



**TOWN OF PAONIA**  
**TUESDAY, OCTOBER 27, 2020**

**2021 RETIREMENT PLAN &  
BUDGET WORK SESSION 5:00 PM**

**REGULAR TOWN BOARD MEETING AGENDA**  
**6:30 PM**

**Roll Call**

- [Employee](#) Retirement Plan Presentation
- [Proposed](#) 2021 Budget Workshop - Continued

**Approval of Agenda**

**Announcements**

**Recognition of Visitors & Guests**

- [1.](#) Shop Safe, Shop Local Recognition
- [2.](#) Visitors & Guests

**Staff Reports**

- [3.](#) Administrator's Report
  - Previous Visitors & Guests Follow-Up
  - Public Works
  - Police Report
  - Attorney Report

**Disbursements**

- [4.](#) Treasurer's Report
- [5.](#) Disbursements

**New Business**

- [6.](#) Larksfoot Minor Subdivision
- [7.](#) Colorado Code Consulting Contract
- [8.](#) Staff Retirement Plan Review and Update
- [9.](#) Public Water System Discharge Permit Inspection Results
- [10.](#) Building Permit Fee Structure
- [11.](#) Revised 2021 Budget Calendar
- [12.](#) Braver Angels America Hold America Together discussion and possible action item - Requested by Trustee Knutson

**Consent Agenda**

- [13.](#) Regular Minutes:
  - 10/13/2020
- Special Minutes:
  - 8/20/2020

**Mayor's Report**

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

## **Committee Reports**

### 16. Finance & Personnel

Governmental Affairs & Public Safety

Public Works-Utilities-Facilities

Space to Create

Tree Board

## **Adjournment**

### 17. Adjournment

**NOTE: THE PACKET MAY BE MODIFIED AND UPDATED UP UNTIL END OF BUSINESS THE DAY PRIOR TO A BOARD MEETING**

I. RULES OF PROCEDURE

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

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

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

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

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

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

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

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

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

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

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

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

## **II. CONSENT AGENDA**

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

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

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

## **III. EXECUTIVE SESSION**

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

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

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

## **IV. SUBJECT TO AMENDMENT**

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

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

AGENDA SUMMARY FORM

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

October 22, 2020

AGENDA SUMMARY FORM



Employee Retirement Plan Presentation

Summary:

Shane Squibb will be in attendance to answer Board questions regarding the potential switch From Mutual of Omaha to Empower Retirement. Documents from initial Board packet 9/8/2020 included for reference.

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

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

October 23, 2020



Reliable solutions for plan sponsors:  
**SERVICES BUILT ON A  
TRADITION OF EXCELLENCE AND  
CLIENT COLLABORATION**

A PROPOSAL FOR

---

Town of Paonia

FOR MORE INFORMATION, PLEASE CONTACT:

---

Shane Squibb, CFP®  
Financial Professional, Modern Financial  
Shane@modernfinancialco.com  
719-572-0071 x242

T. Rowe Price **Retirement Plan Services Inc.**



## OUR FOCUS AT T. ROWE PRICE

is delivering investment management and retirement service excellence that investors can rely on—now and over the long term.

### T. Rowe Price at a Glance

- Leading independent investment management firm since 1937
- Culture of service excellence that puts clients' interests first
- Deep understanding of participant behavior
- A force for change in the retirement industry



#### ASSETS UNDER MANAGEMENT

- 68% retirement related
- 32% nonretirement related

#### CONTENTS

The T. Rowe Price Difference	3
Plan Sponsor Services	5
Participant Services	9
Advisor and Consultant Services	11
Investment Services	12
Getting Started With T. Rowe Price	14

<sup>1</sup>The combined assets under management of the T. Rowe Price group of companies as of December 31, 2018. The T. Rowe Price group of companies includes T. Rowe Price Associates, Inc., T. Rowe Price International Ltd, T. Rowe Price Hong Kong Limited, T. Rowe Price Singapore Private Ltd., and T. Rowe Price (Canada), Inc.

## THE T. ROWE PRICE DIFFERENCE

# CHOOSE A PIONEER IN RETIREMENT SOLUTIONS

At T. Rowe Price, we know a strong retirement plan can give clients a competitive edge. Our exceptional service and advanced technology offer our clients the support they need and the freedom to focus on their business. As one of the largest retirement plan service providers in the industry,<sup>2</sup> we help our clients achieve success through retirement outsourcing services, including:

### PLAN SPONSOR SERVICES

---

**OVER 4,600**

Plans on our recordkeeping platform

### PARTICIPANT SERVICES

---

**OVER 2 MILLION**

Participants served by T. Rowe Price

### INVESTMENT MANAGEMENT

---

**22 YEARS**

Average investment experience for portfolio managers<sup>2</sup>

### VALUE-ADDED CONSULTATION

---

**18 YEARS**

Average industry tenure of Relationship Manager

### RECORDKEEPING

---

**OVER 15 YEAR**

Relationship with DST Retirement Solutions, LLC (DSTRS)

**NAMED ONE OF "AMERICA'S BEST MID-SIZE EMPLOYERS" in 2018.<sup>3</sup>**

FORBES® *Magazine*.

<sup>2</sup> As of December 31, 2018.

<sup>3</sup> "Forbes 'Global 2000: World's Best Employers' 2018". © Forbes Media, LLC. Used with permission.

## Rely on Our Tradition of Superior Client Service

T. Rowe Price has offered investments to retirement plans since 1974 and has been a full-service defined contribution plan service provider since 1982. Throughout our history, we have found that our competitive advantage is our commitment to client service.

### HERE'S HOW YOU BENEFIT

- Experienced and dedicated service team supported by advanced technology capabilities
- Award-winning communications and education materials
- State-of-the-art participant tools, including mobile app access to view participant accounts and robust retirement planning calculators
- Flexible systems that configure to your plan document's guidelines
- Seamless digital experience when accessing qualified and nonqualified plans for both sponsors and participants
- Automatic services, such as auto-enrollment and auto-increase

## A History of High Satisfaction With T. Rowe Price<sup>4</sup>

Our people are long tenured, our processes are built on best practices, and our client-first commitment is steadfast. These are the qualities that lead to consistent, reliable results.

### KEY SATISFACTION ATTRIBUTES

93%	Excellent reputation as a retirement plan services provider
91%	Overall Satisfaction with Participant Services
93%	Overall Satisfaction with Processing Employee Transactions
94%	Overall satisfaction with T. Rowe Price Investment Services

**FORTUNE® NAMED T. ROWE PRICE ONE OF THE "WORLD'S MOST ADMIRABLE COMPANIES® 2017" AMONG SECURITIES/ASSET MANAGEMENT FIRMS.<sup>5</sup>**

*FORTUNE® Magazine, February 16, 2017*

<sup>4</sup>2018 Client Satisfaction Analysis by Chatham Partners.

<sup>5</sup>T. Rowe Price ranked third in the Securities and Asset Management Industry category. The survey started with approximately 1,500 companies: the FORTUNE 1,000® (the 1,000 largest U.S. companies ranked by revenue), plus non-U.S. companies in Fortune's Global 500 database with revenue of \$10 billion or more. The companies were then sorted by industry, and the 15 largest for each international industry and the 10 largest for each U.S. industry were selected. A total of 680 companies from 28 countries were surveyed. To create the 51 industry lists, Hay Group (FORTUNE® survey partner) asked executives, directors, and analysts to rate companies in their own industry on nine criteria, from investment value and quality of management and products to social responsibility and ability to attract talent. A company's score must rank in the top half of its industry survey to be listed. FORTUNE is a registered trademark of Time Inc. and is used under license. From FORTUNE Magazine, February 16, 2017. © 2017 Time Inc. FORTUNE and Time Inc. are not affiliated with, and do not endorse products or services of, T. Rowe Price.

## PLAN SPONSOR SERVICES

# THE SUPPORT YOU NEED FOR THE OUTCOMES YOU WANT

You're looking for a turnkey, automated, and intuitive workplace retirement solution. But that's not all—you also want the expertise to put that solution in place and keep it running effectively.

### Plan Management Support That Works Hard for You

PLAN SPONSOR ROLES			
Plan Administration	Investments	Participants	Compliance
T. ROWE PRICE SUPPORT			TPA SUPPORT
<ul style="list-style-type: none"> <li>Enrollment</li> <li>Contributions/ payroll</li> <li>Loans</li> <li>Withdrawals</li> <li>Deferral tracking</li> <li>Vesting calculation and tracking</li> <li>Automated services</li> <li>Audit support</li> </ul>	<ul style="list-style-type: none"> <li>Proprietary investment suite</li> <li>Nonproprietary investment suite</li> <li>Target date investment suite</li> <li>Self-directed brokerage</li> </ul>	<ul style="list-style-type: none"> <li>Lifestage communications</li> <li>Financial education</li> <li>College savings planning</li> <li>Individual retirement accounts</li> </ul>	<ul style="list-style-type: none"> <li>Plan design</li> <li>Nondiscrimination testing</li> <li>Form 5500 and related schedule prep</li> <li>Financial reporting</li> <li>Fiduciary support</li> </ul>

We'll work closely with your third party administrator to coordinate all of your services, including plan implementation, recordkeeping, systems, and communications.

The graphic below shows how our team works together to keep plans running smoothly.



Our representatives are not only trained in their respective specialties, but they are also cross-trained to understand the roles and duties of their teammates. This allows for a seamless transition of responsibilities in the event of any turnover.

## Defined Contribution Recordkeeping

The retirement plan account manager oversees virtually all of the tasks associated with recordkeeping. Our advanced technology and fully integrated systems ensure that plan and participant data are synchronized. *We strive for excellence in all that we do.*

**Payroll Integration.** Our systems integrate easily with whatever payroll provider you employ, and setup is coordinated by your retirement plan account manager. With flexible data reporting formats and connections, you can benefit from the ease and convenience of payroll integration.

**Hardware and Software.** The TRAC recordkeeping system is considered one of the premier systems in the industry. It is supported, and was developed, by DSTRS to support recordkeeping and compliance services.

The system is a DB2 relational database, networked on a Windows NT server hardware platform. It is interfaced via Internet, voice response unit, plan and participant websites, and telephone representatives. Software modifications are delivered on a continuous-release basis.

## Third Party Administrator (TPA) Program

We designed our TPA program to be flexible, and we currently work with almost 400 TPA firms across the country. If you choose to employ a TPA, we can coordinate our services with them. Our program combines investment expertise, recordkeeping systems, and technology with the consultative support of the TPA of your choice to provide an integrated solution.

In the TPA Program, we typically provide investment management, a full array of investment choices, a strong participant-level recordkeeping system, plus robust participant and plan sponsor websites and communication support. In turn, the TPA is typically responsible for compliance testing and services, retirement plan document expertise, and plan-level tax reporting.

Our TPA program generally accommodates 401(k), 403(b), defined benefit, profit sharing, money purchase pension, governmental 457, and nonqualified plans.



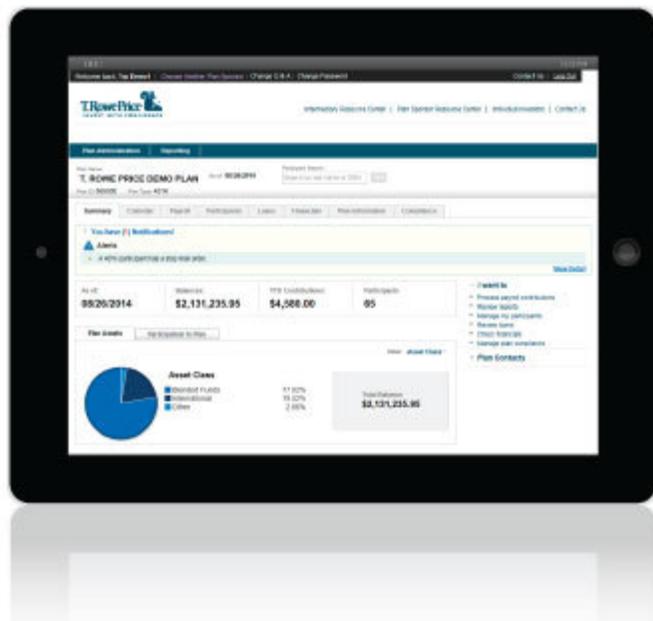
## Plan Sponsor Website

This robust website provides a full range of convenient and relevant plan management resources for our clients. The site offers on-demand support to help you monitor plan activity, stay abreast of current market news, and stay informed about legislative and regulatory developments. In addition, the site offers several tools to assist with your day-to-day plan responsibilities.

**Reporting.** As a plan sponsor client, you have access to a powerful suite of tools that helps you prepare detailed, effective reports—at both the plan and participant levels. There are more than 20 prebuilt templates available, or you can create your own custom reports.

Key features include:

- Access to participant financial activity during the selected reporting period, loan status, vesting status, and various contribution reports and confirmations
- User-friendly Excel formats
- Custom reporting with the ability to run census reports and query information such as date of hire, birth date, compensation, and deferrals
- Ad hoc reporting that enables you to retrieve plan and participant information based on a variety of criteria



## Plan Health Review

Our Plan Health Review provides relevant plan metrics and information that enables measurement of plan progress. This is a quarterly auto-generated PDF report that will show plan metrics across four categories:

- Plan features
- Plan statistics
- Retirement readiness
- Asset allocation

## Fiduciary Support Services

**Allowing you to focus on what's needed.** Your fiduciary responsibilities as a plan sponsor are important, and at T. Rowe Price, we understand that this is one of your many focus areas. We offer fiduciary training and support to assist you in maintaining, monitoring, and complying with fiduciary requirements. FiduciarySource<sup>SM</sup>, available on the Plan Sponsor Web site, provides fiduciary training with an informative handbook and associated online training videos.

We also keep you informed of general legislative and regulatory developments through:

- Consultations and plan reviews with a relationship manager
- Our plan sponsor e-newsletter, Ideas & Insights
- Articles and features posted on our Plan Sponsor Web site
- A quarterly Legislative and Regulatory Update webinar hosted by T. Rowe Price and members of the law firm of Davis & Harman LLP

## We Focus on Meeting Your Organization's Unique Needs

We know that having a well-run retirement plan can play a major role in helping your employees face the future with confidence.

To give you maximum flexibility, our platform is designed to support a wide variety of plan types, including:

- 401(k) and 401(a)
- 403(b)
- Defined benefit
- Profit sharing
- Money purchase pension
- Governmental 457
- Nonqualified plans

### SERVICES THAT CAN GROW ALONG WITH YOUR BUSINESS

We can work with the hands-on support of plan design and compliance guidance offered by your third party administrator to provide the services required to help your plan succeed. As your organization grows and evolves, the recordkeeping system is scalable to reduce the need for costly and confusing alterations in the future. Consistently accurate recordkeeping helps ensure that your plan information is correct and supports your fiduciary interests.

Our offering combines the investment, client service, and participant communications experience of T. Rowe Price with the recordkeeping expertise of DSTRS.

#### **DST RETIREMENT SOLUTIONS, LLC:**

##### **Technology leadership and service excellence.**

With more than 6 million participants combined on its technology platform, DSTRS is one of the single largest technology and servicing outsourcer in the retirement plan market. Their reputation for excellence spans a wide range of services:

- Recordkeeping for all plan types
- Plan administration and operations support
- Conversion and implementation
- Statements and confirmations
- Web-based plan administration services for sponsors, participants, and advisors

## PARTICIPANT SERVICES

# OUR GOAL IS TO IMPROVE RETIREMENT OUTCOMES

## Retire With Confidence<sup>®</sup> Program for Participants

We understand that your employees have competing priorities when it comes to retirement planning and saving. And each has unique needs that change from one lifestage to another. That's why our approach is relevant, holistic, and practical.

Our Retire With Confidence Program for Participants offers an experience that is grounded in the fundamental value our firm has been delivering since 1937: *confidence*. Everything we do is designed to help build employees' confidence that they can achieve retirement income success in the future.

### UNDERSTANDING YOUR EMPLOYEES' NEEDS AT EVERY STAGE OF LIFE

#### Starting

Encourage participation in the plan, support saving and investment strategies, and educate about retirement and related products.

#### Managing

Provide education around prioritization of multiple goals while continuing to save for retirement.

#### Preparing and Transitioning

Support a retirement vision and provide suggestions for converting retirement savings into income for key funding needs.

#### Living in Retirement

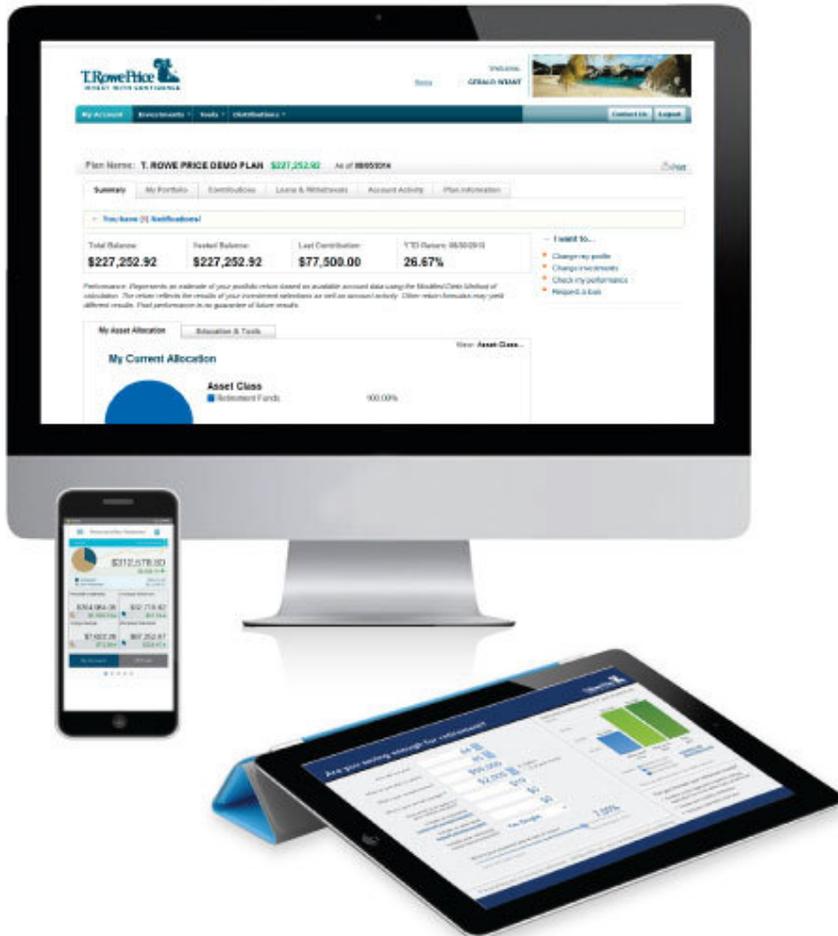
Offer drawdown and withdrawal strategies to help savings last throughout retirement.



## Participant Web Access

Our participant website is designed for convenience. From one location, using any digital device, participants can review detailed or summarized account information, perform transactions, use helpful tools and calculators, and even link accounts from other financial institutions, such as bank accounts or IRAs.

We are continually improving the site as we respond to the evolving needs of participants. Surveys and activity measurements provide valuable information that we use as a blueprint to enhance the user experience.



### Tools and Education That Build Confidence

**Retirement Income Experience:** Display participant's retirement income gap analysis and in concert with the confidence number on the homepage, creating the ability for deeper engagement through modeling.

**Morningstar® Portfolio Manager<sup>SM</sup>:** Suite of tools that allows participants to track and analyze their portfolio utilizing unique Morningstar® features<sup>6</sup>.

**Financial Wellness:** Assess your current financial health, set goals to achieve financial stability, and creating a schedule to implement the goals.

## Participant Phone Services

Some participants prefer phone service over online and mobile contact.

Our phone representatives are prepared to handle a wide range of requests from participants. They receive ongoing training in retirement plan regulations and are equipped with the resources to support your participants based on your specific plan provisions.

Phone personnel are located in Owings Mills, Maryland, and Tampa, Florida, and are available business days from 8 a.m. to 9 p.m. ET.

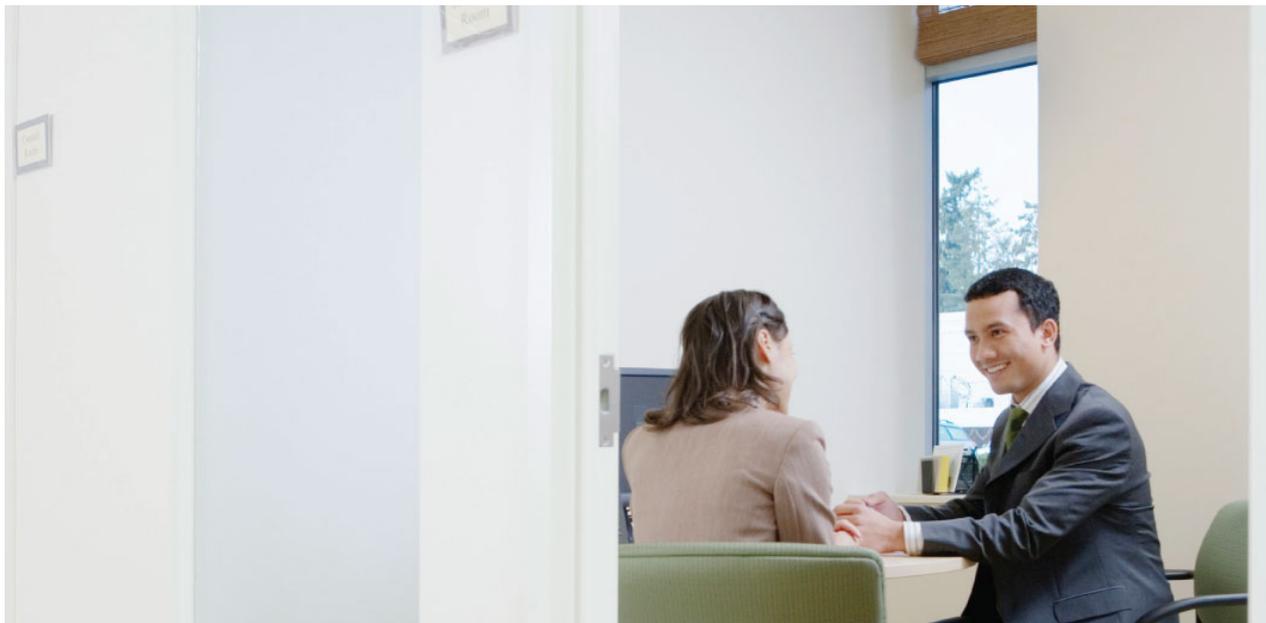
<sup>6</sup> The Morningstar name and trademarks are registered marks of Morningstar, Inc. Morningstar Retirement Manager is offered by and is the property of Morningstar Associates, LLC, a registered investment advisor and wholly owned subsidiary of Morningstar, Inc., and is intended for citizens or legal residents of the United States or its territories. Morningstar Associates is not affiliated with, nor is it an employee or agent of, T. Rowe Price. Plan sponsors must elect to make the Morningstar services available.

## ADVISOR AND CONSULTANT SERVICES

# A SHARED COMMITMENT TO PROVIDE SUPERIOR SERVICE TO OUR CLIENTS

At T. Rowe Price, we recognize that assisting retirement plan clients is a rewarding, yet complex, task. To assist retirement plan advisors and consultants, we offer access to our:

- Advisor/consultant relations, sales, and service professionals
- Online resource center website, featuring:
  - Robust reporting across plans
  - Access to fiduciary support tools
  - Individual plan and participant views
  - Single sign-on, convenient "book of business" view
- A variety of resources that offer education and practice management support
- Other communications and statistics covering investments, markets, and plan topics



## INVESTMENT SERVICES

# FLEXIBLE OPTIONS TO MEET YOUR NEEDS

Helping participants build portfolios suited to their goals means providing a variety of competitive investment choices, which is an important fiduciary responsibility for plan sponsors. T. Rowe Price offers options and support in choosing those investments.

## Investment Architecture

Choice and flexibility. The investment lineup can be a key factor in a participant's ability to plan for a successful retirement. Therefore, selecting the lineup is one of the most important decisions for a plan sponsor. The Pension Protection Act of 2006 affords a level of fiduciary protection when you designate investments such as target date funds as your plan's qualified default investment alternative. We include the T. Rowe Price Retirement Funds and the T. Rowe Price Stable Value Common Trust Fund as part of our core offerings, and our program offers you the choice and flexibility to decide from a variety of additional investment options:

- More than 90 proprietary mutual funds
- Nonproprietary investment options from more than 80 investment managers
- Model portfolios - allow you to construct six custom portfolios using your plan's core investment options
- Self-directed brokerage services for plans seeking to allow participants to buy and sell additional individual securities or mutual funds

## T. Rowe Price Investment Management

T. Rowe Price provides a controlled and fundamentally sound approach to investment management, reflecting our longstanding philosophy of delivering excellence and reliability. Reducing risk is a key aspect of our active management style. Rather than focusing on short-term gains, we are committed to delivering consistent long-term results.

**OVER 95% OF OUR RETIREMENT FUNDS WITH A 10-YEAR TRACK RECORD BEAT THEIR 10-YEAR LIPPER AVERAGE AS OF /30/ 20.<sup>8</sup>**

Results will vary for other periods. *Past performance cannot guarantee future results.*

Diversification cannot assure a profit or protect against loss in a declining market.

<sup>7</sup> As of December 31, 2018,

### A History of Investment Expertise

- Leading investment management firm since 1937
- Average tenure of portfolio managers at T. Rowe Price is 17 years, with 22 years of industry experience<sup>7</sup>
- One-step diversification options:
  - The Retirement Funds—diversified portfolios that are automatically adjusted as target retirement dates near
  - The Personal Strategy Funds—a diversified asset mix in a single investment

**Call 1-800-638-4546 to request a prospectus or, if available, a summary prospectus; each includes investment objectives, risks, fees, expenses, and other information that you should read and consider carefully before investing.**

<sup>8</sup>36 of our 40 Retirement Funds (Investor, Advisor, and R Class) had a 10-year track record as of 3/31/20 (includes all share classes). 34 of these 36 funds beat their Lipper average for the 10-year period. 4 of 40, 17 of 39, and 33 of 39 of the Retirement Funds outperformed their Lipper average for the 1-, 3-, and 5-year periods ended 3/31/20, respectively. Calculations are based on cumulative total return. Not all funds outperformed for all periods. (Source for data: Lipper Inc.)

The Personal Strategy Funds are subject to the inherent volatility of common stock investing, as well as the interest rate risk and credit risk of fixed income investing.

The principal value of the Retirement Funds is not guaranteed at any time, including at or after the target date, which is the approximate year an investor plans to retire (assumed to be age 65) and likely stop making new investments in the fund. If an investor plans to retire significantly earlier or later than age 65, the funds may not be an appropriate investment even if the investor is retiring on or near the target date. The funds' allocations among a broad range of underlying T. Rowe Price stock and bond funds will (with the exception of the Retirement Balanced Fund) change over time. The funds (other than the Retirement Balanced Fund) emphasize potential capital appreciation during the early phases of retirement asset accumulation, balance the need for appreciation with the need for income as retirement approaches, and focus on supporting an income stream over a long-term postretirement withdrawal horizon. The funds are not designed for a lump-sum redemption at the target date and do not guarantee a particular level of income. The funds maintain a substantial allocation to equities both prior to and after the target date, which can result in greater volatility over shorter time horizons.

The T. Rowe Price Stable Value Common Trust Fund (the "Trust") is not a mutual fund. It is a common trust fund established by T. Rowe Price Trust Company under Maryland banking law, and its units are exempt from registration under the Securities Act of 1933. Investments in the Trust are not deposits or obligations of, or guaranteed by, the U.S. government or its agencies or the T. Rowe Price Trust Company. Although the trust seeks to preserve the value of your investment at \$1.00 per unit, it is possible to lose money by investing in the Trust.

All investments involve risk, including possible loss of principal.

This material is provided for general and educational purposes only, and is not intended to provide legal, tax or investment advice. This material does not provide fiduciary recommendations concerning investments or investment management; it is not individualized to the needs of any specific benefit plan or retirement investor, nor is it directed to any recipient in connection with a specific investment or investment management decision.

T. Rowe Price Investment Services, Inc., distributor, T. Rowe Price mutual funds.

## GETTING STARTED WITH T. ROWE PRICE

# OUR EXPERTISE PROVIDES FOR A SMOOTH TRANSITION

Your team of T. Rowe Price professionals is committed to working with you to make this transition successful. We understand that implementing or converting a plan may seem complex, but you can count on our years of experience to make the process as smooth as possible.

We begin the process with transition planning sessions followed by periodic conference calls. Your team is composed of implementation specialists dedicated to a successful and painless transition and your ongoing client service team.

### THE PROCESS

There is no need for you and your staff to be experts in the transition process. We coordinate with your past recordkeeper to support both you and your employees every step of the way.



## Key Ingredients of a Successful Conversion:

### DOCUMENTATION

We maintain a well-defined transition plan featuring detailed outlines of responsibilities and corresponding due dates.

### COMMUNICATION

After fact-finding, we develop an implementation schedule and communication campaign, which outlines critical dates for administration, conversion, information systems, and employee communications.

### PLAN DESIGN

We work with you to review and discuss plan design changes that provide added benefits for you and your participants.

### PROJECT MANAGEMENT

The conversion process must be highly coordinated with respect to all aspects of plan management (including investments, recordkeeping, information systems, and communications) to ensure that the end result benefits both the participants and the plan sponsor.

### TESTING

A thorough test plan is critical to ensure the integrity of the transferred data and to confirm that all new administrative procedures are operational before the start date.

## The Timing

We estimate that a thorough plan implementation requires a minimum of two to three months from the date that T. Rowe Price's services are retained; however, the timing of the conversion is highly dependent on the reconciliation of participant records from the current recordkeeping system. Your implementation specialist will work with you to determine a custom time line for your plan.

### YOU CAN EXPECT THE PROCESS TO INCLUDE THREE PHASES:

#### 1

### Document design

- In this phase you will choose the features that define your retirement plan.
- A T. Rowe Price design specialist will review the adoption agreement with you and your third party administrator and discuss the features you can choose to include.
- If your company has an existing plan, the design specialist will use your current plan as a model and review with you and your third party administrator any areas that you may wish to change.

#### 2

### Service implementation

- This phase begins the process of establishing your day-to-day operations.
- Your T. Rowe Price implementation specialist will work with you to collect participant data that are needed before activation of Web and phone services, implement your payroll process, train you in the use of the Plan Sponsor Web site, and establish ongoing administrative processes and procedures.
- Additionally, a T. Rowe Price relationship manager will work with you to develop and implement a communications plan that includes announcements of conversion and service implementation milestones, regulatory notifications, enrollment meetings, and enrollment materials.

#### 3

### Asset conversion

- The final phase involves coordinating the movement of any existing plan assets to T. Rowe Price.
- For existing plans, your implementation specialist will work with you and your prior provider to set a liquidation date, transfer historical plan information, reconcile that information, and release the converted assets back to your participants' accounts.
- For new plans, your T. Rowe Price implementation specialist will confirm that you are able to submit the first payroll contributions through the Plan Sponsor Web site.



# Defined Contribution Plan Fee Summary for Town of Paonia

August 26, 2020

One time setup fee:	\$250
Recordkeeping services fee per participant:	\$15
Plan level fixed fee:	\$700

	Total Plan (\$)	% of Plan Assets <sup>1</sup>
<b>Estimated Annual Fees</b>		
Plan level fixed fee	\$700	0.24%
Recordkeeping services fee per participant	\$225	0.08%
<b>Total Estimated Annual Recordkeeping Service Fee</b>	<b>\$925</b>	<b>0.32%</b>

## T. Rowe Price Retirement Plan Services Fee Details

The Total Estimated Annual Recordkeeping Service Fee reflects the total billable cost paid to T. Rowe Price Retirement Plan Services (TRP RPS) for services provided. In addition, TRP RPS and its affiliates will receive and retain administrative fees and/or credits generated by the plan investment options for shareholder, recordkeeping, and administrative services provided by TRP RPS and its affiliates to the plan investment options. Once the investment alternatives are selected by the plan sponsor, an estimate of these administrative fees and/or credits can be found on the ERISA 408(b)(2) disclosure made by TRP RPS and will be incorporated into the administrative services agreement.

## Scenario Details

### Assumptions

Participants With A Balance	15
Current Plan Assets	\$250,000
Annual Gross Contributions	\$40,000

<sup>1</sup>Plan assets is defined as the sum of Current Plan Assets and Annual Gross Contributions.

This document acts as T. Rowe Price's formal fee proposal for recordkeeping and related services. Proposal is valid for 90 days from August 26, 2020.



# Defined Contribution Plan Fee Summary for Town of Paonia

## Exhibit B—Recordkeeping and Related Services Provided (TPA Platform)

Recordkeeping Services	
Service Type	Fee
Automatic enrollment	Included
Automatic investment (QDIA default)	Included
Automatic increase	Included
Automatic rebalance	Included
Terminated Participant cash out (under \$5K distributions)	\$50 Per Distribution <sup>1</sup>
Payroll file processing - Contribution/ Loan repayment	Included
Contributions funded not using Automated Clearing House (ACH)	\$300 Per Quarter
Payroll file processing - Demographic/ Maintenance	Included
Employer requested data entry of participant information and future allocations	\$7 Per Participant
Employer contribution calculation	\$250
Participant exchanges (investment transfers)	Included
Employer directed plan-wide exchanges	Included
Eligibility determination	Included
Salary deferral tracking	Included
Contribution allocation (mix) tracking	Included
Loan Modeling	Included
Paperless loan origination	\$100 per loan

Recordkeeping Services (Cont.)	
Service Type	Fee
Loan maintenance and repayment processing	Included
Beneficiary tracking	Included
Beneficiary payout	\$50 Per Distribution <sup>1</sup>
Distribution processing - Lump sum	\$50 Per Distribution <sup>1</sup>
Distribution processing - Installment	\$50 Setup Fee
Distribution processing - In service	\$50 Per Distribution <sup>1</sup>
QDRO account segregation/ distribution	\$50 Per Distribution <sup>1</sup>
Distribution processing - RMD	Included
Online quarterly statements	Included
Reporting - Ad hoc	Included
Reporting - Scheduled	Included
Secure file exchange	Included
Forfeiture tracking	Included
Stale dated check tracking/processing	Included
Adjustment processing due to Plan Sponsor error	\$125 Per Hour
Vesting calculation	Included
Outside Fund - Subject to approvals	Included

Participant Services	
Service Type	Fee
Annual strategic communications plan	Included Upon Request
Participant communications development	Included Upon Request
Participant communications production	Included
Enrollment communications	Included
Personalized communications	Included
Compliance communications	Included
Operational communications - Transaction confirms, etc.	Included
Employee education meeting <sup>2</sup>	Included
Participant website - Electronic communication	Included
Voice Response Unit (VRU)	Included
Retirement Client Services (Phone Center)	Included
Proprietary investment guidance and planning tools	Included
Tax record preparation/issuance (1099R)	Included

Third Party Services	
Service Type	Fee
Third party investment guidance and planning tools: Provided by Morningstar®	Included
Self directed brokerage services	\$70 account maintenance fee, individual participant trade fees and commissions apply
Implementation/Conversion	
Service Type	Fee
Conversion educational program	Included
Conversion enrollment process	Included
Conversion/Record transfer	Included
Ongoing merger and acquisition	Included

Service Provider Fee Guarantees and Termination Fees	
Fee Guarantee	3 Years
De-Conversion file fee	\$500

Directed Trustee and Support Services <sup>3</sup>	
Service Type	Fee
Directed plan trustee and support services <sup>4</sup>	\$500 Per Year
Certified annual plan accounting report <sup>4</sup>	Included
Check issuance	Included
Tax record preparation/issuance (1099R)	Included
Outside fund - Subject to approvals	Included

Plan Sponsor Services	
Service Type	Fee
Relationship management team	Included
Dedicated conversion manager	Included
Plan coordinator team	Included
Annual strategic plan	Included Upon Request
Portfolio analysis	Included
Benchmark report	Included
Plan Sponsor Resource Center (website)	Included
Plan Cost Analysis	Included
Report of Indirect Compensation	Included
Plan and investment review	Included Upon Request
Investment performance report	Included

Note 1 – This is a summary of recordkeeping and related services, not an all-inclusive list. Please refer to final plan procedures and/or recordkeeping agreement for a comprehensive list of services provided by T. Rowe Price Retirement Plan Services, Inc.

Note 2 – Service offering and pricing assumes that participant e-mail addresses will be included in ongoing demographic/maintenance files and can be utilized for ongoing participant communications.

<sup>1</sup> Distribution fee waived if rolled over to T. Rowe Price IRA

<sup>2</sup> Proposal assumes one meeting day will be allocated initially and ongoing. Additional meetings provided at a rate of \$1,000 per day.

<sup>3</sup> If the plan is a 403(b) plan then rather custodial and support services are available in place of directed trustee and support services. Fees for custodial and support services are the same as the directed trustee and support services.

<sup>4</sup> Fee for directed trustee and support services applies if Reliance Trust Company is selected to serve as directed trustee. The fee is billed and collected annually by T. Rowe Price Retirement Plan Services, Inc. (RPS). Reliance Trust Company receives \$250 for directed trustee services and RPS retains \$250 for support services. The full fee applies regardless of when services begin or terminate during a year, and no reduction in fee is made for part-year services.



You're not just making a change.  
**YOU'RE CHOOSING TO  
WORK WITH AN EXPERT.**

**Stability,  
reliability, and  
excellence**

**Long history of  
experience with  
plans like yours**

**Leading plan  
sponsor and  
participant  
services**

**Investment  
excellence**

**Trustworthy  
reputation**

A PROPOSAL FOR

Town of Paonia

FOR MORE INFORMATION, PLEASE CONTACT:

Shane Squibb, CFP®  
Financial Professional, Modern Financial  
Shane@modernfinancialco.com  
719-572-0071 x242

Town of Paonia	\$250,000			
	Current	Option 1	Option 2	Option 3
Recordkeeper	Mutual of Omaha Unbundled - NEED TPA	Empower Retirement Bundled	T. Rowe Price Unbundled - NEED TPA	Lincoln Financial Group Unbundled - NEED TPA
Cost	\$0 Flat Fee		\$700	\$0
Cost to Employee	1.59%	1.40%	0.82%	1.79%
	\$ 3,975.00	\$3,500.00	\$2,050.00	\$4,475.00
TPA (Third Party) Cost	Newport Group \$1,700	\$1,200	\$1,250	TRA - The Retirement Advantage \$1,250
Total Cost per year	\$ 5,675.00	\$ 4,700.00	\$4,000.00 Town Costs up to \$1900	\$ 5,725.00

\* I would recommend the Empower or T.Rowe Price. When comparing the 2, you will find that Empower's technology will be far superior. You will also have a more Diversified offering of investments. The % of assists on all of the plans do go down if the plan assets continue to increase.

\*\* Empower will reduce the current charge to the town by \$500 and reduction in % of the assets by \$500.

\*\*\* T.Rowe would decrease the % of assets, but would increase the town obligation.

\*\*\*\* Empower is the only plan that is bundled meaning they will assist in all of the TPA work and recordkeeping. This should reduce time and help with administration.



Shane Squibb, CFP  
 719-572-0071 ext 242  
[Shane@modernfinancialco.com](mailto:Shane@modernfinancialco.com)  
 Modernfinancialco.com



# 457(B) PLAN PROPOSAL

PREPARED FOR |  
IN CONJUNCTION WITH |  
ON BEHALF OF |  
DATE |  
SUBMITTED BY |

Town of Paonia  
TRA Standard Provider  
Shane Squibb, Securities America  
August 26, 2020  
Phil Kennedy, Regional Sales Consultant, 303.362.8501

# WHY PARTNER

RETIREMENT PLANS ARE COMPLICATED,  
WE MAKE THE PROCESS SIMPLE.

As a national retirement services company, we provide third party administration and fiduciary services to plan sponsors, financial advisors, wealth managers and businesses of all sizes. Our commitment to providing expert consultation, resources and exceptional customer service has positioned TRA as one of the largest, privately held third party administrators in the nation. We proudly serve more than 8,000 plan sponsors with more than \$8 billion in retirement assets under our administration. You can count on us to deliver on time, on budget, and with precise attention to detail



## CYBERSECURITY IS IMPORTANT TO YOU... IT'S IMPORTANT TO US TOO!

As you know cyberattacks are on the rise and no one is immune. That is why it's vital to understand what the service providers you choose to do business with are doing to address threats to you and your employees.

With TRA's comprehensive cybersecurity strategy and protocols we continuously monitor for attacks and vulnerabilities to protect your data and give you comfort when doing business with us.

- **Security Architecture** – industry best practices to identify, block, and respond to threats
- **Security Awareness** – an employee culture focused on cybersecurity
- **Security Training & Testing** – to prevent social engineering and manipulation of our employees
- **Security Verification** – ethical hacking and security and software updates to reduce risk

# WE PROVIDE SOLUTIONS & EXCEPTIONAL SERVICE

## SUMMARY OF SERVICES:

- Plan Design & Consulting
- Flexible Plan Design Options
- Prototype & Custom Plan Documents
- Summary Plan Descriptions
- Full Conversion & Implementation Services
- Core Compliance Services, where applicable
  - Vesting calculations
  - Verify eligibility
  - Verify match and non-elective contributions
- Integrated Payroll Services
- Online Administrative Resources

The Retirement Advantage serves as the administrative service provider to your plan. That means we manage many of the tasks involved in maintaining your plan and its compliance with the IRS regulations.

# Town of Paonia

## FEE ESTIMATE

Our competitive fee combined with our industry leading expertise makes us not only a safe choice, but the verified, trusted – best choice. The following estimate is based on our recommended services for your specific needs.

### Implementation Fee (one time)

Setup Fee:	\$1,250
<b>Estimated Implementation Fee:</b>	<b>\$1,250</b>

### Annual Administration Fee (annual fee whether full/short year)

Base Fee:	\$1,250
<b>Estimated Annual Administration Fee:</b>	<b>\$1,250</b>

#### ASSUMPTIONS & ADDITIONAL INFORMATION

Estimated transfer assets: \$250,000  
Estimated annual deposits: \$40,000  
Estimated eligible employees: 15  
Estimated active participants with account balance: 15

\*\*Additional fees may apply if profit sharing allocations are made; fees will depend on the allocation type. Pro-rata and integrated profit sharing allocation will be invoiced an additional \$400 for related testing (Safe Harbor Plans only). New Comparability allocations will be invoiced an additional \$250 per group utilized for related testing. For existing plans transferring their services to TRA, additional fees may apply after a review of your existing plan provisions. Common provisions that will result in additional fees include dual eligibility, dual entry dates, dual vesting and exclusions from the definition of compensation. Please refer to the Schedule B provided in the Plan Services Agreement for a full listing of applicable fees.

This Fee ESTIMATE was prepared based on initial data/conversations only.

# LET'S GET STARTED

## PREPARE FOR IMPLEMENTATION

TRA's regional sales consultant and support team will guide you through the implementation process. The first step is to complete and fully execute your Plan Services & Fee Agreement and Plan Submission Guide. Existing plans that are converting their services to us must also submit their current Plan Adoption Agreement and any amendments with the Plan Submission Guide.

## IMPLEMENTATION

With clearly defined goals and ideal plan design to meet your needs, we will begin to build the framework for your customized retirement plan. Please allow 4-8 weeks for the implementation process of a new or TPA change only plan. If this is a conversion plan with assets moving, please allow 12-16 weeks for the implementation and asset transfer process.

## KEY IMPLEMENTATION STEPS:

- **COMMUNICATE:** After paperwork submission is received in good order, in the next 3-5 business days, we will schedule a "Welcome" call to review the plan design and help guide you through the initial steps of establishing your retirement plan with TRA.
- **CREATE:** TRA makes signing your legal plan documents easy. We will schedule a "Plan Document" call to walk you through what needs to be signed and review the tools and resources available at your fingertips.
- **CONVERT:** For conversions with assets moving, these transfers will involve coordinating service termination notices and facilitating a transfer timeline. TRA will partner with your plan provider directly to ensure a smooth transition.
- **CELEBRATE:** Upon the successful implementation of your retirement plan, we will introduce you to your dedicated TRA client relationship manager who is your partner in ensuring retirement plan success and careful, thoughtful administration.

# SERVICE AGREEMENT FEES & TERMS

**457(b) PLAN SERVICES AND FEE AGREEMENT**

The ("Effective Date") of this Agreement is made as of the later of the date signed below or the first day of the Plan year for which TRA provides services by and among the ("Plan Sponsor") ("Plan Administrator", ("Responsible Plan Fiduciary") as referenced below and The Retirement Advantage, Inc., a Wisconsin corporation ("TRA").

The parties desire to enter into this Plan Services and Fee Agreement ("Agreement") whereby TRA will provide certain services in accordance with Schedule A to the Plan Sponsor, Plan Administrator and/or Responsible Plan Fiduciary beginning with the Effective Date. These services are provided to assist the Plan Sponsor, Plan Administrator and/or Responsible Plan Fiduciary with their responsibilities under the provisions of the Plan, the Internal Revenue Code of 1986 ("Code"), and, if applicable, Employee Retirement Income Security Act of 1974 ("ERISA").

**THEREFORE**, upon the terms and subject to the conditions set forth in this Agreement and intending to be legally bound, the parties hereto agree as follows:

TRA shall provide, all upon the terms and conditions set forth in this Agreement, the services specified in Schedule A (the "Services") with respect to the \_\_\_\_\_ (the "Plan"), or subsequent Plan name if renamed. Plan Administrator and the Responsible Plan Fiduciary are fiduciaries to the Plan and have authority, including with respect to any participating employer(s), to cause the Plan to enter into, extend, or renew this Agreement. The Plan Administrator, Plan Sponsor and Responsible Plan Fiduciary acknowledge that the disclosures describing the services to be performed by TRA and the compensation to be paid to TRA were made reasonably in advance of the Effective Date of this Agreement.

The Plan Administrator, Plan Sponsor and Responsible Plan Fiduciary acknowledge receipt of the Services Schedule (Schedule A), Administrative Fee Schedule (Schedule B), TPA Compensation Disclosure (Schedule C) and Net Pricing Acknowledgment and Terms (Schedule D – if applicable), To the extent applicable the Schedules are specifically incorporated into this Agreement by reference and modify and supplement this Agreement. In the event of any conflict between this Agreement and the Schedules, the terms of the Schedules shall prevail.

IN WITNESS WHEREOF, the parties have agreed that this Agreement be executed on their behalf as of the Effective Date of \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**The Retirement Advantage, Inc.**

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Plan Sponsor**

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_



The Plan Sponsor, Plan Administrator and Responsible Plan Fiduciary are each the same individual or entity and the same individual is signing this Agreement on behalf of each.

**Plan Administrator**

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Responsible Plan Fiduciary**

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

## 1. TERM

This Agreement will commence on the Effective Date and continue in effect throughout the Plan Year in effect as of the Effective Date (regardless of whether that Plan Year is later changed). This Agreement shall automatically renew for successive one-year terms commencing on the first day of each Plan Year thereafter. The Plan Administrator may terminate this Agreement during the Plan Year by providing written notice to TRA. The "Effective Date of Termination" for the Agreement will be (a) the last day of the quarter following the quarter in which TRA receives Plan Administrator's termination notice if TRA receives notice of termination during the first six months of a Plan Year, or (b) if TRA receives notice of termination during the last six months of a Plan Year, the last day of the then current Plan Year. Plan Sponsor agrees to pay all fees through the Effective Date of Termination even if Plan Administrator elects not to have TRA provide services through the Effective Date of Termination. In no case shall fees be refunded unless such fees have been paid in advance for a period of time that extends beyond the Effective Date of Termination. Any fees charged to TRA by the Plan's Investment Manager beyond the Effective Date of Termination shall be the responsibility of the Plan Sponsor. No Plan records shall be remitted to a successor service provider until all fees owed through the Effective Date of Termination are paid in full. TRA shall discontinue the sponsorship of any Prototype Plan as of the Effective Date of Termination. If TRA increases fees pursuant to Section 4 after the Plan Administrator terminates this Agreement pursuant to this Section 1, the Plan Sponsor shall only pay the fees or rates in effect as of the date of termination, not the increased fees. Any termination of this Agreement by the Plan Sponsor shall also constitute a termination of this Agreement with respect to any other participating employer in the Plan. However, a participating employer may enter into a new agreement with TRA.

## 2. SERVICES

2.1 GENERAL. TRA shall provide the Services as described in Schedule A attached hereto and TRA may retain subcontractors to perform any of the Services. The Plan Administrator and Responsible Plan Fiduciary authorize and approve the retention of subcontractors by TRA to perform any of the Services. Certain services provided to the Plan may be performed by the entity that invests the funds of the Plan, known as the "Investment Manager." This Agreement is not intended to specify the duties, responsibilities, or services offered by the Investment Manager in regards to the Plan. TRA has no responsibility for any services provided by the Plan's Investment Manager and TRA makes no representations or warranties regarding such services. The Plan Sponsor, Plan Administrator and Responsible Plan Fiduciary agree and acknowledge (a) that other service providers are not subcontractors of TRA unless TRA, in its exclusive discretion, designates a provider as its subcontractor in TRA's books and records and (b) that fee and compensation disclosures must be obtained directly from any such outside service provider and will not be provided by TRA.

2.2 STANDARD SERVICES. The recordkeeping services that are provided by TRA are designed to assist the Plan Administrator. These services are listed on Schedule A.

2.3 SPECIAL CONSULTING SERVICES. If so agreed in writing by TRA, TRA also may provide certain recordkeeping services (Special Consulting Services) that are referenced in Schedule B. The fee associated with said services will be charged as per Schedule B and TRA must agree to provide such service in writing. Special Consulting Services include (but are not limited to):

- (a) Additional consulting or recordkeeping services associated with plan mergers or the acquisition or disposition of a business or its assets;
- (b) Complex plan amendments that require up-front consulting to design and implement;
- (c) Performing an administrative review of a domestic relations order;
- (d) Plan contribution estimates for plans with complex plan designs;
- (e) Preparation of IRS Correction Program filings;
- (f) Providing consulting services to the Plan Sponsor or Plan Administrator on issues such as complex plan design;
- (g) Re-running reports or redoing other work because of incorrect information reported to TRA or due to a change in the employer contribution amount;
- (h) Correcting transactions not performed by TRA;
- (m) Preparation of IRS Forms 1099R for distributions not performed by TRA;
- (n) Review of prior reporting or any other services performed for the Plan by any person or entity other than TRA. TRA is under no obligation to review whether the Plan was maintained in an "eligible" status under Section 457(b) of the Code prior to the Effective Date of this Agreement;
- (o) Compliance testing that incorporates a plan maintained by the Plan Sponsor or an affiliate for which TRA does not provide retirement plan services;
- (p) Performing plan document reviews or comparisons;
- (q) Reviewing controlled or affiliated group status;
- (r) Performing late deposit calculations;
- (s) Performing data entry and verification services;
- (t) Receiving telephone calls or replying to electronic mail from Plan participants or eligible employees;
- (u) Assist with contribution uploads.

2.4 EXCLUDED SERVICES. Services which are not provided by TRA under this Agreement include:

- (a) Preparation of personal or corporate income tax returns or any related schedules or attachments;
- (b) Determining the extent to which contributions made to the Plan are deductible;
- (c) Services designed to keep the Plan in compliance with ERISA Section 404(c) relating to insulating the Plan fiduciaries from fiduciary liability on Participant investment decisions;
- (d) Preparation of audits required because of the filing of IRS Form 5500;
- (e) Preparation of Form 990-T pertaining to Unrelated Business Income Tax;
- (f) Preparation of IRS Form 5310.

2.5 PLAN ASSETS. Nothing in this Agreement will be deemed to impose any obligation on TRA to monitor, control or in any way exercise any discretion as it relates to the handling or disposition of any Plan assets. The parties also understand that TRA does not advise in any way on the selection of investments made available to participants in a participant investment directed plan or in a plan where the Trustee controls the investment of Plan assets.

2.6 RELIANCE ON INFORMATION PROVIDED. TRA accepts information provided by the Plan Sponsor or Plan Administrator as being complete and accurate and does not accept responsibility for report or processing inaccuracies resulting from errors or inaccuracies in information reported to us. If it becomes necessary for TRA to repeat any of its services due to inaccurate or erroneous information provided by the Plan Sponsor or Plan Administrator, an additional fee will be charged as per Section 2.3 above.

