



TOWN OF PAONIA
TUESDAY, AUGUST 10, 2021
SPECIAL SESSION 5:00 PM
REGULAR SESSION 6:30 PM

Special Meeting

Roll Call

- Special Meeting Roll Call
- Board Meeting Structure
- Committee Structure
- Roles and Responsibilities
- Mayor Roles and Responsibilities

Adjournment

Regular Meeting

Roll Call

Approval of Agenda

Announcements

- Announcements
- Drought Update and Town Water Information

Recognition of Visitors & Guests

1. Visitor's & Guests

Staff Reports

2. Administrator's Report
 - Public Works & Utilities Report
 - Police Report
 - Finance Report
 - Attorney Report

Treasurer's Report

3. Treasurer's Report

Disbursements

4. Disbursements

Consent Agenda

5. Regular Minutes: July 27, 2021

Unfinished Business

6. FIRST READING: Ordinance 2021-06 Municipal Code Modification of Chapter 6 Article 1. - Alcoholic Beverage Licensing and Distance from Public Schools
7. North Fork Airport Liaison Member Appointment

New Business

- [8.](#) The Learning Council – Grant Application Letter of Support
- [9.](#) Citizens For a Healthy Community (CHC) State Redistricting
- [10.](#) Main Avenue Fence
- [11.](#) FIRST READING: Ordinance 2021-07 Amendment to Provisions of Town Code Regarding Purchase and Possession of Marijuana
- [12.](#) Board Review of Debt Reserve Requirements and Fund Balances
- [13.](#) Board Review Provided by Governmental Affairs and Public Safety - Short-Term Rental Survey Results

Mayor's Report

- [14.](#) Mayor's Report

Committee Reports

- [15.](#) Finance & Personnel
 - Governmental Affairs & Public Safety
 - Public Works-Utilities-Facilities
 - Tree Board
 - Advisory Water

Adjournment

- [16.](#) Adjournment

I. RULES OF PROCEDURE

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

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

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

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

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

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

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

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

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

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

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

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

II. CONSENT AGENDA

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

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

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

III. EXECUTIVE SESSION

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

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


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

IV. SUBJECT TO AMENDMENT

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

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

AGENDA SUMMARY FORM

	Special Meeting Roll Call		
Summary:			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bear	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Pattison	Mayor Bachran

August 4, 2021

AGENDA SUMMARY FORM



Board Meeting Structure
 Committee Structure
 Roles and Responsibilities
 Mayor Roles and Responsibilities

Summary:

Notes:


Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bear	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Pattison	Mayor Bachran:

August 4, 2021

AGENDA SUMMARY FORM

	Roll Call		
Summary:			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bear	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Pattison	Mayor Bachran


August 4, 2021

AGENDA SUMMARY FORM

	Approval of Agenda		
Summary:			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bear	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Pattison	Mayor Bachran


August 4, 2021

AGENDA SUMMARY FORM

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

August 4, 2021

AGENDA SUMMARY FORM

	<p>Drought Update and Town Water Information</p>		
<p>Summary: Discussion of current spring flows and drought stages.</p>			
<p>Notes:</p> <p>Included in the packet are the updated monthly water data spreadsheet. No recommended changes to date.</p>			
<p>Possible Motions:</p> <p>Motion by: _____ 2nd: _____ vote: _____</p>			
Vote:	Trustee Bear	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Pattison	Mayor Bachran:

August 6, 2021

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	TO DATE TOTAL
2MG	ONLINE	ONLINE	ONLINE	ONLINE	ONLINE	ONLINE	ONLINE	
RAW WATER REYNOLDS CREEK SPRING	2,762,470	2,569,620	2,738,540	2,377,130	2,430,270	2,158,510	4,953,100	19,989,640
RAW WATER GERMAN CREEK SPRINGS *	METER BROKEN	METER BROKEN	METER BROKEN	METER BROKEN	METER BROKEN	1st Month Data Collection	11,793,300	11,793,300
WATER PRODUCED***	4524810***	8853790***	13562220***	5014510***	7,817,900	16,300,600	17,018,700	41,137,200
STORAGE TANK LEVEL	29.46	29.72	30.23	29.98	28.95	30.13	30.12	
SPILL AMOUNT	412,410	534,970	537,370	595,120	3,077,486	1,197,480	583,000	6,937,836
BACK WASH WATER **	163,550	319,870	500,720	153,240	129,680	111,990	330,023	1,709,073
WATER LOSS AT PLANT (BACKWASH)							105,127	
WATER SOLD	5,503,144	6,912,361	4,422,485	7,489,338	8,627,540	10,914,410	10,554,450	54,423,728
TOTAL NUMBER OF TAPS	1,610	1,610	1,610	1,610	1,610	1,610	1,610	

**** BACK WASH WATER IS INCLUDED IN PRODUCED WATER BUT IS NOT INCLUDED IN SOLD WATER**


***** DISCREPANCY NOTED BETWEEN FILTERTECH MASTER METER AND COMPUTER SOFTWARE.**

SKEWED NUMBERS MARKED WITH ASTERISK THROUGH MAY 15TH

NOTE: DATA IS APPROXIMATION ONLY AND DOES NOT ACCOUNT FOR USAGE ESTIMATION MONTHS, FIRE HYDRANT AND WATERLINE FLUSHES, NON-METERED ACCOUNTS, SPILL AT SPRINGS


SIX RAW WATER SPRINGS CONVERGE AND FEED THE 2MG SYSTEM AT TWO POINTS, KNOWN AS THE GERMAN CREEK LINE (GC) AND THE REYNOLDS CREEK LINE (RC).

AGENDA SUMMARY FORM

	Visitor's & Guests		
Summary:			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bear	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Pattison	Mayor Bachran

August 4, 2021

AGENDA SUMMARY FORM

	Administrator's Report Public Works & Utilities Report Police Report Finance Report Attorney Report		
Summary:			
Notes:			
<p>VW – verbal warning WW – written warning CIT - citation CAA – clear adult arrest UTL – unable to locate UNF - unfounded</p>			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bear:	Trustee Budinger:	Trustee Johnson:
Trustee Knutson:	Trustee Meck:	Trustee Pattison:	Mayor Bachran:
	:		

August 4, 2021

“True leaders always practice the three R’s. Respect for self, Respect for others, Responsibility for all their actions.” Anonymous

Administrators Report for August 10, 2021

Please note: This report is not a comprehensive list of all projects but acts as a highlight for included packet documents, ongoing, and upcoming projects.

Previous Meetings Follow-up:

ClearGov Transparency explanation: ClearGov provides residents with an easy-to-understand, interactive breakdown of the town's finances, as well as insights into demographics, debt and much more. The Transparency Center is also optimized for use by citizens with disabilities who rely on assistive technology, such as screen readers and voice recognition software. The new online Transparency Center also empowers citizens to see precisely how funds are generated and allocated, and better understand how the annual budget impacts the community programs and services they care about most. Visitors to the Transparency Center can easily drill down to the line-item level and even see a breakdown of their contributions.

ClearGov Transparency

- Transforms complex government financials into easy-to-understand infographics
- Publishes fiscal information in a uniquely compelling way that drives understanding and support throughout your community
- Includes simple but powerful tools that enable you to offer residents a window into capital projects and department performance

Updates:

1. The paving repairs were delayed by the County, pending commissioner approval, as the Meadowbrook project exceeds their discretionary approval limit.
2. A 4-way stop is being installed at the corner of Second Street and Main Avenue. This will address increased juvenile traffic with the re-location of SK Bikes, the opening of the coffee shop, and the school district bus barn.
3. The City of Delta has been provided information regarding our current building departments revenues and expenditures. Scenarios for a shared building department will be brought to the Board in the upcoming months.
4. The Asset Inventory/Capital Improvement Plan Draft is under review by the Treasurer and Finance Committee.
5. The posting for the open position on the Board of Adjustment/Board of Appeals has been on the website, posted on flyers, and multiple interest applications have been picked up. By the deadline of July 22nd, the Town only received three applications for the five open seats. I will

From the desk of Corinne Ferguson
Town Administrator/Clerk

republish the information and share via social media this week. Please help spread the word. The application/letter of interest period has been extended to August 19th and will be on the August 24th agenda.

6. The interim contract with EPC has been extended. Town has begun advertising to hire an additional licensed operator.
7. The rfp for the pedestrian bridge project with WSCC and the Learning Connection will be published within the next two-weeks. Once sealed bids are received the bids will be opened and come for review and potential award. In the meantime, the MOU between Town and involved parties will be coming before the Board for review.

Upcoming – No Date Confirmed:

1. An agenda item regarding the costs associated with the bulk fill station in relation to the current fee structure will be forthcoming.
2. The WSCC & Nature Connection MOU and costs associated with the trails project will be included in an upcoming packet.
3. Discussion of use for the remaining Boettcher funds in support of the Paonia Creative District is slated for a meeting in August/September – contingent on agenda size and NFVCC receipt of bids pending for potential projects. Funds need to be expended by December 31st.
4. Discussion of the expenditure of the final \$5,300 undesignated for the Revitalize Grand Avenue grant will be coming before the Board at an upcoming meeting. Funds need to be expended by December 31st.
5. We are scheduling with SGM to attend an upcoming Board meeting to present the GIS Mapping and answer any questions. A date has not been finalized.

Public Works Report – 8/6/2021

1. Worked with WSCC on completion of Riverpark trail system extension.
2. Cleaning of Meadowbrook Blvd for paving will be delayed until approval from commissioners.
3. One staff member is out of town for two weeks attending CDL training.
4. Small repairs underway at town springs.
5. Extensive work went into getting the IMG system back into distribution. Due to lower flows at the IMG plant it took longer than expected to bring the disinfectant treatment back to permissible levels
6. Obtaining a new lab for water/sewer sample testing and state reporting.
7. Updated water information provided in the water data spreadsheet.
8. Working with a contractor to get estimate for tree stump removals and treatment to eliminate new growth.
9. Beginning prep for installation of slab with Delta Brick and Climate Company Border for picnic table installation near playground in Town Park. A donated Shadescape umbrella will be installed upon arrival to shade the table.

Paonia Police Department

Law Incident Table, by Date and Time

Date Occurred: 07/01/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
07:30:48	Traffic Stop	SAMUEL WADE RD, Paonia, CO	PPD	DIST3	CIT
10:05:43	Code Enforce	4TH ST, Paonia, CO	PPD	PPD	WW
10:34:51	Code Enforce	1ST ST, Paonia, CO	PPD	PPD	WW
10:38:15	Code Enforce	POPLAR AVE, Paonia, CO	PPD	PPD	WW
11:49:23	Medical/transfe	OAK AVE, Paonia, CO	PPD	PPD	
12:57:23	Medical/transfe	MAIN AVE, Paonia, CO	PPD	PPD	
14:51:54	ALARM	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
19:50:57	SHOPLIFTING	2ND ST, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 8

Date Occurred: 07/02/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:12:02	Medical/transfe	GRAND AVE, Paonia, CO	PPD	PPD	
14:46:49	AGENCY ASSIST	HIGHWAY 133, Paonia, CO	PPD	DIST3	
22:11:34	Disturbance	MATHEWS LN, Paonia, CO	PPD	DIST3	
23:37:09	Medical/transfe	GRAND AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 4

Date Occurred: 07/03/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:04:38	Parking Problem	NIAGARA AVE, Paonia, CO	PPD	PPD	
16:25:58	TrafficAccident	3rd St., Paonia, CO	PPD	PPD	
21:38:38	FIREWORKS	OAK AVE, Paonia, CO	PPD	PPD	CIT

Total Incidents for this Date: 3

Date Occurred: 07/04/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
01:41:45	SUSPICIOUS	2ND ST, Paonia, CO	PPD	PPD	UNF
21:42:57	Parking Problem	POPLAR AVE, Paonia, CO	PPD	PPD	
23:10:35	FIREWORKS	ONARGA AVE, Paonia, CO	PPD	PPD	UTL

Total Incidents for this Date: 3

Date Occurred: 07/05/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:46:04	TRAFFIC	6TH STREET, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 1					

Date Occurred: 07/06/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:33:49	CITIZEN ASSIST	GRAND AVE, Paonia, CO	PPD	PPD	
11:55:32	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
12:47:05	AGENCY ASSIST	BLOCK GRAND AVE, Paonia, CO	PPD	DIST3	
16:37:06	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 4					

Date Occurred: 07/07/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
18:49:39	SUSPICIOUS	MAIN AVE, Paonia, CO	PPD	PPD	UTL
19:10:42	MARIJUANA	BOX ELDER AVE, Paonia, CO	PPD	PPD	WW
19:28:16	MARIJUANA	NORTH FORK AVE, Paonia, CO	PPD	PPD	WW
Total Incidents for this Date: 3					

Date Occurred: 07/08/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
00:56:41	AGENCY ASSIST	HIGHWAY 133, Paonia, CO	PPD	GSO	
22:31:48	Noise Complaint	4TH ST, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 2					

Date Occurred: 07/09/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:57:03	ALARM	GRAND AVE, Paonia, CO	PPD	PPD	
13:47:31	Code Enforce	COLORADO AVE, Paonia, CO	PPD	PPD	WW
14:05:18	Code Enforce	RIO GRANDE AVE, Paonia, CO	PPD	PPD	WW
14:15:11	Code Enforce	BOX ELDER AVE, Paonia, CO	PPD	PPD	WW
14:26:13	Code Enforce	BOX ELDER AVE, Paonia, CO	PPD	PPD	WW
14:32:00	Code Enforce	BOX ELDER AVE, Paonia, CO	PPD	PPD	WW
17:16:27	Parking Problem	CLARK AVE, Paonia, CO	PPD	PPD	
17:27:44	Code Enforce	MAIN AVE, Paonia, CO	PPD	PPD	WW
20:13:27	CITIZEN ASSIST	GRAND AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 9					

Date Occurred: 07/10/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:40:34	Traffic Stop	BLOCK OF 3RD St, Paonia, CO	PPD	PPD	CIT
13:06:34	911/hangup	ONARGA AVE, Paonia, CO	PPD	PPD	
14:48:19	Parking Problem	Oak AVE., Paonia, CO	PPD	PPD	WW

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
17:48:21	CITIZEN ASSIST	NIAGARA AVE, Paonia, CO	PPD	PPD	
18:44:26	MARIJUANA	MAIN AVE, Paonia, CO	PPD	PPD	WW
19:40:23	ASSAULT	BOX ELDER AVE, Paonia, CO	PPD	PPD	CIT
20:01:13	Noise Complaint	4TH ST, Paonia, CO	PPD	PPD	UNF

Total Incidents for this Date: 7

Date Occurred: 07/11/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:33:44	VIN INSPECTION	COBURN RD, Paonia, CO	PPD	DIST3	
15:58:14	AGENCY ASSIST	GRAND AVE, Paonia, CO	PPD	DIST3	
20:47:18	ANIMAL CONTROL	POPLAR AVENUE, Paonia, CO	PPD	PPD	VW

Total Incidents for this Date: 3

Date Occurred: 07/12/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
11:28:41	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
11:39:51	Elder Abuse	PAONIA, CO	PPD	PPD	
15:05:57	MARIJUANA	MAIN AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 3

Date Occurred: 07/13/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:04:42	VIN INSPECTION	MAIN AVE, Paonia, CO	PPD	PPD	
14:22:41	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
14:34:55	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
22:09:29	AGENCY ASSIST	PANORAMA RD, Paonia, CO	PPD	DIST3	

Total Incidents for this Date: 4

Date Occurred: 07/14/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:13:42	CITIZEN ASSIST	GRAND AVE, Paonia, CO	PPD	PPD	
14:02:01	VIN INSPECTION	ELK VALLEY RD, Paonia, CO	PPD	DIST3	
16:38:50	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 3

