



Town of Paonia
214 Grand Avenue
Tuesday, June 10, 2025 6:30 PM
Town Board Agenda
<https://us02web.zoom.us/j/88490918528>
Meeting ID: 884 9091 8528

Public Participation: Please raise your hand and wait to be recognized by the Mayor, come to the podium and state your name and whether you live in town or out of town. Time limit is 3 minutes, one time per item, there are instructions at the podium for the timer light. Please direct all comments to the Mayor. No responses will be made by staff or Board during the meeting.

Please be respectful and help to maintain decorum by not engaging in derogatory and/or demeaning statements or public displays.

Roll Call

Approval of Agenda

Announcements

Appreciations - Mayor Pro-Tem Swartz

Public Comment

Any topic not included under Actions & Presentations; 3-minute time limit.

Consent Agenda

May 13, 2025 Regular Meeting Minutes

May 27, 2025 Regular Meeting Minutes

June 10, 2025 Disbursements

Staff Reports

Town Administrator

Police Chief

Public Works Director

Public Hearing

Consideration of Approval of a New Hotel and Restaurant Liquor License for Berg Harvest LLC

Actions & Presentations

Public comments must be related to the agenda item, 3-minute time limit.

Item #1 - Discussion On Creating a Classification for Block Parties - Barbara Heck & Randy Derryberry

Item #2 - Discussion about Bicycle Regulations and Unleashed, Unlicensed Dogs - Trustee Stelter

Item #3 - Consideration of Approval of Ordinance 25-03 Special Events - Administrator Wynn

Item #4 - Consideration of Approval of Accepting the Proposal/ Service Agreement from New Focus HR LLC for Complete Redesign and Development of a Legally Compliant Employee Handbook and Continuing Human Resources Consultation Services.

Executive Session

An Executive Session under C.R.S. §24-6-402(4)(b) for the purposes of receiving legal advice from the Town Attorney on specific legal questions in reference to the rejection of an Initiative Petition on Short-term Rentals.

Mayor & Trustee Reports

Adjournment

As Adopted by:
Town of Paonia, Colorado
Resolution No. 2017-10 – Amended May 22, 2018

I. Rules of Procedure

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

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

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

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

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

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

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

Section 6. Conduct of Board Members. Town Board Members shall treat other Board Members and the public in a civil and polite manner and shall comply with the Standards of Conduct for Elected Officials of the Town. Board Members shall address Town Staff and the Mayor by his/her title, other Board Members by the title of Trustee or the appropriate honorific (i.e.: Mr., Mrs. or Ms.), and members of the public by the

appropriate honorific. Subject to the Mayor's discretion, Board Members shall be limited to speaking two times when debating an item on the agenda. Making a motion, asking a question or making a suggestion are not counted as speaking in a debate.

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

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

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

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

II. Consent Agenda

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

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

Section 3. Removal of Item from Consent Agenda. One or more items may be removed from the Consent Agenda by a timely request of any Trustee. A request is timely if made prior to the vote on the Consent Agenda. The request does not require a second

or a vote by the Board. An item removed from the Consent Agenda will then be discussed and acted on separately either immediately following the consideration of the Consent Agenda or placed later on the agenda, at the discretion of the Board.

III. Executive Session

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

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

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

IV. Subject to Amendment

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

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



Town of Paonia
214 Grand Avenue
Tuesday, May 13, 2025 6:30 PM
Town Board Minutes

Record of Proceedings

Mayor Smith calls the meeting to order at 6:05PM

Roll Call

PRESENT

Mayor Smith
Mayor Pro-Tem Swartz
Trustee Czech
Trustee Hunter
Trustee Valentine (Zoom)

ABSENT

Trustee Stelter
Trustee Heck

Approval of Agenda

Trustee Hunter makes a motion to approve the agenda with the removal of item #5 due to Trustee Stelter being absent. Seconded by Trustee Czech.

The motion carries unanimously.

Announcements

Mayor Pro-Tem Swartz reads the appreciations.

Mayor Smith reads the proclamations:

Mental Health Month

National Police Week & Peace Officer's Memorial Day

Paonia recognizes and thanks their police force; Chief Matt Laiminger, Sergeant Garrett Henderson, Officer Brad Bardessona, Investigator Patrick Hinyard, School Resource Officer Heiniger, and Officer Thomas Seeley.

Public Comment

Any topic not included under Actions & Presentations; 3-minute time limit.

P. Merry: Thanks PPD and comments on the Farmer's Market and Legacy Event.

R. Miller: Thanks for the street cleaning on Onarga.

L. Barley: Thank you PPD and comments on legacy events.

L. Parker: comments on Farmer's Market and legacy events.

K. Gettleman: Comments on the Farmer's Market.

R. Santiago: comments on Paradise fundraising event, for "The Lost Boys" May 23 - 7 PM donation driven and "The Thing" on June 5th 7 pm.

Consent Agenda

April 22, 2025 Regular Meeting Minutes

One Thirty-Three LLC dba West Elk Wine & Spirits Liquor License Renewal

May 13, 2025 Disbursements

Trustee Hunter makes a motion to approve the Consent Agenda. Seconded by Mayor Pro-Tem Swartz.

The motion carries unanimously.

Staff Reports

Town Administrator
Police Department
Public Works

Actions & Presentations

Public comments must be related to the agenda item, 3-minute time limit.

Item #1 - Consideration of Big B's Renting the Twin Lakes Property for Parking for a Large Event in July.

Jeff Schwartz, representing Big B's, makes his presentation.

Discussion includes costs from last year, work to be done, police staffing, and budget.

Mayor Pro-Tem Swartz makes a motion to move forward with leasing the Twin lakes property to Big B's for their concert on July 19, 2025, for the same terms as in 2024. Seconded by Trustee Hunter.

Mayor Pro-Tem Swartz makes a motion to amend the previous motion to use the same fees as last year, which will include the cost of one police officer for traffic control, for the sum of \$880, which shall cover the cost of one police officer and the cost of \$250 for the Special Event Permit. Seconded by Trustee Hunter

The motion to amend carries unanimously.

The main motion carries unanimously.

Item # 2 - Consideration of Approval of SEP 25-02 West Elk Family Church - First Responder's Dinner

Aaron Byram, pastor of Wels Elk Family Church makes his presentation.

No public comment

Trustee Hunter makes a motion to approve Special Event permit 25-02, West Elk Family Church dinner for First Responders. Seconded by Trustee Czech.

The motion carries unanimously.

Item #3 - Consideration of Approval of Scope of Work for Construction Management from SGM for the Safe Pathways for Paonia - 5th & Grand Realignment Project

Town Administrator Wynn gives highlights and answers questions.

J. Burman: comments on Boards and staff's dedication and service.

Mayor Pro-Tem Swartz makes a motion to approve the scope of work for construction management service from SGM, but not to exceed \$384,058.45 for the Fifth and Grand Project. Seconded by Trustee Hunter.

The motion carries unanimously.

Item #4 - Consideration of Change Order #6 for Earthworks Excavation for Additional 50 ft of Fencing for New Tank Pad Layout for \$850.00

Mayor Pro-Tem Swartz makes a motion to approve Earthworx Excavating Change Order #6, for not to exceed the price of \$850, for an additional 50 feet of fencing for the new tank. Seconded by Trustee Hunter.

The motion carries unanimously.

Item #5 - Discussion about Bicycle Regulations and Unleashed, Unlicensed Dogs - Trustee Stelter

This item was removed from the agenda.

Item #6 - Consideration of Town Paying for or Reimbursing the Public Officials Bond.

Trustee Hunter makes a motion to approve payment of premium public official’s bond renewal in the amount of \$262.50 pending Town Attorney Buchner’s review and approval to make sure we’re not breaking the code. Seconded by Mayor Pro-Tem Swartz.

The motion carries unanimously.

Mayor & Trustee Reports

Clerk Vetter reminds the Board of training on May 15 at 6 pm for the new agenda management system.

Town Administrator Wynn provides an update on the Ad Hoc Special Events.

Adjournment

Mayor Smith adjourns the meeting at 8:08PM.

Samira M. Vetter, Town Clerk

Paige Smith, Mayor



Record of Proceedings

Mayor Smith calls the meeting to order at 6:00 PM.

Roll Call

Present:

Mayor Smith

Mayor Pro-Tem Swartz

Trustee Czech

Trustee Heck

Trustee Hunter

Trustee Stelter (Zoom)

Trustee Valentine (Zoom)

Approval of Agenda

Mayor Smith notes that Trustee Stelter's agenda item of dogs on leashes, dog tags, and bicycle safety, which was removed in the last meeting, will be on the June 10th agenda. The Mayor also asked for Greg Pope's, of One Delta County, allocated presentation time to be extended to 10 minutes instead of the standard 5 minutes for presentations.

Mayor Pro-Tem Swartz makes a motion to suspend the 5-minute limitation and approve 10 minutes for One Delta County presentation by Greg. Seconded by Trustee Hunter.

The motion carries unanimously.

Trustee Hunter makes a motion to approve the agenda. Seconded by Trustee Heck.

The motion carries unanimously.

Announcements

Mayor Smith announced it was Public Works Appreciation Week last week and thanked them for everything they do for the Town.

Mayor Smith reads the Arbor Day Proclamation - May 17, 2025

Mayor Pro-Tem Swartz reads off the Appreciations and announces the launch of the Capital Campaign for Paradise Theatre to pay off their remaining mortgage. And announces the Western Slope Conservation Center (WSSC) is having their 23rd annual River Fest at River Park on Saturday, June 7th.

Public Comment

No public comments made.

Consent Agenda

- April 24, 2025 Special Meeting Minutes
- May 13, 2025 Regular Meeting Minutes
- License Renewal- Fiona's Bartique LLC
- Disbursements

Mayor Smith noted corrections for April 24th meeting minutes to include Trustee Heck as being present. Additionally, the May 13th meeting minutes should reflect May 15th.

Trustee Hunter makes a motion to approve the consent agenda with the aforementioned changes. Seconded by Trustee Heck.

The motion carries unanimously.

Staff Reports

Departmental Scorecards were presented and available for review, however no specific details were discussed.

Actions & Presentations

Public comments must be related to the agenda item, 3-minute time limit.

Item #1 - Consideration of Approval of an Intergovernmental Agreement with One Delta County
- Greg Pope

Greg Pope, Executive Director for One Delta County, gives a presentation about One Delta County. Clarification is also made as to the percentage of fees paid in previous years, current year, and for the upcoming year.

Public Comment:

M. Durlin questions comments made by Mr. Pope at a City of Delta meeting, which were answered by him.

Mayor Pro-Tem Swartz makes a motion to approve the IGA with One Delta County through December 31, 2030. Seconded by Trustee Hunter

The motion carries unanimously.

Item #2 - Consideration of Directing Staff on Enforcing Section 16-11-20 of the Paonia Municipal Code

There was a short discussion between Trustees and the Town Attorney.

Trustee Hunter makes a motion to direct staff to follow Town Attorney Buchner's memo while enforcing Town of Paonia Municipal Code Section 16-11-20 for home occupations. Seconded by Mayor Pro-Tem Swartz.

The motion carries unanimously.

Item #3 - Consideration of Directing Staff to Prepare Ordinance for Special Events

Trustee Hunter gives background and summaries from the Ad-Hoc Special Events Committee meetings.

Public Comment:

M. Durlin: asked for clarification as of cleaning responsibilities.

Mayor Pro-Tem Swartz makes a motion to approve directing staff to prepare an ordinance for Special Events, according to the attached notes, and bring it forward to the board for a future vote. Seconded by Trustee Hunter.

The motion carries unanimously.

Item #4 - Review of Final Draft of Water/Wastewater Construction & Design Standards

The board discusses definitions of Distribution and Transmission lines as well as a minor correction.

Mayor Pro-Tem Swartz makes a motion that after staff reviews the distribution and transmission sizes and removes the fax number, to accept the draft water/wastewater construction and design standards, and to instruct staff to move forward in the process for adoption. Seconded by Trustee Hunter.

The motion carries unanimously.

Item #5 - Consideration of Approval of an Updated IGA with Colorado Department of Transportation for both the RMS and SRTS Grants.

Mayor Pro-Tem Swartz makes a motion to approve the updated IGA with the Colorado Department of Transportation for both Revitalizing Main Street and Safe Routes to School grants. Seconded by Trustee Hunter.

The motion carries unanimously.

Mayor & Trustee Reports

None

Adjournment

Mayor Smith adjourns the meeting at 7:55 PM.