**2.7 NO FIDUCIARY RELATIONSHIP.** TRA will provide certain recordkeeping and consulting services for the Plan Administrator subject to the terms and conditions of this Agreement. The parties agree that this Agreement shall not be construed as creating a fiduciary relationship between TRA and the Plan. The parties agree the services provided by TRA under this Agreement are ministerial in nature and that TRA has no fiduciary responsibilities to the Plan, the Plan Sponsor, the Plan Administrator, the Participants or their Beneficiaries, or the Trustee(s). TRA shall not have any discretion with respect to the management or administration of the Plan or with respect to determining or changing the rules or policies pertaining to eligibility or entitlement of any participant in the Plan to benefits under the Plan. TRA also shall not have any control or authority with respect to any assets of the Plan, including the investment or disposition thereof. The Plan Administrator acknowledges that it is the Plan fiduciary responsible for the selection of service providers and investment funds and that (a) to the extent applicable, it is a fiduciary, within the meaning of ERISA, with respect to the Plan; (b) it is independent in all respects of TRA and all affiliates of TRA; and (c) it has not relied on any advice or recommendation of TRA or any affiliates of TRA as a primary basis for making the decision to enter into this Agreement or with respect to the selection of particular investment funds. All discretion and control with respect to the terms, administration or assets of the Plan shall remain with the Plan Administrator or with the named fiduciaries under such Plan.

**2.8 DEFENSE OF LEGAL ACTION.** TRA has no obligation to defend any legal action, or participate in any legal proceeding or plan audit brought by the DOL, IRS or any other government body with respect to the Plan or with respect to any funds or property held in the Plan. TRA shall promptly notify the Plan Sponsor of any such legal proceeding or audit. Whenever TRA deems it reasonably necessary, TRA is authorized and empowered to consult with its counsel in reference to the Plan and to retain counsel and appear in any action, suit or proceedings affecting the Plan or any property or funds of the Plan. All fees and expenses so incurred shall be for the Plan and shall be the responsibility of the Plan Sponsor, unless and except to the extent that the legal action or plan audit was caused by the actions of TRA in breach of its obligations under this Agreement.

**2.9 LEGAL ADVICE.** The parties acknowledge that TRA does not practice law and does not provide legal advice, and that the Plan Sponsor, Plan Administrator and/or Responsible Plan Fiduciary must obtain their own legal and tax counsel for review and advice on the plan documents, plan design and specifications appropriate for the Plan as well as on the legal and tax issues which may arise relating to the operation of the Plan.

**2.10 CONTROLLED OR AFFILIATED SERVICE GROUP.** If the Plan Sponsor's business is owned or controlled in whole or in part by another business, or owns or controls another business in whole or in part, or if individuals own or control it in whole or in part and own or control other businesses in whole or in part, all of the entities involved may constitute a controlled group or an affiliated service group. The Plan Sponsor is responsible for determining if such a group exists and notifying TRA of this fact in writing. TRA is under no obligation to seek out this information or verify the Plan Sponsor's status as regards this issue. TRA shall in no event be liable for any damages, fines, penalties, or taxes which may result from a Plan Sponsor being part of, or not part of, a controlled group.

**2.11 MULTIPLE PLANS AND PRIOR PLANS.** If the Plan Sponsor currently maintains multiple retirement plans or has previously maintained another retirement plan prior to this Agreement, aggregation of these plans may be permitted or required in order to satisfy maximum benefit and contribution limitations. Where TRA does not administer or did not administer all of the plans of the Plan Sponsor, the Plan Sponsor agrees that, TRA will be responsible for providing aggregate testing results only if specifically engaged, in writing signed by TRA, to provide such services as an Optional Service, as described in Section 2.3 above. The Plan Sponsor further agrees to indemnify and hold TRA harmless from all consequences which may arise by provision of services to only a portion of such a group of related plans.

**2.12 PRIOR ADMINISTRATION.** If TRA is taking over administration from a prior administration firm, TRA is not responsible for losses resulting from the prior firm's administration, or which are incurred as a result of actions or decisions which were undertaken or made by the prior firm. TRA is under no obligation to review prior administration work or tax filings. Where TRA is retained to provide services midyear, it shall not verify the accuracy or correctness of work performed by the prior administrator. The Plan Sponsor agrees to indemnify and hold TRA harmless from any and all consequences which are the result of work performed prior to TRA's assumption of responsibility to provide services pursuant to this Agreement.

**2.13 REGULATORY AMENDMENTS AND RESTATEMENTS.** The parties agree that services for regulatory amendments and restatements will be provided at TRA's then standard rate determined by the scope of the regulatory changes.

### **3. RESPONSIBILITIES OF PLAN ADMINISTRATOR**

**3.1 COMPLIANCE.** The Plan Administrator of the Plan and, if applicable, related trust, acknowledges it is responsible for administrative and recordkeeping functions required to maintain the Plan's "eligible" and "tax-exempt" status under Section 457(b) of the Code, as amended from time to time. It is the Plan Administrator's responsibility to comply with the applicable provisions of the Employee Retirement Income Security Act (ERISA), as amended from time to time, as well as complying with any procedures, rulings, or other announcements of the IRS or the DOL. Plan Administrator's responsibilities include but are not limited to:

- (a) Maintaining signed copies of beneficiary forms, distribution forms, loan requests (if applicable), Forms 5500 (if applicable), Plan documents, amendments, etc.
- (b) Timely filing of all reports with the appropriate government agency;
- (c) Determining eligibility of employees and timely enrolling them into the Plan;
- (d) Timely distribution of any Summary Plan Description or Addendum thereto, Summary Annual Report, or any benefit statements (if applicable);
- (e) Informing TRA of any anticipated change in business entity or anticipated business acquisition or disposition, whether it be a stock or asset acquisition or disposition or control of another business;
- (f) Reviewing TRA generated reports and government forms for accuracy;
- (g) Providing TRA with any information required to perform the tasks set out in this Agreement on a timely basis, including but not limited to hire and termination dates of employees, annual compensation amounts, trust statements, ownership/control information, etc. The Plan Administrator understands that TRA relies on the accuracy of the information furnished by the Plan Sponsor, Plan Administrator and their advisors.
- (h) Prompt payment of fees incurred by the Plan Sponsor, Plan Administrator, or any other participating employer under the plan, pursuant to the terms of this Agreement;
- (i) Informing TRA of any change in Plan contacts or Trustees;
- (j) Maintaining fidelity bond within DOL regulatory guidelines (if applicable);
- (k) Where required, executing administrative forms;
- (l) Distributing and collecting beneficiary designation forms for all Plan participants and eligible employees;
- (m) Participant Loan maintenance (if applicable);
- (n) Timely amending the Plan to add or remove a participating employer;
- (o) Timely providing all year-end census and other requested data to TRA with respect to all of the Plan's participating employers.

**3.2 NOTICE OF PLAN ADOPTION AND AMENDMENTS.** In recognition of the fact that certain retirement plan provisions must be coordinated and possibly tested together, the Plan Sponsor must notify TRA of the adoption of a new retirement plan where TRA is not the third-party recordkeeper, or upon the adoption of an amendment to an existing retirement plan where TRA is not the third-party recordkeeper. TRA reserves the right to review the

new or amended Plan prior to providing any services under this Agreement to assure that the recordkeeping services performed hereunder can be effectively handled by TRA.

#### 4. FEES

4.1 FEE SCHEDULES. The Services provided by TRA pursuant to this Agreement will be subject to the fees set forth in Schedule B attached hereto. The parties agree that services other than those described in either Fee Schedule may be provided at TRA's then standard rate or, if applicable, for such fees as are mutually agreed by the parties.

4.2 BILLING. Fees are billed on a quarterly basis prior to the beginning of the quarter or at time of service as described in Schedule B. In no event does TRA have responsibility to perform services if fees are over 30 days past due. All fees payable with respect to a Plan shall be charged to the Plan Sponsor regardless of whether they are incurred with respect to the Plan Sponsor or another participating employer. TRA shall provide a single invoice that will be submitted to the Plan Sponsor.

4.3 MODIFICATION. Service fees are subject to change upon sixty (60) days written notice to the parties. A new Administrative Fee Schedule mailed to the parties shall constitute notice under this section. Fees will not be increased for the first Plan Year for new plans or for the Plan Year in which TRA first provides retirement plan services.

4.4 TERMS OF PAYMENT. Fees for services shall be considered delinquent thirty (30) days after the billing date. TRA shall have limited responsibility to perform any of the services specified in this Agreement while any fee is delinquent. Services for the termination of the Plan shall not be performed until all fees are made current and the fees for terminating the Plan are paid. If fees are delinquent, the Plan Sponsor hereby authorizes TRA to withdraw delinquent fees from Plan assets to the extent permitted by law. The Plan Sponsor shall have the right to contest any fee billed by TRA. If Plan Sponsor disputes any charge or amount on any invoice and such dispute cannot be resolved promptly through good faith discussions between the parties, Plan Sponsor shall pay the amounts due under this Agreement less the disputed amount, and the parties shall diligently proceed to resolve such disputed amount. An amount will be considered disputed in good faith if (i) Plan Sponsor delivers a written statement to TRA on or before the due date of the invoice, describing in detail the basis of the dispute and the amount being withheld by Plan Sponsor, (ii) such written statement represents that the amount in dispute has been determined after due investigation of the facts and that such disputed amount has been determined in good faith, and (iii) all other amounts due from Plan Sponsor that are not in dispute have been paid in accordance with the terms of this Agreement. Plan Sponsor agrees that all fees associated with establishment, administration, and termination of the Plan are the responsibility of the Plan Sponsor and/or the Plan. Undisputed charges not paid by the due date shall be subject to annual interest at the rate of 18% or the highest rate permitted by law, whichever is lower. Plan Sponsor shall also pay any collection fees, court costs, and reasonable attorneys' fees, incurred by TRA in collecting payment of the charges and any other amounts for which Plan Sponsor is liable under the terms and conditions of this Agreement.

#### 5. WARRANTY/DISCLAIMER

5.1 PERFORMANCE WARRANTY. TRA warrants that it will provide the Services described in Schedule A in a commercially reasonable manner (the "Performance Warranty").

5.2 DISCLAIMER OF ALL OTHER WARRANTIES. THIS PERFORMANCE WARRANTY IS IN LIEU OF, AND TRA DISCLAIMS ANY AND ALL OTHER WARRANTIES, CONDITIONS, OR REPRESENTATIONS (EXPRESS OR IMPLIED, ORAL OR WRITTEN) WITH RESPECT TO THE SERVICES PROVIDED UNDER THIS AGREEMENT, INCLUDING, WITHOUT LIMITATION, ANY AND ALL IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS OR SUITABILITY FOR ANY PURPOSE (WHETHER OR NOT TRA KNOWS, HAS REASON TO KNOW, HAS BEEN ADVISED, OR IS OTHERWISE IN FACT AWARE OF ANY SUCH PURPOSE), WHETHER ALLEGED TO ARISE BY LAW, BY REASON OF CUSTOM OR USAGE IN THE TRADE, OR BY COURSE OF DEALING. IN ADDITION, TRA DISCLAIMS ANY WARRANTY OR REPRESENTATION TO ANY PERSON OTHER THAN PLAN SPONSOR WITH RESPECT TO THE SERVICES PROVIDED UNDER THIS AGREEMENT.

#### 6. TERMINATION

This Agreement may be terminated immediately, at the option of TRA, upon the failure to:

- (a) Provide the information required hereunder within sixty (60) days of the request.
- (b) Pay the applicable fees within thirty (30) days of the date the fees are considered delinquent under paragraph 4.4.
- (c) Make timely deposit of participant contributions and/or loan payments to the Plan pursuant to DOL regulations. This section shall not be construed to imply any duty of TRA to determine, monitor, or inform the Plan Sponsor as to the timeliness of participant contributions and/or loan payments.
- (d) Regardless of any failure of the Plan Sponsor, upon ninety (90) days notice to the Plan Sponsor from TRA. Notice of termination will be given to the Plan Sponsor via certified mail.

#### 7. LIMITATION OF LIABILITY/MAXIMUM DAMAGES ALLOWED

7.1 EXCLUSION OF CERTAIN DAMAGES. INDEPENDENT OF, SEVERABLE FROM AND TO BE ENFORCED INDEPENDENTLY OF ANY OTHER PROVISION OF THIS AGREEMENT, NEITHER PARTY WILL BE LIABLE TO THE OTHER PARTY (NOR TO ANY PERSON CLAIMING RIGHTS DERIVED FROM THE OTHER PARTY'S RIGHTS) IN CONTRACT, TORT, (INCLUDING NEGLIGENCE) OR OTHERWISE, FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL, PUNITIVE, OR EXEMPLARY DAMAGES OF ANY KIND—INCLUDING LOST PROFITS, LOSS OF BUSINESS, OR OTHER ECONOMIC DAMAGE, AND FURTHER INCLUDING INJURY TO PROPERTY, AS A RESULT OF BREACH OF ANY WARRANTY OR OTHER TERM OF THIS AGREEMENT, INCLUDING ANY FAILURE OF PERFORMANCE, REGARDLESS OF WHETHER THE PARTY LIABLE OR ALLEGEDLY LIABLE WAS ADVISED, HAD OTHER REASON TO KNOW, OR IN FACT KNEW OF THE POSSIBILITY THEREOF.

7.2 MAXIMUM DAMAGES ALLOWED. Notwithstanding any other provision of this Agreement, and for any reason, including breach of any duty imposed by this Agreement or independent of this Agreement, and regardless of any claim in contract, tort (including negligence) or otherwise, TRA's total, aggregate liability under this Agreement shall in no circumstance exceed the greater of Ten Thousand Dollars (\$10,000.00) or the average annual fees paid by Plan Sponsor to TRA hereunder, provided, however, that the foregoing shall not limit TRA's liability for (a) damages caused by its own willful misconduct, and (b) fines or penalties imposed upon Plan Sponsor by the Internal Revenue Service, U.S. Department of Labor, or other governmental authority caused solely by TRA's failure to correctly file any form that TRA is obligated hereunder to file for Plan Sponsor provided that (i) Plan Sponsor has timely provided all information requested by TRA in connection with such filing, (ii) Plan Sponsor is not in default of any of its obligations hereunder, and (iii) Plan Sponsor promptly notifies TRA upon learning of any such error and TRA is given sole control over all discussions and negotiations with the applicable government authority regarding such matter.

7.3 STATUTE OF LIMITATIONS. No lawsuit or other action may be brought by either party hereto, or on any claim or controversy based upon or arising in any way out of this Agreement, after one (1) year from the date a party knows of a claim, regardless of the nature of the claim or form of action, whether in contract, tort (including negligence) or otherwise; provided, however, the foregoing limitation shall not apply to the collection of any amounts due under this Agreement.

7.4 ESSENTIAL ELEMENTS. Plan Sponsor and TRA acknowledge and agree that the limitations contained in this Article 7 are essential to this Agreement, and that TRA has expressly relied upon the inclusion of each and every provision of this Article 7 as a condition to executing this Agreement.

#### 8. INDEMNITY

Plan Sponsor agrees to defend TRA and any of its subcontractors or affiliates from or against, and hold TRA, its subcontractors or affiliates harmless from or against, any claim of any third party (including but not limited to Plan participants) resulting from the performance of the Services by TRA, its

subcontractors or its affiliates in accordance with this Agreement or the instructions and specifications of Plan Sponsor, Plan Administrator or the Responsible Plan Fiduciary.

#### 9. MISCELLANEOUS PROVISIONS

9.1 GOVERNING LAW. The validity, construction and interpretation of this Agreement and the rights and duties of the parties hereto shall be governed by the internal laws of the State of Wisconsin, excluding its principles of conflict of laws.

9.2 VENUE AND JURISDICTION. In the event of litigation to enforce the terms of this Agreement, the parties consent to venue in an exclusive jurisdiction of the courts of Ozaukee County, Wisconsin, and the Federal District Court for the Eastern District of Wisconsin. The parties further consent to the jurisdiction of any federal or state court located within a district that encompasses assets of a party against which a judgment has been rendered, either through arbitration or litigation, for the enforcement of such judgment or award against such party or the assets of such party.

9.3 ENTIRE AGREEMENT; AMENDMENTS. This Agreement, together with the Schedules hereto, and, if applicable, each Participating Employer Appendix, constitutes the entire agreement between the parties with respect to the subject matter hereof. There are no restrictions, promises, warranties, covenants or undertakings other than those expressly set forth herein and therein. This Agreement supersedes all prior negotiations, agreements, and undertakings between the parties with respect to such matter. This agreement, including the Schedules hereto, may be amended (a) by an instrument in writing executed by the parties or their permitted assignees, or (b) by TRA upon the expiration of a 60-day period following written notice by TRA to the Plan Administrator describing the applicable change(s). With respect to an amendment described in Section 9.3(b), the Plan Administrator may object to the applicable change(s) by filing written notice to TRA of such objections within the applicable 60-day period. In that event, the parties shall negotiate to resolve their differences over the proposed changes and any resulting amendment to this agreement shall be implemented in accordance with Section 9.3(a).

9.4 RELATIONSHIP OF PARTIES. The performance by TRA of its duties and obligations under this Agreement shall be that of an independent contractor and nothing contained in this Agreement shall create or imply an agency relationship between the Plan Sponsor and TRA, nor shall this Agreement be deemed to constitute a joint venture or partnership between Plan Sponsor and TRA.

9.5 HEADINGS. Headings in this Agreement are for reference purposes only and shall not affect the interpretation or meaning of this Agreement.

9.6 WAIVER. No delay or omission by any party to exercise any right or power it has under this Agreement shall impair or be construed as a waiver of such right or power. A waiver by any party of any breach or covenant shall not be construed to be a waiver of any succeeding breach or any other covenant. All waivers must be in writing and signed by the party waiving its rights.

9.7 SEVERABILITY. If any provision of this Agreement is held by court or arbitrator of competent jurisdiction to be contrary to law, then the remaining provisions of this Agreement will remain in full force and effect. Any fees owed to TRA, along with any indemnification owed to TRA, including but not limited to Articles 7, 8 and 9, shall survive the expiration or earlier termination of this Agreement for any reason.

9.8 ATTORNEYS' FEES AND COSTS. If any legal action is commenced in connection with the enforcement of this Agreement or any instrument or agreement required under this Agreement, the prevailing party shall be entitled to costs, attorneys' fees actually incurred, and necessary disbursements incurred in connection with such action, as determined by the court.

9.9 NO THIRD PARTY BENEFICIARIES. Each party intends that this Agreement shall not benefit, or create any right or cause of action in or on behalf of, any person or entity other than the Plan Sponsor and TRA.

9.10 MAJEURE. Notwithstanding any provision contained in this Agreement, neither party shall be liable to the other to the extent fulfillment or performance of any terms or provisions of this Agreement is delayed or prevented by revolution or other civil disorders; wars; acts of enemies (including but not limited to terrorist attacks); strikes; lack of available resources from persons other than parties to this Agreement; labor disputes; electrical equipment or availability failure; fires; floods; acts of God; federal, state or municipal action; statute; ordinance or regulation; or, without limiting the foregoing, any other causes not within its control, and which by the exercise of reasonable diligence it is unable to prevent, whether of the class of causes hereinbefore enumerated or not. This clause shall not apply to the payment of any sums due under this Agreement by either party to the other.

9.11 CONSTRUCTION. The parties each acknowledge that the limitations and exclusions contained in this Agreement represent the parties' voluntary agreement based upon the level of risk to the parties associated with their respective obligations under this Agreement and the payments to be made to TRA and the charges to be incurred by TRA pursuant to this Agreement. The parties agree that the terms and conditions of this Agreement shall not be construed in favor of or against any party by reason of the extent to which any party or its professional advisors participated in the preparation of this document.

9.12 SIGNATURE. Each party agrees that electronic signatures, whether digital or encrypted, of the parties hereto are intended to authenticate this Agreement and to have the same legal validity and enforceability as manual signatures. This Agreement may be executed electronically or manually in any number of counterparts and all of such counterparts shall together constitute one and the same instrument. Delivery of a copy of this Agreement or any other document contemplated hereby bearing a manual or electronic signature by facsimile transmission, by electronic mail in portable document format (.pdf), or by any other electronic means will have the same effect as manual delivery of an originally executed counterpart of this Agreement.

17881574.1

### **Schedule A – SERVICES SCHEDULE – 457(b) PLANS**

Following are standard services provided by The Retirement Advantage, Inc. (TRA) to assist the Plan Administrator in performing its applicable duties under the Internal Revenue Code (IRC). Plan Administrator is ultimately responsible for administering the Plan and, therefore, must be familiar with its terms. Depending upon the plan type and plan sponsor, some of the services listed below may not be applicable.

#### **Plan Implementation**

1. Provide the Plan Sponsor and Plan Administrator with plan design and consulting services.
2. Prepare Plan Document for Plan Sponsor's review and signature.
3. Maintain the Plan Document and provide Amendments as needed to comply with the applicable Internal Revenue Code requirements. Restatements and optional amendments are different from the above and provided at an additional fee upon written request. Adopters of the TRA Plan Document agree to obtain their own legal counsel for review of all Plan Documents and Amendments.
4. Set up Plan information in all pertinent databases and recordkeeping software.
5. Provide the Plan Sponsor and Plan Administrator with a Plan Portal.

#### **Plan Administration**

1. Upon written request by Plan Administrator, assist Plan Administrator with certain administrative functions which must be performed as part of the ongoing administration of the Plan. (Plan Administrator shall at all times be exclusively responsible for determining whether a participant or beneficiary may be entitled to a distribution from the Plan.) These administrative functions include:
  - a. Calculation of vesting of employer contributions;
  - b. Processing distributions and withdrawals from participants' account balances (if applicable);
  - c. Processing participant loans (if applicable); and
  - d. Accepting rollover contributions (if applicable).
2. Upon written request by Plan Administrator, TRA will (a) verify that a participant request for a distribution, withdrawal or loan satisfies specific plan provisions adopted by the Plan Administrator, and (b) once verified, process the participant request in accordance with the Plan (and related materials) and Plan Administrator's pre-approval of the request. In processing such requests, TRA shall act in a ministerial capacity and shall not exercise any discretion in confirming that Plan Administrator's requirements have been met. In no event shall processing such distribution, withdrawal and/or loan requests cause TRA to be a fiduciary.
3. Perform compliance review to ensure eligibility is calculated correctly, match and non-elective contributions are calculated and allocated correctly (if applicable), and assist in monitoring IRC maximum deferral limitations (except as otherwise provided in the Plan Services and Fee Agreement, including but not limited to Sections 2.3, 2.10 and 2.11).

Please review Schedule B - Administrative Fee Schedule for any fees associated with these services.

19159301.2

**SCHEDULE B – ADMINISTRATIVE FEE SCHEDULE - Retirement Plan Services – Standard Pricing**

**Plan Set-up (One Time – Non-Refundable)**

- Base \$1,250

**Annual Plan Administration Services †**

- Base \$1,250
- Per Participant with Account Balance \$25
- Safe Harbor Plan Design (if applicable) \$1,250 base only; no participant fee

**Transaction Services** (participant based fees if processed by TRA\*)

- Employee Distributions:
  - Termination, In-Service, Death, Disability and Retirement \$75
  - Hardship, 70 ½ and Corrective \$125
  - Qualified Domestic Relations Order (QDRO) \$300
  - Additional Benefit Payout \$35
- Preliminary Loan Calculation \$50
- Loan Set-up or Refinancing (if tracked by TRA) \$250
- Loan Set-up or Refinancing (if tracked by Provider) \$100
- Loan Re-amortization \$50
- Loan Default \$175
- Preparation of 1099R Tax Form (if applicable) \$50
- Rush Processing (not applicable with QDROs) \$60

\* Participants will be responsible for these fees. If arrangements cannot be made for the employees to pay transaction fees, the Plan Sponsor will be responsible for any unpaid fees.

**Enhanced Services †**

- Cross-tested Plans \$250 per allocation group utilized
- Age Weighted Plans \$500 per allocation
- Additional Investment Manager Accounts \$250 per additional
- Complex Document Provisions\* \$200 per provision
- Life Insurance \$200 per policy per year
- Non-TRA Prototype Plan Document \$500 additional

\* Includes dual eligibility, dual entry dates, dual vesting and exclusions from the definition of compensation.

**Special Consulting / Other Services** (if applicable)

- Additional Allocation Calculations & Illustrations\* \$200
- Deposits \$30 per deposit
- Forms / Records Request\* \$50
- Internal Conversions \$500
- IRS Form 5330 or IRS Form 5558 \$150
- IRS Form 5500
  - Amended or Additional Form 5500 \$300
  - Electronic Filing on Behalf of Plan Sponsor \$100
  - Electronic Filing of Amended Return \$50
- Late or Incomplete Data \$300
- Plan Document Amendment \$250
- Plan Document Restatement \$500
- Plan Termination \$1,500
- Projected Testing\* \$200
- Service Termination Sect 1 – Plan Services & Fee Agreement
- Special Consulting\* \$200

\* Per hour fee = 1 hour minimum.

† The Annual Plan Administration and Enhanced Services fees will be assessed based on the entire rate listed above even if TRA is contracted for services for only a portion of the Plan year.





## ***Lincoln Director*<sup>SM</sup> proposal**

Lincoln understands your needs and goals as a business owner as well as the challenges you and your employees face each day. That's why we designed the *Lincoln Director*<sup>SM</sup> program.

*Lincoln Director* is a complete retirement solution that helps address everything that matters most to you and your employees:

### **Flexibility**

*Lincoln Director* and our TPA's deliver flexible plan design with customized investment solutions that can adapt to your evolving goals.

### **Transparency**

*Lincoln Director* can connect you to providers who offer fiduciary solutions that can help mitigate risk and promote transparency.

### **Support**

With *Lincoln Director*, you'll enjoy an exceptional level of service and ongoing support that simplifies administrative processes.

**We share your goal of helping your employees achieve better retirement outcomes—and *Lincoln Director* can provide the tools to help them attain it.**



# *YourPath*<sup>®</sup> target-date + risk CIT portfolios from leading fund companies

Lincoln makes available *YourPath*<sup>®</sup> series of custom target-date + risk collective investment trust (CIT) portfolios that primarily consist of funds from leading fund families. Each portfolio also includes Lincoln Stable Value as part of the portfolio allocation to reduce market volatility. The target-date portfolios may be used for a plan's Qualified Default Investment Alternative (QDIA).

*YourPath*<sup>®</sup> portfolios provide a more personalized target-date investment for retirement plan participants. The selection of these portfolios allows plan sponsors to offer participants conservative, moderate and growth glide paths.

## Investment experience from leading fund companies



**CAPITAL GROUP**<sup>®</sup> | AMERICAN FUNDS<sup>®</sup>

### Active management

These *YourPath*<sup>®</sup> portfolios primarily consist of actively managed mutual funds by American Funds<sup>®</sup>. Each portfolio also includes Lincoln Stable Value to reduce market volatility.

---



American Century Investments<sup>®</sup>

**STATE STREET** GLOBAL ADVISORS<sup>®</sup>

### Hybrid management — active and passive

These *YourPath*<sup>®</sup> portfolios offer a hybrid of active and passive investment management. The portfolios primarily consist of actively managed mutual funds from American Century Investments<sup>®</sup> and index managed mutual funds by State Street Global Advisors. Each portfolio also includes Lincoln Stable Value to reduce market volatility.

---

BUILT WITH

**iShares**<sup>®</sup>  
by BLACKROCK<sup>®</sup>

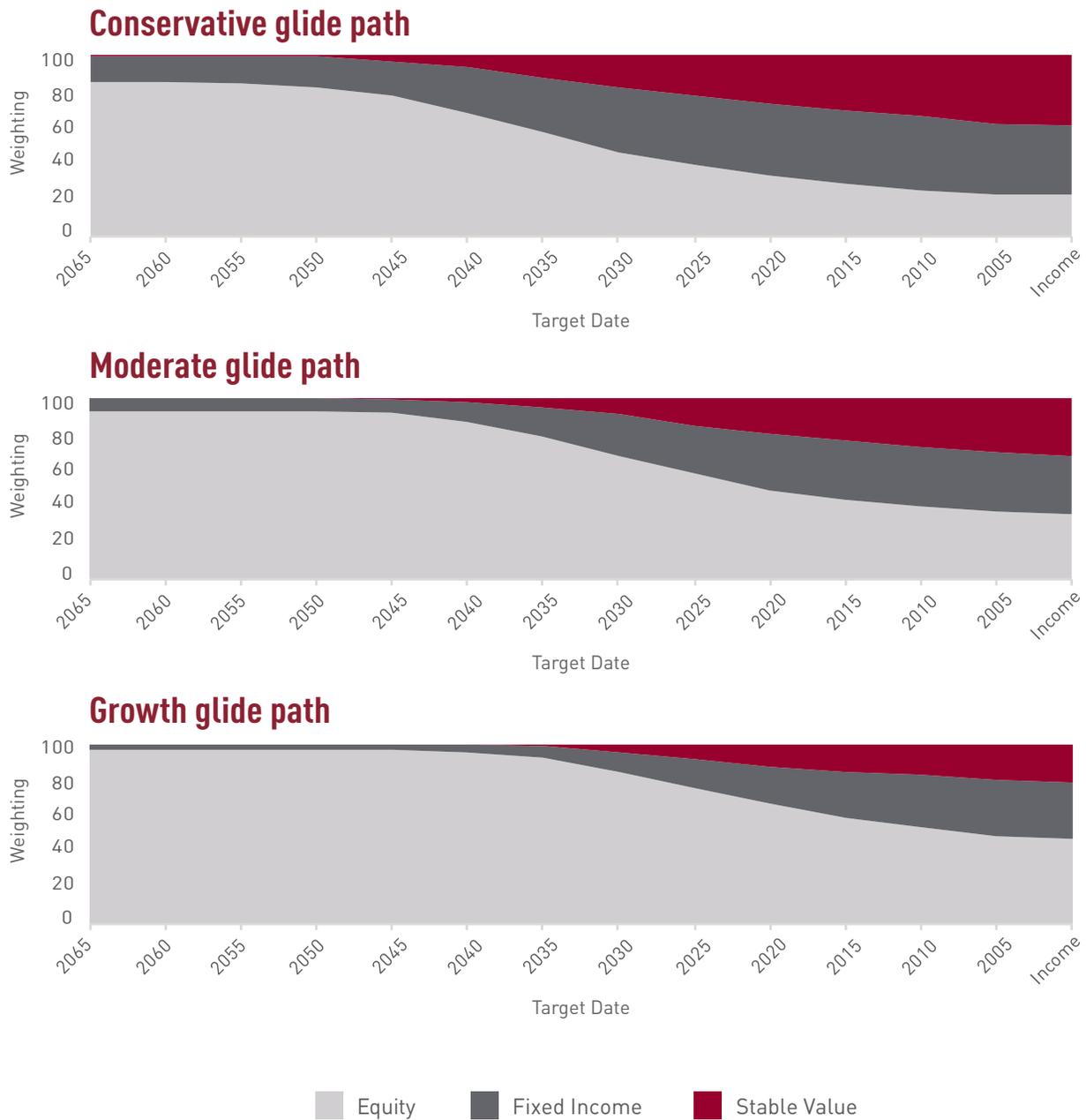
### Passive management

These *YourPath*<sup>®</sup> portfolios primarily consist of iShares<sup>®</sup> index mutual funds from BlackRock<sup>®</sup>. Each portfolio also includes Lincoln Stable Value to reduce market volatility.

## Ideal for QDIA

*YourPath*<sup>®</sup> portfolios are also available as your plan's Qualified Default Investment Alternative (QDIA). Based on the demographics of your plan participants — such as age and income levels — you can offer the appropriate portfolio for your plan's QDIA.

## Sample glide paths for target-date + risk portfolios



### What's a glide path?

A glide path illustrates the asset allocation mix of the target-date portfolio over the years. The asset allocation of the portfolio becomes increasingly conservative (i.e., includes more fixed income assets and fewer equities) as the target date (which typically is when the employee plans to retire) grows closer. The glide path will continue to reduce the risk level beyond the target date, providing investment management throughout retirement.



# Your Morningstar Extended Lineup

Asset class/asset category	Investment name	Separate Acct. (SA)	Annualized Returns as of June 30, 2020						Fees
			YTD	One year	Three years	Five years	Ten years	Since incept.	Total fund expense
<b>U.S. Stock</b>									
Large Growth	State Street Russell Large Cap Growth <sup>®</sup> Index Non-Lending Series Fund Class C <sup>24</sup>	SAA7	9.84	23.30	18.93	15.84	17.18	16.86	0.04
Large Blend	American Funds Investment Company of America <sup>®</sup> Class R-6	SA6G	-3.39	5.89	7.83	8.85	12.35	12.00	0.27
Large Blend	Vanguard 500 Index Fund Admiral Class <sup>24</sup>	SACG	-3.10	7.47	10.69	10.69	13.95	10.99	0.04
Large Value	State Street Russell Large Cap Value <sup>®</sup> Index Non-Lending Series Fund Class C <sup>24</sup>	SAA8	-16.09	-8.65	1.89	4.69	10.43	11.02	0.04
Mid-Cap Growth	Vanguard Mid-Cap Growth Index Fund Admiral Shares <sup>1,24</sup>	SAB3	4.40	11.51	12.86	10.12	14.27	9.50	0.07
Mid-Cap Value	Vanguard Mid-Cap Value Index Fund Admiral Shares <sup>1,24</sup>	SAB4	-18.56	-11.82	-0.02	3.61	10.46	6.84	0.07
Small Growth	State Street Russell Small Cap <sup>®</sup> Growth Index Non-Lending Series Fund Class C <sup>1,24</sup>	SAA9	-3.34	3.20	7.68	6.72	12.78	11.92	0.05
Small Value	State Street Russell Small Cap <sup>®</sup> Value Index Non-Lending Series Fund Class C <sup>1,24</sup>	SAAA	-23.02	-17.07	-4.16	1.34	7.85	7.41	0.05
<b>International Stock</b>									
Foreign Large Growth	Vanguard International Growth Fund Admiral Shares <sup>3</sup>	SAAX	12.37	24.55	14.18	11.90	11.27	10.87	0.32
Foreign Large Blend	Vanguard Developed Markets Index Fund Admiral Shares <sup>3,24</sup>	SACH	-10.76	-4.26	0.88	2.46	6.09	3.65	0.07
Foreign Large Value	Vanguard International Value Fund Investor Shares <sup>3</sup>	SAAY	-15.19	-8.90	-0.77	0.69	4.85	8.05	0.37
World Large Stock	Vanguard Total World Stock Index Admiral Shares <sup>3,24</sup>	SABP	-6.52	1.89	5.97	6.49	9.39	9.75	0.10
Diversified Emerging Mkts	Vanguard Emerging Markets Stock Index Fund Admiral Shares <sup>2,24</sup>	SAAS	-9.54	-2.92	2.12	2.16	3.14	5.99	0.14
<b>Specialty</b>									
Commodities Broad Basket	PIMCO CommodityRealReturn Strategy Fund Institutional Class <sup>5</sup>	SA9Y	-19.80	-17.22	-5.48	-7.35	-4.82	1.17	1.46
Real Estate	Vanguard Real Estate Index Fund Admiral Shares <sup>10,24</sup>	SAB5	-13.88	-6.93	2.23	5.36	9.70	9.52	0.12
<b>Bond</b>									
High Yield Bond	Vanguard High-Yield Corporate Fund Admiral Shares <sup>14</sup>	SAAV	-3.42	0.88	3.57	4.67	6.45	8.18	0.13
Inflation-Protected Bond	Vanguard Inflation-Protected Securities Fund Admiral Shares <sup>15</sup>	SAAW	5.99	8.09	4.86	3.66	3.42	5.33	0.10
Intermediate Core Bond	Vanguard Total Bond Market Index Fund Admiral Shares <sup>15,24</sup>	SABN	6.34	8.96	5.34	4.31	3.77	5.99	0.05
Intermediate Core-Plus Bond	Western Asset Core Plus Bond Fund Class IS	SABX	4.20	8.14	5.61	5.48	5.31	6.17	0.42
Ultrashort Bond	Vanguard Ultra Short Term Bond Admiral <sup>15</sup>	SAKO	1.33	2.66	2.50	1.93	---	1.82	0.10
World Bond-USD Hedged	PIMCO International Bond Fund (U.S. Dollar-Hedged) Institutional Class	SAA1	1.78	3.26	4.70	4.84	5.35	7.06	0.55
<b>Balanced/Allocation</b>									
Allocation--30% to 50% Equity	Vanguard LifeStrategy Conservative Growth Fund Investor Shares <sup>11,23</sup>	SAAZ	0.90	5.95	6.01	5.65	6.70	6.84	0.12
Allocation--50% to 70% Equity	Vanguard LifeStrategy Moderate Growth Fund Investor Shares <sup>11,23</sup>	SAB2	-1.38	4.87	6.23	6.18	8.16	7.48	0.13

## Your Morningstar Extended Lineup (continued)

Asset class/asset category	Investment name	Separate Acct. (SA)	Annualized Returns as of June 30, 2020						Fees
			YTD	One year	Three years	Five years	Ten years	Since incept.	Total fund expense
<b>Balanced/Allocation</b> <small>(continued)</small>									
Allocation--70% to 85% Equity	Vanguard LifeStrategy Growth Fund Investor Shares <sup>11,23</sup>	SAB1	-3.74	3.65	6.37	6.61	9.44	7.85	0.14
Allocation--15% to 30% Equity	Vanguard LifeStrategy Income Fund Investor Shares <sup>23</sup>	SAEP	2.96	6.74	5.64	4.99	5.21	6.23	0.11
<b>Cash/Stable Value</b>									
Stable Value	Guaranteed Stable Value Account	---	1.00	2.05	2.03	2.02	2.15	5.42	0.10
<b>Average fund expense 0.15%</b>									

# Lincoln Director<sup>SM</sup> Universe of Funds

Asset class/asset category	Investment name	Separate Acct. (SA)	Annualized Returns as of June 30, 2020						Fees
			YTD	One year	Three years	Five years	Ten years	Since incept.	Total fund expense
<b>U.S. Stock</b>									
Large Growth	American Century Ultra <sup>®</sup> Fund R6 Class	SA5N	15.04	28.64	21.29	16.96	17.81	12.29	0.62
Large Growth	American Funds AMCAP Fund <sup>®</sup> Class R-6	SA6A	2.04	11.15	12.57	10.52	14.35	11.57	0.34
Large Growth	American Funds The Growth Fund of America <sup>®</sup> Class R-6	SA6K	7.16	16.83	14.69	13.21	15.04	13.70	0.31
Large Growth	ClearBridge Aggressive Growth Fund Class IS <sup>22</sup>	SA6Y	-5.31	4.43	4.95	4.37	13.25	11.38	0.72
Large Growth	Franklin Growth Series Class R6 <sup>22</sup>	SA7R	4.02	13.07	14.37	12.93	14.72	10.46	0.49
Large Growth	JPMorgan Large Cap Growth Fund Class R6	SA8L	20.53	30.75	24.47	18.33	18.84	10.33	0.44
Large Growth	MFS <sup>®</sup> Growth Fund Class R6 <sup>22</sup>	SA9J	10.03	20.80	20.33	16.72	17.22	11.25	0.57
Large Growth	State Street Russell Large Cap Growth <sup>®</sup> Index Non-Lending Series Fund Class C <sup>24</sup>	SAA7	9.84	23.30	18.93	15.84	17.18	16.86	0.04
Large Growth	Vanguard Growth Index Admiral Shares <sup>24</sup>	SAE4	11.32	24.77	18.04	14.92	16.77	10.35	0.05
Large Blend	Neuberger Berman Sustainable Equity Fund Class R6 <sup>22</sup>	SA9T	-6.28	3.76	6.59	7.75	11.55	9.02	0.59
Large Blend	American Funds Investment Company of America <sup>®</sup> Class R-6	SA6G	-3.39	5.89	7.83	8.85	12.35	12.00	0.27
Large Blend	ClearBridge Appreciation Fund Class IS <sup>22</sup>	SA6Z	-5.66	3.95	10.16	9.86	12.78	10.37	0.57
Large Blend	Columbia Contrarian Core Fund Institutional 3 Class	SA7C	-1.39	9.76	9.54	9.71	14.19	9.54	0.64
Large Blend	DFA U.S. Core Equity I Portfolio Institutional Class <sup>22</sup>	SA7J	-7.59	1.75	7.52	8.21	12.88	8.20	0.17
Large Blend	JPMorgan U.S. Equity Fund Class R6 <sup>22</sup>	SA8Y	1.62	13.13	12.19	11.02	14.39	9.65	0.44
Large Blend	MFS <sup>®</sup> Massachusetts Investors Trust Class R6 <sup>22</sup>	SA9L	-4.77	4.10	9.76	9.86	13.06	9.19	0.38
Large Blend	Invesco Oppenheimer Main Street Fund Class I	SA9W	-5.08	3.51	7.52	9.04	12.95	11.05	0.48
Large Blend	Vanguard Dividend Growth	SAAR	-6.42	1.24	10.04	10.24	13.15	8.55	0.27
Large Blend	Vanguard 500 Index Fund Admiral Class <sup>24</sup>	SACG	-3.10	7.47	10.69	10.69	13.95	10.99	0.04
Large Blend	Vanguard FTSE Social Index Admiral Shares <sup>22,24</sup>	SAE8	-1.24	11.20	12.66	11.62	14.85	9.00	0.14
Large Value	American Century Value Fund R6 Class	SA5P	-18.80	-10.19	0.32	3.61	9.34	8.75	0.63
Large Blend	American Funds Washington Mutual Investors Fund Class R-6 <sup>22</sup>	SA6L	-8.45	0.24	8.09	9.20	12.87	11.72	0.27
Large Value	DFA U.S. Large Cap Value Portfolio Institutional Class <sup>22</sup>	SA7K	-20.28	-12.44	-0.22	3.56	10.70	9.05	0.26
Large Value	Invesco Diversified Dividend Fund Class R6	SA7Y	-14.87	-7.43	1.31	4.31	9.86	6.93	0.42
Large Value	Invesco Growth and Income Fund Class R6	SA8A	-19.84	-13.53	-1.39	2.87	9.20	9.14	0.39
Large Value	JPMorgan Equity Income Fund Class R6	SA8J	-13.94	-5.83	5.15	7.00	12.12	8.79	0.49

# Lincoln Director<sup>SM</sup> Universe of Funds (continued)

Asset class/asset category	Investment name	Separate Acct. (SA)	Annualized Returns as of June 30, 2020						Fees
			YTD	One year	Three years	Five years	Ten years	Since incept.	Total fund expense
<b>U.S. Stock</b> <small>(continued)</small>									
Large Value	MFS <sup>®</sup> Value Fund Class R6 <sup>22</sup>	SA9P	-12.81	-4.28	3.40	6.27	11.21	9.59	0.47
Large Value	State Street Russell Large Cap Value <sup>®</sup> Index Non-Lending Series Fund Class C <sup>24</sup>	SAA8	-16.09	-8.65	1.89	4.69	10.43	11.02	0.04
Large Value	The Hartford Dividend and Growth Fund Class R6 <sup>22</sup>	SAAP	-10.81	-0.84	6.23	7.77	11.67	8.95	0.66
Large Value	Vanguard Equity-Income Fund Admiral Shares	SAAT	-13.31	-5.45	4.44	7.15	12.02	9.73	0.18
Large Value	Vanguard Value Index Admiral Shares <sup>24</sup>	SAE5	-15.43	-7.42	3.88	6.44	11.22	8.92	0.05
Large Value	Vanguard Windsor <sup>™</sup> II Fund Admiral <sup>™</sup> Shares	SABQ	-9.91	0.06	4.88	6.26	11.22	10.28	0.26
Mid-Cap Growth	American Century Heritage Fund R6 Class <sup>1</sup>	SA3P	5.49	11.73	14.42	10.44	13.98	11.63	0.66
Mid-Cap Growth	Baron Growth R6 <sup>1</sup>	SAJP	-0.96	6.86	13.78	11.14	14.07	13.06	1.04
Mid-Cap Growth	ClearBridge Mid Cap Growth Fund Class IS <sup>1,22</sup>	SA7B	7.86	11.12	14.19	10.00	---	14.24	0.75
Mid-Cap Growth	Eaton Vance Atlanta Capital SMID-Cap Fund Class R6 <sup>1,22</sup>	SA7P	-11.09	-5.32	8.55	9.64	14.40	10.66	0.82
Mid-Cap Growth	Janus Henderson Enterprise Fund Class N <sup>1</sup>	SA8D	-6.37	0.30	11.76	11.76	15.21	11.06	0.66
Mid-Cap Growth	MFS <sup>®</sup> Mid Cap Growth Fund Class R6 <sup>1,22</sup>	SAES	5.90	12.50	17.73	13.93	15.83	8.78	0.74
Mid-Cap Growth	Neuberger Berman Mid Cap Growth Fund Class R6 <sup>1</sup>	SA9R	6.58	12.46	14.67	10.34	14.20	11.96	0.61
Mid-Cap Growth	Vanguard Mid-Cap Growth Index Fund Admiral Shares <sup>1,24</sup>	SAB3	4.40	11.51	12.86	10.12	14.27	9.50	0.07
Mid-Cap Blend	ClearBridge Mid Cap Fund Class IS <sup>1,22</sup>	SA7A	-11.46	-3.36	3.18	4.37	11.27	9.21	0.75
Mid-Cap Blend	Lord Abbett Value Opportunities Fund Class R6 <sup>1,22</sup>	SACA	-9.07	-1.59	1.93	3.71	9.58	8.94	0.83
Mid-Cap Blend	State Street S&P Mid Cap <sup>®</sup> Index Non-Lending Series Fund Class C <sup>1,24</sup>	SACD	-12.82	-6.77	2.34	5.17	11.29	10.26	0.05
Mid-Cap Blend	Vanguard Mid Cap Index Admiral Shares <sup>1,24</sup>	SAE2	-7.18	-0.20	6.45	6.99	12.47	9.40	0.05
Mid-Cap Blend	Wells Fargo Common Stock Fund - Class R6 <sup>1</sup>	SABT	-14.14	-9.34	3.39	4.86	10.06	7.84	0.84
Mid-Cap Value	Invesco American Value Fund Class R6 <sup>1</sup>	SA7X	-19.66	-13.57	-1.75	-0.47	8.18	8.18	0.78
Mid-Cap Value	Vanguard Mid-Cap Value Index Fund Admiral Shares <sup>1,24</sup>	SAB4	-18.56	-11.82	-0.02	3.61	10.46	6.84	0.07
Mid-Cap Value	Vanguard Selected Value Fund Investor Shares <sup>1</sup>	SAB6	-21.93	-14.47	-3.54	1.17	8.85	7.50	0.33
Mid-Cap Value	Victory Sycamore Established Value Fund Class R6 <sup>1</sup>	SABR	-14.87	-7.95	2.81	6.26	11.34	11.14	0.58
Mid-Cap Value	Wells Fargo Special Mid Cap Value Fund - Class R6 <sup>1</sup>	SABV	-18.36	-9.44	1.06	4.29	11.37	8.10	0.72
Small Growth	Carillon Eagle Small Cap Growth Fund Class R6 <sup>1</sup>	SAJS	-2.07	2.12	6.94	6.68	12.67	10.05	0.65
Small Growth	Franklin Small Cap Growth R6 <sup>1</sup>	SAJM	5.56	12.48	15.84	9.92	15.13	8.46	0.65
Small Growth	MFS <sup>®</sup> New Discovery R6 <sup>1,22</sup>	SAKL	4.85	12.72	18.56	12.60	14.20	10.88	0.96

# Lincoln Director<sup>SM</sup> Universe of Funds (continued)

Asset class/asset category	Investment name	Separate Acct. (SA)	Annualized Returns as of June 30, 2020						Fees
			YTD	One year	Three years	Five years	Ten years	Since incept.	Total fund expense
<b>U.S. Stock</b> <small>(continued)</small>									
Small Growth	PGIM Jennison Small Company Fund Class R6 <sup>1</sup>	SAA6	-13.59	-7.92	2.00	3.87	10.12	9.37	0.69
Small Growth	State Street Russell Small Cap <sup>®</sup> Growth Index Non-Lending Series Fund Class C <sup>1,24</sup>	SAA9	-3.34	3.20	7.68	6.72	12.78	11.92	0.05
Small Growth	Vanguard Small Cap Growth Index Admiral <sup>1,24</sup>	SAE6	0.73	7.78	11.80	9.26	13.91	8.92	0.07
Small Growth	Wells Fargo Small Company Growth Fund - Class R6 <sup>1</sup>	SABU	-6.65	-0.80	7.90	5.22	13.46	8.99	0.86
Small Blend	Delaware Small Cap Core Fund R6 <sup>1</sup>	SADW	-11.61	-5.95	2.45	5.13	12.07	9.76	0.72
Small Blend	DFA U.S. Small Cap Portfolio Institutional Class <sup>1,22</sup>	SA7L	-16.89	-11.71	-1.29	2.33	10.09	9.30	0.35
Small Blend	Vanguard Small-Cap Index Fund Admiral Shares <sup>1,24</sup>	SAB7	-11.42	-5.60	3.99	5.40	11.59	10.35	0.05
Small Blend	Vanguard Strategic Small-Cap Equity Fund Investor Shares <sup>1</sup>	SAB8	-17.60	-10.46	-1.52	2.00	10.58	5.41	0.26
Small Value	Delaware Small Cap Value Fund R6 <sup>1</sup>	SADX	-25.07	-18.12	-4.59	1.52	8.25	9.92	0.72
Small Value	DFA U.S. Small Cap Value Portfolio Institutional Class <sup>1,22</sup>	SA7M	-25.45	-20.34	-6.52	-1.56	7.70	9.61	0.51
Small Value	Federated Hermes Clover Small Value Fund Class R6 <sup>1</sup>	SACE	-19.98	-15.40	-4.68	0.00	6.79	8.78	0.95
Small Value	JPMorgan Small Cap Value Fund Class R6 <sup>1,22</sup>	SA8M	-22.02	-16.33	-5.28	-0.10	7.64	9.15	0.76
Small Value	State Street Russell Small Cap <sup>®</sup> Value Index Non-Lending Series Fund Class C <sup>1,24</sup>	SAAA	-23.02	-17.07	-4.16	1.34	7.85	7.41	0.05
Small Value	Vanguard Small Cap Value Index Admiral <sup>1,24</sup>	SAE7	-21.34	-16.48	-2.56	2.00	9.35	7.14	0.07
<b>International Stock</b>									
Foreign Large Growth	MFS <sup>®</sup> Institutional International Equity Fund <sup>3,22</sup>	SA9K	-8.11	-0.73	4.58	4.77	7.87	7.50	0.70
Foreign Large Growth	Invesco Oppenheimer International Growth Fund Class I <sup>3</sup>	SA9V	-3.39	5.58	3.42	4.03	7.92	7.65	0.69
Foreign Large Growth	Vanguard International Growth Fund Admiral Shares <sup>3</sup>	SAAX	12.37	24.55	14.18	11.90	11.27	10.87	0.32
Foreign Large Growth	American Funds EuroPacific Growth Fund <sup>®</sup> Class R-6 <sup>3</sup>	SA6E	-4.77	3.17	4.76	4.90	7.48	10.40	0.46
Foreign Large Blend	American Funds International Growth and Income Fund Class R-6 <sup>3</sup>	SA6F	-14.08	-5.20	1.23	1.91	5.84	5.81	0.55
Foreign Large Blend	Ivy International Core Equity Fund Class N <sup>3</sup>	SA8C	-10.59	-4.98	-1.82	0.39	5.66	4.56	0.79
Foreign Large Blend	JPMorgan International Research Enhanced Equity Fund Class R6 <sup>3,22,25</sup>	SAJQ	-11.91	-5.85	-0.27	1.65	5.27	5.52	0.25
Foreign Large Blend	MFS <sup>®</sup> Research International Fund Class R6 <sup>3,22</sup>	SA9N	-6.32	2.39	4.52	3.86	6.69	6.42	0.74
Foreign Large Blend	The Hartford International Opportunities Fund Class R6 <sup>3,22</sup>	SAAQ	-5.63	0.31	1.84	3.09	6.69	5.43	0.71
Foreign Large Blend	Vanguard Developed Markets Index Fund Admiral Shares <sup>3,24</sup>	SACH	-10.76	-4.26	0.88	2.46	6.09	3.65	0.07
Foreign Large Blend	USAA International Fund Class R6 <sup>3</sup>	SAJL	-13.70	-8.28	0.10	2.32	6.29	6.76	0.85
Foreign Large Value	AllianzGI NFJ International Value Fund Class R6 <sup>3</sup>	SA3L	-11.91	-6.28	-0.13	-2.32	2.46	7.66	0.91