Date Occurred: 07/15/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:13:13	Traffic Stop	SAMUEL WADE RD, Paonia, CO	PPD	PPD	CIT

Total Incidents for this Date: 1

Date Occurred: 07/16/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:03:00	VIN INSPECTION	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
13:06:58	AGENCY ASSIST	BACK RIVER RD, Hotchkiss, CO	PPD	DIST3	
14:39:16	SUSPICIOUS	GRAND AVE, Paonia, CO	PPD	PPD	
22:22:46	AGENCY ASSIST	HIGHWAY 133, Paonia, CO	PPD	DIST3	
Total Incidents for this Date: 4					

Date Occurred: 07/17/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
18:09:20	SUSPICIOUS	Box Elder AVE., Paonia, CO	PPD	PPD	UNF
23:16:34	RESTR/PROT ORDR	312 MAIN AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 2					

Date Occurred: 07/18/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:18:17	RESTR/PROT ORDR	312 MAIN AVE, Paonia, CO	PPD	PPD	CAA
19:20:43	CRIM MISCHIEF	2ND ST, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 2					

Date Occurred: 07/19/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
16:37:34	Code Enforce	1ST ST, Paonia, CO	PPD	PPD	WW
17:11:59	AGENCY ASSIST	HIGHWAY 133, RD, Hotchkiss, CO	PPD	DIST3	
19:17:30	Medical/transfe	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 3					

Date Occurred: 07/20/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
07:43:03	ABANDONED VEHIC	4TH ST, Paonia, CO	PPD	PPD	WW
13:11:11	AGENCY ASSIST	BLACK BRIDGE RD, Paonia, CO	PPD	DIST3	
22:16:29	WELFARE CHECK	BOX ELDER AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 3					

Date Occurred: 07/21/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:22:58	SUSPICIOUS	GRAND AVE, Paonia, CO	PPD	PPD	
10:49:33	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
13:29:14	ANIMAL CONTROL	DELTA AVE, Paonia, CO	PPD	PPD	UTL
14:21:27	THEFT	MEADOWBROOK CT, Paonia, CO	PPD	PPD	

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
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Total Incidents for this Date: 4

Date Occurred: 07/22/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
07:46:31	Traffic Stop	SAMUEL WADE RD, Paonia, CO	PPD	PPD	CIT
07:55:06	Code Enforce	ONARGA AVE, Paonia, CO	PPD	PPD	WW
08:04:33	Code Enforce	ONARGA AVE, Paonia, CO	PPD	PPD	WW
08:15:30	Code Enforce	BOX ELDER AVE, Paonia, CO	PPD	PPD	WW
09:24:27	Code Enforce	BOX ELDER AVE, Paonia, CO	PPD	PPD	WW
13:56:53	Traffic Stop	BLOCK 5TH St, Paonia, CO	PPD	PPD	CIT
15:25:28	Code Enforce	OAK AVE, Paonia, CO	PPD	PPD	WW
15:34:00	Code Enforce	PAN AMERICAN AVE, Paonia, CO	PPD	PPD	WW
23:42:35	SUSPICIOUS	4TH ST, Paonia, CO	PPD	PPD	VW

Total Incidents for this Date: 9

Date Occurred: 07/23/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
07:33:16	Traffic Stop	SAMUEL WADE RD, Paonia, CO	PPD	PPD	CIT
11:23:54	Medical/transfe	MAIN AVE, Paonia, CO	PPD	PPD	
14:36:02	Information	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
21:09:52	AGENCY ASSIST	PEACEFUL LN, Paonia, CO	PPD	DIST3	

Total Incidents for this Date: 4

Date Occurred: 07/24/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:53:37	Parking Problem	GRAND AVE, Paonia, CO	PPD	PPD	CIT
11:05:14	SUSPICIOUS	GRAND AVE, Paonia, CO	PPD	PPD	UNF

Total Incidents for this Date: 2

Date Occurred: 07/25/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
17:34:39	Traffic Stop	SAMUEL WADE RD, Paonia, CO	PPD	DIST3	CIT
23:28:10	TRESPASS	BOX ELDER AVE, Paonia, CO	PPD	PPD	VW

Total Incidents for this Date: 2

Date Occurred: 07/26/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:58:44	ANIMAL CONTROL	ONARGA AVE, Paonia, CO	PPD	PPD	
11:53:59	SEX OFFENSE	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
12:19:47	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
15:36:06	Information	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
19:10:52	Traffic Stop	2nd street, Paonia, CO	PPD	PPD	CIT
20:35:37	Code Enforce	NIAGARA AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 6					

Date Occurred: 07/27/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
07:00:00	Information	GRAND AVE, Paonia, CO	PPD	PPD	
11:10:41	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
12:00:22	ANIMAL PROBLEM	PAN AMERICAN AVE, Paonia, CO	PPD	PPD	VW
16:36:26	SUSPICIOUS	MEADDOU BROOK BLVD, Paonia, CO	PPD	PPD	
18:04:00	SUSPICIOUS	SAMUEL WADE RD, Paonia, CO	PPD	DIST3	
21:34:56	FIRE	OAK AVE, Paonia, CO	PPD	PPD	
22:11:05	Medical/transfe	ONARGA AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 7					

Date Occurred: 07/28/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
07:13:23	CITIZEN ASSIST	BLOCK SAMUEL WADE RD, Paonia, CO	PPD	PPD	
08:36:20	TrafficAccident	BLOCK MAIN AVE, Paonia, CO	PPD	PPD	CIT
11:21:38	Information	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
12:09:55	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
16:12:17	CIVIL PROBLEM	OAK AVE, Paonia, CO	PPD	PPD	
18:35:45	Traffic Stop	2ND ST, Paonia, CO	PPD	PPD	
20:56:25	WELFARE CHECK	BOX ELDER AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 7					

Date Occurred: 07/29/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:39:09	AGENCY ASSIST	3RD ST, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 1					

Date Occurred: 07/30/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
00:35:29	SUSPICIOUS	3rd St., Paonia, CO	PPD	PPD	
11:40:10	Traffic Stop	HIGHWAY 133, Paonia, CO	PPD	DIST3	VW
15:49:30	CITIZEN ASSIST	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
20:55:03	ASSAULT	2ND ST, Paonia, CO	PPD	PPD	
23:08:43	SUSPICIOUS	BOWIE RD, Paonia, CO	PPD	DIST3	

Date Occurred: 07/31/21

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
07:36:01	TRAFFIC STOP	GRAND AVE. Paonia, CO	PPD	PPD	
11:43:20	INFORMATION	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
19:19:53	CITIZEN ASSIST	NIAGARA AVE, Paonia, CO	PPD	PPD	

Total reported: 121 WW-18, VW-8, CIT-12, UTL-3, UNF-4, CAA-1

Report Includes:

All dates between `00:00:01 07/01/21` and `00:00:01 07/31/21`, All agencies matching `PPD`, All disposition's, All natures, All location codes, All cities

Finance Report as of 08/04/21 presented at the 08/10/21 meeting:

Monthly:

Payroll for 7/16/21 and 7/30/21 was completed, reviewed, and released

Bank accounts through 6/30/2021 have been reconciled and will be reviewed.

Chase credit card bill for 6/24/21 – 7/23/21 is attached.

Norris Retirement is pending with an effective date of 8/26/21.

Month End Budget to Actual for June 2021 is to follow.

Banking:

Bank Balances provided on the Disbursement Report as of 8/04/21.

LOC Mature 9/05/21.

Required Filings:

CIRSA P&C has been filed.

Year-End:

No changes to report

Audit:

Audit submitted to the Office of the State Auditor 7/28/2021.

Budget:

Finance Committee is reviewing salary ranges to be used for the 2022 budget.

Town Administrator along with the Finance Committee are reviewing staffing levels for the 2022 budget.

Energy vendors have been contacted regarding rate increases.

Other (Continued):

Colorado Department of Revenue – Exempt Fuel – Account selected for review 30 days from 2/17/21. Completed and e-mailed 03/02/2021 @ 4:23pm. All information was resubmitted via Revenue Online and was accepted 3/10/2021. Additional correspondence received 6/14/2021 requested additional information on the Reedy receipts to be provided within 30 days.

Stop N Save will be ending the on-account program and will be switching to a Fleet Card Account program. Application has been submitted and being processed.

The Fund Balance and Financial Policy was reviewed by the board at the 5/25/21 meeting with suggested changes. Changes are in process.

RCAC (Ty) - Rate Study requested items.

Other (New):

Process and handling of Marijuana fee revenue.

OTHER TO DO ITEMS:

Surplus Items – have requested procedure confirmation for audit compliance.

ClearGov – The requested changes have been made and are waiting for a second review.

ClearGov – Installation of Budget to Actual.

PTO still needs reviewed regarding the new mandated requirements created from the Family Act. Finance Committee started discussion at the 3/10/21. There was further discussion at the 3/24/21 meeting. Dave Knutson has provided link to changes and required timeline that are expected by the new mandated regulations. Further review and timeline determination continues.

GRANT UPDATES:

Current Grants:

ARP-received \$184,616.40. Use to be determined.

2020 Grants:

Balance available till 12/31/2021 is \$16,024.38 + \$169.20. This will be on the September 14, 2021, agenda for determination of use.

Admin Grant from DOLA for System Analysis (Paonia Water Infrastructure Analysis) Total Grant amount \$14,000.00 + Town match \$14,000.00 - final submission 05/31/2021. Total request = \$9,283.75.

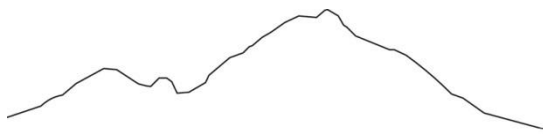
Relinquished amount \$9.49. (Notice from DOLA: an error occurred. They have temporarily suspended the request and are requesting a revision.) - CLOSED

Tier I Grant from DOLA for Asset Inventory and Mapping Total Grant amount \$48,629.00 + Town match \$48,629.00 -submitted through 5/31/2021. Invoices paid to date: \$1,027.25 + 1,556.00. Remaining amount is \$15,067.45.

CDOT Grant for Revitalizing Main Street – Revised Inv#2 for \$4,303.59, Inv#3 for \$5997.72, and Inv#4 for \$11,409.42 were submitted and accepted on 3/17/21. Invoices paid to date = \$20,177.60. Remaining = \$5,322.31.

GOCO Park, Recreation, and Trails Master Plan (Completion Date = 09/26/2021). Submission pending. Invoice paid to date: \$5,128.50 + 13,850.59 + \$15,817.15 = \$34,796.24. Remaining = \$41,023.84.

Please note: This report is not a comprehensive list of all projects but acts as a highlight of included packet documents, ongoing, and upcoming projects.



MEMORANDUM

To: Board of Trustees, Town of Paonia
From: Bo James Nerlin, Esq.
Re: Town Attorney Report
Date: 8/6/2021
CC: Ms. Corinne Ferguson

The purpose of this memorandum is to outline several projects that I have been working on as Town Attorney. This is to serve as a brief overview and not a comprehensive list.

Liquor Licensing

Pursuant to the direction provided by the Board of Trustees, enclosed with the packet is a revised ordinance that sets the setback between schools, childcare facilities, etc., and those premises where on-site alcohol consumption is allowed at 350 feet.

Marijuana - Code Clean Up

Enclosed is a draft Ordinance, Ordinance No. 2021-06, amending certain provisions of the Town Code to recognize the Town's licensure of a limited number of medical and retail marijuana facilities.

Non-essential Purchases

My Memorandum dated July 27, 2021, regarding the Town Clerk's purchase of certain non-essential items has been made available to the public. This is to accompany the Board's possible adoption of a non-essential items purchasing policy.

Upcoming Agenda Items

In consulting with the Town Clerk and Mayor, we will look to add the following agenda items to the second meeting in August

- Commercial Zones and Billing
- Discussion regarding Citizen's Initiative on Open Records and Municipal Court
- Possible Code updates or Resolutions regarding Board Committees and the role of the Mayor
- Interim Evaluation of Town Administrator



MEMORANDUM

To: Board of Trustees, Town of Paonia
From: Bo James Nerlin, Esq.
Re: Agenda Item No. 15
Date: 7/27/2021

The purpose of this memorandum is to address the allegation of malfeasance by Town Administrator J. Corinne Ferguson in authorizing the purchase of a coffee maker and coffee, for both the Town Administration and Town Police Department.

RESEARCH AND BACKGROUND:

Malfeasance:

Black's Law Dictionary:

Evil doing; ill conduct; the commission of some act which is positively unlawful; the doing of an act which is wholly wrongful and unlawful; the doing of an act which person ought not to do at all or the unjust performance of some act which the party had no right to which he had contracted to do. Comprehensive term interrupts or interferes with the performance of official duties.

Pursuant to C.R.S. 29-1-115 malfeasance is defined as follows:

“Any member of the governing body of any local government or any officer, employee, or agent of any spending agency who knowingly or willfully fails to perform any of the duties imposed upon him by this part 1, or who knowingly and willfully violates any of its provisions is guilty of malfeasance in office, and, upon conviction thereof, the court shall enter judgment that such officer so convicted shall be removed from office...”

Authority of the Town Administrator:

Pursuant the Town Code, the Town Administrator has the following powers:

Sec. 2-9-30. - Administrative and executive powers:

Except as may be otherwise provided, the executive and administrative authority, powers, and duties of the Town shall be exercised or performed by the Town Administrator. Such authority, powers, and duties of the Town Administrator shall embrace the management, supervision, upkeep and construction of Town streets, alleys, public places, parks, buildings and shops

and of public works, utilities and properties; the management of the Town's finances, accounts and funds, and the funds for which the Town may be a Trustee; the management, maintenance and safeguarding of the peace, health, welfare of the inhabitants of the Town; the abatement of nuisances; the purchase of supplies, materials, equipment, machines and apparatuses; and leasing or renting of same, which may be required in the administration of the Town's affairs; and the doing of every act, the performance of every duty, and the exercise of every power possessed by the Town, which shall not be in exercise of the legislative or judicial powers and duties of the Town.

In addition to those executive powers under the Town Code, the Administrator's Employment Contract includes the following statement of duties:

General Statement of Duties -

At the pleasure of the Board of Trustees, this position is the Chief Administrative Officer of the Town and serves as Town Clerk. Under the general supervision of the Mayor, directs and coordinates the day-to-day activities of all departments, department heads and employees of the Town of Paonia. Exercise's authority (including appointment and removal) over all other management, supervisory, professional, technical, clerical, and other staff. Insures proper implementation of elections, processing of liquor licenses, records management, and Board meeting documents.

Essential Functions –

Essential functions of the position include, but are not limited to:

- Performs a wide variety of functions to facilitate the administrative operations of the Town;
- Manages staff to obtain effective and efficient use of budgeted funds, personnel, materials facilities, and time;
- Oversees all Town purchases and approves major purchases of goods and services;

Paonia Purchasing Policy:

Purchases of \$50 to \$1,500 must be approved in advance by the Department Head. The Department Head is expected to not approve purchases that are outside the scope of the approved budget.

Purchase of coffee and coffee maker:

According to Ms. Ferguson, the following is her statement as to the circumstances surrounding the purchase of the coffee maker and coffee:

“I researched single serve coffee makers online the first week of June. The costs ranged from approximately \$70 to most often \$300, while commercial coffee makers were

upwards of \$1,000. On June 7th I advised Deputy Clerk Amanda Mojarro to order the selected coffee maker which cost \$129.99 and a 54-count box of single serve k-cups which cost \$33.66. Deputy Clerk Mojarro placed the order June 8th.

