



TOWN OF PAONIA
214 GRAND AVENUE
THURSDAY, NOVEMBER 09, 2023
TOWN BOARD WORK SESSION AGENDA 5:30 PM
[HTTPS://US02WEB.ZOOM.US/J/88420827446](https://us02web.zoom.us/j/88420827446)
MEETING ID: 884 2082 7446

Roll Call

Work Session

2024 Budget Work Session

Adjournment

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

I. RULES OF PROCEDURE

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

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

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

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

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

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

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

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

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

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

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

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

II. CONSENT AGENDA

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

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

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

III. EXECUTIVE SESSION

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

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

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

IV. SUBJECT TO AMENDMENT

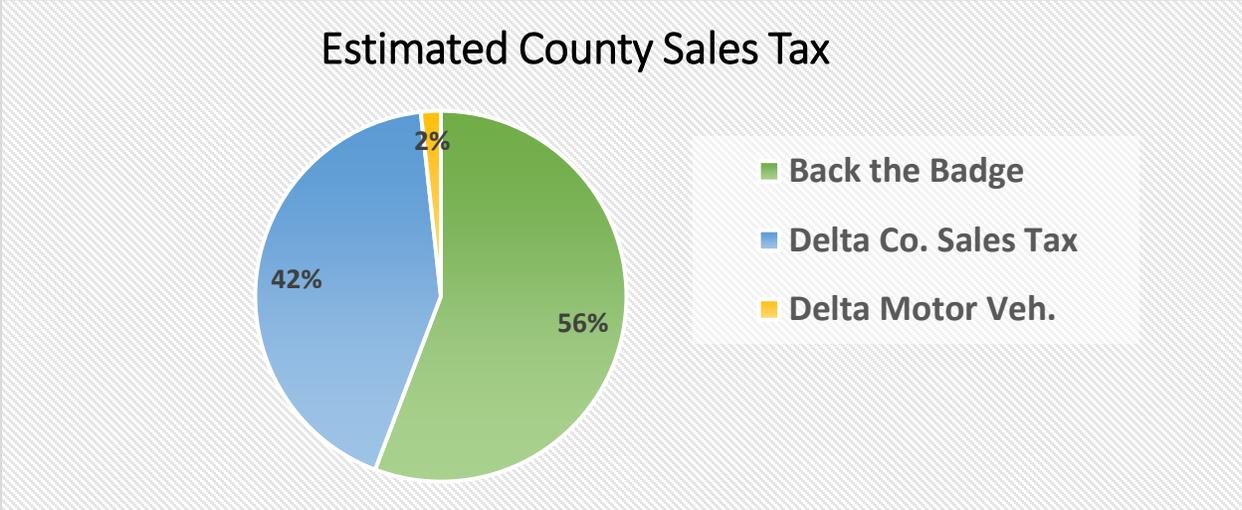
Section 1. Deviations. The Board may deviate from the procedures set forth in this Resolution, if, in its sole discretion, such deviation is necessary under the circumstances.

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

ACCOUNT	DESCRIPTION	PROPOSED FY-2024 BUDGET	ADOPTED FY-2024 BUDGET
General Fund			
10-31-01	PROPERTY TAXES	\$ 195,000.00	\$ -
10-31-02	S.O. AUTO TAXES	\$ 21,000.00	\$ -
10-31-03	SALES TAX - TOWN	\$ 785,000.00	\$ -
10-31-04	SALES TAX - COUNTY	\$ 260,000.00	\$ -
10-31-05	SALES TAX - STATE MARIJUANA	\$ 52,000.00	\$ -
10-31-06	CIGARETTE TAX	\$ 1,500.00	\$ -
10-31-07	FRANCHISE TAX	\$ 45,000.00	\$ -
10-31-08	PENALTY & INTEREST	\$ 200.00	\$ -
10-31-09	DELINQUENT TAX	\$ -	\$ -
10-31-10	ABATEMENTS	\$ -	\$ -
10-31-11	MARIJUANA OCCUPATIONAL TAX (Transaction Fee)	\$ 132,000.00	\$ -
	Subgroup : TAXES	\$ 1,491,700.00	\$ -
General Fund			
10-32-01	LIQUOR LICENSES	\$ 2,750.00	\$ -
10-32-02	MISCELLANEOUS PERMITS	\$ 2,500.00	\$ -
10-32-03	BUILDING PERMITS	\$ 26,000.00	\$ -
10-32-04	SPECIAL REVIEWS	\$ 1,000.00	\$ -
10-32-05	ZONING VERIFICATION & ADMINISTRATIVE REVIEWS	\$ 1,000.00	\$ -
10-32-06	VIN INSPECTIONS	\$ 2,200.00	\$ -
10-32-07	PRE-APPLICATION MEETINGS	\$ 1,000.00	\$ -
10-32-09	SIDEWALK FEE	\$ 30,000.00	\$ -
10-32-10	MARIJUANA LICENSING FEE	\$ 9,000.00	\$ -
	Subgroup : LICENSES, PERMITS & FEES	\$ 75,450.00	\$ -
General Fund			
10-33-01	HIGHWAY USER TAX	\$ 56,000.00	\$ -
10-33-02	MOTOR VEHICLE - \$1.50	\$ 1,500.00	\$ -
10-33-03	MOTOR VEHICLE - \$2.50	\$ 3,500.00	\$ -
10-33-07	SEVERANCE TAX	\$ 5,500.00	\$ -
10-33-08	MINERAL LEASING	\$ 16,000.00	\$ -
10-33-09	CONSERVATION TRUST FUND	\$ 9,250.00	\$ -
10-33-10	ROAD & BRIDGE	\$ 10,000.00	\$ -
	Subgroup : INTERGOVERNMENTAL REVENUES	\$ 101,750.00	\$ -
General Fund			
10-34-01	COURT FINES	\$ 100.00	\$ -
10-34-02	POLICE FINES	\$ 2,500.00	\$ -
10-34-03	MISCELLANEOUS FINES - BONDS	\$ 100.00	\$ -
10-34-04	OTHER AGENCY CONTRIBUTIONS - PD	\$ -	\$ -
10-34-05	DOG TAGS	\$ 100.00	\$ -
10-34-06	CODE ENFORCEMENT VIOLATIONS	\$ 2,500.00	\$ -
10-34-10	LAW ENFORCEMENT COST ALLOCATION	\$ -	\$ -
10-34-50	PD GRANT	\$ 4,000.00	\$ -
	Subgroup : FINES AND FORFEITURES	\$ 9,300.00	\$ -

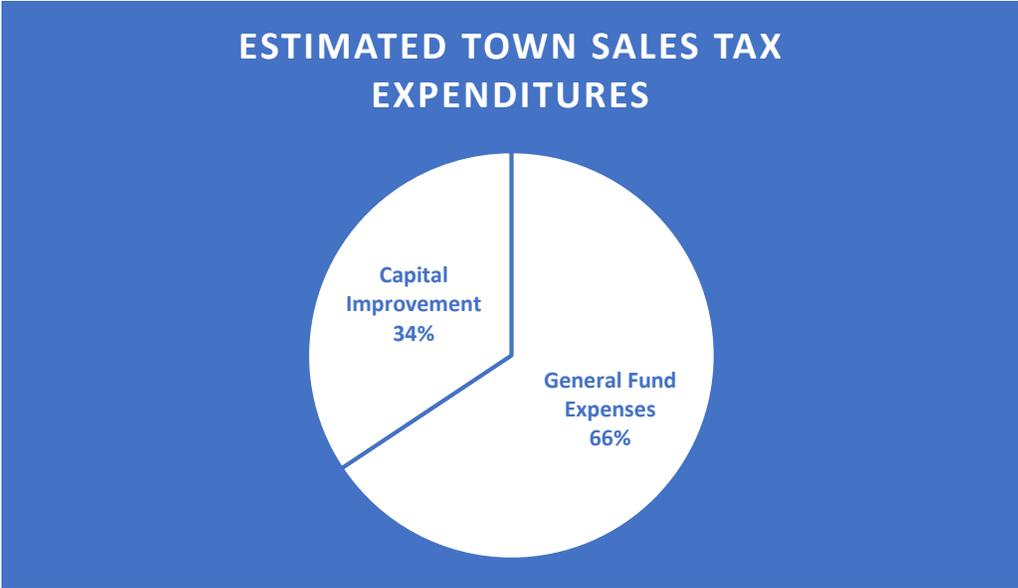
ACCOUNT	DESCRIPTION	PROPOSED FY-2024 BUDGET	ADOPTED FY-2024 BUDGET
General Fund			
10-35-01	RENTS & ROYALTIES	\$ 500.00	\$ -
10-35-02	MOTOR FUEL TAX REFUNDS	\$ -	\$ -
10-35-03	LATE CHARGES	\$ -	\$ -
10-35-04	INTEREST INCOME	\$ 115,000.00	\$ -
10-35-06	OTHER INCOME	\$ 100.00	\$ -
10-35-07	INSURANCE PROCEEDS	\$ -	\$ -
10-35-09	PARK DONATIONS	\$ -	\$ -
10-35-10	OTHER AGENCY CONTRIBUTIONS	\$ -	\$ -
10-35-13	BRIDGE RESERVE	\$ -	\$ -
10-35-15	REFUND OF EXPENDITURES	\$ 1,000.00	\$ -
10-35-16	RESTITUTION	\$ 5,200.00	\$ -
10-35-18	SALES OF ASSETS	\$ -	\$ -
10-35-20	GRANT REVENUE	\$ 1,035,592.00	\$ -
	Subgroup : MISCELLANEOUS REVENUES	\$ 1,157,392.00	\$ -
General Fund			
10-39-99	TRANSFER REVENUE	\$ 269,000.00	\$ -
	Subgroup : TRANSFERS	\$ 269,000.00	\$ -
General Fund			
	TOTAL GENERAL FUND REVENUES	\$ 3,104,592.00	\$ -
General Fund			
	NET SURPLUS (DEFICIT) - General Fund	\$ -	\$ -