Samira M. Vetter, Town Clerk

Paige Smith, Mayor

DRAFT

Report dates: 4/1/2025-7/31/2025

Jun 06, 2025 08:17AM

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
ADP, INC								
1352	ADP, INC	691790689	ADMIN PAYROLL	05/30/2025	35.80	10-41-20	LEGAL, ENGINEERING & PR	06/30/2025
1352	ADP, INC	691790689	WATER PAYROLL	05/30/2025	35.80	60-50-20	LEGAL, ENGINEERING & PR	06/30/2025
1352	ADP, INC	691790689	WW PAYROLL	05/30/2025	35.80	70-51-20	LEGAL, ENGINEERING & PR	06/30/2025
1352	ADP, INC	691790689	SANITATION PAYROLL	05/30/2025	35.80	80-52-20	LEGAL, ENGINEERING & PR	06/30/2025
1352	ADP, INC	691790689	PD PAYROLL	05/30/2025	35.80	10-42-20	LEGAL, ENGINEERING & PR	06/30/2025
Total ADP, INC:					179.00			
AMAZON BUSINESS								
1341	AMAZON BUSINESS	14PD-JXRQ-LJ	Chair	06/01/2025	226.99	10-41-74	MACHINERY & EQUIPMENT	06/30/2025
1341	AMAZON BUSINESS	1GMG-CXMT-	Public Work Supplies	06/01/2025	13.84	70-51-16	OPERATING SUPPLIES	06/30/2025
1341	AMAZON BUSINESS	1GMG-CXMT-	Public Work Supplies	06/01/2025	348.71	10-46-73	BUILDING IMPROVEMENTS	06/30/2025
1341	AMAZON BUSINESS	1GMG-CXMT-	Public Work Supplies	06/01/2025	208.98	10-46-22	REPAIRS & MAINTENANCE	06/30/2025
1341	AMAZON BUSINESS	1GMG-CXMT-	Public Work Supplies	06/01/2025	22.05	10-45-25	SHOP EXPENSE	06/30/2025
1341	AMAZON BUSINESS	1GMG-CXMT-	Public Work Supplies	06/01/2025	22.05	10-46-25	SHOP EXPENSE	06/30/2025
1341	AMAZON BUSINESS	1GMG-CXMT-	Public Work Supplies	06/01/2025	22.05	60-50-25	SHOP EXPENSE	06/30/2025
1341	AMAZON BUSINESS	1GMG-CXMT-	Public Work Supplies	06/01/2025	22.05	70-51-25	SHOP EXPENSE	06/30/2025
1341	AMAZON BUSINESS	1GMG-CXMT-	Public Work Supplies	06/01/2025	1.00	80-52-25	SHOP EXPENSE	06/30/2025
1341	AMAZON BUSINESS	1GMG-CXMT-	Public Work Supplies	06/01/2025	2.36	10-45-15	OFFICE SUPPLIES	06/30/2025
1341	AMAZON BUSINESS	1GMG-CXMT-	Public Work Supplies	06/01/2025	2.36	10-46-15	OFFICE SUPPLIES	06/30/2025
1341	AMAZON BUSINESS	1GMG-CXMT-	Public Work Supplies	06/01/2025	2.36	80-52-15	OFFICE SUPPLIES	06/30/2025
1341	AMAZON BUSINESS	1GMG-CXMT-	Public Work Supplies	06/01/2025	2.36	60-50-15	OFFICE SUPPLIES	06/30/2025
1341	AMAZON BUSINESS	1GMG-CXMT-	Public Work Supplies	06/01/2025	2.37	70-51-15	OFFICE SUPPLIES	06/30/2025
1341	AMAZON BUSINESS	1XW1-XL4W-N	Amazon Order	06/01/2025	811.76	10-41-15	OFFICE SUPPLIES	06/30/2025
1341	AMAZON BUSINESS	1XW1-XL4W-N	Amazon Order	06/01/2025	21.79	10-42-15	OFFICE SUPPLIES	06/30/2025
1341	AMAZON BUSINESS	1XW1-XL4W-N	Amazon Order	06/01/2025	41.69	60-50-15	OFFICE SUPPLIES	06/30/2025
1341	AMAZON BUSINESS	1XW1-XL4W-N	Amazon Order	06/01/2025	26.62	70-51-15	OFFICE SUPPLIES	06/30/2025
1341	AMAZON BUSINESS	1XW1-XL4W-N	Amazon Order	06/01/2025	27.39	80-52-15	OFFICE SUPPLIES	06/30/2025
Total AMAZON BUSINESS:					1,828.78			
Archuleta, Benny								
1245	Archuleta, Benny	ARCH5-2025	Water Testing	06/01/2025	750.00	60-50-20	LEGAL, ENGINEERING & PR	06/30/2025
1245	Archuleta, Benny	ARCH5-2025	Water Testing	06/01/2025	750.00	70-51-20	LEGAL, ENGINEERING & PR	06/30/2025
Total Archuleta, Benny:					1,500.00			
Bachran, Mary								
1045	Bachran, Mary	04112025 TO 0	Grant Writing Activities	04/11/2025	75.00	60-50-20	LEGAL, ENGINEERING & PR	06/30/2025
1045	Bachran, Mary	04112025 TO 0	Grant Writing Activities	04/11/2025	75.00	10-45-20	LEGAL, ENGINEERING & PR	06/30/2025
Total Bachran, Mary:					150.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
Badger Meter, Inc.								
654	Badger Meter, Inc.	80195504	Water Metering	05/29/2025	80.96		60-50-31 DUES & SUBSCRIPTIONS	06/30/2025
Total Badger Meter, Inc.:					80.96			
BARDESSONA, BRAD								
1395	BARDESSONA, BRAD	EXPENSE REI	Expense Reimbursement	04/13/2025	109.82		10-42-26 TRAVEL, MEETINGS & TRAI	06/30/2025
1395	BARDESSONA, BRAD	EXPENSE REI	Expense Reimbursement	04/13/2025	20.00		10-42-23 VEHICLE EXPENSE	06/30/2025
Total BARDESSONA, BRAD:					129.82			
Black Hills Energy								
987	Black Hills Energy	3399726503	STREETS - GAS UTILITIES	05/21/2025	40.10		10-45-28 UTILITIES	06/30/2025
987	Black Hills Energy	3399726503	WATER - GAS UTILITIES	05/21/2025	40.10		60-50-28 UTILITIES	06/30/2025
987	Black Hills Energy	3399726503	WW - GAS UTILITIES	05/21/2025	40.10		70-51-28 UTILITIES	06/30/2025
987	Black Hills Energy	3399726503	SANITATION - GAS UTILITIES	05/21/2025	40.08		80-52-28 UTILITIES	06/30/2025
987	Black Hills Energy	4059650063	Gas Bill	05/21/2025	59.31		60-50-28 UTILITIES	06/30/2025
987	Black Hills Energy	7697789831	Gas Bill	05/21/2025	52.78		10-41-28 UTILITIES	06/30/2025
987	Black Hills Energy	7697789831	Gas Bill	05/21/2025	52.79		10-42-28 UTILITIES	06/30/2025
987	Black Hills Energy	9761633985	Gas Bill	05/21/2025	51.81		10-46-28 UTILITIES	05/31/2025
Total Black Hills Energy:					377.07			
Bolinger & Queen Inc								
14	Bolinger & Queen Inc	MAY STATEME	Apple Valley Sprinkler Repair	05/31/2025	158.74		10-46-22 REPAIRS & MAINTENANCE	06/30/2025
Total Bolinger & Queen Inc:					158.74			
Bruin Waste								
1307	Bruin Waste	437480	Portable Toilet	05/28/2025	99.75		60-50-24 RENTALS	06/30/2025
1307	Bruin Waste	437484	Portable Toilet for Parks while bat	05/28/2025	231.00		70-51-24 RENTALS	06/30/2025
Total Bruin Waste:					330.75			
CEBT								
1320	CEBT	0075818	Insurance	05/23/2025	26,790.00		10-0223 HEALTH/LIFE INSURANCE	06/30/2025
Total CEBT:					26,790.00			
Cedar Creek Supply LLC								
1284	Cedar Creek Supply LLC	INV-0561	Lagoon Treatment Gal.	05/15/2025	900.00		70-51-16 OPERATING SUPPLIES	06/30/2025
1284	Cedar Creek Supply LLC	INV-0566	Sodium Hypochlorite & Delivery	05/20/2025	1,767.00		60-50-14 CHEMICALS	06/30/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
Total Cedar Creek Supply LLC:					2,667.00			
City Of Grand Junction								
673	City Of Grand Junction	101008	Wastewater Lab	05/15/2025	138.00	70-51-20	LEGAL, ENGINEERING & PR	06/30/2025
Total City Of Grand Junction:					138.00			
CLOW VALVE COMPANY								
1339	CLOW VALVE COMPANY	198411	Batteries for ihydrants	05/30/2025	400.00	60-50-22	REPAIRS & MAINTENANCE	06/30/2025
Total CLOW VALVE COMPANY:					400.00			
Colorado Complete Clean LLC								
1450	Colorado Complete Clean LLC	1197	Admin	05/29/2025	193.75	10-41-20	LEGAL, ENGINEERING & PR	06/30/2025
1450	Colorado Complete Clean LLC	1197	PD	05/29/2025	193.75	10-42-20	LEGAL, ENGINEERING & PR	06/30/2025
1450	Colorado Complete Clean LLC	1197	Water	05/29/2025	387.50	60-50-20	LEGAL, ENGINEERING & PR	06/30/2025
1450	Colorado Complete Clean LLC	1197	Sewer	05/29/2025	387.50	70-51-20	LEGAL, ENGINEERING & PR	06/30/2025
1450	Colorado Complete Clean LLC	1197	Trash	05/29/2025	387.50	80-52-20	LEGAL, ENGINEERING & PR	06/30/2025
Total Colorado Complete Clean LLC:					1,550.00			
Column Software PBC								
1183	Column Software PBC	MAY STATEME	Publications	06/01/2025	38.88	10-43-30	PUBLISHING & ADS	06/30/2025
1183	Column Software PBC	MAY STATEME	Publications	06/01/2025	26.64	10-43-30	PUBLISHING & ADS	06/30/2025
1183	Column Software PBC	MAY STATEME	Publications	06/01/2025	28.08	60-50-72	CAP OUTLAY-Water Tank Reli	06/30/2025
1183	Column Software PBC	MAY STATEME	Publications	06/01/2025	31.00	10-43-30	PUBLISHING & ADS	06/30/2025
Total Column Software PBC:					124.60			
Delta County Landfill								
56	Delta County Landfill	MAY STATEME	Landfill Fee	05/31/2025	3,783.75	80-52-42	LANDFILL FEES	06/30/2025
Total Delta County Landfill:					3,783.75			
Delta Montrose Electric Assn.								
43	Delta Montrose Electric Assn.	JUNE STATEM	Energy Bill	06/01/2025	84.31	10-42-28	UTILITIES	06/30/2025
43	Delta Montrose Electric Assn.	JUNE STATEM	Energy Bill	06/01/2025	716.59	10-45-28	UTILITIES	06/30/2025
43	Delta Montrose Electric Assn.	JUNE STATEM	Energy Bill	06/01/2025	367.80	10-46-28	UTILITIES	06/30/2025
43	Delta Montrose Electric Assn.	JUNE STATEM	Energy Bill	06/01/2025	232.50	10-41-28	UTILITIES	06/30/2025
43	Delta Montrose Electric Assn.	JUNE STATEM	Energy Bill	06/01/2025	1,460.49	60-50-28	UTILITIES	06/30/2025
43	Delta Montrose Electric Assn.	JUNE STATEM	Energy Bill	06/01/2025	2,398.09	70-51-28	UTILITIES	06/30/2025
43	Delta Montrose Electric Assn.	JUNE STATEM	Energy Bill	06/01/2025	24.44	80-52-28	UTILITIES	06/30/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
Total Delta Montrose Electric Assn.:					5,284.22			
Dependable Lumber, Inc.								
46	Dependable Lumber, Inc.	MAY STATEME	Dependable Job #0	05/31/2025	1,173.94		10-46-73 BUILDING IMPROVEMENTS	06/30/2025
46	Dependable Lumber, Inc.	MAY STATEME	Dependable Job #0	05/31/2025	7.47		10-45-25 SHOP EXPENSE	06/30/2025
46	Dependable Lumber, Inc.	MAY STATEME	Dependable Job #0	05/31/2025	7.47		10-46-25 SHOP EXPENSE	06/30/2025
46	Dependable Lumber, Inc.	MAY STATEME	Dependable Job #0	05/31/2025	2.76		80-52-25 SHOP EXPENSE	06/30/2025
46	Dependable Lumber, Inc.	MAY STATEME	Dependable Job #0	05/31/2025	7.47		60-50-25 SHOP EXPENSE	06/30/2025
46	Dependable Lumber, Inc.	MAY STATEME	Dependable Job #0	05/31/2025	7.47		70-51-25 SHOP EXPENSE	06/30/2025
46	Dependable Lumber, Inc.	MAY STATEME	Dependable Job #0	05/31/2025	93.88		70-51-16 OPERATING SUPPLIES	06/30/2025
46	Dependable Lumber, Inc.	MAY STATEME	Dependable Job #0	05/31/2025	126.68		10-46-16 OPERATING SUPPLIES	06/30/2025
46	Dependable Lumber, Inc.	MAY STATEME	Dependable Job #0	05/31/2025	102.23		10-46-22 REPAIRS & MAINTENANCE	06/30/2025
46	Dependable Lumber, Inc.	MAY STATEME	Dependable Job #0	05/31/2025	174.67		10-45-22 REPAIRS & MAINTENANCE	06/30/2025
46	Dependable Lumber, Inc.	MAY STATEME	Dependable Job #0	05/31/2025	22.57		10-45-16 OPERATING SUPPLIES	06/30/2025
46	Dependable Lumber, Inc.	MAY STATEME	Dependable Job #0	05/31/2025	5.99		80-52-16 OPERATING SUPPLIES	06/30/2025
Total Dependable Lumber, Inc.:					1,732.60			
Duckworks Auto Parts Inc								
50	Duckworks Auto Parts Inc	03670038881	Kodiak - Make CDOT legal	05/21/2025	55.49		10-46-22 REPAIRS & MAINTENANCE	06/30/2025
50	Duckworks Auto Parts Inc	03670038881	Kodiak - Make CDOT legal	05/21/2025	55.49		10-45-22 REPAIRS & MAINTENANCE	06/30/2025
50	Duckworks Auto Parts Inc	03670038881	Kodiak - Make CDOT legal	05/21/2025	55.50		60-50-22 REPAIRS & MAINTENANCE	06/30/2025
50	Duckworks Auto Parts Inc	03670038881	Kodiak - Make CDOT legal	05/21/2025	55.50		70-51-22 REPAIRS & MAINTENANCE	06/30/2025
50	Duckworks Auto Parts Inc	03670038975	Street Sweeper	05/22/2025	125.42		10-45-22 REPAIRS & MAINTENANCE	06/30/2025
50	Duckworks Auto Parts Inc	03670039499	Trash Truck	05/29/2025	8.98		80-52-22 REPAIRS & MAINTENANCE	06/30/2025
Total Duckworks Auto Parts Inc:					356.38			
Elevate Fiber								
986	Elevate Fiber	3182112	Internet	06/01/2025	10.00		10-45-29 TELEPHONE & INTERNET	06/30/2025
986	Elevate Fiber	3182112	Internet	06/01/2025	10.00		10-46-29 TELEPHONE & INTERNET	06/30/2025
986	Elevate Fiber	3182112	Internet	06/01/2025	40.00		10-41-29 TELEPHONE & INTERNET	06/30/2025
986	Elevate Fiber	3182112	Internet	06/01/2025	40.00		10-42-29 TELEPHONE & INTERNET	06/30/2025
986	Elevate Fiber	3182112	Internet	06/01/2025	229.92		60-50-29 TELEPHONE & INTERNET	06/30/2025
986	Elevate Fiber	3182112	Internet	06/01/2025	179.91		70-51-29 TELEPHONE & INTERNET	06/30/2025
986	Elevate Fiber	3182112	Internet	06/01/2025	99.96		80-52-29 TELEPHONE & INTERNET	06/30/2025
Total Elevate Fiber:					609.79			
Empower Trust Company LLC								
1190	Empower Trust Company LLC	1300831479	Retirement Plan PPE	05/30/2025	3,905.80		10-0220 RETIREMENT PLAN	06/30/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
Total Empower Trust Company LLC:					3,905.80			
Fire & Police Pension Assn.								
63	Fire & Police Pension Assn.	05102025 TO 0	Payroll Ending	05/27/2025	4,071.27		10-0219 FPPA	06/30/2025
Total Fire & Police Pension Assn.:					4,071.27			
Heiniger, Cory								
1249	Heiniger, Cory	REIMBURSME	Cory Heiniger footwear reimburse	05/23/2025	30.00		70-51-03 SALARIES & WAGES	06/30/2025