At a police department staff meeting the number one request was the availability for coffee for the late shift. Chief Ferguson supplied the coffee maker to the police department at no cost to the Town and authorized the purchase of k-cups , 72 count box which cost \$41.96 from the police department budget. Deputy Clerk Mojarro place that order June 28th at which times she asked for permission to include an additional purchase of a variety pack to have different options – 40 count, which cost \$33.47 – to which I approved.

Additional information: use of the coffee machine, coffee and beverages are offered during meetings in-office to community, consumed by staff, elected, and appointed officials. I also attached the invoice where these purchases were made.

BUDGET:

Town Hall budget is \$11,683 which includes \$2,983 for supplies – this paid for the coffee maker.

Travel and Meeting Budget is \$10,790 which includes \$940. For supplies – this paid for Town Hall coffee


PD coffee came from the PD operating supplies budget.”

ANALYSIS:

Ms. Ferguson’s authorization to purchase the coffee maker and the related coffee, does not meet the statutory definition of malfeasance. The Town budget has the requisite amount for the purchase of both coffee and the coffee maker. The overseeing and the purchase of supplies is considered an essential function of the Job of the Town Administrator. Coupled with this, Ms. Ferguson has the power to undertake the “the purchase of supplies, materials, equipment, machines and apparatuses; and leasing or renting of same, which may be required in the administration of the Town's affairs.”

Pursuant to the Town’s purchasing policy, this was a purchase between \$50.00 and \$1,500.00, and authorized by Ms. Ferguson as a department head. The funds were within the budget, and it had been a course of dealing wherein the Town had purchased coffee for its employees in the past. There is authorization for Ms. Ferguson to oversee purchases under both the Town Code and her Contract; the purchase is within the scope of the Town’s purchasing policy. Therefore, there is an absent of willfully violating a duty imposed upon her. With respect to best practices moving forward, the request from the Deputy Clerk and the Police Department for the coffee maker and the respective coffee likely should have been made in writing to document both the request and the budgetary analysis that was employed.

AGENDA SUMMARY FORM

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


ACCOUNT ANALYSIS 2021

BANK	ACCOUNT	JAN	FEB	MAR	APR	MAY	JUNE	X
OPERATING ACCOUNTS								
UBB (FSBC)	PREV BAL	113,781.20	(5,797.86)	186,337.95	266,653.35	115,960.98	219,935.38	
OPS - 0733	CKS/DR	389,227.23	118,908.84	250,968.80	408,873.15	200,361.23	564,298.94	
	DEP/CR	269,648.17	311,044.65	331,284.20	258,180.78	304,335.63	501,764.24	
	END BAL	(5,797.86)	186,337.95	266,653.35	115,960.98	219,935.38	157,400.68	X
	RATE	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
UBB (FSBC)	PREV BAL	25.00	25.00	25.00	25.00	25.00	25.00	
PAYROLL - 3629	CKS/DR	44,780.38	43,477.05	47,988.97	46,575.08	47,079.11	48,224.44	
	DEP/CR	44,780.38	43,477.05	47,988.97	46,575.08	47,079.11	70,285.24	
	END BAL	25.00	25.00	25.00	25.00	25.00	22,085.80	X
	RATE	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
RESESTRICTED FUND ACCOUNTS								
UBB (FSBC)-3858	PREV BAL	25.00	25.00	25.00	25.00	25.00	25.00	
GRANT	CKS/DR	-	-	-	-	-	-	
PASS-THRU	DEP/CR	-	-	-	-	-	-	
	END BAL	25.00	25.00	25.00	25.00	25.00	25.00	X
	RATE	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
UBB (FSBC) (FCNB)	PREV BAL	69,792.78	33,521.84	25.00	25.00	25.00	25.00	
INTERNAL - 0571	CKS/DR	36,270.94	33,496.84	-	-	-	-	
GRANTS	DEP/CR	-	-	-	-	-	-	
	END BAL	33,521.84	25.00	25.00	25.00	25.00	25.00	X
	RATE	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
UBB (FSBC) - 0911	PREV BAL	37,490.27	37,490.27	37,490.27	11,655.11	11,930.11	11,930.11	
PARK	CKS/DR	-	-	25,835.16	-	-	-	
CONTRIBUTION	DEP/CR	-	-	-	275.00	-	325.00	
	INT/CR	-	-	-	-	-	-	
	END BAL	37,490.27	37,490.27	11,655.11	11,930.11	11,930.11	12,255.11	X
	RATE	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
UBB (FSBC) - 2318	PREV BAL	58,336.72	58,349.11	58,360.30	58,372.69	58,384.68	58,397.08	
WWTP	CKS/DR	-	-	-	-	-	-	
	DEP/CR	-	-	-	-	-	-	
	INT/CR	12.39	11.19	12.39	11.99	12.40	12.00	
	END BAL	58,349.11	58,360.30	58,372.69	58,384.68	58,397.08	58,409.08	X
	RATE	0.25%	0.25%				0.25%	
UBB (FSBC) (FCNB)	PREV BAL	8,311.23	8,312.29	8,313.25	8,314.31	10,396.51	10,397.83	
CONSERV	CKS/DR	-	-	-	-	-	-	
TRUST 0857	DEP/CR	-	-	-	2,080.96	-	-	
	INT/CR	1.06	0.96	1.06	1.24	1.32	1.28	
	END BAL	8,312.29	8,313.25	8,314.31	10,396.51	10,397.83	10,399.11	X
	RATE	0.15%	0.15%				0.15%	
UBB (FSBC) - 0563	PREV BAL	13,165.24	13,166.92	13,168.44	13,170.12	13,171.74	13,173.42	
SPACE TO	CKS/DR	-	-	-	-	-	-	
CREATE	DEP/CR	-	-	-	-	-	-	
	INT/CR	1.68	1.52	1.68	1.62	1.68	1.62	
	END BAL	13,166.92	13,168.44	13,170.12	13,171.74	13,173.42	13,175.04	X
	RATE	0.15%	0.15%				0.15%	

ACCOUNT ANALYSIS 2021

BANK	ACCOUNT	JAN	FEB	MAR	APR	MAY	JUNE	X
INVESTMENT ACCOUNTS								
UBB (FSBC) - 3637	PREV BAL	335,136.20	335,221.59	275,309.31	253,211.73	453,315.26	503,441.04	
MMKT	CKS/DR	-	93,477.05	22,163.36	-	-	-	
RESERVE	DEP/CR	-	33,496.84	-	200,000.00	50,000.00	359,616.40	
	INT/CR	85.39	67.93	65.78	103.53	125.78	155.73	
	END BAL	335,221.59	275,309.31	253,211.73	453,315.26	503,441.04	863,213.17	X
RATE		0.30%	0.30%				0.300%	
COLO	PREV BAL	1,757,660.74	1,757,818.17	1,757,934.19	1,758,031.00	1,758,113.95	1,758,199.56	
TRUST	CKS/DR	-	-	-	-	-	-	
PLUS+	DEP/CR	-	-	-	-	-	-	
INVESTMENT	INT/CR	157.43	116.02	96.81	82.95	85.61	58.02	
	END BAL	1,757,818.17	1,757,934.19	1,758,031.00	1,758,113.95	1,758,199.56	1,758,257.58	
AVG RATE		0.11%	0.09%				0.50%	X
UBB (14) (FSBC)	PREV BAL	202,226.89	202,226.89	202,226.89	202,500.76	202,500.76	202,500.76	
18MO	CKS/DR	-	-	-	-	-	-	
CD-2143	DEP/CR	-	-	-	-	-	-	
	INT/CR	-	-	273.87	-	-	279.97	
	END BAL	202,226.89	202,226.89	202,500.76	202,500.76	202,500.76	202,780.73	X
AVG RATE		0.55%	0.55%				0.55%	
UBB (31) (FSBC)	PREV BAL	255,051.53	255,051.53	255,051.53	255,051.53	255,051.53	255,051.53	
18MO	CKS/DR	-	-	-	-	-	-	
CD-2143	DEP/CR	-	-	-	-	-	-	
	INT/CR	-	-	-	-	-	-	
	END BAL	255,051.53	255,051.53	255,051.53	255,051.53	255,051.53	255,051.53	X
AVG RATE		2.00%	2.00%				2.00%	
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	2,851,002.80	2,695,410.75	2,794,267.13	2,827,035.60	2,878,900.52	3,033,101.71	
	TOTAL CKS/DR	470,278.55	289,359.78	346,956.29	455,448.23	247,440.34	612,523.38	
	TOTAL DEP/CR	314,428.55	388,018.54	379,273.17	507,111.82	401,414.74	931,990.88	
	TOTAL INT/CR	257.95	197.62	451.59	201.33	226.79	508.62	
	TOTAL 2021 ACCOUNTS	2,695,410.75	2,794,267.13	2,827,035.60	2,878,900.52	3,033,101.71	3,353,077.83	
	TOTAL 2020 ACCOUNTS	2,498,095.32	2,507,992.28	2,530,243.83	4,222,013.58	2,766,714.22	2,844,095.58	
	TOTAL 2019 ACCOUNTS	1,952,778.56	2,154,496.81	2,216,740.65	2,268,526.46	2,560,627.61	2,606,146.61	
	TOTAL 2018 ACCOUNTS	2,243,850.59	2,643,430.19	2,609,936.21	2,758,682.91	2,787,133.34	2,909,775.06	
	TOTAL 2017 ACCOUNTS	1,916,629.29	1,856,495.51	1,837,973.49	2,027,530.45	2,363,845.59	2,079,469.54	
	TOTAL 2016 ACCOUNTS	987,595.88	1,322,980.68	1,116,198.52	1,523,989.77	1,917,756.35	1,967,252.20	
	TOTAL 2015 ACCOUNTS	1,653,400.33	1,907,317.22	2,079,530.21	2,000,000.74	1,759,581.96	1,718,267.39	
	TOTAL 2014 ACCOUNTS	2,036,560.85	2,012,766.27	2,053,803.28	2,046,353.56	2,069,077.88	2,002,370.22	
	TOTAL 2013 ACCOUNTS	2,361,290.03	2,369,419.89	2,376,310.46	2,323,916.46	2,320,709.32	2,286,978.98	
	TOTAL 2012 ACCOUNTS	2,362,402.55	2,256,299.75	2,246,468.64	2,213,216.49	2,202,233.11	2,152,976.82	
	2020 VS 2021	197,315.43	286,274.85	296,791.77	(1,343,113.06)	266,387.49	508,982.25	

AGENDA SUMMARY FORM

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

August 4, 2021

FOR: 08/10/2021

UBB OPS DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC OPS BALANCE		66,543.27
ACCOUNTS PAYABLE	07/24/21 - 08/5/21	(31,752.32)
LOAN PAYMENT		
NORRIS RETIREMENT PAYMENT	SCHEDULED FOR 8/26/21	(1,680.00)
CHASE CREDIT CARD	7/23/2021	(1,544.71)
AMAZON	8/1/2021	(90.14)
TRANSFER TO SUMMIT		
TRANSFER TO SUMMIT		
TRANSFER TO PAYROLL	7/30/2021	22,999.21
PAYROLL TAXES	7/30/2021	(26,248.99)
BALANCE AFTER PAYMENT		28,226.32

2

UBB SUMMIT/PAYROLL DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC SUMMIT BALANCE		1,036,370.06
TRANSFER FROM OPS		-
TRANSFER FROM INT. GRANTS		-
CURRENT FSBC PAYROLL BALANCE		25.00
TRANSFER FROM OPS		(22,999.21)
PAYROLL (DIRECT DEPOSIT)	7/30/2021	22,999.21
BALANCE AFTER PAYMENT		1,036,395.06

2

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

	BANK BALANCES			DESCRIPTION
	FSBC	COLOTRUST	TOTAL	
<i>As of: 06/03/2021</i>				
GENERAL		532,343.45		COMBINED FUNDS
SEWER RESTRICTED		530,433.04		PROPERTY SALE-RESTRICTED
DEBT RESERVE		106,880.25		AMKO BOND REQUIRED RESERVE
BRIDGE RESERVE		588,649.61		BRIDGE RESERVE
CONS.TRUST	10,400.43			RESTRICTED TO PARK USE ONLY
GRANT PASS THRU	25.00			PLACE HOLDER-COMBINED FUNDS
INT GRANT	25.00			MOVING TO CD-AMKO BOND RESERVE
OPS	83,943.21			COMBINED FUNDS
PARK CONTRIBUTIONS	12,255.11			SPECIFIC PARK PROJECTS
PAYROLL	25.00			PLACE HOLDER-COMBINED FUNDS
SPACE-TO-CREATE	13,176.72			SPACE TO CREATE ONLY
SUMMIT	1,036,370.06			COMBINED FUNDS
WWTP	58,421.48			OLD SEWER REHAB ONLY
CD#2-402	202,780.73			COMBINED FUNDS-LOC COLLATERAL
CD#3-2578	259,811.11			COMBINED FUNDS
	1,677,233.85	1,758,306.35	3,435,540.20	

	CASH POSITION			DESCRIPTION
	COMBINED	RESTRICTED	TOTAL	
<i>As of: 06/03/2021</i>				
GENERAL	532,343.45			
SEWER RESTRICTED		530,433.04		RESTRICTED TO SEWER CAPITAL PROJECT
DEBT RESERVE		106,880.25		RESTRICTED LOAN REQUIRMENT
BRIDGE RESERVE		588,649.61		RESTRICTED TO BRIDGE REPAIRS
CONS.TRUST		10,400.43		RESTRICTED TO PARK CAPTIAL PROJECT
GRANT PASS THRU	25.00			
INT GRANT		25.00		RESTRICED LOAN REQUIREMENT
OPS	83,943.21			
PARK CONTRIBUTIONS		12,255.11		SPECIFIC PARK PROJECTS AS DONATED
PAYROLL	25.00			
SPACE-TO-CREATE		13,176.72		SPACE TO CREATE ONLY
SUMMIT	1,036,370.06			
WWTP		58,421.48		OLD SEWER REHAB ONLY
CD#2-402	202,780.73			
CD#3-2578	259,811.11			
	2,115,298.56	1,320,241.64	3,435,540.20	

