 per hour.)





Name	On-Call Role	Hourly Rate
Brandyn Bair, PE, CWP	Client Service Manager	\$191
Scott Forrester, PE	Assistant CSM	\$147
Chad Paulson, PE, CWP	Principal-in-Charge	\$204
Jeff Simonson, PE, CFM	Quality Control	\$222
Jordan Dimick, PE	Water Resources Lead	\$191
Justin Kattnig, PE	Drinking Water Lead	\$161
Dave Kotz, PE	Site Development Lead	\$222
Shawn Binion, PLS	Survey Lead	\$147
Dan Cokley, PE, PTOE	Transportation Lead	\$222
John Partch, PE	Structural Lead	\$191
Eric Petterson, MS	Environmental Lead	\$184
Alex Kordick, PE	Wastewater Lead	\$161
Amber Haymes, PE	Electrical Lead	\$161
Brian Carpenter, PE	Mechanical Lead	\$175
Junior Engineering Staff	Engineering Design	\$107 - \$147

ATTACHMENT C

FEE SCHEDULE



WESTWATER ENGINEERING
ENGINEERING AND ENVIRONMENTAL SERVICES
STANDARD FEE SCHEDULE

January 1 - December 31, 2022

Principal Engineer	\$180.00/hr.
Project Manager (P.E.)	\$150.00/hr.
Project Engineer (P.E.)	\$130.00/hr.
Design Engineer (P.E.)	\$110.00/hr.
Staff Engineer (E.I.T)	\$90.00/hr.
Resident Engineer	\$85.00/hr.
Resident Inspector.....	\$80.00/hr.
Engineering Aide/Technician	\$75.00/hr.
Principal Environmental Scientist.....	\$110.00/hr.
Environmental Project Manager	\$100.00/hr.
Environmental Scientist (Level 1)	\$90.00/hr.
Environmental Scientist (Level 2)	\$80.00/hr.
Environmental Scientist (Level 3)	\$70.00/hr.
Environmental Scientist (Level 4)	\$60.00/hr.
Hydrogeologist/ES.....	\$90.00/hr.
IT/GIS Analyst I	\$80.00/hr.
GIS Analyst II.....	\$70.00/hr.
CAD/Drafting I.....	\$65.00/hr.
CAD/Drafting II.....	\$75.00/hr.
Secretarial Services (Reports, Manuals).....	\$60.00/hr.
Mileage (To and From Grand Junction Office)	\$0.65/mi.
Electric Holiday Detector	\$100.00/manhole

Reimbursable Expenses, Subconsultants,
Major Reproduction, Lodging, Per Diem,
Overnight Delivery, etc..... At Cost

Routine Expenses (Photocopies, Postage,
Cellular Telephone, etc.)..... 3% Hourly Rates



Billing Rates

Principal Engineer	\$130.00/hour
Project Engineer	\$ 90.00/hour
Design Engineer	\$ 75.00/hour
Auto Cad Technician	\$ 50.00/hour
Clerical	\$ 45.00/hour
Mileage	\$ 0.45/mile

Note: Expert witness and legal testimony will be billed at one and a half times the regular hourly rate.



**2022
FEE SCHEDULE
SPECIAL INSPECTIONS AND/OR CONSTRUCTION MATERIALS TESTING**

The fees listed are based upon Certified ICC Special Inspectors as well as Soils, Asphalt and Concrete Certified Technicians. HBET pride themselves in providing certified, qualified and experienced Inspectors, Technicians and Engineers at a reasonable fee. HBET provides additional services upon request. A 24 to 48 hour advance notice for scheduling is requested, more advanced notice may guarantee the requested time. Non-Standard hours are applied to any and all work performed during night work (6:00 p.m. to 6:00 a.m.), weekends, workday exceeding 8 hours including drive time, and holidays. Non-Standard hours will be billed at time and a half, with the exception of holiday time being billed at double time.

Technician I	(soils, non-structural concrete, & sample preparation)	\$ 70.00
Technician II	(asphalt, coring & sample preparation)	\$ 80.00
Inspector I	(structural soils & concrete, reinforcing, masonry, deep foundations)	\$ 95.00
Inspector II	(structural steel, wood framing & fire proofing)	\$ 110.00
Plotting/Drafting Technician		\$ 90.00
Laboratory Supervisor		\$ 130.00
Staff Engineer		\$ 110.00
Project Manager		\$ 140.00
Senior Manager/Engineer		\$ 185.00
Overtime	(Over 8 Hours per day, Nights, & Weekends)	1.5 x Rate
Overtime	(Holidays)	2 x Rate
Trip Charge	(Grand Valley)	\$ 25.00
Trip Charge	(Outside Grand Valley @ per mile)	\$ 0.88

LABORATORY TESTING

SOILS

Atterberg limits	\$ 90.00
Sieve Analysis	\$ 90.00
*Split Analysis with Oversized Particles	\$ 180.00
Hydrometer	\$ 225.00
Swell/Consolidation	\$ 90.00
Soluble Sulfates	\$ 50.00
Standard Proctor (ASTM D698 or AASHTO T99)	\$ 155.00
Modified Proctor (ASTM D1557 or AASHTO T180)	\$ 175.00
California Bearing Ratio (CBR)	\$ 300.00