1249	Heiniger, Cory	REIMBURSME	Cory Heiniger footwear reimburse	05/23/2025	30.00		60-50-03 SALARIES & WAGES	06/30/2025
1249	Heiniger, Cory	REIMBURSME	Cory Heiniger footwear reimburse	05/23/2025	30.00		10-45-03 SALARIES & WAGES	06/30/2025
1249	Heiniger, Cory	REIMBURSME	Cory Heiniger footwear reimburse	05/23/2025	30.00		10-46-03 SALARIES & WAGES	06/30/2025
1249	Heiniger, Cory	REIMBURSME	Cory Heiniger footwear reimburse	05/23/2025	30.00		80-52-03 SALARIES & WAGES	06/30/2025
Total Heiniger, Cory:					150.00			
Hollander, Margaret								
1454	Hollander, Margaret	REFUND	Refund of over payment for utilitie	05/31/2025	101.14		09-0107 UTILITY CASH CLEARING AC	06/30/2025
Total Hollander, Margaret:					101.14			
Kendall Excavating								
424	Kendall Excavating	2250	Water Break Minnesota Creek Rd	05/12/2025	138.86		60-50-22 REPAIRS & MAINTENANCE	06/30/2025
Total Kendall Excavating:					138.86			
Main Street Printers, Inc.								
261	Main Street Printers, Inc.	28724	Checks	06/02/2025	70.01		10-41-25 TOWN HALL EXPENSE	06/30/2025
261	Main Street Printers, Inc.	28724	Checks	06/02/2025	70.02		60-50-25 SHOP EXPENSE	06/30/2025
261	Main Street Printers, Inc.	28724	Checks	06/02/2025	70.02		70-51-25 SHOP EXPENSE	06/30/2025
261	Main Street Printers, Inc.	28724	Checks	06/02/2025	70.02		80-52-25 SHOP EXPENSE	06/30/2025
Total Main Street Printers, Inc.:					280.07			
NAPA - Paonia Auto Parts								
122	NAPA - Paonia Auto Parts	MAY STATEME	Auto parts	05/31/2025	2.70		10-45-22 REPAIRS & MAINTENANCE	06/30/2025
122	NAPA - Paonia Auto Parts	MAY STATEME	Auto parts	05/31/2025	4.20		70-51-22 REPAIRS & MAINTENANCE	06/30/2025
122	NAPA - Paonia Auto Parts	MAY STATEME	Auto parts	05/31/2025	4.19		80-52-25 SHOP EXPENSE	06/30/2025
122	NAPA - Paonia Auto Parts	MAY STATEME	Auto parts	05/31/2025	9.26		60-50-25 SHOP EXPENSE	06/30/2025
122	NAPA - Paonia Auto Parts	MAY STATEME	Auto parts	05/31/2025	9.25		10-46-25 SHOP EXPENSE	06/30/2025
122	NAPA - Paonia Auto Parts	MAY STATEME	Auto parts	05/31/2025	9.25		10-45-25 SHOP EXPENSE	06/30/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
Total NAPA - Paonia Auto Parts:					38.85			
Nazareus Stack & Wombacher LLC								
1456	Nazareus Stack & Wombacher L	7440	Professional Services	06/02/2025	1,172.00	60-50-20	LEGAL, ENGINEERING & PR	06/30/2025
Total Nazareus Stack & Wombacher LLC:					1,172.00			
Norris, Mary								
991	Norris, Mary	NORRIS-06-20	WATER NORRIS RETIREMENT	06/01/2025	560.00	60-50-44	NORRIS RETIREMENT	06/30/2025
991	Norris, Mary	NORRIS-06-20	WASTE WATER NORRIS RETIR	06/01/2025	560.00	70-51-44	NORRIS RETIREMENT	06/30/2025
Total Norris, Mary:					1,120.00			
North Fork Curators LLC								
1430	North Fork Curators LLC	REFUND	refund for over payment	05/14/2025	25.00	10-41-40	MISCELLANEOUS	06/30/2025
Total North Fork Curators LLC:					25.00			
Paonia Farm & Home Supply Inc								
125	Paonia Farm & Home Supply Inc	MAY STATEME	Public Work supplies	05/31/2025	20.73	10-45-22	REPAIRS & MAINTENANCE	06/30/2025
125	Paonia Farm & Home Supply Inc	MAY STATEME	Public Work supplies	05/31/2025	49.45	10-46-22	REPAIRS & MAINTENANCE	06/30/2025
125	Paonia Farm & Home Supply Inc	MAY STATEME	Public Work supplies	05/31/2025	124.73	10-46-73	BUILDING IMPROVEMENTS	06/30/2025
Total Paonia Farm & Home Supply Inc:					194.91			
Phonz +								
499	Phonz +	18546	IT Support	06/01/2025	653.77	70-51-31	DUES & SUBSCRIPTIONS	06/30/2025
499	Phonz +	18546	IT Support	06/01/2025	653.77	80-52-31	DUES & SUBSCRIPTIONS	06/30/2025
499	Phonz +	18546	IT Support	06/01/2025	653.77	60-50-31	DUES & SUBSCRIPTIONS	06/30/2025
499	Phonz +	18546	IT Support	06/01/2025	653.77	10-41-31	DUES & SUBSCRIPTIONS	06/30/2025
499	Phonz +	18546	IT Support	06/01/2025	653.78	10-42-31	DUES & SUBSCRIPTIONS	06/30/2025
Total Phonz +:					3,268.86			
Pioneer								
1319	Pioneer	153893130-00	Wood Chips for Park	05/27/2025	3,080.00	10-46-22	REPAIRS & MAINTENANCE	06/30/2025
Total Pioneer:					3,080.00			
PROFESSIONAL MANAGEMENT SOLUTIONS								
1325	PROFESSIONAL MANAGEMENT	85075	ADMIN - FINANCIAL CONSULTI	05/29/2025	300.00	10-41-20	LEGAL, ENGINEERING & PR	06/30/2025
1325	PROFESSIONAL MANAGEMENT	85075	PD - FINANCIAL CONSULTING	05/29/2025	300.00	10-42-20	LEGAL, ENGINEERING & PR	06/30/2025
1325	PROFESSIONAL MANAGEMENT	85075	WATER - FINANCIAL CONSULTI	05/29/2025	600.00	60-50-20	LEGAL, ENGINEERING & PR	06/30/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
1325	PROFESSIONAL MANAGEMENT	85075	WW - FINANCIAL CONSULTING	05/29/2025	600.00	70-51-20	LEGAL, ENGINEERING & PR	06/30/2025
1325	PROFESSIONAL MANAGEMENT	85075	SANITATION - FINANCIAL CONS	05/29/2025	600.00	80-52-20	LEGAL, ENGINEERING & PR	06/30/2025
Total PROFESSIONAL MANAGEMENT SOLUTIONS:					2,400.00			
RESPEC Company LLC								
1124	RESPEC Company LLC	INV04240924	For professional services through	05/21/2025	200.00	60-50-69	CAPTAL OUTLY-Raw Water M	06/30/2025
1124	RESPEC Company LLC	INV04250917	Paonia Water / WW General Engi	05/21/2025	2,515.00	70-51-20	LEGAL, ENGINEERING & PR	06/30/2025
1124	RESPEC Company LLC	INV04250918	Water CIP Phase 1 - Water Syste	05/21/2025	9,323.75	60-50-69	CAPTAL OUTLY-Raw Water M	06/30/2025
1124	RESPEC Company LLC	INV04250918	Water CIP Phase 1 - Water Syste	05/21/2025	28,288.21	60-50-72	CAP OUTLAY-Water Tank Reli	06/30/2025
1124	RESPEC Company LLC	INV04250925	Project: Sewer PNA	05/21/2025	530.00	70-51-20	LEGAL, ENGINEERING & PR	06/30/2025
Total RESPEC Company LLC:					40,656.96			
SGM, INC.								
1335	SGM, INC.	2013-471.013-	2MG Tank Re-Coating	05/27/2025	420.00	60-50-72	CAP OUTLAY-Water Tank Reli	06/30/2025
1335	SGM, INC.	2013-471.014-	5th St & Grand Ave Re-Alignment	05/27/2025	4,819.25	10-45-72	CAP OUTLAY-5th ST REALIG	06/30/2025
Total SGM, INC.:					5,239.25			
Shums Coda Associates								
1170	Shums Coda Associates	19165	Plan Review Hours	04/01/2025	300.00	10-43-20	LEGAL, ENGINEERING & PR	06/30/2025
Total Shums Coda Associates:					300.00			
THE HARTFORD								
1404	THE HARTFORD	857907883806	Insurance	06/01/2025	289.76	10-0226	THE HARTFORD	06/30/2025
Total THE HARTFORD:					289.76			
T-MOBILE								
1374	T-MOBILE	MAY 21ST STA	Phones	05/21/2025	441.75	10-42-29	TELEPHONE & INTERNET	06/30/2025
1374	T-MOBILE	MAY 21ST STA	Phones	05/21/2025	170.68	10-41-29	TELEPHONE & INTERNET	06/30/2025
1374	T-MOBILE	MAY 21ST STA	Phones	05/21/2025	50.19	10-45-29	TELEPHONE & INTERNET	06/30/2025
1374	T-MOBILE	MAY 21ST STA	Phones	05/21/2025	50.20	10-46-29	TELEPHONE & INTERNET	06/30/2025
1374	T-MOBILE	MAY 21ST STA	Phones	05/21/2025	120.47	60-50-29	TELEPHONE & INTERNET	06/30/2025
1374	T-MOBILE	MAY 21ST STA	Phones	05/21/2025	50.19	70-51-29	TELEPHONE & INTERNET	06/30/2025
1374	T-MOBILE	MAY 21ST STA	Phones	05/21/2025	120.51	80-52-29	TELEPHONE & INTERNET	06/30/2025
Total T-MOBILE:					1,003.99			
United Merchants Bank								
1371	United Merchants Bank	UMB STATEM	One-Cccma	05/31/2025	44.75	10-41-26	TRAVEL, MEETINGS & TRAI	06/30/2025
1371	United Merchants Bank	UMB STATEM	One-Cccma	05/31/2025	44.75	60-50-26	TRAVEL, MEETINGS & TRAI	06/30/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
1371	United Merchants Bank	UMB STATEM	One-Cccma	05/31/2025	44.75	70-51-26	TRAVEL, MEETINGS & TRAI	06/30/2025
1371	United Merchants Bank	UMB STATEM	One-Cccma	05/31/2025	44.75	80-52-26	TRAVEL, MEETINGS & TRAI	06/30/2025
1371	United Merchants Bank	UMB STATEM	One-Cccma	05/31/2025	22.37	10-45-26	TRAVEL, MEETINGS & TRAI	06/30/2025
1371	United Merchants Bank	UMB STATEM	One-Cccma	05/31/2025	22.38	10-46-26	TRAVEL, MEETINGS & TRAI	06/30/2025
1371	United Merchants Bank	UMB STATEM	One-Cccma	05/31/2025	44.75	60-50-26	TRAVEL, MEETINGS & TRAI	06/30/2025
1371	United Merchants Bank	UMB STATEM	One-Cccma	05/31/2025	44.75	70-51-26	TRAVEL, MEETINGS & TRAI	06/30/2025
1371	United Merchants Bank	UMB STATEM	One-Cccma	05/31/2025	44.75	80-52-26	TRAVEL, MEETINGS & TRAI	06/30/2025
1371	United Merchants Bank	UMB STATEM	Police Dept-Conoco - Stop N Sav	05/31/2025	28.00	10-42-26	TRAVEL, MEETINGS & TRAI	06/30/2025
1371	United Merchants Bank	UMB STATEM	Police Dept-Vistaprint	05/31/2025	56.66	10-42-16	OPERATING SUPPLIES	06/30/2025
1371	United Merchants Bank	UMB STATEM	Santiago-Usps.Com Postal Store	05/31/2025	113.15	10-41-17	POSTAGE	06/30/2025
1371	United Merchants Bank	UMB STATEM	Santiago-Usps.Com Postal Store	05/31/2025	113.15	10-42-17	POSTAGE	06/30/2025
1371	United Merchants Bank	UMB STATEM	Santiago-Usps.Com Postal Store	05/31/2025	226.30	60-50-17	POSTAGE	06/30/2025
1371	United Merchants Bank	UMB STATEM	Santiago-Usps.Com Postal Store	05/31/2025	226.30	70-51-17	POSTAGE	06/30/2025
1371	United Merchants Bank	UMB STATEM	Santiago-Usps.Com Postal Store	05/31/2025	226.30	80-52-17	POSTAGE	06/30/2025
1371	United Merchants Bank	UMB STATEM	Santiago-Usps Po 0769660541	05/31/2025	48.40	10-41-17	POSTAGE	06/30/2025
1371	United Merchants Bank	UMB STATEM	Santiago-Usps Po 0769660541	05/31/2025	9.68	70-51-17	POSTAGE	06/30/2025
1371	United Merchants Bank	UMB STATEM	Santiago-Govpros Srvs Fee	05/31/2025	1.00	10-41-20	LEGAL, ENGINEERING & PR	06/30/2025
1371	United Merchants Bank	UMB STATEM	Santiago-Delta County Clerk	05/31/2025	39.00	10-41-20	LEGAL, ENGINEERING & PR	06/30/2025
1371	United Merchants Bank	UMB STATEM	Wynn-Ada Sign Factory	05/31/2025	138.00	10-46-25	SHOP EXPENSE	06/30/2025
1371	United Merchants Bank	UMB STATEM	Wynn-Ada Sign Factory	05/31/2025	45.90	10-41-25	TOWN HALL EXPENSE	06/30/2025
1371	United Merchants Bank	UMB STATEM	Wynn-Apa	05/31/2025	140.89	10-41-31	DUES & SUBSCRIPTIONS	06/30/2025
1371	United Merchants Bank	UMB STATEM	Wynn-Cooleys Heating Cooli	05/31/2025	7.49	10-41-22	REPAIRS & MAINTENANCE	06/30/2025
1371	United Merchants Bank	UMB STATEM	Wynn-Cooleys Heating Cooli	05/31/2025	7.48	10-42-22	REPAIRS & MAINTENANCE	06/30/2025
1371	United Merchants Bank	UMB STATEM	Wynn-Cooleys Heating Cooli	05/31/2025	14.96	60-50-22	REPAIRS & MAINTENANCE	06/30/2025
1371	United Merchants Bank	UMB STATEM	Wynn-Cooleys Heating Cooli	05/31/2025	14.96	70-51-22	REPAIRS & MAINTENANCE	06/30/2025
1371	United Merchants Bank	UMB STATEM	Wynn-Cooleys Heating Cooli	05/31/2025	14.96	80-52-22	REPAIRS & MAINTENANCE	06/30/2025
1371	United Merchants Bank	UMB STATEM	Laiminger-Hellman Motor Co	05/31/2025	186.79	10-42-23	VEHICLE EXPENSE	06/30/2025
1371	United Merchants Bank	UMB STATEM	Public Works-Tractor Supply Co #	05/31/2025	218.99	10-45-16	OPERATING SUPPLIES	06/30/2025
1371	United Merchants Bank	UMB STATEM	Public Works-Grand Valley Garag	05/31/2025	1,450.00	10-46-22	REPAIRS & MAINTENANCE	06/30/2025
Total United Merchants Bank:					3,686.36			
Wells, Tom								
1453	Wells, Tom	REIMBURSEM	Reimbursment for tree	05/14/2025	147.38	10-45-20	LEGAL, ENGINEERING & PR	06/30/2025
Total Wells, Tom:					147.38			
WRIGHT WATER ENGINEERS, INC.								
1385	WRIGHT WATER ENGINEERS, I	73036	Hydrogeological Study	05/28/2025	821.50	60-50-69	CAPTAL OUTLY-Raw Water M	06/30/2025
Total WRIGHT WATER ENGINEERS, INC.:					821.50			
Xpress Bill Pay								
1436	Xpress Bill Pay	INV-XPR02485	Xpress Processing	05/31/2025	7.10	10-41-31	DUES & SUBSCRIPTIONS	06/30/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
1436	Xpress Bill Pay	INV-XPR02485	Xpress Processing	05/31/2025	14.19		10-42-31 DUES & SUBSCRIPTIONS	06/30/2025
1436	Xpress Bill Pay	INV-XPR02485	Xpress Processing	05/31/2025	14.19		10-43-31 DUES & SUBSCRIPTIONS	06/30/2025
1436	Xpress Bill Pay	INV-XPR02485	Xpress Processing	05/31/2025	35.48		60-50-31 DUES & SUBSCRIPTIONS	06/30/2025
1436	Xpress Bill Pay	INV-XPR02485	Xpress Processing	05/31/2025	35.48		70-51-31 DUES & SUBSCRIPTIONS	06/30/2025
1436	Xpress Bill Pay	INV-XPR02485	Xpress Processing	05/31/2025	35.47		80-52-31 DUES & SUBSCRIPTIONS	06/30/2025
Total Xpress Bill Pay:					141.91			
Grand Totals:					120,605.33			