# Lincoln Director<sup>SM</sup> Universe of Funds (continued)

Asset class/asset category	Investment name	Separate Acct. (SA)	Annualized Returns as of June 30, 2020						Fees
			YTD	One year	Three years	Five years	Ten years	Since incept.	Total fund expense
<b>International Stock</b> <small>(continued)</small>									
Foreign Large Value	DFA International Value Portfolio Institutional Class <sup>3,22</sup>	SA7G	-21.49	-17.49	-5.07	-2.10	3.09	4.96	0.39
Foreign Large Value	Templeton Foreign Fund Class R6 <sup>3,22</sup>	SACF	-18.65	-13.96	-6.07	-1.66	3.59	9.00	0.70
Foreign Large Value	Vanguard International Value Fund Investor Shares <sup>3</sup>	SAAY	-15.19	-8.90	-0.77	0.69	4.85	8.05	0.37
Foreign Small/Mid Growth	DFA International Small Cap Growth Portfolio <sup>4,22</sup>	SACJ	-10.19	-2.05	1.42	4.73	---	7.34	0.55
Foreign Small/Mid Growth	MFS <sup>®</sup> International New Discovery Fund Class R6 <sup>4,22</sup>	SAC3	-10.43	-2.97	3.50	5.04	8.62	10.35	0.93
Foreign Small/Mid Growth	Invesco Oppenheimer International Small-Mid Company Fund Class I <sup>4</sup>	SACK	-1.82	3.29	8.17	9.73	14.41	12.49	0.94
Foreign Small/Mid Blend	DFA International Small Company Portfolio Institutional Class <sup>4,22,23</sup>	SAD1	-15.56	-6.62	-1.84	2.44	6.92	6.11	0.52
Foreign Small/Mid Value	DFA International Small Cap Value Portfolio Institutional Class <sup>4,22</sup>	SADH	-20.84	-11.98	-6.38	-0.84	5.78	6.12	0.64
World Large Stock	American Funds Capital World Growth and Income Fund <sup>®</sup> Class R-6 <sup>3</sup>	SA6D	-5.70	2.55	5.66	6.31	9.59	10.16	0.42
World Large Stock	American Funds New Perspective Fund <sup>®</sup> Class R-6 <sup>3</sup>	SA6H	1.33	11.14	11.30	10.52	12.37	12.22	0.42
World Large Stock	DFA Global Equity Portfolio Institutional Class <sup>3,23</sup>	SA7E	-10.17	-1.92	4.05	5.52	9.79	7.41	0.28
World Large Stock	Franklin Mutual Global Discovery Fund Class R6 <sup>3</sup>	SA7T	-21.62	-14.98	-3.45	0.43	5.95	9.99	0.91
World Large Stock	MFS <sup>®</sup> Global Equity Fund Class R6 <sup>3,22</sup>	SA9G	-8.21	-0.92	5.20	6.76	10.65	8.58	0.82
World Large Stock	Invesco Oppenheimer Global Fund Class I <sup>3</sup>	SA9U	-1.68	6.70	8.67	7.95	11.38	11.29	0.67
World Large Stock	Vanguard Global Equity Fund Investor Shares <sup>3</sup>	SAAU	-4.12	4.64	7.75	8.01	10.79	8.69	0.48
World Large Stock	Vanguard Total World Stock Index Admiral Shares <sup>3,24</sup>	SABP	-6.52	1.89	5.97	6.49	9.39	9.75	0.10
Diversified Emerging Mkts	American Funds New World Fund <sup>®</sup> Class R-6 <sup>2</sup>	SA6J	-2.98	5.03	7.42	6.85	6.94	7.98	0.60
Diversified Emerging Mkts	DFA Emerging Markets Portfolio Institutional Class <sup>2,22</sup>	SA7D	-12.79	-7.26	-0.10	2.14	3.11	6.17	0.43
Diversified Emerging Mkts	JPMorgan Emerging Markets Equity R6 <sup>2,22</sup>	SANX	-2.91	5.72	8.05	8.28	5.72	5.86	0.79
Diversified Emerging Mkts	Invesco Oppenheimer Developing Markets Fund Class I <sup>2</sup>	SACB	-8.71	-1.69	4.52	4.78	5.54	11.16	0.83
Diversified Emerging Mkts	Vanguard Emerging Markets Stock Index Fund Admiral Shares <sup>2,24</sup>	SAAS	-9.54	-2.92	2.12	2.16	3.14	5.99	0.14
Europe Stock	DFA Continental Small Company Portfolio Institutional Class <sup>3,22</sup>	SAD4	-13.95	-6.44	-1.52	4.68	8.33	8.80	0.53
Europe Stock	Ivy European Opportunities Class N <sup>3</sup>	SAD5	---	---	---	---	---	---	---
Japan Stock	DFA Japanese Small Company Portfolio Institutional Class <sup>3,22</sup>	SADB	-11.47	-1.34	-0.57	4.53	7.35	5.19	0.52
China Region	Templeton China World Fund Class R6 <sup>3</sup>	SADE	7.22	14.34	9.50	6.40	6.09	7.74	1.42
Pacific/Asia ex-Japan Stk	DFA Asia Pacific Small Company Portfolio Institutional Class <sup>3,22</sup>	SACZ	-12.26	-10.03	-2.08	1.74	4.05	6.99	0.54
World Large Stock	Vanguard Global Capital Cycles Fund Investor Shares <sup>3</sup>	SADD	-7.96	-2.22	-7.62	-1.02	-6.14	3.37	0.38

# Lincoln Director<sup>SM</sup> Universe of Funds (continued)

Asset class/asset category	Investment name	Separate Acct. (SA)	Annualized Returns as of June 30, 2020						Fees
			YTD	One year	Three years	Five years	Ten years	Since incept.	Total fund expense
<b>Specialty</b>									
Commodities Broad Basket	DWS Enhanced Commodity Strategy Fund Class R6 <sup>5,22</sup>	SAJR	-14.95	-14.58	-5.72	-6.05	-3.19	-1.83	0.89
Commodities Broad Basket	Goldman Sachs Commodity Strategy Fund Class R6 <sup>5</sup>	SA7W	-35.55	-33.35	-9.26	-12.46	-8.44	-9.26	0.58
Commodities Broad Basket	Invesco Balanced Risk Commodity Strategy R6 <sup>5</sup>	SAE3	-15.66	-14.09	-4.57	-4.85	---	-5.53	1.11
Commodities Broad Basket	PIMCO CommodityRealReturn Strategy Fund Institutional Class <sup>5</sup>	SA9Y	-19.80	-17.22	-5.48	-7.35	-4.82	1.17	1.46
Global Real Estate	American Century Global Real Estate Fund R6 Class <sup>9</sup>	SA3N	-14.46	-6.12	4.28	4.22	---	5.69	0.76
Global Real Estate	DFA Global Real Estate Securities <sup>9</sup>	SA7F	-17.39	-10.98	1.75	4.05	8.71	4.49	0.24
Global Real Estate	Invesco Global Real Estate Fund Class R6 <sup>9</sup>	SADS	-20.66	-15.64	-0.71	1.38	6.44	4.74	0.82
Real Estate	American Century Real Estate Fund R6 Class <sup>10</sup>	SA3Z	-17.15	-8.91	2.37	4.86	9.71	9.75	0.81
Real Estate	Invesco Real Estate Fund Class R6 <sup>10</sup>	SA8B	-14.36	-8.03	2.76	5.56	9.14	9.39	0.79
Real Estate	Neuberger Berman Real Estate Fund Class R6 <sup>10</sup>	SA9S	-8.31	-0.29	6.66	8.18	10.29	10.53	0.76
Real Estate	Vanguard Real Estate Index Fund Admiral Shares <sup>10,24</sup>	SAB5	-13.88	-6.93	2.23	5.36	9.70	9.52	0.12
Consumer Cyclical	Vanguard Consumer Discretionary Index Fund Admiral Shares <sup>7,24</sup>	SADF	5.97	12.79	13.47	11.59	17.25	10.08	0.10
Consumer Defensive	Vanguard Consumer Staples Index Fund Class Admiral Shares <sup>7,24</sup>	SADG	-6.03	3.18	4.65	6.63	11.74	9.24	0.10
Equity Energy	Ivy Energy Fund Class N <sup>7</sup>	SAC2	-48.54	-51.17	-25.97	-20.30	-7.31	-5.39	0.94
Equity Energy	Vanguard Energy Fund Admiral Shares <sup>7</sup>	SACP	-31.54	-31.59	-9.67	-6.55	-0.60	8.62	0.24
Equity Energy	Vanguard Energy Index Fund Admiral Shares <sup>7,24</sup>	SACN	-36.52	-38.05	-14.16	-10.92	-1.07	2.22	0.10
Health	Vanguard Health Care Fund Admiral Shares <sup>7</sup>	SAC6	3.43	19.02	9.35	6.79	15.55	16.09	0.27
Natural Resources	Ivy Natural Resources Fund Class N <sup>7</sup>	SADK	-22.70	-22.81	-9.19	-8.17	-3.70	3.71	0.93
Technology	Ivy Science and Technology Fund Class N <sup>7</sup>	SAD2	5.14	18.65	19.85	13.89	16.39	13.31	0.82
Technology	Vanguard Information Technology Index Fund Admiral Shares <sup>7,24</sup>	SAD3	14.48	33.83	27.05	22.96	20.27	11.92	0.10
Utilities	Franklin Utilities Fund Class R6 <sup>7</sup>	SACW	-11.87	-4.39	5.77	9.12	11.25	9.72	0.50
Utilities	MFS <sup>®</sup> Utilities Fund Class R6 <sup>7,22</sup>	SACX	-9.35	-2.06	6.28	5.01	9.83	10.52	0.67
Utilities	Vanguard Utilities Index Fund Admiral Shares <sup>7,24</sup>	SACY	-12.03	-3.95	5.98	10.08	11.31	9.32	0.10
Bear Market	PIMCO StocksPLUS <sup>®</sup> Short Fund Institutional Class	SADR	-5.54	-13.30	-10.12	-9.55	-11.65	-5.04	0.77
Multialternative	Goldman Sachs Absolute Return Tracker Fund Class R6 <sup>6</sup>	SAD7	-5.76	-2.74	1.93	2.13	2.82	1.32	0.70
Multialternative	Janus Henderson Diversified Alternatives Fund Class N <sup>6</sup>	SAD8	---	---	---	---	---	---	---
Multialternative	MFS <sup>®</sup> Global Alternative Strategy Fund Class R6 <sup>6,22</sup>	SAD9	-1.08	2.80	3.71	1.97	4.10	2.69	1.01

# Lincoln Director<sup>SM</sup> Universe of Funds (continued)

Asset class/asset category	Investment name	Separate Acct. (SA)	Annualized Returns as of June 30, 2020						Fees	
			YTD	One year	Three years	Five years	Ten years	Since incept.	Total fund expense	
<b>Bond</b>										
Miscellaneous Region	DFA United Kingdom Small Company Portfolio Institutional Class <sup>22</sup>	SADQ	-28.83	-15.21	-4.51	-3.46	7.41	9.31	0.59	
Emerging Markets Bond	Lord Abbett Emerging Markets Bond Fund Class R6 <sup>8,22</sup>	SADA	-3.67	-0.23	2.88	2.98	1.62	4.40	0.75	
High Yield Bond	AB High Income Fund Class Z <sup>14</sup>	SA3J	-9.03	-4.92	0.17	3.10	5.79	9.32	0.54	
High Yield Bond	BlackRock High Yield Bond Portfolio Class K <sup>14</sup>	SA6M	-5.14	-0.49	3.27	4.33	6.75	7.03	0.51	
High Yield Bond	Eaton Vance Income Fund of Boston Class R6 <sup>14,22</sup>	SA7Q	-4.63	-0.99	2.51	3.86	6.00	8.30	0.66	
High Yield Bond	Janus Henderson High-Yield Fund Class N <sup>14</sup>	SA8F	-5.99	-1.59	2.69	3.95	6.07	6.98	0.65	
High Yield Bond	JPMorgan High Yield Fund Class R6 <sup>14,22</sup>	SA8K	-6.62	-3.20	1.94	3.24	5.61	6.12	0.60	
High Yield Bond	Neuberger Berman High Income Bond Fund Class R6 <sup>14,22</sup>	SA9Q	-4.70	-0.60	2.63	3.67	5.72	7.10	0.60	
High Yield Bond	PGIM High Yield R6 <sup>14</sup>	SAQQ	-5.25	-0.75	3.74	5.13	6.68	7.62	0.40	
High Yield Bond	PIMCO High Yield Fund Institutional Class <sup>14</sup>	SAA2	-3.94	-0.05	3.20	4.52	6.12	7.34	0.59	
High Yield Bond	Vanguard High-Yield Corporate Fund Admiral Shares <sup>14</sup>	SAAV	-3.42	0.88	3.57	4.67	6.45	8.18	0.13	
High Yield Bond	Western Asset High Yield Fund Class IS <sup>14</sup>	SABY	-4.99	-1.31	2.83	3.55	5.82	6.55	0.66	
Long Government	PIMCO Extended Duration Fund Institutional Class <sup>19</sup>	SADC	29.16	34.70	15.46	12.47	10.49	10.78	1.17	
Inflation-Protected Bond	BlackRock Inflation Protected Bond Fund Class K <sup>15</sup>	SA6N	6.09	8.44	4.84	3.44	3.22	4.51	0.60	
Inflation-Protected Bond	PIMCO Real Return Fund Institutional Class <sup>15</sup>	SAA4	6.19	8.38	4.94	3.73	3.49	5.81	0.98	
Inflation-Protected Bond	Vanguard Inflation-Protected Securities Fund Admiral Shares <sup>15</sup>	SAAW	5.99	8.09	4.86	3.66	3.42	5.33	0.10	
Intermediate Government	Franklin U.S. Government Securities Fund Class R6 <sup>19</sup>	SACL	3.34	5.14	3.40	2.47	2.52	6.05	0.51	
Intermediate Government	MFS <sup>®</sup> Government Securities Fund Class R6 <sup>19,22</sup>	SACM	6.30	7.93	4.68	3.42	2.85	5.96	0.50	
Intermediate Government	PIMCO GNMA and Government Securities Fund Institutional Class <sup>19</sup>	SAC4	4.35	6.61	4.20	3.30	3.30	5.37	0.71	
Intermediate Core Bond	American Century Diversified Bond Fund R6 Class <sup>15</sup>	SA3M	6.03	8.37	4.79	4.07	3.81	5.26	0.35	
Intermediate Core Bond	Baird Aggregate Bond Institutional Class <sup>15</sup>	SAEJ	6.36	9.25	5.60	4.69	4.68	5.53	0.30	
Intermediate Core-Plus Bond	BlackRock Total Return Fund Class K	SA6X	5.12	7.94	5.13	4.36	4.81	4.82	0.44	
Intermediate Core-Plus Bond	Franklin Total Return Fund Class R6	SA7V	3.03	5.16	4.01	3.40	4.09	5.12	0.51	
Intermediate Core-Plus Bond	Janus Henderson Flexible Bond Fund Class N	SA8E	7.06	10.49	5.57	4.35	4.42	6.66	0.45	
Intermediate Core Bond	JPMorgan Core Bond Fund Class R6 <sup>15,22</sup>	SA8G	5.95	8.45	5.36	4.35	4.04	6.12	0.35	
Intermediate Core-Plus Bond	PGIM Total Return Bond R6	SAQP	3.71	6.87	5.49	5.08	5.31	6.13	0.39	
Intermediate Core Bond	Vanguard Total Bond Market Index Fund Admiral Shares <sup>15,24</sup>	SABN	6.34	8.96	5.34	4.31	3.77	5.99	0.05	

# Lincoln Director<sup>SM</sup> Universe of Funds (continued)

Asset class/asset category	Investment name	Separate Acct. (SA)	Annualized Returns as of June 30, 2020						Fees
			YTD	One year	Three years	Five years	Ten years	Since incept.	Total fund expense
<b>Bond</b> <small>(continued)</small>									
Intermediate Core Bond	Western Asset Core Bond Fund Class IS <sup>15</sup>	SABW	5.42	8.55	5.71	5.04	4.94	6.76	0.42
Multisector Bond	Loomis Sayles Strategic Income Class N <sup>18</sup>	SAE1	-6.56	-2.95	0.88	2.19	5.19	7.49	0.63
Intermediate Core-Plus Bond	Baird Core Plus Bond Institutional Class	SAEK	5.80	8.83	5.60	4.88	4.86	5.96	0.30
Intermediate Core-Plus Bond	JPMorgan Core Plus Bond Fund Class R6 <sup>22</sup>	SA8H	4.71	6.95	5.01	4.35	4.73	5.59	0.40
Intermediate Core-Plus Bond	Loomis Sayles Core Plus Bond Fund Class N	SA9B	6.90	9.39	5.78	4.93	5.30	7.00	0.39
Intermediate Core-Plus Bond	Loomis Sayles Investment Grade Bond Fund Class N	SA9D	5.62	8.37	5.38	4.84	5.15	7.11	0.46
Intermediate Core-Plus Bond	Lord Abbett Total Return Fund Class R6 <sup>22</sup>	SAC9	3.35	5.47	4.20	3.81	4.17	5.44	0.37
Intermediate Core-Plus Bond	Western Asset Core Plus Bond Fund Class IS	SABX	4.20	8.14	5.61	5.48	5.31	6.17	0.42
Multisector Bond	Franklin Strategic Income Fund Class R6 <sup>18</sup>	SA7U	-2.83	-1.44	1.86	2.46	3.99	6.37	0.51
Multisector Bond	Loomis Sayles Bond Fund Class N <sup>18</sup>	SA9A	-5.77	-2.63	1.26	2.61	4.90	8.36	0.59
Multisector Bond	PIMCO Diversified Income Fund Institutional Class <sup>18</sup>	SA9Z	-0.88	1.98	4.46	5.53	5.90	6.84	0.79
Multisector Bond	PIMCO Income Fund Institutional Class <sup>18</sup>	SAA3	-1.68	0.69	3.32	4.69	7.51	7.78	1.05
Short Government	DFA Short-Term Government Portfolio Institutional Class <sup>17</sup>	SADN	0.39	1.33	1.28	1.11	1.33	4.70	0.19
Short Government	Goldman Sachs Short Duration Government Fund Class R6 <sup>17</sup>	SADP	3.11	3.97	2.52	1.79	1.32	4.50	0.47
Ultrashort Bond	Baird Ultra Short Bond Institutional <sup>15</sup>	SAKN	1.18	2.51	2.31	1.79	---	1.63	0.15
Ultrashort Bond	Federated Hermes Government Ultrashort Duration Fund <sup>15</sup>	SAC7	1.13	2.08	1.90	1.28	0.84	2.39	0.24
Ultrashort Bond	PIMCO Short-Term Fund Institutional Class <sup>15</sup>	SAA5	1.70	2.87	2.35	2.22	1.89	4.19	0.50
Ultrashort Bond	Vanguard Ultra Short Term Bond Admiral <sup>15</sup>	SAKO	1.33	2.66	2.50	1.93	---	1.82	0.10
World Bond-USD Hedged	AB Global Bond Fund Class Z	SA3H	1.96	3.70	3.59	4.00	3.94	6.92	0.50
World Bond-USD Hedged	DFA Two Year Global Fixed Income Portfolio Institutional Class	SA7H	0.71	1.82	1.90	1.45	1.10	2.99	0.17
World Bond	BrandywineGLOBAL - Global Opportunities Bond Fund Class IS <sup>16,22</sup>	SA8Z	-1.78	0.55	1.53	2.82	4.15	4.78	0.58
World Bond	Loomis Sayles Global Bond Fund Class N <sup>16</sup>	SA9C	4.17	5.12	3.90	3.81	3.30	6.36	0.65
World Bond	PGIM Global Total Return R6 <sup>16</sup>	SAQR	0.54	3.72	5.20	5.49	5.42	6.87	0.56
World Bond-USD Hedged	PIMCO International Bond Fund (U.S. Dollar-Hedged) Institutional Class	SAA1	1.78	3.26	4.70	4.84	5.35	7.06	0.55
Nontraditional Bond	Templeton Global Bond Fund Class R6 <sup>15,22</sup>	SAAN	-4.27	-5.96	-0.79	0.70	2.88	6.78	0.56
Emerging Markets Bond	American Century Emerging Markets Debt Fund R6 Class <sup>8</sup>	SACQ	-2.07	1.64	3.26	4.56	---	4.17	0.72
Emerging Markets Bond	Goldman Sachs Emerging Market Debt Fund Class R6 <sup>8</sup>	SAC1	-3.16	-1.59	1.51	4.21	5.45	7.79	0.84

# Lincoln Director<sup>SM</sup> Universe of Funds (continued)

Asset class/asset category	Investment name	Separate Acct. (SA)	Annualized Returns as of June 30, 2020						Fees
			YTD	One year	Three years	Five years	Ten years	Since incept.	Total fund expense
<b>Bond</b> <small>(continued)</small>									
Emerging Markets Bond	Lord Abbett Emerging Markets Corporate Debt Fund Class R6 <sup>8,22</sup>	SACT	-2.36	1.72	3.64	4.75	---	5.23	0.68
Emerging Markets Bond	MFS <sup>®</sup> Emerging Markets Debt Fund Class R6 <sup>8,22</sup>	SACU	-1.18	2.00	3.59	4.63	5.45	9.19	0.72
Nontraditional Bond	AB Unconstrained Bond Fund Class Z <sup>15</sup>	SACV	---	---	---	---	---	---	---
Nontraditional Bond	BlackRock Emerging Markets Flexible Dynamic Bond Portfolio Class K <sup>15</sup>	SACR	5.49	2.09	1.59	4.51	4.29	4.64	0.63
Nontraditional Bond	PIMCO Dynamic Bond Fund Institutional Class <sup>15</sup>	SAC5	0.87	2.08	3.25	3.34	2.89	3.97	1.01
Bank Loan	Invesco Floating Rate Fund Class R6 <sup>20</sup>	SADM	-5.69	-3.78	1.34	2.38	4.05	3.84	0.75
<b>Balanced/Allocation</b>									
Convertibles	Lord Abbett Convertible Fund Class R6 <sup>21,22</sup>	SADJ	17.26	25.71	14.80	11.02	10.98	8.14	0.83
Allocation--50% to 70% Equity	American Funds American Balanced Fund <sup>®</sup> Class R-6 <sup>11</sup>	SA6B	-0.93	6.62	7.81	8.15	10.69	10.55	0.26
Allocation--50% to 70% Equity	Invesco Equity and Income Fund Class R6 <sup>11</sup>	SA7Z	-8.79	-3.11	2.06	4.33	8.53	9.86	0.39
World Allocation	American Funds Capital Income Builder <sup>®</sup> Class R-6 <sup>12</sup>	SA6C	-7.40	-1.28	2.47	3.94	7.24	8.74	0.27
World Allocation	American Funds Global Balanced Fund Class R-6 <sup>12</sup>	SAC8	-2.65	3.04	4.54	4.92	---	6.03	0.49
Allocation--85%+ Equity	MFS <sup>®</sup> Aggressive Growth Allocation Fund Class I <sup>23</sup>	SA9E	-5.36	2.55	8.02	7.97	10.91	7.96	0.81
Allocation--30% to 50% Equity	MFS <sup>®</sup> Conservative Allocation Fund Class I <sup>11,23</sup>	SA9F	0.60	5.43	6.26	5.70	6.78	6.07	0.66
Allocation--70% to 85% Equity	MFS <sup>®</sup> Growth Allocation Fund Class I <sup>11,23</sup>	SA9H	-3.86	3.24	7.51	7.32	9.76	7.70	0.76
Allocation--50% to 70% Equity	MFS <sup>®</sup> Moderate Allocation Fund Class I <sup>11,23</sup>	SA9M	-1.26	4.77	7.12	6.63	8.40	7.02	0.71
Tactical Allocation	PIMCO All Asset Fund Institutional Class <sup>23</sup>	SA9X	-5.72	-2.23	2.30	3.49	4.42	6.28	1.12
Allocation--15% to 30% Equity	BlackRock 20/80 Target Allocation Fund Class K <sup>23</sup>	SAEC	2.37	6.26	5.38	4.44	6.95	5.48	0.30
Allocation--30% to 50% Equity	BlackRock 40/60 Target Allocation Fund Class K <sup>11,23</sup>	SAEB	2.07	7.55	6.59	5.56	8.45	6.02	0.32
Allocation--50% to 70% Equity	BlackRock 60/40 Target Allocation Fund Class K <sup>11,23</sup>	SAEA	0.15	6.93	7.02	5.92	9.20	5.87	0.32
Allocation--70% to 85% Equity	BlackRock 80/20 Target Allocation Fund Class K <sup>11,23</sup>	SAED	-1.49	6.29	7.34	6.42	10.40	6.30	0.34
Allocation--30% to 50% Equity	Vanguard LifeStrategy Conservative Growth Fund Investor Shares <sup>11,23</sup>	SAAZ	0.90	5.95	6.01	5.65	6.70	6.84	0.12
Allocation--50% to 70% Equity	Vanguard LifeStrategy Moderate Growth Fund Investor Shares <sup>11,23</sup>	SAB2	-1.38	4.87	6.23	6.18	8.16	7.48	0.13
Allocation--70% to 85% Equity	Vanguard LifeStrategy Growth Fund Investor Shares <sup>11,23</sup>	SAB1	-3.74	3.65	6.37	6.61	9.44	7.85	0.14
Allocation--15% to 30% Equity	Vanguard LifeStrategy Income Fund Investor Shares <sup>23</sup>	SAEP	2.96	6.74	5.64	4.99	5.21	6.23	0.11
Target-Date 2020	American Century One Choice <sup>®</sup> 2020 Portfolio R6 Class <sup>13,23</sup>	SA3Q	-0.46	4.51	5.43	5.21	7.47	5.42	0.42
Target-Date 2025	American Century One Choice <sup>®</sup> 2025 Portfolio R6 Class <sup>13,23</sup>	SA3R	-0.91	4.48	5.63	5.45	7.92	6.57	0.44

# Lincoln Director<sup>SM</sup> Universe of Funds (continued)

Asset class/asset category	Investment name	Separate Acct. (SA)	Annualized Returns as of June 30, 2020						Fees
			YTD	One year	Three years	Five years	Ten years	Since incept.	Total fund expense
<b>Balanced/Allocation</b> <small>(continued)</small>									
Target-Date 2030	American Century One Choice <sup>®</sup> 2030 Portfolio R6 Class <sup>13,23</sup>	SA3S	-1.13	4.56	5.89	5.70	8.39	5.74	0.46
Target-Date 2035	American Century One Choice <sup>®</sup> 2035 Portfolio R6 Class <sup>13,23</sup>	SA3T	-1.43	4.72	6.19	5.95	8.95	7.14	0.49
Target-Date 2040	American Century One Choice <sup>®</sup> 2040 Portfolio R6 Class <sup>13,23</sup>	SA3U	-1.87	4.71	6.49	6.23	9.50	6.31	0.51
Target-Date 2045	American Century One Choice <sup>®</sup> 2045 Portfolio R6 Class <sup>13,23</sup>	SA3V	-2.23	4.86	6.78	6.55	9.90	7.63	0.54
Target-Date 2050	American Century One Choice <sup>®</sup> 2050 Portfolio R6 Class <sup>13,23</sup>	SA3W	-2.63	4.84	6.96	6.75	10.13	6.48	0.56
Target-Date 2055	American Century One Choice <sup>®</sup> 2055 Portfolio R6 Class <sup>13,23</sup>	SA3X	-2.78	4.80	7.00	6.82	---	8.29	0.56
Target-Date 2060+	American Century One Choice <sup>®</sup> 2060 Portfolio R6 Class <sup>23</sup>	SADU	-3.17	4.59	7.01	---	---	8.96	0.56
Target-Date Retirement	American Century One Choice <sup>®</sup> In Retirement Portfolio R6 Class <sup>13,23</sup>	SA3Y	-0.47	4.44	5.29	5.09	6.96	5.74	0.42
Target-Date 2000-2010	American Funds 2010 Target Date Retirement Fund <sup>®</sup> Class R-6 <sup>13,23</sup>	SA5Q	-0.09	4.58	5.17	5.39	7.22	4.95	0.31
Target-Date 2015	American Funds 2015 Target Date Retirement Fund <sup>®</sup> Class R-6 <sup>13,23</sup>	SA5R	-0.42	4.66	5.45	5.63	7.79	5.21	0.31
Target-Date 2020	American Funds 2020 Target Date Retirement Fund <sup>®</sup> Class R-6 <sup>13,23</sup>	SA5S	0.08	5.35	6.05	6.11	8.62	5.52	0.31
Target-Date 2025	American Funds 2025 Target Date Retirement Fund <sup>®</sup> Class R-6 <sup>13,23</sup>	SA5T	0.57	6.71	7.04	6.89	9.83	6.19	0.33
Target-Date 2030	American Funds 2030 Target Date Retirement Fund <sup>®</sup> Class R-6 <sup>13,23</sup>	SA5U	-0.46	6.31	7.52	7.41	10.53	6.67	0.35
Target-Date 2035	American Funds 2035 Target Date Retirement Fund <sup>®</sup> Class R-6 <sup>13,23</sup>	SA5V	-1.20	6.70	8.23	8.07	10.95	6.95	0.37
Target-Date 2040	American Funds 2040 Target Date Retirement Fund <sup>®</sup> Class R-6 <sup>13,23</sup>	SA5W	-1.72	6.53	8.38	8.24	11.11	7.06	0.38
Target-Date 2045	American Funds 2045 Target Date Retirement Fund <sup>®</sup> Class R-6 <sup>13,23</sup>	SA5X	-1.75	6.56	8.50	8.37	11.19	7.11	0.38
Target-Date 2050	American Funds 2050 Target Date Retirement Fund <sup>®</sup> Class R-6 <sup>13,23</sup>	SA5Y	-1.78	6.67	8.63	8.47	11.24	7.14	0.39
Target-Date 2055	American Funds 2055 Target Date Retirement Fund <sup>®</sup> Class R-6 <sup>13,23</sup>	SA5Z	-1.76	6.73	8.62	8.47	11.24	10.30	0.40
Target-Date 2060+	American Funds 2060 Target Date Retirement Fund <sup>®</sup> Class R-6 <sup>23</sup>	SADV	-1.76	6.66	8.59	8.45	---	8.20	0.41
Target-Date 2060+	American Funds 2065 Target Date Retirement Fund <sup>®</sup> Class R-6 <sup>23</sup>	SANY	---	---	---	---	---	21.00	0.41
Target-Date 2025	BlackRock LifePath <sup>®</sup> Index 2025 Fund Class K <sup>13,23</sup>	SA6Q	-0.76	5.29	6.29	6.15	---	6.44	0.09
Target-Date 2030	BlackRock LifePath <sup>®</sup> Index 2030 Fund Class K <sup>13,23</sup>	SA6R	-2.50	4.23	6.31	6.36	---	6.74	0.09
Target-Date 2035	BlackRock LifePath <sup>®</sup> Index 2035 Fund Class K <sup>13,23</sup>	SA6S	-4.10	3.24	6.31	6.57	---	7.01	0.09
Target-Date 2040	BlackRock LifePath <sup>®</sup> Index 2040 Fund Class K <sup>13,23</sup>	SA6T	-5.69	2.20	6.24	6.71	---	7.24	0.09
Target-Date 2045	BlackRock LifePath <sup>®</sup> Index 2045 Fund Class K <sup>13,23</sup>	SA6U	-6.68	1.52	6.22	6.81	---	7.41	0.09
Target-Date 2050	BlackRock LifePath <sup>®</sup> Index 2050 Fund Class K <sup>13,23</sup>	SA6V	-7.10	1.23	6.15	6.80	---	7.52	0.09
Target-Date 2055	BlackRock LifePath <sup>®</sup> Index 2055 Fund Class K <sup>13,23</sup>	SA6W	-7.16	1.22	6.16	6.82	---	7.65	0.09

# Lincoln Director<sup>SM</sup> Universe of Funds (continued)

Asset class/asset category	Investment name	Separate Acct. (SA)	Annualized Returns as of June 30, 2020						Fees
			YTD	One year	Three years	Five years	Ten years	Since incept.	Total fund expense
<b>Balanced/Allocation</b> <small>(continued)</small>									
Target-Date 2060+	BlackRock LifePath <sup>®</sup> Index 2060 Fund Class K <sup>23</sup>	SAEL	-7.10	1.27	6.20	---	---	10.23	0.09
Target-Date 2060+	BlackRock LifePath <sup>®</sup> Index 2065 Fund Class K <sup>23</sup>	SANZ	-6.72	---	---	---	---	-1.38	0.09
Target-Date Retirement	BlackRock LifePath <sup>®</sup> Index Retirement Fund Class K <sup>13,23</sup>	SADT	1.39	6.50	6.00	5.53	---	5.58	0.09
Target-Date 2020	JPMorgan SmartRetirement <sup>®</sup> 2020 Fund Class R6 <sup>13,23</sup>	SA8P	-1.31	3.23	4.96	5.02	7.78	5.80	0.44
Target-Date 2025	JPMorgan SmartRetirement <sup>®</sup> 2025 Fund Class R6 <sup>13,23</sup>	SA8Q	-2.77	2.61	5.15	5.32	8.51	5.61	0.45
Target-Date 2030	JPMorgan SmartRetirement <sup>®</sup> 2030 Fund Class R6 <sup>13,23</sup>	SA8R	-4.18	1.73	5.34	5.53	9.00	6.28	0.46
Target-Date 2035	JPMorgan SmartRetirement <sup>®</sup> 2035 Fund Class R6 <sup>13,23</sup>	SA8S	-5.28	1.55	5.23	5.57	9.39	5.88	0.46
Target-Date 2040	JPMorgan SmartRetirement <sup>®</sup> 2040 Fund Class R6 <sup>13,23</sup>	SA8T	-6.23	1.06	5.27	5.71	9.58	6.56	0.47
Target-Date 2045	JPMorgan SmartRetirement <sup>®</sup> 2045 Fund Class R6 <sup>13,23</sup>	SA8U	-7.06	0.48	5.11	5.64	9.53	6.09	0.47
Target-Date 2050	JPMorgan SmartRetirement <sup>®</sup> 2050 Fund Class R6 <sup>13,23</sup>	SA8V	-7.06	0.51	5.12	5.64	9.56	6.10	0.47
Target-Date 2055	JPMorgan SmartRetirement <sup>®</sup> 2055 Fund Class R6 <sup>13,23</sup>	SA8W	-7.05	0.58	5.12	5.67	---	8.59	0.47
Target-Date 2060+	JPMorgan SmartRetirement <sup>®</sup> 2060 Fund Class R6 <sup>23</sup>	SAEM	-7.11	0.41	5.13	---	---	7.24	0.46
Target-Date Retirement	JPMorgan SmartRetirement <sup>®</sup> Income Fund Class R6 <sup>13,23</sup>	SA8X	-1.01	3.12	4.48	4.37	5.81	5.06	0.42
Target-Date 2015	Prudential Day One 2015 Fund Class R6 <sup>13,23</sup>	SAQE	-1.01	3.61	4.86	---	---	5.31	0.40
Target-Date 2020	Prudential Day One 2020 Fund Class R6 <sup>13,23</sup>	SAQF	-1.62	3.37	5.09	---	---	5.47	0.40
Target-Date 2025	Prudential Day One 2025 Fund Class R6 <sup>13,23</sup>	SAQG	-2.14	3.14	5.30	---	---	5.88	0.40
Target-Date 2030	Prudential Day One 2030 Fund Class R6 <sup>13,23</sup>	SAQH	-3.63	2.65	5.70	---	---	6.59	0.40
Target-Date 2035	Prudential Day One 2035 Fund Class R6 <sup>13,23</sup>	SAQI	-4.72	2.18	5.68	---	---	6.71	0.40
Target-Date 2040	Prudential Day One 2040 Fund Class R6 <sup>13,23</sup>	SAQJ	-6.15	0.95	5.49	---	---	6.75	0.40
Target-Date 2045	Prudential Day One 2045 Fund Class R6 <sup>13,23</sup>	SAQK	-6.97	0.36	5.27	---	---	6.73	0.40
Target-Date 2050	Prudential Day One 2050 Fund Class R6 <sup>13,23</sup>	SAQL	-7.43	-0.04	5.21	---	---	6.59	0.40
Target-Date 2055	Prudential Day One 2055 Fund Class R6 <sup>13,23</sup>	SAQM	-8.02	-0.69	4.91	---	---	6.64	0.40
Target-Date 2060+	Prudential Day One 2060 Fund Class R6 <sup>23</sup>	SAQN	-8.42	-0.92	4.81	---	---	6.39	0.40
Target-Date 2060+	Prudential Day One 2065 Fund Class R6 <sup>23</sup>	SAQO	-8.55	---	---	---	---	-7.55	0.40
Target-Date Retirement	Prudential Day One Income Fund Class R6 <sup>13,23</sup>	SAQC	-0.43	3.83	4.78	---	---	5.00	0.40
Target-Date 2000-2010	T. Rowe Price Retirement I 2010 Fund I Class <sup>13,23</sup>	SAAB	-0.57	4.57	5.47	---	---	6.96	0.37
Target-Date 2015	T. Rowe Price Retirement I 2015 Fund I Class <sup>13,23</sup>	SAAC	-0.96	4.40	5.72	---	---	7.52	0.40

# Lincoln Director<sup>SM</sup> Universe of Funds (continued)

Asset class/asset category	Investment name	Separate Acct. (SA)	Annualized Returns as of June 30, 2020						Fees
			YTD	One year	Three years	Five years	Ten years	Since incept.	Total fund expense
<b>Balanced/Allocation</b> <small>(continued)</small>									
Target-Date 2020	T. Rowe Price Retirement I 2020 Fund I Class <sup>13,23</sup>	SAAD	-1.77	4.20	6.03	---	---	8.23	0.43
Target-Date 2025	T. Rowe Price Retirement I 2025 Fund I Class <sup>13,23</sup>	SAAE	-2.32	4.07	6.29	---	---	8.80	0.47
Target-Date 2030	T. Rowe Price Retirement I 2030 Fund I Class <sup>13,23</sup>	SAAF	-2.94	3.89	6.48	---	---	9.28	0.49
Target-Date 2035	T. Rowe Price Retirement I 2035 Fund I Class <sup>13,23</sup>	SAAG	-3.46	3.57	6.60	---	---	9.62	0.50
Target-Date 2040	T. Rowe Price Retirement I 2040 Fund I Class <sup>13,23</sup>	SAAH	-3.85	3.43	6.72	---	---	9.92	0.51
Target-Date 2045	T. Rowe Price Retirement I 2045 Fund I Class <sup>13,23</sup>	SAAJ	-4.30	3.17	6.66	---	---	9.94	0.52
Target-Date 2050	T. Rowe Price Retirement I 2050 Fund I Class <sup>13,23</sup>	SAAK	-4.31	3.16	6.67	---	---	9.94	0.52
Target-Date 2055	T. Rowe Price Retirement I 2055 Fund I Class <sup>13,23</sup>	SAAL	-4.28	3.17	6.68	---	---	9.93	0.52
Target-Date 2060+	T. Rowe Price Retirement I 2060 Fund I Class <sup>23</sup>	SAAM	-4.20	3.21	6.71	---	---	9.89	0.52
Target-Date 2015	Vanguard Target Retirement 2015 Fund Investor Shares <sup>13,23</sup>	SABA	0.79	5.52	5.78	5.47	7.55	6.11	0.13
Target-Date 2020	Vanguard Target Retirement 2020 Fund Investor Shares <sup>13,23</sup>	SABB	-0.58	5.09	6.09	5.97	8.31	6.20	0.13
Target-Date 2025	Vanguard Target Retirement 2025 Fund Investor Shares <sup>13,23</sup>	SABC	-1.46	4.82	6.33	6.29	8.88	6.67	0.13
Target-Date 2030	Vanguard Target Retirement 2030 Fund Investor Shares <sup>13,23</sup>	SABD	-2.33	4.40	6.42	6.47	9.37	6.48	0.14
Target-Date 2035	Vanguard Target Retirement 2035 Fund Investor Shares <sup>13,23</sup>	SABE	-3.24	3.94	6.45	6.62	9.84	7.18	0.14
Target-Date 2040	Vanguard Target Retirement 2040 Fund Investor Shares <sup>13,23</sup>	SABF	-4.11	3.46	6.50	6.76	10.08	6.77	0.14
Target-Date 2045	Vanguard Target Retirement 2045 Fund Investor Shares <sup>13,23</sup>	SABG	-4.90	2.97	6.41	6.79	10.10	7.52	0.15
Target-Date 2050	Vanguard Target Retirement 2050 Fund Investor Shares <sup>13,23</sup>	SABH	-4.90	3.02	6.42	6.79	10.10	6.81	0.15
Target-Date 2055	Vanguard Target Retirement 2055 Fund Investor Shares <sup>13,23</sup>	SABK	-4.96	2.95	6.40	6.77	---	9.55	0.15
Target-Date 2060+	Vanguard Target Retirement 2060 Fund Investor Shares <sup>23</sup>	SABL	-4.95	2.95	6.39	6.76	---	9.16	0.15
Target-Date 2060+	Vanguard Target Retirement 2065 Fund Investor Shares <sup>23</sup>	SAEN	-5.03	2.84	---	---	---	6.17	0.15
Target-Date Retirement	Vanguard Target Retirement Income Fund Investor Shares <sup>13,23</sup>	SABM	1.46	5.69	5.39	4.93	5.84	5.30	0.12
<b>Cash/Stable Value</b>									
Stable Value	Guaranteed Stable Value Account	---	1.00	2.05	2.03	2.02	2.15	5.42	0.10

## Risk-based disclosures

- 1 Funds that invest in small and/or mid-size company stocks typically involve greater risk, particularly in the short term, than those investing in larger, more established companies.
- 2 Investing in emerging markets can be riskier than investing in well-established foreign markets. International investing involves special risks not found in domestic investing, including increased political, social and economic instability.
- 3 Investing internationally involves risks not associated with investing solely in the United States, such as currency fluctuation, political risk, differences in accounting and the limited availability of information.
- 4 Investing internationally involves risks not associated with investing solely in the United States, such as currency fluctuation, political risk, differences in accounting and the limited availability of information. Funds that invest in small and/or mid-size company stocks typically involve greater risk, particularly in the short term, than those investing in larger, more established companies.
- 5 Funds that concentrate investments in one region or industry may carry greater risk than more broadly diversified funds.
- 6 Certain funds (sometimes called "alternative funds" expect to invest in (or may invest in some) positions that emphasize alternative investment strategies and/or non-traditional asset classes and, as a result, are subject to the risk factors of those asset classes and/or investment strategies. Some of those risks may include general economic risk, geopolitical risk, commodity-price volatility, counterparty and settlement risk, currency risk, derivatives risk, emerging markets risk, foreign securities risk, high yield bond exposure, index investing risk, exchange traded notes risk, industry concentration risk, leveraging risk, real estate investment risk, master limited partnership risk, master limited partnership tax risk, energy infrastructure companies risk, sector risk, short sales risk, direct investments risk, hard assets sectors risk, active trading and "overlay" risks, event driven investing risk, global macro strategies risk, temporary defensive positions and large cash positions. If you are considering investing in alternative investments funds, you should ensure that you understand the complex investment strategies sometimes employed, and be prepared to tolerate the risks of such asset classes. For a complete list of risks, as well as a discussion of risks and investment strategies, please refer to the fund's prospectus. The Fund may invest in derivatives, including futures, options, forwards and swaps. Investments in derivatives may cause the Fund's losses to be greater than if it invested only in conventional securities and can cause the Fund to be more volatile. Derivatives involve risks different from, or possibly greater than, the risks associated with other investments. The Fund's use of derivatives may cause the Fund's investment returns to be impacted by the performance of securities the Fund does not own and result in the Fund's total investment exposure exceeding the value of its portfolio.
- 7 Funds that concentrate investments in one region or industry may carry greater risk than more broadly diversified funds.
- 8 Investing internationally involves risks not associated with investing solely in the United States, such as currency fluctuation, political risk, differences in accounting and the limited availability of information. The return of principal in bond portfolios is not guaranteed. Bond Portfolios have the same interest rate, inflation, credit, prepayment and market risks that are associated with the underlying bonds owned by the fund (or account).
- 9 REITs involve risks such as refinancing, economic conditions in the real estate industry, changes in property values, dependency on real estate management, and other risks associated with a portfolio that concentrates its investments in one sector or geographic region.
- 10 REITs involve risks such as refinancing, economic conditions in the real estate industry, changes in property values, dependency on real estate management, and other risks associated with a portfolio that concentrates its investments in one sector or geographic region. Funds that concentrate investments in one region or industry may carry greater risk than more broadly diversified funds.
- 11 Asset allocation does not ensure a profit, nor protect against loss in a declining market.
- 12 Asset allocation does not ensure a profit, nor protect against loss in a declining market. Investing internationally involves risks not associated with investing solely in the United States, such as currency fluctuation, political risk, differences in accounting and the limited availability of information.
- 13 The target date is the approximate date when investors plan to retire or start withdrawing their money. Some target date funds make no changes in asset allocations after the target date is reached; other target date funds continue to make asset allocation changes following the target date (see prospectus for the fund's allocation strategy). The principal value is not guaranteed at any time, including at the target date.
- 14 High yield portfolios may invest in high-yield or lower rated fixed-income securities (junk bonds), which may experience higher volatility and increased risk of non-payment or default.
- 15 The return of principal in bond portfolios is not guaranteed. Bond Portfolios have the same interest rate, inflation, credit, prepayment and market risks that are associated with the underlying bonds owned by the fund (or account).
- 16 The return of principal in bond portfolios is not guaranteed. Bond Portfolios have the same interest rate, inflation, credit, prepayment and market risks that are associated with the underlying bonds owned by the fund (or account). Investing internationally involves risks not associated with investing solely in the United States, such as currency fluctuation, political risk, differences in accounting and the limited availability of information. Funds that invest in small and/or mid-size company stocks typically involve greater risk, particularly in the short term, than those investing in larger, more established companies.
- 17 Investments in U.S. government obligations are subject to varying levels of government support. In the event of default, some U.S. government securities, including U.S. Treasury obligations and Ginnie Mae securities, are issued and guaranteed as to principal and interest by the full faith and credit of the U.S. government. Other securities are obligations of U.S. government-sponsored entities but are neither issued nor guaranteed by the U.S. government. Investing internationally involves risks not associated with investing solely in the United States, such as currency fluctuation, political risk, differences in accounting and the limited availability of information.
- 18 The return of principal in bond portfolios is not guaranteed. Bond Portfolios have the same interest rate, inflation, credit, prepayment and market risks that are associated with the underlying bonds owned by the fund (or account). Investing in emerging markets can be riskier than investing in well-established foreign markets. International investing involves special risks not found in domestic investing, including increased political, social and economic instability.
- 19 Investments in U.S. government obligations are subject to varying levels of government support. In the event of default, some U.S. government securities, including U.S. Treasury obligations and Ginnie Mae securities, are issued and guaranteed as to principal and interest by the full faith and credit of the U.S. government. Other securities are obligations of U.S. government-sponsored entities but are neither issued nor guaranteed by the U.S. government.
- 20 Floating rate funds should not be considered alternatives to CDs or money market funds, and should not be considered as cash alternatives.
- 21 Funds in the convertible category invest primarily in bonds and preferred stocks that can be converted to common stocks. The return of principal in bond portfolios is not guaranteed. Bond Portfolios have the same interest rate, inflation, credit, prepayment and market risks that are associated with the underlying bonds owned by the fund (or account). Asset allocation does not ensure a profit, nor protect against loss in a declining market.
- 22 Social Awareness funds only invest in companies that meet socially responsible criteria, so exposure to certain industry sectors may be greater or less than similar funds or market indexes, and thereby may lead to performance differences.
- 23 Each Profile Fund is operated as a fund of funds which invests primarily in other funds rather than in individual securities. Funds of this nature may be more expensive than other investment options. The Profile Funds are asset allocation funds; asset allocation does not ensure a profit nor protect against loss.
- 24 An index is unmanaged, and one cannot invest directly in an index.
- 25 An index is unmanaged, and one cannot invest directly in an index.



### Important disclosures:

A group variable annuity is a long-term investment product designed particularly for retirement purposes. Group annuities contain both investment and insurance components and have fees and expenses, including administrative and advisory fees. Optional features may be available for an additional charge. The annuity's value fluctuates with the market value of the underlying investment options, and all assets accumulate tax-deferred. Withdrawals may carry tax consequences, including possible tax penalties.

*Lincoln Director*<sup>SM</sup>, a group variable annuity contract, is issued on variations of contract form 19476 and state variations and amendment forms AR-450A and AR-451A by The Lincoln National Life Insurance Company, Fort Wayne, IN, and distributed by Lincoln Financial Distributors, Inc. Radnor, PA, a broker-dealer. **The Lincoln National Life Insurance Company does not solicit business in the state of New York, nor is it authorized to do so. Contractual obligations are subject to the claims-paying ability of The Lincoln National Life Insurance Company.**

Contracts sold in New York are issued on contract form #19476NY-A 7/04 and AN-19476NY-A 01/16 by Lincoln Life & Annuity Company of New York, Syracuse, NY. **The contractual obligations are subject to the claims-paying ability of Lincoln Life & Annuity Company of New York.**

Products and features subject to state availability. Limitations and exclusions may apply.

**YourPath<sup>®</sup> CIT portfolios are not mutual funds. They are a collective investment trust available only to tax-qualified plans and their eligible participants.**

**Participation in collective trusts is governed by terms of the trust and participation materials. An investor should consider carefully the investment objectives, risks, and charges and expenses of the collective trusts before investing. The participation materials contain this and other important information and should be read carefully before investing or sending money. Participation materials for any of the collective trusts in the program are available at 800-234-3500.**

Through a single investment option, *YourPath*<sup>®</sup> portfolios allow retirement plan participants to invest in a mix of mutual funds and other investments that correspond to a specific risk profile and investment time horizon that includes the year (target date) in which the participant expects to retire. As the target date approaches, the mix or asset allocation of funds or other investments making up the portfolio (and owned by the participant) will change, becoming less growth-oriented and more conservative as the target date approaches.

*YourPath*<sup>®</sup> portfolios are available as investment options in the *Lincoln Director*<sup>SM</sup> group variable annuity.

Lincoln Investment Advisors Corporation (LIAC) serves as the investment advisor to the LVIP Funds, including the LVIP Managed Risk Funds and LVIP Managed Volatility Funds. LIAC is the subsidiary of The Lincoln National Life Insurance Company responsible for analyzing and reviewing the investment options for inclusion in the Lincoln variable products.

The LVIP managed risk funds and LVIP managed volatility funds are not guaranteed or insured by Lincoln or any other insurance company or entity, and shareholders may experience losses. The strategies used by these funds are separate and distinct from any annuity or insurance contract rider or features.

Portfolio lineups are subject to change. The investment options within the portfolio involve risk and will not always be profitable. Morningstar Investment Management does not guarantee that negative returns can or will be avoided. There is no guarantee that the portfolio will provide adequate income at and through your participants' retirement. An investment made in an investment option may differ substantially from its historical performance and as a result, your plan participant may incur a loss. Past performance is no guarantee of future results.

The Lincoln Morningstar Insight Series is not an investment option. It is a fund lineup chosen by Morningstar Investment Management LLC from the investment options that are available in the *Lincoln Director*<sup>SM</sup> group variable annuity. Morningstar Investment Management LLC is a registered investment advisor and subsidiary of Morningstar, Inc. Neither Morningstar Investment Management nor Morningstar is affiliated with the Lincoln Financial Group. The Morningstar name and logo are registered marks of Morningstar, Inc. Morningstar Investment Management LLC, 22 W. Washington Street, Chicago, IL 60602.

**For plan sponsor use only. Not for use with the public.**

Not a deposit
Not FDIC-insured
Not insured by any federal government agency
Not guaranteed by any bank or savings association
May go down in value

©2020 Lincoln National Corporation

[LincolnFinancial.com](http://LincolnFinancial.com)

Lincoln Financial Group is the marketing name for Lincoln National Corporation and its affiliates.

Affiliates are separately responsible for their own financial and contractual obligations.

LCN-2986000-030920

POD 3/20 Z05

Order code: DIR-PRO-BRC002



# Empower Select™

A value-focused retirement plan with all of the high-quality resources you expect from Empower

## Town of Paonia

Shane Squibb  
July 17, 2020



# Empower Retirement — A trusted partner in retirement solutions

At Empower, we help millions of people take control of their finances and pursue a more secure retirement. We don't just want to offer retirement savings services, we want to transform the way people save and invest — for today and for the rest of their lives.

**Empower Retirement**  
**#1 choice of industry professionals<sup>1</sup>**  
- *Best overall service (small and micro plans)*  
- *Best value for price (seven years in a row)*  
- *Best fee structure*  
- *Best value-add services*  
- *Best wholesalers*

## Our values and what they mean for you

- ✓ Maintaining a singular focus on retirement
- ✓ Engaging your employees with innovative resources
- ✓ Simplifying administration with a modern, intuitive platform
- ✓ Providing service excellence focused on results
- ✓ Delivering meaningful, measurable value

### Prepared for Town of Paonia

Shane Squibb

July 17, 2020

# Bringing together “select” features in one simple offering to give you more value

- An experience that engages your employees and helps them take positive action.
- A suite of services to help you manage your administrative responsibilities.
- A diverse menu of more than 1,000 professionally managed investment options.
- An innovative digital platform that enables you to easily view, manage and optimize your plan.