ASPHALT

Maximum Theoretical Specific Gravity	\$ 100.00
Bulk Density (Set of 3)	\$ 105.00
Ignition AC	\$ 140.00
Gradation of Extracted Aggregate	\$ 85.00
Gyratory Compaction	\$ 250.00
***Drilled Cores per core	\$ 65.00

COMPRESSIVE STRENGTH

f _c , Cylinders	\$ 29.00
***f _c , Drilled Cores per Core	\$ 80.00
f _c , Grout	\$ 85.00
f _c , Mortar	\$ 35.00
f _c , CMU (grouted)	\$ 175.00
Flexural Strength of Beams	\$ 100.00
Shotcrete	\$ 90.00

FIREPROOFING

Density	\$ 80.00
Bond Test	\$ 80.00

Additional testing services available upon request.

Sub-consultant Services/Special Testing	Cost +20%
Out of town living expenses, commercial travel costs, equipment rental, freight, etc	Cost +20%

REMARKS

Staff rates include nuclear gauge field equipment and are charged portal to portal. Minimum 2 hour trip charge per day for field engineer, inspector or technician may be applied.

Proposals for specific projects available upon request.

*Subject to lab sample preparation

**Includes coring equipment and materials for capping – Set of 4

***Coring Equipment Fee – Half Day (0 to 4 hours) - \$250.00, Full Day (4 to 8 hours) - \$500.00, 8+ hours Full day plus \$100.00 each hour



WILMORE & COMPANY
PROFESSIONAL LAND SURVEYING, INC.

Wilmore and Company Professional Land Surveying
2022 Rate Sheet

All services shall be charged on an hourly basis, or as stated in the following schedule:

1. One Man Surveying Field Crew: \$135.00 (includes GPS, total station or equipment necessary to perform project)
2. Two Man Surveying Field Crew: \$185.00 (includes GPS, total station or equipment necessary to perform project)
3. Professional Land Surveyor \$110.00 (Drafting, Analysis and/or any office work on project)
4. Senior CAD Tech \$90.00 (Drafting, Analysis and/or any office work on project)
5. CAD Tech II \$70.00
6. 4-wheeler rent \$60.00 per day
7. Mileage \$.54 per mile
8. Final Mylar \$25.00 per sheet
9. Recording fee (rate of recorded documents plus postage and handling)
10. Materials and supplies at cost

Improvement Location Certificates (ILC)

\$500 for lot and block in Delta and Montrose Counties.

Lots or acreage over 5 acres will be a "not to exceed" estimate.

RUSH Fee- Any ILC that is ordered less than 7 days in advance of due date will be charged \$50.00

Corinne Ferguson

From: Samira V
Sent: Wednesday, October 19, 2022 10:28 AM
To: Corinne Ferguson
Subject: FW: Request for Information

Samira Vetter

Finance Clerk
Town of Paonia
(970) 527-4101 ext.2010
(970) 527-4102 (Fax)

"Life is 10 percent what happens to you and 90 percent how you react to it." ~ Charles R. Swindoll

From: [Douglas \(Doug\) Schwenke](#)
Sent: Wednesday, October 19, 2022 10:20 AM
To: [Samira V](#)
Subject: RE: Request for Information

Samira –

Below is a list of proposed participants and their rate schedule (2022):

Doug Schwenke, P.E. – Principal Engineer -	\$ 195
James Starnes, P.E. – Project Manager -	\$ 160
Nick Harris, CWP – Staff Engineer -	\$ 120
Alicia Gilley, PE – Project Manager -	\$ 160
Stephanie Schwenke – Staff Engineer -	\$ 115
Lee Draeger, PE – Staff Engineer -	\$ 115
Wyatt Foley, PE – Project Engineer -	\$ 140
Lee Rosen, PE – Project Manager -	\$ 160
Alan Leak, PE – Principal Engineer -	\$ 195
Bryan Hathaway, EIT – Staff Engineer	\$ 115
Heather Eastabrook, PE – Sr. Project Manager -	\$ 170

Hope that helps, Samira

Doug

Douglas E. Schwenke, PE

JDS-HYDRO CONSULTANTS

a Division of **RESPEC**

5540 Tech Center Dr., Suite 100

Colorado Springs, CO 80919

Office: 719-227-0072 Ext. 102 | Fax: 719-471-3401 |

Excelling in municipal water and wastewater solutions

www.jdshydro.com

From: Samira V <SamiraV@townofpaonia.com>

Sent: Wednesday, October 19, 2022 9:53 AM

To: Douglas (Doug) Schwenke <douglas.schwenke@respec.com>

Subject: Request for Information

Good Morning,

Thank you for submitting your RFP for General Engineering services to the Town of Paonia.

Our Board of Trustees would like to request a bit more information to help them make their decision. Could you please answer what hourly rate you will be charging for each employee that you would be proposing to have assigned to the Town?

Deadline is Friday, October 21st, 2022 at Noon so the information can be included in the packet for the next regular Trustee meeting.