Board Meeting Date: _____

Town Administrator: _____

Finance Committee/Mayor: _____

Finance Committee/Trustee: _____

Trustees: _____

Date Reviewed: _____

ACCOUNT	DESCRIPTION	May 30th 2025 ACTUAL
UBB Accounts		
		CURRENT BALANCES
x3637	Pooled Cash - 4.07% Interest Rate	\$ 2,926,622.83
x0857	Conservation Trust Fund - 0.1% Interest Rate	\$ 28,939.54
x3858	Grant Pass Through - 0.00% Interest Rate (May Close Account)	\$ 25,025.00
x0571	Internal Grants - 0.00% Interest Rate (Needed to Receive Grants from State)	\$ 40,912.00
x0733	Operating (Main Account) - 0.00% Interest Rate	\$ 563,299.07
x3629	Payroll - 0.00% Interest Rate	\$ 2,956.16
x2318	WWTP - 0.15% Interest Rate (Debt Reserves)	\$ 58,799.77
	Subgroup : Total UBB Accounts	\$ 3,646,554.37
ColoTrust Investment Accounts		
x8001	General Fund - 4.3827% 30-Day Yield	\$ 612,627.96
x8002	Sewer Restricted - 4.3827% 30-Day Yield	\$ 610,429.26
x8003	Debt Reserve - 4.3827% 30-Day Yield	\$ 122,999.10
x8004	Bridge Reserve - 4.3827% 30-Day Yield	\$ 677,425.79
x8005	Water - 4.3827% 30-Day Yield	\$ 507,897.58
	Subgroup : ColoTrust Investment Accounts	\$ 2,531,379.69
TOTAL BANK ACCOUNTS		\$3,646,554.37
TOTAL INVESTMENT ACCOUNTS		\$2,531,379.69
TOTAL CURRENT BALANCE ALL ACCOUNTS		\$6,177,934.06

Grant Description	Granting Agency	Total Award	Date Awarded	Amount Rec'd.	Contract Expiration	Revenue Account	Expenditure Account	Consultant/ Contractor	Total Contract Price	Remaining Balance of Grant
EIAF - A00278 Paonia Code Revision	DOLA	\$ 25,000.00	11/27/2023	\$ 9,801.85	11/27/2024	10-35-20	10-41-75	Sustainable Futures	\$ 38,000.00	\$ 15,198.15
EIAF - A00232 Paonia Comprehensive Plan Update	DOLA	\$ 25,000.00	2/1/2023	\$ 23,749.99	9/30/2024	10-35-20	10-41-75	Phoenix Rising Resources (w/ 1 CO)	\$ 68,275.00	\$ 1,250.01
HHOP - PLN064 Housing Needs Assessment and Action Plan - FINAL - DEOBLIGATING \$1,809.38	DOLA	\$ 59,850.00	11/28/2022	\$ 58,040.62	7/31/2025	10-35-20	10-41-75	Urban Rural Continuum (w/ 2 CO)	\$ 86,147.50	\$ 1,809.38
EIAF-25-039 (Tier II) - 25039 Paonia Westernloop Water Main Replacement	DOLA	\$ 1,000,000.00	3/18/2025	\$ -	3/18/2026	30-36-30	60-50-70	TBD	TBD	\$ 1,000,000.00
EIAF (Tier II) - 9721 Paonia Water Tank Relining	DOLA	\$ 956,000.00	4/3/2024	\$ 170,037.53	10/31/2025	60-36-30	60-50-70	Earthworx for Sitework - Relining Contractor TBD	TBD	\$ 785,962.47
Town Park & Apple Valley Park Restroom Renovations	Colorado Grand	\$ 17,000.00	2023	\$ 17,000.00	12/31/2024	10-35-20	10-46-73	STAFF	Approx. \$50,000	\$
SAFE PATHWAYS FOR PAONIA - 5TH AND GRAND REALIGNMENT										
RMS - M035-003 (25364) Safe Pathways for Paonia (5th & Grand)	CDOT	\$ 1,040,774.00	10/20/2023	\$ -	8/27/2033	10-35-20	10-45-70	TBD	TBD	\$ 1,040,774.00
SRTS -	CDOT	\$ 872,825.00	4/16/2025	\$ -	TBD	10-35-20	10-45-70	TBD	TBD	\$ 872,825.00
HYDROGEOLOGICAL STUDY										
CFP - 2023-19 Paonia Hydrogeological Study	Col. River Water Conservation District	\$ 25,000.00	5/30/2023	\$ 12,500.00	6/1/2026	60-36-30	60-50-75	Wright Water Engineering		\$ 12,500.00
(CWCB) WSRF Grant - POGG1 2024-2691 Hydrogeological Study of Paonia Spring Complexes	Col. Water Conservation Board	\$ 147,975.00	11/27/2023	\$ -	11/27/2028	60-36-30	60-50-70	Wright Water Engineering		\$ 147,973.00
	CWCB Task 1	Engineering & Data Review	\$ 50,570.00							
	CWCB Task 2	Subsurface	\$ 97,403.00							
	CWCB Task 3	Metering	\$ -							
				\$ 12,500.00		60-36-30	60-50-70	Wright Water	\$ 197,974.00	\$ 160,473.00
GRANT14002201 - Funding Opportunity No. R23AS00109 - Water SMART Planning & Project Design Grant - Paonia, "Watershed and Water System Strategy Plans for Resiliency in the Face of Change"	Bureau of Reclamation	Notice to Proceed Received 5.7.2025								
		\$ 250,000.00	4/23/2024	\$ -	TBD	60-36-30	60-50-70	TBD	TBD	\$ 250,000.00
SS4A - Safe Streets for All - Supplemental Planning and Demonstration Grant	USDOT (FHWA)	\$ 293,974.00	6/18/2024	\$ -	TBD	10-35-20	10-45-20	No Notice to Proceed as of 5.30.2025	TBD	\$ 293,974.00
Total Grant Funding								\$ 4,713,398.00		
Total Received								\$ 303,629.99	Remaining Grant Balance	\$ 4,409,768.01