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	
08/10/2021	1141	BO JAMES NERLI	34552-34569	4,166.66	.00	.00	4,166.66	✓			ATTORNEY
08/10/2021	1141	BO JAMES NERLI	34552-B	93.00	.00	.00	93.00	✓			ATTORNEY
08/10/2021	1141	BO JAMES NERLI	34554	234.00	.00	.00	234.00	✓			ATTORNEY-RIVERBANK
08/10/2021	14	Bolinger & Queen I	94244	137.60	.00	.00	137.60	✓			WATER PLANT REPAIR
08/10/2021	14	Bolinger & Queen I	94395	161.20	.00	.00	161.20	✓			PARK SPRINKLERS
08/10/2021	1126	Brown Hill Enginee	439	1,710.00	.00	.00	1,710.00	✓			WATER SCADA SYSTEM
08/10/2021	21	Caselle, Inc	111237	1,114.00	.00	.00	1,114.00	✓			MONTHLY SOFTWARE FEE
08/10/2021	22	CDPHE	FGD2021020	465.00	.00	.00	465.00	✓			DRINKING WATER PWSID FEE
08/10/2021	24	City of Delta	052021-0721	702.00	.00	.00	702.00	✓			SEWER SAMPLES
08/10/2021	56	Delta County Land	355855-3579	3,237.50	.00	.00	3,237.50	✓			LANDFILL FEES
08/10/2021	43	Delta Montrose Ele	8-2021-W	2,115.01	.00	.00	2,115.01	✓			UTILITIES-WATER
08/10/2021	46	Dependable Lumb	2104-184424	1,418.81	.00	.00	1,418.81	✓			VARIOUS
08/10/2021	368	Double J Disposal	46108	81.00	.00	.00	81.00	✓			IMG PORTA POTTY
08/10/2021	368	Double J Disposal	46109	211.00	.00	.00	211.00	✓			PARK PORTA POTTIES
08/10/2021	62	Feather Petroleum	5570549-587	1,681.94	.00	.00	1,681.94	✓			FUEL
08/10/2021	803	GALLS, LLC	018747537	85.92	.00	.00	85.92	✓			PD UNIFORM
08/10/2021	81	High Country Printi	19082	112.31	.00	.00	112.31	✓			SERVICE ORDER BOOKS
08/10/2021	560	Honnen Equipmen	1292537	647.62	.00	.00	647.62	✓			JD260 SKID STEER REPAIR
08/10/2021	470	Leon, Susan	080121-0831	725.00	.00	.00	725.00	✓			CLEANING CONTRACT
08/10/2021	103	Master Petroleum	CL-59683-IN	695.69	.00	.00	695.69	✓			FUEL
08/10/2021	279	Mesa Rental & Su	C-010664	215.00	.00	.00	215.00	✓			TRENCHER (PARK SPRINKLERS)
08/10/2021	141	North Fork Service	920399-5212	1,008.45	.00	.00	1,008.45	✓			FUEL
08/10/2021	122	Paonia Auto Parts	379029-3794	313.13	.00	.00	313.13	✓			VARIOUS
08/10/2021	125	Paonia Farm & Ho	93106-95688	209.77	.00	.00	209.77	✓			VARIOUS
08/10/2021	499	Phonz +	11771	129.99	.00	.00	129.99	✓			VMINDOWS PRO
08/10/2021	499	Phonz +	11891	3,925.29	.00	.00	3,925.29	✓			COMPUTER (SERVER +)
08/10/2021	737	Ricoh USA Inc	5062472423	194.53	.00	.00	194.53	✓			COPIER COPIES
08/10/2021	931	Roop Excavating L	1148	4,725.00	.00	.00	4,725.00	✓			METER INSTALL
08/10/2021	1216	ShadeScapes	SO-311674	669.20	.00	.00	669.20	✓			UMBRELLA ANCHOR
08/10/2021	861	The Paper-Clip LL	2041145-0	456.33	.00	.00	456.33	✓			OFFICE SUPPLIES
08/10/2021	161	UNCC	221071087	63.36	.00	.00	63.36	✓			LOCATES
08/10/2021	165	Valley Machine LL	5655	47.01	.00	.00	47.01	✓			WATER PLANT REPAIR
Grand Totals:			32	31,752.32	.00	.00	31,752.32				

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
08/10/2021	31,752.32	.00	.00	31,752.32	31,752.32
Grand Totals:		31,752.32	.00	.00	31,752.32



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

Customer Service: 1-800-945-2028

Mobile: Download the Chase Mobile® app today

August 2021						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11

New Balance
\$1,544.71
 Minimum Payment Due
\$40.00
 Payment Due Date
08/17/21

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

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

ACCOUNT SUMMARY

Previous Balance	\$3,750.15
Payment, Credits	-\$3,750.15
Purchases	+\$1,544.71
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$1,544.71
Opening/Closing Date	06/24/21 - 07/23/21
Credit Limit	\$45,000
Available Credit	\$43,455
Cash Access Line	\$2,250
Available for Cash	\$2,250
Past Due Amount	\$0.00
Balance over the Credit Limit	\$0.00

YOUR ACCOUNT MESSAGES

Your next AutoPay payment for \$1,544.71 will be deducted from your Pay From account and credited on your due date. If your due date falls on a Saturday, we'll credit your payment the Friday before.

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



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Customer Service: 1-800-945-2028

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ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
07/16	AUTOMATIC PAYMENT - THANK YOU	-3,695.80
06/28	MESA COUNTY HEALTH 866-7566041 CO	40.00 ✓
07/21	SPRINT *WIRELESS 800-639-6111 KS CINDY JONES TRANSACTIONS THIS CYCLE (CARD 8901) \$3364.61- INCLUDING PAYMENTS RECEIVED	291.19 ✓
07/09	ABC-NV 913-8954600 KS TRAVIS LOBERG TRANSACTIONS THIS CYCLE (CARD 2935) \$100.00	100.00
06/24	MINGS CAFE 2 GLENWOOD SPRI CO	54.45 ✓
06/24	SILVER SPRUCE MOTEL GLENWOOD SPRI CO	286.64 ✓
06/23	DOMINO'S 6265 970-945-0330 CO	39.10
06/30	WAL-MART #5458 DELTA CO	43.45 ✓
07/16	ZOOM.US 888-799-9666 WWW.ZOOM.US CA CORINNE FERGUSON TRANSACTIONS THIS CYCLE (CARD 3742) \$463.64	40.00 ✓
06/21	AUTOZONE #0832 DELTA CO	-54.35 ✓
06/28	USPS PO 0769660541 PAONIA CO TOWNOF PAONIA TRANSACTIONS THIS CYCLE (CARD 8181) \$46.50-	7.85 ✓
07/19	USPS PO 0769660541 PAONIA CO TOWNOF PAONIA TRANSACTIONS THIS CYCLE (CARD 4100) \$7.00	7.00 ✓
06/28	MAVERIK #463 DELTA CO	72.34
07/06	SQ *CDL CERTIFIERS INC gosq.com CO	500.00
07/08	MAVERIK #463 DELTA CO TOWNOF PAONIA TRANSACTIONS THIS CYCLE (CARD 8158) \$635.03	62.69

2021 Totals Year-to-Date

Total fees charged in 2021	\$0.00
Total interest charged in 2021	\$0.00

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

INTEREST CHARGES

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

Balance Type	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charges
PURCHASES			
Purchases	13.24%(v)(d)	- 0 -	- 0 -
CASH ADVANCES			
Cash Advances	24.99%(v)(d)	- 0 -	- 0 -
BALANCE TRANSFERS			
Balance Transfer	13.24%(v)(d)	- 0 -	- 0 -

For customer support, visit www.amazon.com/contact-us.

Invoice summary *Due 45 days from receipt of invoice*

Item subtotal before tax	\$ 90.14
Shipping & handling	\$ 0.00
Promos & discounts	\$ 0.00
Total before tax	\$ 90.14
Tax	\$ 0.00

Amount due  **\$ 90.14 USD**

Pay by

Electronic funds transfer (EFT/ACH/Wire)

Account name Amazon Capital Services, Inc.
 Bank name Wells Fargo Bank
 Bank routing # (ABA) 121000248
 Bank account # (DDA) XXXXXXXXXX
 SWIFT code (wire transfer) WFBIUS6S

Check

Amazon Capital Services
 PO Box 035184
 Seattle, WA 98124-5184

Billing period 7/1/21 to 7/31/21
Account # A1PV6WMBDEC70K
Payment terms Net 45

Registered business name

City of Paonia

Bill to

Town of Paonia
 Corinne Ferguson
 214 Grand Avenue
 PO Box 460
 PAONIA, CO 81428

Group Name

City of Paonia

Include Amazon invoice number(s) in the descriptive field of your electronic funds transfer payment, or

Email ar-businessinvoicing@amazon.com to submit your remittance detail.

Invoice details

#	Ship date	PO #	Description	Qty	Unit price	Item subtotal before tax	Tax
1	7/1/21		Adams Voice Mail Log, 8 1/4 x 8 1/2 Inch, Spiral Bound, 120 Forms per Book, White (S8796)	1	\$10.71	\$10.71	0.000%

ASIN: B00006ICSM
 Sold by: Amazon.com Services LLC
 Order # 113-5104440-2615400
 Order date: June 29, 2021

#	Ship date	PO #	Description	Qty	Unit price	Item subtotal before tax	Tax
2	7/22/21	Office Supplies	Business Source 36551 Binder Clip, Medium, 1-1/4", Steel, 5/8" Cap, 1/DZ, Black ASIN: B0004DWLRY Sold by: QDOS Order # 113-7926886-9529046 Order date: July 21, 2021	3	\$5.00	\$15.00	0.000% ✓
3	7/22/21	Office Supplies	ACCO Binder Clips, Small, 12/Box (72020) ASIN: B005W8NSYK Sold by: Zobia LLC Order # 113-5601079-6954648 Order date: July 21, 2021	3	\$3.90	\$11.70	0.000% ✓
4	7/22/21	Office Supplies	500 No. 10 Self Seal Security Envelopes - 10 Envelopes Self Seal Designed for Secure Mailing - Security Tinted with Printer Friendly Design - Number 1 ASIN: B01N175R8R Sold by: Franklin Creative Solutions LLC Order # 113-5601079-6954648 Order date: July 21, 2021	1	\$20.99	\$20.99	0.000% ✓
5	7/28/21	PD	100 Pack Maxtek Premium Thick White Paper CD DVD Sleeves Envelope with Window Cut Out and Flap, 100g ASIN: B00GXOOL4S Sold by: Maxtek Corp. Order # 111-4412179-9466607 Order date: July 27, 2021	1	\$6.75	\$6.75	0.000%

Employee Number	Name	85-00 Net Pay Emp Amt
1053	Beardslee, Dominic D	1,358.88
1024	Berger, Brian J	1,505.21
1056	Cecil, Raymond Cole	1,010.17
1052	Edwards, Roger	1,008.16
1002	Ferguson, J. Corinne	2,318.42
1020	Ferguson, Neil	1,898.32
1022	Hinyard, Patrick	1,514.98
1001	Jones, Cynthia	1,785.19
1005	Katzer, JoAnn	968.75
1050	Loberg, Travis	2,069.82
1055	McCallister, Johnathan M	2,054.22
1003	Mojarro-Lopez, Amanda	1,132.04
1023	Patterson, Taffine A	1,010.86
1054	Redden, Jordan	1,050.44
1051	Reich, Dennis	1,054.89
1021	Winnett, Lorin E	1,260.86

Grand Totals:

16 22,999.21

(Handwritten signature)
Due 7/27/2021

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		07/23/2021	74-00	Federal Tax Deposit Social Security	10-0216	1,279.31
2	IRS Tax Deposit		07/23/2021	74-00	Federal Tax Deposit Social Security	10-0216	1,279.31
2	IRS Tax Deposit		07/23/2021	75-00	Federal Tax Deposit Medicare Pay P	10-0216	437.66
2	IRS Tax Deposit		07/23/2021	75-00	Federal Tax Deposit Medicare Pay P	10-0216	437.66
2	IRS Tax Deposit		07/23/2021	76-00	Federal Tax Deposit Federal Withhold	10-0216	2,172.55
Total 2:							5,606.49
4							
4	Aflac		06/25/2021	63-01	Aflac Pre-Tax Pay Period: 6/25/2021	10-0225	120.18
4	Aflac		06/25/2021	63-02	Aflac After Tax Pay Period: 6/25/2021	10-0225	24.90
4	Aflac		07/09/2021	63-01	Aflac Pre-Tax Pay Period: 7/9/2021	10-0225	120.18
4	Aflac		07/09/2021	63-02	Aflac After Tax Pay Period: 7/9/2021	10-0225	24.90
4	Aflac		07/23/2021	63-01	Aflac Pre-Tax Pay Period: 7/23/2021	10-0225	120.18
4	Aflac		07/23/2021	63-02	Aflac After Tax Pay Period: 7/23/2021	10-0225	24.90
Total 4:							435.24
6							
6	Colorado Dept of Labor		06/25/2021	98-00	SUTA State Unemployment Tax Pay	10-0218	92.45
6	Colorado Dept of Labor		07/09/2021	98-00	SUTA State Unemployment Tax Pay	10-0218	99.08
6	Colorado Dept of Labor		07/23/2021	98-00	SUTA State Unemployment Tax Pay	10-0218	90.91
Total 6:							282.44
9							
9	Colorado Dept of Revenue		06/25/2021	77-00	State Withholding Tax Pay Period: 6/2	10-0217	949.00
9	Colorado Dept of Revenue		07/09/2021	77-00	State Withholding Tax Pay Period: 7/9	10-0217	1,029.00
9	Colorado Dept of Revenue		07/23/2021	77-00	State Withholding Tax Pay Period: 7/2	10-0217	983.00
Total 9:							2,961.00
30							
30	Empower Retirement		07/23/2021	51-01	Retirement Plan Retirement Plan Pa	10-0220	794.40
30	Empower Retirement		07/23/2021	51-01	Retirement Plan Retirement Plan Pa	10-0220	1,090.40
30	Empower Retirement		07/23/2021	51-02	Retirement Plan Retirement Loan Pa	10-0220	415.83
Total 30:							2,300.63
33							
33	FPPA - Fire & Police Pensi		07/23/2021	50-00	FPPA Pay Period: 7/23/2021	10-0219	1,060.30
33	FPPA - Fire & Police Pensi		07/23/2021	50-00	FPPA Pay Period: 7/23/2021	10-0219	783.70
33	FPPA - Fire & Police Pensi		07/23/2021	90-00	Death & Disability Pay Period: 7/23/2	10-0219	276.60
Total 33:							2,120.60
70							
70	Rocky Mountain HMO		06/25/2021	60-01	RMHMO - Employee Only Pay Period	10-0223	252.84
70	Rocky Mountain HMO		06/25/2021	60-01	RMHMO - Employee Only Pay Period	10-0223	4,158.60
70	Rocky Mountain HMO		06/25/2021	60-02	RMHMO - Employee + 1 Pay Period:	10-0223	104.00
70	Rocky Mountain HMO		06/25/2021	60-02	RMHMO - Employee + 1 Pay Period:	10-0223	565.83

DATA

Transmittal Number	Name	Invoice Number	Pay Per Date	Pay Code	Description	GL Account	Amount
70	Rocky Mountain HMO		06/25/2021	60-03	RMHMO - Employee + Family Pay Pe	10-0223	405.59
70	Rocky Mountain HMO		06/25/2021	60-03	RMHMO - Employee + Family Pay Pe	10-0223	4,156.59
70	Rocky Mountain HMO		06/25/2021	60-07	RMHMO - Employee + Spouse Pay P	10-0223	163.98
70	Rocky Mountain HMO		06/25/2021	60-07	RMHMO - Employee + Spouse Pay P	10-0223	722.02
70	Rocky Mountain HMO		07/09/2021	60-01	RMHMO - Employee Only Pay Period	10-0223	262.16
70	Rocky Mountain HMO		07/09/2021	60-02	RMHMO - Employee + 1 Pay Period:	10-0223	96.55
70	Rocky Mountain HMO		07/09/2021	60-03	RMHMO - Employee + Family Pay Pe	10-0223	351.54
70	Rocky Mountain HMO		07/09/2021	60-07	RMHMO - Employee + Spouse Pay P	10-0223	93.98
70	Rocky Mountain HMO		07/23/2021	60-01	Adjustment	10-0223	385.53
Total 70:							11,719.21
71	The Harford		06/25/2021	65-01	Group#013307460001 Hartford Basic	10-0226	31.80
71	The Harford		06/25/2021	65-02	Group#013307460001 Hartford Suppl	10-0226	34.94
71	The Harford		06/25/2021	65-03	Group#013307460001 Hartford Disab	10-0226	134.43
71	The Harford		07/09/2021	65-02	Group#013307460001 Hartford Suppl	10-0226	34.91
Total 71:							236.08
73	Delta Dental of Colorado		06/25/2021	60-05	Dental RMHMO - Dental Pay Period:	10-0223	314.92
73	Delta Dental of Colorado		07/09/2021	60-05	Dental RMHMO - Dental Pay Period:	10-0223	314.99
Total 73:							629.91
75	VSP Insurance CO (CT)		06/25/2021	60-04	RMHMO - Vision Pay Period: 6/25/20	10-0223	48.83
75	VSP Insurance CO (CT)		06/25/2021	60-04	RMHMO - Vision Pay Period: 6/25/20	10-0223	71.07
75	VSP Insurance CO (CT)		07/09/2021	60-04	RMHMO - Vision Pay Period: 7/9/202	10-0223	48.85
75	VSP Insurance CO (CT)		07/09/2021	60-04	RMHMO - Vision Pay Period: 7/9/202	10-0223	71.08
Total 75:							239.83
Grand Totals:							26,531.43

5,606.49+
 435.24+
 2,961.00+
 2,300.63+
 2,120.60+
 11,719.21+
 236.08+
 629.91+
 239.83+
 009
 26,248.99*
 26,531.43+
 282.44-
 002
 26,248.99*

Handwritten signature and initials

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

AGENDA SUMMARY FORM



Regular Minutes: July 27, 2021

Summary:

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bear	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Pattison	Mayor Bachran

August 4, 2021

Minutes
Regular Town Board Meeting
Town of Paonia, Colorado
July 27, 2021

RECORD OF PROCEEDINGS

The Regular Meeting held Tuesday, July 27, 2021, was called to order at 5:00 p.m. by Mayor Mary Bachran, followed by the Pledge of Allegiance. Formal Video Record at:

<https://www.youtube.com/watch?v=Th47oNu9ROY&pp=sAQA>

Work Session 5:00 p.m.