**EMPOWER**UP

Employee experience

**Empower MORE**

Administrative support and services

**My** Total Retirement

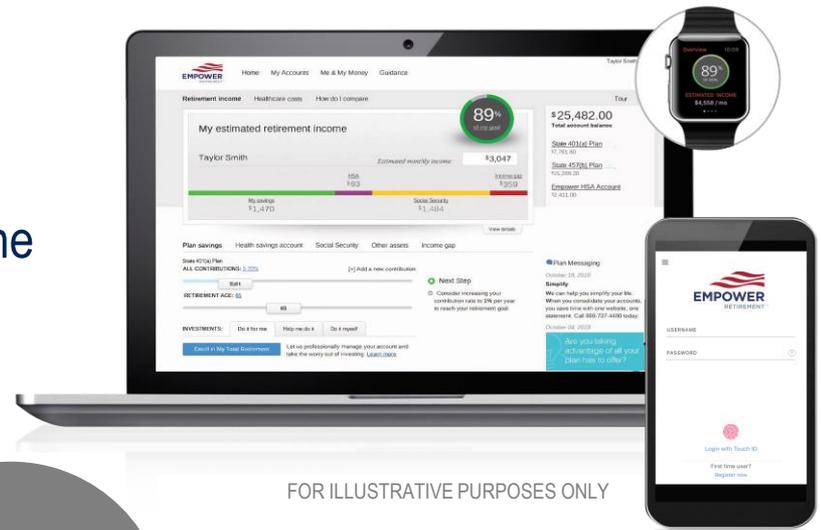
Online Advice and My Total Retirement™ are part of the Empower Retirement Advisory Services offered by Advised Assets Group, LLC, a registered investment adviser.

See more at [empower-retirement.com](https://empower-retirement.com)

# EMPOWERUP

Helping your employees by putting them at the center of everything we do

An experience designed to help employees *Take action*



See the  
Big Picture

Benefit from  
Personalization

Take Control  
of their finances

FOR ILLUSTRATIVE PURPOSES ONLY



**Quicker enrollment**  
**1min 20sec**  
time to complete enrollment<sup>1</sup>

**Empower 401(k) retirement app**



**4.7** ★★★★★

Available on iOS and Android™ devices<sup>2</sup>

See more at [empower-retirement.com/guided-tour](https://empower-retirement.com/guided-tour)

# We'll work with Shane Squibb to design a plan that eases your plan administration – and gets results

With over 8.5 million participant accounts, our recordkeeping system provides the same experience for plans of any size while reducing the administrative tasks many plan sponsors experience, including:<sup>1</sup>

- Reviewing and approving routine transactions
- Calculating eligibility and notifying your employees when they can enroll
- Preparing and sending participant communications
- Driving positive participant action and results

Encouraging positive action and driving results

**33%**

Change their deferral rate<sup>3</sup>

**↑45%**

Savings rate increase<sup>3</sup>



Email



Educational meetings<sup>4</sup>



Personalized messaging on an individual basis



Social media



Video



Digital education library

<sup>1</sup> As of March 31, 2018. Information refers to all retirement business of Great-West Life & Annuity Insurance Company and its subsidiaries.

<sup>2</sup> 2017 PLANADVISER magazine

<sup>3</sup> Based on participant website usage data for the period 1/1/17 through 12/31/17. Users are defined as participants who logged on to the website and moved the deferral rate slider at least once.

<sup>4</sup> Certain requirements may apply.

# Empower MORE

## (Make Operational Responsibilities Easy)

A comprehensive program that helps ensure plan oversight and takes on your administrative duties, including:

- Distribution of participant communications.
- Beneficiary tracking and verification for death claims.
- QDRO verification and processing.
- 1099 preparation and delivery.
- Loan monitoring and distribution processing.

**Empower will stay committed to your plan to support ongoing administrative services.**

# A diverse menu of investment options



ALGER



BLACKROCK®

Federated®



Janus Henderson  
INVESTORS

J.P.Morgan  
Asset Management

LEGG MASON  
GLOBAL ASSET MANAGEMENT



LORD ABBETT®



PIMCO



STATE STREET GLOBAL  
ADVISORS

T.RowePrice



Additional funds available.

More than 1,000 zero revenue funds; including 400+ funds with either a 4 or 5 star Overall Morningstar Rating™<sup>1</sup>

1 Fund share classes available on Empower Select do not pay revenue sharing from the fund, such as 12b-1 payments.

Prepared for Town of Paonia

Shane Squibb

July 17, 2020

# Investment strategies and advisory services

## Great-West Lifetime Funds<sup>1</sup> include:

- *Multi-firm* underlying investment management
- Both *active and passive* underlying investment strategies
- A glide path focused on *income replacement*

The date in a target date fund's name is the approximate date when investors plan to start withdrawing their money (generally assumed to be at age 65). The principal value of the fund(s) is not guaranteed at any time, including at the time of the target date and/or withdrawal.

## Empower Retirement Advisory Services which includes My Total Retirement™ and Online Advice:

- An option to *expand* financial advice to complement the service provided by advisors
- Provides 3(38) and 3(21) *fiduciary* services to participants
- *One-on-one* access to professional investment adviser representatives

There is no guarantee provided by any party that participation in any of the Advisory Services will result in a profit.

## Empower Dynamic Retirement Manager™<sup>2</sup>

– the best of both worlds:

- *Evolves* with the needs of your employees
- *Automatically transitions* participants from target date investment options to My Total Retirement
- Provides a more *personalized savings plan* as participants move closer to retirement



**Pricing Credits are available when you choose a mapping strategy of affiliated target date funds, My Total Retirement (opt-out) or Empower Dynamic Retirement Manager.**

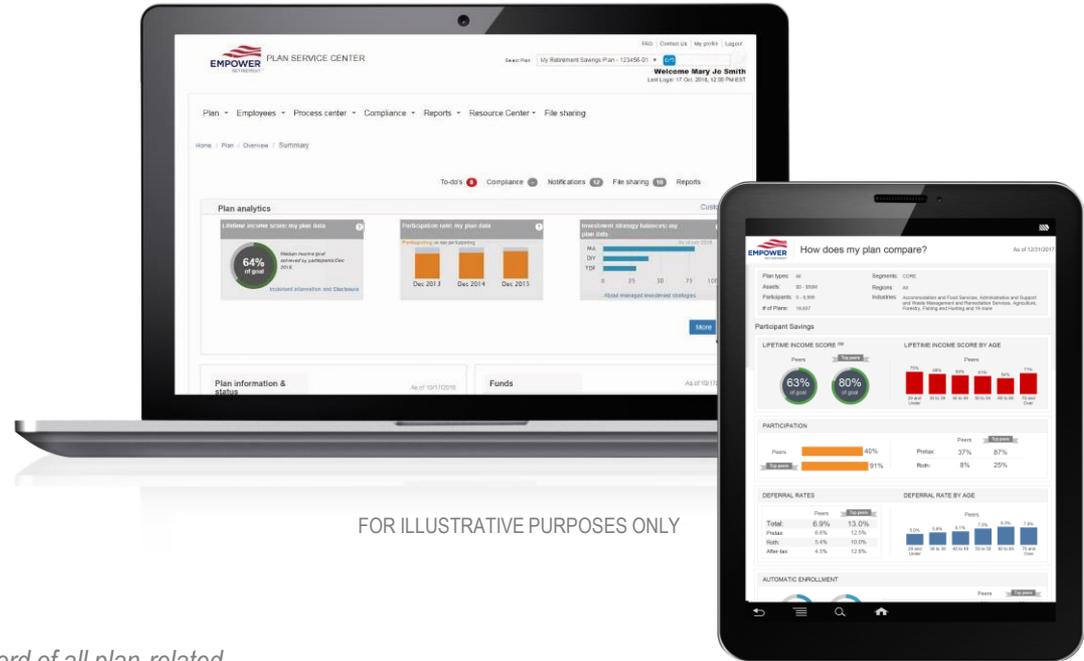
<sup>1</sup> Asset allocation investment options are subject to the risks of the underlying investments, which can be a mix of stocks/stock funds and bonds/bond funds.

<sup>2</sup> My Total Retirement™ offered through Empower Dynamic Retirement Manager™ is provided by AAG.

<sup>3</sup> Other options may include age or tenure.

# Our plan sponsor experience provides tools that improve plan results

- Plan analytics
- On demand reporting and testing
- Investment monitoring tool
- Fiduciary archive\*
- Detailed participant overview
- Empower benchmarking



\* The fiduciary archive maintains a complete record of all plan-related developments, providing protection to plan fiduciaries.

See more at [empower-retirement.com/sponsor-guided-tour](https://empower-retirement.com/sponsor-guided-tour)

# A tenured implementation team that includes your dedicated relationship manager oversees your plan's *90-day conversion*<sup>2</sup>

## Your world-class resource include:

- A dedicated point of contact
- Weekly calls and emails
- Training and website support
- Award-winning communications team<sup>3</sup>



We learn your needs, review plan provisions and plan documents, and build a project plan.



To begin the conversion, we work with the current recordkeeper, test the payroll file, finalize plan documents and configure the system of your plan.



To finalize the conversion, we receive assets, reconcile records, upload data and then launch your plan.

<sup>1</sup> Empower Retirement results in Q2 2018.

<sup>2</sup> Typical conversions to Empower take 90 days.

<sup>3</sup> Empower communication materials have received awards from various organizations, including the Awards for Publication Excellence; Hermes Creative Award in 2018; MarCom Awards in 2017; National Association of Government Defined Contribution Administrators, Inc. (NAGDCA) Leadership Awards in 2017; and Communicator Awards in 2017.

# Your Empower Select plan at a glance

Plan assets  
\$250,000

Annual contributions  
\$45,000

Participants with balance  
15

Mapping Strategy	Empower Select Recordkeeping Fee	+	Advisor Compensation	+	Plan Expense Account	=	Total Annual Services Fee
Affiliated Target Date Fund Mapping AND Dynamic Retirement Manager <u>OR</u> Opt-out My Total Retirement	0.87% + \$1,200 annually	+	0.50	+	0.00	=	1.37%* + \$1,200 annually
Affiliated Target Date Fund Mapping OR Dynamic Retirement Manager	0.90% + \$1,200 annually	+	0.50	+	0.00	=	1.40%* + \$1,200 annually
Like Fund Mapping OR Unaffiliated Target Date Fund Mapping	0.95% + \$1,200 annually	+	0.50	+	0.00	=	1.45%* + \$1,200 annually

\*Annual plan maintenance fee of \$1,200 (employer paid, invoiced quarterly) assessed in addition to participant paid asset based fee.

## Illustration prepared for:

Town of Paonia 457(b) Plan

In conjunction with  
Shane Squibb

## Your Additional Plan Services

(Included in your Recordkeeping Fee)

Great-West Trust as Custodian  
Participant notice delivery  
Fee levelization

This illustration is based on preliminary plan information provided to Empower Retirement. This illustration is not a proposal, offer or contract to perform services and is not binding in any way. The Plan Fiduciary is responsible for considering whether the information illustrated herein may be appropriate for their participants and plan. A final fee and service arrangement will be set forth in an agreement between Empower and the plan sponsor subject to plan investment, plan assets, participant accounts, plan provisions and plan services. For more information about this illustration, please contact your Empower Internal Sales Director.

\*Pricing reflects administration fee credits provided by Empower in its sole discretion based on criteria as determined by Empower which may include the plan's use of affiliated funds or products. Empower may make service payments to other plan service providers on behalf of the plan including the plan's financial advisor and third party administrator or may make payments to a Plan Expense Account to be used to pay plan expenses. Additional fees for participant transactions, advisory services, and brokerage account may apply. A full listing of services and applicable fees is available in our fee proposal that can be provided upon request.

# THANK YOU FOR CONSIDERING EMPOWER FOR YOUR RETIREMENT PLAN NEEDS.

## FOR MORE INFORMATION:



Talk to Corey Gallifant, [Corey.Gallifant@Empower-Retirement.com](mailto:Corey.Gallifant@Empower-Retirement.com)



Call (602) 721-0029



Visit [www.empower-retirement.com](http://www.empower-retirement.com)

This illustration is based on preliminary plan information provided to Empower Retirement. This illustration is not a proposal, offer or contract to perform services and is not binding in any way. The Plan Fiduciary is responsible for considering whether the information illustrated herein may be appropriate for their participants and plan. A final fee and service arrangement will be set forth in an agreement between Empower and the plan sponsor subject to plan investment, plan assets, participant accounts, plan provisions and plan services. For more information about this illustration, please contact your Empower Internal Sales Director.

\*Pricing reflects administration fee credits provided by Empower in its sole discretion based on criteria as determined by Empower which may include the plan's use of affiliated funds or products. Empower may make service payments directly to other plan service providers on behalf of the plan including the plan's financial advisor and third party administrator (if applicable) or may make payments to a Plan Expense Account to be used to pay plan expenses. Additional fees for participant transactions, advisory services, brokerage account may apply. A full listing of services and applicable fees is available in our fee proposal that can be provided upon request. Investment Fees are an estimate when using a sample fund line-up and allocation and are not intended as a mapping recommendation. Actual plan investment fees will depend on the investments selected by the plan fiduciaries.

***Carefully consider the investment option's objectives, risks, fees and expenses. Contact us for a prospectus, summary prospectus and disclosure document, as available, containing this information. Read them carefully before investing.***

**IMPORTANT:** The projections, or other information generated on the website by the investment analysis tool regarding the likelihood of various investment outcomes, are hypothetical in nature, do not reflect actual investment results and are not guarantees of future results. The results may vary with each use and over time. Healthcare costs and projections, if applicable, are provided by HealthView Services. HealthView Services is not affiliated with GWFS Equities, Inc. Empower Retirement does not provide healthcare advice. A top peer is defined as an individual who is at the 90th percentile of the selected age band, salary range and gender.

**Securities offered or distributed through GWFS Equities, Inc., Member FINRA/SIPC and a subsidiary of Great-West Life & Annuity Insurance Company.** Great-West Financial®, Empower Retirement and Great-West Investments™ are the marketing names of Great-West Life & Annuity Insurance Company, Corporate Headquarters: Greenwood Village, CO; Great-West Life & Annuity Insurance Company of New York, Home Office: New York, NY, and their subsidiaries and affiliates, including registered investment advisers Advised Assets Group, LLC and Great-West Capital Management, LLC. Core investment options are offered through a group fixed and variable deferred annuity issued by GWL&A or, in New York, by GWL&A of NY; mutual funds; separately managed accounts and/or collective trust funds.

The principal underwriter of Great-West Funds, Inc. is its affiliate GWFS Equities, Inc. Great-West Capital Management, LLC is the investment adviser.

**About Morningstar Ratings:** For each fund with at least a three-year history, Morningstar calculates a Morningstar Rating™ based on a Morningstar Risk-Adjusted Return (including the effects of sales charges, loads and redemption fees), placing more emphasis on downward variations and rewarding consistent performance. The top 10% of funds receive five stars, the next 22.5% receive four stars, the next 35% receive three stars, the next 22.5% receive two stars and the bottom 10% receive one star. The overall Morningstar Rating for a fund is derived from a weighted average of the performance figures associated with its three-, five- and ten-year (if applicable) Morningstar Rating metrics. Past performance is no guarantee of future results.

iPhone, Apple Watch and App Store are trademarks of Apple Inc. Android is a trademark of Google LLC.

©2018 Great-West Life & Annuity Insurance Company. All rights reserved. ERMKT-BRO-4521-1705 AM640436-1018

AGENDA SUMMARY FORM



2021 Budget Work Session - Continued

Summary: Staff and Board review continues regarding the 2021 Town budget. Primary topic for this discussion is the water enterprise fund and water rates – time permitting.

Any consideration of rates should include the following:

- 1) Anticipated capital costs
- 2) Inflation
- 3) Growth
- 4) Fund reserve

Notes:

Included in the packet are the budget work-session documents from the 10/13 Board meeting. **NOTE: ADDITIONAL DOCUMENTS MAY BE ADDED TO THE PACKET UNTIL END OF DAY, MONDAY, October 26, 2020.**

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

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

2021 PROJECTS	ALLOCATION	AMOUNT	DESCRIPTION
CONTINUED SIGN PROJECT	ADMIN/EVENT	1,200.00	CORDINATION WITH CREATIVE COLITION CONTINUING SIGN PROJECT
TREE REPLACEMENT	PARKS	2,250.00	TOWN PARK REPLACEMENT OF TREES REMOVED IN 2020
POLOUS PARK SPRINKLERS	PARKS	1,000.00	REPAIR EXISTING SPRINKLER SYSTEM
PEONIE BEDS	PARKS	1,200.00	CLEAN UP AND WEED BEARIER
E.HANSON SMITH CTR	PARKS	20,000.00	CONTINUING NEEDED MAINTENANCE ON E.HANSON SMITH CENTER
BASEBALL FIELD	PARKS	2,800.00	HYDRO SEEDING AND WEED REMOVAL
GRASS IMPROVEMENTS	PARKS	2,500.00	OVER SEEDING TOWN PARK TREE SIDE TO IMPROVE GRASS
AV PATH	PARKS	3,500.00	FINISH AV GRAVEL WALKING PATH
AV HILL STABILIZATION	PARKS	2,800.00	CIRSA RECOMMENDATION
TREE TRIMMING	PARKS	10,000.00	CONTINUE WITH KEEPING TREES TRIMMED IN THE PARK
BATHROOM UPGRADE	PARKS	40,000.00	UPGRADE TO BE ABLE TO KEEP OPEN YEAR ROUND
PLAYGROUND SHELTER	PARKS	10,000.00	SAND BOX REPLACEMENT
LEE'S IRRIGATION SPRINKLER	PARKS	5,000.00	ADDING IRRIGATION SPRINKLER SYSTEM TO LEE'S PARK
LEE'S CURBING	PARKS	3,000.00	ADD CURBING AT LEE'S PARK PER CIRSA REQUIREMENTS
LEE'S FENCING	PARKS	52,000.00	ADD FENCING AT LEE'S TO STOP CARS FROM DRIVING ACROSS THE PARK
STORM DRAIN SEWER MANHOLES	STREET	125,000.00	REPLACE STORM DRAIN/SEWER MANHOLES WHICH ARE COLLAPSING
RECONSTRUCT 3RD	STREET CAPITAL	312,000.00	RECONSTRUCT TWO BLOCKS FOR 3RD STREET FROM GRAND TO POPLAR
RESURFACE BRIDGE	BRIDGE	50,000.00	RESURFACE SAMUAL WADE BRIDGE
EMERGENCY SIDEWALK	SIDEWALKS	11,250.00	EMERGENCY SIDEWALK PROJECTS ONLY
TREE REPLACEMENT	SIDEWALKS	2,250.00	REPLACEMENT OF TREES REMOVED BECAUSE OF SIDEWALK REPAIR
SKATE PARK	PASS THRU	200,000.00	UPGRADE OR POSSIBLE RELOCATION OF SKATE PARK WITH GRANTS
WILDLIFE REHAB	PASS THRU	260,000.00	WILDLIFE REHAB THROUGH LONE CABIN REHAB PROJECT
POULOUS PARK UPDATE	CONSERVATION TRUST	3,200.00	MORE IMPROVEMENTS IN POULOUS PARK
BIKE RACK (Town Park)	CONSERVATION TRUST	4,000.00	BIKE RACK FROM SMYTH FOR TOWN PARK
BIKE RACK (TOWN HALL)	CAPITAL	500.00	BIKE RACK FROM SMYTH FOR IN FRONT OF TOWN HALL
BUILDING CODE UPDATE	CAPITAL	4,500.00	CONTINUING WITH BUILDING CODE UPDATE
COMPUTERS	CAPITAL	5,500.00	REPLACEMENT OF OUTDATED COMPUTERS (IE: FROUNT COUNTER)
FOREST ASSESSMENT	CAPITAL	4,500.00	TREE ASSESSMENT DONE BY FOREST SERVICE TO ADD TO ASSET INVENTORY
PAONIA AIRPORT	CAPITAL	60,192.00	OUR 75% COMMITMENT TO AIRPORT IMPROVEMENTS
PD DESK & CHAIRS	CAPITAL	10,000.00	NEW DESK (SERGEANTS OFFCIE & REPORT OFFCIE ) AND CHAIRS FOR PD
PD EQUIPMENT	CAPITAL	10,000.00	LESS LEATHAL/MED KITS/PBT/TASER-KEEP PD UPDATED WITH EQUIPMENT
PD IN CAR CAMERAS	CAPITAL	7,000.00	IN-CAR CAMERAS FOR EACH POLICE VEHICLE-HELP WITH EVIDENCE GATHERING & ALSO IMPROVE SAFETY
PD OFFICER GEAR	CAPITAL	4,580.00	VEST UP GRADES/UNIFORM UPGRADES-VESTS HAVE EXPERATION DATES
77 PD VEHICLE	CAPITAL	30,000.00	NEW PD VEHICLE INCLUDING OUTFITTING TO REPLACE THE 2011 FORD EXPLORER RECEIVED FROM DELTA FOR \$3,000 CURRENT INVENTORY= 2011 CROWN VIC, 2016 & 2017 GMC SUV, (2) 2018 CHEV SUV, 2019 GOLF CAR

PW ASPHALT PLAIN	CAPITAL	25,000.00	FOR LEVELING UNEVEN PAVEMENT
PW ELLEN HANSON SMITH CENTER	CAPITAL	20,000.00	2020-UPDATE COMMERCIAL KITCHEN AREA
PW EQUIPMENT (2020)	CAPITAL	11,445.00	NEW SAWS UPGRADE AND PARK EQUIPMENT
PW EQUIPMENT (2021)	CAPITAL	15,725.00	SAFETY EQUIPMENT/UPGRADE OF TOOLS/NEW PUMPS
PW LIFT GATE	CAPITAL	3,000.00	HEAVEY EQUIPMENT HANDLING
PW NEW TRUCK	CAPITAL	40,000.00	UPGRADE PW TRUCK
PW PINTAL HITCH TRAILER	CAPITAL	18,000.00	TO MAKE MOVING EQUIPMENT EASIER
PW PUSH LAWN MOWER	CAPITAL	2,000.00	UPGRADE PW AND PARK PUSH MOWERS
PW SIGN REPLACEMENT	CAPITAL	6,894.00	NEW SIGNS FOR STOP/YIELD AND NAMES
PW SKID STEER	CAPITAL	90,000.00	NEW SKID STEER
PW SNOW PLOW TRUCK	CAPITAL	45,000.00	NEW PLOW AND TRUCK FOR SNOW REMOVAL
PW STREETS	CAPITAL	165,889.00	ROAD RECONSTRUCTION
TOWN HALL UPGRADE	CAPITAL	27,974.00	INCLOSE UPSTAIRS OFFICE, REMODEL KITCHEN, ADDITION BLINDS, NEW CARPET IN PD & FRONT OFFICE
SPRING REPAIR	WATER	20,000.00	CONTINUE WITH IMPROVING SPRINGS INFRASTRUCTURE
METER INSTALLS	WATER	45,000.00	CONTINUE INSTALLATION OF REMOTE METERS IN-TOWN
ALTITUDE VALVE	WATER	20,000.00	TO HOOK 2MG TANK TO 1MG TANK
PUMP	WATER	8,000.00	NEW SPARE PUMP FOR WATER TREATMENT PLANT
PW TRENCH BOX	CAPITAL	10,000.00	WATER & SEWER SAFETY EQUIPMENT
PRESURE/TEMP SENSORS	WATER	10,000.00	SENSORS FOR FIRE HYDRANTS
ENGINEERING-RAW WATER STORAGE	WATER	25,000.00	BEGIN ENGINEERING FOR ADDITION RAW WATER STORAGE
300 ORCHARD WATER LINE	WATER	80,000.00	REPLACEMENT OF WATERLINE ON THE 300 BLOCK OF ORCHARD (OLDEST LINE STILL REMAINING IN-TOWN)
200 BLK OF MAIN	WATER	90,000.00	REPLACMTN OF WATERLINE ON THE 200 BLOCK OF MAIN
2MG LINING	WATER	500,000.00	RELINING THE 2MG WATER TANK AS RECOMMENDED BY DIVE INSPECTION
SAFETY EQUIPMENT	SEWER	6,000.00	GAS DETECTOR UPGRADE AND TRIPOD FOR SEWER
HWY 133 EXTENTION	SEWER		HWY 133 EXTENTION HAS BEEN ENGINEERED CONTINUE WITH CONSTRUCTION
AERATORS	SEWER	34,650.00	UPGRADE AND REPAIR FOR SEWER PLANT
BROWN HILL/CONTROLS	SEWER	6,250.00	ENGINEERING DATA LOG SYSTEM FOR SEWER PLAN
SCADA	SEWER	19,850.00	INSTALL SCADA SYSTEM AT THE SEWER PLANT FOR EFFICIENCY AND BETTER MONITORING OF THE PLANT OPERATIONS
TOTAL		2,607,399.00	



SUMMARY				
	Total tons @ \$40./tn	Total Invoice Amt	Estimated Increase	Estimated Amount
December	63.71	\$ 2,546.75	\$ 5.00	\$ 318.55
January	59.35	\$ 2,372.75	\$ 5.00	\$ 296.75
February	52.85	\$ 2,113.00	\$ 5.00	\$ 264.25
March	66.42	\$ 2,655.50	\$ 5.00	\$ 332.10
April	68.96	\$ 2,757.00	\$ 5.00	\$ 344.80
May	75.50	\$ 3,019.25	\$ 5.00	\$ 377.50
June	74.16	\$ 2,965.50	\$ 5.00	\$ 370.80
July	78.08	\$ 3,127.75	\$ 5.00	\$ 390.40
August	69.89	\$ 2,794.25	\$ 5.00	\$ 349.45
September	72.82	\$ 2,670.50	\$ 5.00	\$ 364.10
Totals	681.74	\$ 27,022.25	UNITS 788	\$ 3,408.70
				NEEDED INCREASE \$ 4.33

RATE#	TYPE	SERVICE	AREA	UNITS	AMOUNT	TOTAL	TOTAL/MO	TOTAL/YR	R.INC	TOTAL	TOTAL/MO	TOTAL/YR	NEW RATES	ROBERTS				DOUBLE J	
504	TRASH	SANITATION	SINGLE	172	17.00	2,924.00			3.00	516.00			20.00	WEEKLY		BIWEEKLY	1X/MO	WEEKLY	
501	TRASH	SANITATION	2-4	486	20.00	9,720.00			5.00	2,430.00			25.00	25.00	3/35 GAL			29.00	3/30 GAL
503	TRASH	SANITATION	HEAVY	61.5	27.00	1,660.50			3.00	184.50			30.00						
502	TRASH	SANITATION	2-YRD	16.5	35.00	577.50			15.00	247.50			50.00	62.00		52.00	45.00	86.00	
505	TRASH	SANITATION	3-YRD	52	37.00	1,924.00	16,806.00	201,672.00	23.00	1,196.00			60.00					128.00	
										4,574.00	4,574.00	54,888.00							
601	TRASH	X-TRASH		836															

## Paonia 2021 Salary Ranges

Position	Hourly Low	Hourly High	Annual Low	Annual High
Administrator/Clerk	33.91	47.47	70,533	98,746
Deputy Town Clerk	16.87	21.93	35,098	45,616
Assistant to Administrator	16.87	21.93	35,098	45,616
Finance Director	27.47	38.46	57,142	80,000
Public Works Director	30.88	43.23	64,230	89,922
Public Works Supervisor	18.49	24.04	38,459	50,003
P.W. Specialist*	16.50	21.45	34,320	44,616
P.W. Laborer	13.88	18.04	28,870	37,523
Chief of Police	30.00	41.80	62,400	87,360
Police Sergeant	20.90	27.17	43,472	56,513
Police Officer	19.00	24.70	39,520	51,376
Administrative Clerk	15.34	19.94	31,907	41,475

\* Public Works "Specialist" includes Truck Driver, CDL, Parks, Utility

## Notes:

- Ranges are established by CML comparison with towns of comparable size and job descriptions. Towns used were primarily Hotchkiss and Cedaredge. Paonia ranges are slightly above Hotchkiss and Cedaredge.
- Full ranges provide 30% increase for hourly jobs and 40% increase for exempt.
- Hiring position and advancement within a range are dependent on job experience and continued performance.

							2018	2019	2020	7	2020	2021	
							AUDITED	AUDITED	2020	2020	EST	2021	
FUND	TYPE	ACCT	SUB	SEQ	OLD	ACCT#	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>WATER FUND - INCOME</b>													
60	36	01	00	00	F	2-36-01	WATER CHARGES-RECEIVED	788,317.84	761,739.46	765,000.00	460,766.60	606,426.22	800,395.00
60	36	01	10	01	D		INCREASE			66,497.40	-	-	
60	36	02	00	00	F	2-36-02	WATER TAPS	62,000.00	57,000.00	-	18,000.00	18,000.00	-
60	36	03	00	00	F	2-36-03	SALES & SERVICES	2,144.18	4,982.42	3,650.00	3,495.84	5,185.84	4,500.00
60	36	04	00	00	F	2-36-04	STANDBY TAP FEES	47,245.04	45,485.71	44,115.00	29,982.06	37,564.00	50,650.00
60	36	05	00	00	F	2-36-05	BULK WATER	3,938.00	4,964.00	4,550.00	3,396.00	5,724.00	5,400.00
60	36	06	00	00	F	2-36-06	SHUT OFF NOTICE	-	-	-	-	-	-
60	36	07	00	00	D	2-36-07	GRANT FUNDS	-	-	14,000.00	-	-	-
60	36	08	00	00	N	2-36-08	TAPS FEES-4-STORAGE	-	-	-	-	-	-
60	36	09	00	00	F	2-36-09	PENALTIES	4,985.00	1,255.00	2,500.00	325.72	325.72	1,000.00
60	36	10	00	00	F	2-36-10	INTEREST	-	-	-	-	-	-
60	36	12	00	00	F	2-36-12	RENTS	-	1,500.00	1,000.00	500.00	500.00	1,000.00
60	36	13	00	00	F	2-36-13	MISCELLANEOUS REVENUE	-	-	-	-	-	-
60	36	15	00	00	F	2-36-15	SALE OF ASSETS	-	-	-	-	-	-
60	36	20	00	00	D	2-36-30	GRANT	-	-	-	-	-	-
60	36	31	00	00	F	2-36-31	CAPITAL CONTRIBUTION	-	-	-	-	-	-
<b>WATER INCOME</b>							<b>908,630.06</b>	<b>876,926.59</b>	<b>901,312.40</b>	<b>516,466.22</b>	<b>673,725.78</b>	<b>862,945.00</b>	

							2018	2019		7	2020		
							AUDITED	AUDITED	2020	2020	EST	2021	
FUND	TYPE	ACCT	SUB	SEQ	OLD	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	BUDGET
<b>WATER FUND - EXPENDITURES</b>													
60	50	2+				TOTAL PAYROLL	295,600.50	222,984.47	250,517.40	104,643.71	238,827.69	193,797.41	193,798.23
60	50	44	00	00	F	NORRIS RETIREMENT	20,160.00	20,160.00	20,160.00	11,760.00	15,120.00	20,160.00	20,160.00
60	50	10	00	00	F	WORK COMP	5,162.00	5,252.50	3,736.00	3,736.00	3,736.00	3,220.00	3,220.00
60	50	15	00	00	F	2-50-15 OFFICE SUPPLIES	459.92	244.62	300.00	97.20	7.42	310.00	
60	50	16	00	00	F	2-50-16 OPERATING SUPPLIES	17,287.67	17,240.63	9,550.00	3,057.01	5,729.15	10,725.00	
60	50	17	00	00	F	2-50-17 POSTAGE	4,436.38	3,867.17	4,900.00	1,532.49	2,491.79	4,023.00	
60	50	20	00	00	F	2-50-20 LEGAL & ENGINEERING SERVICES	15,566.77	1,798.52	33,000.00	1,443.00	5,798.00	2,000.00	
60	50	21	00	00	F	2-50-21 AUDIT	18,772.49	11,280.00	11,280.00	11,280.00	11,760.00	11,000.00	
60	50	22	00	00	F	2-50-22 REPAIRS & MAINTENANCE	427,346.16	123,639.76	202,940.00	78,068.59	125,769.85	232,250.00	
60	50	23	00	00	F	2-50-23 VEHICLE EXPENSE	8,558.29	8,468.46	10,000.00	3,842.69	5,799.09	8,455.00	
60	50	24	00	00	F	2-50-24 RENTALS	-	-	2,500.00	-	-	-	
60	50	25	00	00	F	2-50-25 SHOP EXPENSE	5,311.76	3,578.34	4,250.00	760.25	4,380.07	1,940.00	
60	50	26	00	00	F	2-50-26 TRAVEL & MEETINGS	1,102.72	1,129.33	3,500.00	31.67	31.67	1,200.00	
60	50	27	00	00	F	2-50-27 INSURANCE & BONDS	19,016.73	20,586.28	19,715.00	20,748.22	20,748.22	23,440.00	
60	50	28	00	00	F	2-50-28 UTILITIES	20,766.47	25,190.96	25,000.00	16,819.24	20,965.76	26,000.00	
60	50	29	00	00	F	2-50-29 TELEPHONE	3,741.43	4,130.24	4,175.00	2,482.61	3,166.07	4,175.00	
60	50	30	00	00	F	2-50-30 PUBLISHING & ADS	651.22	11.67	710.00	91.91	91.91	100.00	
60	50	31	00	00	F	2-50-31 DUES & SUBSCRIPTIONS	137.50	1,835.00	1,850.00	137.50	137.50	1,698.00	
60	50	32	00	00	F	2-50-32 FEES & PERMITS	5,261.61	10,520.71	8,500.00	5,547.35	7,494.69	8,685.00	
60	50	33	00	00	F	2-50-33 DATA PROCESSING	8,850.66	10,272.19	3,180.00	5,588.05	13,080.85	12,750.00	
60	50	40	00	00	F	2-50-40 MISCELLANEOUS	(2,118.00)	-	-	-	-	-	
60	50	41	00	00	F	2-50-41 WRITEOFF-UNCOLLECTABLE	-	-	250.00	-	-	200.00	200.00
60	50	42	00	00	F	2-50-42 CONTRACT SERVICES	-	-	-	-	-	-	
60	50	50	00	00	F	2-50-50 WATER POWER AUTHORITY LOAN	181,155.68	164,325.91	183,500.00	171,095.53	171,095.53	190,000.00	190,000.00
60	50	51	00	00	F	2-50-51 DRINKING WATER REVOLVING FUNDS	23,343.40	23,343.40	23,350.00	11,671.70	11,671.70	23,500.00	23,500.00
60	50	52	00	00	F	2-50-52 FCNB INTERIM FINANCING	-	2.15	25.00	-	-	12.00	12.00
60	50	54	00	00	F	2-50-54 DEBT SERVICE	(154,842.40)	(156,559.41)	-	-	-	-	
60	50	70	00	00	D	2-50-70 CAPITAL OUTLAY	3,152.97	-	510,064.00	18,851.73	18,851.73	695,000.00	
60	50	71	00	00	F	2-50-71 PASS THRU	25,587.08	24,219.34	24,274.00	14,722.59	19,319.83	25,532.00	25,532.00
60	50	72	00	00	N	2-50-72 PASS THRU ENGINEERING	-	-	-	-	-	-	
60	50	99	00	00	F	2-50-99 TRANSFER IN - (OUT)	-	(8,091.13)	-	-	-	-	
60	59	90	00	00	F	2-59-90 DEPRECIATION	297,926.07	311,326.92	-	-	-	-	
<b>WATER EXPENDITURES</b>							<b>1,252,395.08</b>	<b>850,758.03</b>	<b>1,381,576.40</b>	<b>488,009.04</b>	<b>706,074.52</b>	<b>1,500,172.41</b>	<b>1,500,173.23</b>
							<b>(343,765.02)</b>	<b>26,168.56</b>	<b>(480,264.00)</b>	<b>28,457.18</b>	<b>(32,348.74)</b>	<b>(637,227.41)</b>	<b>57,772.59</b>

							2018	2019	7		2020		
							AUDITED	AUDITED	2020	2020	EST	2021	
FUND	TYPE	ACCT	SUB	SEQ	OLD	ACCT#	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<b>SEWER FUND - INCOME</b>													
70	37	01	00	00	F	3-37-01	463,911.07	470,801.66	478,450.00	309,588.97	530,875.00	530,300.00	
70	37	01	20	01	D	INCREASE			54,156.00				
70	37	04	00	00	F	3-37-04	15,000.00	48,500.00	15,000.00	15,000.00	15,000.00	15,000.00	
70	37	07	00	00	F	3-37-07			-				
70	37	09	00	00	F	3-37-09	12,775.53	14,736.93	15,800.00	4,009.99	9,600.00	7,600.00	
70	37	12	00	00	F	3-37-12	-	-	-				
70	37	13	00	00	D	GRANT REVENUE	9,877.61	25,996.89		53,587.50	53,587.50		
70	37	13	18	01	D	CDPHE-2ND & CLARK							
70	37	13	00	00	F	70-37-13				2,172.00			
70	37	15	00	00	F	3-37-15	-	-	-				
70	37	20	00	00	D	3-37-20	-	-	-				
<b>SANITATION INCOME</b>							<b>501,564.21</b>	<b>560,035.48</b>	<b>563,406.00</b>	<b>384,358.46</b>	<b>609,062.50</b>	<b>552,900.00</b>	

OLD							2018	2019	2020	7	2020	2021			
FUND	TYPE	ACCT	SUB	SEQ	ACCT#	ACCOUNT DESCRIPTION	AUDITED	AUDITED	BUDGET	2020	EST	BUDGET			
							ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET			
<b>SEWER FUND - EXPENDITURES</b>															
70	51	+1				TOTAL PAYROLL	130,748.69	156,541.99	133,336.50	59,433.90	128,362.57	193,180.00	193,180.43	-	
70	51	10	00	00	F	WORK COMP	1,677.00	1,452.50	961.00	961.00	961.00	947.00	947.00	Q	
70	51	15	00	00	F	3-51-15 OFFICE SUPPLIES	383.74	165.98	300.00	91.52	7.42	265.00			
70	51	16	00	00	F	3-51-16 OPERATING SUPPLIES	34,584.34	9,365.75	15,380.00	2,453.32	915.93	11,425.00			
70	51	17	00	00	F	3-51-17 POSTAGE	2,851.67	2,268.18	2,100.00	1,096.12	159.40	2,600.00			
70	51	20	00	00	F	3-51-20 LEGAL & ENGINEERING SERV	57,991.76	59,257.32	3,900.00	22,674.00	5,901.90	-			
70	51	21	00	00	F	3-51-21 AUDIT	10,065.00	3,525.00	3,525.00	3,525.00	75.00	4,500.00			
70	51	22	00	00	F	3-51-22 REPAIRS & MAINTENANCE	24,966.15	77,574.78	98,585.00	2,684.95	46,773.41	117,715.00			
70	51	23	00	00	F	3-51-23 VEHICLE EXPENSE	7,331.05	6,495.74	6,500.00	3,691.91	942.20	8,205.00			
70	51	24	00	00	F	3-51-24 RENTALS	-	-	1,000.00	-	-	-			
70	51	25	00	00	F	3-51-25 SHOP EXPENSE	3,815.30	2,573.71	3,000.00	376.96	1,759.95	2,850.00			
70	51	26	00	00	F	3-51-26 TRAVEL & MEETINGS	681.72	-	2,000.00	31.67	31.67	1,875.00			
70	51	27	00	00	F	3-51-27 INSURANCE & BONDS	6,901.35	6,994.88	6,545.00	7,578.99	7,578.99	8,840.00			
70	51	28	00	00	F	3-51-28 UTILITIES	36,172.25	34,735.34	34,000.00	20,792.83	-	35,200.00			
70	51	29	00	00	F	3-51-29 TELEPHONE	1,648.95	1,538.15	1,600.00	980.03	82.93	1,560.00			
70	51	30	00	00	F	3-51-30 PUBLISHING & ADS	17.66	204.97	500.00	69.08	-	120.00			
70	51	31	00	00	F	3-51-31 DUES & SUBSCRIPTIONS	137.50	-	150.00	137.50	-	138.00			
70	51	32	00	00	F	3-51-32 FEES & PERMITS	10,099.72	6,436.85	10,100.00	4,635.77	662.63	7,020.00			
70	51	33	00	00	F	3-51-33 DATA PROCESSING	5,807.46	7,314.53	24,735.00	8,358.41	3,746.48	33,900.00			
70	51	40	00	00	F	3-51-40 MISCELLANEOUS	-	-	-	-	-	-			
70	51	41	00	00	F	3-51-41 WRITEOFF-UNCOLLECTABLE	-	-	250.00	-	-	200.00	200.00		
70	51	43	00	00	F	3-51-43 GAGING STATION	3,855.00	2,621.00	3,900.00	1,234.00	-	3,950.00			
70	51	51	00	00	F	3-51-51 RURAL DEVELOPMENT P&I	101,042.00	101,042.00	102,500.00	-	102,500.00	102,500.00	102,500.00		
70	51	54	00	00	F	3-51-54 DEBT SERVICE	(29,282.22)	(57,378.48)	-	-	-	-	-		
70	51	70	00	00	D	3-51-70 CAPITAL OUTLAY	-	26,757.72	510,065.00	80,322.49	46,542.35	-	-		
70	51	71	00	00	F	3-51-71 PASS THRU FUNDS	13,918.70	14,124.09	14,353.50	9,287.08	15,925.00	15,910.00	15,910.00		
70	51	99	00	00	F	3-51-99 TRANSFER IN - (OUT)	-	(10,000.00)	-	-	-	-	-		
70	59	90	00	00	F	DEPRECIATION	102,114.99	102,114.99	-	-	-	-	-		
<b>SEWER EXPENDITURES</b>							<b>527,529.78</b>	<b>555,726.99</b>	<b>999,286.00</b>	<b>230,416.53</b>	<b>362,928.83</b>	<b>552,900.00</b>	<b>552,900.43</b>		
							<b>(25,965.57)</b>	<b>4,308.49</b>	<b>(435,880.00)</b>	<b>153,941.93</b>	<b>246,133.67</b>	<b>0.00</b>			

OLD							2018	2019	2020	7	2020	2021
FUND	TYPE	ACCT	SUB	SEQ	ACCT#	ACCOUNT DESCRIPTION	AUDITED	AUDITED	2020	2020	EST	2021
							ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>TRASH FUND - INCOME</b>												
80	37	02	00	00	F 3-37-02	GARBAGE FEES - RECEIVED	210,111.66	216,435.34	216,000.00	126,766.39	217,488.00	217,315.00
80	37	02	18	01	D	INCREASE	-	-	-	-	-	-
80	37	03	00	00	F 3-37-03	SALES & SERVICE	1,785.00	1,291.00	-	464.00	250.00	1,300.00
80	37	08	00	00	F	PASS THRU	-	-	-	-	-	-
80	39	99	00	00	D	RESERVE	-	-	27,780.00	-	-	-
<b>INCOME</b>							<b>211,896.66</b>	<b>217,726.34</b>	<b>243,780.00</b>	<b>127,230.39</b>	<b>217,738.00</b>	<b>218,615.00</b>

<b>TRASH FUND - EXPENDITURES</b>														
80	52	3+				TOTAL PAYROLL	86,325.42	101,350.21	149,900.00	73,682.11	137,432.23	144,419.00	144,419.59	-
80	52	10	00	00	F	WORK COMP	7,718.00	4,672.50	3,561.00	3,561.00	3,561.00	6,057.00	6,057.00	Q
80	52	15	00	00	F 3-52-15	OFFICE SUPPLIES	347.71	165.98	250.00	77.79	92.63	275.00	-	-
80	52	16	00	00	F 3-52-16	OPERATING SUPPLIES	1,304.01	1,303.98	1,275.00	644.21	998.57	1,195.00	-	-
80	52	17	00	00	F 3-52-17	POSTAGE	1,063.38	1,240.65	1,000.00	505.30	664.72	965.00	-	-
80	52	20	00	00	F 3-52-20	LEGAL SERVICES	-	-	390.00	-	-	-	-	-
80	52	21	00	00	F 3-52-21	AUDIT	10,065.00	3,525.00	3,525.00	3,525.00	3,675.00	4,500.00	-	-
80	52	22	00	00	F 3-52-22	REPAIRS & MAINTENANCE	99.72	-	1,525.00	1,287.98	1,287.98	110.00	-	-
80	52	23	00	00	F 3-52-23	VEHICLE EXPENSE	12,454.01	12,034.97	13,550.00	3,398.15	8,514.45	9,407.00	-	-
80	52	24	00	00	F 3-52-24	RENTALS	-	-	-	-	-	-	-	-
80	52	25	00	00	F 3-52-25	SHOP EXPENSE	724.78	1,137.14	1,400.00	255.33	520.65	505.00	-	-
80	52	26	00	00	D 3-52-26	TRAVEL & MEETINGS	-	1,536.88	1,550.00	-	-	1,550.00	-	-
80	52	27	00	00	F 3-52-27	INSURANCE & BONDS	4,191.85	3,978.52	4,324.00	4,504.25	4,504.25	4,947.00	-	-
80	52	28	00	00	F 3-52-28	UTILITIES	2,854.96	1,972.02	1,900.00	1,408.55	1,408.55	2,300.00	-	-
80	52	29	00	00	F 3-52-29	TELEPHONE	177.62	479.28	500.00	290.02	448.86	505.00	-	-
80	52	30	00	00	F 3-52-30	PUBLISHING & ADS	36.64	11.68	150.00	-	-	35.00	-	-
80	52	33	00	00	F 3-52-33	DATA PROCESSING	2,271.19	1,366.17	1,450.00	1,028.56	3,542.84	2,275.00	-	-
80	52	40	00	00	F 3-52-40	MISCELLANEOUS	-	-	-	-	-	-	-	-
80	52	41	00	00	F 3-52-41	WRITEOFF-UNCOLLECTABLE	-	-	250.00	-	-	200.00	200.00	-
80	52	42	00	00	F 3-52-42	LANDFILL FEES	33,624.00	34,842.00	33,000.00	15,883.00	27,727.00	29,350.00	29,350.00	-
80	52	43	00	00	D 3-52-43	CLEAN-UP DAY	600.00	8,125.00	6,300.00	-	-	3,500.00	-	-
80	52	70	00	00	D 3-52-70	CAPITAL OUTLAY	-	-	-	-	-	-	-	-
80	52	71	00	00	F 3-52-71	PASS THRU FUNDS	6,304.17	6,493.10	6,480.00	3,802.72	4,884.80	6,520.00	6,520.00	-
80	59	90	00	00	F 3-59-90	DEPRECIATION	-	5,882.00	5,000.00	-	-	-	-	-
<b>TRASH EXPENDITURES</b>							<b>171,797.46</b>	<b>183,367.08</b>	<b>237,280.00</b>	<b>113,853.97</b>	<b>199,263.53</b>	<b>218,615.00</b>	<b>218,615.59</b>	
							<b>40,099.20</b>	<b>34,359.26</b>	<b>6,500.00</b>	<b>13,376.42</b>	<b>18,474.47</b>	<b>0.00</b>		

AGENDA SUMMARY FORM

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

October 22, 2020

AGENDA SUMMARY FORM



Announcements

Summary:

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

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

AGENDA SUMMARY FORM

	Shop Safe, Shop Local Recognition
---	-----------------------------------

Summary:

Notes:

Possible Motions:  
  
Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

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

AGENDA SUMMARY FORM

	Visitors & Guests
---	-------------------

Summary:

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

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



# Paonia Police Department

## Law Incident Table, by Date and Time

**Date Occurred:** 10/01/20

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:24:30	Disturbance	NIAGARA AVE, Paonia, CO	PPD	PPD	
11:59:32	ABANDONED VEHIC	MAIN AVE, Paonia, CO	PPD	PPD	WW
15:25:36	ALARM	NORTH FORK AVE, Paonia, CO	PPD	PPD	
17:09:03	Medical/transfe	POPLAR AVE, Paonia, CO	PPD	PPD	
18:21:09	911/hangup	MEADOWBROOK BLVD; Paonia, CO	PPD	PPD	UNF
22:39:14	ALARM	2ND ST, Paonia, CO	PPD	PPD	

**Total Incidents for this Date: 6**

**Date Occurred:** 10/02/20

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:16:02	Information	GRAND AVE, Paonia, CO	PPD	PPD	

**Total Incidents for this Date: 1**

**Date Occurred:** 10/03/20

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
18:08:51	CITIZEN ASSIST	BLOCK GRAND AVE, Paonia, CO	PPD	DIST3	

**Total Incidents for this Date: 1**

**Date Occurred:** 10/04/20

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:00:05	ANIMAL CONTROL	Pan American AVE., Paonia, CO	PPD	PPD	
09:31:20	Medical/transfe	DORRIS AVE, Paonia, CO	PPD	PPD	
11:23:32	ALARM	GRAND AVE, Paonia, CO	PPD	PPD	
20:49:37	Medical/transfe	DELTA AVE, Paonia, CO	PPD	PPD	

**Total Incidents for this Date: 4**

**Date Occurred:** 10/05/20

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:31:19	CITIZEN ASSIST	GRAND AVE, Paonia, CO	PPD	PPD	
10:44:47	VIN INSPECTION	Back River Rd., Paonia, CO	PPD	DCSO	
11:39:11	VIN INSPECTION	Grand AVE., Paonia, CO	PPD	PPD	
14:53:58	LOST/FOUND PROP	4th St., Paonia, CO	PPD	PPD	
15:04:27	THEFT FROM AUTO	ONARGA AVE, Paonia, CO	PPD	PPD	
18:07:23	AGENCY ASSIST	GRAND AVE, Paonia, CO	PPD	PPD	
19:11:28	AGENCY ASSIST	COBURN RD, Paonia, CO	PPD	DIST3	

**Total Incidents for this Date: 7**

**Date Occurred:** 10/06/20

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:33:14	VIN INSPECTION	GRAND AVE; PPD, Paonia, CO	PPD	PPD	
16:34:00	WELFARE CHECK	5TH ST, Paonia, CO	PPD	PPD	
17:45:32	SUSPICIOUS	NIAGARA AVE, Paonia, CO	PPD	PPD	

**Total Incidents for this Date:** 3

**Date Occurred:** 10/07/20

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:00:05	ALARM	GRAND AVE, Paonia, CO	PPD	PPD	

**Total Incidents for this Date:** 1

**Date Occurred:** 10/09/20

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
12:00:39	DISORDERLY	BOX ELDER AVE, Paonia, CO	PPD	PPD	

**Total Incidents for this Date:** 1

**Date Occurred:** 10/10/20

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:51:36	Traffic Stop	SAMUEL WADE RD, Paonia, CO	PPD	PPD	CIT
21:48:14	AGENCY ASSIST	PEONY LN, Paonia, CO	PPD	DIST3	

**Total Incidents for this Date:** 2

**Date Occurred:** 10/11/20

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
02:14:49	Information	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
15:12:24	Traffic Stop	Block Samuel Wade RD., Paonia, CO	PPD	PPD	CIT
18:03:46	SHOPLIFTING	2ND ST, Paonia, CO	PPD	PPD	UTL
19:07:45	SHOPLIFTING	2ND ST, Paonia, CO	PPD	PPD	CIT
22:38:00	Disturbance	4TH St Paonia, CO	PPD	PPD	

**Total Incidents for this Date:** 5

**Date Occurred:** 10/12/20

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
02:59:21	SUSPICIOUS	RIO GRANDE AVE, Paonia, CO	PPD	PPD	
19:36:52	TrafficAccident	SAMUEL WADE RD & CLOCK RD, Paonia, CO	PPD	DIST3	VW

**Total Incidents for this Date:** 2

---

**Date Occurred:** 10/13/20

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:42:46	CITIZEN ASSIST	GRAND AVE, Paonia, CO	PPD	PPD	
08:49:36	CITIZEN ASSIST	GRAND AVE, Paonia, CO	PPD	PPD	
14:09:49	Parking Problem	GRAND AVE, Paonia, CO	PPD	PPD	CIT

**Total Incidents for this Date: 3**

---

**Date Occurred:** 10/14/20

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
11:45:06	WELFARE CHECK	ONARGA AVE, Paonia, CO	PPD	PPD	UNF
15:46:22	Code Enforce	MINNESOTA AVE, Paonia, CO	PPD	PPD	WW
18:35:32	ANIMAL CONTROL	GRAND AVE, Paonia, CO	PPD	PPD	
22:51:18	Noise Complaint	2ND ST, Paonia, CO	PPD	PPD	UTL

**Total Incidents for this Date: 4**

---

**Date Occurred:** 10/15/20

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
15:14:02	Traffic Stop	Samuel Wade RD., Paonia, CO	PPD	PPD	CIT
16:33:50	AGENCY ASSIST	GRAND AVE, Paonia, CO	PPD	PPD	
18:10:38	Intoxication	GRAND AVE, Paonia, CO	PPD	PPD	

**Total Incidents for this Date: 3**

---

Total reported: 43

---



---

**Report Includes:**

All dates between `00:00:01 10/01/20` and `00:00:01 10/16/20`, All agencies matching `PPD`, All disposition's, All natures, All location codes, All cities

---

**Corinne Ferguson**

**From:** Enlighten <donotreply@enphaseenergy.com>  
**Sent:** Thursday, October 15, 2020 6:53 PM  
**Subject:** Monthly Energy Production Report for Paonia Town Hall



**Monthly Energy Production Report for Paonia Town Hall**

Enphase Energy maximizes your solar energy production and keeps you informed about your system. Your monthly energy report shows how your system performed and how much you contributed to offsetting the global carbon footprint.