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	MAY 31ST ACTUAL	% R
General Fund				
10-31-01	PROPERTY TAXES	\$ 160,000.00	\$ 104,935.29	66%
10-31-02	S.O. AUTO TAXES	\$ 21,000.00	\$ 9,520.65	45%
10-31-03	SALES TAX - TOWN	\$ 530,000.00	\$ 231,137.21	44%
10-31-04	SALES TAX - COUNTY	\$ 130,000.00	\$ 76,367.75	59%
10-31-05	SALES TAX - STATE MARIJUANA	\$ 25,000.00	\$ 2,685.19	11%
10-31-06	CIGARETTE TAX	\$ 1,500.00	\$ 430.85	29%
10-31-07	FRANCHISE TAX	\$ 60,000.00	\$ 31,443.47	52%
10-31-08	PENALTY & INTEREST	\$ 500.00	\$ 36.73	7%
10-31-09	DELINQUENT TAX	\$ -	\$ -	
10-31-10	ABATEMENTS	\$ -	\$ -	
10-31-11 (22-31-06)	MARIJUANA OCCUPATIONAL TAX (Transaction Fee)	\$ 100,000.00	\$ 27,595.00	28%
	Subgroup : TAXES	\$ 1,028,000.00	\$ 484,152.14	47%
General Fund				
10-32-01	LIQUOR LICENSES	\$ 4,500.00	\$ 2,922.50	65%
10-32-02	MISCELLANEOUS PERMITS	\$ 10,000.00	\$ 4,345.00	43%
10-32-03	BUILDING PERMITS	\$ 45,000.00	\$ 9,768.22	22%
10-32-04	SPECIAL REVIEWS	\$ 4,500.00	\$ -	0%
10-32-05	ZONING VERIFICATION & ADMINISTRATIVE REVIEWS	\$ 500.00	\$ 500.00	100%
10-32-06	VIN INSPECTIONS	\$ 1,500.00	\$ 630.00	42%
10-32-07	PRE-APPLICATION MEETINGS	\$ 1,000.00	\$ -	0%
10-32-08	SHORT TERM RENTAL LICENSES	\$ 9,000.00	\$ -	0%
10-32-09 (26-30-01)	SIDEWALK FEE	\$ 30,000.00	\$ 10,126.33	34%
10-32-10	MARIJUANA LICENSING FEE	\$ 4,500.00	\$ -	0%
	Subgroup : LICENSES, PERMITS & FEES	\$ 110,500.00	\$ 28,292.05	26%
General Fund				
10-33-01	HIGHWAY USER TAX	\$ 46,950.00	\$ 22,723.88	48%
10-33-02	MOTOR VEHICLE - \$1.50	\$ 1,500.00	\$ 575.15	38%
10-33-03	MOTOR VEHICLE - \$2.50	\$ 3,500.00	\$ 1,422.79	41%
10-33-07	SEVERANCE TAX	\$ 5,000.00	\$ -	0%
10-33-08	MINERAL LEASING	\$ 10,000.00	\$ -	0%
10-33-09 (40-38-01)	CONSERVATION TRUST FUND	\$ 3,500.00	\$ 2,196.72	63%
10-33-10	ROAD & BRIDGE	\$ 7,500.00	\$ 5,044.02	67%
	Subgroup : INTERGOVERNMENTAL REVENUES	\$ 77,950.00	\$ 31,962.56	41%
General Fund				
10-34-01	COURT FINES	\$ 1,000.00	\$ 507.50	51%
10-34-02	POLICE FINES	\$ 7,500.00	\$ 5,035.00	67%
10-34-03	MISCELLANEOUS FINES - BONDS	\$ 100.00	\$ 190.00	190%
10-34-04	OTHER AGENCY CONTRIBUTIONS - PD (B2B COUNTY)	\$ 200,000.00	\$ 104,444.97	52%
10-34-05	DOG TAGS	\$ 400.00	\$ 410.00	103%
10-34-06	CODE ENFORCEMENT VIOLATIONS	\$ 2,500.00	\$ -	0%
10-34-10	LAW ENFORCEMENT COST ALLOCATION	\$ -	\$ -	
10-34-50	PD GRANT	\$ -	\$ -	0%
	Subgroup : FINES AND FORFEITURES	\$ 211,500.00	\$ 110,587.47	52%

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	MAY 31ST ACTUAL	% R
General Fund				
10-35-01	RENTS & ROYALTIES	\$ 8,500.00	\$ 23,022.23	271%
10-35-02	MOTOR FUEL TAX REFUNDS	\$ -	\$ -	
10-35-04	INTEREST INCOME	\$ 145,000.00	\$ 75,346.65	52%
10-35-05	LATE CHARGES	\$ 5,000.00	\$ 1,546.66	31%
10-35-06	OTHER INCOME	\$ 1,000.00	\$ 5,471.62	547%
10-35-07	INSURANCE PROCEEDS (NEEDS ADDED)	\$ -	\$ -	
10-35-09	PARK DONATIONS	\$ -	\$ -	
10-35-10	OTHER AGENCY CONTRIBUTIONS	\$ -	\$ -	
10-35-13	BRIDGE RESERVE	\$ -	\$ -	
10-35-15	REFUND OF EXPENDITURES	\$ 1,000.00	\$ 3,575.17	358%
10-35-16	RESTITUTION	\$ 5,200.00	\$ 4,835.05	93%
10-35-18	SALES OF ASSETS	\$ 32,000.00	\$ -	
10-35-20	GRANT REVENUE	\$ 1,260,592.00	\$ 6,130.62	0%
	Subgroup : MISCELLANEOUS REVENUES	\$ 1,458,292.00	\$ 119,928.00	8%
General Fund				
10-39-99	TRANSFER REVENUE	\$ 2,022,258.00	\$ -	
	Subgroup : TRANSFERS	\$ 2,022,258.00	\$ -	
General Fund				
	TOTAL GENERAL FUND REVENUES	\$ 4,908,500.00	\$ 735,004.17	15%
General Fund				
	NET SURPLUS (DEFICIT) - General Fund	\$ -	\$ 89,480.18	

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	MAY 31ST ACTUAL
ADMINISTRATION	PERSONNEL SERVICES		
10-41-01	MAYOR & TRUSTEES	\$ 2,400.00	\$ 3,500.00
10-41-02	TOWN ADMINISTRATOR/CONTRACT LABOR	\$ 39,000.00	\$ 13,208.01
10-41-03	SALARIES & WAGES	\$ 75,000.00	\$ 29,477.58
10-41-04	EMPLOYER FICA	\$ 7,500.00	\$ 3,177.81
10-41-05	EMPLOYER MEDICARE	\$ 1,800.00	\$ 743.17
10-41-06	UNEMPLOYMENT TAX	\$ 400.00	\$ 124.41
10-41-07	INSURANCE BENEFITS	\$ 26,000.00	\$ 9,678.19
10-41-08	RETIREMENT BENEFITS	\$ 5,500.00	\$ 1,908.48
10-41-09	LIFE/DISABILITY INSURANCE	\$ 500.00	\$ -
10-41-10	WORKMEN'S COMPENSATION	\$ 1,500.00	\$ 600.00
10-41-13	OVERTIME	\$ 2,900.00	\$ 1,386.00
	Subgroup : Personnel Services	\$ 162,500.00	\$ 63,803.65
		Percent Realized	39%
ADMINISTRATION	OPERATING		
10-41-15	OFFICE SUPPLIES	\$ 2,000.00	\$ 523.10
10-41-16	OPERATING SUPPLIES	\$ 3,500.00	\$ 165.69
10-41-17	POSTAGE	\$ 500.00	\$ 555.88
10-41-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$ 70,100.00	\$ 19,672.21
10-41-21	AUDIT & BUDGET EXPENSE	\$ 5,500.00	\$ -
10-41-22	REPAIRS & MAINTENANCE	\$ 1,500.00	\$ 279.96
10-41-23	VEHICLE EXPENSE	\$ 2,000.00	\$ -
10-41-25	TOWN HALL EXPENSE	\$ 6,000.00	\$ 248.34
10-41-26	TRAVEL, MEETINGS, & TRAININGS	\$ 10,000.00	\$ 3,671.65
10-41-27	INSURANCE & BONDS	\$ 10,000.00	\$ 5,171.62
10-41-28	UTILITIES	\$ 5,000.00	\$ 1,385.68
10-41-29	TELEPHONE & INTERNET	\$ 2,500.00	\$ 772.06
10-41-30	PUBLISHING ADS	\$ 2,000.00	\$ 233.79
10-41-31	DUES & SUBSCRIPTIONS	\$ 35,000.00	\$ 5,420.91
10-41-33	DATA PROCESSING	\$ 8,000.00	\$ 1,215.41
10-41-40	MISCELLANEOUS	\$ 4,500.00	\$ 15.95
10-41-43	CULTURAL EVENTS	\$ 2,500.00	\$ -
10-41-44	HUMAN SERVICES	\$ 5,000.00	\$ 6,100.00
10-41-45	BUILDING INSPECTOR	\$ -	\$ -
	Subgroup : Operating Expenditures	\$ 175,600.00	\$ 45,432.25
		Percent Realized	26%
ADMINISTRATION	CAPITAL OUTLAY & TRANSFERS		
10-41-73	BUILDING IMPROVEMENTS	\$ 18,000.00	\$ -
10-41-74	MACHINERY & EQUIPMENT	\$ 18,000.00	\$ 1,793.98
10-41-75	GRANT PROJECTS	\$ -	\$ -
10-41-90	TREASURER'S FEE	\$ 7,000.00	\$ 5,717.70
10-41-99	TRANSFERS	\$ -	\$ -
	Subgroup : CAPITAL OUTLAY	\$ 43,000.00	\$ 7,511.68
		Percent Realized	31%
TOTAL		\$ 381,100.00	\$ 116,747.58
		Percent Realized	31%

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	MAY 31ST ACTUAL
LAW ENFORCEMENT PERSONNEL SERVICES			
10-42-02	CONTRACT LABOR (JUDGE)	\$ 6,600.00	\$ 2,750.00
10-42-03	SALARIES & WAGES	\$ 465,000.00	\$ 201,688.18
10-42-04	EMPLOYER FICA	\$ 32,000.00	\$ 1,591.47
10-42-05	EMPLOYER MEDICARE	\$ 7,500.00	\$ 2,929.70
10-42-06	UNEMPLOYMENT TAX	\$ 1,100.00	\$ 425.99
10-42-07	INSURANCE BENEFITS	\$ 75,000.00	\$ 32,637.91
10-42-08	RETIREMENT BENEFITS	\$ 12,000.00	\$ 4,649.79
10-42-09	LIFE/DISABILITY INSURANCE	\$ 1,500.00	\$ -
10-42-10	WORKMEN'S COMPENSATION	\$ 14,400.00	\$ 6,500.00
10-42-11	FPPA PENSION	\$ 44,000.00	\$ 18,647.43
10-42-12	FPPA D&D	\$ 8,500.00	\$ 7,089.20
10-42-13	OVERTIME	\$ 20,000.00	\$ 4,812.50
	Subgroup : Personnel Services	\$ 687,600.00	\$ 283,722.17
		Percent Realized	41%
LAW ENFORCEMENT OPERATING			
10-42-15	OFFICE SUPPLIES	\$ 500.00	\$ 639.52
10-42-16	OPERATING SUPPLIES	\$ 7,500.00	\$ 1,854.21
10-42-17	POSTAGE	\$ 500.00	\$ 83.72
10-42-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$ 5,500.00	\$ 2,117.32
10-42-22	REPAIRS & MAINTENANCE	\$ 1,500.00	\$ 591.22
10-42-23	VEHICLE EXPENSE	\$ 23,500.00	\$ 4,332.84
10-42-26	TRAVEL, MEETINGS, & TRAININGS	\$ 5,000.00	\$ 1,645.89
10-42-27	INSURANCE & BONDS	\$ 56,000.00	\$ 26,909.82
10-42-28	UTILITIES	\$ 2,500.00	\$ 1,136.54
10-42-29	TELEPHONE & INTERNET	\$ 3,500.00	\$ 1,976.71
10-42-30	PUBLISHING ADS	\$ -	\$ -
10-42-31	DUES & SUBSCRIPTIONS	\$ 7,000.00	\$ 3,089.68
10-42-33	DATA PROCESSING	\$ 1,000.00	\$ 827.01
10-42-42	CONTRACT SERVICES	\$ 8,000.00	\$ 11,854.46
10-42-44	HUMAN SERVICES	\$ 2,000.00	\$ 540.00
	Subgroup : Operating Expenditures	\$ 124,000.00	\$ 57,598.94
		Percent Realized	46%
LAW ENFORCEMENT CAPITAL OUTLAY & TRANSFERS			
10-42-73	BUILDING IMPROVEMENTS	\$ 7,000.00	\$ 250.00
10-42-74	MACHINERY & EQUIPMENT	\$ 30,475.00	\$ 831.80
	Subgroup : CAPITAL OUTLAY	\$ 37,475.00	\$ 1,081.80
		TOTAL \$ 849,075.00	\$ 342,402.91
		Percent Realized	40%