TOWN OF PAONIA
2024
GENERAL FUND REVENUE



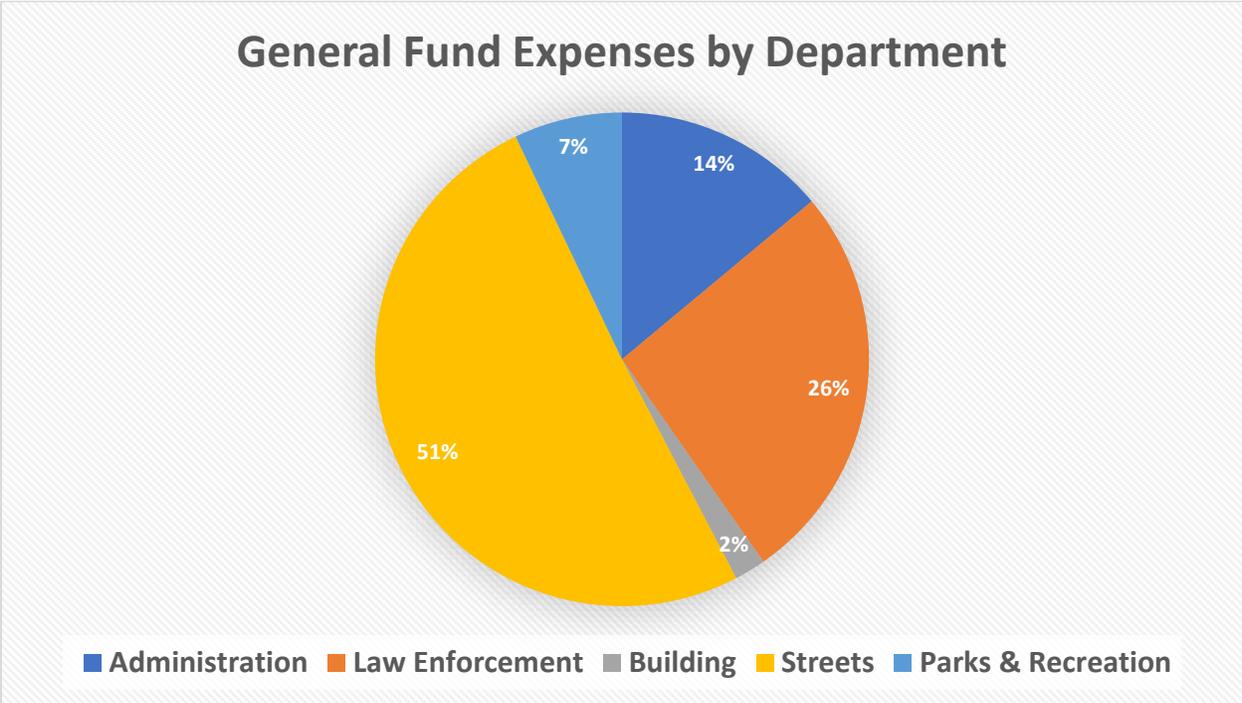
Estimated County Sales Tax	
<i>Back the Badge</i>	\$ 145,000.00
<i>Delta Co. Sales Tax</i>	\$ 110,500.00
<i>Delta Motor Veh.</i>	\$ 4,500.00
Total:	\$ 260,000.00

TOWN OF PAONIA
2024
GENERAL FUND REVENUE



Estimated Town Sales Tax	
<i>General Fund Expenses</i>	\$ 510,250.00
<i>Capital Improvement</i>	\$ 266,900.00
Total:	\$ 785,000.00

TOWN OF PAONIA
2024
GENERAL FUND EXPENDITURES



General Fund Expenses by Department	
<i>Administration</i>	\$ 432,982.00
<i>Law Enforcement</i>	\$ 818,130.00
<i>Building</i>	\$ 63,600.00
<i>Streets</i>	\$ 1,569,980.00
<i>Parks & Recreation</i>	\$ 219,900.00
Total:	\$ 3,104,592.00

TOWN OF PAONIA

2024

ADMINISTRATION DEPARTMENT

MISSION The Town of Paonia, Administration Department, ensures that the effective and efficient management of Town Departments including the proper management of Town finances, accounts, and funds. The Administration Department also safeguards the peace, health, and welfare of Residents through the enforcement of the Town’s Code of Ordinances. The Mayor and the Board of Trustees are also found within the Administration Department, and they are responsible for the Legislative Duties of the Town. The Administration Department for purposes of the Budget are made up of the Town Administrator’s Office, the Finance Office, the Clerk’s Office, the Town Attorney’s Office, and the Mayor and Board of Trustees.

STAFFING TABLE

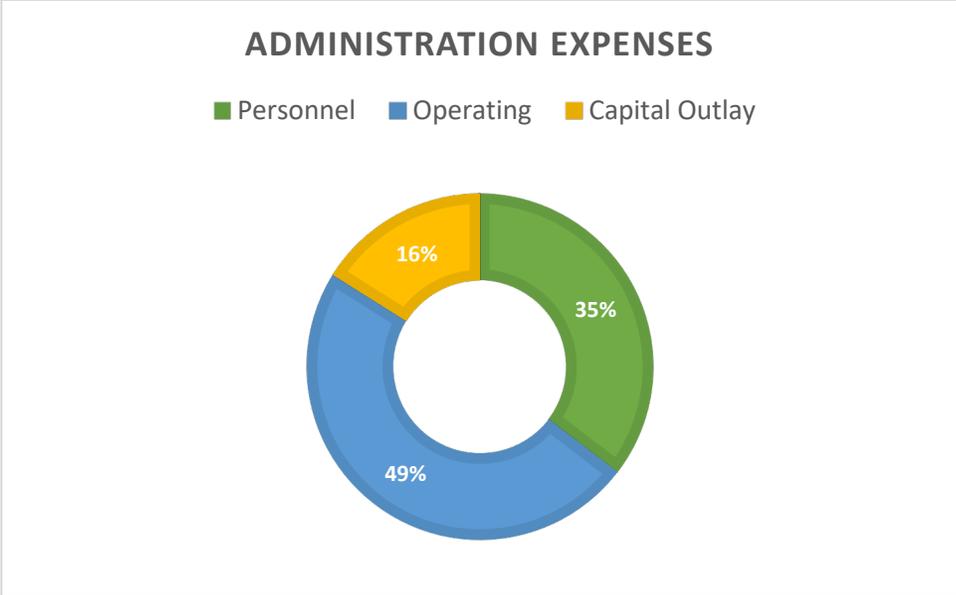
<u>Type of Employee</u>	<u>2023</u>	<u>2024</u>	<u>Change</u>
Full Time Non-Exempt	1	1	0
Full Time Exempt	3	3	0
Part Time Non-Exempt	1	1	0
Elected Officials	7	7	0
<u>Total</u>	<u>11</u>	<u>11</u>	<u>0</u>

MAJOR GOALS AND CHANGES

1. 1,040 Hours are budgeted for the Part Time Non-Exempt position, the current employee in that position uses approximately 416 hours a year. Position may be filled by one part time non-exempt employee or two part time non-exempt employees totaling .5 Part Time Non-Exempt employees each.
2. Increase revenue through the inclusion of certain fees related to plan reviews, pre-application meetings, and zoning verification letters.