1. Work Session Roll Call

PRESENT

Mayor Mary Bachran
Trustee Karen Budinger
Trustee Dave Knutson
Trustee Michelle Pattison
Trustee Mick Johnson

ABSENT

Trustee William Bear
Trustee Tamie Meck

Trustee Meck arrived at 5:07 PM.

Trustee Bear arrived at 5:08 PM.

2. Chadwick, Steinkirchner, Davis & Co., PC - 2020 Audit Presentation by Lisa Hemann
Finance Director Cindy Jones introduced Lisa Hemann with Town auditing firm
Chadwick, Steinkirchner, Davis & Co., PC.

Ms. Hemann provided a slideshow presentation that included a description of the duties of the auditor and the process to complete an audit.

Some topics of discussion were:

Governmental depreciation
Compensated absences of staff
Water Inventory
Estimates not included due to fluctuations in fees
Annual appropriations of funds for acquisitions
Reserve of out-of-Town tap fees
Sidewalk revenue changes

Mayor Bachran adjourned the work session at 5:55 PM.

Regular Meeting Roll Call

PRESENT

Mayor Mary Bachran
Trustee William Bear
Trustee Karen Budinger
Trustee Dave Knutson
Trustee Tamie Meck
Trustee Michelle Pattison
Trustee Mick Johnson

Approval of Agenda

2. Approval of Agenda

Motion to approve agenda moving Board Consideration of 2020 Audit under Treasurer's Report by Trustee Knutson seconded by Trustee Budinger.

Motion to amend main motion, removing Main Avenue Fence from executive session by Trustee Bear, seconded by Trustee Meck. Motion carried with five (5) ayes and one (1) nay.

Main motion, as amended carried unanimously.

Announcements

3. Announcements

Trustee Knutson announced his extended leave in the upcoming months and waiving of payment.

Bill Brunner reported to the Board a proposed citizen's initiative regarding water information provided via CORA and legal mechanisms via municipal court.

4. Drought Update and Town Water Information

Updated spill and use data provided.

5. Resolution 2021-07 Rescind Local Disaster Declaration

Motion made by Trustee Bear, Seconded by Trustee Budinger to adopt Resolution 2021-07, rescinding local disaster declaration related to COVID-19. Motion carried unanimously.

Recognition of Visitors & Guests

1. Visitor's & Guests

Suzanne Watson - Stated the Town is required to provide subtitles on YouTube videos.

Paige Smith - Reported her findings of items released via CORA request, which included review of receipts.

Staff Reports

2. Administrator's Report

Written report provided in the agenda packet.

Town Attorney Report

Town Attorney requested rescheduling of the special meeting for meeting schedule, committee structure and roles and procedures to allow for attendance and inclusion of commercial billing procedures on the next agenda.

Motion made by Trustee Pattison, Seconded by Trustee Knutson to reschedule items requested by Town Attorney to 5:00 p.m. August 10th. Motion carried unanimously.

Treasurer's Report

3. Treasurer's Report

Treasurer King provided report of relevant financial information and recommended approval.

4. Consideration of Proposed 2022 Budget Calendar

Motion made by Trustee Budinger, Seconded by Trustee Knutson to accept the proposed calendar with minor changes.

Motion to amend the main motion by Trustee Pattison, Seconded by Trustee Meck adding a special session to the calendar to discuss ARPA grant funds. Motion to amend failed with one (1) aye and five (5) nays.

Motion to amend the main motion by Trustee Pattison, Seconded by Trustee Bear to include an agenda item for the ARPA grant funds no later than September 14th Board meeting. Motion to amend carried unanimously.

Main motion as amended carried unanimously.

5. Board Consideration of 2020 Audit

Motion made by Trustee Knutson, Seconded by Trustee Budinger to accept and submit the 2020 audit as presented. 2nd kbudinger.

Roll call tie vote:

Voting Yea: Mayor Bachran, Trustee Budinger, Trustee Knutson, Trustee Johnson

Voting Nay: Trustee Bear, Trustee Pattison, Trustee Meck

Motion carried with four (4) ayes and three (3) nays.

Motion made by Trustee Pattison, Seconded by Trustee Meck directing staff to prepare a report on how audit deficiencies will be addressed.

Motion carried with five (5) ayes and one (1) nay.

Disbursements

6. Disbursements

Motion made by Trustee Knutson, Seconded by Trustee Budinger to approve disbursements as presented.

Motion carried unanimously.

Consent Agenda

7. Regular Minutes: 7/13/2021

Limited Winery– High Country Fruit LTD – July 31st and August 28th

Motion made by Trustee Knutson, Seconded by Trustee Budinger to approve consent agenda as presented.

Motion carried unanimously.

Unfinished Business

8. FIRST READING: Ordinance 2021-07 Outdoor Lighting Regulations

Aaron Watson presented information regarding the continued actions of the Dark Skies committee.

Motion made by Trustee Pattison, Seconded by Trustee Knutson to accept the first read of ordinance 2021-07 and modify section 6-5-7 review by Board of Appeals. Motion rescinded motion.

Motion made by Trustee Pattison, Seconded by Trustee Johnson to modify ordinance to include appeals property by Board of Appeals and refer to the Planning Commission for review and recommendation and inclusion in the zoning code.

9. FIRST READING: Ordinance 2021-06 Municipal Code Modification of Chapter 6 Article 1. - Alcoholic Beverage Licensing and Distance from Public Schools

Motion made by Trustee Bear, Seconded by Trustee Budinger to modify ordinance 2021-06 limiting license types to Bed and Breakfast Permit, hotel and Restaurant License and Lodging and Entertainment license.

Motion to amend by Trustee Budinger, Seconded by Trustee Bear to include a 250 ft distance restriction.

Motion amendment roll call tie vote:

Voting Yea: Trustee Budinger, Trustee Bear, Trustee Meck

Voting Nay: Trustee Johnson, Trustee Pattison, Trustee Knutson, Mayor Bachran

Amended motion failed with three (3) ayes and four (4) nays.

Main motion failed with one (1) aye and five (5) nays.

Motion made by Trustee Knutson, Seconded by Trustee Pattison to direct the Town Attorney to modify the ordinance to update the distance restriction to 350 feet and no other additional restrictions.

Motion carried unanimously.

10. SECOND READING: Ordinance 2021-05 Imposition of Marijuana Occupational Tax

Motion made by Trustee Budinger, Seconded by Trustee Knutson to accept second reading and adopt Ordinance 2021-05 as presented.

Motion carried unanimously.

Motion made by Trustee Pattison, Seconded by Trustee Budinger to recess for five minutes.

Motion carried unanimously.

Meeting resumed.

11. Board Consideration of: Coronavirus Relief Fund Update and Remaining Funds for Expenditure

Motion by Trustee Bear, Seconded by Trustee Knutson to table a decision on remaining CVRF funds until September 14th meeting.

Motion carried with five (5) ayes and one (1) nay.

New Business

12. Planning Commission Open Seat Appointment

One letter of interest was received. Mayor Bachran reappointed Monica Foguth to the Planning commission.

13. Modification To Water Rates During Drought Designation

Motion made by Trustee Pattison, Seconded by Trustee Knutson to make no modifications to water rates while under drought restrictions.

Motion carried unanimously.

14. Board Review Provided by Finance & Personnel Committee - Town Attorney Hiring Process

Motion made by Trustee Pattison, Seconded by Trustee Meck to accept documents provided and include potential for virtual meeting attendance and option of hourly and/or fixed-price contract.

Motion carried unanimously.

15. Board Review Provided by Finance and Personnel Committee - Town of Paonia Purchasing Policy Updates and Attorney Review Regarding Non-Essential Purchases
Trustee Budinger provided information to the Board regarding the proposed purchasing policy including modified language for FEMA requirements. Detailed language would be included in a supplemental purchasing procedure manual.

No decision made. Finance and Personnel Committee will revise and bring back to the Board at an upcoming meeting.

Mayor's Report

16. Mayor's Report

Written reports were provided in the packet.

Trustee Pattison asked for an agenda discussion of the building department survey information following the August 10th special meeting.

Committee Reports

17. Finance & Personnel – Nothing additional to report.

Governmental Affairs & Public Safety

Requesting Board direction on information provided regarding dog registrations.

Motion made by Trustee Budinger, Seconded by Trustee Knutson to draft an ordinance for review that includes annual license renewal.

Motion carried with five (5) ayes and one (1) nay.

Public Works – Utilities-Facilities

Tree Board – Reported success at tree board booth during Cherry Days. The Board is working on a mission statement and banner design. Meeting date to be determined for August.

Advisory Water – continue to work toward recommendations for use of the ARPA funds and JDS Hydro report priority list.

Motion made by Trustee Pattison, Seconded by Trustee Johnson to extend the meeting for two (2) hours.

Motion carried unanimously.

Executive Session

- 18. Motion by Trustee Bear, Seconded by Trustee Pattison to enter executive Session for a conference with the Town’s Attorney for the purpose of receiving legal advice, pursuant to CRS 24-6-402(4)(b) legal advice for the Trustees in the case of Pace v Town of Paonia, 20CV01389.

Motion carried unanimously.

Motion made by Trustee Bear, Seconded by Trustee Budinger to enter executive session for discussion of a personal matter under CRS 24-6-402(2)(f) for a personal matter to discuss the interim evaluation of the Town Administrator. Additional clarification that the session is specifically for the review.

Motion carried unanimously.

The Board entered executive session at 9:33pm.
The regular meeting resumed at 11:17pm.

In attendance were Mayor Bachran, Trustees Bear, Budinger, Johnson, Knutson, Meck, and Pattison, Town Attorney Bo Nerlin and Town Administrator/Clerk Corinne Ferguson.

No issues noted.

Adjournment

The meeting was adjourned by Mayor Bachran ant 11:19 p.m.

Corinne Ferguson, Town Clerk

Mary Bachran, Mayor

AGENDA SUMMARY FORM



FIRST READING: Ordinance 2021-06 Municipal Code Modification of Chapter 6 Article 1. - Alcoholic Beverage Licensing and Distance from Public Schools

Summary:

Third review and second reading of liquor code modifications as directed by Board at 6/22/21 Board meeting.

Notes:

The modification ordinance reduces the distance restriction to 350 ft and allows for issuance of bed and breakfast permits.

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bear	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Pattison	Mayor Bachran

**TOWN OF PAONIA, COLORADO
ORDINANCE NO. 2021-06**

**AN ORDINANCE OF THE TOWN OF PAONIA, COLORADO AMENDING THE
PAONIA MUNICIPAL CODE TO WITH THE ADDITION OF CERTAIN SECTIONS
TO CHAPTER 6, ARTICLE 1**

WHEREAS C.R.S. 44-3-313 (1)(d)(I). requires any building where the malt, vinous, or spirituous liquor is to be sold to be located at least five hundred feet (500') from any public or parochial school or the principal campus of any college, university or seminary.

WHEREAS C.R.S. 44-3-313 (1)(d)(III) provides that “The local licensing authority of any city and county, by rule or regulation, the governing body of any other municipality, by ordinance and the governing body of any other county, by resolution, may eliminate or reduce the distance restrictions imposed by this paragraph (1)(d) for any class of license, or may eliminate one or more types of schools or campuses from the application of any distance restrictions...”

WHEREAS a request has been presented to the Trustees to reduce the distance for certain licenses which require on site consumption of alcohol from any public or parochial school or the principal campus of any college, university, or seminary.

WHEREAS, a request has been presented to the Trustees to allow for the Town to authorize bed and breakfast permits to allow for the provision of complimentary alcohol beverages for guests;

WHEREAS the Trustees does hereby eliminate the required distance as provided by with this ordinance, and the allowance of bed and breakfast permits.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, as follows:

Section 1. Code Amendment. Chapter 6, Article 1, Section 80 of the Paonia Municipal Code is hereby added to the Paonia Municipal Code to read as follows:

Sec. 6-1-80: The distance requirement from a public or parochial school or the principal campus of any college, university or seminary, and a licensed premises where the consumption of alcohol is wholly contained onsite, explicitly omitting a retail liquor store license, is reduced to Three Hundred and Fifty Feet (350).

Sec. 6-1-90: Bed and breakfast permits are authorized within the Town of Paonia, subject to the provisions of C.R.S. 44-3-412, as amay be amended from time to time.

Section 2. 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 3. Repeal of Prior Ordinances.

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

Section 4. Ordinance Effect.

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

Section 5. Effective Date.

This Ordinance shall take effect thirty (30) days after passage and publication.

INTRODUCED, READ, AND REFERRED before the Board of Trustees for the Town of Paonia, Colorado, on the 13th day of July 2021.

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


TOWN OF PAONIA

By: _____
Mary Bachran, Mayor

ATTEST:

Corinne Ferguson, Town/Administrator Clerk

AGENDA SUMMARY FORM

	<p>North Fork Airport Liaison Member Appointment</p>		
<p>Summary: Appointment of Board member to operate as liaison with County Commissioners on draft updates to MOU prior to presentation and discussion with the Board.</p>			
<p>Notes:</p>			
<p>Possible Motions:</p>			
<p>Motion by: _____ 2nd: _____ vote: _____</p>			
Vote:	Trustee Bear	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Pattison	Mayor Bachran:

August 6, 2021

AGENDA SUMMARY FORM

	The Learning Council – Grant Application Letter of Support		
Summary:			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bear	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Pattison	Mayor Bachran:

August 4, 2021

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: _____

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

Is this a request for Board action? Yes No

Please provide a summary of your comments:

The Learning Council is Undercontract for the Glenney Coome building. We are launching a Capital Campaign and request a letter of support from the Town of Paonia. Please see attached letter.

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

Corinne. Please see above. Corinne sent this form and requested a template. We also spoke about contact for Dan Rendon.

Contact information:

Name: Alicia Michelsen
Physical Address: 318 Orchard Ave Paonia
Mailing Address: Po Box 1738 or 1744
E-mail: Alicia@TheLearningCouncil.org
Daytime Phone: 970-433-5852

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

July 28, 2021

To Whom it may Concern,

The Town of Paonia Board of Trustees is in favor of The Learning Council moving into a downtown location at 138 Grand Avenue. We believe that the Learning Council's work in community education and advocacy is beneficial to our community.

Having The Learning Council's office, classes, workshops, seminars and community meals near the center of Grand Avenue will enhance our town and add a lively element of lifelong learning to our community.


We appreciate that The Learning Council plans to maintain some of the historical uses of the building by creating a space for The Paonian newspapers, a lending library featuring their Diversity Library, books on health and wellbeing, cookbooks, philosophical books, and agricultural texts as well as an ice cream shop.