For more details on these production results, please visit your [Enphase® system](#).

Week	Peak Power	Energy Produced
09/01/2020 - 09/07/2020	3.77 kW	198 kWh
09/08/2020 - 09/14/2020	3.94 kW	149 kWh
09/15/2020 - 09/21/2020	3.82 kW	181 kWh
09/22/2020 - 09/28/2020	3.87 kW	190 kWh
09/29/2020 - 09/30/2020	3.81 kW	60.0 kWh
<b>September 2020 Total:</b>		<b>777 kWh</b>
<b>Previous Month Total:</b>		<b>839 kWh</b>
<b>Year to Date:</b>		<b>6.56 MWh</b>

Your **Carbon Offset** for this month: 1,183 lbs

You have offset the equivalent of: **14 Trees**



All trademarks are the property of their respective owners.  
©2008-2020 Enphase Energy, Inc. All rights reserved.



This is an automated system notification from Enphase Energy Inc.,  
1420 N. McDowell Blvd., Petaluma, CA 94954, USA.



**DEVOR & PLUMHOFF, LLC**  
Attorneys and Counselors at Law

Bo James Nerlin  
[bo@coloradowestlaw.com](mailto:bo@coloradowestlaw.com)

MEMORANDUM

To: Board of Trustees, Town of Paonia  
From: Bo James Nerlin, Esq. *Bo James Nerlin*  
Re: Town Attorney Report  
Date: 10/23/2020  
CC: Ms. Corinne Ferguson

---

This memo is an outline of the recent projects that I have been working on as the Town Attorney. This memo is to serve as an outline and not a comprehensive list.

Marijuana Ballot Initiative

As a reminder, Ballot Questions 2C and 2D are before Paonia Municipal voters this November 3<sup>rd</sup>. In the event Question 2C is passed, marijuana stores will be regulated and licensed beginning in 2021. In the event Question 2D is passed, said stores will also be taxed on the sale of marijuana. In the event 2C passes, but 2D does not, there will be sales tax on the sale of marijuana, but it will not be a separate tax. In the event 2D passes and 2C does not, there will not be the licensure and establishment of marijuana stores, and thus no tax.

Public Hearings

It is anticipated that the Planning Commission and the Board of Trustees will have several public hearings in November / December. With these public hearings, it is important that all applicants are afforded due process, and decisions about the applications and/or requests are based upon the information provided during the public hearing and will be a part of the public record. Therefore, it goes without saying, Trustees are urged to refrain from ex-parte communications. In the event Trustees receive any comments about a pending application, those comments should be directed to staff, and/or presented at the appropriate public hearings.

Franchise Agreement

Our office has been working with Charter Cable on a renewal of its existing franchise agreement. We have provided comments to Charter, and it is anticipated that the proposed franchise agreement will be in the November 10, 2020 Board Packet.

AGENDA SUMMARY FORM

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

**EXHIBIT F****ADDITIONAL COVENANTS AND REQUIREMENTS**

**Audit Requirements.** For each year in which the Governmental Agency requests a disbursement from the Project Loan Subaccount, the Governmental Agency shall conduct its annual audit in accordance with the federal Single Audit Act, 31 U.S.C. § 7501 et seq.

**Additional Senior, Parity and Subordinate Lien Bonds.** The Governmental Agency covenants that it will not issue any obligations payable out of, or secured by a lien or charge on the Pledged Property which is superior to the lien or charge of this Loan Agreement on the Pledged Property. In addition, the Governmental Agency covenants that it will not issue any obligations payable out of, or secured by a lien or charge on the Pledged Property which is on a parity with the lien or charge of this Loan Agreement on the Pledged Property, unless the Governmental Agency certifies to the Authority that Net Revenues (as defined in paragraph 4. of Exhibit A to this Loan Agreement and subject to the next sentence) for any 12 consecutive months out of the 18 months preceding the month in which such obligations are to be issued is at least equal to the sum of (a) 110% of the maximum annual debt service of (i) this Loan Agreement and all outstanding obligations of the Governmental Agency payable out of, or secured by a lien or charge on the Pledged Property which is on a parity with the lien or charge of the Governmental Agency Bond on the Pledged Property, and (ii) such proposed obligations to be issued, and (b) 100% of the maximum annual debt service of all obligations payable out of, or secured by a lien or charge on the Pledged Property which is subordinate to the lien or charge of the Loan Agreement on the Pledged Revenues. Net Revenues may be adjusted to reflect any rate increases prior to the issuance of such additional obligations by adding to the actual Net Revenues for such period an estimated sum equal to 100% of the estimated increase in Net Revenues which would have been realized during such period had such rate increase been in effect during all of such period. Notwithstanding the foregoing, the Governmental Agency may issue refunding obligations payable out of, or secured by a lien or charge on the Pledged Property, without compliance with the requirements stated above, provided that the debt service payments on such refunding obligations do not exceed the debt service payments on the refunded obligations during any calendar year. In addition, the Governmental Agency covenants that it will not issue any obligations payable out of, or secured by a lien or charge on the Pledged Property which is subordinate to this Loan Agreement on the Pledged Property, unless the Governmental Agency certifies to the Authority that for any 12 consecutive months out of the 18 months preceding the month in which such obligations are to be issued Net Revenues were at least 100% of the maximum annual debt service on all obligations payable out of, or secured by a lien or charge on the Pledged Property, which are outstanding during such period.

**Operations and Maintenance Reserve Fund.** The Governmental Agency shall maintain an operations and maintenance reserve in an amount equal to three months of Operating Expenses excluding depreciation of the System as set forth in the annual budget for the current fiscal year but in no event greater than \$1,250,000. Said reserve may be in the form of unobligated fund balances or other unobligated cash or securities (i.e., capital reserves) or may be in a separate segregated fund and shall be maintained as a continuing reserve for payment of any lawful purpose relating to the System. If the operations and maintenance reserves fall below this

requirement, the shortfall shall be made up in 24 substantially equal monthly installments beginning the second month after such shortfall or the date of delivery.

**Rate Study.** In the event that Revenues collected during a fiscal year are not sufficient to meet the requirements set forth in the Rate Covenant contained in paragraph 5. of Exhibit A of this Loan Agreement, the Governmental Agency shall, within 90 days of the end of such fiscal year, cause an independent firm of accountants or consulting engineers, to prepare a rate study for the purpose of recommending a schedule of rates, fees and charges for the use of the System which in the opinion of the firm conducting the study will be sufficient to provide Revenues to be collected in the next succeeding fiscal year which will provide compliance with the Rate Covenant described in paragraph 5. of Exhibit A of this Loan Agreement. Such a study shall be delivered to the Authority and the Trustee. The Governmental Agency shall within six months of receipt of such study, adopt rates, fees and charges for the use of the System, based upon the recommendations contained in such study, which provide compliance with said Rate Covenant.

**Special Fund.** The Governmental Agency covenants to create a special fund into which shall be deposited the Revenues (as defined in paragraph 4. of Exhibit A to this Loan Agreement). The Revenues shall be applied, on or before the last day of each month, first to the payment of the Operating Expenses (as defined in paragraph 4. of Exhibit A to this Loan Agreement) and then applied to the payment of the Loan Repayments and other amounts payable on a parity with the Loan Repayments. Any further application shall be as provided by ordinance or resolution of the Governmental Agency.

**(6) Technical Managerial and Financial Capacity Requirement.** As described in the Technical/Managerial/Financial (TMF) Capacity Evaluation Report dated August 2, 2013, and are as follows:

- The Town must submit a Drinking Water Contact Update Form.
- The Town must provide information regarding the water system staff along with supporting documentation that indicates the operator duties.
- The Town must submit a copy of the procedure to monitor personnel performance for review.
- The Town must maintain adequate revenues for future operations and debt service.

**Davis Bacon Act.** The Governmental Agency will comply with the requirements of the Davis Bacon Act, codified at 40 U.S.C. §§ 3140 through 3148.

**American Iron and Steel Requirement.** The Governmental Agency will comply with all federal requirements applicable to the Loan, including Section 436 of P.L. 113-76, Consolidated Appropriations Act, 2014, (the "Appropriations Act") and related State Revolving Fund Policy Guidelines, which require that all of the iron and steel products (as defined in the Appropriations Act and Guidelines) used in the Project must be produced in the United States unless the Governmental Agency has requested and received a waiver from the requirement pursuant to the "waiver process" described in the Appropriations Act and Guidelines.

## ACCOUNT ANALYSIS 2020

BANK	ACCOUNT	JAN	APR	MAY	JUNE	JULY	AUG	SEP	X
<b>OPERATING ACCOUNTS</b>									
UBB (FSBC)	PREV BAL	134,027.10	137,154.49	154,074.83	135,715.81	192,326.50	151,697.63	171,742.97	
OPS - 0733	CKS/DR	285,541.33	192,857.21	1,858,448.29	187,126.22	310,139.34	220,760.14	312,360.14	
	DEP/CR	285,018.13	209,777.55	1,840,089.27	243,736.91	269,510.47	240,805.48	260,351.42	
	END BAL	133,503.90	154,074.83	135,715.81	192,326.50	151,697.63	171,742.97	119,734.25	X
	RATE	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
UBB (FSBC)	PREV BAL	19,089.11	25.00	25.00	25.00	18,653.02	25.00	25.00	
PAYROLL - 3629	CKS/DR	58,518.47	37,098.17	38,346.75	42,440.03	55,680.06	38,772.41	41,332.96	
	DEP/CR	39,454.36	37,098.17	38,346.75	61,068.05	37,052.04	38,772.41	41,332.96	
	END BAL	25.00	25.00	25.00	18,653.02	25.00	25.00	25.00	X
	RATE	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
<b>RESESTRICTED FUND ACCOUNTS</b>									
UBB (FSBC)-3858	PREV BAL	25.00	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	25.00	X
	RATE	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
UBB (FSBC) (FCNB)	PREV BAL	35.77	25.00	1,621,154.50	33,066.88	33,066.88	33,521.84	33,521.84	
INTERNAL - 0571	CKS/DR	-	-	1,588,087.62	-	-	-	-	
GRANTS	DEP/CR	-	1,621,129.50	-	-	454.96	-	-	
	END BAL	35.77	1,621,154.50	33,066.88	33,066.88	33,521.84	33,521.84	33,521.84	X
	RATE	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.05%	
UBB (FSBC) - 0911	PREV BAL	27,130.27	27,855.27	28,680.27	28,680.27	29,740.27	31,240.27	31,290.27	
PARK	CKS/DR	-	-	-	-	-	-	-	
CONTRIBUTION	DEP/CR	50.00	825.00	-	1,060.00	1,500.00	50.00	-	
	INT/CR	-	-	-	-	-	-	-	
	END BAL	27,180.27	28,680.27	28,680.27	29,740.27	31,240.27	31,290.27	31,290.27	X
	RATE	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
UBB (FSBC) - 2318	PREV BAL	58,190.85	58,227.13	58,239.09	58,251.46	58,263.43	58,275.80	58,288.14	
WWTP	CKS/DR	-	-	-	-	-	-	-	
	DEP/CR	-	-	-	-	-	-	-	
	INT/CR	12.36	11.96	12.37	11.97	12.37	12.34	11.94	
	END BAL	58,203.21	58,239.09	58,251.46	58,263.43	58,275.80	58,288.14	58,300.08	X
	RATE	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.10%	
UBB (FSBC) (FCNB)	PREV BAL	1,316.77	3,119.86	3,120.24	3,120.64	3,121.02	3,121.41	3,121.81	
CONSERV	CKS/DR	-	-	-	-	-	-	-	
TRUST 0857	DEP/CR	-	-	-	-	-	-	-	
	INT/CR	-	0.38	0.40	0.38	0.39	0.40	0.38	
	END BAL	1,316.77	3,120.24	3,120.64	3,121.02	3,121.41	3,121.81	3,122.19	X
	RATE	0.00%	0.15%	0.15%	0.15%	0.14%	0.15%	0.08%	
UBB (FSBC) - 0563	PREV BAL	72,699.42	13,150.39	13,152.01	13,153.69	13,155.31	13,156.99	13,158.66	
SPACE TO	CKS/DR	-	-	-	-	-	-	-	
CREATE	DEP/CR	-	-	-	-	-	-	-	
	INT/CR	15.44	1.62	1.68	1.62	1.68	1.67	1.62	
	END BAL	72,714.86	13,152.01	13,153.69	13,155.31	13,156.99	13,158.66	13,160.28	X
	RATE	0.25%	0.15%	0.15%	0.15%	0.15%	0.15%	0.15%	

### ACCOUNT ANALYSIS 2020

BANK	ACCOUNT	JAN	APR	MAY	JUNE	JULY	AUG	SEP	X
<b>INVESTMENT ACCOUNTS</b>									
UBB (FSBC) - 3637	PREV BAL	3,791.92	84,479.41	134,508.87	284,566.16	284,636.33	334,716.22	334,801.27	
MMKT	CKS/DR	-	-	-	-	-	-	-	
RESERVE	DEP/CR	-	50,000.00	150,000.00	-	50,000.00	-	-	
	INT/CR	0.48	29.46	57.29	70.17	79.89	85.05	82.33	
	END BAL	3,792.40	134,508.87	284,566.16	284,636.33	334,716.22	334,801.27	334,883.60	X
	<b>RATE</b>	<b>0.15%</b>	<b>0.30%</b>	<b>0.300%</b>	<b>0.300%</b>	<b>0.300%</b>	<b>0.300%</b>	<b>0.15%</b>	
COLO	PREV BAL	1,804,834.34	1,752,263.84	1,753,856.15	1,754,931.69	1,755,651.01	1,756,231.76	1,756,672.12	
TRUST	CKS/DR	60,000.00	-	-	-	-	-	-	
PLUS+	DEP/CR	-	-	-	-	-	-	-	
INVESTMENT	INT/CR	2,821.14	1,592.31	1,075.54	719.32	580.75	440.36	340.43	
	END BAL	1,747,655.48	1,753,856.15	1,754,931.69	1,755,651.01	1,756,231.76	1,756,672.12	1,757,012.55	
	<b>AVG RATE</b>	<b>1.85%</b>	<b>1.11%</b>	<b>0.72%</b>	<b>0.50%</b>	<b>0.39%</b>	<b>0.30%</b>	<b>1.24%</b>	X
UBB (14) (FSBC)	PREV BAL	201,115.76	201,391.54	201,391.54	201,391.54	201,670.73	201,670.73	201,670.73	
18MO	CKS/DR	-	-	-	-	-	-	-	
CD-2143	DEP/CR	-	-	-	-	-	-	-	
	INT/CR	-	-	-	279.19	-	-	279.24	
	END BAL	201,115.76	201,391.54	201,391.54	201,670.73	201,670.73	201,670.73	201,949.97	X
	<b>AVG RATE</b>	<b>0.55%</b>							
UBB (31) (FSBC)	PREV BAL	251,260.27	252,526.90	253,786.08	253,786.08	253,786.08	255,051.53	255,051.53	
18MO	CKS/DR	-	-	-	-	-	-	-	
CD-2143	DEP/CR	-	-	-	-	-	-	-	
	INT/CR	1,266.63	1,259.18	-	-	1,265.45	-	-	
	END BAL	252,526.90	253,786.08	253,786.08	253,786.08	255,051.53	255,051.53	255,051.53	X
	<b>AVG RATE</b>	<b>2.00%</b>							
<b>LINE-OF-CREDIT</b>									
UBB (FSBC)	PREV BAL	-	-	-	-	-	-	-	
LOC	CKS/DR	-	-	-	-	-	-	-	
\$200,000.00	DEP/CR	-	-	-	-	-	-	-	
	INT/CR	-	-	-	-	-	-	-	
	END BAL	-	-	-	-	-	-	-	X
	<b>AVG RATE</b>								
	<b>TOTAL PREV BAL</b>	<b>2,573,516.58</b>	<b>2,530,243.83</b>	<b>4,222,013.58</b>	<b>2,766,714.22</b>	<b>2,844,095.58</b>	<b>2,838,734.18</b>	<b>2,859,369.34</b>	
	<b>TOTAL CKS/DR</b>	<b>404,059.80</b>	<b>229,955.38</b>	<b>3,484,882.66</b>	<b>229,566.25</b>	<b>365,819.40</b>	<b>259,532.55</b>	<b>353,693.10</b>	
	<b>TOTAL DEP/CR</b>	<b>324,522.49</b>	<b>1,918,830.22</b>	<b>2,028,436.02</b>	<b>305,864.96</b>	<b>358,517.47</b>	<b>279,627.89</b>	<b>301,684.38</b>	
	<b>TOTAL INT/CR</b>	<b>4,116.05</b>	<b>2,894.91</b>	<b>1,147.28</b>	<b>1,082.65</b>	<b>1,940.53</b>	<b>539.82</b>	<b>715.94</b>	
	<b>TOTAL 2020 ACCOUNTS</b>	<b>2,498,095.32</b>	<b>4,222,013.58</b>	<b>2,766,714.22</b>	<b>2,844,095.58</b>	<b>2,838,734.18</b>	<b>2,859,369.34</b>	<b>2,808,076.56</b>	
	<b>TOTAL 2019 ACCOUNTS</b>	<b>1,952,778.56</b>	<b>2,268,526.46</b>	<b>2,560,627.61</b>	<b>2,606,146.61</b>	<b>2,665,999.92</b>	<b>2,668,988.15</b>	<b>2,554,128.62</b>	
	<b>TOTAL 2018 ACCOUNTS</b>	<b>2,243,850.59</b>	<b>2,758,682.91</b>	<b>2,787,133.34</b>	<b>2,909,775.06</b>	<b>2,883,634.79</b>	<b>2,888,148.39</b>	<b>2,489,282.80</b>	
	<b>TOTAL 2017 ACCOUNTS</b>	<b>1,916,629.29</b>	<b>2,027,530.45</b>	<b>2,363,845.59</b>	<b>2,079,469.54</b>	<b>2,015,506.17</b>	<b>1,857,731.32</b>	<b>2,565,761.51</b>	
	<b>TOTAL 2016 ACCOUNTS</b>	<b>987,595.88</b>	<b>1,523,989.77</b>	<b>1,917,756.35</b>	<b>1,967,252.20</b>	<b>1,874,857.87</b>	<b>1,894,042.44</b>	<b>1,883,051.68</b>	
	<b>TOTAL 2015 ACCOUNTS</b>	<b>1,653,400.33</b>	<b>2,000,000.74</b>	<b>1,759,581.96</b>	<b>1,718,267.39</b>	<b>1,593,788.44</b>	<b>1,677,560.21</b>	<b>1,550,452.03</b>	
	<b>TOTAL 2014 ACCOUNTS</b>	<b>2,036,560.85</b>	<b>2,046,353.56</b>	<b>2,069,077.88</b>	<b>2,002,370.22</b>	<b>1,956,418.34</b>	<b>1,991,633.33</b>	<b>2,054,088.02</b>	
	<b>TOTAL 2013 ACCOUNTS</b>	<b>2,361,290.03</b>	<b>2,323,916.46</b>	<b>2,320,709.32</b>	<b>2,286,978.98</b>	<b>1,978,090.95</b>	<b>1,887,185.49</b>	<b>2,153,583.57</b>	
	<b>TOTAL 2012 ACCOUNTS</b>	<b>2,362,402.55</b>	<b>2,213,216.49</b>	<b>2,202,233.11</b>	<b>2,152,976.82</b>	<b>2,357,742.26</b>	<b>2,373,017.68</b>	<b>2,356,132.02</b>	
	<b>2019 VS 2020</b>	<b>545,316.76</b>	<b>1,953,487.12</b>	<b>206,086.61</b>	<b>237,948.97</b>	<b>172,734.26</b>	<b>190,381.19</b>	<b>253,947.94</b>	

AS ACC	9/30/2020 DESCRIPTION	2020 SEPTEMBER ACTUAL	2020 AUGUST ACTUAL	2020 JULY ACTUAL	2020 CUR YTD ACTUAL	2020 9 MO BUDGET	REMAINING BUDGET	2020 ORIG BUDGET	75% % OF BUDGET	REMAINING BUDGET
<b>ADMINISTRATION</b>										
10-3101	PROPERTY TAXES	472.28	1,490.96	2,869.46	130,017.26	125,079.22	4,938.04	133,063.00	97.71%	(3,045.74)
10-3103	SALES TAX - TOWN	-	-	-	17,310.18	13,297.50	4,012.68	17,730.00	97.63%	(419.82)
10-3108	PENALTY & INTEREST	22.15	77.17	72.07	241.81	225.00	16.81	300.00	80.60%	(58.19)
10-3109	DELINQUENT TAX	-	-	-	-	37.50	(37.50)	50.00	0.00%	(50.00)
10-3110	ABATEMENTS	-	-	-	1,215.27	-	1,215.27	-	-	1,215.27
10-32-01	LIQUOR LICENSES	350.00	-	1,175.00	4,165.50	3,000.00	1,165.50	4,000.00	104.14%	165.50
12-32-04	SPECIAL REVIEWS	-	366.30	-	1,466.30	1,500.00	(33.70)	2,000.00	73.32%	(533.70)
10-35-04	INTEREST INCOME	464.67	218.38	1,696.37	8,964.51	8,400.00	564.51	11,200.00	80.04%	(2,235.49)
10-35-05	LATE CHARGES	0.11	-	-	1,224.11	6,375.00	(5,150.89)	8,500.00	14.40%	(7,275.89)
10-35-06	OTHER INCOME	-	-	-	1.00	187.50	(186.50)	250.00	0.40%	(249.00)
10-35-15	REFUND OF EXPENDITURES	-	-	-	2,472.23	-	2,472.23	-	0.00%	2,472.23
10-35-16	RESTITUTION	690.83	-	2,094.14	5,014.60	7,650.00	(2,635.40)	10,200.00	49.16%	(5,185.40)
10-35-20	GRANT REVENUE	1,500.00	-	-	1,500.00	-	1,500.00	-	-	1,500.00
		3,500.04	2,152.81	7,907.04	173,592.77	165,751.72	7,841.05	187,293.00	92.69%	(13,700.23)
10-41-01	MAYOR & TRUSTEES	1,800.00	-	-	5,400.00	5,400.00	-	7,200.00	75.00%	(1,800.00)
10-41-02	TOWN ADMIN/CONTRACT LABOR	-	-	-	-	(4,852.76)	(4,852.76)	(6,470.34)	0.00%	6,470.34
10-41-03	SALARIES & WAGES	2,371.91	2,052.50	2,492.64	25,673.87	38,204.20	12,530.33	50,938.93	50.40%	(25,265.06)
10-41-04	EMPLOYER FICA	252.20	121.16	150.01	1,885.48	1,472.96	(412.53)	1,963.94	96.00%	(78.46)
10-41-05	EMPLOYER MEDICARE	59.00	28.34	35.08	441.00	344.48	(96.52)	459.31	96.01%	(18.31)
10-41-06	UNEMPLOYMENT TAX	6.21	6.16	7.48	74.25	52.37	(21.88)	69.83	106.33%	4.42
10-41-07	INSURANCE BENEFITS	481.40	481.40	-	2,715.50	2,394.10	(321.40)	3,192.13	85.07%	(476.63)
10-41-08	PENSION BENEFITS	89.40	89.40	89.40	849.79	1,017.90	168.11	1,357.20	62.61%	(507.41)
10-41-10	WORKMENS COMPENSATION	-	-	-	126.00	94.50	(31.50)	126.00	100.00%	-
	CONTRACT LABOR	-	-	-	-	-	-	-	-	-
10-41-15	OFFICE SUPPLIES	221.35	279.07	354.46	2,180.32	2,756.25	575.93	3,675.00	59.33%	(1,494.68)
10-41-16	OPERATING SUPPLIES	32.11	59.01	122.94	508.30	543.75	35.45	725.00	70.11%	(216.70)
10-41-17	POSTAGE	250.05	-	-	430.45	1,387.50	957.05	1,850.00	23.27%	(1,419.55)
10-41-20	LEGAL SERVICES	4,634.50	5,830.50	6,903.97	48,097.79	32,685.00	(15,412.79)	43,580.00	110.37%	4,517.79
	ELECTION	-	-	-	-	4,875.00	4,875.00	6,500.00	0.00%	(6,500.00)
10-41-21	AUDIT & BUDGET EXPENSE	-	110.00	5,170.00	5,290.00	3,877.50	(1,412.50)	5,170.00	102.32%	120.00
10-41-22	REPAIRS & MAINTENANCE	-	-	-	325.00	-	-	-	-	-
10-41-25	TOWN HALL EXPENSE	835.67	1,003.99	740.36	8,788.53	8,073.75	(714.78)	10,765.00	81.64%	(1,976.47)
10-41-26	TRAVEL & MEETINGS	45.22	30.75	68.49	757.52	8,025.00	7,267.48	10,700.00	7.08%	(9,942.48)
10-41-27	INSURANCE & BONDS	-	-	-	3,136.30	2,494.50	(641.80)	3,326.00	94.30%	(189.70)
10-41-28	UTILITIES	328.26	83.07	306.04	3,033.12	3,600.00	566.88	4,800.00	63.19%	(1,766.88)
10-41-29	TELEPHONE	139.68	49.05	94.18	850.14	1,462.50	612.36	1,950.00	43.60%	(1,099.86)
10-41-30	PUBLISHING & ADS	133.28	-	-	1,380.01	2,700.00	1,319.99	3,600.00	38.33%	(2,219.99)
10-41-31	DUES & SUBSCRIPTIONS	170.00	-	1,197.00	9,412.50	6,525.00	(2,887.50)	8,700.00	108.19%	712.50
10-41-33	DATA PROCESSING	961.73	1,524.80	601.48	9,986.35	8,868.75	(1,117.60)	11,825.00	84.45%	(1,838.65)
10-41-43	CULTURAL EVENTS	-	-	-	-	-	-	-	-	-
10-41-44	HUMAN SERVICES	-	-	-	4,318.99	3,217.50	(1,101.49)	4,290.00	100.68%	28.99
10-41-90	TREASURER'S FEE	10.51	33.16	62.40	2,761.57	2,250.00	(511.57)	3,000.00	92.05%	(238.43)
	MISCELLANEOUS	302.78	-	-	302.78	3,000.00	2,697.22	4,000.00	7.57%	(3,697.22)
	TRANSFERS/GRANT EXP	13,990.84	5,203.00	14,373.46	34,042.49	3,000.00	(31,042.49)	4,000.00	851.06%	30,042.49
		27,116.10	16,985.36	32,769.39	172,768.05	143,469.75	(28,973.30)	191,293.00	90.32%	(18,849.95)
		(23,616.06)	(14,832.55)	(24,862.35)	824.72	22,281.97	(21,132.25)	(4,000.00)	-	5,149.72
	BEGINNING RESERVE				39,303.29	39,303.29	39,303.29	39,303.29		39,303.29
	INCOME	3,500.04	2,152.81	7,907.04	173,592.77	165,751.72	7,841.05	187,293.00		(13,700.23)
	EXPENDITURE	27,116.10	16,985.36	32,769.39	172,768.05	143,469.75	(28,973.30)	191,293.00		(18,849.95)
	ADJUSTMENT									
	NET CHANGE	(23,616.06)	(14,832.55)	(24,862.35)	824.72	22,281.97	36,814.35	(4,000.00)		5,149.72
	ENDING RESERVE				40,128.01	61,585.26	76,117.64	35,303.29		44,453.01

AS ACC	4.	9/30/2020 DESCRIPTION	2020	2020	2020	2020	2020	2020	2020	75%	
			SEPTEMBER ACTUAL	AUGUST ACTUAL	JULY ACTUAL	CUR YTD ACTUAL	9 MO BUDGET	REMAINING BUDGET	ORIG BUDGET	% OF BUDGET	REMAINING BUDGET
<b>BUILDING</b>											
12-31-03		SALES TAX - TOWN	-	-	-	-	-	-	-	0.00%	-
12-32-03		BUILDING PERMITS	2,329.15	3,736.45	4,753.60	21,593.10	35,925.00	(14,331.90)	47,900.00	45.08%	(26,306.90)
			2,329.15	3,736.45	4,753.60	21,593.10	35,925.00	(14,331.90)	47,900.00	45.08%	(26,306.90)
12-43-03		SALARIES & WAGES	287.00	287.00	285.50	2,723.50	2,901.50	178.00	3,868.67	70.40%	(1,145.17)
		CONTRACT LABOR	-	4,552.00	2,785.00	20,192.00	30,000.00	9,808.00	40,000.00	50.48%	(19,808.00)
12-43-04		EMPLOYER FICA	17.40	17.40	17.56	168.02	171.68	3.65	228.90	73.40%	(60.88)
12-43-05		EMPLOYER MEDICARE	4.06	4.06	4.11	39.27	40.15	0.88	53.53	73.36%	(14.26)
12-43-06		UNEMPLOYMENT TAX	0.86	0.86	0.86	8.17	8.31	0.14	11.08	73.74%	(2.91)
12-43-07		HEALTH INSURANCE	89.89	89.89	-	267.15	4.67	(262.49)	6.22	4295.02%	260.93
12-43-08		PENSION	14.20	14.20	14.20	134.90	138.45	3.55	184.60	73.08%	(49.70)
12-43-10		WORKMENS COMPENSATION	-	-	-	12.00	9.00	(3.00)	12.00	100.00%	-
12-43-15		OFFICE SUPPLIES	-	-	-	53.18	375.00	321.82	500.00	10.64%	(446.82)
12-43-16		OPERATING SUPPLIES	-	-	-	-	-	-	-	-	-
12-43-17		POSTAGE	1.00	-	-	1.00	18.75	17.75	25.00	4.00%	(24.00)
12-43-20		LEGAL SERVICES	-	-	-	-	900.00	900.00	1,200.00	0.00%	(1,200.00)
12-43-23		VEHICLE EXPENSE	-	-	-	-	-	-	-	-	-
12-43-26		TRAVEL & MEETINGS	-	-	-	-	-	-	-	-	-
12-43-27		INSURANCE & BONDS	-	-	-	775.89	581.25	(194.64)	775.00	100.11%	0.89
12-43-29		TELEPHONE	-	-	-	-	-	-	-	-	-
12-43-30		PUBLISHING & ADS	-	-	-	-	75.00	75.00	100.00	0.00%	(100.00)
12-43-31		DUES & SUBSCRIPTIONS	-	-	-	135.00	701.25	566.25	935.00	14.44%	(800.00)
		MISCELLANOUS	-	-	-	-	-	-	-	-	-
			414.41	4,965.41	3,107.23	24,510.08	35,925.00	11,414.92	47,900.00	51.17%	(23,389.92)
			1,914.74	(1,228.96)	1,646.37	(2,916.98)	-	(2,916.98)	-	-	(2,916.98)
		BEGINNING RESERVE	-	-	-	-	-	-	-	-	-
		INCOME	2,329.15	3,736.45	4,753.60	21,593.10	35,925.00	(14,331.90)	47,900.00	-	(26,306.90)
		EXPENDITURE	414.41	4,965.41	3,107.23	24,510.08	35,925.00	11,414.92	47,900.00	-	(23,389.92)
		ADJUSTMENT	-	-	-	-	-	-	-	-	-
		NET CHANGE	1,914.74	(1,228.96)	1,646.37	(2,916.98)	-	(25,746.82)	-	-	(2,916.98)
		ENDING RESERVE	-	-	-	(2,916.98)	-	-	-	-	(2,916.98)

AS ACC	9/30/2020 DESCRIPTION	2020 SEPTEMBER ACTUAL	2020 AUGUST ACTUAL	2020 JULY ACTUAL	2020 CUR YTD ACTUAL	2020 9 MO BUDGET	REMAINING BUDGET	2020 ORIG BUDGET	75% % OF BUDGET	REMAINING BUDGET
<b>LAW ENFORCEMENT</b>										
14-31-02	S.O. AUTO TAXES	1,782.54	2,213.43	2,096.01	16,055.48	13,500.00	2,555.48	18,000.00	89.20%	(1,944.52)
14-31-03	SALES TAX - TOWN	19,622.17	20,395.98	18,185.26	136,845.50	122,049.33	14,796.17	183,074.00	74.75%	(46,228.50)
14-31-04	SALES TAX - COUNTY	12,242.40	12,722.87	12,276.75	91,281.00	76,666.67	14,614.33	115,000.00	79.37%	(23,719.00)
14-31-06	CIGARETTE TAX	149.28	112.61	108.03	1,030.28	956.25	74.03	1,275.00	80.81%	(244.72)
14-32-06	VIN INSPECTIONS	115.00	170.00	100.00	905.00	900.00	5.00	1,200.00	75.42%	(295.00)
14-33-02	MOTOR VEHICLE - \$1.50	250.50	299.00	279.63	1,994.35	1,875.00	119.35	2,500.00	79.77%	(505.65)
14-33-03	MOTOR VEHICLE - \$2.50	332.50	405.00	358.75	2,791.27	2,625.00	166.27	3,500.00	79.75%	(708.73)
14-34-01	COURT FINES	250.00	-	-	417.28	375.00	42.28	500.00	83.46%	(82.72)
14-34-02	POLICE FINES	554.00	1,449.00	1,621.00	11,278.00	15,000.00	(3,722.00)	20,000.00	56.39%	(8,722.00)
14-34-03	MISCELLANEOUS FINES-BONDS	-	300.00	-	363.50	150.00	213.50	200.00	181.75%	163.50
	SCHOOL (SRO)	-	-	-	10,000.00	15,000.00	(5,000.00)	20,000.00	50.00%	(10,000.00)
14-34-05	DOG TAGS	-	-	40.00	286.00	562.50	(276.50)	750.00	38.13%	(464.00)
14-34-50	PD Grant	-	-	-	1,352.68	9,727.50	(8,374.82)	12,970.00	10.43%	(11,617.32)
		35,298.39	38,067.89	35,065.43	274,600.34	259,387.25	15,213.09	378,969.00	72.46%	(104,368.66)
14-42-02	JUDGE	525.00	525.00	525.00	3,375.00	6,302.81	2,927.81	8,403.75	40.16%	(5,028.75)
14-42-03	SALARIES & WAGES	17,738.50	17,121.35	14,078.00	146,822.29	184,088.33	37,266.04	245,451.10	59.82%	(98,628.81)
14-42-04	EMPLOYER FICA	54.77	54.39	54.76	342.82	21,117.58	20,774.76	28,156.77	1.22%	(27,813.95)
14-42-05	EMPLOYER MEDICARE	260.38	252.88	209.62	2,130.57	-	(2,130.57)	#DIV/0!		2,130.57
14-42-06	UNEMPLOYMENT TAX	54.81	52.95	43.81	450.68	-	(450.68)	#DIV/0!		450.68
14-42-07	INSURANCE BENEFITS	619.02	619.02	-	12,100.81	15,061.79	2,960.98	20,082.38	60.26%	(7,981.57)
	PENSION BENEFITS	223.20	223.20	223.20	2,419.89	-	(2,419.89)	#DIV/0!		2,419.89
14-42-10	WORKMENS COMPENSATION	-	-	-	7,212.00	5,409.00	(1,803.00)	7,212.00	100.00%	-
14-42-11	FPPA PENSION	1,275.66	1,169.69	1,002.24	10,723.36	-	(10,723.36)	#DIV/0!		10,723.36
14-42-12	FPPA D & D	446.48	409.39	350.78	3,753.19	-	(3,753.19)	#DIV/0!		3,753.19
14-42-15	OFFICE SUPPLES	97.88	-	19.39	386.43	825.00	438.57	1,100.00	35.13%	(713.57)
14-42-16	OPERATING SUPPLIES	1,168.63	203.89	940.51	3,987.69	1,125.00	(2,862.69)	1,500.00	265.85%	2,487.69
14-42-17	POSTAGE	54.66	1.80	2.40	223.39	225.00	1.61	300.00	74.46%	(76.61)
14-42-20	LEGAL SERVICES	195.00	661.50	779.03	3,629.88	731.25	(2,898.63)	975.00	372.30%	2,654.88
14-42-22	REPAIRS & MAINTENANCE	-	-	-	-	187.50	187.50	250.00	0.00%	(250.00)
14-42-23	VEHICLE EXPENSE	606.52	611.89	649.70	4,715.70	8,850.00	4,134.30	11,800.00	39.96%	(7,084.30)
14-42-26	TRAVEL & MEETINGS	57.66	-	-	694.29	4,875.00	4,180.71	6,500.00	10.68%	(5,805.71)
14-42-27	INSURANCE & BONDS	-	185.00	-	20,534.70	15,234.75	(5,299.95)	20,313.00	101.09%	221.70
14-42-28	UTILITIES	130.81	-	120.66	1,208.73	1,650.00	441.27	2,200.00	54.94%	(991.27)
14-42-29	TELEPHONE	266.28	137.10	79.10	1,448.82	3,187.50	1,738.68	4,250.00	34.09%	(2,801.18)
14-42-30	PUBLISHING & ADS	51.88	-	33.80	1,081.16	37.50	(1,043.66)	50.00	2162.32%	1,031.16
14-42-31	DUES & SUBSCRIPTIONS	-	-	-	1,747.52	2,643.75	896.23	3,525.00	49.58%	(1,777.48)
14-42-33	Data Processing	889.52	444.76	535.40	14,224.14	12,225.00	(1,999.14)	16,300.00	87.26%	(2,075.86)
	HUMAN SERVICES	-	-	-	551.41	-	-	-		-
14-44-01	VET FEES	-	-	-	-	-	-	-		-
	MISCELLANOUS	-	-	-	-	450.00	450.00	600.00	0.00%	(600.00)
		24,716.66	22,673.81	19,647.40	243,764.47	284,226.75	41,013.69	378,969.00	64.32%	(135,755.94)
		10,581.73	15,394.08	15,418.03	30,835.87	(24,839.50)	56,226.78	-		31,387.28
	BEGINNING RESERVE				130,294.91	130,294.91	130,294.91	130,294.91		130,294.91
	INCOME	35,298.39	38,067.89	35,065.43	274,600.34	259,387.25	15,213.09	378,969.00		(104,368.66)
	EXPENDITURE	24,716.66	22,673.81	19,647.40	243,764.47	284,226.75	41,013.69	378,969.00		(135,755.94)
	ADJUSTMENT									
	NET CHANGE	10,581.73	15,394.08	15,418.03	30,835.87	(24,839.50)	(25,800.60)	-		31,387.28
	ENDING RESERVE				161,130.78	105,455.41	104,494.31	130,294.91		161,682.19

AS ACC	4.	9/30/2020 DESCRIPTION	2020 SEPTEMBER ACTUAL	2020 AUGUST ACTUAL	2020 JULY ACTUAL	2020 CUR YTD ACTUAL	2020 9 MO BUDGET	REMAINING BUDGET	2020 ORIG BUDGET	75% % OF BUDGET	REMAINING BUDGET
<b>PARKS</b>											
16-31-03		SALES TAX-TOWN	-	-	18,185.26	64,944.75	88,647.75	(23,703.00)	118,197.00	54.95%	(53,252.25)
16-33-07		SEVERANCE TAX	1,678.79	-	-	4,764.61	6,600.00	(1,835.39)	8,800.00	54.14%	(4,035.39)
16-33-08		MINERAL LEASING	3,918.97	-	-	3,918.97	4,725.00	(806.03)	6,300.00	62.21%	(2,381.03)
16-35-01		RENTS & ROYALTIES	-	-	40.00	1,285.00	5,175.00	(3,890.00)	6,900.00	18.62%	(5,615.00)
16-35-04		GRANT REVENUE	-	-	-	-	7,500.00	(7,500.00)	10,000.00	0.00%	(10,000.00)
16-35-09		PARK CONTRIBUTIONS	-	50.00	-	4,160.00	-	4,160.00	-	-	4,160.00
16-35-10		OTHER AGENCY CONT	-	-	-	-	6,750.00	(6,750.00)	9,000.00	0.00%	(9,000.00)
			5,597.76	50.00	18,225.26	79,073.33	119,397.75	(40,324.42)	159,197.00	49.67%	(80,123.67)
16-46-03		SALARIES & WAGES	2,868.76	2,828.26	2,797.83	28,724.81	39,701.64	10,976.83	52,935.52	54.26%	(24,210.71)
16-46-02		CONTRACT LABOR	2,913.57	855.36	-	3,768.93	-	-	-	-	-
16-46-04		EMPLOYER FICA	171.96	170.53	170.85	1,732.70	2,954.81	1,222.11	3,939.75	43.98%	(2,207.05)
16-46-05		EMPLOYER MEDICARE	40.23	39.90	39.96	405.26	-	(405.26)	#DIV/0!	-	405.26
16-46-06		UNEMPLOYMENT TAX	8.60	8.48	8.39	85.61	-	(85.61)	#DIV/0!	-	85.61
16-46-07		INSURANCE BENEFITS	486.79	486.79	-	4,301.15	7,032.55	2,731.40	9,376.73	45.87%	(5,075.58)
16-46-08		PENSION BENEFITS	134.10	134.10	134.10	1,179.17	-	(1,179.17)	#DIV/0!	-	1,179.17
16-46-10		WORKMENS COMPENSATION	-	-	-	1,375.00	1,031.25	(343.75)	1,375.00	100.00%	-
16-46-15		OFFICE SUPPLIES	-	7.40	-	7.40	37.50	30.10	50.00	14.80%	(42.60)
16-46-16		OPERATING SUPPLIES	439.56	141.51	1,321.62	3,748.68	3,375.00	(373.68)	4,500.00	83.30%	(751.32)
16-46-17		POSTAGE	49.61	-	-	49.61	-	(49.61)	-	-	49.61
16-46-20		LEGAL	-	-	-	-	-	-	-	-	-
16-46-22		REPAIRS & MAINTENANCE	341.98	1,521.17	868.70	3,341.26	37,518.75	34,177.49	50,025.00	6.68%	(46,683.74)
16-46-23		VEHICLE EXPENSE	111.53	451.68	293.93	1,053.63	937.50	(116.13)	1,250.00	84.29%	(196.37)
16-46-24		RENTALS	-	-	-	-	-	-	-	-	-
16-46-25		SHOP EXPENSE	53.73	456.97	127.36	891.29	750.00	(141.29)	1,000.00	89.13%	(108.71)
16-46-27		INSURANCE & BONDS	-	-	-	4,079.42	3,033.75	(1,045.67)	4,045.00	100.85%	34.42
16-46-28		UTILITIES	522.55	41.75	576.45	5,024.82	5,625.00	600.18	7,500.00	67.00%	(2,475.18)
16-46-29		TELEPHONE	59.44	8.80	33.93	354.85	300.00	(54.85)	400.00	88.71%	(45.15)
16-46-30		PUBLISHING & ADS	-	-	-	-	37.50	37.50	50.00	0.00%	(50.00)
16-46-32		FEES & PERMITS	-	-	-	748.45	562.50	(185.95)	750.00	99.79%	(1.55)
16-46-42		CONTRACT SERVICES	180.50	-	-	2,274.13	1,500.00	(774.13)	2,000.00	113.71%	274.13
16-46-70		CAPITAL OUTLAY	43.68	-	7,302.00	19,401.68	15,000.00	(4,401.68)	20,000.00	97.01%	(598.32)
		MISCELLANOUS	-	-	-	-	-	-	-	-	-
			8,426.59	7,152.70	13,675.12	82,547.85	119,397.75	40,618.83	159,197.00	51.85%	(80,418.08)
			(2,828.83)	(7,102.70)	4,550.14	(3,474.52)	-	294.41	-	-	294.41
		BEGINNING RESERVE				43,163.97	43,163.97	43,163.97	43,163.97		43,163.97
		INCOME	5,597.76	50.00	18,225.26	79,073.33	119,397.75	(40,324.42)	159,197.00		(80,123.67)
		EXPENDITURE	8,426.59	7,152.70	13,675.12	82,547.85	119,397.75	40,618.83	159,197.00		(80,418.08)
		ADJUSTMENT									
		NET CHANGE	(2,828.83)	(7,102.70)	4,550.14	(3,474.52)	-	(80,943.25)	-		294.41
		ENDING RESERVE				39,689.45	43,163.97	(3,779.28)	43,163.97		43,458.38

AS ACC	4.	9/30/2020 DESCRIPTION	2020 SEPTEMBER ACTUAL	2020 AUGUST ACTUAL	2020 JULY ACTUAL	2020 CUR YTD ACTUAL	2020 9 MO BUDGET	REMAINING BUDGET	2020 ORIG BUDGET	75% % OF BUDGET	REMAINING BUDGET
<b>STREETS</b>											
20-31-03		SALES TAX-TOWN	19,622.17	20,395.98	-	54,590.57	38,853.00	15,737.57	51,804.00	105.38%	2,786.57
20-31-05		FRANCHISE TAX	3,161.53	2,983.80	5,265.07	38,987.87	44,100.00	(5,112.13)	58,800.00	66.31%	(19,812.13)
20-32-02		MISCELLANEOUS PERMITS	100.00	50.00	150.00	805.00	1,350.00	(545.00)	1,800.00	44.72%	(995.00)
20-33-01		HIGHWAY USERS TAX	4,262.39	3,807.52	3,263.39	29,008.20	36,009.00	(7,000.80)	48,012.00	60.42%	(19,003.80)
20-33-10		ROAD & BRIDGE	28.37	89.58	172.41	7,811.66	4,875.00	2,936.66	6,500.00	120.18%	1,311.66
20-35-02		MOTOR FUEL TAX REFUNDS	-	-	255.40	903.47	1,125.00	(221.53)	1,500.00	60.23%	(596.53)
			<del>27,174.46</del>	<del>27,326.88</del>	<del>9,106.27</del>	<del>132,106.77</del>	<del>126,312.00</del>	<del>5,794.77</del>	<del>168,416.00</del>	<del>78.44%</del>	<del>(36,309.23)</del>
20-45-03		SALARIES & WAGES	3,010.74	2,970.24	2,939.82	30,380.32	40,171.70	9,791.38	53,562.26	56.72%	23,181.94
20-45-04		EMPLOYER FICA	180.38	179.01	179.49	1,831.54	3,185.82	1,354.28	4,247.76	43.12%	2,416.22
20-45-05		EMPLOYER MEDICARE	42.19	41.88	41.98	428.40	-	(428.40)	#DIV/0!		(428.40)
20-45-06		UNEMPLOYMENT TAX	9.02	8.90	8.81	90.53	-	(90.53)	#DIV/0!		(90.53)
20-45-07		INSURANCE BENEFITS	524.77	524.77	-	4,675.13	10,411.15	5,736.02	13,881.53	33.68%	9,206.40
20-45-08		PENSION BENEFITS	141.20	141.20	141.20	1,245.70	-	(1,245.70)	#DIV/0!		(1,245.70)
20-45-10		WORKMENS COMPENSATION	-	-	-	1,691.00	1,268.25	(422.75)	1,691.00	100.00%	-
20-45-15		OFFICE SUPPLIES	-	7.41	-	21.13	-	(21.13)	-		(21.13)
20-45-16		OPERATING SUPPLIES	56.40	67.52	3.30	649.91	675.00	25.09	900.00	72.21%	250.09
20-45-17		POSTAGE	148.83	-	33.60	189.28	37.50	(151.78)	50.00	378.56%	(139.28)
20-45-20		LEGAL & ENG SERVICES	380.00	-	-	380.00	1,462.50	1,082.50	1,950.00	19.49%	1,570.00
20-45-22		REPAIRS & MAINTENANCE	9,712.04	425.48	23,080.00	43,840.42	18,262.50	(25,577.92)	24,350.00	180.04%	(19,490.42)
20-45-23		VEHICLE EXPENSE	504.39	576.00	384.54	6,431.65	5,625.00	(806.65)	7,500.00	85.76%	1,068.35
20-45-24		RENTALS	-	1,064.00	-	1,064.00	-	(1,064.00)	-		(1,064.00)
20-45-25		SHOP EXPENSE	134.31	539.27	25.72	1,414.38	3,000.00	1,585.62	4,000.00	35.36%	2,585.62
20-45-26		TRAVEL & MEETINGS	-	-	-	31.66	-	(31.66)	-		(31.66)
20-45-27		INSURANCE & BONDS	-	-	-	8,728.88	6,411.34	(2,317.54)	8,548.45	102.11%	(180.43)
20-45-28		UTILITIES	764.15	-	1,682.83	13,336.90	15,536.25	2,199.35	20,715.00	64.38%	7,378.10
20-45-43		STREET LIGHTING	-	-	-	-	-	-	-		-
20-45-29		TELEPHONE	88.19	37.55	37.33	691.19	420.00	(271.19)	560.00	123.43%	(131.19)
20-45-30		PUBLISHING & ADS	-	-	-	-	45.00	45.00	60.00	0.00%	60.00
20-45-31		DUES & SUBSCRIPTIONS	-	-	-	-	-	-	-		-
20-45-42		SNOW REMOVAL	-	-	-	3,550.84	13,050.00	9,499.16	17,400.00	20.41%	13,849.16
20-45-70		CAPITAL OUTLAY	22,572.58	1,780.00	-	24,352.58	-	-	-		-
		MISCELLANEOUS	-	-	-	-	6,750.00	6,750.00	9,000.00	0.00%	9,000.00
			38,269.19	8,363.23	28,558.62	145,025.44	126,312.00	5,639.14	168,416.00	86.11%	47,743.14
			(11,094.73)	18,963.65	(19,452.35)	(12,918.67)	-	11,433.91	-		11,433.91
		BEGINNING RESERVE				149,340.81	149,340.81	149,340.81	149,340.81		149,340.81
		INCOME	27,174.46	27,326.88	9,106.27	132,106.77	126,312.00	5,794.77	168,416.00		(36,309.23)
		EXPENDITURE	38,269.19	8,363.23	28,558.62	145,025.44	126,312.00	5,639.14	168,416.00		47,743.14
		ADJUSTMENT									
		NET CHANGE	(11,094.73)	18,963.65	(19,452.35)	(12,918.67)	-	155.63	-		(84,052.37)
		ENDING RESERVE				136,422.14	149,340.81	149,496.44	149,340.81		65,288.44