CAPITAL REQUESTS

1. Façade repair on Town Hall Entrance
2. Code Rewrite & Land Use Code Update
3. Office Furniture for Town Hall



Administration Expenses	
<i>Personnel</i>	\$ 153,282.00
<i>Operating</i>	\$ 210,200.00
<i>Capital Outlay</i>	\$ 69,500.00
Total:	\$ 432,982.00

ACCOUNT	DESCRIPTION	PROPOSED		ADOPTED	
		FY-2024 BUDGET		FY-2024 BUDGET	
ADMINISTRATION	PERSONNEL SERVICES				
10-41-01	MAYOR & TRUSTEES	\$	9,600.00	\$	-
10-41-02	TOWN ADMINISTRATOR/CONTRACT LABOR	\$	44,500.00	\$	-
10-41-03	SALARIES & WAGES	\$	65,500.00	\$	-
10-41-04	EMPLOYER FICA	\$	7,400.00	\$	-
10-41-05	EMPLOYER MEDICARE	\$	1,750.00	\$	-
10-41-06	UNEMPLOYMENT TAX	\$	900.00	\$	-
10-41-07	INSURANCE BENEFITS	\$	15,750.00	\$	-
10-41-08	RETIREMENT BENEFITS	\$	5,200.00	\$	-
10-41-09	LIFE/DISABILITY INSURANCE	\$	500.00	\$	-
10-41-10	WORKMEN'S COMPENSATION	\$	1,200.00	\$	-
10-41-13	OVERTIME	\$	982.00	\$	-
	Subgroup : Personnel Services	\$	153,282.00	\$	-
ADMINISTRATION	OPERATING				
10-41-15	OFFICE SUPPLIES	\$	2,000.00	\$	-
10-41-16	OPERATING SUPPLIES	\$	6,000.00	\$	-
10-41-17	POSTAGE	\$	500.00	\$	-
10-41-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$	105,000.00	\$	-
10-41-21	AUDIT & BUDGET EXPENSE	\$	5,000.00	\$	-
10-41-22	REPAIRS & MAINTENANCE	\$	5,000.00	\$	-
10-41-25	TOWN HALL EXPENSE	\$	12,000.00	\$	-
10-41-26	TRAVEL, MEETINGS, & TRAININGS	\$	9,200.00	\$	-
10-41-27	INSURANCE & BONDS	\$	10,000.00	\$	-
10-41-28	UTILITIES	\$	5,200.00	\$	-
10-41-29	TELEPHONE & INTERNET	\$	1,800.00	\$	-
10-41-30	PUBLISHING ADS	\$	6,500.00	\$	-
10-41-31	DUES & SUBSCRIPTIONS	\$	24,000.00	\$	-
10-41-33	DATA PROCESSING	\$	8,000.00	\$	-
10-41-40	MISCELLANEOUS	\$	5,500.00	\$	-
10-41-43	CULTURAL EVENTS	\$	-	\$	-
10-41-44	HUMAN SERVICES	\$	4,500.00	\$	-
10-41-45	BUILDING INSPECTOR	\$	-	\$	-
	Subgroup : Operating Expenditures	\$	210,200.00	\$	-
ADMINISTRATION	CAPITAL OUTLAY & TRANSFERS				
10-41-73	BUILDING IMPROVEMENTS	\$	18,000.00	\$	-
10-41-74	MACHINERY & EQUIPMENT	\$	1,500.00	\$	-
10-41-75	GRANT PROJECTS	\$	50,000.00	\$	-
10-41-90	TREASURER'S FEE	\$	-	\$	-
10-41-99	TRANSFERS	\$	-	\$	-
	Subgroup : CAPITAL OUTLAY	\$	69,500.00	\$	-
	TOTAL	\$	432,982.00	\$	-

TOWN OF PAONIA
2024
LAW ENFORCEMENT DEPARTMENT

MISSION The Town of Paonia Police Department exists to serve all people within our jurisdiction with respect, objectivity, and compassion. Prevention of crime and the protection of life and property through the enforcement of laws and ordinances is the department’s top priority. The Paonia Police Department is dedicated to providing a quality work environment and development of its officers and staff through effective training and leadership.

STAFFING TABLE

Type of Employee	2023	2024	Change
Full Time Non-Exempt	6	6	0
Full Time Exempt	1	1	0
Part Time Non-Exempt	0	0	0
Appointed Official (Judge)	1	1	0
Total	8	8	0

MAJOR GOALS AND CHANGES

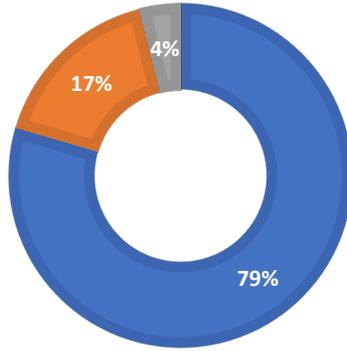
1. Continue to develop and train the Town’s Officers through training and policy implementation from Lexipol.
2. Increase revenue through the inclusion of certain fees and fines necessary to gain compliance with the Town’s Code.
3. School Resource Officer Training for one officer to achieve full-implementation of the SRO program.

CAPITAL REQUESTS

1. Spillman Mobile Software
2. Vests for Officers
3. Axon Taser and Bodycam Upgrades
4. Optics for Firearms

LAW ENFORCEMENT EXPENSES

■ Personnel ■ Operating ■ Capital Outlay



Law Enforcement Expenses	
<i>Personnel</i>	\$ 650,480.00
<i>Operating</i>	\$ 135,650.00
<i>Capital Outlay</i>	\$ 32,000.00
Total:	\$ 818,130.00

ACCOUNT	DESCRIPTION	PROPOSED		ADOPTED	
		FY-2024 BUDGET		FY-2024 BUDGET	
LAW ENFORCEMENT PERSONNEL SERVICES					
10-42-02	CONTRACT LABOR (JUDGE)	\$	6,600.00	\$	-
10-42-03	SALARIES & WAGES	\$	422,500.00	\$	-
10-42-04	EMPLOYER FICA	\$	29,100.00	\$	-
10-42-05	EMPLOYER MEDICARE	\$	6,800.00	\$	-
10-42-06	UNEMPLOYMENT TAX	\$	4,000.00	\$	-
10-42-07	INSURANCE BENEFITS	\$	65,500.00	\$	-
10-42-08	RETIREMENT BENEFITS	\$	11,000.00	\$	-
10-42-09	LIFE/DISABILITY INSURANCE	\$	1,180.00	\$	-
10-42-10	WORKMEN'S COMPENSATION	\$	13,000.00	\$	-
10-42-11	FPPA PENSION	\$	40,000.00	\$	-
10-42-12	FPPA D&D	\$	10,000.00	\$	-
10-42-13	OVERTIME	\$	40,800.00	\$	-
	Subgroup : Personnel Services	\$	650,480.00	\$	-
LAW ENFORCEMENT OPERATING					
10-42-15	OFFICE SUPPLIES	\$	750.00	\$	-
10-42-16	OPERATING SUPPLIES	\$	20,000.00	\$	-
10-42-17	POSTAGE	\$	500.00	\$	-
10-42-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$	5,000.00	\$	-
10-42-22	REPAIRS & MAINTENANCE	\$	1,500.00	\$	-
10-42-23	VEHICLE EXPENSE	\$	23,500.00	\$	-
10-42-26	TRAVEL, MEETINGS, & TRAININGS	\$	7,500.00	\$	-
10-42-27	INSURANCE & BONDS	\$	55,500.00	\$	-
10-42-28	UTILITIES	\$	2,500.00	\$	-
10-42-29	TELEPHONE & INTERNET	\$	1,200.00	\$	-
10-42-30	PUBLISHING ADS	\$	-	\$	-
10-42-31	DUES & SUBSCRIPTIONS	\$	1,200.00	\$	-
10-42-33	DATA PROCESSING	\$	1,500.00	\$	-
10-42-42	CONTRACT SERVICES	\$	13,500.00	\$	-
10-42-44	HUMAN SERVICES	\$	1,500.00	\$	-
	Subgroup : Operating Expenditures	\$	135,650.00	\$	-
LAW ENFORCEMENT CAPITAL OUTLAY & TRANSFERS					
10-42-73	BUILDING IMPROVEMENTS	\$	-	\$	-
10-42-74	MACHINERY & EQUIPMENT	\$	32,000.00	\$	-
	Subgroup : CAPITAL OUTLAY	\$	32,000.00	\$	-
	TOTAL	\$	818,130.00	\$	-

TOWN OF PAONIA
2024
BUILDING DEPARTMENT

MISSION The Town of Paonia Building Department ensures that any remodeling, construction, repairs, additions, siding, fencing, roofing, concrete work, wood stove installations, and other improvement related items adhere to best practices in building codes and the codes adopted by the Town of Paonia. The Building Department provides information and processes all applications for building permits, and planning requests such as subdivisions, annexations, zone changes, conditional uses, variances, site development and mobile home park licenses.