Thank you and have a good day,

Samira Vetter

Finance Clerk

Town of Paonia

(970) 527-4101 ext.2010

(970) 527-4102 (Fax)

"Life is 10 percent what happens to you and 90 percent how you react to it." ~ Charles R. Swindoll

Confidentiality Notice: This E-mail and any attachments is covered by the Electronic Communications Privacy Act, 18 U.S.C. & 2510-2524, is confidential and may be legally privileged. If you are not the intended recipient, you are hereby notified that any retention, dissemination, or copying of this communication is strictly prohibited. Please reply to the sender that you have received the message in error, and permanently delete the original and destroy any copy, including printed copies of this email and any attachments thereto.

Corinne Ferguson

From: Jeff Ruppert, P.E. <jeff@odiseanet.com>
Sent: Thursday, October 20, 2022 9:22 AM
To: Corinne Ferguson; Lucy Hunter
Subject: Re: can we take some time?

Hi Corinne,

I have been looking these over and will get you some feedback soon. Overall all of them are worthy of the Town's needs, but some of them have more specific experience and you may consider hiring more than one firm to use the best ones for specific scopes of work. Let me continue to look over the rest of them and I'll give you a more detailed opinion.

Jeff Ruppert, P.E.
Principal

ODISEA
Civil and Structural Engineering

P.O. Box 1809 (mailing)
210 Grand Ave (physical)
Paonia, CO 81428
(970) 527-9540 o
(970) 948-5744 c
www.odiseanet.com

PS, if there is more than one person in receipt of this email, please use the "reply-all" option for your response.

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

From "Corinne Ferguson" <corinne@townofpaonia.com>
To "jeff@odiseanet.com" <jeff@odiseanet.com>; "Lucy Hunter" <lucy@odiseanet.com>
Date 10/18/2022 3:48:55 PM
Subject can we take some time?

Hello,

The Town is looking at four engineering firms to provide general engineering services (water, roads, etc.). One question that came up at the last meeting was whether a firm who did not submit would be interested in reviewing the submittals and providing feedback. I have attached the proposals, should you be so inclined!

Please do not feel obligated, and should a fee for your time be allotted, please let me know.

Thank you,

J. Corinne Ferguson
Town Administrator/Clerk
970-527-4101

Teamwork begins by building trust. And the only way to do that is to overcome our need for invulnerability." – Patrick Lencioni

Please consider the environment before printing this e-mail.

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

The Town of Paonia is an equal opportunity employer.

TOWN OF PAONIA, COLORADO
RESOLUTION NO. 2017-06

**A RESOLUTION ESTABLISHING STANDARDS OF CONDUCT
FOR ELECTED OFFICIALS OF THE TOWN**

WHEREAS, the Board of Trustees believes that the members of the Board, including the Mayor, must act at all times within the scope of their lawful authority, in accordance with the highest ethical standards, and in a manner that accords all persons with respect and dignity; and

WHEREAS, the Board desires to establish for itself, and for each member of the Board, including the Mayor, minimum standards of conduct to assure the same; and

WHEREAS, the failure to comply with such standards would constitute serious misconduct that would reflect poorly on the Town, and would detrimentally affect the credibility of the Board and the effectiveness of the Town in serving the community; and

WHEREAS, the Board intends that the standards of conduct established herein be enforceable by such consequences as will assure compliance therewith;

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Paonia, Delta County, Colorado, that the following Board of Trustees Standards of Conduct are hereby adopted:

**PAONIA BOARD OF TRUSTEES
STANDARDS OF CONDUCT**

Section 1. **Scope of Authority.** The Mayor and each Trustee has only such authority as is conferred by applicable state statutes, and ordinances not inconsistent with such statutes. No member of the Board of Trustees, including the Mayor, shall act in a manner that exceeds such authority, including but not limited to:

- a. No member shall purport to speak on behalf of the Board on any matter on which the Board has not taken a position, or represent a Board position inaccurately.
- b. No member shall make commitments or promises individually on any matter for which a vote or consensus of the Board is required.
- c. At Board meetings, no one member shall attempt to dominate the discussion. Each member shall strive to speak once on any topic, and then allow each other member to speak on that topic before speaking again. Members shall seek recognition from the presiding officer before speaking. Members shall primarily direct remarks at Board meetings to the Board as a whole, rather than engaging in back-and-forth arguments with another member.
- d. No member shall act or attempt to act on any matter which is encompassed within the responsibilities of the Town Administrator or other staff member.
- e. No member shall give orders to any staff member who reports directly or indirectly to the Town Administrator.

- f. Excepting the provision in the Town Administrator's contract that he/she works under the "general supervision" of the Mayor; no member shall individually direct the work of the Town Administrator or other direct report of the Board. Any such directions shall only be given by the Board as a whole, and such direct reports shall be held accountable only for directions given by the Board as a whole.
- g. The Mayor (or in the Mayor's absence the Mayor pro tem) shall be responsible for presiding over meetings of the Board. Except as otherwise specifically granted by the state statutes or ordinances not inconsistent therewith, the Mayor (and in the Mayor's absence the Mayor pro tem) shall, for all other purposes, have only the same powers as any other member of the Board.
- h. Individual members may make reasonable inquiries to the Town Administrator concerning matters pertaining to their decision-making responsibilities, but shall be careful to avoid giving orders or directions.
- i. Except where applicable laws or Town ordinances or resolutions specifically provide otherwise, no member shall allow or encourage any employee to disregard the chain of command within the Town, or involve himself or herself in employment matters below the level of the Board's direct reports.
- j. No member shall direct or request the hiring or firing of any employee to or from any position that reports directly or indirectly to the Town Administrator.