AS ACC	4.	9/30/2020 DESCRIPTION	2020 SEPTEMBER ACTUAL	2020 AUGUST ACTUAL	2020 JULY ACTUAL	2020 CUR YTD ACTUAL	2020 9 MO BUDGET	REMAINING BUDGET	2020 ORIG BUDGET	75% % OF BUDGET	REMAINING BUDGET
<b>STREET-CAPITAL IMPROVEMENT</b>											
22-31-05		IMPACT FEE	4,231.55	4,159.92	4,266.98	36,203.87	33,830.52	2,373.35	45,107.36	80.26%	(8,903.49)
22-35-04		SALES TAX - TOWN	-	-	-	-	-	-	-		-
22-33-01		HIGHWAY USER TAX	-	-	-	-	-	-	-		-
			4,231.55	4,159.92	4,266.98	36,203.87	33,830.52	2,373.35	45,107.36		(8,903.49)
		CONTRACT LABOR	-	-	-	-	2,250.00	2,250.00	3,000.00		-
22-45-22		REPAIRS & MAINTENANCE	-	7,900.00	-	7,900.00	154,300.88	146,400.88	205,734.50	3.84%	(197,834.50)
22-45-99		TRANSFER	-	-	-	-	-	-	-		-
			-	7,900.00	-	7,900.00	156,550.88	148,650.88	208,734.50		(197,834.50)
			4,231.55	(3,740.08)	4,266.98	28,303.87	(122,720.36)	151,024.23	(163,627.14)		188,931.01
		BEGINNING RESERVE				90,775.45	90,775.45	90,775.45	90,775.45		90,775.45
		INCOME	4,231.55	4,159.92	4,266.98	36,203.87	33,830.52	2,373.35	45,107.36		(8,903.49)
		EXPENDITURE	-	7,900.00	-	7,900.00	156,550.88	148,650.88	208,734.50		(197,834.50)
		ADJUSTMENT									
		NET CHANGE	4,231.55	(3,740.08)	4,266.98	28,303.87	(122,720.36)	(146,277.53)	(163,627.14)		188,931.01
		ENDING RESERVE				119,079.32	(31,944.91)	(55,502.08)	(72,851.69)		279,706.46
<b>BRIDGE</b>											
24-35-04		INTEREST INCOME	113.97	147.42	194.42	4,048.56	7,725.00	(3,676.44)	10,300.00	39.31%	(6,251.44)
24-35-13		BRIDGE REVENUE	-	-	-	40,000.00	30,000.00	10,000.00	40,000.00	100.00%	-
			113.97	147.42	194.42	44,048.56	37,725.00	6,323.56	50,300.00	87.57%	(6,251.44)
24-45-22		REPAIRS & MAINTENANCE	-	-	-	-	37,725.00	37,725.00	50,300.00	0.00%	(50,300.00)
			-	-	-	-	37,725.00	37,725.00	50,300.00	0.00%	(50,300.00)
			113.97	147.42	194.42	44,048.56	-	44,048.56	-		44,048.56
		BEGINNING RESERVE				144,976.03	144,976.03	144,976.03	144,976.03		144,976.03
		INCOME	113.97	147.42	194.42	44,048.56	37,725.00	6,323.56	50,300.00		(6,251.44)
		EXPENDITURE	-	-	-	-	37,725.00	37,725.00	50,300.00		(50,300.00)
		NET CHANGE	113.97	147.42	194.42	44,048.56	-	(31,401.44)	-		44,048.56
		ENDING RESERVE				189,024.59	144,976.03	113,574.59	144,976.03		189,024.59
<b>SIDEWALK</b>											
26-30-01		SIDEWALK REVENUE	2,589.20	2,589.29	2,587.83	23,279.72	26,850.00	(3,570.28)	35,800.00	65.03%	(12,520.28)
			2,589.20	2,589.29	2,587.83	23,279.72	26,850.00	(3,570.28)	35,800.00	65.03%	(12,520.28)
26-45-15		OFFICE SUPPLIES	-	-	-	-	-	-	-		-
26-45-20		LEGAL SERVICES	-	-	-	-	375.00	375.00	500.00	0.00%	(500.00)
26-45-22		REPAIRS & MAINTENANCE	-	8,400.00	-	8,868.15	26,400.00	17,531.85	35,200.00	25.19%	(26,331.85)
26-45-30		PUBLISHING & ADS	-	-	-	-	75.00	75.00	100.00	0.00%	(100.00)
26-49-99		TRANSFERS	-	-	-	-	-	-	-		-
			-	8,400.00	-	8,868.15	26,850.00	17,981.85	35,800.00	24.77%	(26,931.85)
			2,589.20	(5,810.71)	2,587.83	14,411.57	-	14,411.57	-		14,411.57
		BEGINNING RESERVE				19,763.90	19,763.90	19,763.90	19,763.90		19,763.90
		INCOME	2,589.20	2,589.29	2,587.83	23,279.72	26,850.00	(3,570.28)	35,800.00		(12,520.28)
		EXPENDITURE	-	8,400.00	-	8,868.15	26,850.00	17,981.85	35,800.00		(26,931.85)
		NET CHANGE	2,589.20	(5,810.71)	2,587.83	14,411.57	-	(21,552.13)	-		14,411.57
		ENDING RESERVE				34,175.47	19,763.90	(1,788.23)	19,763.90		34,175.47

AS ACC	4.	9/30/2020 DESCRIPTION	2020 SEPTEMBER ACTUAL	2020 AUGUST ACTUAL	2020 JULY ACTUAL	2020 CUR YTD ACTUAL	2020 9 MO BUDGET	REMAINING BUDGET	2020 ORIG BUDGET	75% % OF BUDGET	REMAINING BUDGET
<b>SPACE2CREATE</b>											
32-35-01		BOETTCHER GRANT	-	-	-	-	112,500.00	(112,500.00)	150,000.00	0.00%	(150,000.00)
32-35-02		DOLA GRANT	-	-	-	-	-	-	-	-	-
		CCI	-	-	-	-	33,750.00	(33,750.00)	45,000.00	0.00%	(45,000.00)
32-35-05		INTEREST	1.62	1.67	1.68	36.12	150.00	(113.88)	200.00	18.06%	(163.88)
32-35-09		S2C CONTRIBUTIONS	-	-	-	-	-	-	-	-	-
			1.62	1.67	1.68	36.12	146,400.00	(146,363.88)	195,200.00	0.02%	(195,163.88)
32-50-02		CONTRACT LABOR	-	-	-	-	-	-	-	-	-
32-50-15		OFFICE SUPPLIES	-	-	-	-	-	-	-	-	-
32-50-17			-	-	-	-	-	-	-	-	-
32-50-22		STUDIES	-	-	-	-	-	-	-	-	-
			-	-	-	-	146,400.00	146,400.00	195,200.00	0.00%	(195,200.00)
32-50-26		TRAVEL & MEETINGS	-	-	-	-	-	-	-	-	-
32-50-30		PUBLISHING & ADS	-	-	-	-	-	-	-	-	-
			-	-	-	-	146,400.00	146,400.00	195,200.00	0.00%	(195,200.00)
			1.62	1.67	1.68	36.12	-	36.12	-	-	36.12
		BEGINNING RESERVE				13,124.16	13,124.16	13,124.16	13,124.16		13,124.16
		INCOME	1.62	1.67	1.68	36.12	112,500.00	(112,500.00)	150,000.00		(150,000.00)
		EXPENDITURE	-	-	-	-	146,400.00	146,400.00	195,200.00		(195,200.00)
		NET CHANGE	1.62	1.67	1.68	36.12	(33,900.00)	(258,900.00)	(45,200.00)		45,200.00
		ENDING RESERVE				13,160.28	(20,775.84)	(245,775.84)	(32,075.84)		58,324.16
<b>CONSERVATION TRUST FUND</b>											
40-38-01		CONSERVATION TRUST-REV.	1,995.46	-	-	5,617.78	6,750.00	(1,132.22)	9,000.00	62.42%	(3,382.22)
40-38-02		INTEREST	0.38	0.40	0.39	2.34	6.00	(3.66)	8.00	29.25%	(5.66)
			1,995.84	0.40	0.39	5,620.12	6,756.00	(1,135.88)	9,008.00	62.39%	(3,387.88)
40-46-20		EXPENDITURES-CONS. TRUST	-	300.00	-	300.00	6,756.00	6,456.00	9,008.00	3.33%	(8,708.00)
			-	300.00	-	300.00	6,756.00	6,456.00	9,008.00	3.33%	(8,708.00)
			1,995.84	(299.60)	0.39	5,320.12	-	5,320.12	-	-	5,320.12
		BEGINNING RESERVE				1,316.77	1,316.77	1,316.77	1,316.77		1,316.77
		INCOME	1,995.84	0.40	0.39	5,620.12	6,756.00	(1,135.88)	9,008.00		(3,387.88)
		EXPENDITURE	-	300.00	-	300.00	6,756.00	6,456.00	9,008.00		(8,708.00)
		NET CHANGE	1,995.84	(299.60)	0.39	5,320.12	-	(7,591.88)	-		5,320.12
		ENDING RESERVE				6,636.89	1,316.77	(6,275.11)	1,316.77		6,636.89
<b>CAPITAL IMPROVEMENT</b>											
50-31-03		SALES TAX - CAP IMP	19,622.18	20,395.98	18,185.27	136,845.52	140,625.00	(3,779.48)	187,500.00	72.98%	(50,654.48)
50-31-06		AIRPORT REVENUE	637.50	637.50	637.50	5,737.50	5,737.50	-	7,650.00	75.00%	(1,912.50)
50-31-13		MISCELLANEOUS REVENUE	-	-	-	500.00	-	-	-	-	-
			20,259.68	21,033.48	18,822.77	143,083.02	146,362.50	(3,779.48)	195,150.00	73.32%	(52,566.98)
50-70-20		CAPITAL OUTLAY	15,859.56	4,139.32	3,158.30	108,223.75	149,062.50	40,838.75	198,750.00	54.45%	(90,526.25)
50-70-99		Transfer Out	-	-	-	-	-	-	-	-	-
			15,859.56	4,139.32	3,158.30	108,223.75	149,062.50	40,838.75	198,750.00	54.45%	(90,526.25)
			4,400.12	16,894.16	15,664.47	34,859.27	(2,700.00)	(44,618.23)	(3,600.00)		37,959.27
		BEGINNING RESERVE				338,149.98	338,149.98	338,149.98	338,149.98		338,149.98
		INCOME	20,259.68	21,033.48	18,822.77	143,083.02	146,362.50	(3,779.48)	195,150.00		(52,566.98)
		EXPENDITURE	15,859.56	4,139.32	3,158.30	108,223.75	149,062.50	40,838.75	198,750.00		(90,526.25)
		NET CHANGE	4,400.12	16,894.16	15,664.47	34,859.27	(2,700.00)	(44,618.23)	(3,600.00)		37,959.27
		ENDING RESERVE				373,009.25	335,449.98	293,531.75	334,549.98		376,109.25

AS ACC	4.	9/30/2020 DESCRIPTION	2020 SEPTEMBER ACTUAL	2020 AUGUST ACTUAL	2020 JULY ACTUAL	2020 CUR YTD ACTUAL	2020 9 MO BUDGET	REMAINING BUDGET	2020 ORIG BUDGET	75% % OF BUDGET	REMAINING BUDGET
<b>WATER</b>											
60-36-01		WATER CHARGES-RECEIVED	74,891.54	72,829.81	76,304.72	608,487.95	623,623.05	(15,135.10)	831,497.40	73.18%	(223,009.45)
60-36-02		WATER TAPS	-	-	5,500.00	18,000.00	-	18,000.00	-		18,000.00
60-36-03		SALES & SERVICES	440.00	845.00	795.00	4,780.84	2,737.50	2,043.34	3,650.00	130.98%	1,130.84
60-36-04		STANDBY TAP FEES	3,879.00	3,790.97	3,848.06	37,652.03	33,086.25	4,565.78	44,115.00	85.35%	(6,462.97)
60-36-05		WATER TANK MONEY	170.00	1,034.00	500.00	4,600.00	-	4,600.00	-		4,600.00
60-36-09		PENALTIES	-	-	-	325.72	1,875.00	(1,549.28)	2,500.00	13.03%	(2,174.28)
60-36-12		RENTS	-	-	-	500.00	750.00	(250.00)	1,000.00	50.00%	(500.00)
		MISCELLANEOUS	-	-	-	-	10,500.00	(10,500.00)	14,000.00	0.00%	(14,000.00)
			79,380.54	78,499.78	86,947.78	674,346.54	672,571.80	1,774.74	896,762.40	75.20%	(208,415.86)
60-50-02		TRUSTEES/ADMIN SALARIES	300.00	-	-	900.00	-	(900.00)	-	#DIV/0!	900.00
60-50-03		SALARIES & WAGES	11,447.91	10,930.24	11,314.50	106,508.38	135,826.56	29,318.18	181,102.08	58.81%	(74,593.70)
60-50-04		EMPLOYER FICA	690.46	641.44	682.66	6,442.40	10,745.70	4,303.30	14,327.60	44.96%	(7,885.20)
60-50-05		EMPLOYER MEDICARE	161.51	150.03	159.66	1,506.86	-	(1,506.86)	-	#DIV/0!	1,506.86
60-50-06		UNEMPLOYMENT TAX	34.33	32.78	33.94	319.05	-	(319.05)	-	#DIV/0!	319.05
60-50-07		INSURANCE BENEFITS	2,846.00	2,846.00	-	15,453.77	41,605.29	26,151.52	55,473.72	27.86%	(40,019.95)
60-50-08		PENSION BENEFITS	478.90	478.90	478.90	4,551.75	-	(4,551.75)	-	#DIV/0!	4,551.75
		CONTRACT LABOR	-	-	-	-	15,000.00	15,000.00	20,000.00		-
60-50-10		WORKMENS COMPENSATION	-	-	-	3,736.00	2,802.00	(934.00)	3,736.00	100.00%	-
60-50-15		OFFICE SUPPLIES	-	7.42	68.17	104.62	225.00	120.38	300.00	34.87%	(195.38)
60-50-16		OPERATING SUPPLIES	740.77	659.01	806.31	4,456.79	12,787.50	8,330.71	17,050.00	26.14%	(12,593.21)
60-50-17		POSTAGE	642.96	393.05	368.15	2,568.50	3,675.00	1,106.50	4,900.00	52.42%	(2,331.50)
60-50-20		LEGAL & ENG SERVICES	487.50	1,690.00	838.50	3,620.50	26,625.00	23,004.50	35,500.00	10.20%	(31,879.50)
60-50-21		AUDIT	-	240.00	11,280.00	11,520.00	8,460.00	(3,060.00)	11,280.00	102.13%	240.00
60-50-22		REPAIRS & MAINTENANCE	16,107.71	8,999.41	16,631.89	103,175.71	152,205.00	49,029.29	202,940.00	50.84%	(99,764.29)
60-50-23		VEHICLE EXPENSE	366.03	612.17	207.08	4,820.89	7,500.00	2,679.11	10,000.00	48.21%	(5,179.11)
60-50-24		RENTALS	-	-	-	-	1,875.00	1,875.00	2,500.00	0.00%	(2,500.00)
60-50-25		SHOP EXPENSE	74.98	1,734.93	114.75	2,570.16	3,187.50	617.34	4,250.00	60.47%	(1,679.84)
60-50-26		TRAVEL & MEETINGS	-	-	-	31.67	2,625.00	2,593.33	3,500.00	0.90%	(3,468.33)
60-50-27		INSURANCE & BONDS	175.00	-	-	20,923.22	15,048.75	(5,874.47)	20,065.00	104.28%	858.22
60-50-28		UTILITIES	2,029.35	2,073.26	2,065.32	20,921.85	18,750.00	(2,171.85)	25,000.00	83.69%	(4,078.15)
60-50-29		TELEPHONE	466.65	216.47	315.85	3,165.73	3,131.25	(34.48)	4,175.00	75.83%	(1,009.27)
60-50-30		PUBLISHING & ADS	-	-	-	91.91	532.50	440.59	710.00	12.95%	(618.09)
60-50-31		DUES & SUBSCRIPTIONS	-	-	-	137.50	1,387.50	1,250.00	1,850.00	7.43%	(1,712.50)
60-50-32		FEES & PERMITS	474.61	579.06	1,800.77	6,601.02	6,375.00	(226.02)	8,500.00	77.66%	(1,898.98)
60-50-33		DATA PROCESSING	925.69	3,090.70	655.70	9,604.44	5,985.00	(3,619.44)	7,980.00	120.36%	1,624.44
60-50-41		WRITEOFF-UNCOLLECTABLE	-	-	-	-	187.50	187.50	250.00	0.00%	(250.00)
60-50-44		Norris Retirement	1,680.00	1,680.00	1,680.00	15,120.00	15,120.00	-	20,160.00	75.00%	(5,040.00)
60-50-50		Water Power Authority Loan	-	-	86,928.46	171,095.53	137,625.00	(33,470.53)	183,500.00	93.24%	(12,404.47)
60-50-51		Drinking Water Revolving Fund	-	-	-	11,671.70	17,512.50	5,840.80	23,350.00	49.99%	(11,678.30)
		UBB Line of Credit	-	-	-	-	18.75	18.75	25.00	0.00%	(25.00)
60-50-54		Debt Service	-	-	-	-	-	-	-		-
60-50-70		CAPITAL OUTLAY	-	-	-	-	7,548.00	7,548.00	10,064.00		(10,064.00)
60-50-71		PASS-THRU	2,363.12	2,298.62	2,404.58	19,384.33	18,205.50	(1,178.83)	24,274.00	79.86%	(4,889.67)
60-50-75		GRANT PROJECTS	-	-	1,235.00	6,288.75	-	-	-		-
60-50-99		Transfers	-	-	-	-	-	-	-		-
60-59-90		DEPRECIATION	-	-	-	-	-	-	-		-
			42,493.48	39,353.49	140,070.19	557,293.03	672,571.80	121,567.52	896,762.40	62.15%	(325,758.12)
			36,887.06	39,146.29	(53,122.41)	117,053.51	-	(117,053.51)	-		(117,053.51)
		BEGINNING RESERVE				166,873.00	166,873.00	166,873.00	166,873.00		
		INCOME	79,380.54	78,499.78	86,947.78	674,346.54	672,571.80	1,774.74	896,762.40		(208,415.86)
		EXPENDITURE	42,493.48	39,353.49	140,070.19	557,293.03	672,571.80	121,567.52	896,762.40		(325,758.12)
		NET CHANGE	36,887.06	39,146.29	(53,122.41)	117,053.51	-	(119,792.78)	-		117,342.26
		ENDING RESERVE				283,926.51	166,873.00	47,080.22	166,873.00		

AS ACC	4.	9/30/2020 DESCRIPTION	2020 SEPTEMBER ACTUAL	2020 AUGUST ACTUAL	2020 JULY ACTUAL	2020 CUR YTD ACTUAL	2020 9 MO BUDGET	REMAINING BUDGET	2020 ORIG BUDGET	75% % OF BUDGET	REMAINING BUDGET
<b>SEWER</b>											
70-37-01		SEWER CHARGES - RECEIVED	44,211.09	44,008.55	44,060.02	397,808.61	399,454.50	(1,645.89)	532,606.00	74.69%	(134,797.39)
70-37-04		SEWER TAPS	5,000.00	-	4,500.00	20,000.00	11,250.00	8,750.00	15,000.00	133.33%	5,000.00
70-37-05		SEWER RENTAL PROPERTY	-	-	-	-	-	-	-	-	-
70-37-09		Interest Income	135.30	171.95	47.67	4,317.24	11,850.00	(7,532.76)	15,800.00	27.32%	(11,482.76)
70-37-13		GRANT REVENUE	-	-	-	53,587.50	-	53,587.50	-	-	53,587.50
70-37-14		MISCELLANEOUS	-	-	-	2,172.00	-	2,172.00	-	-	2,172.00
			<b>49,346.39</b>	<b>44,180.50</b>	<b>48,607.69</b>	<b>477,885.35</b>	<b>422,554.50</b>	<b>55,330.85</b>	<b>563,406.00</b>	<b>84.82%</b>	<b>(85,520.65)</b>
70-51-02		TRUSTEES/ADMIN SALARIES	300.00	-	-	900.00	-	(900.00)	-	-	900.00
70-51-03		SALARIES & WAGES	6,350.87	6,112.50	6,398.96	60,727.01	78,455.60	17,728.59	104,607.47	58.05%	(43,880.46)
70-51-04		EMPLOYER FICA	391.07	358.72	386.57	3,706.47	5,940.83	2,234.36	7,921.10	46.79%	(4,214.63)
70-51-05		EMPLOYER MEDICARE	91.43	83.90	90.40	866.83	-	(866.83)	-	-	866.83
70-51-06		UNEMPLOYMENT TAX	19.04	18.32	19.19	181.95	-	(181.95)	-	-	181.95
70-51-07		INSURANCE BENEFITS	1,651.89	1,651.89	-	8,042.81	19,307.20	11,264.39	25,742.93	31.24%	(17,700.12)
70-51-08		PENSION BENEFITS	271.60	271.60	271.60	2,581.66	-	(2,581.66)	-	-	2,581.66
		CONTRACT LABOR	-	-	-	-	15,000.00	15,000.00	20,000.00	-	(20,000.00)
70-51-10		WORKMENS COMPENSATION	-	-	-	961.00	720.75	(240.25)	961.00	100.00%	-
70-51-15		OFFICE SUPPLIES	-	7.42	62.49	98.94	225.00	126.06	300.00	32.98%	(201.06)
70-51-16		OPERATING SUPPLIES	548.60	373.70	552.77	3,375.62	11,535.00	8,159.38	15,380.00	21.95%	(12,004.38)
70-51-17		POSTAGE	209.09	159.40	157.58	1,464.61	1,575.00	110.39	2,100.00	69.74%	(635.39)
70-51-20		LEGAL & ENG SERVICES	-	5,901.90	-	28,575.90	14,550.00	(14,025.90)	19,400.00	147.30%	9,175.90
70-51-21		AUDIT	-	75.00	3,525.00	3,600.00	2,643.75	(956.25)	3,525.00	102.13%	75.00
70-51-22		REPAIRS & MAINTENANCE	16,862.35	30,705.06	-	50,252.36	108,063.75	57,811.39	144,085.00	34.88%	(93,832.64)
70-51-23		VEHICLE EXPENSE	366.13	576.07	179.04	4,634.11	4,875.00	240.89	6,500.00	71.29%	(1,865.89)
70-51-24		RENTALS	-	-	-	-	750.00	750.00	1,000.00	0.00%	(1,000.00)
70-51-25		SHOP EXPENSE	25.01	1,734.94	114.76	2,136.91	2,250.00	113.09	3,000.00	71.23%	(863.09)
70-51-26		TRAVEL & MEETINGS	-	-	-	31.67	1,500.00	1,468.33	2,000.00	1.58%	(1,968.33)
70-51-27		INSURANCE & BONDS	175.00	-	-	7,753.99	4,908.75	(2,845.24)	6,545.00	118.47%	1,208.99
70-51-28		UTILITIES	28.73	-	2,492.35	20,821.56	25,500.00	4,678.44	34,000.00	61.24%	(13,178.44)
70-51-29		TELEPHONE	128.23	82.93	99.29	1,191.19	1,200.00	8.81	1,600.00	74.45%	(408.81)
70-51-30		PUBLISHING & ADS	-	-	-	69.08	375.00	305.92	500.00	13.82%	(430.92)
70-51-31		DUES & SUBSCRIPTIONS	-	-	-	137.50	112.50	(25.00)	150.00	91.67%	(12.50)
70-51-32		FEES & PERMITS	456.58	206.05	1,868.50	5,298.40	7,575.00	2,276.60	10,100.00	52.46%	(4,801.60)
70-51-33		DATA PROCESSING	925.77	3,090.74	655.74	12,374.92	17,190.00	4,815.08	22,920.00	53.99%	(10,545.08)
70-51-41		WRITEOFF-UNCOLLECTABLE	-	-	-	-	187.50	187.50	250.00	0.00%	(250.00)
70-51-43		Gaging Station	-	-	-	1,234.00	2,925.00	1,691.00	3,900.00	31.64%	(2,666.00)
70-51-51		Rural Development P&I	-	-	-	-	76,875.00	76,875.00	102,500.00	0.00%	(102,500.00)
70-51-54		Debt Reserve	-	-	-	-	-	-	-	0.00%	-
70-51-70		CAPITAL OUTLAY	(11,500.00)	46,542.35	30,100.00	115,364.84	7,548.75	(107,816.09)	10,065.00	0.00%	105,299.84
70-51-71		PASS THRU	1,326.33	1,320.26	1,321.80	11,933.67	10,765.13	(1,168.55)	14,353.50	83.14%	(2,419.83)
		MISCELLANEOUS	-	-	-	-	-	-	-	-	-
70-59-90		DEPRECIATION	-	-	-	-	-	-	-	-	-
			<b>18,627.72</b>	<b>99,272.75</b>	<b>48,296.04</b>	<b>348,317.00</b>	<b>422,554.50</b>	<b>74,237.50</b>	<b>563,406.00</b>	<b>61.82%</b>	<b>(215,089.00)</b>
			<b>30,718.67</b>	<b>(55,092.25)</b>	<b>311.65</b>	<b>129,568.35</b>	<b>-</b>	<b>129,568.35</b>	<b>-</b>	<b>-</b>	<b>129,568.35</b>
		BEGINNING RESERVE				374,079.00	374,079.00	374,079.00	374,079.00		374,079.00
		INCOME	49,346.39	44,180.50	48,607.69	477,885.35	422,554.50	55,330.85	563,406.00		(85,520.65)
		EXPENDITURE	18,627.72	99,272.75	48,296.04	348,317.00	422,554.50	74,237.50	563,406.00		(215,089.00)
		ADJUSTMENT									
		NET CHANGE	30,718.67	(55,092.25)	311.65	129,568.35	-	(18,906.65)	-		129,568.35
		ENDING RESERVE				503,647.35	374,079.00	355,172.35	374,079.00		503,647.35

AS ACC	4.	9/30/2020 DESCRIPTION	2020 SEPTEMBER ACTUAL	2020 AUGUST ACTUAL	2020 JULY ACTUAL	2020 CUR YTD ACTUAL	2020 9 MO BUDGET	REMAINING BUDGET	2020 ORIG BUDGET	75% % OF BUDGET	REMAINING BUDGET
<b>GARBAGE</b>											
80-30-02		GARBAGE FEES - RECEIVED	18,069.88	18,034.69	18,020.08	162,870.96	162,000.00	870.96	216,000.00	75.40%	(53,129.04)
80-30-03		X-Trash	37.00	354.00	10.00	855.00	-	855.00	-		855.00
			18,106.88	18,388.69	18,030.08	163,725.96	162,000.00	1,725.96	216,000.00	75.80%	(52,274.04)
80-52-02		CONTRACT LABOR	-	-	-	-	-	-	-		-
80-52-03		SALARIES & WAGES	7,507.37	7,478.26	7,641.02	73,388.26	84,583.17	11,194.91	112,777.56	65.07%	(39,389.30)
80-52-04		EMPLOYER FICA	443.84	444.99	464.29	4,408.53	6,708.43	2,299.90	8,944.57	49.29%	(4,536.04)
80-52-05		EMPLOYER MEDICARE	103.79	104.05	108.58	1,030.86	-	(1,030.86)	#DIV/0!		1,030.86
80-52-06		UNEMPLOYMENT TAX	22.57	22.48	22.94	219.07	-	(219.07)	#DIV/0!		219.07
80-52-07		INSURANCE BENEFITS	1,719.74	1,719.74	-	11,926.46	21,133.40	9,206.94	28,177.87	42.33%	(16,251.41)
80-52-08		PENSION BENEFITS	370.60	370.60	370.60	3,016.96	-	(3,016.96)	#DIV/0!		3,016.96
80-52-10		WORKMEN'S COMP	-	-	-	3,561.00	2,670.75	(890.25)	3,561.00	100.00%	-
80-52-15		OFFICE SUPPLIES	-	7.42	62.49	85.21	187.50	102.29	250.00	34.08%	(164.79)
80-52-16		OPERATING SUPPLIES	64.37	138.31	142.05	846.89	956.25	109.36	1,275.00	66.42%	(428.11)
80-52-17		POSTAGE	129.35	79.71	78.79	714.36	750.00	35.64	1,000.00	71.44%	(285.64)
80-52-20		LEGAL SERVICES	-	-	-	-	292.50	292.50	390.00	0.00%	(390.00)
80-52-21		AUDIT	-	75.00	3,525.00	3,600.00	2,643.75	(956.25)	3,525.00	102.13%	75.00
80-52-22		REPAIRS & MAINTENANCE	-	-	300.00	1,287.98	1,143.75	(144.23)	1,525.00	84.46%	(237.02)
80-52-23		VEHICLE EXPENSE	446.21	2,111.94	452.22	5,956.30	10,162.50	4,206.20	13,550.00	43.96%	(7,593.70)
80-52-25		SHOP EXPENSE	94.01	38.65	75.03	387.99	1,050.00	662.01	1,400.00	27.71%	(1,012.01)
80-52-26		TRAVEL & MEETINGS	-	-	-	-	1,162.50	1,162.50	1,550.00	0.00%	(1,550.00)
80-52-27		INSURANCE & BONDS	-	-	-	4,504.25	3,243.00	(1,261.25)	4,324.00	104.17%	180.25
80-52-28		UTILITIES	128.73	-	141.33	1,537.28	1,425.00	(112.28)	1,900.00	80.91%	(362.72)
80-52-29		TELEPHONE	104.74	8.80	37.33	403.56	375.00	(28.56)	500.00	80.71%	(96.44)
80-52-30		PUBLISHING & ADS	-	-	-	-	112.50	112.50	150.00	0.00%	(150.00)
80-52-33		DATA PROCESSING	128.57	1,128.57	128.57	2,285.70	1,087.50	(1,198.20)	1,450.00	157.63%	835.70
80-52-41		WRITEOFF-UNCOLLECTABLE	-	-	-	-	187.50	187.50	250.00	0.00%	(250.00)
80-52-42		LANDFILL FEES	2,794.25	3,127.75	2,965.50	21,805.00	24,750.00	2,945.00	33,000.00	66.08%	(11,195.00)
80-52-43		Clean Up Day	-	-	-	-	4,725.00	4,725.00	6,300.00	0.00%	(6,300.00)
80-52-70		CAPITAL OUTLAY	-	-	-	-	4,875.00	4,875.00	6,500.00	0.00%	(6,500.00)
80-52-71		PASS THRU	542.10	541.04	540.60	4,885.86	4,860.00	(25.86)	6,480.00	75.40%	(1,594.14)
		MISCELLANEOUS	-	-	-	-	3,750.00	3,750.00	5,000.00	0.00%	(5,000.00)
			14,600.24	17,397.31	17,056.34	145,851.52	182,835.00	36,983.48	243,780.00	59.83%	(97,928.48)
			3,506.64	991.38	973.74	17,874.44	(20,835.00)	38,709.44	(27,780.00)		45,654.44
		BEGINNING RESERVE				112,419.00	112,419.00	112,419.00	112,419.00		112,419.00
		INCOME	18,106.88	18,388.69	18,030.08	163,725.96	162,000.00	1,725.96	216,000.00		(52,274.04)
		EXPENDITURE	14,600.24	17,397.31	17,056.34	145,851.52	182,835.00	36,983.48	243,780.00		(97,928.48)
		ADJUSTMENT									
		NET CHANGE	3,506.64	991.38	973.74	17,874.44	(20,835.00)	(35,257.52)	(27,780.00)		45,654.44
		ENDING RESERVE				130,293.44	91,584.00	77,161.48	84,639.00		158,073.44

AS ACC	4.	9/30/2020 DESCRIPTION	2020 SEPTEMBER ACTUAL	2020 AUGUST ACTUAL	2020 JULY ACTUAL	2020 CUR YTD ACTUAL	2020 9 MO BUDGET	2020 REMAINING BUDGET	2020 ORIG BUDGET	75% % OF BUDGET	REMAINING BUDGET
<b>OVERALL SUMMARY</b>											
		ADMINISTRATION	3,500.04	2,152.81	7,907.04	173,592.77	165,751.72	7,841.05	187,293.00		(13,700.23)
		BUILDING	2,329.15	3,736.45	4,753.60	21,593.10	35,925.00	(14,331.90)	47,900.00		(26,306.90)
		LAW ENFORCEMENT	35,298.39	38,067.89	35,065.43	274,600.34	259,387.25	15,213.09	378,969.00		(104,368.66)
		PARKS	5,597.76	50.00	18,225.26	79,073.33	119,397.75	(40,324.42)	159,197.00		(80,123.67)
		STREETS	27,174.46	27,326.88	9,106.27	132,106.77	126,312.00	5,794.77	168,416.00		(36,309.23)
		STREET CAPITAL IMPROVEMENT	4,231.55	4,159.92	4,266.98	36,203.87	33,830.52	2,373.35	45,107.36		(8,903.49)
		BRIDGE	113.97	147.42	194.42	44,048.56	37,725.00	6,323.56	50,300.00		(6,251.44)
		SIDEWALK	2,589.20	2,589.29	2,587.83	23,279.72	26,850.00	(3,570.28)	35,800.00		(12,520.28)
		SPACE2CREATE	1.62	1.67	1.68	36.12	146,400.00	(146,363.88)	195,200.00		(195,163.88)
		CONSERVATION TRUST FUND	1,995.84	0.40	0.39	5,620.12	6,756.00	(1,135.88)	9,008.00		(3,387.88)
		CAPITAL IMPROVEMENT	20,259.68	21,033.48	18,822.77	143,083.02	146,362.50	(3,779.48)	195,150.00		(52,566.98)
					100,931.67	933,237.72	1,104,697.74	(171,960.02)	1,472,340.36	-	(539,602.64)
		WATER	79,380.54	78,499.78	86,947.78	674,346.54	672,571.80	1,774.74	896,762.40		(208,415.86)
		SEWER	49,346.39	44,180.50	48,607.69	477,885.35	422,554.50	55,330.85	563,406.00		(85,520.65)
		GARBAGE	18,106.88	18,388.69	18,030.08	163,725.96	162,000.00	1,725.96	216,000.00		(52,274.04)
					153,585.55	1,315,957.85	1,257,126.30	58,831.55	1,676,168.40	-	(346,210.55)
		<b>TOTAL REVENUE</b>	<b>249,925.47</b>	<b>240,335.18</b>	<b>254,517.22</b>	<b>2,249,195.57</b>	<b>2,361,824.04</b>	<b>(113,128.47)</b>	<b>3,148,508.76</b>	<b>-</b>	<b>(885,813.19)</b>
		ADMINISTRATION	27,116.10	16,985.36	32,769.39	172,768.05	143,469.75	(28,973.30)	191,293.00		(18,849.95)
		BUILDING	414.41	4,965.41	3,107.23	24,510.08	35,925.00	11,414.92	47,900.00		(23,389.92)
		LAW ENFORCEMENT	24,716.66	22,673.81	19,647.40	243,764.47	284,226.75	41,013.69	378,969.00		(135,755.94)
		PARKS	8,426.59	7,152.70	13,675.12	82,547.85	119,397.75	40,618.83	159,197.00		(80,418.08)
		STREETS	38,269.19	8,363.23	28,558.62	145,025.44	126,312.00	5,639.14	168,416.00		47,743.14
		STREET CAPITAL IMPROVEMENT	-	7,900.00	-	7,900.00	156,550.88	148,650.88	208,734.50		(197,834.50)
		BRIDGE	-	-	-	-	37,725.00	37,725.00	50,300.00		(50,300.00)
		SIDEWALK	-	8,400.00	-	8,868.15	26,850.00	17,981.85	35,800.00		(26,931.85)
		SPACE2CREATE	-	-	-	-	146,400.00	146,400.00	195,200.00		(195,200.00)
		CONSERVATION TRUST FUND	-	300.00	-	300.00	6,756.00	6,456.00	9,008.00		(8,708.00)
		CAPITAL IMPROVEMENT	15,859.56	4,139.32	3,158.30	108,223.75	149,062.50	40,838.75	198,750.00		(90,526.25)
					100,916.06	793,907.79	1,232,675.63	467,765.76	1,643,567.50	-	(780,171.35)
		WATER	42,493.48	39,353.49	140,070.19	557,293.03	672,571.80	121,567.52	896,762.40		(325,758.12)
		SEWER	18,627.72	99,272.75	48,296.04	348,317.00	422,554.50	74,237.50	563,406.00		(215,089.00)
		GARBAGE	14,600.24	17,397.31	17,056.34	145,851.52	182,835.00	36,983.48	243,780.00		(97,928.48)
					205,422.57	1,051,461.55	1,277,961.30	232,788.50	1,703,948.40	-	(638,775.60)
		<b>TOTAL EXPENDITURES</b>	<b>190,523.95</b>	<b>236,903.38</b>	<b>306,338.63</b>	<b>1,845,369.34</b>	<b>2,510,636.93</b>	<b>700,554.26</b>	<b>3,347,515.90</b>	<b>-</b>	<b>(1,418,946.95)</b>
		ADMINISTRATION	(23,616.06)	(14,832.55)	(24,862.35)	824.72	22,281.97	36,814.35	(4,000.00)		5,149.72
		BUILDING	1,914.74	(1,228.96)	1,646.37	(2,916.98)	-	(25,746.82)	-		(2,916.98)
		LAW ENFORCEMENT	10,581.73	15,394.08	15,418.03	30,835.87	(24,839.50)	(25,800.60)	-		31,387.28
		PARKS	(2,828.83)	(7,102.70)	4,550.14	(3,474.52)	-	(80,943.25)	-		294.41
		STREETS	(11,094.73)	18,963.65	(19,452.35)	(12,918.67)	-	155.63	-		(84,052.37)
		STREET CAPITAL IMPROVEMENT	4,231.55	(3,740.08)	4,266.98	28,303.87	(122,720.36)	(146,277.53)	(163,627.14)		188,931.01
		BRIDGE	113.97	147.42	194.42	44,048.56	-	(31,401.44)	-		44,048.56
		GENERAL FUND	(20,697.63)	-7,600.86	(18,238.76)	84,702.85	(125,277.89)	(273,199.66)	(167,627.14)		182,841.63
		SIDEWALK	2,589.20	(5,810.71)	2,587.83	14,411.57	-	(21,552.13)	-		14,411.57
		SPACE2CREATE	1.62	1.67	1.68	36.12	-	(292,763.88)	-		36.12
		CONSERVATION TRUST FUND	1,995.84	(299.60)	0.39	5,320.12	-	(7,591.88)	-		5,320.12
		CAPITAL IMPROVEMENT	4,400.12	16,894.16	15,664.47	34,859.27	(2,700.00)	(44,618.23)	(3,600.00)		37,959.27
					15.61	139,329.93	(127,977.89)	(639,725.78)	(171,227.14)	-	240,568.71
		WATER	36,887.06	39,146.29	(53,122.41)	117,053.51	-	(119,792.78)	-		117,342.26
		SEWER	30,718.67	(55,092.25)	311.65	129,568.35	-	(18,906.65)	-		129,568.35
		GARBAGE	3,506.64	991.38	973.74	17,874.44	(20,835.00)	(35,257.52)	(27,780.00)		45,654.44
		ENTERPRISE FUND	71,112.37	(14,954.58)	(51,837.02)	264,496.30	(20,835.00)	(173,956.95)	(27,780.00)		292,565.05
		NET	59,401.52	3,431.80	(51,821.41)	403,826.23	(148,812.89)	(813,682.73)	(199,007.14)		533,133.76

AGENDA SUMMARY FORM

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

FSBC OPS DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC OPS BALANCE		254,003.45
ACCOUNTS PAYABLE	10/09/20-10/23/20	(123,234.22)
TRANSFER TO SUMMIT	APPROVED 09/22/20	(50,000.00) 2
CHASE CREDIT CARD	10/23/2020	
TRANSFER TO PAYROLL	10/9/2020	(20,560.20) 1
PAYROLL TAXES	10/9/2020	(21,950.45)
BALANCE AFTER PAYMENT		38,258.58

②

FSBC SUMMIT/PAYROLL DISBURSEMENT SUMMARY		
DESCRIPTION	DATES	AMOUNT
CURRENT FSBC SUMMIT BALANCE		334,883.60
TRANSFER FROM OPS		50,000.00 2
CURRENT FSBC PAYROLL BALANCE		25.00
TRANSFER FROM OPS		20,560.20 1
PAYROLL (DIRECT DEPOSIT)	10/9/2020	(20,560.20) 1
BALANCE AFTER PAYMENT		384,908.60

②

FSBC INTERNAL GRANT BALANCE		
BALANCE		33,521.84
TRANSFER TO COLOTRUST	APPROVED 06/23/20	(454.96) 3
TRANSFER TO COLOTRUST	SEWER LOAN RESERVE-APPROVED 05/26/20	(33,041.88) 4
CD TOTAL		25.00

②

FSBC LOC BALANCE		
FSBC CD#1 @ 2.00%	GENERAL	255,051.53
FSBC CD#2 @ 0.55%	GENERAL-COLLATERAL FOR LOC	201,949.97
UBB CD#3 @ 0.35 %	SEWER LOAN RESERVES	140,303.29
TRANSFER FROM INT GRANT		454.96 3
TRANSFER FROM INT GRANT		33,041.88 4
TRANSFER FROM COLOTRUST		106,806.45 5
CD TOTAL		457,001.50
LOC(\$200,000)-RENEWED7/2020-9/2020	RENEWAL IN PROCESS FOR 9/2020-9/2021	-
BALANCE AVAILABLE SECURING LOC		457,001.50

②

COLOTRUST		
TOTAL	GENERAL	531,975.80
TOTAL	SEWER PROPERTY	530,066.59
TOTAL	SEWER LOAN RESERVE	106,806.45 5
TOTAL	BRIDGE RESTRICTED	588,242.88

GRANT FUNDS IN PROCESS		
DOLA	GRAY&BLACK-MARIJUANA ENFORCEMENT	8,474.00 R
COLORADO GRAND	EHS CENTER	10,000.00 R
DOLA	ASSET INVENTORY	15,687.32 Q
DOLA (ADMIN)	SYSTEM ANALYSIS	2,074.37 Q
CDOT	REVITALIZING MAIN STREET	6,861.78 P
CVRG	COVID REIMBURSEMENT	10,299.06 P
GOCO	PARK PLANNING	5,128.50 P
TOTAL REQUESTED		17,761.69

R=RECEIVED Q=REQUESTED P=IN PROCESS

BANK BALANCES			
FSBC		COLOTRUST	TOTAL
AS OF: 10/22/2020			
GENERAL		531,975.80	
SEWER RESTRICTED		530,066.59	
DEBT RESERVE		106,806.45	
BRIDGE RESERVE		588,242.88	
CONS.TRUST	3,122.19		
GRANT PASS THRU	25.00		
INT GRANT	33,521.84		
OPS	247,544.31		
PARK CONTRIBUTIONS	37,290.27		
PAYROLL	25.00		
SPACE-TO-CREATE	13,160.28		
SUMMIT	334,883.60		
WWTP	58,300.08		
CD#2-402	201,949.97		
CD#3-2578	255,051.53		
	1,184,874.07	1,757,091.72	2,941,965.79



Due Date	Vendor Number	Vendor Name	Invoice Number	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Pay	Partial Pmt Amt	Part Pmt Disc Amt	
10/27/2020	473	Better Containers	234861	149.25	.00	.00	149.25				HALLOWEEN BAGS
10/27/2020	987	Black Hills Energy	10-2020	143.14	.00	.00	143.14				UTILITIES
10/27/2020	14	Bolinger & Queen I	80120	36.30	.00	.00	36.30				SPRINGLINE REPAIR
10/27/2020	914	C&N Construction,	1371	18,342.00	.00	.00	18,342.00				SIDEWALKS
10/27/2020	23	CIRSA	201793	1,893.36	.00	.00	1,893.36				ADDED EQUIPMENT P&C COVERAGE
10/27/2020	1048	Colorado Code Co	13548	2,905.00	.00	.00	2,905.00				SEPT BUILDING INSPECTOR SERVICES
10/27/2020	1109	Cross-Connection	850936	370.00	.00	.00	370.00				TOWN-GROSS CONNECTION-INSPECTION
10/27/2020	1135	Delta Brick & Clim	2020-11	300.00	.00	.00	300.00				BRICKS FOR TOWN PARK
10/27/2020	43	Delta Montrose Ele	10-2020-P	1,441.80	.00	.00	1,441.80				PARKS
10/27/2020	43	Delta Montrose Ele	10-2020-S	1,873.65	.00	.00	1,873.65				SEWER PLANT
10/27/2020	48	Don's Market	01-1008785	54.11	.00	.00	54.11				MEETING SUPPLIES
10/27/2020	48	Don's Market	01-1010681	41.07	.00	.00	41.07				TOWN HALL SUPPLIES
10/27/2020	368	Double J Disposal	43095	96.00	.00	.00	96.00				1MG PORTA POTTY
10/27/2020	50	Duckworks Auto P	11044-34600	239.98	.00	.00	239.98				PULL TRUCK REPAIR
10/27/2020	546	EmTech Inc.	F4549	850.00	.00	.00	850.00				WATER PLANT PUMP REPAIR
10/27/2020	888	Filter Tech System	8831	812.20	.00	.00	812.20				2MG PLANT CALIBRATION
10/27/2020	803	GALLS, LLC	016256376	37.79	.00	.00	37.79				NAME TAC
10/27/2020	81	High Country Printi	092520	32.20	.00	.00	32.20				CDOT GRANT (POSTERS)
10/27/2020	560	Honnen Equipmen	20-073	67,726.69	.00	.00	67,726.69				SKID STEER
10/27/2020	1124	JDS-Hydro Consul	33301-06	714.26	.00	.00	714.26				SYSTEM ANALYSIS GRANT
10/27/2020	1136	Jennmar Services	838377	1,089.25	.00	.00	1,089.25				GENERAL LABORER
10/27/2020	1066	JP Cooke Co.	644741	61.50	.00	.00	61.50				DOG TAGS
10/27/2020	645	Mail Services, LLC	1755516	393.85	.00	.00	393.85				BLUE POST CARDS
10/27/2020	995	Municipal Code Co	00349828	2,200.00	.00	.00	2,200.00				AGENDA MANAGEMENT SOFTWARE
10/27/2020	1146	NORTH FORK SE	10232020-C	10,450.00	.00	.00	10,450.00				CVRF GRANT
10/27/2020	821	OneTime	20865001-37	310.05	.00	.00	310.05				REFUND OF OVERPAYMENT
10/27/2020	931	Roop Excavating L	100820-1009	1,550.00	.00	.00	1,550.00				CDOT GRANT (POSTERS)
10/27/2020	656	Schmueser Gordo	2013-471.00	3,615.60	.00	.00	3,615.60				ASSET INVENTORY GRANT
10/27/2020	156	TDS Telecom	10-2020	317.31	.00	.00	317.31				TELEPHONE & INTERNET
10/27/2020	792	Town Of Hotchkiss	2020 VICTIM	5,000.00	.00	.00	5,000.00				VICTIM ASSIST PROGRAM
10/27/2020	165	Valley Machine LL	4981	85.30	.00	.00	85.30				WATER PLANT REPAIR
10/27/2020	846	Weavers Small En	7771	102.56	.00	.00	102.56				WATER PUMP REPAIR
Grand Totals:			32	123,234.22	.00	.00	123,234.22				

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
10/27/2020	123,234.22	.00	.00	123,234.22	123,234.22
Grand Totals:		123,234.22	.00	.00	123,234.22

Employee Number	Name	85-00 Net Pay Emp Amt
1053	Beardslee, Dominic D	1,224.78
1024	Berger, Brian J	1,157.41
1052	Edwards, Roger	1,009.34
1002	Ferguson, J. Corinne	2,173.97
1020	Ferguson, Neil	1,967.39
1022	Hinyard, Patrick	1,209.51
1012	Huffman, Julie J	484.84
1055	Johnathon M McCallister	1,472.61
1001	Jones, Cynthia	1,775.49
1005	Katzer, JoAnn	924.75
1050	Loberg, Travis	2,030.46
1003	Mojarro-Lopez, Amanda	1,004.50
1023	Patterson, Taffine A	852.33
1054	Redden, Jordan	1,078.44
1051	Reich, Dennis	1,000.10
1021	Winnett, Lorin E	1,194.28
Grand Totals:		16 20,560.20

*Perk*  
*10/30/2020*  
*CA*

Report Criteria:

Unpaid transmittals included  
Begin Date: ALL  
End Date: ALL

Transmittal Number	Name	Invoice Number	Pay Per Date	Pay Code	Description	GL Account	Amount
2							
2	IRS Tax Deposit		10/16/2020	74-00	Federal Tax Deposit Social Security	10-0216	1,138.18
2	IRS Tax Deposit		10/16/2020	74-00	Federal Tax Deposit Social Security	10-0216	1,138.18
2	IRS Tax Deposit		10/16/2020	75-00	Federal Tax Deposit Medicare Pay P	10-0216	384.10
2	IRS Tax Deposit		10/16/2020	75-00	Federal Tax Deposit Medicare Pay P	10-0216	384.10
2	IRS Tax Deposit		10/16/2020	76-00	Federal Tax Deposit Federal Withhold	10-0216	1,949.07
Total 2:							✓ 4,993.63
4							
4	Aflac		10/02/2020	63-01	Aflac Pre-Tax Pay Period: 10/2/2020	10-0225	120.18
4	Aflac		10/02/2020	63-02	Aflac After Tax Pay Period: 10/2/2020	10-0225	24.90
4	Aflac		10/16/2020	63-01	Aflac Pre-Tax Pay Period: 10/16/2020	10-0225	120.18
4	Aflac		10/16/2020	63-02	Aflac After Tax Pay Period: 10/16/202	10-0225	24.90
Total 4:							✓ 290.16
6							
6	Colorado Dept of Labor		10/02/2020	98-00	SUTA State Unemployment Tax Pay	10-0218	79.57
6	Colorado Dept of Labor		10/16/2020	98-00	SUTA State Unemployment Tax Pay	10-0218	82.58
Total 6:							162.15
9							
9	Colorado Dept of Revenue		10/02/2020	77-00	State Withholding Tax Pay Period: 10/	10-0217	829.00
9	Colorado Dept of Revenue		10/16/2020	77-00	State Withholding Tax Pay Period: 10/	10-0217	845.00
Total 9:							✓ 1,674.00
31							
31	Mutual of Omaha		10/16/2020	51-01	Group# MOORetirement Plan Pay P	10-0220	305.40
31	Mutual of Omaha		10/16/2020	51-01	Group# MOORetirement Plan Pay P	10-0220	925.60
31	Mutual of Omaha		10/16/2020	51-02	Group# MOO Loan Payment Pay Pe	10-0220	307.22
Total 31:							✓ 1,538.22
33							
33	FPPA - Fire & Police Pensi		10/16/2020	50-00	FPPA Pay Period: 10/16/2020	10-0219	893.20
33	FPPA - Fire & Police Pensi		10/16/2020	50-00	FPPA Pay Period: 10/16/2020	10-0219	649.60
33	FPPA - Fire & Police Pensi		10/16/2020	90-00	Death & Disability Pay Period: 10/16/	10-0219	227.36
Total 33:							✓ 1,770.16
70							
70	Rocky Mountain HMO		10/02/2020	60-01	RMHMO - Employee Only Pay Period	10-0223	252.84
70	Rocky Mountain HMO		10/02/2020	60-01	RMHMO - Employee Only Pay Period	10-0223	4,158.60
70	Rocky Mountain HMO		10/02/2020	60-03	RMHMO - Employee + Family Pay Pe	10-0223	167.32
70	Rocky Mountain HMO		10/02/2020	60-03	RMHMO - Employee + Family Pay Pe	10-0223	3,280.05
70	Rocky Mountain HMO		10/02/2020	60-04	RMHMO - Vision Pay Period: 10/2/20	10-0223	38.15
70	Rocky Mountain HMO		10/02/2020	60-07	RMHMO - Employee + Spouse Pay P	10-0223	163.98
70	Rocky Mountain HMO		10/02/2020	60-07	RMHMO - Employee + Spouse Pay P	10-0223	722.02
70	Rocky Mountain HMO		10/16/2020	60-01	RMHMO - Employee Only Pay Period	10-0223	252.84

DTC

Transmittal Number	Name	Invoice Number	Pay Per Date	Pay Code	Description	GL Account	Amount
70	Rocky Mountain HMO		10/16/2020	60-03	RMHMO - Employee + Family Pay Pe	10-0223	167.32
70	Rocky Mountain HMO		10/16/2020	60-04	RMHMO - Vision Pay Period: 10/16/2	10-0223	38.16
70	Rocky Mountain HMO		10/16/2020	60-07	RMHMO - Employee + Spouse Pay P	10-0223	163.98
70	Rocky Mountain HMO		10/16/2020	60-03	Adjustment for adding B.Berger	10-0223	1,373.08
70	Rocky Mountain HMO		10/16/2020	60-03	ADJUSTMENT	10-0223	76.31-
Total 70:							✓ 10,682.03
71							
71	The Harford		10/02/2020	65-01	Group#013307460001 Hartford Basic	10-0226	25.44
71	The Harford		10/02/2020	65-02	Group#013307460001 Hartford Suppl	10-0226	31.80
71	The Harford		10/02/2020	65-03	Group#013307460001 Hartford Disab	10-0226	110.80
71	The Harford		10/16/2020	65-02	Group#013307460001 Hartford Suppl	10-0226	31.81
71	The Harford		10/16/2020	65-02	ADJUSTMENT	10-0226	.01-
Total 71:							✓ 199.84
73							
73	Delta Dental of Colorado		10/02/2020	60-05	Dental RMHMO - Dental Pay Period:	10-0223	291.94
73	Delta Dental of Colorado		10/16/2020	60-05	Dental RMHMO - Dental Pay Period:	10-0223	292.01
Total 73:							✓ 583.95
75							
75	VSP Insurance CO (CT)		10/02/2020	60-04	RMHMO - Vision Pay Period: 10/2/20	10-0223	77.82
75	VSP Insurance CO (CT)		10/16/2020	60-04	RMHMO - Vision Pay Period: 10/16/2	10-0223	77.85
75	VSP Insurance CO (CT)		10/16/2020	60-04	Adjust Vision to Actual	10-0223	62.79
Total 75:							✓ 218.46
Grand Totals:							22,112.60




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

4,993.63+  
 290.16+  
 1,674.00+  
 1,538.22+  
 1,770.16+  
 10,682.03+  
 199.84+  
 583.95+  
 218.46+  
 21,950.45\*

009

AGENDA SUMMARY FORM

	Larksfoot Minor Subdivision
---	-----------------------------

Summary:  
 Minor subdivision request. Administrator recommendation and complete application materials in packet.