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	MAY 31ST ACTUAL
BUILDING	PERSONNEL SERVICES		
10-43-01	MAYOR & TRUSTEES	\$ -	\$ -
10-43-02	CONTRACT LABOR	\$ -	\$ -
10-43-03	SALARIES & WAGES	\$ -	\$ -
10-43-04	EMPLOYER FICA	\$ -	\$ -
10-43-05	EMPLOYER MEDICARE	\$ -	\$ -
10-43-06	UNEMPLOYMENT TAX	\$ -	\$ -
10-43-07	INSURANCE BENEFITS	\$ -	\$ -
10-43-08	RETIREMENT BENEFITS	\$ -	\$ -
10-43-09	LIFE/DISABILITY INSURANCE	\$ -	\$ -
10-43-10	WORKMEN'S COMPENSATION	\$ -	\$ -
10-43-13	OVERTIME	\$ -	\$ -
	Subgroup : Personnel Services	\$ -	\$ -
		Percent Realized	0%
BUILDING	OPERATING		
10-43-15	OFFICE SUPPLIES	\$ -	\$ 13.02
10-43-16	OPERATING SUPPLIES	\$ -	\$ -
10-43-17	POSTAGE	\$ -	\$ -
10-43-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$ 45,000.00	\$ 13,340.00
10-43-22	REPAIRS & MAINTENANCE	\$ -	\$ -
10-43-23	VEHICLE EXPENSE	\$ -	\$ -
10-43-26	TRAVEL & MEETINGS	\$ -	\$ -
10-43-27	INSURANCE & BONDS	\$ -	\$ -
10-43-28	UTILITIES	\$ -	\$ -
10-43-29	TELEPHONE & INTERNET	\$ -	\$ -
10-43-30	PUBLISHING ADS	\$ -	\$ -
10-43-31	DUES & SUBSCRIPTIONS	\$ -	\$ 599.10
10-43-33	DATA PROCESSING	\$ -	\$ -
10-43-40	MISCELLANEOUS	\$ -	\$ -
10-43-43	CULTURAL EVENTS	\$ -	\$ -
10-43-44	HUMAN SERVICES	\$ -	\$ -
	Subgroup : Operating Expenditures	\$ 45,000.00	\$ 13,952.12
		Percent Realized	31%
BUILDING	CAPITAL OUTLAY & TRANSFERS		
10-43-73	BUILDING IMPROVEMENTS	\$ 5,000.00	\$ -
10-43-74	MACHINERY & EQUIPMENT	\$ -	\$ 13.00
	Subgroup : CAPITAL OUTLAY	\$ 5,000.00	\$ 13.00
		Percent Realized	28%
TOTAL		\$ 50,000.00	\$ 13,965.12
		Percent Realized	28%

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	MAY 31ST ACTUAL
STREETS	PERSONNEL SERVICES		
10-45-02	CONTRACT LABOR	\$ -	\$ -
10-45-03	SALARIES & WAGES	\$ 105,000.00	\$ 32,656.91
10-45-04	EMPLOYER FICA	\$ 6,500.00	\$ 1,992.67
10-45-05	EMPLOYER MEDICARE	\$ 1,500.00	\$ 466.03
10-45-06	UNEMPLOYMENT TAX	\$ 300.00	\$ 64.27
10-45-07	INSURANCE BENEFITS	\$ 19,500.00	\$ 4,704.40
10-45-08	RETIREMENT BENEFITS	\$ 5,500.00	\$ 1,227.38
10-45-09	LIFE/DISABILITY INSURANCE	\$ 500.00	\$ -
10-45-10	WORKMEN'S COMPENSATION	\$ 5,500.00	\$ 3,350.00
10-45-13	OVERTIME	\$ 3,500.00	\$ 416.43
	Subgroup : Personnel Services	\$ 147,800.00	\$ 44,878.09
		Percent Realized	30%
STREETS	OPERATING		
10-45-15	OFFICE SUPPLIES	\$ 200.00	\$ 95.95
10-45-16	OPERATING SUPPLIES	\$ 4,500.00	\$ 1,329.76
10-45-17	POSTAGE	\$ -	\$ -
10-45-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$ 25,000.00	\$ 5,348.33
10-45-21	AUDIT & BUDGET EXPENSE	\$ 1,500.00	\$ -
10-45-22	REPAIRS & MAINTENANCE	\$ 15,000.00	\$ 8,586.57
10-45-23	VEHICLE EXPENSE	\$ 5,500.00	\$ 4,498.27
10-45-24	RENTALS	\$ -	\$ -
10-45-25	SHOP EXPENSE	\$ 1,000.00	\$ 1,689.50
10-45-26	TRAVEL, MEETINGS & TRAININGS	\$ 1,500.00	\$ -
10-45-27	INSURANCE & BONDS	\$ 3,800.00	\$ -
10-45-28	UTILITIES	\$ 15,000.00	\$ 3,903.26
10-45-29	TELEPHONE & INTERNET	\$ 1,500.00	\$ 545.24
10-45-30	PUBLISHING ADS	\$ 500.00	\$ -
10-45-31	DUES & SUBSCRIPTIONS	\$ 3,500.00	\$ 668.71
10-45-33	DATA PROCESSING	\$ 1,250.00	\$ -
10-45-40	MISCELLANEOUS	\$ 1,000.00	\$ -
10-45-42	SNOW REMOVAL	\$ 15,000.00	\$ -
10-45-43	CULTURAL EVENTS	\$ -	\$ -
10-45-44	HUMAN SERVICES	\$ -	\$ -
10-45-45	BUILDING INSPECTOR	\$ -	\$ -
	Subgroup : Operating Expenditures	\$ 95,750.00	\$ 26,665.59
		Percent Realized	28%
STREETS	CAPITAL OUTLAY & TRANSFERS		
10-45-70	CAPITAL OUTLAY	\$ -	\$ -
10-45-72	CAPITAL OUTLAY 5TH ST REALIGNMENT	\$ 2,827,675.00	\$ 3,762.50
10-45-73	BUILDING IMPROVEMENTS	\$ -	\$ 47.42
10-45-74	MACHINERY & EQUIPMENT	\$ 20,000.00	\$ -
10-45-75	GRANT PROJECTS	\$ 325,000.00	\$ -
10-45-90	TREASURER'S FEE	\$ -	\$ -
10-45-99	TRANSFERS	\$ -	\$ -
	Subgroup : CAPITAL OUTLAY	\$ 3,172,675.00	\$ 3,809.92
		Percent Realized	2%
TOTAL		\$ 3,416,225.00	\$ 75,353.60
		Percent Realized	2%

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	MAY 31ST ACTUAL
PARKS	PERSONNEL SERVICES		
10-46-02	CONTRACT LABOR	\$ -	\$ -
10-46-03	SALARIES & WAGES	\$ 85,000.00	\$ 24,783.03
10-46-04	EMPLOYER FICA	\$ 5,500.00	\$ 1,511.31
10-46-05	EMPLOYER MEDICARE	\$ 1,500.00	\$ 353.45
10-46-06	UNEMPLOYMENT TAX	\$ 200.00	\$ 48.74
10-46-07	INSURANCE BENEFITS	\$ 16,500.00	\$ 3,477.65
10-46-08	RETIREMENT BENEFITS	\$ 4,800.00	\$ 834.80
10-46-09	LIFE/DISABILITY INSURANCE	\$ 400.00	\$ -
10-46-10	WORKMEN'S COMPENSATION	\$ 3,000.00	\$ 1,875.00
10-46-13	OVERTIME	\$ 3,000.00	\$ 406.71
	Subgroup : Personnel Services	\$ 119,900.00	\$ 33,290.69
		Percent Realized	28%
PARKS	OPERATING		
10-46-15	OFFICE SUPPLIES	\$ 200.00	\$ 85.53
10-46-16	OPERATING SUPPLIES	\$ 4,500.00	\$ 1,254.93
10-46-17	POSTAGE	\$ 100.00	\$ -
10-46-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$ 1,000.00	\$ -
10-46-21	AUDIT & BUDGET EXPENSE	\$ 2,500.00	\$ -
10-46-22	REPAIRS & MAINTENANCE	\$ 15,000.00	\$ 13,937.69
10-46-23	VEHICLE EXPENSE	\$ 4,500.00	\$ 2,777.03
10-46-24	RENTALS	\$ 3,000.00	\$ -
10-46-25	SHOP EXPENSE	\$ 1,400.00	\$ 8,044.67
10-46-26	TRAVEL, MEETINGS & TRAININGS	\$ 500.00	\$ -
10-46-27	INSURANCE & BONDS	\$ 6,500.00	\$ -
10-46-28	UTILITIES	\$ 7,500.00	\$ 3,100.54
10-46-29	TELEPHONE & INTERNET	\$ 500.00	\$ 555.97
10-46-30	PUBLISHING ADS	\$ -	\$ -
10-46-31	DUES & SUBSCRIPTIONS	\$ 3,000.00	\$ 1,658.25
10-46-32	FEES & PERMITS	\$ 500.00	\$ -
10-46-33	DATA PROCESSING	\$ -	\$ -
10-46-40	MISCELLANEOUS	\$ 1,500.00	\$ -
10-46-42	CONTRACT SERVICES	\$ 7,500.00	\$ 500.00
10-46-43	CULTURAL EVENTS	\$ -	\$ -
10-46-44	HUMAN SERVICES	\$ -	\$ 500.00
10-46-45	BUILDING INSPECTOR	\$ -	\$ -
	Subgroup : Operating Expenditures	\$ 59,700.00	\$ 32,414.61
		Percent Realized	54%
PARKS	CAPITAL OUTLAY & TRANSFERS		
10-46-70	CAPITAL OUTLAY	\$ 15,000.00	\$ -
10-46-73	BUILDING IMPROVEMENTS	\$ -	\$ 31,219.49
10-46-74	MACHINERY & EQUIPMENT	\$ 15,000.00	\$ 129.99
10-46-75	GRANT PROJECTS	\$ 2,500.00	\$ -
10-46-90	TREASURER'S FEE	\$ -	\$ -
10-46-99	TRANSFERS	\$ -	\$ -
	Subgroup : CAPITAL OUTLAY	\$ 32,500.00	\$ 31,349.48
		Percent Realized	96%
TOTAL		\$ 212,100.00	\$ 97,054.78
		Percent Realized	46%

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	MAY 31ST ACTUAL
WATER			
* Revenue is dependent upon utility rate increases			
WATER UTILITY REVENUE			
60-36-01*	WATER CHARGES	\$ 905,000.00	\$ 384,904.12
60-36-02*	WATER CHARGES - USAGE	\$ 368,000.00	\$ 98,071.65
60-36-03	SALES & SERVICES	\$ 500.00	\$ 155.00
60-36-04	STANDBY TAP FEES	\$ 55,000.00	\$ 22,532.00
60-36-05	BULK WATER	\$ 15,000.00	\$ 4,208.00
60-36-06	RECONNECT FEES & PENALTIES	\$ -	\$ -
60-36-07	WATER TAPS	\$ -	\$ -
60-36-08	TAPS FEES ASSIGNED FOR STORAGE	\$ -	\$ -
60-36-09	START/STOP SERVICE FEES	\$ 5,500.00	\$ 2,000.00
60-36-10	INTEREST	\$ 12,500.00	\$ -
60-36-12	RENTS	\$ 1,000.00	\$ 500.00
60-36-13	MISCELLANEOUS REVENUE	\$ 500.00	\$ 536.94
60-36-15	SALE/DISPOSAL OF ASSETS	\$ 2,500.00	\$ -
60-36-20	PASS THROUGH FUNDS	\$ -	\$ -
60-36-21	DOLA PASS THROUGH REVENUE	\$ -	\$ -
60-36-22	WPA PASS THROUGH REVENUE	\$ -	\$ -
60-36-23	DWRF GRANT (PRINCIPAL LOAN FORGIVENESS)	\$ -	\$ -
60-36-24	DOLA URS PASS THROUGH REVENUE	\$ -	\$ -
60-36-25	LOAN FUNDS	\$ 5,000,000.00	\$ -
60-36-28	WATERSMART GRANT REVENUE	\$ 250,000.00	\$ -
60-36-30	GRANT FUNDS	\$ 1,002,500.00	\$ 410,037.53
60-36-31	CAPITAL CONTRIBUTIONS	\$ -	\$ -
	Subgroup : Total Revenue¹	\$ 7,618,000.00	\$ 922,945.24
		Percent Realized	12%
WATER			
¹ Budget Revenues differ from 20-year cashflow analysis, budget is in whole numbers, cashflow is to the penny			
WATER UTILITY PERSONNEL SERVICES			
60-50-02	TRUSTEE/ADMIN SALARIES	\$ 40,500.00	\$ 18,491.27
60-50-03	SALARIES & WAGES	\$ 262,000.00	\$ 107,353.42
60-50-04	EMPLOYER FICA	\$ 20,000.00	\$ 7,679.74
60-50-05	EMPLOYER MEDICARE	\$ 4,750.00	\$ 1,796.08
60-50-06	UNEMPLOYMENT TAX	\$ 700.00	\$ 247.73
60-50-07	INSURANCE BENEFITS	\$ 60,000.00	\$ 22,622.06
60-50-08	RETIREMENT BENEFITS	\$ 15,500.00	\$ 5,534.70
60-50-09	LIFE/DISABILITY INSURANCE	\$ 1,000.00	\$ -
60-50-10	WORKMEN'S COMPENSATION	\$ 5,750.00	\$ 818.20
60-50-13	OVERTIME	\$ 15,000.00	\$ 3,385.89
	Subgroup : Personnel Services	\$ 425,200.00	\$ 167,929.09
		Percent Realized	39%
WATER			
WATER UTILITY OPERATING EXPENSES			
60-50-14	CHEMICALS	\$ 25,000.00	\$ 3,579.58
60-50-15	OFFICE SUPPLIES	\$ 2,500.00	\$ 1,511.80
60-50-16	OPERATING SUPPLIES	\$ 20,000.00	\$ 1,124.65
60-50-17	POSTAGE	\$ 4,000.00	\$ 785.09
60-50-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$ 375,000.00	\$ 27,672.24
60-50-21	AUDIT & BUDGET EXPENSE	\$ 15,000.00	\$ -
60-50-22	REPAIRS & MAINTENANCE	\$ 50,000.00	\$ 6,742.93
60-50-23	VEHICLE EXPENSE	\$ 5,500.00	\$ 6,468.83
60-50-24	RENTALS	\$ 1,500.00	\$ 545.25
60-50-25	SHOP EXPENSE	\$ 6,500.00	\$ 1,240.00
60-50-26	TRAVEL, MEETINGS & TRAININGS	\$ 3,000.00	\$ 1,102.85
60-50-27	INSURANCE & BONDS	\$ 17,000.00	\$ 8,313.66
60-50-28	UTILITIES	\$ 27,000.00	\$ 8,696.82
60-50-29	TELEPHONE & INTERNET	\$ 8,000.00	\$ 3,041.83