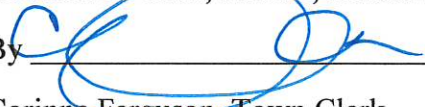
Section 2. Personal Conduct. The Board of Trustees desires to serve as a positive example for civility, respect, and dignity in its dealings with one another, the Town's staff, citizens, and the business community. To that end, each member shall comply with the following standards of personal conduct:


- a. Each member shall respect the rights of others to be heard and given due consideration of their views.
- b. Each member shall recognize that the Mayor has the right, in consultation with the Town Administrator, to establish the agenda for all meetings.
- c. No member shall berate, intimidate, or belittle others for expressing their opinions or viewpoints, or engage in speech that is inflammatory, defamatory, demeaning, bullying, or threatening.
- d. No member shall make disparaging remarks about any Town employee in a public setting. While criticism about job performance may be a valid topic of discussion, members shall choose a setting appropriate for such discussion.
- e. No member shall fail to comply with any provision of the Town's employee handbook with respect to the treatment of employees, including but not limited to provisions concerning prohibited harassment, discrimination, and bullying.
- f. Each member shall direct all inquiries or requests for staff support to the Town Administrator, and shall respect the time limits on staff support.
- g. Each member shall comply at all times with applicable state statutes, the Paonia Municipal Code and the Rules of Procedure adopted by the Board.

Section 3. Consequences for Violation of Standards of Conduct. Any member of the Board who violates these standards of conduct is subject to disciplinary action. Such disciplinary action shall be taken upon approval by a vote of a majority of the Board members in office. No member shall vote on any matter pertaining to his or her own discipline. The Board reserves the right to take one or more of the following steps, after consideration of the seriousness, duration, and/or repeated nature of the violation:

- a. Remedial or educational training on the subject of the violation intended to avoid or prevent future violations;
- b. Public warning;
- c. Removal from any appointed Board position or policy liaison role;
- d. A resolution of public censure;
- e. A request that the member resign from his or her elected office; or
- f. Removal from office in accordance with C.R.S. Section 31-4-307.

INTRODUCED, READ, PASSED, AND ADOPTED THIS 11th DAY OF APRIL, 2017.

By 
Corinne Ferguson, Town Clerk

By 
Charles Stewart, Mayor



AGENDA SUMMARY FORM



Street Committee Banners & Flags Policies - Final Draft

Summary:

Here's the current version of the flag policy resolution with the board motions from 8/11/22 incorporated:
<https://docs.google.com/document/d/1tTJR6q8gHvZwEwT9VhZQiyhRRkItOAEzQ1dpa4k8dso/edit?usp=sharing>

This is the proposed street use application form:
<https://docs.google.com/forms/d/1sFwGfdcwMiyz63rXataJA5YjsWfKRb-Zklnur1evlSk/edit>

This is the proposed street use petition form:
<https://docs.google.com/forms/d/1OUTMroDt7jKExUAE6XDqDo8XkvunowTJi2wkEsP3dW8/edit>

Attorney Cotton-Baez will provide additional information during the meeting.

Possible Motion:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Knutson	Trustee Markle	Trustee Smith
Trustee Stelter	Trustee Valentine	Trustee Weber	Mayor Bachran (Tie)

Memo

To: Mayor and Trustees

From: Personnel Committee

Date: October 21, 2022

Re: Current Status of the Town Administrator Hiring Process

Screening Committee -

- The Volunteer Screening Committee consists of:
 - Steve Barwick, previous Town of Aspen Administrator residing in the North Fork Valley
 - Susan Hansen, former Delta County Administrator residing in Crawford
 - Bill Crank, former Crested Butte Administrator residing in Hotchkiss
- The Committee met today to confer on their approach to screening applicants.
 - John and Paige met with them initially to discuss the most pressing needs of the Town and answer Committee questions, all of which gave the Committee a sense of what to look for in applicants.
 - John and Paige then excused themselves from any further participation with the Committee. We especially did not want to be present for any discussion of individual candidates.
- The Committee members are separately going through all 24 applications and will meet again (without John and Paige) to confer.
- The Committee will provide John and Paige with their list of preferred candidates on Wed., October 26. This will also include an explanation accompanying why each applicant was selected.
- Preferred Candidates will be shared with the Mayor and Trustees upon receipt by John and Paige.
- Will most likely need to schedule a Special Meeting Executive Session to provide for Trustee discussion of the identified candidates.
- Recommendations from the Committee regarding background checks -
 - Conduct the Town of Paonia Police background check for ultimate finalist(s)
 - Pay for a credit check for ultimate finalist(s) (who to hire to be researched by Personnel Committee)

Next Steps Re: Interviews –

Based on the recommendations provided to John and Paige from Dana Hlavac, Northwest Regional Manager with the Department of Local Affairs (conversation held Monday, Oct. 10) and Kevin Bommer, Executive Director of the Colorado Municipal League (conversation held Tuesday, Oct. 18), the Trustees will need to decide how to configure the remainder of the process.