The Learning Council serves students of all ages, and the central location of this building will provide an easily accessible venue for students to participate in educational opportunities that are enriching to our community. The Learning Council will create a safe space for all people in our community to come together and learn.

Sincerely,

Mary Bachran, Mayor

AGENDA SUMMARY FORM

	Citizens For a Healthy Community (CHC) State Redistricting		
Summary:			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bear	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Pattison	Mayor Bachran:

August 5, 2021

DRAFT

To: Colorado Independent Redistricting Commissions

Re: Preliminary **Legislative** Redistricting Maps for proposed State House District 53 and 55 and Senate District 6 and 7.

Date: August **X**, 2021

The Town of Paonia respectfully submits the following comments regarding the preliminary **Legislative** Redistricting Maps for proposed State House District 53 and 55 and Senate District 6 and 7. The purpose of our comments is to ensure a redistricting process that results in fair and effective representation for the Town of Paonia's interests.

The Town of Paonia is a rural town located in Delta County on the Western Slope, with a municipal population of **1500** and surrounding unincorporated population of **xxx**. It has historically been an agricultural and coal mining community. Most recently, due to the closure of two coal mines, its economy has transformed to one based on sustainable agriculture and tourism, creative arts, outdoor recreation, health and wellness, and renewable energy. The town shares specific geographic, transportation, infrastructure, water, and economic interests with Gunnison County that are not reflected in the preliminary State House District 53 and 55 and Senate District 6 and 7 maps.

The Town opposes the preliminary maps for the following reasons:

- We recognize that the preliminary maps were drawn based on population estimates, and not on actual 2020 Census data, and that the maps will inevitably change. With that said, it is incumbent upon us to raise concerns with the optics of the map. The way Delta County is divided and aligned with Mesa and a portion of Garfield County smacks of gerrymandering.
- Failure to keep the North Fork Valley towns of Paonia, Hotchkiss, and Crawford, as a community of interest intact. The North Fork Valley is tucked between the West Elk Mountains to the east, the Grand Mesa to the North, the Black Canyon to the south, and the canyons and high desert to the west. The North Fork Valley has developed a unique identity and reputation regionally and nationally based on its fruit production, organic and sustainable agriculture, ranching, and biodiversity. The North Fork Valley is connected by Highway 133 and 92 and a complex hydrology and irrigation infrastructure.
- Failure to keep the Town of Paonia and the North Fork Valley towns in a district with Gunnison County that keeps our watersheds and ecosystems intact. While the town's municipal water originates from Mount Lamborn in Delta County, the town and unincorporated area's irrigation water originates in Gunnison County. Paonia Reservoir which serves 500 farms and families is located in Gunnison County. **Well over a 100 water companies** all get their water from headwaters on surrounding public lands and Gunnison County.

DRAFT

- Paonia and Mesa County do not share a watershed and do not share the same economic development interests.

The Town's interests will be most effectively represented with a State House and Senate district map in which the Town of Paonia is within district boundaries based on the western dividing line for Delta County between current House District 54 and 61 and extends, at a minimum, to the edge of Gunnison County's borders to keep the Gunnison River Basin watersheds intact. See proposed map. The Town supports this district configuration for the following specific reasons:

- The town is surrounded by public lands and its watershed originates on public land in Delta and Gunnison County. The Gunnison River Basin and surrounding public lands define the community's character and economy including stunning landscape, unique biodiversity, recreation, hunting, fishing, ranching, sustainable agriculture.
- The North Fork of the Gunnison River has been designated 1 of 15 rare and irreplaceable ecosystems in the United States.
- Highway 133 from Paonia, across McClure Pass, Redstone is the 2nd most geologically unstable highway corridor in the state after Glenwood Canyon.
- The Town of Paonia shares a tourism, recreation, agritourism, and creative arts economy with Carbondale, Crested Butte, Gunnison and Hotchkiss, which is connected via the West Elk Scenic Byway which consists of Highways 92, 133, 135 (Kebler Pass) and US 50.
- Keeps the North Fork Valley watersheds and ecosystem intact

With respect to keeping political subdivisions intact, we generally agree with this goal. However, for a decade Delta County has been divided between House District 54 and 61. This dividing line is fair, equitable, and has benefited the Town of Paonia, ensuring representation on the specific issues outlined above. We do not oppose splitting Delta in the 2021 redistricting process. We do oppose how and where the County has been divided in the preliminary maps. If the County is to remain intact, at a minimum, Delta County must be part of a district with Gunnison County for the reasons stated above. For a decade Delta County has been part of Senate District 5 which includes Gunnison County, and has resulted in fair and effective representation for the town.

We look forward to revised maps based on actual data and reflecting the recommendations for fair and effective representation of the Town of Paonia and the North Fork Valley as stated above.

Sincerely,

DRAFT

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The Town of Paonia is a rural town located in Delta County on the Western Slope, with a municipal population of approximately 1,400 and surrounding unincorporated population of about 3,000. It has historically been an agricultural and coal mining community. Most recently, due to the closure of two coal mines, its economy has transformed to one based on sustainable agriculture and tourism, creative arts, outdoor recreation, health and wellness, and renewable energy. The town shares specific geographic, transportation, infrastructure, water, and economic interests with Gunnison County that are not reflected in the preliminary State House District 53 and 55 and Senate District 6 and 7 maps.

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- Failure to keep the Town of Paonia and the North Fork Valley towns in a district with Gunnison County that keeps our watersheds and ecosystems intact. While the town's municipal water originates from Mount Lamborn in Delta County, the town and unincorporated area's irrigation water originates in Gunnison County. Paonia Reservoir which serves 500 farms and families is located in Gunnison County. Well over a 100 water companies all get their water from headwaters on surrounding public lands and Gunnison County.

DRAFT

- Paonia and Mesa County do not share a watershed and do not share the same economic development interests.

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We look forward to revised maps based on actual data and reflecting the recommendations for fair and effective representation of the Town of Paonia and the North Fork Valley as stated above.

Sincerely,

DRAFT

To: Delta Board of County Commissioners

- Mike Lane, District 1
- Don Suppes, District 2
- Wendell Koontz, District 3

CC: Robbie LeValley, Delta County Administrator

Re: Preliminary **Legislative** Redistricting Maps for proposed State House District 53 and 55 and Senate District 6 and 7.

Date: August **X**, 2021

Dear Delta County Commissioners,

The Town of Paonia respectfully submits the following request regarding the preliminary Legislative Redistricting Maps for proposed State House District 53 and 55 and Senate District 6 and 7. The purpose of our request is to ensure a redistricting process that results in fair and effective representation for the Town of Paonia's interests. We understand from the Commissioners discussion of the preliminary maps at the August 4, 2021 Board of County Commissioners Meeting that the County seeks to recommend to the Independent Redistricting Commission, that Delta County first remain intact, and if Delta County is to be split between State House and Senate Districts, then maintain the current line that divides Delta County between the current State House District 54 and 61 map. This priority mirrors the current State Senate District 5 and House Districts 54 and 61 which has worked to Delta County and the Town of Paonia's advantage.

We are concerned with the preliminary maps that splits the North Fork Valley and places it in a district with Mesa and a portion of Garfield County. While we agree with keeping Delta County whole, or splitting Delta County along the current House district line, we oppose being placed in a district with Mesa and Garfield because we do not share a watershed or common interests with these two counties. Instead, as with the current State House district 61 and Senate district 5 map we would like to see the Town of Paonia and the North Fork Valley in a district with Gunnison County.

The Town's interests will be most effectively represented with a State House and Senate district map in which the Town of Paonia and unincorporated surroundings are within district boundaries based on the western dividing line for Delta County between current House District 54 and 61 and extends, at a minimum, to the edge of Gunnison County's borders to keep the Gunnison River Basin watersheds intact. The Town supports this district configuration for the following specific geographic, transportation, infrastructure, water, and economic reasons:

DRAFT

- The town is surrounded by public lands and its watershed originates on public land in Delta and Gunnison County. The Gunnison River Basin and surrounding public lands define the community's character and economy including landscape, unique biodiversity, recreation, ranching, and sustainable agriculture.
- The North Fork of the Gunnison River has been designated 1 of 15 rare and irreplaceable ecosystems in the United States.
- Highway 133 from Paonia, across McClure Pass, to Redstone is the 2nd most geologically unstable highway corridor in the state after Glenwood Canyon.
- The Town of Paonia shares a tourism, recreation, agritourism, and creative arts economy with Carbondale, Crested Butte, Gunnison and Hotchkiss, which is connected via the West Elk Scenic Byway which consists of Highways 92, 133, 135 (Kebler Pass) and US 50.
- Keeps the North Fork Valley watersheds and ecosystem intact.

We would also like to take this opportunity to state how critically important it is for State House and Senate districts to be drawn maintaining the contiguity of watersheds and ecosystems. We are dealing with unprecedented warming, drought, and low soil moisture levels which is wrecking havoc on our agricultural and recreation economies, threatening wildfire and a public health crisis given extreme heat stress impacts on our most vulnerable populations. If we are to effectively develop local resiliency in response to our changing climate and its ripple effects on water availability and predictability, our economy, health, infrastructure, and safety, our watersheds and ecosystems must remain intact in representational district maps.

The town is available to work with the County on its letter to the Independent Redistricting Commission to ensure that our interests are represented in the revised maps.

Sincerely,

Mayor Mary Bachran

Attachments:

- Gunnison River Basin Map
- West Elk Scenic Byway Map

DRAFT

To: Delta Board of County Commissioners

- Mike Lane, District 1
- Don Suppes, District 2
- Wendell Koontz, District 3

CC: Robbie LeValley, Delta County Administrator

Re: Preliminary **Legislative** Redistricting Maps for proposed State House District 53 and 55 and Senate District 6 and 7.

Date: August **X**, 2021

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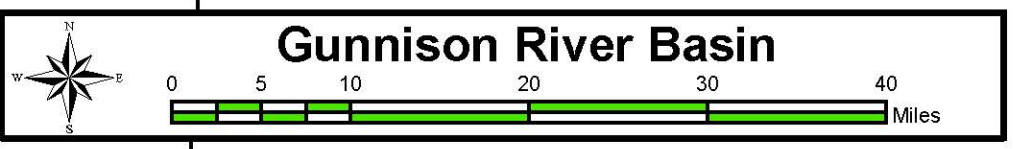
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The town is available to work with the County on its letter to the Independent Redistricting Commission to ensure that our interests are represented in the revised maps.

Sincerely,

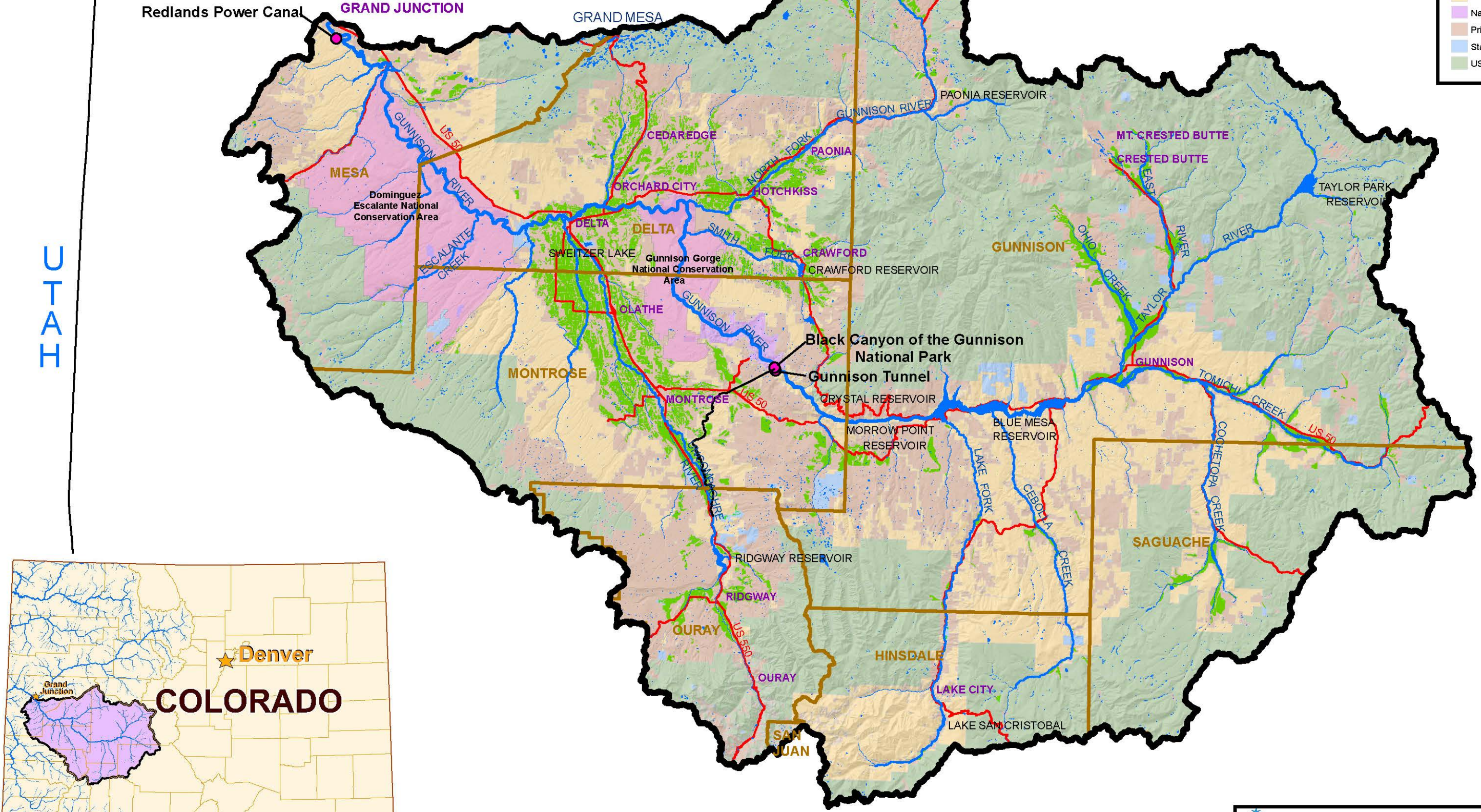
Attachments:

- Gunnison River Basin Map
- West Elk Scenic Byway Map



Map Explanation

- Key Calling Structures
- COUNTIES
- HIGHWAYS
- Irrigated Acres
- National Conservation Areas
- Bureau of Land Management
- National Park Service
- Private Lands
- State Lands
- US Forest Service



WEST ELK LOOP

AT A GLANCE

Starting Point



CARBONDALE

End Point



NW OF KEBLER PASS

Distance



205 MILES

Best Time Of Year



**FALL
SUMMER**

Region



**MOUNTAINS & MESAS
ROCKIES PLAYGROUND**

Driving Time




ALLOW 7 HOURS

CLOSED IN WINTER



AGENDA SUMMARY FORM

	Main Avenue Fence		
Summary: Discussion regarding process for fence review.			
Notes: Following modification of fence ordinance to permit approval to a height above 6ft – as Administrator, I overlooked the neighbor requirement piece for one fence application. The error has been identified and has not occurred since.			
Possible Motions: Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bear	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Pattison	Mayor Bachran:

August 6, 2021

AGENDA SUMMARY FORM



FIRST READING: Ordinance 2021-07 Amendment to Provisions of Town Code Regarding Purchase and Possession of Marijuana

Summary:

An ordinance presenting Town Code amendments to address the rescinding of the prohibition of marijuana sales and imposed taxation in the Town of Paonia.