STAFFING TABLE

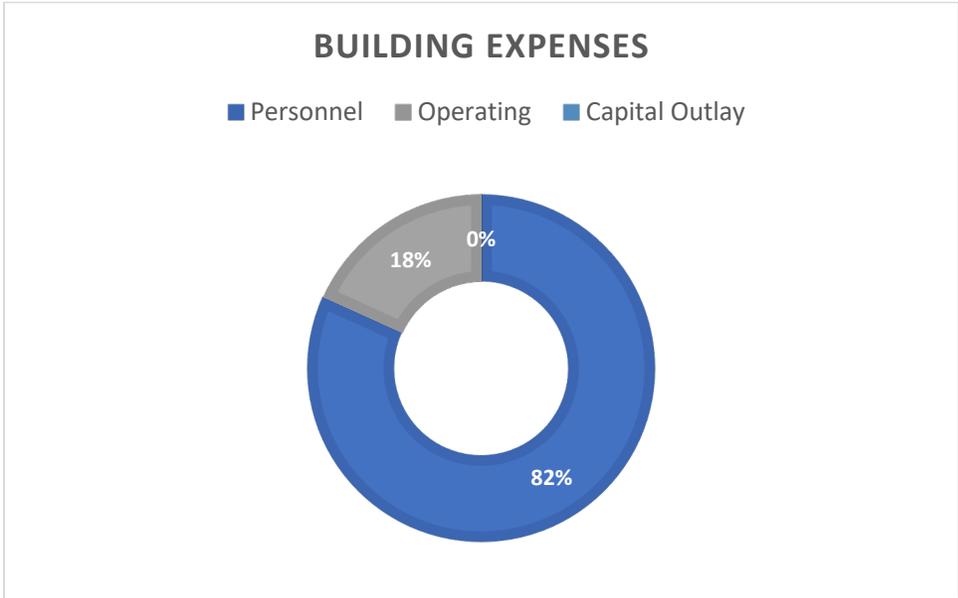
<u>Type of Employee</u>	<u>2023</u>	<u>2024</u>	<u>Change</u>
Full Time Non-Exempt	0	0	0
Full Time Exempt	0	0	0
Part Time Non-Exempt	0	0	0
Contracted Official (Inspector)	1	1	0
Total	1	1	0

MAJOR GOALS AND CHANGES

1. Intergovernmental Agreement with the City of Delta for Building Inspection and Plan Review services.
2. Increase revenue through the inclusion of certain fees and fines necessary to gain compliance with the Town’s Building Code.
3. Apply for the DOLA Local Planning Capacity Grant Program.

CAPITAL REQUESTS

1. N/A



Building Expenses	
<i>Personnel</i>	\$ 52,000.00
<i>Operating</i>	\$ 11,600.00
<i>Capital Outlay</i>	\$ -
Total:	\$ 63,600.00

ACCOUNT	DESCRIPTION	PROPOSED		ADOPTED	
		FY-2024 BUDGET		FY-2024 BUDGET	
BUILDING	PERSONNEL SERVICES				
10-43-01	MAYOR & TRUSTEES	\$	-	\$	-
10-43-02	CONTRACT LABOR	\$	52,000.00	\$	-
10-43-03	SALARIES & WAGES	\$	-	\$	-
10-43-04	EMPLOYER FICA	\$	-	\$	-
10-43-05	EMPLOYER MEDICARE	\$	-	\$	-
10-43-06	UNEMPLOYMENT TAX	\$	-	\$	-
10-43-07	INSURANCE BENEFITS	\$	-	\$	-
10-43-08	RETIREMENT BENEFITS	\$	-	\$	-
10-43-09	LIFE/DISABILITY INSURANCE	\$	-	\$	-
10-43-10	WORKMEN'S COMPENSATION	\$	-	\$	-
10-43-13	OVERTIME	\$	-	\$	-
	Subgroup : Personnel Services	\$	52,000.00	\$	-
BUILDING	OPERATING				
10-43-15	OFFICE SUPPLIES	\$	-	\$	-
10-43-16	OPERATING SUPPLIES	\$	1,000.00	\$	-
10-43-17	POSTAGE	\$	500.00	\$	-
10-43-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$	5,500.00	\$	-
10-43-22	REPAIRS & MAINTENANCE	\$	500.00	\$	-
10-43-23	VEHICLE EXPENSE	\$	-	\$	-
10-43-26	TRAVEL & MEETINGS	\$	-	\$	-
10-43-27	INSURANCE & BONDS	\$	1,000.00	\$	-
10-43-28	UTILITIES	\$	1,500.00	\$	-
10-43-29	TELEPHONE & INTERNET	\$	1,100.00	\$	-
10-43-30	PUBLISHING ADS	\$	-	\$	-
10-43-31	DUES & SUBSCRIPTIONS	\$	500.00	\$	-
10-43-33	DATA PROCESSING	\$	-	\$	-
10-43-40	MISCELLANEOUS	\$	-	\$	-
10-43-43	CULTURAL EVENTS	\$	-	\$	-
10-43-44	HUMAN SERVICES	\$	-	\$	-
	Subgroup : Operating Expenditures	\$	11,600.00	\$	-
BUILDING	CAPITAL OUTLAY & TRANSFERS				
10-43-73	BUILDING IMPROVEMENTS	\$	-	\$	-
10-43-74	MACHINERY & EQUIPMENT	\$	-	\$	-
	Subgroup : CAPITAL OUTLAY	\$	-	\$	-
	TOTAL	\$	63,600.00	\$	-

TOWN OF PAONIA
2024
PUBLIC WORKS DEPARTMENT
STREETS DIVISION

MISSION The Town of Paonia Public Works Department, Streets Division, exists to serve all people within our jurisdiction with respect, objectivity, and compassion. The care and maintenance of roadways, bridges, sidewalks and the storm sewer system are all charges of the Streets Division. The Paonia Public Works Department Streets Division is dedicated to providing a quality work environment and ensuring that the Town’s roadway systems are in good repair.

STAFFING TABLE

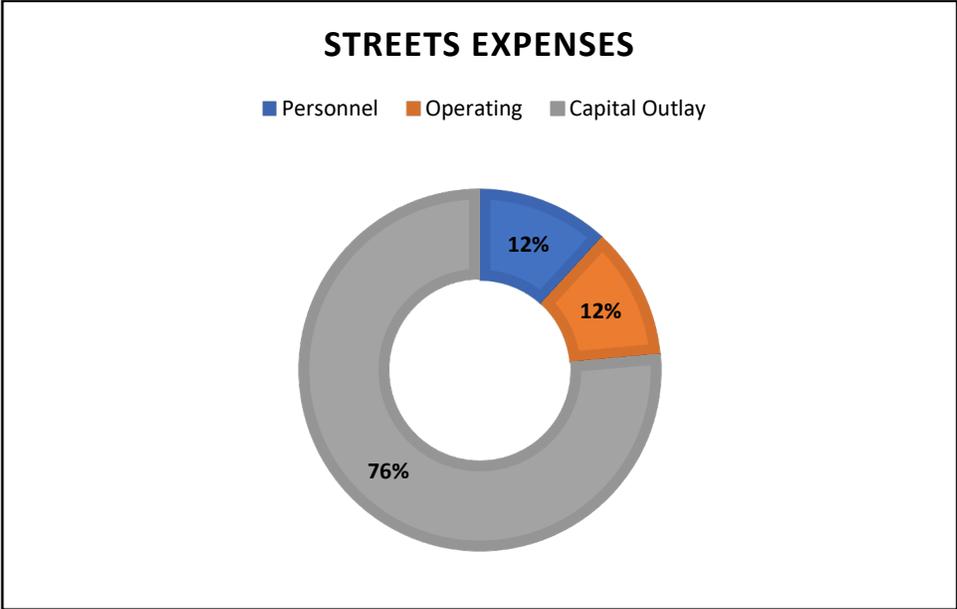
Type of Employee	2023	2024	Change
Full Time Non-Exempt	2	3	1
Full Time Exempt	1	1	0
Part Time Non-Exempt	0	0	0
Total	3	4	1

MAJOR GOALS AND CHANGES

1. Hiring a new Full Time Non-Exempt employee with the Streets Division as their home division.
2. Increase in professional services due to the Safe Pathways for Paonia Construction.
3. Funding for Tree Trimming within Town Rights of Way.