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

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



## ADMINISTRATOR REPORT

---

**TO:** TOWN COUNCIL

**FROM:** *CORINNE FERGUSON*

**SUBJECT:** LARKSFOOT MINOR SUBDIVISION

Simon Wain and Julietta St. John provided an initial minor subdivision application for review June 26, 2020. The application was deemed complete September 22<sup>nd</sup> and final modification of the proposed subdivision lots was received October 9<sup>th</sup> for final review. See below:

Requirements for Administrator Review Per Municipal Code Article 6 Division 3 and amending Ordinance 2018-03:

Complete application packet and Fee payment. – Reviewed as submitted, deemed complete upon hard-copy receipt of revised plat map 10/9/2020.

Requirements for Administrator Recommendation of Approval Per amending Ordinance 2018-03:

- (1) All such proposed parcels are divided by, or parallel to and part of the original lot, tract or parcel lines on the Town Plat; **Refer to Plat Map J20017 - COMPLETE**
- (2) All the developed proposed parcels have the applicable yard setbacks which can be required for the existing structures; **Proposed Lot 1 – existing home and outbuilding structures meet setbacks. Proposed Lot 2 – vacant Proposed Lot 3 – Barn/shop structure currently permitted and under construction meets setbacks. See Site Plan C-1**
- (3) All structures on proposed parcels do not exceed the maximum coverage area allowed in the subject zone district; - **COMPLETE**
- (4) All of the proposed areas of the proposed parcels conform to the zoned uses and dimensional characteristics of lots or tracts in the applicable Zone District of the Town regulations; **COMPLETE – Proposed Existing Lot 1 – retain Developing Resource zoning – lot will retain approximately 7.7 acres, existing single family residence, out-buildings, and light agricultural use. Proposed Lot 2 – zone Developing Resource – lot proposed is approximately 4.4 acres, water and sewer tap paid in full for construction of one (1) single-family dwelling, will house existing tree service business at location and light agricultural use. Proposed Lot 3 – zone R-1 low density residential – lot**

**proposed is approximately 1 acre, water and sewer tap paid in full for construction of one (1) single family dwelling.**

(5) The minor subdivision application creates no more than three additional parcels; **COMPLETE – three (3) lots proposed in application.**

(6) None of the proposed parcels violates any Section of the Town regulations; **COMPLETE**

(7) The minor subdivision complies with the criteria in Sec. 17-6-250; **CORRECT (Board review requirements)**

(8) The application has been referred to all affected Town departments and utility companies for review and comment at least fifteen (15) days prior to a decision on the application; **COMPLETE**

(9) Minor subdivision applications shall not be available more than one time on the same lot or adjacent lots under the same ownership. **COMPLETE – No subdivisions have occurred since annexation of property to Town June 2004.**

#### Requirements for Review and Town Council Approval Per amending Ordinance 2018-03:

(1) Comply with all applicable zoning requirements of the zone district in which the minor subdivision is located;

(2) Have a front parcel line on a street only, and such parcel access shall have the following characteristics:

a. Said front parcel line must be at least twenty-five (25) feet long or the minimum lot width for the applicable zone district, whichever is shorter;

b. The vehicular access to any primary structure on a parcel shall be from a street, must be a minimum of twenty-five (25) feet wide along its entire length, and must be owned in fee simple by the owner of the parcel being accessed;

c. Vehicular access to a primary structure from an alley, including the access required pursuant to this Subsection, may be approved by the Board of Trustees only if either one (1) of the following conditions exists:

1. The primary vehicular access existed from an alley prior to the filing of the application for a minor subdivision approval; or

2. The division between subdivision parcels is a stream or similar physical barrier preventing vehicular access from the street (in such case, the applicant shall provide additional land to create an alley at least twenty (20) feet wide from the subject parcel to the nearest Town street and upgrade the alley to Town standards or in the absence thereof, to the approval of the Town Public Works Director); or

3. No street access exists.

- (3) Provide for underground utilities upon each building site;
- (4) Provide for adequate fire and flood protection and emergency access;

(5) Not increase the potential for breach of the public safety, or damage to public or private property by fire, flood or erosion;

- (6) Not create congestion, automotive or pedestrian safety problems or other traffic hazards;

(7) To be designed in a manner that directs the placement of roads, utilities and structures away from any unstable soils, or mitigates the effect of unstable soils, geologic hazards, and other site conditions so as to minimize the potential for breach of the public safety, or damage to public or private property;

- (8) Not create significant adverse effects to public facilities, rights-of-way or utilities;

- (9) Not create significant adverse impacts on the use of adjacent property;

(10) Otherwise be consistent and comply with the objectives purposes, conditions and requirements of these subdivision regulations and the zoning ordinance of the Town regulations; and

(11) If deemed appropriate by the Town Administrator or the Board of Trustees, execute a subdivision improvements agreement memorializing the applicant's obligation and agreement to construct, at the applicant's cost and expense, all public and private utility and street improvements in accordance with the Town's utility and street standards. The guaranty that such will be timely completed to the Town's satisfaction shall be secured by a bond or other security acceptable to the Town, in the sole discretion of the Board of Trustees, equal to one hundred fifty percent (150%) of the estimated cost of completion of such improvements, as determined by the Board of Trustees.

**Having reviewed and confirmed all requirements and information provided it is my recommendation to the Board the approval of Larksfoot Minor Subdivision as provided.**



**MINOR SUBDIVISION APPLICATION**

Name Simon Wain Application Date 3/5/20  
Property Address 215 Paonia Ave Board of Trustees  
Telephone Number [REDACTED] Meeting Date 10.27.2020

**MINOR SUBDIVISION**

The division of land that meets the following condition:

- 1. The division of a parcel of land into three lots or less. A parcel of land may only be subdivided into three lots or less under the minor subdivision procedures once. Any subsequent subdivision, except for condition 2 below, must follow the procedures for a major subdivision.

Applications for Minor Subdivisions shall be filed at least 45 days in advance of the meeting at which they are to be reviewed by the Town Administrator or designee. Incomplete applications shall result in denial of application acceptance and returned for completion, consequentially delaying hearings.

**The application shall include the following:**

- Application fee of \$500.00 (y)
- A legal description of the property (y)
- Proof of ownership (y)
- Location Improvement Certificate certified by a Colorado licensed surveyor N/A
- Plat of the proposed subdivision parcels sufficient to determine the size and area of each proposed parcel and describing each such parcel, as a portion of a lot, tract, or parcel, or lots, or tracts, or parcels on the Town Plat. The plat shall also identify the location of all public rights-of-way, location and size of the vehicular access to each parcel and the location of all utilities and all utility easements (y)
- Narrative Statement describing fire protection, emergency access, flood protection and proposed vehicular access Application comments only
- Copy of any restrictive covenants that are proposed or have been recorded affecting the lots, tracts or parcels that are the subject of re-subdivision N/A
- Any other information or documents requested by the Town Administrator that are necessary to render a decision under the criteria hereinafter set forth

\* town access easement to Minnesota Creek on Plat (y)

The undersigned agree that the real property described on the site plan shall be developed only in accordance with the approved site plan and other provisions of the building and zoning regulations of the Town of Paonia.

**I. Project Summary**

Please answer only the questions that apply to your minor subdivision request. Any additional information, which would be beneficial in the consideration, may be noted in the "Comments" section or on an additional attachment.

- a. Reason for Minor Subdivision DIVORCE
- b. Current Zoning of Property R2
- c. How will fire and flood protection be provided?  
FLOOD - OUT OF FLOOD ZONE  
FIRE - TOWN OF MONROE
- d. How will emergency access be provided?  
DRIVEWAY
- e. Provide a description of the proposed access to each proposed parcel  
EXTENDED DRIVEWAY WILL SERVE ALL  
PROPERTY - FROM EXISTING DRIVEWAY
- f. What additions/changes in utilities will be necessary? Include water, sewer, gas, and electric.  
WATER, SEWER, GAS + ELEC WILL BE  
NEEDED
- g. Will property have Commercial/Private or Public Use? PRIVATE
- h. Anticipated traffic flow and volume? V. LOW

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**II. Public Notice Requirements**

Property has been posted notifying meeting before the Board of Trustees. Said sign to be at least 2 foot by 2 foot (2'x2') and posted for at least 15 days prior to said meeting.

**III. Acknowledgement to Pay Fees**

This application must be completed and a **non-refundable** fee of **\$500.00** is assessed to cover the administrative costs. **Payment must accompany this application. By signing below, I acknowledge that I will be billed for any overages of costs incurred for this Minor Subdivision.**

SIGNED S. L. [Signature]

DATE 3/5/20

Accepted by: [Signature] Date: 6.26.2020

# Property Record Card

DELTA COUNTY Delta County Assessor

**ST JOHN JULIETTA  
WAIN SIMON**

215 PAONIA AVE  
PAONIA, CO 81428-8459

**Account: R008364**

Tax Area: BR- - - BR-

Acres: 11.510

**Parcel: 324505100002**

Situs Address:  
215 PAONIA AVE  
PAONIA, 81428

### Value Summary

Value By:	Market	Override
Land (1)	\$200,000	N/A
Residential (1)	\$102,125	N/A
Extra Features (1)	\$212	N/A
Extra Features (2)	\$3,619	N/A
Extra Features (3)	\$23,501	N/A
Extra Features (4)	\$1,770	N/A
<b>Total</b>	<b>\$331,227</b>	<b>\$331,227</b>

### Legal Description

215 PAONIA AVE PAONIA 81428 S: 5 T: 14S R: 91W Subdivision:  
RURAL AREA TOTAL AC 11.51+- SEC 5 T14S R91W  
6PM PT OF W2NE4 SEC 5 COM 1327'S88\*07' E FROM CEN SD SEC  
TH N04\*55' E122' TH S68\*54' W142' TH S73\*13' W64' TH N88\*07'  
W417.5' TH N34\*51' E327.5' TH N50\*38' E130' THN69\*10' W153.5' TH  
N45\*04' W128.8' TO POB TH N45\*04' W378.7' TH N26\*05' E328' TH  
N29\*11' E537.2' TH N51\*47' W165.5' TH N88\*58' W63' TH N09\*45'  
W209' TH S71\*46' W268' TH N74\*09' W348.5' TH S04\*50' W665' TH  
S45\*22' E598' TO BEG LESS ROW TO ROGERS ALSO ROW FROM  
DORRIS LESS ROW TO DORRIS BK 433 PG 727 (R-334967) BK 467  
PG 1486 (R-377123) BK 590 PG 162 BK 590 PG 306 BK 735 PG 635 R-  
580780 ANNEX-BK 31 PG 35 R-702599



### Public Remarks

Entry Date	Model	Remark
12/31/2003		UPDATED RECORDS PER SITE VISIT 12/03 RSH
05/11/2005		2005-05-11 CHANGED TO COAL HEAT WITH OWNER - NO PROTEST JW
12/30/2005		MAIL ADD CHNGD/OWNR REQUEST 12-05 GW
12/05/2014		CHG EFF YR BLT AND DPRT
05/31/2018		5/22/2018 CHECKED PROPERTY FOR SALE-ADDED 3 BUILDINGS-OWNER DOES NOT KNOW YEAR BUILT-BIA YEAR BUILT-JT
05/31/2018	Extra Features Occurrence 4	SUN SHELTER ATTACHES TO XTRA FEATURE 2
		11.51 AC SITE

### Sale Data

Doc. #	Sale Date	Deed Type	Validity	Verified	Sale Price	Ratio	Adj. Price	Ratio	Time Adj. Price	Ratio
--------	-----------	-----------	----------	----------	------------	-------	------------	-------	-----------------	-------

# Property Record Card

## DELTA COUNTY Delta County Assessor

### Sale Data

702599    04/05/2018    WD    QV    Y    \$425,000    77.94    \$425,000    77.94    \$453,900    72.97

### Land Occurrence 1

LVal	540453 - PAO 10 TO 34.99 ACRES	Abstract Code	1112 - 1112 - single family residence- land
Lot Front	0	Lot Depth	0
Adj 1	100	Adj 2	100
Adj 3	100	Adj 4	100
Neighborhood	41001 - PAONIA	Road	6 - S PAVED
TOPO	1 - AVG TOPO	Utilities	7 - W/S/E/G
Appr Dist	3 - PAONIA - JODY	Subdivision	40001 - PAONIA OTHER
Use Code	1000	Review Date	201805 - May-18

SubArea	ADJUSTED	HEATED	PRIME	ACTUAL
LT	1			1
Total	1.00			1.00
	<b>Value</b>	<b>Rate</b>	<b>Rate</b>	<b>Rate</b>
	\$200,000	200,000.00		200,000.00

### Residential Occurrence 1

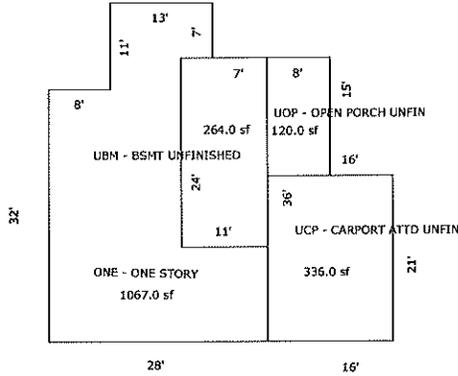
Abstract Code	1212 - 1212 - single family residence- improvements	BVAL	121203 - SFR PAONIA
Arch Style	7 - RANCH	Exterior wall	4 - SINGLE SID
RCVR	12 - MODULAR METAL	RSTR	3 - GABLE/HIP
Interior Wall	5 - DRYWALL	Flooring	14 - CARPET 8 - SHT VINYL
Heating Fuel	7 - WOOD AND PELLET STOVE	Heating Type	9 - COAL/WDSTV
Air Conditioning	1 - NONE	QUAL	3 - AVERAGE
Frame type	2 - WOOD FRAME	Appr Dist	PAONIA - JODY
STYS	1 - 1	Subdivision	40001 - PAONIA OTHER
Number of Baths	1	RMS	4
Number of Bedrooms	2	Actual Year Built	1929
Use Code	1000	DEPR01	1970 - DEPR01
Neighborhood	41001 - PAONIA	UDI	0 - N/A

SubArea	ADJUSTED	HEATED	PRIME	ACTUAL
UBM - BASMT/UNF.	106			264
UCP - CARPRT/UNF	67			336
ONE - ONE STORY	1,067	1,067	1,067	1,067
UOP - UF/OPN/PRC	24			120
Total	1,264.00	1,067.00	1,067.00	1,787.00
	<b>Value</b>	<b>Rate</b>	<b>Rate</b>	<b>Rate</b>
	\$102,125	80.80	95.71	57.15

# Property Record Card

DELTA COUNTY Delta County Assessor

## Residential Occurrence 1



Sketch by Aprec Media™

### Extra Features Occurrence 1

CODE	15300 - B/LOW SHED	Abstract Code	1212 - SINGLE FAMILY RESIDENCE-IMPRO
DIM1	12	DIM2	10
Neighborhood	41001 - PAONIA	Adj 1	40
ECONAREA	1 - ECONAREA-TOWNS	Review Date	Dec-03

SubArea	ADJUSTED	HEATED	PRIME	ACTUAL
UT - UT	120			120
Total	120.00			120.00
	Value	Rate	Rate	Rate
	\$212	1.77		1.77

### Extra Features Occurrence 2

CODE	43700 - LOAFING SHED D AVG	Abstract Code	1212 - SINGLE FAMILY RESIDENCE-IMPRO
DIM1	16	DIM2	32
Neighborhood	41001 - PAONIA		

SubArea	ADJUSTED	HEATED	PRIME	ACTUAL
UT - UT	512			512
Total	512.00			512.00
	Value	Rate	Rate	Rate
	\$3,619	7.07		7.07

### Extra Features Occurrence 3

CODE	42500 - EQUIP (SHOP) BLDG D AVG	Abstract Code	1212 - SINGLE FAMILY RESIDENCE-
------	---------------------------------	---------------	---------------------------------

## Property Record Card

DELTA COUNTY Delta County Assessor

### Extra Features Occurrence 3

DEPR23	2015 - DEPR23	DIM1	IMPRO		
DIM2	30	Neighborhood	25	41001 - PAONIA	
<b>SubArea</b>		<b>ADJUSTED</b>	<b>HEATED</b>	<b>PRIME</b>	<b>ACTUAL</b>
UT - UT		750			750
Total		750.00			750.00
	<b>Value</b>	<b>Rate</b>	<b>Rate</b>	<b>Rate</b>	<b>Rate</b>
	\$23,501	31.33			31.33

### Extra Features Occurrence 4

CODE	47200 - SUN SHELTERS D LOW - MULTI PURPOSE	Abstract Code	1212 - SINGLE FAMILY RESIDENCE-IMPRO		
DIMI	19	DIM2	30		
Neighborhood	41001 - PAONIA	DEPR20	2015 - DEPR20		
<b>SubArea</b>		<b>ADJUSTED</b>	<b>HEATED</b>	<b>PRIME</b>	<b>ACTUAL</b>
UT - UT		570			570
Total		570.00			570.00
	<b>Value</b>	<b>Rate</b>	<b>Rate</b>	<b>Rate</b>	<b>Rate</b>
	\$1,770	3.11			3.11

### Abstract Summary

Code	Classification	Actual Value	Taxable Value	Actual Override	Taxable Override
1112	1112 - single family residence- land	\$200,000	\$14,300	NA	NA
1212	1212 - single family residence- improvements	\$131,227	\$9,383	NA	NA
<b>Total</b>		<b>\$331,227</b>	<b>\$23,683</b>	<b>NA</b>	<b>NA</b>

**WARRANTY DEED**

**THIS DEED**, is dated April 5, 2018, and is made between  
Dwayne R. Shearer and Twila M. Shearer

\*, (whether one, or more than one), the "Grantor," of the  
County of Delta and State of Colorado, and  
Jullietta St. John and Simon Wain

whose legal address is 215 Paonia Ave, the "Grantees,"  
Paonia, Co 81428  
of the County of Delta and State of Colorado

**WITNESS**, that the Grantor, for and in consideration of the sum of  
Four Hundred and Twenty Five Thousand and no/100ths----- DOLLARS,  
(\$ 425,000.00), the receipt and sufficiency of which is hereby acknowledged, hereby grants, bargains,  
sells, conveys and confirms unto the Grantees and the Grantees' heirs and assigns forever, not in tenancy in common but  
in joint tenancy, all the real property, together with any improvements thereon, located in the County  
of and State of Colorado, described as follows:  
See Exhibit "A" attached hereto and made a part hereof by reference

Together with, without warranty, one (1) Town of Paonia Water tap and 0.5 cubic feet per second from Minnesota Creek.

also known by street address as: 215 Paonia Ave, Paonia, CO 81428  
and assessor's schedule or parcel number: R008364

**TOGETHER** with all and singular the hereditaments and appurtenances thereunto belonging, or in anywise  
appertaining, the reversions, remainders, rents, issues and profits thereof, and all the estate, right, title, interest, claim  
and demand whatsoever of the Grantor, either in law or equity, of, in and to the above bargained premises, with the  
hereditaments and appurtenances;

**TO HAVE AND TO HOLD** the said premises above bargained and described, with the appurtenances, unto the  
Grantees and the Grantees' heirs and assigns forever.

The Grantor, for the Grantor and the Grantor's heirs and assigns, does covenant, grant, bargain, and agree to and with  
the Grantees, and the Grantees' heirs and assigns: that at the time of the ensealing and delivery of these presents, the  
Grantor is well seized of the premises above described; has good, sure, perfect, absolute and indefeasible estate of  
inheritance, in law and in fee simple; and has good right, full power and lawful authority to grant, bargain, sell and  
convey the same in manner and form as aforesaid; and that the same are free and clear from all former and other grants,  
bargains, sales, liens, taxes, assessments, encumbrances and restrictions of whatever kind or nature soever, except and  
subject to:  none; or  the following matters:

Taxes and assessments for the current year and subsequent years and those specific exceptions described by  
reference to recorded documents as reflected in the Title Documents accepted by the Buyer in accordance with Section  
8.1 ("Title Review") of the contract between the parties hereto for the sale and purchase of the herein described property

And the Grantor shall and will WARRANT THE TITLE AND DEFEND the above described premises, *but not any adjoining vacated street or alley*, if any, in the quiet and peaceable possession of the Grantees and the heirs and assigns of the Grantees, against all and every person or persons claiming the whole or any part thereof.

IN WITNESS WHEREOF, the Grantor has executed this deed on the date set forth above.

Dwayne R. Shearer  
Dwayne R. Shearer

Twila M. Shearer  
Twila M. Shearer

STATE OF COLORADO

County of Delta

} ss.

The foregoing instrument was acknowledged before me this 6th day of April, 2018, by Dwayne R. Shearer and Twila M. Shearer

**ROBIN S. BLACK**  
NOTARY PUBLIC  
STATE OF COLORADO  
NOTARY ID #19964006112  
My Commission Expires April 25, 2020

Witness my hand and official seal.  
My commission expires:

Robin S. Black  
Notary Public

\*Insert "City and" if applicable.

Name and Address of Person Creating Newly Created Legal Description (§38-35-106.5, C.R.S.)

Exhibit "A"

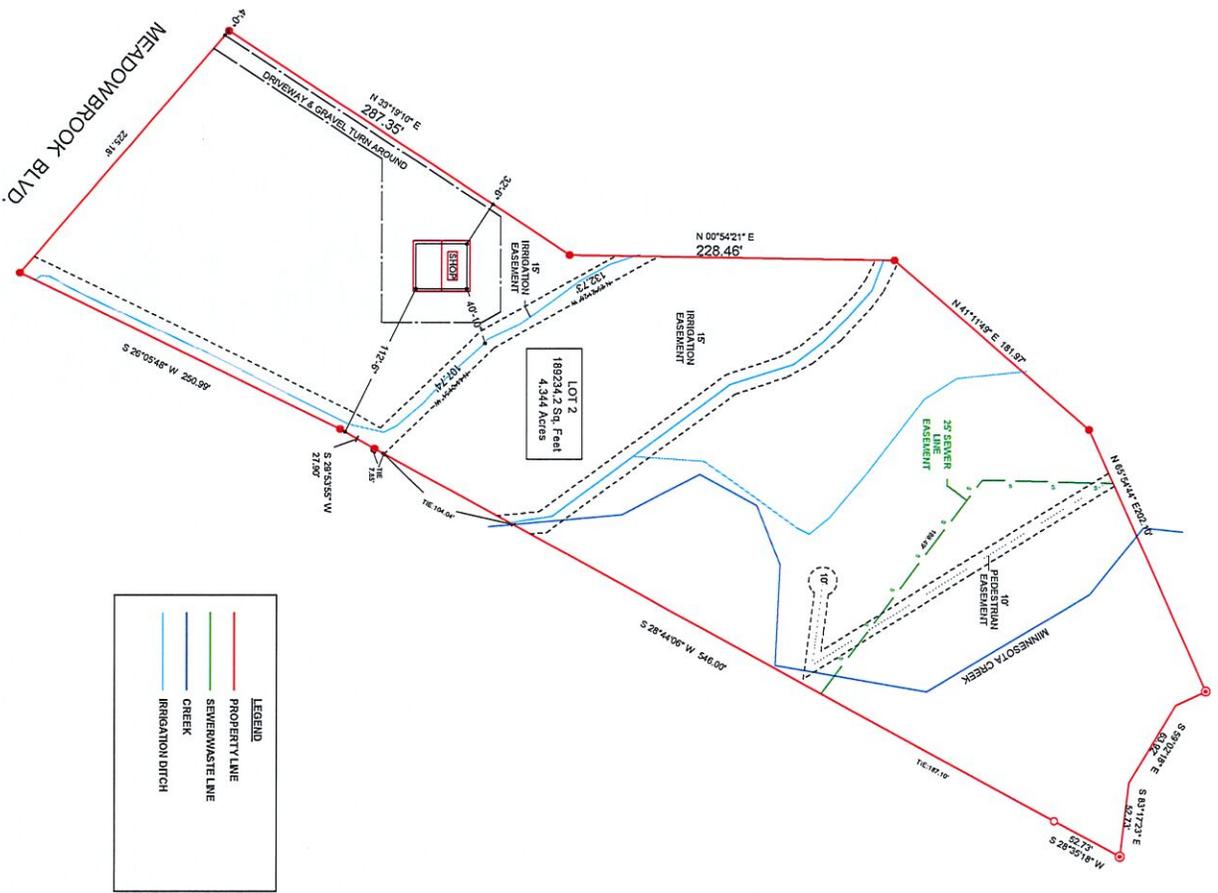
A tract of land commencing at a point North 04°55' East 122 feet from a point 1327 feet South 88°07' East from the center of Section 5, Township 14 South, Range 91 West 6th principal Meridian, thence North 04°55' East 122 feet, thence South 68°54' West 142 feet, thence South 73°13' West 64 feet, thence North 88°07' West 417.5 feet, thence North 34°51' East 327.5 feet, thence North 50°58' East 130 feet, thence North 69°10' West 153.5 feet, thence North 45°04' West 499 feet, thence North 45°22' West 598 feet, thence North 04°50' East 665 feet to creek, thence South 74°09' East 348.5 feet, thence North 71°46' East 268 feet, thence South 09°45' East 209 feet, thence South 88°58' East 63 feet, thence South 51°47' East 746.5 feet, thence South 04°55' West to place of beginning.

EXCEPTING THEREFROM that part of the above described tract of land lying within the boundaries of the following described tract of land to wit: Commencing at a point South 88°07' East 1327 feet from the center of said Section 5, thence North 88°07' West 605 feet, thence North 33°40' East 140.7 feet, thence North 28°45' East 163.3 feet, thence North 32°50' East 80 feet, thence North 50°10' East 104 feet, thence North 31°50' West 27 feet, thence North 71°00' West 123.4 feet, thence North 45°25' West 128.8 feet, thence North 42°45' East 970 feet, thence South 04°55' West to place of beginning.

EXCEPTING THEREFROM that part of the above described tract of land lying within the boundaries of the following described tract of land to wit: Commencing at a point 1327 feet South 88°07' East from the center of Section 5, Township 14 South, Range 91 West, 6th Principal meridian in Colorado, thence north 04°55' East 122 feet, thence South 68°54' West 142 feet, thence South 73°13' West 64 feet, thence North 88°07' West 417.5 feet, thence north 34°51' East 327.5 feet, thence North 50°58' East 130 feet, thence North 69°10' West 153.5 feet, thence North 45°04' West 128.8 feet to point of beginning, thence North 45°04' West 378.7 feet, thence North 26°05' East 328 feet, thence North 29°11' East 537.2 feet, thence South 51°47' East 581 feet, thence South 42°45' West 929.9 feet to point of beginning.

Delta County, State of Colorado

**SHEET INDEX**  
 C1 SITE PLAN  
 A0 ELEVATIONS  
 A1 FRAME & FOUNDATION  
 A2 TRUSS PLAN & SECTION  
 S3.0 GENERAL & STRUCTURAL NOTES  
 S3.1 STRUCTURAL DETAILS



**LEGEND**

- PROPERTY LINE
- SEWER/MASTELINE
- CREEK
- IRRIGATION DITCH

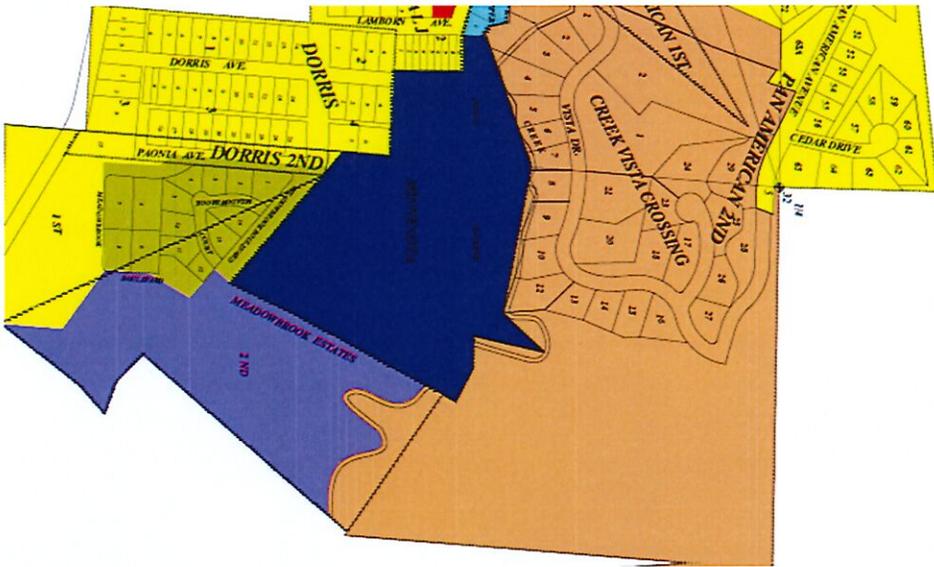
C1

SITE PLAN

NUM.	DESCRIPTION	DATE	DATE
			3/13/2020
			SCALE: 1" = 100'
			DRAWN BY: JAW
			CHECKED BY:

P. E. STAMP

SIMON WAIN  
 TBD PAONIA AVE.  
 PAONIA, CO



C1	
C2	
G3PUD	
I1	
P	
R1	
R1PUD	
R2	
R2PUD	
R3	
DR	

AGENDA SUMMARY FORM

	Colorado Code Consulting Contract
---	-----------------------------------

**Summary:**  
Continued discussion regarding CCC contract/building department. Included in the packet is a copy of the current contract and the response to comments and concerns provided by CCC.

**Notes:**

**Possible Motions:**

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

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

**INDEPENDENT CONTRACTOR AGREEMENT  
BETWEEN  
THE TOWN OF PAONIA, COLORADO,  
AND  
COLORADO CODE CONSULTING, LLC**

**THIS INDEPENDENT CONTRACTOR AGREEMENT** (this "Agreement") is entered this 12<sup>th</sup> day of December 2018, by and between the Town of Paonia, a Colorado statutory town and political subdivision of the State of Colorado (the "Town"), and Colorado Code Consulting, LLC, a Colorado limited liability company ("Contractor").

**RECITALS**

- A. The Town, as a Colorado statutory town located in Delta County, Colorado, has the power and authority, in accordance with the enumerated powers granted to it under the Colorado Constitution and those enumerated powers granted to statutory towns pursuant to C.R.S. 31-15-101 et. seq., to enact and enforce municipal ordinances as codified in the Town's Municipal Code.
- B. The Town is in need of an Building Official to conduct building inspection, review certain building permits and demolition permits, provide guidance and feedback on applicant design criteria, and to enforce certain provisions of the Town's Building Code and Zoning Code.
- C. Contractor is in the business of providing professional level building inspection, plan review and code consultation for a number of municipalities in the State of Colorado.
- D. At the October 23, 2018, regularly scheduled meeting of the Town Board of Trustees, the Board directed the Town Administrator to enter into an ongoing agreement with Contractor, wherein the Contractor shall serve as the Town's Building Official.
- E. Contractor is duly licensed to serve as the Town's Building Official.
- F. The Town and Contractor wish to enter into this Agreement, wherein Contractor shall act as an independent contractor, serving as Building Official.

**NOW THEREFORE**, in consideration of the promises contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

**ARTICLE 1  
TERM OF CONTRACT**

1.01. This Agreement shall become effective January 1, 2019 (the "Effective Date"), and shall continue in effect until December 31, 2019, unless otherwise extended by mutual agreement between the parties. This Agreement shall automatically renew for successive one-year terms periods unless terminated by either party upon sixty (60) days' written notice prior to the expiration of the then-current term. Notwithstanding the foregoing, this Agreement is subject to annual appropriation by the Board of Trustees for the Town and does not create a multi-year fiscal obligation of the Town.

**ARTICLE 2  
SERVICES TO BE PERFORMED BY CONTRACTOR**

2.01. Contractor shall perform shall serve as the Town's Building Official.

2.03. Contractor shall determine the method, details and means of performing the above described services; however, the specific work schedule for Contractor shall be agreed upon from time to time between the Town and Contractor.

2.04. Contractor enters into this Agreement, and will remain throughout the term of this Agreement, as an independent contractor. Contractor agrees that Contractor is not and will not become an employee, partner, agent or principal of the Town while this Agreement is in effect. Contractor is not entitled to the rights or benefits afforded to the Town's employees, including disability or unemployment insurance, worker's compensation, medical insurance, sick leave, retirement benefits or any other employment benefits. Contractor is responsible for providing, at Contractor's own expense, disability, unemployment, worker's compensation and other insurance, training, permits and licenses for Contractor.

2.05. Contractor is responsible for paying when due all income taxes, including estimated taxes incurred as a result of the compensation paid by the Town to Contractor for services under this Agreement. Contractor agrees to indemnify the Town against any claims, costs, losses, fees, penalties, interest or damages suffered by Contractor resulting from Contractor's failure to comply with this provision.

**ARTICLE 3  
FEES AND OTHER COMPENSATION**

3.01. Contractor agrees to provide the following services for the Town as outlined on the Exhibit A, attached hereto and incorporated herein, hereinafter the "Services"). Contractor shall provide the Services at the following rates:

Building Inspection - \$50.00 per inspection.

Plan Review - \$120.00 an hour. It is anticipated that the actual costs incurred by

Contractor in undertaking plan review shall be 65% of a Building Permit Fee for the plans being reviewed, and the Town shall be free to pass on such fees to the Building Permit applicant.

General Consulting Services - \$120.00 an hour

In addition to the foregoing, Contractor shall charge the Town and the Town shall be responsible for reimbursing Contractor's travel time at a flat fee of \$93.00 per visit to the Town by Contractor.

#### **ARTICLE 4 TERMINATION**

4.01 Termination by Mutual Agreement or Unilaterally: This Agreement may be terminated at any time by mutual agreement in writing or by either party's giving not less than ten (10) days' notice to the other party, specifying the date of termination.

4.02 Automatic Termination: This Agreement shall automatically terminate, without notice, upon the occurrence of any one of the following events: bankruptcy of Contractor, legal disqualification to serve as the Town's Building Official by Contractor, conviction of a crime involving moral turpitude by Contractor or any of Contractor's employees, including fraud, theft, embezzlement or substance abuse, or breach by either party of the terms, conditions, obligations or duties under this Agreement.

#### **ARTICLE 5 GENERAL PROVISIONS**

5.01. Entire Agreement: This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the engagement of Contractor by the Town and contains all of the covenants and agreements between the parties with respect to that hiring in any manner whatsoever. Each party to this Agreement acknowledges that no representation, inducements, promises or agreements, orally or otherwise, have been made by any party or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding on either party, except that any other written agreement dated concurrent with or after this Agreement shall be valid as between the signing parties thereto.

5.02. Modifications: Any modification of this Agreement shall be effective only if it is in writing and signed by the party to be charged.

5.03. Waiver: The failure of either party to insist on strict compliance with any of the terms, covenants or conditions of this Agreement by the other party shall not be deemed a waiver of that term, covenant or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

5.04. Partial Invalidity: If any provision in this Agreement is held by a court of competent

jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

5.05. Governing Law: This Agreement shall be governed by the laws of the State of Colorado.

5.06. Attorney's Fees: If any legal action is commenced or necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees, costs, and necessary disbursements in addition to any other relief to which that party may be entitled.

This Agreement is executed in the Town of Paonia, County of Delta, State of Colorado, on this 12<sup>th</sup> day of December 2018.

**TOWN OF PAONIA, COLORADO**, a Colorado statutory town:

By:   
\_\_\_\_\_  
Ken Knight, **Town Administrator**

**CONTRACTOR: Colorado Code Consulting, LLC**, a Colorado limited liability company

  
\_\_\_\_\_  
**Stephen Thomas**, Authorized Signer  
1/15/2019

## EXHIBIT A

### Description of Services:

#### General Statement of Duties:

To organize, plan, direct, review and represent the municipality in code administration and enforcement of the Uniform Build Code.

#### Supervision Received:

Works under the supervision of the Town Administrator.

#### Supervision Exercised:

May exercise supervision over assigned personnel on a case by case basis.

#### Examples of Duties:

Prepares correspondence and notices involved in administration and enforcement of codes.

Enforces Town adopted building construction related codes, including but not limited to building construction, mechanical, gas fuel, abatement of unsafe or nuisance type buildings, and energy conservation, issuance of required permits, reviewing of required building plans, building construction inspections, providing related assistance to other departments, i.e. enforcing all local ordinances.

Review and maintains current all municipality regulations, codes and applicable ordinances related to assigned duties. Works with state plumbing and state electrical inspectors.

Serves as inspector on Town capital improvement projects, as assigned. Works on any planning actives.

Administers and enforces the applicable Town Codes relating to nuisances and involving the health, welfare and safety of the public in general and property owners or occupants within the Town limits. Coordinates development and subdivision projects and related follow-up.

Establishes and maintains such records as necessary or required pertaining to code enforcement activities.

Works with Administrator and planning committee on variances, rezoning, special reviews, etc.

Works on special projects as assigned; as but not limited to mapping town water and sewer lines, implementing and coordinating community improvement programs, i.e. sidewalks.

Performs other related work as may be required and assigned.

**MINIMUM QUALIFICATIONS:**

**Required Knowledge, Skills and Abilities:**

General knowledge of all types of building construction, materials, methods, technology and safety.

Requires the ability to administer and enforce established codes regulating building construction.

Ability to supervise effectively.

Ability to work with the public.

Ability to communicate effectively, both orally and in writing.

Ability to establish and maintain effective working relationship with supervisor, other personnel, agencies, departments and the general public.

Requires discretion and independent judgement.

**Education:**

High school graduation required.

**Experience:**

Four years' experience in building inspection work.

Supervisory building trade experience may be substituted for two years inspection experience.

Any equivalent combination of training and experience.

**Special Requirements:**

Must become certified within two years from date of hire. Must possess a valid Colorado driver's license.

Must be willing to perform shift work on weekends and evenings to assist all departments on major projects or covering personnel shortages.

Position could be established as a call/when/needed or first 40-hour schedule basis.

## Response to Town Board Listening Session – October 2020

Thank you for the opportunity to respond to concerns brought before the Board – Dan Reardon / CCC

### Goals of Building Inspection

- **Educate the Community** – Colorado Code Consulting (CCC) has held numerous meetings about adopting new codes and the changes to expect (or to avoid by amendments). We've encouraged input from Governmental Affairs, Town Staff, local builders and designers. CCC has also introduced the community to the many standardized **Building Guides** developed by the Colorado Chapter of the ICC to help builders and homeowners with the design of smaller projects – these handouts are offered at the Front Desk with additional access provided on the Town website. CCC will be happy to partner with the Town to offer educational opportunities that will be important should the Town complete the adoption of the 2018 I-Codes.
- **Ensure Structural Safety** – That is part of our everyday duties. Please ask Paul Koppana, David Barger, Lucy Hunter (your local P.E.), Frederick Zimmer, Chris Carrier, Zach Krapfl or other respected professionals how well versed and thorough we are regarding structural safety.
- **Help reduce neighbor conflict by adhering to standards** – The only neighbor-conflict encountered by CCC was between Ms. Gia Fanelli and Mr. Bill Brunner. CCC adhered very strictly to Town standards which allowed her project to be completed without legal complications since every step of her lengthy process (due to changes in plans, poor drawings, and a fire) was held to high standards and documented for compliance with adopted Building Codes and Paonia's Municipal Code. Those conflicts were self-inflicted. (see Exhibit "A")
- **Become a partner with property owners** – Ensuring that the legal aspects of a project are in compliance local and State Laws, and that safety measures have been addressed throughout construction, are features of such a partnership that gives owners and lenders assurance of a quality product. We are in the position of enforcing the regulations adopted by the Town of Paonia which, by the nature of our work, can result in a percentage of your citizenry not appreciating the duties we are charged with performing. We offer a great deal of assistance in the design-process to avoid costly corrections for the owner, and our expertise incorporates a long-range vision of overall, cost-effective ownership of a structure in the design-process.

### High-level impacts of building inspection issues.

- **The high fees and uncertainty of process make developers leave Paonia** – Dollar General was anxious to develop in Paonia and had no concerns about the review process or permit fees. The community made decisions and rules to prevent their project from materializing. Ivo Renkema, who had hopes of developing the "Riverbank Project", ran into development fees imposed by the Town that discouraged him from proceeding. CCC pointed out the punitive setback-requirements imposed in the Town's Subdivision regulations for this development (and other potential PUD proposals) with hopes the Town would recognize and change these deterrents. What other developers would you be discussing?
- **The same fees and uncertainty make homeowners defer maintenance** – The Fee Schedules are established by the Town. A past Town Board Member pursued the only changes made to the Fee Schedule since CCC was hired to enforce Paonia's adopted laws; this change raised the minimum fee from \$23.50 to \$70.00. The Plan-Review Fee did change from \$50.00/hour, paid directly to the Town, to \$120.00/hour, paid (indirectly) to Colorado Code Consulting (CCC) through the Town. With electronic submittals, electronic access to adopted Codes, and an electronic Review Program, our reviews are completed in 25% - 30% of the time it takes with paper drawings and hard-copy code books. Our reviews are far more complete than any review I

had seen offered by the previous Building Official. Good reviews result in cost-savings during construction when details and expectations are complete and clear. The Plan-Review Fee is totally in the control of the applicant – providing legible and complete plans keeps costs lower for the applicant or adds costs when incomplete information is submitted (see Exhibit “B”).

- **Fees continued** – CCC pays our salary, pays for our benefits, provides our training, pays for IT support, pays for and ensures that our certificates are up to date, provides hardware and software needed for us to do our jobs, covers “Errors and Omissions” insurance - none of these expenses are passed onto the Town or to the applicants. CCC earns their own way by providing the tools, training and expertise to perform our duties in a professional manor. As stated above, the applicant is in full control of what they provide for review; they can take the time to provide complete and accurate drawings, they can pay someone else for design services (**putting their money into the community**), or they can pay for the extra time it takes CCC to guide them in creating design-documents that can be approved.
- **Uncertainty?** CCC has provided very specific guidelines for Residential and Commercial projects that are available on the Town’s website and available as handouts to the public at the Front Desk. These documents have **removed the uncertainty** and have instead provided clear guidance where none had been offered prior to CCC’s involvement. The applications have been refined from “one-size-fits-all”, to being separate applications appropriate for the proposed project (Signs, Re-roofing, Building, Mechanical (HVAC, etc.), Fence Reviews). The re-roofing application, for example, guides the applicant to all the concerns that will be addressed; these very clear communications eliminate surprises which in turn keep corrections and costs to a minimum. (see Exhibit “C”)
- **The lack of consistency and transparency lead to a reputation of dishonesty and lack of professionalism for the Town of Paonia** – See discussions above. Unfounded allegations and hearsay contribute to such “reputations”. The Town of Paonia has much to be proud of in utilizing the professional services provided by CCC. The Town of Paonia may choose to recognize that, or the Town may choose to promote rumors and complaints made by uninformed citizens and/or “contractors”.
- **A punitive building inspector is not viewed as a partner or collaborator, and developers/homeowners are less likely to communicate honestly** – See discussions above.
- **Making the process too difficult drives people to do renovations “underground”** – See discussions above. CCC has made the process easier than it has ever been.
- **Work that is not permitted and properly reviewed may be unsafe** – True. It is the responsibility of the homeowner or contractor to adhere to Paonia’s laws. Please refer to projects permitted prior to CCC’s involvement for improperly reviewed projects and the complications and cost-overruns associated with them.
- **Work that is not permitted is not reported to the county, and thus the property is not reassessed (long term impact on property values)** - It is the responsibility of the homeowner or contractor to adhere to Paonia’s laws. Please note further down in this list of topics that complaints are aired about restrictive codes in a community that is surrounded by a county without building codes. CCC is simply enforcing the laws enacted by the Town Board. What laws are important to this Town? Please make sure you adopt Codes in a way you want them enforced, then support your staff in doing so.

#### Not adapted to local needs.

- **Many buildings in our community are over 100 years old.** – True. The Town has adopted the International Existing Building Code (IEBC) to address this concern. The majority of projects CCC

has been involved with in Paonia have been with Existing structures. Please contact Greg Cody to discuss 312 Grand Avenue becoming a Duplex; Matt Mitzel can share his experiences with 601 1<sup>st</sup> Street; 124 Dorris Avenue, 318 Northfork Avenue, and the list goes on. CCC understands the challenges of Existing Buildings, the importance of keeping them in service, and tools available to make certain that minimum safety standards are adhered to while recognizing features that cannot be brought up to today's standards.

- Restrictive codes, higher fees, unreasonable requests ("inspector asked for a ladder"), lack of consistency, hire a retired builder, allow developers to contract independently with certified third party inspectors (that is essentially what is happening here), use Denver's fee schedule, allow for remote inspections (this has been offered all along when appropriate), arbitrary decisions, inconsistent application of setback rules, improve the website, etc. etc. –

Much of what is being shared with the Town Board amounts to false allegations and hearsay. Some of what is being shared is not in the hands of CCC to change (fees, adopted laws/codes, website, etc.), and some concerns being aired are from people who have had no interaction with the Building Department ("horror stories" from a lumberyard employee at the 9/22/20 Town Meeting).

Complaints such as: Sometimes "requiring" compliance with the 2018 Codes, and other times requiring compliance with the 2003 Codes, are ill-informed. The Town is considering adoption of the 2018 I-Codes - each of the I-Codes (early and current editions) allow consideration of recognized, alternative standards for design.

**R104.11 Alternative materials, design and methods of construction and equipment.** The provisions of this code are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by this code, provided that any such alternative has been approved. An alternative material, design or method of construction shall be approved where the building official finds that the proposed design is satisfactory and complies with the intent of the provisions of this code, and that the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this code. Compliance with the specific performance-based provisions of the *International Codes* in lieu of specific requirements of this code shall also be permitted as an alternate.

CCC certainly exercises that legal authority when it is the **choice of the owner** or builder as a better or easier option for their project. In our opinion, the 2018 I-Codes are better written, offer more options, and, in many cases, are more forgiving than earlier Codes. We are still hopeful that the Town of Paonia will soon complete the adoption of the 2018 I-Codes to help provide the consistency and clarity being asked for by the citizens and builders in this community.

CCC is happy to attend a Town Board work session, or a public meeting to answer any and all questions you or the citizens of Paonia may have. At the very least, please continue to search for accurate information prior to making any judgements.

 10/23/2020



# Colorado Code Consulting, LLC

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

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

Mr. Bo Nerlin  
 c/o Town of Paonia  
 P.O. Box 460  
 214 Grand Avenue  
 Paonia, CO 81428

Exhibit "A"

July 26, 2019

Dear Mr. Nerlin:

It has been brought to my attention that because of an alleged trespass situation on the part of agents for Gia Fanelli working on her project located at 604 2<sup>nd</sup> Street in Paonia, Colorado, the person alleging the violation is requesting that the Building Permit be revoked and a Stop Work Order be issued by myself as the Building Official, or by others who may have authority and obligation to do so.

[Section 18-1-50](#) of Paonia's Municipal Code discusses Violations concerning Building Regulations for which I am charged with enforcing. [Section 18-1-50](#) also references [Chapter 16](#) of the Municipal Code concerning Zoning Regulations.

There are no Building Code violations regarding this project at 604 2<sup>nd</sup> Street that I am aware of.

The non-conforming features of the structure and proposed upgrades were considered prior to issuing a Building Permit (permit #2019-01). Conditions and features were determined by Mr. Ken Knight and me to be in compliance with [Section 16-13-30 a\) 2](#) of Paonia's Municipal Code.

There are no violations of the Zoning Regulations regarding said project to my knowledge.

Based on the above observations, I have no authority to revoke the Building Permit or issue a Stop Work Notice. By maintaining this position, which I have asserted prior to this latest alleged incident, I am NOT encouraging the owner or her agents to trespass on anyone's property, and I am not responsible for the actions of others in regard to such concerns.

Please let me know if you have any questions, if you feel I may have overlooked any nuances in the Municipal Code that could affect the position I have taken, or if there is anything more I can offer at this time.

Thank you,

Dan Reardon  
 Building Official

Dan Reardon

**From:** Dan Reardon  
**Sent:** Friday, May 10, 2019 9:48 AM  
**To:** alphamaps@tds.net  
**Cc:** kdknight@townofpaonia.com; Corinne Ferguson  
**Subject:** Gia Fanelli's Remodeling project

*Exhibit "A"  
Continued*

Good morning Mr. and Mrs. Brunner:

Please understand that the 2003 International *Existing* Building Code (IEBC) takes into consideration the level of the alteration and whether there is a Change of Occupancy in the remodel project. It was determined that the old Occupancies were a Business (B) Classification for the Laundry, a Mercantile (M) Classification for the sales of T-Shirts and other items, and a Residential (R) Classification for the apartment that was on the east end of the building. The plans that were approved were for the remodel included the Laundry (still a B Classification) and the new Yoga space (an Assembly (A-3) Classification). You'll see by Table 812.4.3 of the Existing Building Code that the M Occupancy is considered to be the highest hazard category when comparing all the Occupancies, and that is the one that was eliminated. You'll notice that the A and B Occupancies are each a Level 3 Hazard (so is the R Occupancy which is now being proposed but has not been approved):

**812.4.3 Exterior wall fire-resistance ratings.** Hazard categories in regard to fire-resistance ratings of exterior walls shall be in accordance with Table 812.4.3.

**TABLE 812.4.3  
HAZARD CATEGORIES AND CLASSIFICATIONS:  
EXPOSURE OF EXTERIOR WALLS**

RELATIVE HAZARD	OCCUPANCY CLASSIFICATION
1 (Highest Hazard)	H
2	F-1, M, S-1
3	A, B, E, I, R
4 (Lowest Hazard)	F-2, S-2, U

From there we refer to Section 812.4.3.2 that tells me to accept existing walls as they are:

**812.4.3.2 Exterior wall rating for change of occupancy classification to an equal or lesser hazard category.** When a change of occupancy group is made to an equal or lesser hazard category as shown in Table 812.4.3, existing exterior walls, including openings, shall be accepted.

7. I stand behind decisions that have been made to approve the plans to date. The latest proposal to now include a residence at the west end has not been approved and is in the hands of a Licensed Architect to provide details for review.

Dan Reardon  
Colorado Code Consulting, LLC  
www.coloradocode.net  
dreardon@coloradocode.net  
1-970-275-4937

Exhibit "A"  
End

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

Received 3/13/10

Provide Code Review

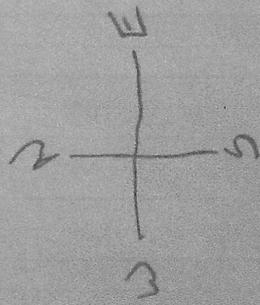
Change in use (B → A-2)

Square Footages / Occupant Load

Door Hardware / Thresholds

Exit Signs?

Emergency Lights?



Mixed Use

36" door

### SCOPE of PROJECT

Provide Details / Landin  
Including Elevation Ch  
Discuss Hard

A - PUT in RAMP with 36" door

B - Replace 32" door with 36" Door

C - Replace 32" door with 4'x4' slab at Entrance

D Install 36" door

E Replace coal furnace with (outside Air CFM?)  
90% efficient gas furnace

F - Install NEW ADA Bath Room

1 - ADA Toilet  
1 - ADA Hung Lau

Show Clear Dimensions  
Provide Elevation Drawings w/ Height of ADA Features

"B"

## Exhibit

# 1st Attempt

## 101 Orange

Have Out.

Door Swing

12' garage Dept.

As Per Section 106.1.1 of the 2003 IBC, These Construction Documents Are Not of Sufficient Clarity To Review or Approve.

DR

3/13/10

This proposal constitutes a Change in Use from "B" to a "Mixed Use of "B" and "A-2". Importance category of II as per Table 1604.5 is unchanged therefore structural upgrades to roof for designated snow-loads is NOT required as per Section 807.2 of the 2003 IEBC

Smooth, hard, non-absorbent surface required within 24" of water closet and to a height of 48" AFF (i.e. Tile, FRP, etc)

Proposed new HVAC system to provide a minimum of 5 cfm/occupant of outside air as per Section 609.2 of 2003 IEBC.  
A-2 Occupant Load = 34  
B Occupant Load = 5  
=> 195 cfm of outside air

Bath exhaust required. Minimum 50 cfm if continuous or 70 cfm if intermittent and to be ducted to the outside

All walls are 2x4 Cons. except 2nd floor

Door closer required with closing speed adjusted to a minimum of 5 seconds to move from fully opened (90 degrees) to a position of 12 degrees

Ramp shall have a slip-resistant surface with a cross-slope not to exceed 1/4" : 12"

Handrails required both sides, 34" - 38" above surface of ramp with circular cross-section of between 1 1/4" - 2" OR non-circular rails may be proposed for review.  
Edge guard required such that a 4" sphere cannot pass between ramp surface and guard

An Accessible Drinking Fountain is required. Section 810.1 of the 2003 IEBC states that an Change in Occupancy resulting in increased plumbing-fixture requirements shall meet the requirements of the IPC.