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	MAY 31ST ACTUAL
WATER			
WATER UTILITY OPERATING EXPENSES			
60-50-30	PUBLISHING ADS	\$ 1,000.00	\$ -
60-50-31	DUES & SUBSCRIPTIONS	\$ 21,500.00	\$ 6,635.68
60-50-32	FEES & PERMITS	\$ 2,500.00	\$ 277.08
60-50-33	DATA PROCESSING	\$ 10,500.00	\$ 1,654.00
60-50-40	MISCELLANEOUS	\$ 5,000.00	\$ 11,000.00
60-50-41	WRITEOFF - UNCOLLECTABLE	\$ 500.00	\$ 1,044.99
60-50-42	CONTRACT SERVICES	\$ 15,000.00	\$ 2,675.48
60-50-44	NORRIS RETIREMENT	\$ 7,500.00	\$ 2,800.00
60-50-50	WATER POWER AUTHORITY LOAN	\$ 155,000.00	\$ 87,396.95
60-50-51	DRINKING WATER REVOLVING FUND	\$ -	\$ -
60-50-52	FCNB INTERIM FINANCING	\$ -	\$ -
60-50-54	DEBT SERVICE	\$ -	\$ -
60-50-55	LOAN PRINCIPAL	\$ 12,500.00	\$ 38,291.51
60-50-56	LOAN INTEREST	\$ 25,000.00	\$ 11,717.69
60-50-60	WATER STORAGE EXPENDITURE	\$ -	\$ -
	Subgroup : Water Operating Expenditures	791,000.00	\$ 230,739.33
		Percent Realized	29%
WATER			
WATER UTILITY CAPITAL OUTLAY & TRANSFERS			
60-50-69	RAW WATER METERING	\$ 150,000.00	\$ 5,595.25
60-50-70	CAPITAL OUTLAY	\$ 111,000.00	\$ -
60-50-71	PASS THROUGH ACCOUNT	\$ -	\$ -
60-50-72	WATER TANK RELINNING	\$ 1,883,000.00	\$ 370,954.06
60-50-73	WEST LOOP IMPROVEMENT PROJECT	\$ 3,000,000.00	\$ 16,620.68
60-50-74	WATERSMART GRANT	\$ 335,000.00	
60-50-75	GRANT PROJECTS	\$ 100,000.00	\$ -
60-50-76	BUILDING IMPROVEMENTS	\$ -	\$ 190.85
60-50-77	MACHINERY & EQUIPMENT	\$ 20,000.00	\$ 743.81
60-50-99	TRANSFERS	\$ -	\$ -
	Subgroup : Water Capital Outlay & Transfers	\$ 5,599,000.00	\$ 394,104.65
		Percent Realized	7%
WATER			
WATER UTILITY DEPRECIATION			
60-59-99	DEPRECIATION	\$ 7,000.00	\$ -
	Subgroup : Water Depreciation	\$ 7,000.00	\$ -
		Percent Realized	0%
WATER FUND			
TOTAL REVENUES	\$	7,618,000.00	\$922,945.24
TOTAL EXPENDITURES	\$	6,822,200.00	\$792,773.07
		Percent Realized	12%
	NET INCOME (LOSS) - Water Utility	\$ 795,800.00	\$ 130,172.17

ACCOUNT	DESCRIPTION	ADOPTED FY-25 BUDGET	MAY 31ST ACTUAL
WASTEWATER			
WASTEWATER UTILITY REVENUE			
70-37-01	SEWER BASE CHARGE	\$ 785,000.00	\$ 327,669.37
70-37-04	SEWER TAPS	\$ 5,000.00	\$ -
70-37-05	SEWER RENTAL PROPERTY	\$ -	\$ -
70-37-07	SALES & SERVICE	\$ -	\$ -
70-37-08	PASS THROUGH FUNDS	\$ -	\$ -
70-37-09	INTEREST INCOME	\$ 25,000.00	\$ 13,360.61
70-37-10	WWTP PAYBACK FUND	\$ -	\$ -
70-37-11	WWTP PAYBACK INTEREST	\$ -	\$ -
70-37-12	RENTS	\$ -	\$ -
70-37-13	GRANT REVENUE	\$ 10,000.00	\$ -
70-37-14	MISCELLANEOUS REVENUE	\$ 5,500.00	\$ 279.47
	Subgroup : Total Revenue	\$ 830,500.00	\$ 341,309.45
		Percent Realized	41%
WASTEWATER			
WASTEWATER UTILITY PERSONNEL SERVICES			
70-51-02	TRUSTEE/ADMIN SALARIES	\$ 40,500.00	\$ 18,491.27
70-51-03	SALARIES & WAGES	\$ 256,000.00	\$ 105,783.28
70-51-04	EMPLOYER FICA	\$ 20,000.00	\$ 7,589.32
70-51-05	EMPLOYER MEDICARE	\$ 4,500.00	\$ 1,774.92
70-51-06	UNEMPLOYMENT TAX	\$ 750.00	\$ 244.83
70-51-07	INSURANCE BENEFITS	\$ 58,000.00	\$ 22,148.57
70-51-08	RETIREMENT BENEFITS	\$ 15,500.00	\$ 5,458.48
70-51-09	LIFE/DISABILITY INSURANCE	\$ 1,000.00	\$ -
70-51-10	WORKMEN'S COMPENSATION	\$ 5,500.00	\$ 818.20
70-51-11	OVERTIME	\$ 15,000.00	\$ 3,394.34
	Subgroup : Personnel Services	\$ 416,750.00	\$ 165,703.21
		Percent Realized	40%
WASTEWATER			
WASTEWATER UTILITY OPERATING EXPENSES			
70-51-15	OFFICE SUPPLIES	\$ 1,000.00	\$ 319.82
70-51-16	OPERATING SUPPLIES	\$ 12,000.00	\$ 6,387.37
70-51-17	POSTAGE	\$ 4,000.00	\$ 774.03
70-51-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$ 57,500.00	\$ 17,979.40
70-51-21	AUDIT & BUDGET EXPENSE	\$ 15,000.00	\$ -
70-51-22	REPAIRS & MAINTENANCE	\$ 44,500.00	\$ 3,276.52
70-51-23	VEHICLE EXPENSE	\$ 6,500.00	\$ 6,468.91
70-51-24	RENTALS	\$ 1,500.00	\$ 1,248.00
70-51-25	SHOP EXPENSE	\$ 5,500.00	\$ 1,204.10
70-51-26	TRAVEL, MEETINGS & TRAININGS	\$ 2,000.00	\$ 686.47
70-51-27	INSURANCE & BONDS	\$ 7,500.00	\$ 8,313.64
70-51-28	UTILITIES	\$ 40,000.00	\$ 11,643.63
70-51-29	TELEPHONE & INTERNET	\$ 10,000.00	\$ 1,448.75
70-51-30	PUBLISHING ADS	\$ 500.00	\$ -
70-51-31	DUES & SUBSCRIPTIONS	\$ 15,750.00	\$ 5,194.06
70-51-32	FEES & PERMITS	\$ 3,500.00	\$ 230.41
70-51-33	DATA PROCESSING	\$ 5,500.00	\$ 1,654.00
70-51-40	MISCELLANEOUS	\$ 5,000.00	\$ 5,000.00
70-51-41	WRITEOFF - UNCOLLECTABLE	\$ -	\$ 125.71
70-51-42	CONTRACT SERVICES	\$ 8,000.00	\$ 1,500.00
70-51-43	GAUGING STATION	\$ 7,000.00	\$ -
70-51-44	NORRIS RETIREMENT	\$ 6,500.00	\$ 2,800.00
70-51-50	DOLA PRINCIPAL & INTEREST	\$ -	\$ -
70-51-51	RURAL DEVELOPMENT PRINCIPAL & INTEREST	\$ 100,000.00	\$ 38,337.50
70-51-52	WWTP PAYBACK FUND EXPENDITURES	\$ -	\$ -
70-51-53	ISSUANCE COSTS	\$ -	\$ -
70-51-54	DEBT RESERVE	\$ 24,000.00	\$ -
	Subgroup : Operating Expenses	\$ 382,750.00	\$ 114,592.32
		Percent Realized	30%

ACCOUNT	DESCRIPTION	ADOPTED FY-25 BUDGET	MAY 31ST ACTUAL
WASTEWATER			
WASTEWATER UTILITY CAPITAL OUTLAY & TRANSFERS			
70-51-70	CAPITAL OUTLAY	\$ 5,500.00	\$ -
70-51-71	PASS THROUGH FUNDS	\$ -	\$ -
70-51-72	ASSET REPLACEMENT RESERVE	\$ -	\$ -
70-51-73	PASS THROUGH OPERATING	\$ -	\$ 32.00
70-51-75	GRANT PROJECTS	\$ 10,000.00	\$ -
70-51-76	BUILDING IMPROVEMENTS	\$ -	\$ 3.80
70-51-77	MACHINERY & EQUIPMENT	\$ -	\$ 743.81
70-51-99	TRANSFERS	\$ -	\$ -
	Subgroup : Wastewater Capital Outlay & Transfers	\$ 15,500.00	\$ 779.61
		Percent Realized	5%
WASTEWATER			
WASTEWATER UTILITY DEPRECIATION			
70-59-99	DEPRECIATION	\$ 150.00	\$ -
	Subgroup : Wastewater Depreciation	\$ 150.00	\$ -
WASTEWATER FUND			
TOTAL REVENUES	\$	830,500.00	\$341,309.45
TOTAL EXPENDITURES	\$	815,150.00	\$281,075.14
		Percent Realized	34%
	NET INCOME (LOSS) - Wastewater Utility	\$ 15,350.00	\$ 60,234.31