- Please refer to the appended memo (provided to the Trustees/public in paper form on October 13) which explained potential ways to proceed with interviews based on Dana Hlavac's recommendations.
- When we see the number of preferred candidates identified by the Screening Committee, it will be more obvious how to proceed; whether it will be necessary to set-up Interim Zoom Interviews or by-pass the Interim step and go directly to planning and scheduling the Finalist Interview process.

- Dana Hlavac has provided John and Paige with example Administrator interview questions to use as a starting point for the creation of ultimate interview questions (for either type of interview).
- Kevin Bommer agreed with the recommendations provided by Dana Hlavac and offered his assistance as needed.

Considerations on how to bridge the gap between the start date for an Administrator and/or Clerk and Corinne’s departure on Nov. 2nd –

- Kevin Bommer did not see any reason to pause our Administrator Job search.
- Kevin offered his assistance in the event we need to look into hiring an Interim Administrator should there be a gap between Corinne’s departure and Administrator hiring. We now know this is the case.
- Kevin also provided the CMC Advisor Program link [Colorado Municipal Clerk Advisor Program](#) as a possible way to bridge the gap if Corinne leaves before we have a Clerk hired (which we now know is going to be the case).
 - The Colorado Municipal League, CIRSA, and Colorado Municipal Clerks Association created the Colorado Municipal Clerk Advisor Program as a free service to assist municipal clerks with specific job-related questions or challenges. We partner with former Aurora Deputy City Clerk Karen Goldman, who is available to offer insight and provide guidance on issues or questions that may arise in your city or town. While not intended to provide interim or long-term work, this arrangement offers clerks a helping hand if they need it.
 - Karen Goldman can provide assistance to Amanda virtually as needed.
- John and I visited with the Screening Committee about our gap in Administration leadership and asked if any of them would be interested in stepping in short-term as Interim Administrator. No volunteers!
- They did not recommend hiring an interim Administrator and they are aware that we will also be without a Town Clerk, as that job search is just beginning. However, we will not know why they felt this way until we see the applicants that the Screening Committee identified on Wed.
- As an FYI - Town code, Section 2-9-20 “Board may delegate to administrator” identifies the role of the Trustees during the vacancy of a Town Administrator:
 - All executive and administrative powers and duties of the Town government, except those which have been delegated to the Town Administrator pursuant to this Section, are vested with the Board of Trustees; provided also, that all powers and duties which have been delegated to the Town Administrator shall also be vested in the Board during a vacancy in the office of the Town Administrator.
- Another pertinent FYI -Town Code, Section 2-3-40 “Removal of Town Officers” clarifies that appointed officers and employees need not reside with Town limits. Appointed officer refers to the Clerk, Treasurer and Attorney:
 - By a majority vote of all members of the Board of Trustees, any appointed officer of the Town may be removed from office. No such removal shall be made without a charge in writing and an opportunity of hearing being given. Appointed officers or employees of the Town need not reside within the limits of the Town. A Municipal Judge may be removed during his or her term of office only for cause, as set forth in Section 13-10-105(2), C.R.S.

More Specifics Regarding Outreach to Kevin Bommer and the hiring of an Interim Manager

- John and Paige spoke with Kevin on Thursday afternoon (the 20th) about the prospect of hiring an Interim Administrator.
- He explained that he can send an email to the Senior Advisors with the CO City/County Managers Association that we are looking for an Interim Administrator when we can provide him with the following:
 - When we need the person?
 - How long can they expect to be in the position?
 - Application procedures and who is accepting applications?
 - Kevin is out of the office beginning this Thursday the 27th through Friday November 4th.

Memo

TO: Mayor and Trustees

FROM: Personnel Committee

Date: October 13, 2022

RE: Suggestions from Dana Hlavac (DOLA representative) on Town Administrator Applicant Interviews

1. Create a set of three people for the Initial Review Committee that are not intimately familiar with Paonia, etc. which will insulate John and Paige from any perceived bias.
 - Currently have Steve Barwick and Bill Crank for this Committee.
 - Need to decide on a third person – Dana suggested Delta Town Manager (Elyse Castleberry), County Administrator (Robbie LeValley), CML or CIRSA employee or Dana (as a last resort).
 - Ask the Committee if it would be helpful if they had a list of our most desired technical skills/experience (i.e., an Administrator Profile) in the candidates or rely on the Job Description?
 - Committee screens the applications for technical qualifications identified.
 - Choose 6 to 8 or less from the 24 we received. If the Committee identifies five or less, we could decide that these are the “finalists.”
 - Trustees receive the names of the screened candidates.
2. Depending on the outcome of 1. above, we may be planning an Interim Interview process or a “finalist” interview process.