CAPITAL REQUESTS

1. Sidewalk Repair and Construction
2. 5th & Grand Realignment/Safe Pathways for Paonia
3. Generator/Welder cost share with other departments
4. Roller for Street Repairs
5. Work Truck



Streets Expenses	
<i>Personnel</i>	\$ 185,250.00
<i>Operating</i>	\$ 184,550.00
<i>Capital Outlay</i>	\$ 1,200,180.00
Total:	\$ 1,569,980.00

ACCOUNT	DESCRIPTION	PROPOSED		ADOPTED	
		FY-2024 BUDGET		FY-2024 BUDGET	
STREETS PERSONNEL SERVICES					
10-45-02	CONTRACT LABOR	\$	-	\$	-
10-45-03	SALARIES & WAGES	\$	133,000.00	\$	-
10-45-04	EMPLOYER FICA	\$	8,500.00	\$	-
10-45-05	EMPLOYER MEDICARE	\$	2,000.00	\$	-
10-45-06	UNEMPLOYMENT TAX	\$	1,100.00	\$	-
10-45-07	INSURANCE BENEFITS	\$	22,000.00	\$	-
10-45-08	RETIREMENT BENEFITS	\$	7,000.00	\$	-
10-45-09	LIFE/DISABILITY INSURANCE	\$	450.00	\$	-
10-45-10	WORKMEN'S COMPENSATION	\$	6,700.00	\$	-
10-45-13	OVERTIME	\$	4,500.00	\$	-
	Subgroup : Personnel Services	\$	185,250.00	\$	-
STREETS OPERATING					
10-45-15	OFFICE SUPPLIES	\$	-	\$	-
10-45-16	OPERATING SUPPLIES	\$	1,500.00	\$	-
10-45-17	POSTAGE	\$	-	\$	-
10-45-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$	102,000.00	\$	-
10-45-21	AUDIT & BUDGET EXPENSE	\$	1,500.00	\$	-
10-45-22	REPAIRS & MAINTENANCE	\$	25,000.00	\$	-
10-45-23	VEHICLE EXPENSE	\$	12,500.00	\$	-
10-45-24	RENTALS	\$	1,500.00	\$	-
10-45-25	SHOP EXPENSE	\$	1,500.00	\$	-
10-45-26	TRAVEL, MEETINGS & TRAININGS	\$	1,500.00	\$	-
10-45-27	INSURANCE & BONDS	\$	3,700.00	\$	-
10-45-28	UTILITIES	\$	13,000.00	\$	-
10-45-29	TELEPHONE & INTERNET	\$	1,100.00	\$	-
10-45-30	PUBLISHING ADS	\$	-	\$	-
10-45-31	DUES & SUBSCRIPTIONS	\$	1,000.00	\$	-
10-45-33	DATA PROCESSING	\$	1,250.00	\$	-
10-45-40	MISCELLANEOUS	\$	2,500.00	\$	-
10-45-42	SNOW REMOVAL	\$	15,000.00	\$	-
10-45-43	CULTURAL EVENTS	\$	-	\$	-
10-45-44	HUMAN SERVICES	\$	-	\$	-
10-45-45	BUILDING INSPECTOR	\$	-	\$	-
	Subgroup : Operating Expenditures	\$	184,550.00	\$	-
STREETS CAPITAL OUTLAY & TRANSFERS					
10-45-70	CAPITAL OUTLAY	\$	1,117,680.00	\$	-
10-45-73	BUILDING IMPROVEMENTS	\$	-	\$	-
10-45-74	MACHINERY & EQUIPMENT	\$	82,500.00	\$	-
10-45-75	GRANT PROJECTS	\$	-	\$	-
10-45-90	TREASURER'S FEE	\$	-	\$	-
10-45-99	TRANSFERS	\$	-	\$	-
	Subgroup : CAPITAL OUTLAY	\$	1,200,180.00	\$	-
	TOTAL	\$	1,569,980.00	\$	-

TOWN OF PAONIA
2024
PUBLIC WORKS DEPARTMENT
PARKS & RECREATION DIVISION

MISSION The Town of Paonia Public Works Department, Parks & Recreation Division, exists to serve all people within our jurisdiction with respect, objectivity, and compassion. The care and maintenance of all parks and recreational opportunities within the Town are the charges of the Parks and Recreation Division. The Paonia Public Works Department Parks & Recreation Division is dedicated to providing a quality work environment and ensuring that the Town offers quality & beautiful Park and Recreational opportunities.

STAFFING TABLE

<u>Type of Employee</u>	<u>2023</u>	<u>2024</u>	<u>Change</u>
Full Time Non-Exempt	1	1	0
Full Time Exempt	0	0	0
Part Time Non-Exempt	0	0	0
Total	1	1	0

MAJOR GOALS AND CHANGES

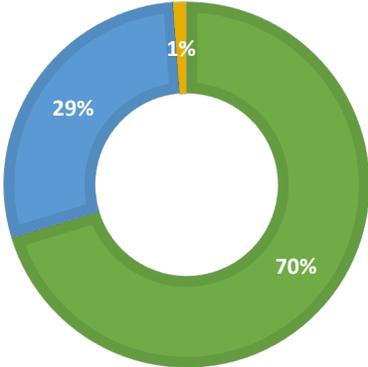
1. Completing a course of treatment for Ash trees within Town Rights of Way and Town parks to protect against the emerald ash borer.

CAPITAL REQUESTS

1. Funding a grant match for the Nature Connection and the Wilder Bunch for trail enhancement and maintenance.

PARKS & RECREATION EXPENSES

■ Personnel ■ Operating ■ Capital Outlay



Parks & Recreation Expenses	
<i>Personnel</i>	\$ 154,550.00
<i>Operating</i>	\$ 62,850.00
<i>Capital Outlay</i>	\$ 2,500.00
Total:	\$ 219,900.00

ACCOUNT	DESCRIPTION	PROPOSED		ADOPTED	
		FY-2024 BUDGET		FY-2024 BUDGET	
PARKS PERSONNEL SERVICES					
10-46-02	CONTRACT LABOR	\$	3,600.00	\$	-
10-46-03	SALARIES & WAGES	\$	108,500.00	\$	-
10-46-04	EMPLOYER FICA	\$	7,000.00	\$	-
10-46-05	EMPLOYER MEDICARE	\$	1,650.00	\$	-
10-46-06	UNEMPLOYMENT TAX	\$	950.00	\$	-
10-46-07	INSURANCE BENEFITS	\$	18,500.00	\$	-
10-46-08	RETIREMENT BENEFITS	\$	5,750.00	\$	-
10-46-09	LIFE/DISABILITY INSURANCE	\$	350.00	\$	-
10-46-10	WORKMEN'S COMPENSATION	\$	3,750.00	\$	-
10-46-13	OVERTIME	\$	4,500.00	\$	-
	Subgroup : Personnel Services	\$	154,550.00	\$	-
PARKS OPERATING					
10-46-15	OFFICE SUPPLIES	\$	100.00	\$	-
10-46-16	OPERATING SUPPLIES	\$	4,500.00	\$	-
10-46-17	POSTAGE	\$	-	\$	-
10-46-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$	1,000.00	\$	-
10-46-21	AUDIT & BUDGET EXPENSE	\$	1,000.00	\$	-
10-46-22	REPAIRS & MAINTENANCE	\$	28,000.00	\$	-
10-46-23	VEHICLE EXPENSE	\$	4,500.00	\$	-
10-46-24	RENTALS	\$	1,750.00	\$	-
10-46-25	SHOP EXPENSE	\$	750.00	\$	-
10-46-26	TRAVEL, MEETINGS & TRAININGS	\$	500.00	\$	-
10-46-27	INSURANCE & BONDS	\$	6,250.00	\$	-
10-46-28	UTILITIES	\$	6,500.00	\$	-
10-46-29	TELEPHONE & INTERNET	\$	750.00	\$	-
10-46-30	PUBLISHING ADS	\$	-	\$	-
10-46-31	DUES & SUBSCRIPTIONS	\$	-	\$	-
10-46-32	FEES & PERMITS	\$	750.00	\$	-
10-46-33	DATA PROCESSING	\$	-	\$	-
10-46-40	MISCELLANEOUS	\$	3,000.00	\$	-
10-46-42	CONTRACT SERVICES	\$	3,500.00	\$	-
10-46-43	CULTURAL EVENTS	\$	-	\$	-
10-46-44	HUMAN SERVICES	\$	-	\$	-
10-46-45	BUILDING INSPECTOR	\$	-	\$	-
	Subgroup : Operating Expenditures	\$	62,850.00	\$	-
PARKS CAPITAL OUTLAY & TRANSFERS					
10-46-70	CAPITAL OUTLAY	\$	-	\$	-
10-46-73	BUILDING IMPROVEMENTS	\$	-	\$	-
10-46-74	MACHINERY & EQUIPMENT	\$	-	\$	-
10-46-75	GRANT PROJECTS	\$	2,500.00	\$	-
10-46-90	TREASURER'S FEE	\$	-	\$	-
10-46-99	TRANSFERS	\$	-	\$	-
	Subgroup : CAPITAL OUTLAY	\$	2,500.00	\$	-
	TOTAL	\$	219,900.00	\$	-

TOWN OF PAONIA
2024
PUBLIC WORKS DEPARTMENT
WATER UTILITY DIVISION

MISSION The Town of Paonia Public Works Department, Water Utility Division, exists to serve all people within our jurisdiction with clean and safe drinking water. The care and maintenance of the collections, treatment and conveyance of the drinking water system are all charges of the Water Utility Division. The Paonia Public Works Department Water Utility Division is dedicated to providing a quality work environment and ensuring that the Town is supplied with enough clean drinking water to meet its demand.