Notes:

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bear	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Pattison	Mayor Bachran:

**TOWN OF PAONIA, COLORADO
ORDINANCE NO. 2021-07**

**AN ORDINANCE OF THE TOWN OF PAONIA, COLORADO AMENDING THE
PAONIA MUNICIPAL CODE TO ADDRESS THE TOWN LICENCING AND
TAXATION OF MEDICAL AND RETAIL MARIJUANA STORES**

WHEREAS, at the Special Election held on November 3, 2020 , a majority of the voters of Paonia approved the following two ballot questions:

TOWN OF PAONIA BALLOT ISSUE 2C

SHALL THE ESTABLISHMENT AND OPERATION OF RETAIL AND MEDICAL MARIJUANA STORES BE PERMITTED IN THE TOWN OF PAONIA, COLORADO SUBJECT TO THE REQUIREMENTS OF THE COLORADO RETAIL MARIJUANA CODE AND REGULATIONS SET BY THE BOARD OF TRUSTEES?

TOWN OF PAONIA BALLOT ISSUE 2D

SHALL TOWN OF PAONIA TAXES BE INCREASED BY \$200,000.00 ANNUALLY IN THE FIRST FISCAL YEAR, AND SUCH AMOUNTS AS ARE RAISED ANNUALLY THEREAFTER, WITH THE LEVY OF AN OCCUPATIONAL TAX OF \$5.00 PER SALES TRANSACTION, EFFECTIVE JANUARY 1, 2021, ON THE SALE OF RETAIL AND MEDICAL MARIJUANA AND MARIJUANA PRODUCTS WITHIN THE TOWN OF PAONIA, WITH THE RESULTING TAX REVENUE USED FOR INFRASTRUCTURE REPAIR AND IMPROVEMENTS, INCLUDING BUT NOT LIMITED TO TOWN STREETS, SIDEWALKS, CURB, GUTTER, DRAINAGE, LANDSCAPING, LIGHTING AND STREETScape AMENITIES, THROUGH 2025, AND THEREAFTER ALLOCATED ANNUALLY BY THE BOARD OF TRUSTEES?

WHEREAS, in recognition of the results of the November 3, 2020 Special Election, on April 27, 2021 the Town Board of Trustees Adopted Town of Paonia Ordinance No. 2020-01, AN ORDINANCE OF THE TOWN OF PAONIA, COLORADO AMENDING THE PAONIA MUNICIPAL CODE CHAPTER SIX, ARTICLE 4 CONCERNING THE REGULATION AND LICENSING OF MEDICAL AND RETAIL MARIJUANA STORES AND REPEALING ARTICLE 3 CONCERNING PROHIBITING MEDICAL MARIJUANA STORES, WITH AN EFFECTIVE DATE OF JULY 3, 2021; and

WHEREAS, on July 27, 2021 the Board of Trustees adopted Paonia Ordinance No. 2021-05 AN ORDINANCE OF THE TOWN OF PAONIA, COLORADO AMENDING THE PAONIA MUNICIPAL CODE WITH THE ADDITION OF CHAPTER 4 ARTICLE 5 CONCERNING THE IMPOSITION OF AN OCCUPATIONAL TAX ON THE SALE OF MARIJUANA, and

WHEREAS, by and through the Board of Trustees, the Town is now in a position to accept and process retail and medical marijuana store licenses, allowing for the sale of the same within the limits of the Town; and

WHEREAS, with the adoption of Ordinance No. 2021-01 and Ordinance No. 2021-05, certain Municipal Code provisions restricting the possession and sale of marijuana have been superseded, and therefore should be amended or removed.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, as follows:

Section 1. Recitals Incorporated. The above and foregoing recitals are incorporated herein by reference and adopted as findings and determinations of the Board of Trustees.

Section 2. Code Amendment.

Sec. 6-30-10. Repealed.

Sec. 6-4-30. Use Prohibited. The operation of properly licensed medical marijuana stores and retail marijuana stores is authorized by the Town. The operation of any other class of marijuana licenses within the Town, as provided for under C.R.S. 44-10-401 is prohibited.

Sec. 10-11-40. Prohibition on growth and use of marijuana and the possession of marijuana and marijuana paraphernalia.

- (2) It is unlawful for any person to operate, cause to be operated or permit to be operated an optional premises cultivation operation or a medical marijuana-infused products manufacturing facility in the Town of Paonia.
- (3) It is unlawful for any person to operate a cultivation facility, marijuana product manufacturing facility, marijuana testing facility, or marijuana club within the Town of Paonia.
- (4) Absent the receipt and possession of a medical marijuana store license issued by the Town of Paonia, it is unlawful to grow marijuana for medical use anywhere in the Town of Paonia other than in an enclosed, locked space. It is unlawful for three (3) or more persons to cultivate, possess, process or transport more than twelve (12) marijuana plants on any property within the Town of Paonia. Not more than twelve (12) marijuana plants may be grown, cultivated or processed on a property within the Town of Paonia. Persons lawfully cultivating marijuana in an enclosed and locked space pursuant to the authority granted herein, and in accordance with Section 16 of Article XVIII of the State Constitution must also comply with the provisions of C.R.S. 18-18-406(c) protecting persons under 21 years of age, which holds in part, if the cultivation area is located in a residence; and

- (5) Absent the receipt and possession of a retail marijuana store license, it is unlawful to grow marijuana for recreational use anywhere in the Town of Paonia other than in an enclosed, locked space. It is unlawful for three (3) or more persons to cultivate, possess, process or transport more than twelve (12) marijuana plants on any property within the Town of Paonia. Not more than twelve (12) marijuana plants may be grown, cultivated or processed on a property within the Town of Paonia. Persons lawfully cultivating marijuana in an enclosed and locked space pursuant to the authority granted herein, and in accordance with Section 16 of Article XVIII of the State Constitution must also comply with the provisions of C.R.S. 18-18-406(c) protecting persons under 21 years of age, which holds in part, if the cultivation area is located in a residence and:

Sec. 10-11-60. Applicability.

- (1) This Article shall apply throughout the jurisdiction of the Town.
- (2) This Article shall apply to all property within the Town of Paonia or within any area hereinafter annexed to the Town. In the event the Colorado Medical Marijuana Code, Article XVIII, § 14 of the Colorado Constitution, Article XVIII or § 16 of the Colorado Constitution are declared unlawful and in violation of federal law, nothing in this Article shall be deemed to permit the cultivation, possession or use of marijuana. Nothing in this Article shall be deemed to provide a defense to the prosecution of offenses under the Federal Controlled Substances Act occurring in the Town of Paonia.

Section 3. Severability.

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

Section 4. Repeal of Prior Ordinances.

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

Section 4. Ordinance Effect.

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

Section 5. Effective Date.

This Ordinance shall take effect thirty (30) days after passage and publication.

INTRODUCED, READ, AND REFERRED before the Board of Trustees for the Town of Paonia, Colorado, on the 10th day of August 2021.

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


TOWN OF PAONIA

By: _____
Mary Bachran, Mayor

ATTEST:

Corinne Ferguson, Town/Administrator Clerk

AGENDA SUMMARY FORM

	Board Review of Debt Reserve Requirements and Fund Balances		
<p>Summary: Updated debt reserve spreadsheet.</p>			
<p>Notes:</p> <p>Fund balances can be located in the previously provided budget to actual and on pages 20,57,63,64, and 65 of the 2020 Audit.</p>			
Possible Motions:			
<p>Motion by: _____ 2nd: _____ vote: _____</p>			
Vote:	Trustee Bear	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Pattison	Mayor Bachran:

August 6, 2021

ACCT#	ACCOUNT DESCRIPTION	2018			AUDIT	WPA	2019			2020		2021		
		2016 ACTUAL	2017 ACTUAL	2018 ACTUAL			2019 BUDGET	2019 ACTUAL	2019 EST BUDGET	2020 BUDGET	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	
	TOTAL REVENUE - WATER	963,636.00	921,750.75	963,455.06	963,457.00	908,632.00	841,000.00	876,926.59	-	887,312.40	-	919,118.67	-	-
	TOTAL REVENUE - SEWER	405,059.33	1,023,986.82	501,564.21	501,565.00	491,687.00	495,400.00	569,018.85	-	563,406.00	-	634,212.94	-	-
	TOTAL EXPENDITURES	524,102.57	515,116.32	904,812.33	904,816.00	904,816.00	626,400.00	601,504.57	-	689,502.40		480,865.02	-	-
		249,030.21	247,295.77	297,926.07	297,926.00	297,926.00	-	-	-	-		-	-	-
		203,405.09	204,324.09	204,499.08	204,499.00	306,831.00	214,600.00	187,671.46	-	197,229.00		194,438.93	-	-
		-	-	-	-	-	-	-	-	9,646.00		9,648.00	9,646.00	9,648.00
	WATER	976,537.87	966,736.18	1,407,237.48	1,407,241.00	1,509,573.00	841,000.00	789,176.03	-	896,377.40		684,951.95	9,646.00	9,648.00
		347,187.60	267,534.32	353,655.01	353,664.00	353,664.00	392,900.00	598,855.59	-	433,120.00		385,936.39	-	-
		-	102,548.22	102,114.99	102,115.00	102,115.00	-	-	-	-		108,906.00	-	-
		101,042.00	101,042.00	101,042.00	71,760.00	101,042.00	102,500.00	101,042.00	-	101,042.00		-	-	-
	SEWER	448,229.60	471,124.54	556,812.00	527,539.00	556,821.00	495,400.00	699,897.59	-	534,162.00		494,842.39	-	-
	TR	1,368,695.33	1,945,737.57	1,400,316.66	1,400,319.00	1,400,319.00	1,336,400.00	1,409,948.55	-	1,450,718.40	-	1,495,917.61	-	-
	OE-DEPR	871,290.17	782,650.64	1,258,467.34	1,258,480.00	1,258,480.00	1,019,300.00	1,200,360.16	-	1,122,622.40		866,801.41	-	-
	/DS	304,447.09	305,366.09	305,541.08	276,259.00	407,873.00	317,100.00	288,713.46	-	298,271.00		325,018.44	-	-
	>1.10	163.38%	380.88%	46.43%	51.34%	34.78%	100.00%	72.59%		110.00%		193.56%		

AGENDA SUMMARY FORM



Board Review Provided By Governmental Affairs and Public Safety - Short-Term Rental Survey Results

Summary:
Discussion regarding short-term rental survey results.

Notes:

FULL SURVEY RESULTS: <https://docs.google.com/forms/d/1OI-HkWPe7iUqnrh9srCW1FPNG01qcpf1RFwehjiG4/viewanalytics>

Possible Motions:

Motion by: _____ 2nd: _____ vote: _____

Vote:	Trustee Bear	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Pattison	Mayor Bachran:

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.

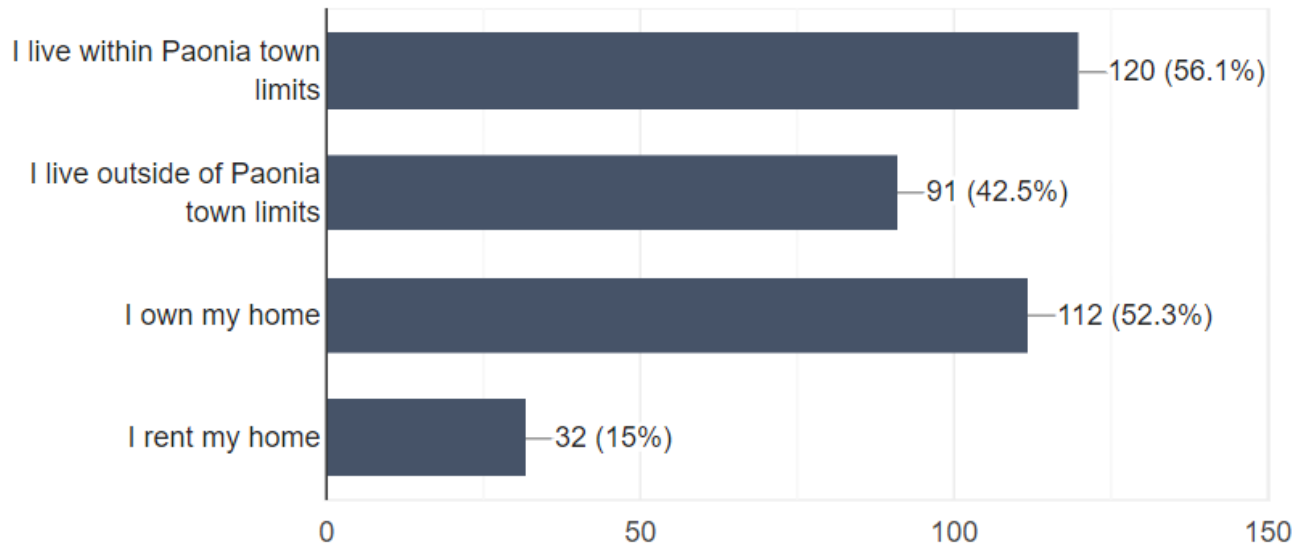
We received a total of 216 responses, summarized below. All individual survey responses have been provided to town staff for record-keeping, and can be made available on request. The printable version (PDF) of all responses is 864 pages long.

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



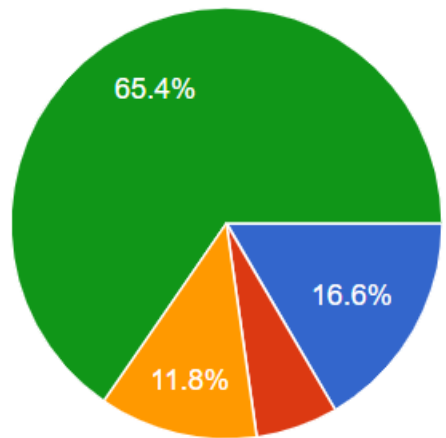
GAPS committee comments:

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

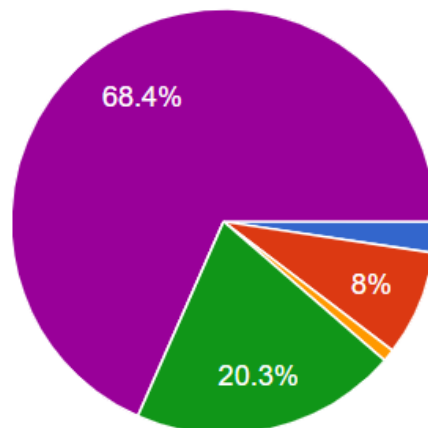
GAPS committee comments:

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



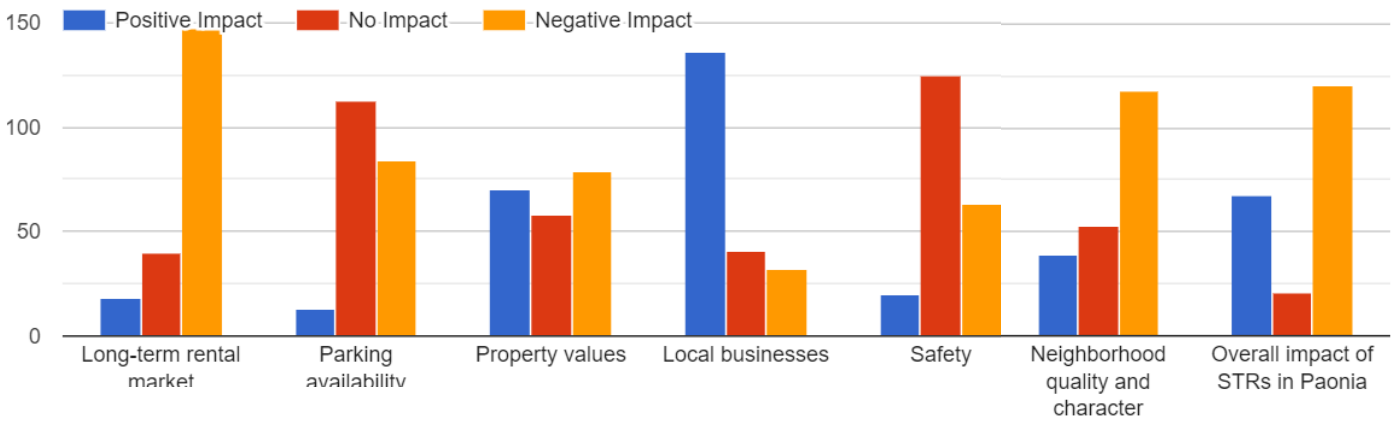
- I have STR(s) in my home and share living facilities (kitchen...)
- I have STR(s) on my property, but separate from my living q...
- I have STR(s) on a property that I do not consider my primary r...
- I do not have STRs but am considering it
- I do not have STRs and do not plan to