Interim Interview	Finalist Interview
<ul style="list-style-type: none"> • Process is not open to public review • Use the same platform for all interviewees (Zoom?) • Decide on the make-up of the Interview Committee • At a minimum include a Trustee, a Town employee, Bill, Steve, and third person. • Create Interview Questions • Create a rating system to be used for all interviewees 	<ul style="list-style-type: none"> • Finalists must be identified publicly and publicly noticed • This is the time to find out if the candidates are a good fit for Paonia. • If possible, bring “Finalists” to Town and show each individually our infrastructure (water plants/sewer plant, etc.). • Create three panels to meet the candidates individually and ask questions – <ul style="list-style-type: none"> • Trustees • Key Town Staff (and include at least one Trustee to enable observation of candidate interaction with staff) • Community Leaders (and include at least one Trustee (same one in the Staff Panel) to enable observation of candidate interaction with public) • Hold an evening reception with all candidates. Ask them for a five-minute introduction, then meet and greet with all present. • Citizens provided a feedback form

CONTRACT FOR TOWN ATTORNEY

This Contract between the TOWN OF PAONIA (“Town”) and the law firm of KELLY PC (“Attorney”) is as follows:

WITNESSETH:

WHEREAS, the Town is in need of a Town Attorney; and

WHEREAS, the attorneys of Kelly PC are duly licensed attorneys in the State of Colorado, and Kelly PC is willing and able to serve as Town Attorney;

THEREFORE, in consideration of the mutual covenants hereinafter contained, the parties hereby agree as follows:

1. Appointment. The Town hereby appoints the Attorney as Town Attorney for the Town of Paonia and Attorney hereby accepts the position of Town Attorney. It is understood that the work of the Town Attorney will be performed by Nicolas Cotton-Baez or others in the firm designated by her, but that Mr. Cotton-Baez shall be principally responsible to the Board of Trustees for that work.

2. Term. The services to be performed by the Attorney shall begin upon appointment to the position of Town Attorney and shall terminate on the Attorney’s removal or resignation.

3. Removal or Resignation. Attorney shall serve at the pleasure of the Board of Trustees and may be removed from the position of Town Attorney at any time by affirmative vote of a majority of the membership of the Board of Trustees, the removal to take effect upon written notice to the Attorney. Attorney expressly waives any rights to a charge in writing or an opportunity for a hearing prior to removal. Attorney shall be automatically removed from the position upon the appointment by the Board of Trustees of a different Town Attorney.

Attorney may voluntarily resign as Town Attorney by providing at least sixty (60) days’ advance written notice to the Board of Trustees, unless a shorter notice period is agreed to by the Board of Trustees.

4. Services. The Attorney shall perform all duties of the Town Attorney for Paonia required by Constitution, statute, or ordinance, and shall perform other legal services as requested by the Board of Trustees or by such Town officers or employees as designated by the Board of Trustees.

5. Compensation. The Town agrees to pay the Attorney for all services and expenses under this Contract at the rates set forth in the “Appendix A - Fee Schedule,” attached hereto and incorporated herein by this reference. The Attorney agrees to bill the Town monthly, indicating the services performed, the time expended thereon, and the dates of service.

6. Outside Legal Counsel. The Town may employ, at the Town’s expense, outside the terms of this Contract, other legal counsel determined to be necessary by the Board of Trustees.

7. Amendment. Any amendment to this Contract shall be in writing and agreed to by the parties.

IN WITNESS WHEREOF, the parties hereto have executed this Contract on the dates shown.

KELLY PC

TOWN OF PAONIA, COLORADO

By: _____
Kathleen Kelly, President

By: _____
Mary Bachran, Mayor

Date

Date

ATTEST

By: _____
Corinne Ferguson, Town Clerk

Date

APPENDIX A – FEE SCHEDULE

General Legal Services:

Attorney time \$213.00 per hour

*Attorney shall not increase hourly rates prior to January 1, 2024. Prior to any increase of hourly rates on or after January 1, 2024, Attorney shall provide the Town with sixty (60) days' written notice.

Expenses:

Mileage Current IRS reimbursement rate
Travel Time Travel will be billed one-way.

Commented [NC1]: Mary: We stated 60 days in the engagement letter so that the firm may consider inflationary fee increases based on the Q3 Consumer Price Index. To the extent it might help, since I started at the firm in 2017, I've never seen fees increase more than once in a calendar year.

**RESOLUTION 13-2022
A RESOLUTION OF THE
TOWN OF PAONIA, COLORADO,
REGARDING THE APPOINTMENT
OF OFFICER – Town Attorney**

WHEREAS, CRS 31-4-304 provides that, after each regular election, the Board of Trustees shall appoint a Clerk, Treasurer, and Town Attorney; and

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

WHEREAS, the Board of Trustees of the Town of Paonia, Colorado, is required to appoint officers to carry on the Business of the Town.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Paonia, Colorado, that the following persons are appointed.

Town Attorney- Nick Cotton-Baez – Kelly P.C.

APPROVED AND ADOPTED: October 25, 2022.

Mary Bachran, Mayor

ATTEST:

Corinne Ferguson, Town Clerk

Sec. 11-1-80. Street closure; permit.