STAFFING TABLE

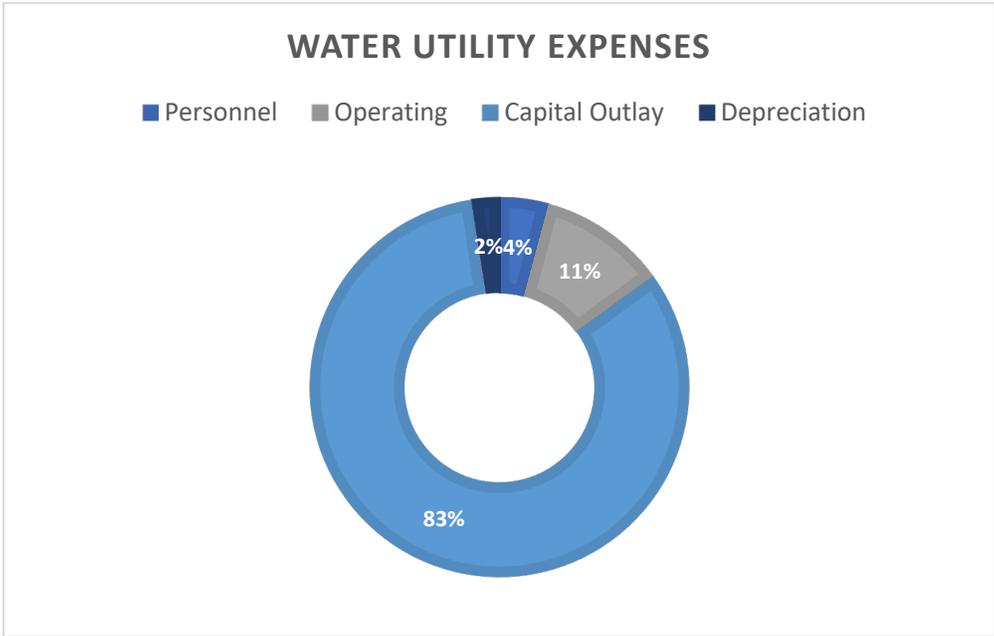
Type of Employee	2023	2024	Change
Full Time Non-Exempt	2	2	0
Full Time Exempt	0	0	0
Part Time Non-Exempt	0	0	0
Total	2	2	0

MAJOR GOALS AND CHANGES

1. The budget and requisite financing to complete Phase 1 of the Water Capital Improvement Plan relies on rate increases, and subsequent increases in revenues.
2. Increase in Professional Services due to the design and construction engineering services necessary to complete Phase 1 of the Water Capital Improvement Plant.
3. Budgeting for Depreciation as required for loan funding.

CAPITAL REQUESTS

1. 2MG Lamborn Finished Water Tank Re-Lining
2. Approximately 9,000 linear feet of steel pipe replacement & realignment
3. Hydrogeological Study Completion
4. Generator/Welder cost share with other departments
5. Outfitting Trucks with appropriate tools
6. Replacement part stock for water treatment plant



Water Utility Expenses	
<i>Personnel</i>	\$ 396,250.00
<i>Operating</i>	\$ 1,022,800.00
<i>Capital Outlay</i>	\$ 7,799,500.00
<i>Depreciation</i>	\$ 223,550.00
Total:	\$ 9,442,100.00

ACCOUNT	DESCRIPTION	PROPOSED		ADOPTED	
			FY-2024 BUDGET		FY-2024 BUDGET
WATER					
<i>* Revenue is dependent upon utility rate increases</i>					
WATER UTILITY REVENUE					
60-36-01*	WATER CHARGES	\$	895,000.00	\$	-
60-36-02*	WATER CHARGES - USAGE	\$	700,000.00	\$	-
60-36-03	SALES & SERVICES	\$	500.00	\$	-
60-36-04	STANDBY TAP FEES	\$	62,000.00	\$	-
60-36-05	BULK WATER	\$	2,500.00	\$	-
60-36-06	RECONNECT FEES & PENALTIES	\$	1,500.00	\$	-
60-36-07	WATER TAPS	\$	-	\$	-
60-36-08	TAPS FEES ASSIGNED FOR STORAGE	\$	-	\$	-
60-36-09	START/STOP SERVICE FEES	\$	6,500.00	\$	-
60-36-10	INTEREST	\$	-	\$	-
60-36-12	RENTS	\$	-	\$	-
60-36-13	MISCELLANEOUS REVENUE	\$	-	\$	-
60-36-15	SALE/DISPOSAL OF ASSETS	\$	-	\$	-
60-36-20	PASS THROUGH FUNDS	\$	-	\$	-
60-36-21	DOLA PASS THROUGH REVENUE	\$	-	\$	-
60-36-22	WPA PASS THROUGH REVENUE	\$	-	\$	-
60-36-23	DWRF GRANT (PRINCIPAL LOAN FORGIVENESS)	\$	-	\$	-
60-36-24	DOLA URS PASS THROUGH REVENUE	\$	-	\$	-
60-36-25	LOAN FUNDS	\$	7,200,000.00	\$	-
60-36-30	GRANT FUNDS	\$	1,172,973.00	\$	-
60-36-31	CAPITAL CONTRIBUTIONS	\$	352,500.00	\$	-
	Subgroup : Total Revenue¹	\$	10,393,473.00	\$	-
WATER					
<i>¹ Budget Revenues differ from 20-year cashflow analysis, budget is in whole numbers, cashflow is to the penny</i>					
WATER UTILITY PERSONNEL SERVICES					
60-50-02	TRUSTEE/ADMIN SALARIES	\$	40,750.00	\$	-
60-50-03	SALARIES & WAGES	\$	236,500.00	\$	-
60-50-04	EMPLOYER FICA	\$	20,000.00	\$	-
60-50-05	EMPLOYER MEDICARE	\$	5,000.00	\$	-
60-50-06	UNEMPLOYMENT TAX	\$	2,500.00	\$	-
60-50-07	INSURANCE BENEFITS	\$	52,500.00	\$	-
60-50-08	RETIREMENT BENEFITS	\$	15,000.00	\$	-
60-50-09	LIFE/DISABILITY INSURANCE	\$	1,000.00	\$	-
60-50-10	WORKMEN'S COMPENSATION	\$	5,500.00	\$	-
60-50-13	OVERTIME	\$	17,500.00	\$	-
	Subgroup : Personnel Services	\$	396,250.00	\$	-
WATER					
WATER UTILITY OPERATING EXPENSES					
60-50-15	OFFICE SUPPLIES	\$	2,000.00	\$	-
60-50-16	OPERATING SUPPLIES	\$	28,000.00	\$	-
60-50-17	POSTAGE	\$	4,000.00	\$	-
60-50-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$	525,000.00	\$	-
60-50-21	AUDIT & BUDGET EXPENSE	\$	7,700.00	\$	-
60-50-22	REPAIRS & MAINTENANCE	\$	75,000.00	\$	-
60-50-23	VEHICLE EXPENSE	\$	6,000.00	\$	-
60-50-24	RENTALS	\$	2,500.00	\$	-
60-50-25	SHOP EXPENSE	\$	7,300.00	\$	-
60-50-26	TRAVEL, MEETINGS & TRAININGS	\$	3,500.00	\$	-
60-50-27	INSURANCE & BONDS	\$	17,000.00	\$	-
60-50-28	UTILITIES	\$	27,500.00	\$	-
60-50-29	TELEPHONE & INTERNET	\$	1,850.00	\$	-
60-50-30	PUBLISHING ADS	\$	2,000.00	\$	-
60-50-31	DUES & SUBSCRIPTIONS	\$	27,700.00	\$	-
60-50-32	FEES & PERMITS	\$	9,750.00	\$	-
60-50-33	DATA PROCESSING	\$	10,500.00	\$	-