SCOPE OF PROJECT

- A- Install Ramp by ADA Standards
- B- Install New Door Latch by ADA Standards
- C- Install New 36" Door with ADA door Latch
- D- Install New ADA Bath Room - ADA Spec.

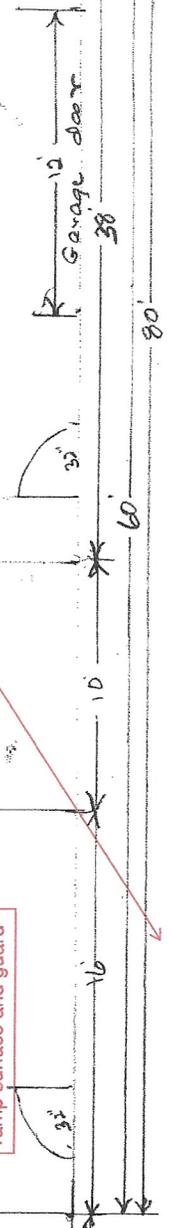
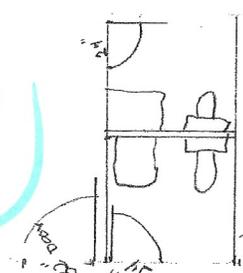
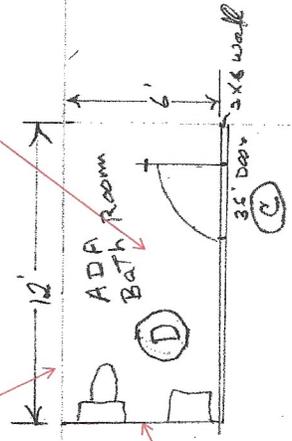
1518 59 FEET

Storage To Remain as Storage.

APPROVED AS NOTED

DATE: SUBJECT TO SITE INSPECTIONS

Plans have been reviewed in accordance with the 2003 International Existing Building Code



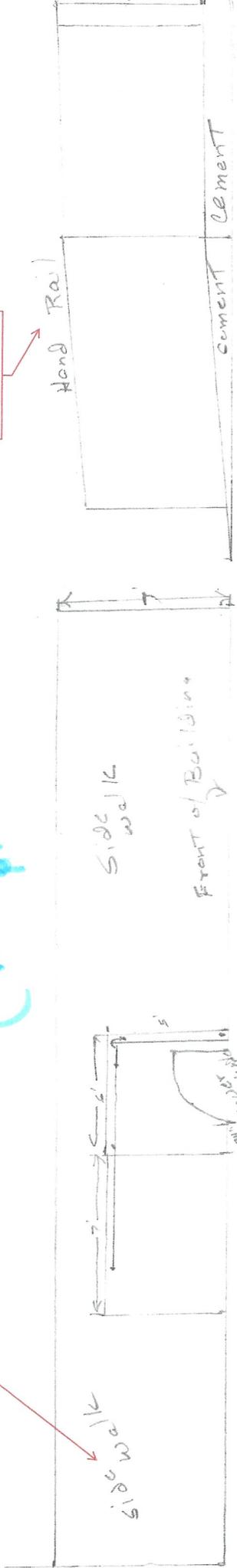
Existing Pavement 2nd Floor

Received 3/27/10

Exhibit "B"  
2nd Attempt  
(101 on page 2)

To be continuous to Accessible Parking

See page one for comments



1/2 - 1'

Building 14'-1"

42" side grab bar to start 12" from back wall ending at 54" from back wall and 33" - 36" AFF

Rear grab bar to be 36" in length starting 6" from side wall ending 42" from side wall and 34" - 36" AFF

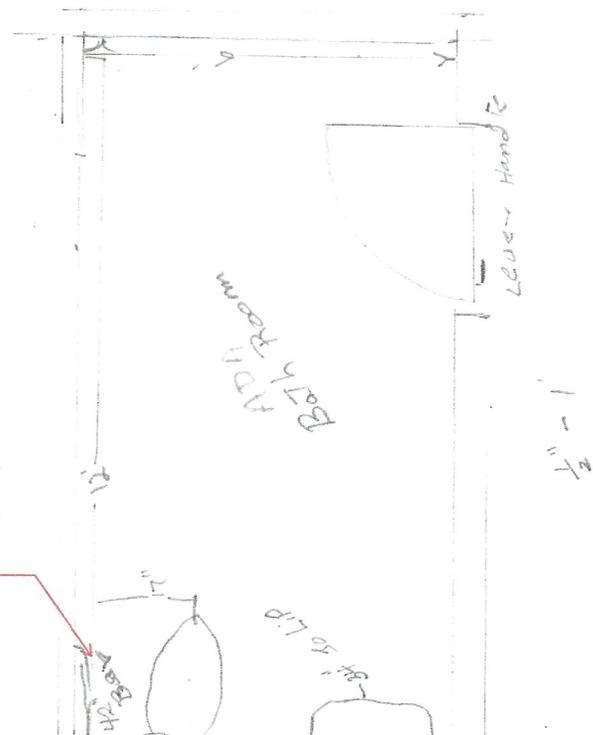
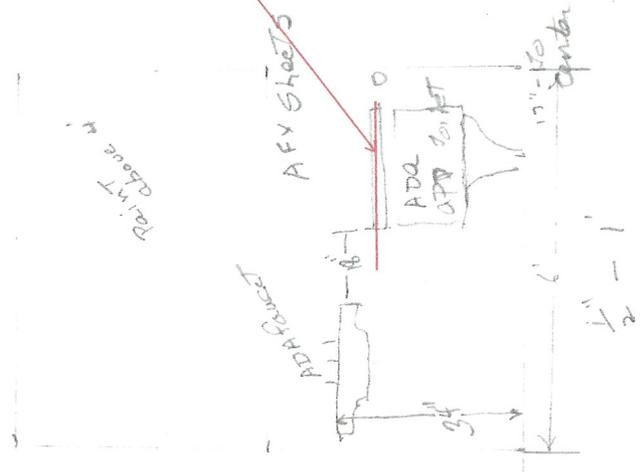
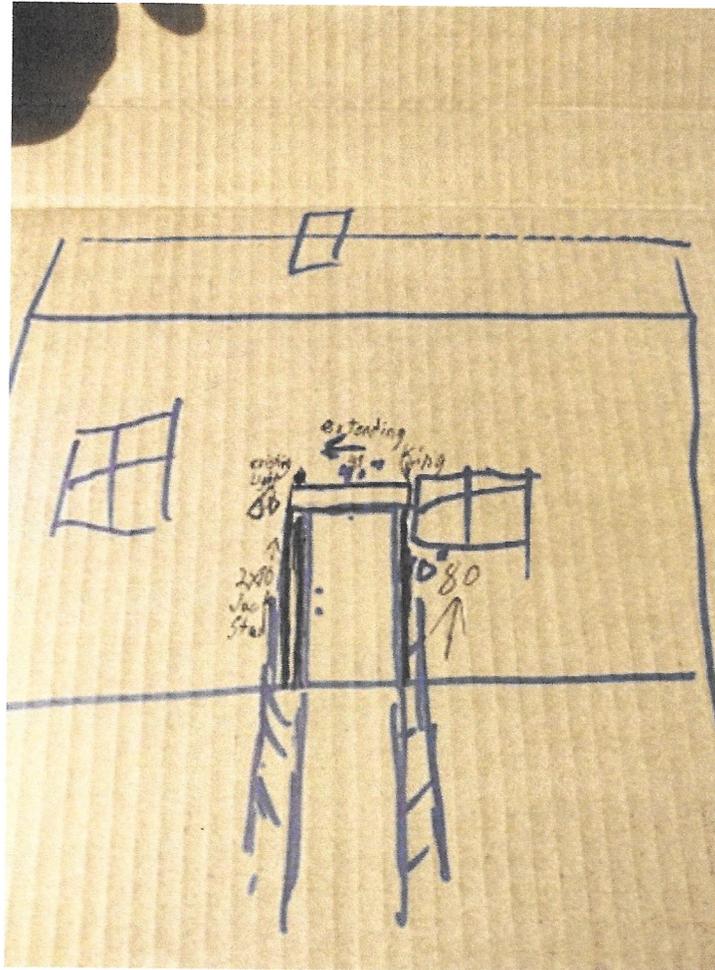


Exhibit "B"  
Structural Change  
To Enlarge A  
Door Opening



2020  
1003 2<sup>nd</sup> Street

Exhibit "B"



P.2  
1003 2<sup>nd</sup> Street



## Colorado Code Consulting, LLC

### Main Office

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

### Southern Office

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

### PAONIA BUILDING DEPARTMENT – CHECKLIST FOR RESIDENTIAL APPLICATIONS

- Complete the Building Permit Application / Provide H.O.A approval when applicable.
- Provide a copy of your recorded deed (Typically not required for interior remodel work)
- Provide a Site Plan (aka Plot Plan) **for additions and for new structures**. A formal survey is occasionally needed, but an accurate (to scale) representation of your property showing the footprint of existing structures and the location of your addition or new structure is often adequate. Your plan should include lot dimensions, distances from your addition or new structure to your property lines, and to other structures on your property. Please include a North Arrow and show street access.
- Foundation design stamped by a Colorado Licensed Engineer. Discussion of design conditions (soils) must be included by your Engineer of Record (P.E.). A formal Soils Report by a Geotechnical Engineer should be requested by your P.E. if conditions warrant (A Geotechnical Report could be required by the Building Official depending on design information provided by P.E.). Include site-drainage details as well as recommendations on storm-water capture and discharge (gutters/downspouts).
- Floor plans – please label each room for proposed use, show location of plumbing fixtures, cabinets, crawl-space access, attic access, smoke alarms, carbon-monoxide alarms, etc. Draw to scale, show both sides of walls and include all dimensions.
- Floor-framing plan; roof-framing plan (or truss layout with engineered details), wall-framing details including header sizes.
- Sectional Drawing(s) to include all weather-resistive information (roof-sheathing, roof-covering, flashing details, wall-sheathing, house-wrap, siding, stucco, masonry, etc.), wall insulation, interior finishes (walls, ceilings, floors, bathing areas), crawl-space and attic insulation and ventilation.
- Provide Elevation Drawings – show decks, landings, exterior stairs, final grading, etc.
- Egress components are to be detailed. Stair geometry (rise/run), hand-rails, bedroom emergency-egress, doors, landings, guard-rails, etc.

Additional considerations when applicable: Water taps and sewer taps (County OWTS?); Excavation permit if digging in Town Right of way; Floodplain Development Permit; STATE permits are required for Electrical work and for Plumbing work.

Electronic submittals are preferable and must include your application. Paper submittals are subject to office-time fees for scanning (30-minute minimum charge). Anything larger than 11" x 17" **MUST** be submitted electronically. Please submit to:

Dan Reardon / [dreardon@coloradocode.net](mailto:dreardon@coloradocode.net) OR to Teri Thomas / [tthomas@coloradocode.net](mailto:tthomas@coloradocode.net)

A copy of final "approved" plans to be printed by applicant and available on site for inspections.



# Colorado Code Consulting, LLC

## Main Office

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

## Southern Office

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

### PAONIA BUILDING DEPARTMENT – CHECKLIST FOR COMMERCIAL APPLICATIONS

*It is encouraged that you start with a preliminary review. To do so, please submit all details requested in items 3 and 8 prior to developing complete working drawings (details from item 6 would be helpful too). Be sure to provide contact information for developer, contractor or owner.*

- 1) Complete the Building Permit Application / Provide contact information.
- 2) Provide a copy of your recorded deed (typically not required for interior remodel work).
- 3) Provide a Site Plan (aka Plot Plan) and vicinity map **for additions and for new structures**. A formal survey is often needed, but an accurate (to scale) representation of your property showing the footprint of existing structures and the location of your addition or new structure is sometimes adequate. Your general Site Plan should include:
  - a) Lot dimensions with square footage of parcel. Show North Arrow and street access.
  - b) All applicable flood-plain information.
  - c) Proposed parking accommodations; include Van Accessible space and additional Accessible spaces as required, striping, bump stops, directional signs.
  - d) Vehicle maneuvering/circulation details, stacking lengths (as may be needed for ingress, egress and drive-up window services), trash enclosure with access.
  - e) **Proposed** off-site right-of-way improvements (i.e. curb-cuts, sidewalks, bike path, acceleration/deceleration lane, left turn-in lane, etc. (as **you** may propose))
  - f) Existing and proposed easements.
  - g) Landscaping area with square footage calculations.
  - h) Distances from your addition or new structure to your property lines, and to other structures on your property. Distances from projections (eaves, decks, balconies, etc.) need to be included.
- 4) A traffic study may be required. Results of the study will guide improvements (if needed).
- 5) Provide a Grading and Drainage Plan / to be stamped by a Colorado Licensed Professional Engineer.  
*For all following references: P.E. => Colorado Licensed Professional Engineer  
 EoR => Engineer of Record (P.E. for said project)*
  - a) Show contour lines at one-foot or two-foot elevation changes.
  - b) Show swales, ditches, ground cover and slope-stabilization (as may be needed).
  - c) Provide calculations of impervious surfaces with details of storm-water detention or retention. The design is to be certified by **EoR** with an "As-Built" plan at completion of the project.
- 6) Provide a Utility Plan (water, sewer, electric, gas, etc.) and show "Dark Sky" compliant exterior lighting. Include proposed size and location for irrigation-tap as applicable.
- 7) Provide a Landscaping and Irrigation Plan. Refer to Code of Colorado Regulations 4 CCR 729-1 for State Regulations concerning Licensed Landscape Architects.
  - a) Testable Back-Flow preventer is required.
  - b) Provide vegetation details: species, placement, spacing, caliper, canopy, height, etc.
  - c) Provide non-vegetative details: type, placement, size, depth, etc.
- 8) Provide Building Profiles/Elevations – Contrasting colors and/or exterior finishes with architectural fenestration details are expected / box-type structures with plain walls having no openings are discouraged.

- 9) The foundation design must be stamped by a P.E. with discussion of design conditions (soils) being included. A formal Soils Report by a Geotechnical Engineer should be requested by EoR if conditions warrant (A Geotechnical Engineer's Soils Report could be required by the Building Official depending on design information provided by P.E.). Include recommendations on storm-water capture and discharge (gutters/downspouts).
- 10) Provide complete Architectural Plans – stamped by a Colorado Licensed Architect when and as required by Colorado Revised Statutes 2018 Title 12 Article 25 Part 3.

*For basic guidance when a Licensed Architect is not required please provide:*

- a) Floor plans – label each room for its proposed use; show crawl-space access, attic access, smoke alarms, carbon-monoxide alarms, etc. as required for the proposed structure. Plans are to be drawn to scale showing both sides of walls and including all dimensions. Provide details as needed for fire-rated assemblies, penetrations, etc. Accessibility features are to be fully detailed if required for your project.
- b) Floor-framing plan; roof-framing plan (or truss layout with engineered details), wall-framing details including header sizes. EoR to provide details as needed.
- c) Sectional Drawing(s) to include all weather-resistive information (roof-sheathing, roof-covering, flashing details, wall-sheathing, air-barriers, vapor-barriers, siding, stucco, masonry, etc.), wall insulation, interior finishes (walls, ceilings, floors, bathing areas), crawl-space and attic insulation and ventilation as appropriate.
- d) Provide window and door schedules with all associated information. Safety glazing, rated components/assemblies, appropriate door hardware and threshold details, dimensions, etc.
- e) Provide Elevation Drawings – show decks, landings, exterior stairs/ramps, etc.
- f) Provide details of Egress components: Hallways, corridors, stair geometry (rise/run), ramps, hand-rails, doors, landings, guard-rails, etc.
- 11) Provide complete Mechanical Plans and Structural Plans stamped by Colorado Licensed Professional Engineers when and as required by CRS 2018 Title 12 Article 23 Part 1.
- 12) A summary of compliance with the 2003 International Energy Conservation Code (at a minimum) is a required component of submittal documents.
- 13) Fire Protection, Electrical and Plumbing plans are subject to review by appropriate State Divisions – all associated inspections are to be performed by State Agencies/Inspectors.
- 14) Food-related businesses require review and approval (and follow-up inspections) by the Delta County Health Department (970-874-2165). Contact our Town Clerk (970-527-4101 extension 1) to discuss Liquor Licensing should your business propose to serve alcohol.

Additional considerations when applicable: Water taps and sewer taps (County OWTS?); Excavation permit if digging in Town Right of way; Floodplain Development Permit; STATE permits are required for Electrical, Plumbing and Fire Sprinkler Systems (Except for Type I Kitchen Hoods where Fire Suppression systems are reviewed and inspected by the local Building Official).

Electronic submittals are preferable and must include your application. Paper submittals are subject to office-time fees for scanning (30-minute minimum charge). Anything larger than 11" x 17" **MUST** be submitted electronically. Please submit to:

Dan Reardon / [dreardon@coloradocode.net](mailto:dreardon@coloradocode.net) OR to Teri Thomas / [tthomas@coloradocode.net](mailto:tthomas@coloradocode.net)

A copy of final "approved" plans are to be printed by applicant and available on site for all inspections.

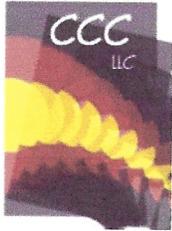


Exhibit C

# Colorado Code Consulting, L.L.C.

**Main Office**  
 4610 S Ulster Street  
 Suite 150  
 Denver, CO 80237  
 (303) 400-6564  
 Fax: (303) 693-0630

**Mountain Office**  
 152 Larson Lane  
 PO Box 1261  
 Frisco, CO 80443  
 (303) 591-9258  
 Fax: (970) 668-0862

**PLEASE CALL PAONIA TOWN HALL WITH QUESTIONS 970-527-4101**

## PAONIA RE-ROOFING PERMIT APPLICATION

Project Address:		Suite	Application Date
<b>CONTRACTOR (APPLICANT)</b>	Name		<input type="checkbox"/> Owner
			<input type="checkbox"/> Contractor
	Address	City/State	Zip Phone
<b>PROPERTY OWNER</b>	Name: Address		City/State Zip Phone
<b>COMPLETE TEAR-OFF PROPOSED??</b>	<input type="checkbox"/> Yes (schedule inspection to see roof-deck) <input type="checkbox"/> No (schedule inspection to verify conditions)		
<b>ATTIC OR RAFTER-BAY VENTILATION</b>	Existing Sq. Ft. Ventilation / High (gables, ridge, etc.) _____ Low (soffit) _____ Additional or new ventilation proposed / High _____ Low (may require baffles) _____		
<b>PROJECT INFORMATION</b>	<input type="checkbox"/> Commercial <input type="checkbox"/> Residential	Project Description:	
<b>PROJECT VALUATION</b>	\$	PERMIT #	
I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction of performance of construction.			
_____ Print Name of Applicant		_____ Print Name of Owner	
_____ Signature of Contractor or Authorized Agent		_____ Signature of Owner (only if owner is applicant)	
Project Comments:			
Total Fees (Town Officials to enter fees)		\$	

AGENDA SUMMARY FORM

	Staff Retirement Plan Review and Update
---	---

Summary:  
 Recommendation to transfer provider of staff retirement plan from Mutual of Omaha to Empower Retirement. Discussion and documents included during work session prior to meeting.

Notes:  
  
 Our local representative Shane Squibb will still be our contact.  
 There is no change in what the plan provides to staff.  
 There is a minimal reduction in cost to the Town and to Staff for the plan.

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

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

AGENDA SUMMARY FORM

	Public Water System Discharge Permit Inspection Results
---	---

Summary:  
Attached is the CDPHE WQCD Discharge Permit Inspection Report.

Notes:

No deficiencies or findings noted. Two (2) recommendations provided.

Recommendation 1. – Verify calibration and check for sediment accumulation at the IMG when brought back online.

Recommendation 2. – Verify coordinates for the location of the facility discharge point as part of the permit renewal.

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

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



October 1, 2020

Travis Loberg  
Town of Paonia  
PO Box 460  
Paonia, CO 81428

Subject: Compliance Inspection of Industrial Water Treatment  
Colorado Discharge Permit Systems (CDPS) No. COG641134  
Town of Paonia, Lower Water Treatment Plant  
Delta County

Dear Mr. Loberg:

This letter serves to report the findings of the compliance inspection conducted by the Field Services Section of the Water Quality Control Division (the division) on the above referenced facility on September 10, 2020. The assistance that was provided was very helpful and is greatly appreciated. Table 1 identifies the parties present during the compliance inspection.

**Table 1: Parties Present**

Name	Organization
Travis Loberg	Public Works Director/ORC, Town of Paonia
Tyson Ingels, PE	Colorado Department of Public Health and Environment
Aspen L. Coombs, PE	Colorado Department of Public Health and Environment

Table 2 summarizes the number of findings and the required written response dates.

**Table 2: Compliance Inspection Findings**

Severity Category	Number Identified	Response Due (within 30 days of letter date)
Major Findings	0	No Response Required
Other Findings	0	No Response Required
Observations / Recommendations	2	No Response Required

**Major Findings**

These items require action by the permittee and will be followed up by the division.

**No major findings were identified.**

**Other Findings**

The division expects the permittee to correct the following other findings, which are potential violations, as soon as practical and return the facility to compliance with the CDPS permit, Colorado Revised Statutes and/or the associated regulations.

**No other findings were identified.**



### Observations/Recommendations

While the division will not directly follow-up on the observations/recommendations listed below, it is highly recommended that the permittee address them. The following observations/recommendations were identified:

1. At the time of the inspection, the permittee was not discharging from the facility. The water treatment plant that generates the discharge stream has been down since 1<sup>st</sup> quarter of 2015. The facility is scheduled to resume operations in the first quarter of 2021. As part of the plant start-up procedure, the division recommends the permittee verify the flow meter calibration and check for accumulated sedimentation in the settling piping.
2. The listed coordinates for the facilities discharge point is in the middle of a field 250' east of the plant and actual discharge outfall. The permit is currently expired and under administrative extension. As part of the permit renewal, the permittee should verify and update the discharge coordinates for the backwash outfall 001A.

### Reminders

- Sanitary sewer overflows and any other spills that may impact state waters are required by law to be reported in accordance with the division's *Guidance for Reporting Spills under the Colorado Water Quality Control Act and Colorado Discharge Permits*, which is available on the division's website at <http://www.colorado.gov/cdphe/wqcd>. The state 24-hour toll-free number for environmental release and incident reporting is 877-518-5608.
- Construction of interceptor sewers, lift stations and treatment plants, including modification/expansion of existing facilities, requires site location and design approval prior to commencement of construction. Please refer to the division's website at <http://www.colorado.gov/cdphe/wqcd> for information regarding these requirements.
- Most regulations, guidance documents and forms are available via the Internet on the division's website. Please link to <http://www.colorado.gov/cdphe/wqcd> for further information.
- In November 2018, the Water and Wastewater Facility Operators Certification Board updated and revised the criteria for facility classification in Regulation No. 100. These revisions are important because treatment and distribution/collection system classification establishes the minimum certification level for the operator in responsible charge (ORC). This may affect your facility's operator certification requirements. For existing facilities, the new criteria will be applied beginning March 1, 2021. For new facilities, or if your facility undergoes a design review by the department, the facility classification will be re-evaluated based on new criteria beginning March 1, 2019. More information is available at: <http://www.colorado.gov/cdphe/wq-reg100-facility-classification>.

We would appreciate any feedback that you provide so that we can improve. Please take a few moments to complete [this survey](#).

If you have any questions, please contact me by phone at (970) 248-7153 or via email at [aspen.coombs@state.co.us](mailto:aspen.coombs@state.co.us). Thank you for your time and cooperation.

Sincerely,

**Aspen Coombs** Digitally signed by Aspen Coombs  
Date: 2020.10.01 07:26:16 -06'00'

Aspen L. Coombs, PE, Staff Field Engineer  
Field Services Section  
Water Quality Control Division  
Colorado Department of Public Health and Environment

Encl. Inspection Report

cc: Delta County Health Department  
Permit File, CDPS No. COG641134  
Aquifer Case FS.20.INSP.06058

Travis Loberg, CO/ORC  
Cameron Wilkins, PE, CDPHE-FSS, Unit Manager  
Tyson Ingels, P.E., CDPHE-ES, Lead DW Engineer



**Water Compliance Inspection Report**

Section A: National Data System Coding (i.e., ICIS)

Inspection Date:	9/10/2020	Inspector:	State
Permit			
Inspected:	CDPS #	Inspection Type	Program
Process	COG641134	Compliance Evaluation	NPDES Base Program
			Facility Self-Monitoring Evaluation Rating
			Satisfactory

Section B: Facility Data

Name and Location of Facility Inspected (For industrial users discharging to POTW, also include POTW name and NPDES permit number.)		Entry	Permit Effective Date
Name	1 MG WTP, AKA LOWER PLANT	Date	9/10/2020
Address	41576 Lamborn Mesa Rd	Time	8:00 AM
City, State, Zip	Delta County CO 81428	Exit	Permit Expiration Date
If industrial, POTW name & CDPS number:		Date	9/10/2020
		Time	10:45 AM
			Admin Continued

Name(s) of On-Site Representative(s) / Title / Phone / Email		Processes Which Generate Wastewater:	
Name	Travis Loberg	Backwash waste water from membrane drinking water plant.	
Title	Pw Dir & Orc		
Company	Town of Paonia		
Address	PO Box 460		
City, State, Zip	Paonia, CO 81428		
Phone	970-527-4101		
Email	townofpaonia@tds.net		

Name / Contact info of Responsible Official	Treatment Process Description:
Name	Travis Loberg
Title	Pw Dir & Orc
Company	Town of Paonia
Address	PO Box 460
City, State, Zip	Paonia, CO 81428
Phone	970-527-4101
Email	townofpaonia@tds.net
	Backwash water from Pall Microza membrane filtration is sent through a second "recovery" membrane filter system. Backwash water from the recovery membrane filter is released to a serpentine settling chamber before being discharged to German Creek. There has been no discharge since 1st quarter of 2015 as the plant has been off-line, but is currently scheduled to come back online in 1st quarter of 2021.

Permitted Features (bold italics indicate revised coordinates)

Feature:	300-I	001-A	0	0	0
Lat (DD):	0.000000	<b>38.851360</b>	0.000000	0.000000	0.000000
Long (DD):	0.000000	<b>-107.584045</b>	0.000000	0.000000	0.000000

Section C: Areas Evaluated During Inspection (included in letter if unsatisfactory)

Satisfactory	Permit	Satisfactory	Self-Monitoring Program	Not Applicable	Pollution Prevention
Satisfactory	Records / Reports	Not Applicable	Compliance Schedules	Not Applicable	Stormwater
Satisfactory	Facility Site Review	Satisfactory	Laboratory	Not Applicable	Combined Sewer Overflow
Satisfactory	Effluent / Receiving Waters	Satisfactory	Operations & Maintenance	Not Applicable	Sanitary Sewer Overflow
Satisfactory	Flow Measurement	Not Applicable	Sludge Handling / Disposal	Not Applicable	MS4
Satisfactory	Certified Operator in Responsible Charge	Not Applicable	Pretreatment	Inspection evaluated elements identified in EPA's NPDES Compliance Inspection Manual, US Environmental Protection Agency, Office of Enforcement and Compliance Assurance, EPA 305-X-04-001.	
DMR Period Evaluated - Start: 9/30/2017 End: 8/31/2020					

Section D: Summary of Findings / Comments (see inspection letter for details)

Code	Description
Name of Inspector	Phone
Aspen L. Coombs, PE	(970) 248-7153
Email	Agency
aspen.coombs@state.co.us	CDPHE, Water Quality Control Division
	Office
	Grand Junction

AGENDA SUMMARY FORM

	<p>Building Permit Fee Structure</p>
---	--------------------------------------

**Summary:**  
 Continued discussion regarding proposed building permit fee structure provided at previous Board meeting – 10/13/2020. Included in the packet are three scenarios provided by Deputy Clerk Mojarro, using existing and proposed structure.

**Notes:**

Questions that arose while running scenarios using existing building fee structure and proposed building fee structure:

There are different types of projects that in the new modified schedule does not specify.  
 Example where would the following projects fall under?  
 Widening a door area or pathway inside a home?  
 Change of occupancy?  
 Attached Green House? - listed as an addition in scenarios  
 Replacing front porch?  
 Adding a roof to a porch?  
 Converting garage into a studio?

**Possible Motions:**

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

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

10. **Permitting Principles**

A successful building department should be professional, consistent, clear, affordable, reliable, and adapted to local needs.

The primary goals of the building permitting and inspection process are to:

- Protect health, safety, and welfare by ensuring compliance with town standards
- Help reduce conflict through consistent application of standards
- Foster a partnership between the town and property owners

**Fee structure example from Park County, Colorado**

Square Footage Permits	Fee per Square Foot
Dwelling	\$1.13
Finished Basement	\$0.95
Garage	\$0.66
Addition (Dwelling)	\$1.13
Remodel	\$0.95
Deck	\$0.76
Covered Deck	\$1.07
Unfinished Basement	\$0.95
Flat Fee Permits	Fee
Demolition Permit	\$100
Excavation Permit	\$100
Mechanical Permit (including wood stove installation)	\$200
Solar Permit	\$200
Re-roofing Permit	\$200

<http://parkco.us/135/Permit-Applications-Fees>

**Paonia Building Inspection Application**

<http://www.townofpaonia.com/wp-content/uploads/2018/12/3.-Paonia-Building-Permit-Application.pdf>

Add to this form:

1. Project square footage
2. Check boxes for flat-fee projects
3. Description of how to set up a meeting with the board of appeals
4. Rebate info (determined by town)
5. Minor work allowance: If the proposed project meets the following requirements, it may be approved administratively with a \$50 fee and complete permit application.
  - a. Project is valued at less than \$5,000
  - b. Project is not structural in nature
  - c. Project does not require any state inspections

PLEASE CALL PAONIA TOWN HALL WITH QUESTIONS 970-527-4101

PAONIA BUILDING PERMIT APPLICATION							
Project Address:			Suite	Application Date			
<b>CONTRACTOR (APPLICANT)</b>	Name				<input type="checkbox"/> Owner <input type="checkbox"/> Contractor		
	Address	City/State	Zip	Phone			
<b>PROPERTY OWNER</b>	Name:	Address	City/State	Zip	Phone		
<b>ARCHITECT</b>	Name:	Address	City/State	Zip	Phone		
<b>STRUCTURAL ENGINEER</b>	Name:	Address	City/State	Zip	Phone		
<b>PROJECT INFORMATION</b>	<input type="checkbox"/> Commercial <input type="checkbox"/> Residential		Project Description:				
<b>PROJECT VALUATION</b>	\$		Use:				
I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction of performance of construction.							
Print Name of Applicant			Print Name of Owner				
Signature of Contractor or Authorized Agent			Signature of Owner				
DO NOT WRITE BELOW THIS LINE							
<b>Occupancy Classification(s)</b>	<b>Type of Const.</b>	<b>Floor Area</b>	<b>Height</b>	<b>Occ. Load</b>	<b>PERMIT NO.</b>		
					<b>Required Approvals</b>		
ZONE ___ Setbacks: Front ___ Rear ___ Sides ___					N/A	Req'd	Date/By
Project Comments:					Building		
					Structural		
					Mechanical		
					Plumbing		
					Electrical		
					Fire Dept.		
Building Permit					\$		
Plan Review Fee					\$		
Total Fees					\$		

10. Proposed Paonia fee structure:

Square Footage Permits - Existing structures including additions up to 500 sq ft		
Project	Standard Fee per sq ft	Inspection Fee*
Garage	\$0.50	TBD
Addition	\$1.25	TBD
Remodel**	\$1.00	TBD
Deck	\$0.75	TBD
Covered Deck	\$1.25	TBD
Flat Fee Permits		
Project	Standard Fee	Inspection Fee*
Initial plan review (includes virtual walkthrough with property owner, up to two hours)	N/A	TBD
Solar installation	\$200	TBD
Roof repair (up to ½ roof)	\$100	TBD
Roof (re-roof or repair more than ½ roof)	\$200	TBD
Permit change fee	\$ 50	TBD
Permit renewal	\$100	N/A
Project Valuation Permits - New construction including additions over 500 sq ft		
Project Value	Standard Permit Fee	Inspection Fee*
<\$5000	\$ 50	TBD
\$5,000 - \$20,000	\$ 100 + \$15.00 for every \$1,000	TBD
\$21,000 - \$50,000	\$ 200 + \$10.00 for every \$1,000	TBD
\$51,000 - \$100,000	\$ 350 + \$ 7.00 for every \$1,000	TBD
\$101,000 - \$500,000	\$ 500 + \$ 5.50 for every \$1,000	TBD
\$501,000 - \$1,000,000	\$ 750 + \$ 5.00 for every \$1,000	Based on project details and initial walkthrough
\$1,001,000 and up	\$1,000 + \$ 4.75 for every \$1,000	

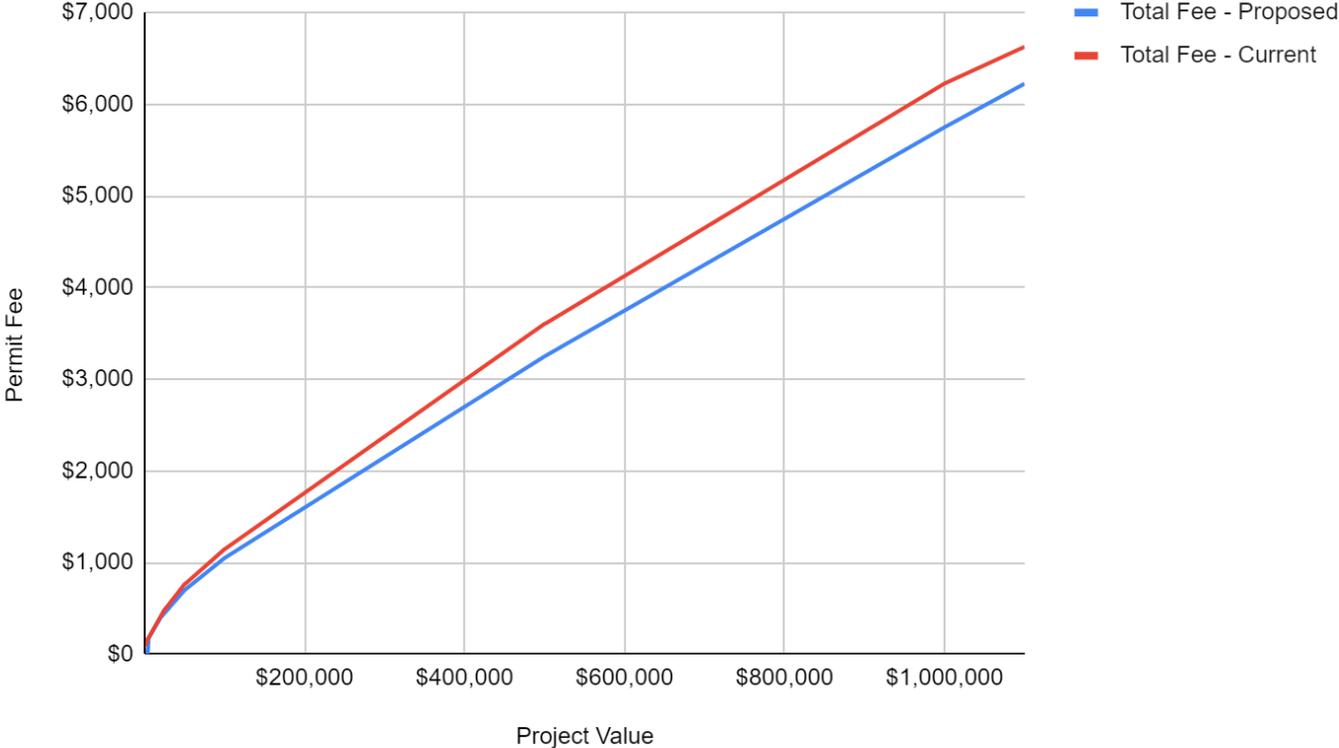
**\*Inspection Fees**

- All inspection fees are estimates based on typical hours required, billed at \$TBD/hour.
- Actual fee will be provided following plan review.
- If the property owner contracts with an approved third-party inspector, the town inspection fee is \$25 and additional inspection costs will be negotiated directly between the property owner and inspector. All inspectors must be listed at <https://www.iccsafe.org/search-for-certified-professionals/> with the necessary certifications and registered with the Town of Paonia.
- After-hours and urgent (within 2 business days) inspections are billed at \$TBD/hour, rounded up to the next full hour

**\*\*Rebates**

- Restoration and Preservation: Buildings over 50 years old qualify for rebates of 50% off the permit fee for square-footage based remodel permits.
- Seasonal Spruce-Up: All existing buildings qualify for rebates of 25% on square-footage based remodel permits from November through February.

### Current and Proposed Permit Fees based on Project Valuation



AGENDA SUMMARY FORM

	Revised 2021 Budget Calendar
---	------------------------------

**Summary:**  
 Included in the packet is a revised budget calendar for the remainder of this year following Board direction regarding holiday meeting dates for the remainder of the year.

**Notes:**

**Possible Motions:**

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

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

## **BUDGET CALENDAR (2020)-Revised10/23/2020**

Description	Administration	Department Head	Finance Officer	Public	Board of Trustees
Department Head Meetings	8/5-8/30	8/5-8/30	8/5-8/30		
Approval of the Budget Calendar	7/23		7/23		7/23
Preliminary Certification of Values due from County Assessor			8/26		
Budget Workshop (5:00 – 6:15)	8/27	8/27	8/27		8/27
Prepare Initial Budget by Town Administrator/Finance Officer	9/6		9/6		
Budget Workshop (5:00 – 6:15)	9/10	9/10	9/10		9/10
Budget Workshop (If needed) (6:00 – 9:00)	9/17	9/17	9/17		9/17
Budget Workshop (5:00 – 6:15)	9/24	9/24	9/24		9/24
Proposed Budget due to the Board	10/4		10/4		
Publish Notice of Budget Hearing	10/4		10/4		
Budget Workshop (If needed) (5:00 – 6:15)	10/8	10/8	10/8		10/8
Budget Workshop (If needed) (5:00 – 6:15)	10/22	10/22	10/22		10/22
Final Adjustments by Town Administrator to Finance Officer	11/8		11/8		
Public Hearing of Proposed 2021 Budget	11/22	11/22	11/22	11/22	11/22
Final Budget Review by Board	11/22	11/22	11/22		11/22
Preparation of Final Budget	11/27	11/27	11/27		
Final Certification of Values Due from County Assessor			12/10		
Resolution Adopting Budget	12/15		12/15		12/15
Resolution setting of Mill Levy	12/15		12/15		12/15
Resolution to Appropriate Sums of Money to Various Funds	12/15		12/15		12/15
Mill Levy Certification due to County			12/15		
Final Budget Document to State			12/31		

\* Mill Levy will be determined based on good faith estimate and is subject to minor changes upon final certification.

(Note: Shaded areas indicate items that require Board of Trustee participation, discussion, or decision)



## PROPOSED LETTER

At a moment of danger in this era of divisiveness, We the American People come together to speak for the Union. Some of us will vote for President Trump and others for Vice President Biden. But in this season of intense and legitimate partisanship, we the undersigned commit ourselves also to a higher partisanship – for the maintenance of our Union; for the importance of our shared civic life; and for those feelings of goodwill that Lincoln called the better angels of our nature.

For ourselves and for all Americans, we appeal for the complete disavowal of election-related violence, calls for such violence, or excuse-making for anyone on either side who would commit or tolerate violence as a means of influencing an election.

In a time of growing separation, we pledge ourselves to words and deeds intended to help us find each other as citizens. We start with this commitment: We will not demonize or question the decency of Americans who vote differently from us. When we oppose their political views we will say so with vigor, but we won't castigate them as persons.

If in the near future we face a constitutional crisis in which our institutions cannot produce consensus on who is the legitimately elected president, we resolve to work together across this chasm for solutions grounded in the Constitution and guided by our democratic and non-violent traditions and our sense of shared destiny.

At stake in this contest is democracy's North Star – peaceful political transition. It's a time for opponents, but not for enemies. We the undersigned will work separately for what each of us believes is right, but we will also work together to protect the land we all love – to lift up American citizenship and the American promise in a time of peril and to find in ourselves the understanding that our differences don't simply divide us, but also can strengthen and complete us.

AGENDA SUMMARY FORM

	Regular Minutes: 10/13/2020 Special Minutes: 8/20/2020
---	---

Summary:

Notes:

Possible Motions:  
Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

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

**Minutes**  
**Town Board, Planning, Zoning Work Session**  
**Town of Paonia, Colorado**  
**August 20, 2020**

Trustees present were as follows:

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

Town Commissioners were as follows

Commissioner Hunter  
 Commissioner

Town Staff present were as follows:

Administrator/Town Clerk Corinne Ferguson  
 Deputy Clerk Amanda Mojarro  
 Finance Director Cindy Jones  
 Treasurer Ross King  
 Public Works Director Travis Loberg  
 Paonia Chief of Police Neil Ferguson

A quorum was present, and Mayor Bachran proceeded with the meeting.

**Town Board, Planning, Zoning Work Session:**

Town Board, Planning, Zoning Work Session preceded with discussion and review of the Delta County Land Use Code and the Draft Zoning Map of the Town of Paonia by Elyse Ackerman-Cassellberry.

4. Delta County Proposed Land Use Regulations

- Elyse Ackerman presented the Delta County proposed land use regulations.
- Discussion points:
  - The need to update the IGA
  - Explained what is an IGA
  - Anything 400 ft of town sewer has to connect to the Town's sewer.
  - The land-use authority by the Town or Delta County does not change
  - Discussed the highway Corridor and the land use map.
  - The land-use authority by the County or the Municipality does not change.
  - The Urban Growth Area (UGA) zone was created by the County.
  - Concerns arose about if the Town or County will be in control.
  - Discussed the impacts of BI-Scenic areas.
  - Discussed the Conservation easements - concerns of people developing in these areas arose.

- Discussion and concerns arose with enforcing junk and landfill - Delta County will be hiring an officer to specifically enforce the junk and landfill ordinance in county zones.
- Discussed the method that will be used to notify citizens - Delta County will use the method of regular mail for notices.
- Discussed the helicopter pad delta county ordinance.
- Discussion and concerns arose on the Agriculture topic.
- The draft zoning map for Paonia Colorado was included in the packet
- The Delta County Land Use Code was included in packet.

### Adjournment

5. Meeting was adjourned by Mayor Bachran at 6:25 pm

---

Amanda Mojarro, Deputy Clerk

---

Mary Bachran, Mayor

**Minutes**  
**Regular Town Board Meeting**  
**Town of Paonia, Colorado**  
**October 13, 2020**

**RECORD OF PROCEEDINGS**

**Roll Call**

**PRESENT**

- Mayor Bachran
- Trustee Bear
- Trustee Budinger
- Trustee Knutson
- Trustee Pattison
- Trustee Johnson
- Trustee Meck

**Approval of Agenda**

Agenda Approval

Motion made by Trustee Knutson, Seconded by Trustee Budinger. to approve the agenda and unanimously carried. Voting Yea: Trustee Bear, Trustee Budinger, Trustee Knutson, Trustee Pattison, Trustee Johnson, Trustee Meck.

Council Member	For	Against	Abstain	Absent
Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

**Announcements**

Announcements

- Mayor Bachran gave her appreciation to everyone for their time contribution to painting the street and for everyone who filled out the survey.
- Survey data results will be available in November 2020.
- Approx. The number of surveys received was 500.

**Recognition of Visitors & Guests**

5. Shop Safe, Shop Local Recognition

Mayor Bachran recognized the following business for following state COVID-19 mandates.

- The Refinery.

#### 6. Visitors & Guests

- Community member Constantine Hershfield read his statement letter to the Board of Trustees.

### **Staff Reports**

#### 7. Administrator's Report:

- COVID-19 update
- A representative from Modern Financial, Shane squib requested to present during a budget work session.
- Continue to work with the ditch company regarding the Main Street/culvert project.
- Colorado Department of Public Health & Environment (CDPHE) reports will be included in the packet regarding results.
- The administrator will have a 3-month evaluation in the next packet.
- Reviewing the municode looking into the cost of adding the State of Colorado's regulation and laws.
- Updated on the covid-19 virus relief fund
- Audio and Visual from Grand Junction, Colorado came out to look over the Town's audio-video quality in the community room.
- A grant program is in the works to help businesses due to the pandemic crises.

#### Board discussion points:

- DMEA timeline for turning off the streetlights that were approved to be turned off - The administrator stated that the lights will be turned off by the end of the week. Week of October 12-16.
- Cost for turning off the streetlights - The administrator stated that it is determined by the amount of time it will take DMEA to complete. An approximate cost that was stated by the administrator was \$250.
- Trustee Pattison suggested having an itemized list of the COVID-19 relief fund. Mayor Bachran suggested to the itemized list to be \$3000.
- Public Comment:
- A community member commented concerning the region 10 support for communities.
- A community member commented if the COVID-19 relief fund is used to help delinquent utility customers - The administrator stated that the relief fund can not be used for utility customers.
- The administrator stated that a grant program is being put together and looked into what the requirements are.

- A community member suggested having a microphone out for the public and to hire someone to clean and disinfect the community room after the meetings.
- A community member was concerned about the resuming of late fees for those who have or could be impacted by COVID-19.
- A community member suggested using a clear visor shield instead of mask during the board meeting.
- A community member was concerned with having to pay the cost of turning off streetlight.
- A community member stated that they had spoken to people from the Town of Cedaredge regarding the use of the COVID-19 relief funds to increase their revenue and the Town of Cedaredge stated that they were purchasing items such as outdoor heaters so that the restaurants could provide outdoor seating during the winter months.

#### Public Works report:

- 1200 feet of spring line pipe was completed.
- Cleaning up streets
- Cutting elm trees on Salaam Wade street.
- The vacuum of leaves will begin next week.
- Working with Public Works clerk on an inventory program.
- Spring lines were looked at by JDS Hydro.
- The asset inventory has started - Public Works Director Loberg working on redlining the map.
- Trustee Bear requested a written response from all the contractors on project updates.
- Reported on the line break near Stewart Mesa Ditch.
- Updated on the spillage and production of water of the water tanks.
- Rescheduling tour of the water and sewer plants - an invitation was extended to a videographer to record the tour - Trustee Meck suggested that any person interested in being part of the Advisory Water Committee to join.

#### Police Report:

- Reported on the October 5th shooting incident - the case was turned over to the Delta County Sheriff's Department.

### **Disbursements**

#### 8. Treasurer's Report

- Reviewed payroll and disbursements.
- Continue to analyze the 2021 budget.
- The Town of Paonia certification of values document was included in the packet.
- The tax history was included in the packet.

#### 9. Disbursements

- Disbursement documents were included in the packet.

Motion made by Trustee Budinger, Seconded by Trustee Knutson and unanimously carried to approve disbursement as presented. Voting Yea: Trustee Bear, Trustee Budinger, Trustee Knutson, Trustee Pattison, Trustee Johnson, Trustee Meck.

Council Member	For	Against	Abstain	Absent
Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

**Executive Session**

10. Executive Session: For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e), specific to: Colorado Code Consulting Contract.

Motion made by Trustee Bear, Seconded by Trustee Johnson and unanimously carried to enter into Executive Session: For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e), specific to the Colorado Code Consulting Contract. Voting Yea: Trustee Bear, Trustee Budinger, Trustee Knutson, Trustee Pattison, Trustee Johnson, Trustee Meck.

Council Member	For	Against	Abstain	Absent
Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

- Entered into executive session at 7:21 pm
- Returned to open meeting at 8:11 pm

Motion made by Trustee Bear, Seconded by Trustee Meck and unanimously carried to direct the Town Administrator to submit a list of concerns that were developed through the Governmental Affairs & Public Safety Committee and meetings with the various public participants to Colorado Code Consulting services and solicit their response.

Council Member	For	Against	Abstain	Absent
----------------	-----	---------	---------	--------

Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

**New Business**

**11. Proposed Building Fee Structure Modification**

- Discussion ensued on Trustee Pattison's proposed building fee structure.
- The document was included in the packet.
- Board & Staff discussion points:
  - The option of minor work.
  - Flat fee permits.
  - Discussed a rebate program.
  - Trustee Knutson was in favor of the simplified fee schedule.
  - Trustee Bear and Meck requested to have more time to review the proposed building fee structure modification and discuss at the next board meeting.

**Public Comment:**

- A community member was concerned with the inspection fee and suggested looking at the Town of Cedaredge building inspector.

Motion made by Trustee Pattison, Seconded by Trustee Johnson and failed to carry with no votes to adopt the proposed building fee structure modification as a template for the building department including the rebates and minor work designation with specific fees to be determined based on the results of the pending negotiations.

Council Member	For	Against	Abstain	Absent
Trustee Bear				
Trustee Budinger				
Trustee Johnson				
Trustee Knutson				
Trustee Meck				
Trustee Pattison				
Mayor Bachran				

**12. ASF - Holiday Offices and Council Meeting Schedule**

- Discussion ensued regarding the holiday office hours. The regular and proposed holiday office hours were included in the packet.
- Board and Staff discussion points:
- Christmas Eve closed instead of 1/2 day.
- November 24th will continue with the normal schedule. cancel or reschedule.
- Trustee Knutson was concerned with the 4 hours left from the 1/2 day not being used by the staff and suggested that the staff be able to use.

Motion by Trustee Knutson, seconded by Trustee Pattison and unanimously carried to move the regular board meeting on December 8th to December 15th. Voting Yea: Trustee Bear, Trustee Budinger, Trustee Knutson, Trustee Pattison, Trustee Johnson, Trustee Meck.

Council Member	For	Against	Abstain	Absent
Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

13. Town Administrator Performance Evaluation

- Discussion ensued on the Town Administrator Performance Evaluation. The evaluation was included in the packet.

Board & Staff discussion points:

- Under priorities, number 5 Hire the unfilled position was changed to open office.
- Trustee Pattison suggested to under priorities – communication.

Motion made by Trustee Budinger, Seconded by Trustee Knutson and unanimously carried to accept Town Administrator Performance Evaluation Voting Yea: Trustee Bear, Trustee Budinger, Trustee Pattison, Trustee Johnson, Trustee Meck.

Council Member	For	Against	Abstain	Absent
Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

**Consent Agenda**

14. Regular Minutes:

August 25, 2020  
September 8, 2020  
September 22, 2020

Blue Sage Center for the Arts - Liquor License Renewal & Modification of Premise:

- Blue sage Center for the Arts - liquor license & modification of premise was tabled.

Motion made by Trustee Meck, Seconded by Trustee Budinger and unanimously carried to accept the consent agenda as presented. Voting Yea: Trustee Bear, Trustee Budinger, Trustee Knutson, Trustee Pattison, Trustee Johnson, Trustee Meck.

Council Member	For	Against	Abstain	Absent
Trustee Bear	X			
Trustee Budinger	X			
Trustee Johnson	X			
Trustee Knutson	X			
Trustee Meck	X			
Trustee Pattison	X			
Mayor Bachran				

**Mayor’s Report**

15. Mayor’s Report

- Closing Grand Ave on November 12th from 10-11:30 am to welcome the White House Christmas Tree.
- Attending the Delta County Planning Commission Meeting.

**Committee Reports**

16. Finance & Personnel report:

- Meeting October 14th at 9:00 am.
- Administrator and Police Chief salary recommendations to submit to the Mayor for review.
- Discussion on salaries.

Governmental Affairs & Public Safety report:

- Discussed animal control.
- Discussed extending dog tag registration to be tenured instead of annually.
- Discussed short term rentals and accessory dwelling units.
- Trustee Knutson was in favor of having accessory dwelling units and look at other communities that have ADU.

- Mayor Bachran commented on fee registration for bed and breakfast and short-term rentals Trustee Pattison stated that she has interest of conflict in this matter.
- Discussed the marijuana fee structure.

Public Works-Utilities-Facilities Public Works-Utilities-Facilities report:

- Met September 24,2020.
- Toured the 1 and 2 million tanks and Stewart ditch - Stewart ditch is used to water the town parks.
- No meeting is scheduled.

Space to Create report:

- Met with a private individual.
- Tree Board report:
- Scheduled meetings on October 20th at Town Park.

Trustee Comment:

- Trustee Pattison commented that she would like to join the board of appeals.

**Adjournment**

17. Adjournment

- Mayor Bachran adjourned the meeting at 8:52 pm.

---

Amanda Mojarro, Deputy Clerk

---

Mary Bachran, Mayor

AGENDA SUMMARY FORM

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

AGENDA SUMMARY FORM

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

Summary:

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

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

AGENDA SUMMARY FORM

	Adjournment
---	-------------

Summary:

Notes:

Possible Motions:

Motion by: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ vote: \_\_\_\_\_

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