- (a) Persons and/or organizations requesting a parade or other event involving street closure within the Town limits must apply in writing to the Town Clerk for a street closure permit. The Town Clerk shall submit such application to the Chief of Police for comment and to the Town ~~Manager~~ Administrator or designee for review and decision by the Town ~~Manager~~ Administrator.
- (b) The issuance of a street closure permit shall be in accordance with applicable provisions herein, the provisions for street closure as set forth below, and any applicable provisions of the ordinances of the Town regarding the private usage of public property. Such permit is revocable by the Town ~~Manager~~, Administrator or the Mayor.
- (c) The fee and deposit amount for submittal of a street closure permit application will be set by Resolution as determined from time-to-time by the Board of Trustees. The deposit shall be returned to the applicant subsequent to the event and upon the Town Administrator's determination that the street and adjoining area are returned to the same condition as prior to the closure.
- (d) The application shall be submitted no less than ~~thirty (30)~~ sixty (60) days in advance of the event.
- (e) The Town ~~Manager~~ Administrator shall not approve any street closure if the ~~Town~~ applicant does not have and **provide documentation of** sufficient resources to properly manage the event in a manner consistent with the preservation of the public peace, health and safety and to provide for adequate traffic control or if an adequate alternate route is not available, if applicable.
- (f) ~~The applicant shall provide proof of a general liability insurance policy in a minimum coverage equal to that specified in Section 24-10-114, C.R.S., which names the Town, its officers, agents and employees as additional insureds for claims arising out of the event.~~ **Replace with requirement to provide required information and pay associated costs for Special Event Coverage policy as provided by Town of Paonia insurance carrier, CIRSA.**
- (g) The closure shall be implemented, and the route chosen in a manner that will cause the least inconvenience to the driving public, adjacent residents or businesses consistent with the reasonable requirements of the event. The applicant shall submit and implement an adequate plan to control and organize the event in a manner consistent with all applicable ordinances of the Town.
- (h) Applicable open container laws within the Town shall apply in all street closure events.
- (i) The applicant shall also provide, as a requirement of permit issuance, written proof of street closure notification **and support or opposition of the closure from all adjoining property owners and businesses.**
- (j) The applicant shall also provide a detailed description of any vending or commercial activity occurring coincident with the event. Separate vending permits shall not be required for all such commercial activities so described, but vendors shall be subject to all other permitting requirements, including but not limited to sales tax licenses.
- (k) For street-closure events, the Town shall provide ~~and install~~ **barricades to be installed and monitored by applicant,** and the applicant shall arrange for and provide necessary trash containers **and emptying of containers** during the event.
- (l) **Town Administrator** approved Street closures shall not exceed five (5) hours in duration, except on Sundays and state-recognized holidays when closure may occur for up to ten (10) hours. **Any approval beyond the duration provided shall require Board review and decision.**
- (m) The Town, upon permit approval, shall notify all emergency service providers accordingly.

(Ord. No. 2002-06, 6-11-2002; Ord. No. 2014-04, § 1, 1-13-2015; Ord. No. 2014-09, § 1(R), 1-13-2015)

Corinne Ferguson

From: Susie K <susiekaldis@gmail.com>
Sent: Friday, October 21, 2022 4:49 PM
To: Corinne Ferguson
Subject: Re: proposed street closure modification

Looks good to me. I wish we could increase the hours approved by Town Admin to 7 or 8 hours - in this paragraph:

(l) **Town Administrator** approved Street closures shall not exceed five (5) hours in duration, except on Sundays and state-recognized holidays when closure may occur for up to ten (10) hours. **Any approval beyond the duration provided shall require Board review and decision.**

Susie

On Oct 18, 2022, at 4:30 PM, Corinne Ferguson <corinne@townofpaonia.com> wrote:

Hello,

I am preparing to present to the Board proposed modifications to the code regarding street closures. Please review the attached document and provide me any feedback you may have – no later than noon Friday, October 21st.

Thank you,

*J. Corinne Ferguson
Town Administrator/Clerk
970-527-4101*

Teamwork begins by building trust. And the only way to do that is to overcome our need for invulnerability." – Patrick Lencioni

Please consider the environment before printing this e-mail.

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

The Town of Paonia is an equal opportunity employer.

<Sec._11_1_80.____Street_closure__permit_ProposedModification_093022.docx>

Corinne Ferguson

From: Judd Keinman <juddkleinman@gmail.com>
Sent: Thursday, October 20, 2022 10:15 AM
To: Corinne Ferguson
Subject: Re: proposed street closure modification

Corinne, for (f) I am not sure about this, the events should still have to provide COI naming the town additional insured. The idea of paying the "associated costs" could get messy with this board. I think if you want to recoup those expenses that should be figured into the event permit fee.

(i)I think this needs to address a percentage of support. "Majority in support" would be fine. I just don't want the board being able to shut us down over 1 or 2 squeaky wheels. I think there could also be a time period (60 days before event) associated with this.

(l)Is the any chance we could expand the duration to 10 hours across that board (even 8 would make is easier)? This would make is easier for one day closure to get done without involving the board.

Thanks
Judd

Judd Kleinman
Double Shot Productions
SITE map/design/build
Symbiotic Event Services
Country Jam Colorado
(720)320-8987
juddkleinman@gmail.com

On Oct 18, 2022, at 8:39 PM, Judd Keinman <juddkleinman@gmail.com> wrote:

Got it, will do
Thanks
Judd

Judd Kleinman
Double Shot Productions
SITE map/design/build
Symbiotic Event Services
Country Jam Colorado
(720)320-8987
juddkleinman@gmail.com

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<Sec._11_1_80.___Street_closure__permit_ProposedModification_093022.docx>

Corinne Ferguson

From: Rob Miller <pickinproductions@gmail.com>
Sent: Wednesday, October 19, 2022 1:46 PM
To: Corinne Ferguson
Subject: Re: proposed street closure modification

Hi Corinne,

Here's some feedback/questions:

The applicant shall also provide, as a requirement of permit issuance, written proof of street closure notification and support or opposition of the closure from all adjoining property owners and businesses.