60-50-40	MISCELLANEOUS	\$	500.00	\$	-
60-50-41	WRITEOFF - UNCOLLECTABLE	\$	-	\$	-
60-50-42	CONTRACT SERVICES	\$	32,000.00	\$	-
60-50-44	NORRIS RETIREMENT	\$	13,500.00	\$	-
60-50-50	WATER POWER AUTHORITY LOAN	\$	180,000.00	\$	-
60-50-51	DRINKING WATER REVOLVING FUND	\$	24,000.00	\$	-
60-50-52	FCNB INTERIM FINANCING	\$	500.00	\$	-
60-50-54	DEBT SERVICE	\$	15,000.00	\$	-
60-50-55	LOAN PRINCIPAL	\$	-	\$	-
60-50-56	LOAN INTEREST	\$	-	\$	-
60-50-60	WATER STORAGE EXPENDITURE	\$	-	\$	-
	Subgroup : Water Operating Expenditures		1,022,800.00	\$	-
WATER					
WATER UTILITY CAPITAL OUTLAY & TRANSFERS					
60-50-70	CAPITAL OUTLAY	\$	7,775,000.00	\$	-
60-50-71	PASS THROUGH ACCOUNT	\$	-	\$	-
60-50-72	PASS THROUGH ENGINEERING	\$	-	\$	-
60-50-73	PASS THROUGH OPERATING	\$	-	\$	-
60-50-75	GRANT PROJECTS	\$	-	\$	-
60-50-76	BUILDING IMPROVEMENTS	\$	-	\$	-
60-50-77	MACHINERY & EQUIPMENT	\$	24,500.00	\$	-
60-50-99	TRANSFERS	\$	-	\$	-
	Subgroup : Water Capital Outlay & Transfers	\$	7,799,500.00	\$	-
WATER					
WATER UTILITY DEPRECIATION					
60-59-99	DEPRECIATION	\$	223,550.00	\$	-
	Subgroup : Water Depreciation	\$	223,550.00	\$	-
WATER FUND					
TOTAL REVENUES		\$	10,393,473.00		
TOTAL EXPENDITURES		\$	9,442,100.00		
NET INCOME (LOSS) - Water Utility		\$	951,373.00	\$	-

TOWN OF PAONIA
2024
PUBLIC WORKS DEPARTMENT
WASTEWATER UTILITY DIVISION

MISSION The Town of Paonia Public Works Department, Wastewater Utility Division, strives to provide the best services possible to Residents. The care and maintenance of the collections, treatment and discharge of sewer wastewater are all charges of the Wastewater Utility Division. The Paonia Public Works Department Wastewater Utility Division is dedicated to providing a quality work environment and ensuring that the Town’s effluent meets all required limits for discharge.

STAFFING TABLE

Type of Employee	2023	2024	Change
Full Time Non-Exempt	2	2	0
Full Time Exempt	0	0	0
Part Time Non-Exempt	0	0	0
Total	2	2	0

MAJOR GOALS AND CHANGES

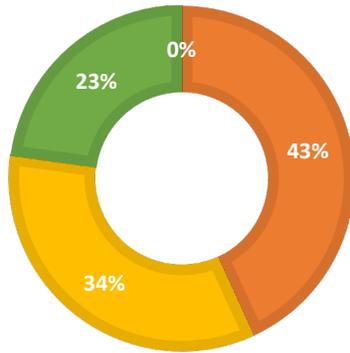
1. The budget and requisite financing for future improvements that may be mandated by CDPHE in the near future relies on rate increases, and subsequent increases in revenues.
2. Debt Service is still being paid for two loans that will need to be revisited.
3. Budgeting for Depreciation as required for future loan funding for necessary improvements to the collections and treatment systems.

CAPITAL REQUESTS

1. Funding is budgeted for Capital Improvements such as sewer line replacements
2. Generator/Welder cost share with other departments
3. Jet/Vac Trailer for preventative maintenance and cleaning the system

WASTEWATER UTILITY EXPENSES

■ Personnel ■ Operating ■ Capital Outlay ■ Depreciation



Waste Water Utility Expenses	
<i>Personnel</i>	\$ 391,450.00
<i>Operating</i>	\$ 308,450.00
<i>Capital Outlay</i>	\$ 207,000.00
<i>Depreciation</i>	\$ 100.00
Total:	\$ 907,000.00

ACCOUNT	DESCRIPTION	PROPOSED FY-24 BUDGET	ADOPTED FY-24 BUDGET
WASTEWATER			
WASTEWATER UTILITY REVENUE			
70-37-01	SEWER BASE CHARGE	\$ 884,000.00	\$ -
70-37-04	SEWER TAPS	\$ -	\$ -
70-37-05	SEWER RENTAL PROPERTY	\$ -	\$ -
70-37-07	SALES & SERVICE	\$ -	\$ -
70-37-08	PASS THROUGH FUNDS	\$ -	\$ -
70-37-09	INTEREST INCOME	\$ 23,000.00	\$ -
70-37-10	WWTP PAYBACK FUND	\$ -	\$ -
70-37-11	WWTP PAYBACK INTEREST	\$ -	\$ -
70-37-12	RENTS	\$ -	\$ -
70-37-13	GRANT REVENUE	\$ -	\$ -
70-37-14	MISCELLANEOUS REVENUE	\$ -	\$ -
	Subgroup : Total Revenue	\$ 907,000.00	\$ -
WASTEWATER			
WASTEWATER UTILITY PERSONNEL SERVICES			
70-51-02	TRUSTEE/ADMIN SALARIES	\$ 40,750.00	\$ -
70-51-03	SALARIES & WAGES	\$ 237,000.00	\$ -
70-51-04	EMPLOYER FICA	\$ 18,250.00	\$ -
70-51-05	EMPLOYER MEDICARE	\$ 4,500.00	\$ -
70-51-06	UNEMPLOYMENT TAX	\$ 2,500.00	\$ -
70-51-07	INSURANCE BENEFITS	\$ 52,000.00	\$ -
70-51-08	RETIREMENT BENEFITS	\$ 14,500.00	\$ -
70-51-09	LIFE/DISABILITY INSURANCE	\$ 750.00	\$ -
70-51-10	WORKMEN'S COMPENSATION	\$ 5,200.00	\$ -
70-51-11	OVERTIME	\$ 16,000.00	\$ -
	Subgroup : Personnel Services	\$ 391,450.00	\$ -
WASTEWATER			
WASTEWATER UTILITY OPERATING EXPENSES			
70-51-15	OFFICE SUPPLIES	\$ 2,000.00	\$ -
70-51-16	OPERATING SUPPLIES	\$ 7,500.00	\$ -
70-51-17	POSTAGE	\$ 4,000.00	\$ -
70-51-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$ 15,250.00	\$ -
70-51-21	AUDIT & BUDGET EXPENSE	\$ 7,700.00	\$ -
70-51-22	REPAIRS & MAINTENANCE	\$ 75,000.00	\$ -
70-51-23	VEHICLE EXPENSE	\$ 6,500.00	\$ -
70-51-24	RENTALS	\$ 2,500.00	\$ -
70-51-25	SHOP EXPENSE	\$ 11,500.00	\$ -
70-51-26	TRAVEL, MEETINGS & TRAININGS	\$ 1,000.00	\$ -
70-51-27	INSURANCE & BONDS	\$ 6,750.00	\$ -
70-51-28	UTILITIES	\$ 40,000.00	\$ -
70-51-29	TELEPHONE & INTERNET	\$ 1,350.00	\$ -
70-51-30	PUBLISHING ADS	\$ 500.00	\$ -
70-51-31	DUES & SUBSCRIPTIONS	\$ 4,450.00	\$ -
70-51-32	FEES & PERMITS	\$ 7,700.00	\$ -
70-51-33	DATA PROCESSING	\$ 8,500.00	\$ -
70-51-40	MISCELLANEOUS	\$ 1,500.00	\$ -
70-51-41	WRITEOFF - UNCOLLECTABLE	\$ -	\$ -
70-51-42	CONTRACT SERVICES	\$ 7,500.00	\$ -
70-51-43	GAGING STATION	\$ -	\$ -
70-51-50	DOLA PRINCIPAL & INTEREST	\$ -	\$ -
70-51-51	RURAL DEVELOPMENT PRINCIPAL & INTEREST	\$ 73,250.00	\$ -
70-51-52	WWTP PAYBACK FUND EXPENDITURES	\$ -	\$ -
70-51-53	ISSUANCE COSTS	\$ -	\$ -
70-51-54	DEBT RESERVE	\$ 24,000.00	\$ -
70-51-55	CROUSEN LOAN PRINCIPAL	\$ _____	\$ _____
70-51-56	CROUSEN LOAN INTEREST	\$ _____	\$ _____
70-51-57	DEVANEY LOAN PRINCIPAL	\$ _____	\$ _____
70-51-58	DEVANEY LOAN INTEREST	\$ _____	\$ _____
	Subgroup : Operating Expenses	\$ 308,450.00	\$ -