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:

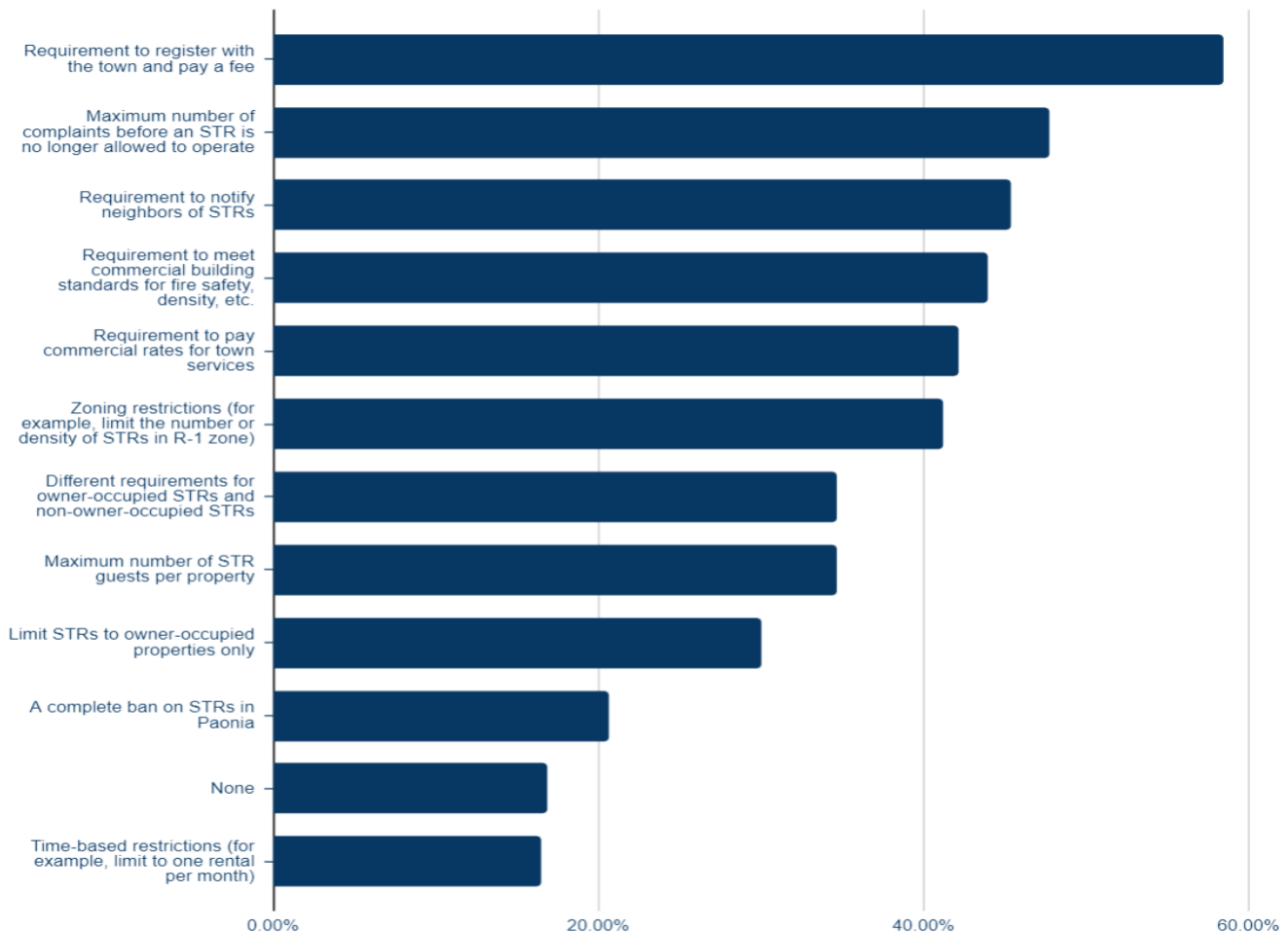
The biggest impacts identified were on the long-term rental market (negative) and local businesses (positive). Safety and parking were identified as “no impact” by most respondents. Property values had almost equal responses for positive and negative impact, and may depend on how the question was interpreted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

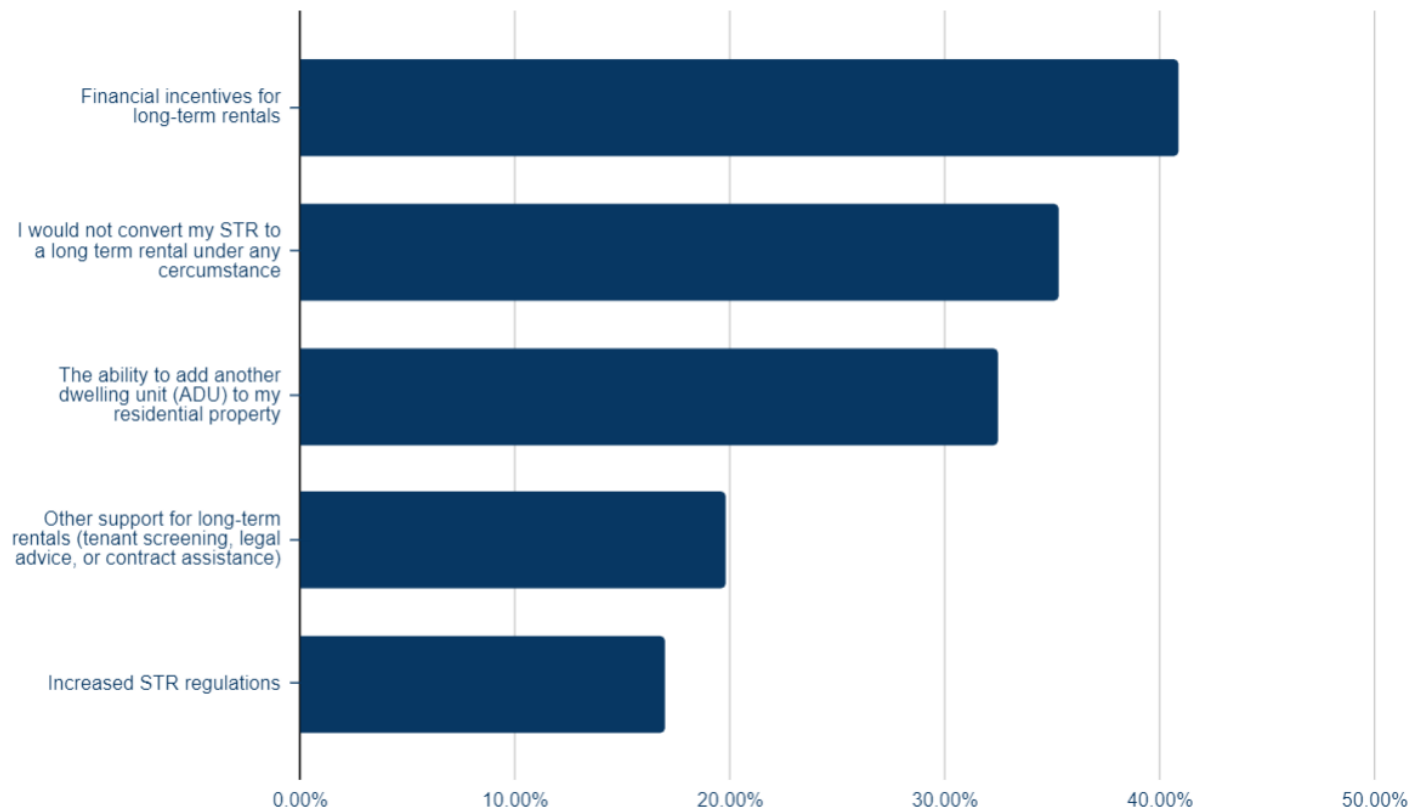
- Requirement to register with the town and pay a fee (58.4%)
- Maximum number of complaints before an STR is no longer allowed to operate (47.7%)
- Requirement to notify neighbors of STRs (45.3%)
- Requirement to meet commercial building standards for fire, safety, density, etc. (43.9%)
- Requirement 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

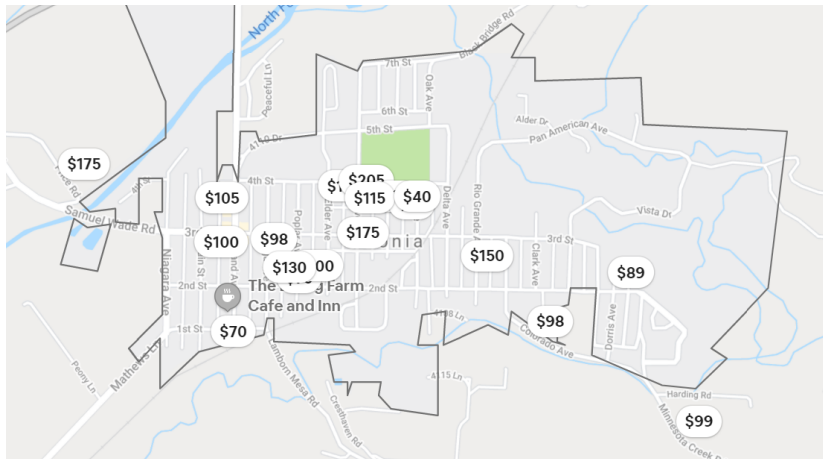
May 2021

# 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

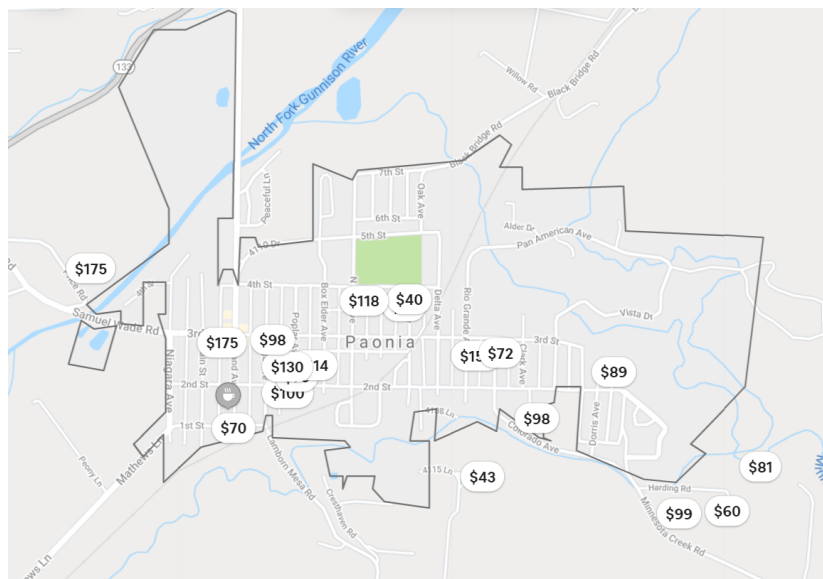
*Self reported "lives in" information on host profile.

- 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

AGENDA SUMMARY FORM

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

August 4, 2021

Mayor's Report

Local Government Coordination Call 8-4-21

- DOLA
 - National eviction moratorium expired but Polis extended moratorium for 30 days in CO
 - Allowing any landlord 30 days to apply for relief
 - Moratorium is extended for another 30 days nationally in certain areas of the country
 - 5,500 applications have been submitted that are in the process of review
 - DOH has paid out \$8 million in payments to date
 - Development
 - CVRF dollars 93% have been spent
 - Additional \$5million in REDY funds in review
 - Planning grant fund – promote affordability through land use incentives
 - Main street open for business grants
 - Main Street Open for Business <https://cdola.colorado.gov/open-for-business>
 - COVID recovery guide available COVID Recovery Funding Guide for Local Governments
- Economic recovery (OEDIT)
 - Wants to increase access to capital for small businesses
 - Support rural communities in attracting and retaining jobs
 - Four sources of funding
 - Federal: Cares funding
 - State Original Legislative Agenda Item Bills
 - State: State stimulus
 - Federal: ARPA
 - Capital for small business/non-profit – debt financing
 - CLIMBER Loan Fund – state \$250 million in funds
 - For businesses who were financially stable prior to COVID but now in trouble
 - Rural businesses are targeted
 - CO Revolving Loan fund
 - \$8 million
 - CO Startup Loan Program
 - \$31.35 million
 - Applications open end of 2021
 - New business formation from business owners who went out of business during COVID
 - State small business Access to Capital
 - Prelim allocation \$75,866,772
 - Applications open early 2022


- Small business access to capital grant and technical assistance
- Small business accelerated growth program – grants
- Employee ownership loan Fund
- Employee Ownership Tax Credit Program
- Employee Ownership Trial Grant
 - Technical assistance and loan repayment
- CO Cannabis Office
 - Loans and grants and technical assistance
 - For marginalized entrepreneurs
- CO Arts Relief Grant
 - Arts organizations
 - Artists
- Rural Jump-Start Zone Grants
 - For businesses who relocate in rural areas
 - Can receive grants up to \$40,000 or up to \$5,000 per hire
- Small Business Grant Gap Fund
 - \$15 more million in this fund
 - Application open fall 2021
- Full list of Funding Links from Presentation available here:
 - <https://docs.google.com/document/d/1qa9BRYtRqoeb8YrqwghZl6jci4MiPWP4GmcZq2nFZFg/edit>
- Sign up for OEDIT’s newsletter for funding updates - <https://oedit.colorado.gov/>
- CDPHE
 - No current public health orders

Region 10 Comprehensive Economic Development Strategy: Workforce. 8-4-21

- Labor shortage prior to pandemic, now just exacerbated
- Labor force has little incentive to return to low wage jobs where the quality of work is low, wages are low, housing is limited, and no childcare is available.
- Wages and quality of work have a greater impact on a workers’ willingness to find employment more so than unemployment benefits.
- Pandemic pushed people close to retirement to retire.
- Housing is a huge issue in bringing people into area for all services
- Wages are important but not necessarily the determining factor
- Health care is important especially in low wage jobs
- Innovative incentives to get people to work at place
 - e.g. discounts on lumber to work at lumber yard
- Population is aging so there is a serious focus on finding a talented, young workforce
- How to keep the younger people staying rather than moving away?


Register for the Efficiency and Sustainability in Water Treatment Plants Webinar, August 4, 12-1pm: https://us02web.zoom.us/webinar/register/WN_sDCuLH7sR3GISBZwkNYYfA

AGENDA SUMMARY FORM

	Finance & Personnel Governmental Affairs & Public Safety Public Works-Utilities-Facilities Tree Board Advisory Water		
Summary:			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bear:	Trustee Budinger:	Trustee Johnson:
Trustee Knutson:	Trustee Meck:	Trustee Pattison:	Mayor Bachran:

August 4, 2021

AGENDA SUMMARY FORM

	Adjournment		
Summary:			
Notes:			
Possible Motions:			
Motion by: _____ 2 nd : _____ vote: _____			
Vote:	Trustee Bear	Trustee Budinger	Trustee Johnson
Trustee Knutson	Trustee Meck	Trustee Pattison	Mayor Bachran

August 4, 2021