I wonder in what form does the town want us to gather this support or lack there of? It seems to me like there should be some structure around the process. Maybe a standard form we can bring around to the businesses. Just a thought.

Town Administrator approved Street closures shall not exceed five (5) hours in duration, except on Sundays and state-recognized holidays when closure may occur for up to ten (10) hours. Any approval beyond the duration provided shall require Board review and decision.

That gets to the core of the issue and is appreciated. However, since we're rewriting this, can we bump it from 5 hours to 8 hours? That might just take care of most requests (such as when we closed part of the street for the Polus Park Paradise concerts), but for the bigger stuff like Mountain Harvest Fest, we'd still need to get approval of town council, which makes sense, and this language gives them the authority to approve, where right now they don't. There's just not a lot anyone can do inside 5 hours when you're setting up and breaking down an event of any kind. Set up and break down takes a total of 4 hours usually in an of itself.

Have you run this by others on the Mountain Harvest team, or Cherry Days, or anyone else?

Thanks!
Rob

Rob Miller
Owner | Talent Buyer
Pickin' Productions
PO Box 1690 | Paonia, CO 81428
m: 970.260.6493
pickinproductions@gmail.com
www.pickinproductions.com

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J. Corinne Ferguson
Town Administrator/Clerk
970-527-4101

Teamwork begins by building trust. And the only way to do that is to overcome our need for invulnerability." – Patrick Lencioni

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<Sec._11_1_80.___Street_closure__permit_ProposedModification_093022.docx>

Corinne Ferguson

From: Alicia Michelsen <alicia@thelearningcouncil.org>
Sent: Tuesday, October 18, 2022 4:36 PM
To: Corinne Ferguson
Subject: Re: proposed street closure modification

Hi Corinne,
Thank you for checking in.
This all looks good and fair to me.
Best,
Alicia
Alicia Michelsen
she, her, hers
The Learning Council



The Learning Council

education, creativity & life skills

www.TheLearningCouncil.org

970.433.5852 PO Box 1744 Paonia, CO 81428

thelearningcouncil.org

alicia@thelearningcouncil.org

On Tue, Oct 18, 2022 at 4:30 PM Corinne Ferguson <corinne@townofpaonia.com> wrote:

Hello,

I am preparing to present to the Board proposed modifications to the code regarding street closures. Please review the attached document and provide me any feedback you may have – no later than noon Friday, October 21st.

Thank you,

J. Corinne Ferguson

Town Administrator/Clerk

970-527-4101

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AGENDA SUMMARY FORM



Finance: Weber & Smith
 Parks: Knutson & Stelter
 Streets: Valentine & Markle
 Water/Sewer/Trash/AWC: Weber & Markle
 Personnel: Smith & Valentine
 Public Safety: Knutson & Stelter

 Paonia Tree Board: Trustee Valentine

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

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

Parks Committee
10/18/22
Lee's Park

Present: Caroline Kilbane (Outdoor Recreation Planner BLM), Pam Schofield (Creek Vista HOA Board President), Zach Krapfl (Hawks Haven HOA Board President), John Schofield, Tracy McCurdy (Mountain Bike Rep to Town Parks Committee), Rick Stelter (Trustee Town of Paonia), Dave Knutson (Trustee Town of Paonia)

Discussion began with requests for improved communication regarding grazing in the Jumbo trails area, specifically contact information for permittee and expected dates of grazing for the area. Improvements were noted in the locations of the water tanks and control of cattle this past season.

Caroline updated the group regarding the status of the trail system. Based on scoping from 2021, a trail management plan (TMP) is being developed and will be released for public comment before adoption by the BLM. Similar scoping sessions will be scheduled when the TMP is drafted.

Both Home Owner's Associations (HOAs) were informed about the need to review and approve public access. For Creek Vista, it is a small section near a private driveway on the south exit trail for Apple Valley. For Hawks Haven, a review of access restrictions such as dogs, firearms, motorized vehicles, equestrian use, and an access change to the social entrance up from Vista Drive through the Hawks Haven Road. Use of either access is predicated on users assuming their own risk, i.e. no liability to the BLM, HOAs, or the Town.

Discussion included the need for funding requests to Delta County, Town of Paonia, BLM, and GOCO to help with trail improvements and signage as well as kiosks and a new entrance gate.

Overall goal is to get trail improvements and signage completed by the spring season. The next step is to ensure that the Black Canyon Trust approves Paonia in Motion plans for changes and to file easement changes with the Assessor's Office. Dave and Rick agreed to contact the Black Canyon Trust once Board approval is granted.

The next meeting will be held on Tuesday, November 20, 2022 at 4:00 p.m. at Poulos Park or at Town Hall depending on the weather conditions.