WASTEWATER				
WASTEWATER UTILITY CAPITAL OUTLAY & TRANSFERS				
70-51-70	CAPITAL OUTLAY	\$	75,000.00	\$ -
70-51-71	PASS THROUGH FUNDS	\$	-	\$ -
70-51-72	ASSET REPLACEMENT RESERVE	\$	-	\$ -
70-51-73	PASS THROUGH OPERATING	\$	-	\$ -
70-51-75	GRANT PROJECTS	\$	-	\$ -
70-51-76	BUILDING IMPROVEMENTS	\$	-	\$ -
70-51-77	MACHINERY & EQUIPMENT	\$	132,000.00	\$ -
70-51-99	TRANSFERS	\$	-	\$ -
	Subgroup : Wastewater Capital Outlay & Transfers	\$	207,000.00	\$ -
WASTEWATER				
WASTEWATER UTILITY DEPRECIATION				
70-59-99	DEPRECIATION	\$	100.00	\$ -
	Subgroup : Wastewater Depreciation	\$	100.00	\$ -
WASTEWATER FUND				
TOTAL REVENUES	\$		907,000.00	
TOTAL EXPENDITURE	\$		907,000.00	
	NET INCOME (LOSS) - Wastewater Utility	\$	-	\$ -

TOWN OF PAONIA
2024
PUBLIC WORKS DEPARTMENT
SANITATION DIVISION

MISSION The Town of Paonia Public Works Department, Sanitation Division, strives to provide the best services possible to Residents. The Paonia Public Works Department Sanitation Division is dedicated to providing a quality work environment and ensuring that the Town’s solid waste is collected and removed from the Town.

STAFFING TABLE

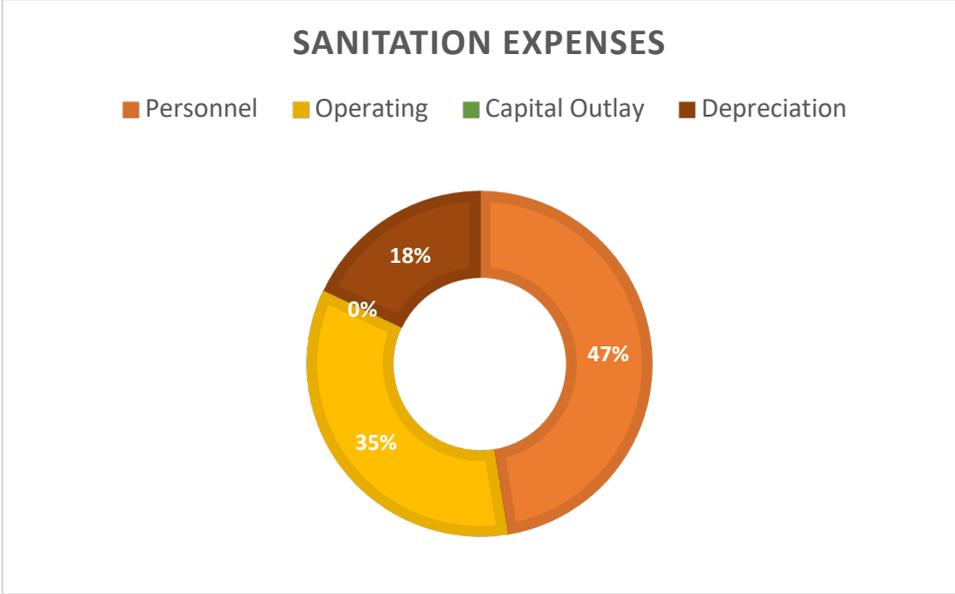
Type of Employee	2023	2024	Change
Full Time Non-Exempt	2	2	0
Full Time Exempt	0	0	0
Part Time Non-Exempt	0	0	0
Total	2	2	0

MAJOR GOALS AND CHANGES

1. Budgeting for depreciation and reserves to go towards future repairs of the garbage truck.

CAPITAL REQUESTS

1. N/A



Sanitation Expenses	
<i>Personnel</i>	\$ 152,500.00
<i>Operating</i>	\$ 111,200.00
<i>Capital Outlay</i>	\$ -
<i>Depreciation</i>	\$ 57,800.00
Total:	\$ 321,500.00

ACCOUNT	DESCRIPTION	PROPOSED FY-24 BUDGET	ADOPTED FY-24 BUDGET
SANITATION			
SANITATION REVENUE			
80-30-02	TRASH CHARGES	\$ 320,000.00	\$ -
80-30-03	BULK TRASH CHARGE	\$ 1,500.00	\$ -
80-30-04	TIRE PICK UP	\$ -	\$ -
	Subgroup : Total Revenue	\$ 321,500.00	\$ -
SANITATION			
SANITATION PERSONNEL SERVICES			
80-52-02	CONTRACT/ADMIN SALARIES	\$ 12,000.00	\$ -
80-52-03	SALARIES & WAGES	\$ 93,000.00	\$ -
80-52-04	EMPLOYER FICA	\$ 6,800.00	\$ -
80-52-05	EMPLOYER MEDICARE	\$ 1,600.00	\$ -
80-52-06	UNEMPLOYMENT TAX	\$ 900.00	\$ -
80-52-07	INSURANCE BENEFITS	\$ 23,000.00	\$ -
80-52-08	RETIREMENT BENEFITS	\$ 5,700.00	\$ -
80-52-09	LIFE/DISABILITY INSURANCE	\$ 500.00	\$ -
80-52-10	WORKMEN'S COMPENSATION	\$ 4,250.00	\$ -
80-52-11	OVERTIME	\$ 4,750.00	\$ -
	Subgroup : Personnel Services	\$ 152,500.00	\$ -
SANITATION			
SANITATION OPERATING EXPENSES			
80-52-15	OFFICE SUPPLIES	\$ 2,000.00	\$ -
80-52-16	OPERATING SUPPLIES	\$ 1,500.00	\$ -
80-52-17	POSTAGE	\$ 2,500.00	\$ -
80-52-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$ 5,500.00	\$ -
80-52-21	AUDIT & BUDGET EXPENSE	\$ 7,700.00	\$ -
80-52-22	REPAIRS & MAINTENANCE	\$ 2,500.00	\$ -
80-52-23	VEHICLE EXPENSE	\$ 15,000.00	\$ -
80-52-24	RENTALS	\$ 5,000.00	\$ -
80-52-25	SHOP EXPENSE	\$ 2,500.00	\$ -
80-52-26	TRAVEL, MEETINGS & TRAININGS	\$ 1,000.00	\$ -
80-52-27	INSURANCE & BONDS	\$ 6,800.00	\$ -
80-52-28	UTILITIES	\$ 3,000.00	\$ -
80-52-29	TELEPHONE & INTERNET	\$ 1,400.00	\$ -
80-52-30	PUBLISHING ADS	\$ -	\$ -
80-52-31	DUES & SUBSCRIPTIONS	\$ 2,700.00	\$ -
80-52-32	FEES & PERMITS	\$ 1,000.00	\$ -
80-52-33	DATA PROCESSING	\$ 5,000.00	\$ -
80-52-40	MISCELLANEOUS	\$ 1,000.00	\$ -
80-52-41	WRITEOFF - UNCOLLECTABLE	\$ -	\$ -
80-52-42	LANDFILL FEES	\$ 38,100.00	\$ -
80-52-43	CLEAN UP DAYS	\$ 7,000.00	\$ -
	Subgroup : Operating Expenses	\$ 111,200.00	\$ -
SANITATION			
SANITATION CAPITAL OUTLAY & TRANSFERS			
80-52-70	CAPITAL OUTLAY	\$ -	\$ -
80-52-71	PASS THROUGH FUNDS	\$ -	\$ -
80-52-75	GRANT PROJECTS	\$ -	\$ -
80-52-76	BUILDING IMPROVEMENTS	\$ -	\$ -
80-52-77	MACHINERY & EQUIPMENT	\$ -	\$ -
80-52-99	TRANSFERS	\$ -	\$ -
	Subgroup : Sanitation Capital Outlay & Transfers	\$ -	\$ -
SANITATION			
SANITATION DEPRECIATION			
80-59-99	DEPRECIATION	\$ 57,800.00	\$ -
	Subgroup : Sanitation Depreciation	\$ 57,800.00	\$ -
SANITATION FUND			
TOTAL REVENUES	\$	321,500.00	
TOTAL EXPENDITURE	\$	321,500.00	
	NET INCOME (LOSS) - Wastewater Utility	\$ -	\$ -