ACCOUNT	DESCRIPTION	ADOPTED FY-25 BUDGET	MAY 31ST ACTUAL
SANITATION			
SANITATION REVENUE			
80-30-02	TRASH CHARGES	\$ 320,000.00	\$ 133,109.82
80-30-03	BULK TRASH CHARGE	\$ 2,500.00	\$ 650.00
80-30-04	TIRE PICK UP	\$ -	\$ -
	Subgroup : Total Revenue	\$ 322,500.00	\$ 133,759.82
		Percent Realized	41%
SANITATION			
SANITATION PERSONNEL SERVICES			
80-52-02	CONTRACT/ADMIN SALARIES	\$ 15,000.00	\$ 2,751.58
80-52-03	SALARIES & WAGES	\$ 135,000.00	\$ 73,210.13
80-52-04	EMPLOYER FICA	\$ 9,500.00	\$ 4,560.79
80-52-05	EMPLOYER MEDICARE	\$ 2,500.00	\$ 1,066.63
80-52-06	UNEMPLOYMENT TAX	\$ 400.00	\$ 147.12
80-52-07	INSURANCE BENEFITS	\$ 32,000.00	\$ 12,202.75
80-52-08	RETIREMENT BENEFITS	\$ 7,500.00	\$ 3,019.71
80-52-09	LIFE/DISABILITY INSURANCE	\$ 500.00	\$ -
80-52-10	WORKMEN'S COMPENSATION	\$ 5,500.00	\$ 818.20
80-52-11	OVERTIME	\$ 5,000.00	\$ 1,421.07
	Subgroup : Personnel Services	\$ 212,900.00	\$ 99,197.98
		Percent Realized	47%
SANITATION			
SANITATION OPERATING EXPENSES			
80-52-15	OFFICE SUPPLIES	\$ 500.00	\$ 256.05
80-52-16	OPERATING SUPPLIES	\$ 1,000.00	\$ 738.70
80-52-17	POSTAGE	\$ 2,000.00	\$ 774.03
80-52-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$ 12,000.00	\$ 3,371.17
80-52-21	AUDIT & BUDGET EXPENSE	\$ 8,000.00	\$ -
80-52-22	REPAIRS & MAINTENANCE	\$ 2,500.00	\$ 2,945.86
80-52-23	VEHICLE EXPENSE	\$ 13,500.00	\$ 8,253.46
80-52-24	RENTALS	\$ 500.00	\$ 32.00
80-52-25	SHOP EXPENSE	\$ 2,500.00	\$ 1,076.26
80-52-26	TRAVEL, MEETINGS & TRAININGS	\$ 2,000.00	\$ 846.46
80-52-27	INSURANCE & BONDS	\$ 7,500.00	\$ 8,010.50
80-52-28	UTILITIES	\$ 2,000.00	\$ 1,063.39
80-52-29	TELEPHONE & INTERNET	\$ 2,200.00	\$ 1,140.99
80-52-30	PUBLISHING ADS	\$ 500.00	\$ -
80-52-31	DUES & SUBSCRIPTIONS	\$ 7,800.00	\$ 4,356.98
80-52-32	FEES & PERMITS	\$ 500.00	\$ -
80-52-33	DATA PROCESSING	\$ 2,500.00	\$ 1,653.98
80-52-40	MISCELLANEOUS	\$ 500.00	\$ -
80-52-41	WRITEOFF - UNCOLLECTABLE	\$ -	\$ -
80-52-42	LANDFILL FEES	\$ 39,000.00	\$ 11,506.90
80-52-43	CLEAN UP DAYS	\$ -	\$ -
	Subgroup : Operating Expenses	\$ 107,000.00	\$ 46,026.73
		Percent Realized	43%
SANITATION			
SANITATION CAPITAL OUTLAY & TRANSFERS			
80-52-70	CAPITAL OUTLAY	\$ -	\$ 28.26
80-52-71	PASS THROUGH FUNDS	\$ -	\$ -
80-52-75	GRANT PROJECTS	\$ -	\$ -
80-52-76	BUILDING IMPROVEMENTS	\$ -	\$ 3.80
80-52-77	MACHINERY & EQUIPMENT	\$ -	\$ 8,032.20
80-52-99	TRANSFERS	\$ -	\$ -
	Subgroup : Sanitation Capital Outlay & Transfers	\$ -	\$ 8,064.26
		Percent Realized	
SANITATION			
SANITATION DEPRECIATION			
80-59-99	DEPRECIATION	\$ -	\$ -
	Subgroup : Sanitation Depreciation	\$ -	\$ -
		Percent Realized	
SANITATION FUND			
TOTAL REVENUES	\$ 322,500.00		\$ 133,759.82
TOTAL EXPENDITURES	\$ 319,900.00		\$ 153,288.97
		Percent Realized	48%
NET INCOME (LOSS) - Sanitation Utility			\$ (19,529.15)

ACCOUNT	DESCRIPTION	ADOPTED FY-25 BUDGET	MAY 31ST ACTUAL
NFV AIRPORT			
NFV AIRPORT REVENUE			
50-31-06	AIRPORT REVENUE	\$ 7,650.00	\$ 1,912.50
50-31-15	TRANSFER FROM GENERAL FUND RESERVE	\$ 72,350.00	\$ -
50-31-16	CAPITAL IMPROVEMENT FUND - AIRPORT GRANTS	\$ -	\$ -
	Subgroup : Total Revenue	\$ 80,000.00	\$ 1,912.50
Percent Realized			2%
NFV AIRPORT			
NFV AIRPORT CAPITAL OUTLAY & TRANSFERS			
50-32-70	CAPITAL OUTLAY	\$ 80,000.00	\$ -
50-52-71	PASS THROUGH FUNDS	\$ -	\$ -
50-52-75	GRANT PROJECTS	\$ -	\$ -
50-52-76	BUILDING IMPROVEMENTS	\$ -	\$ -
50-52-77	MACHINERY & EQUIPMENT	\$ -	\$ -
50-52-99	TRANSFERS	\$ -	\$ -
	Subgroup : NFV Capital Outlay & Transfers	\$ 80,000.00	\$ -
Percent Realized			0%
NFV AIRPORT			
NFV AIRPORT DEPRECIATION			
50-59-99	DEPRECIATION	\$ -	\$ -
	Subgroup : NFV Depreciation	\$ -	\$ -
Percent Realized			0%
NFV AIRPORT			
TOTAL REVENUES	\$ 80,000.00		\$1,912.50
TOTAL EXPENDITURES	\$ 80,000.00		\$0.00
Percent Realized			0%
NET INCOME (LOSS) - NFV CAPITAL IMPROVEMENT FUND			\$1,912.50



Paonia Police Department

DEPARTMENT BRIEFING: SUMMARY OF PROGRESS

06/01/2025

- ☐ The department has been working with Public Works to identify high risk/high traffic roadways that would most benefit from roadway striping, painting and repair. Early areas identified include the 100 and 200 blocks of Grand Avenue and the 100 block of Second St. This painting/stripping process will continue through the summer and into fall.
- ☐ All department personnel completed Incident Command System training levels, 100, 200, and 700. This training is necessary for complex incidents involving multiple agencies. This training will be of particular use in large multijurisdictional fire events as the west continues to face growing wildfire threats.
- ☐ Seargent Henderson attended Firearms instructor/Red Dot Sight Instructor Training. Completion of this training provides the department with a second firearms instructor who can qualify all officers on the red dot sights which were purchased in 2024.
- ☐ The department collaborated with the PK8 and NFSIS to hold a First Responder demonstration at each school. Participating agencies included North Fork EMS, Colorado Parks and Wildlife, U.S. Forrest Service, Delta County Sheriff's Department and the Paonia Police Department. Students were able to meet agency personnel, ask questions, and explore the equipment. Thank you to all participating agencies and both schools.

Paonia Police Department

Law Incident Table, by Date and Time

Date Occurred: 05/01/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
03:02:09	FIRE	GRAND AVE, Paonia, CO	PPD	PPD	
15:19:44	Disturbance	SAMUEL WADE RD, Paonia, CO	PPD	PPD	
19:33:43	WELFARE CHECK	3RD ST, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 3					

Date Occurred: 05/03/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:29:50	Disturbance	ONARGA AVE, Paonia, CO	PPD	PPD	VW
Total Incidents for this Date: 1					

Date Occurred: 05/04/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:13:23	DOMESTIC	ONARGA AVE, Paonia, CO	PPD	PPD	A
14:16:55	Information	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 2					

Date Occurred: 05/05/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:13:34	Information	GRAND AVE; PAONIA K8, Paonia, CO	PPD	PPD	
15:31:51	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 2					

Date Occurred: 05/06/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:10:29	AGENCY ASSIST	NORTH FORK AVE, Paonia, CO	PPD	PPD	AA
11:00:29	CRIM MISCHIEF	3RD ST, Paonia, CO	PPD	PPD	
12:12:53	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 3					

Date Occurred: 05/07/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:57:17	Juvenile Prob	GRAND AVE., Paonia, CO	PPD	PPD	CIT
10:32:00	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
17:34:26	Traffic Stop	MATHEWS LN, Paonia, CO	PPD		CIT
21:17:03	SUSPICIOUS	ORCHARD AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 4

Date Occurred: 05/08/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:54:02	WILDLIFE	OAK AVE, Paonia, CO	PPD	PPD	
15:33:46	Information	GRAND AVE, Paonia, CO		PPD	

Total Incidents for this Date: 2

Date Occurred: 05/09/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:08:34	AGENCY ASSIST	STAHL RD, Paonia, CO	PPD	PPD	AA
19:17:19	Information	ONARGA AVE., Paonia, CO	PPD	PPD	

Total Incidents for this Date: 2

Date Occurred: 05/10/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
00:22:13	Information	ONARGA AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 1

Date Occurred: 05/11/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
16:50:02	AGENCY ASSIST	HIGHWAY 133, Hotchkiss, CO	PPD	DIST3	AA

Total Incidents for this Date: 1

Date Occurred: 05/12/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:31:43	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
14:33:15	Information	GRAND AVE, Paonia, CO	PPD	PPD	
17:28:51	CIVIL PROBLEM	DELTA AVE, Paonia, CO	PPD	PPD	
19:11:07	AGENCY ASSIST	SAMUEL WADE RD, Paonia, CO	PPD	PPD	AA

Total Incidents for this Date: 4

Date Occurred: 05/13/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
22:22:23	BUSINESS CHECK	GRAND AVE; PAONIA K8, Paonia, CO	PPD	PPD	
22:53:04	Extra Patrol	BOX ELDER AVE, Paonia, CO	PPD	PPD	
23:02:31	Extra Patrol	SAMUEL WADE RD, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 3					

Date Occurred: 05/14/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
13:26:50	CIVIL PROBLEM	3RD ST, Paonia, CO	PPD	PPD	
16:30:52	Medical/transfe	OAK AVE, Paonia, CO	PPD	PPD	
20:48:14	Medical/transfe	RIO GRANDE AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 3					

Date Occurred: 05/16/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
13:57:46	AGENCY ASSIST	ALDER CT, Paonia, CO	PPD	PPD	AA
15:50:25	VIN INSPECTION	GRAND AVE Paonia, CO	PPD		
16:19:36	WELFARE CHECK	2ND ST, Paonia, CO	PPD	PPD	
16:50:22	AGENCY ASSIST	ALDER DR, Paonia, CO	PPD	PPD	AA
20:52:59	Information	MEADOWBROOK BLVD;, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 5					

Date Occurred: 05/17/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:58:41	WELFARE CHECK	OAK AVE, Paonia, CO	PPD	PPD	
12:46:11	Parking Problem	JUMBO MOUNTAIN, Paonia, CO	PPD		WW
Total Incidents for this Date: 2					

Date Occurred: 05/18/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
01:01:41	SUSPICIOUS	NIAGARA AVE, Paonia, CO	PPD	PPD	
13:10:35	WELFARE CHECK	BOX ELDER AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 2					

Date Occurred: 05/19/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
16:59:52	CITIZEN ASSIST	OAK AVE, Paonia, CO	PPD		
Total Incidents for this Date: 1					

Date Occurred: 05/20/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
05:28:31	WELFARE CHECK	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
09:05:53	AGENCY ASSIST	CEDAR DR, Paonia, CO	PPD	PPD	AA
11:00:48	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
13:04:00	ALARM	GRAND AVE;, Paonia, CO	PPD	PPD	
15:05:51	WILDLIFE	7TH ST, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 5**Date Occurred:** 05/21/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
11:14:27	CITIZEN ASSIST	OAK AVE, Paonia, CO	PPD	PPD	
14:57:38	Parking Problem	MINNESOTA AVE, Paonia, CO	PPD	PPD	WW
15:08:42	Medical/transfe	3RD ST, Paonia, CO	PPD	PPD	
22:45:56	SUSPICIOUS	GRAND AVE; RIO BRAVO, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 4**Date Occurred:** 05/22/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
17:34:25	SUSPICIOUS	DELTA AVE, Paonia, CO	PPD	PPD	
21:35:00	SUICIDE/ATTEMPT	PRICE RD, Paonia, CO	PPD	PPD	
23:50:18	SUSPICIOUS	PRICE RD, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 3**Date Occurred:** 05/23/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
13:11:53	Parking Problem	NORTH FORK AVE, Paonia, CO	PPD	PPD	WW
14:06:20	Traffic Accident	ONARGA AVE, Paonia, CO	PPD		

Total Incidents for this Date: 2**Date Occurred:** 05/24/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
17:06:10	BUSINESS CHECK	BOX ELDER AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 1**Date Occurred:** 05/25/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:49:01	Extra Patrol	DELTA AVE, Paonia, CO	PPD	PPD	
16:20:30	TRESPASS	DORRIS AVE, Paonia, CO	PPD	PPD	

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
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Total Incidents for this Date: 2

Date Occurred: 05/26/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
18:49:29	LOST/FOUND PROP	GRAND AVE, Paonia, CO	PPD	DIST3	

Total Incidents for this Date: 1

Date Occurred: 05/27/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
11:05:06	AGENCY ASSIST	ALDER CT, Paonia, CO	PPD	PPD	AA
14:01:40	AGENCY ASSIST	SAMUEL WADE RD, Paonia, CO	PPD	DIST3	AA
14:05:51	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
18:51:17	Traffic Stop	SAMUEL WADE RD, Paonia, CO	PPD	PPD	CIT

Total Incidents for this Date: 4

Date Occurred: 05/28/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:48:35	Code Enforce	NORTH FORK AVE, Paonia, CO	PPD	PPD	VW
09:29:30	TrafficAccident	GRAND AVE, Paonia, CO	PPD	PPD	
10:03:08	RESTR/PROT ORDR	2ND ST Paonia, CO	PPD	PPD	
15:24:08	TrafficAccident	GRAND AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 4

Date Occurred: 05/29/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
07:26:00	Certified Vin	2ND ST, Paonia, CO	PPD	PPD	
21:34:08	CITIZEN ASSIST	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 2

Date Occurred: 05/30/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
12:46:02	WELFARE CHECK	NIAGARA AVE, Paonia, CO	PPD		
22:08:14	SUSPICIOUS	NIAGARA AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 2

Total reported: 71

Report Includes:

All dates between `00:00:01 05/01/25` and `00:00:01 05/31/25`, All agencies matching `PPD`, All disposition's, All natures, All location codes, All cities

A-1, AA-9, CIT-3, VW-2, WW-3

A=ARREST, AA=AGENCY ASSIST, CITATION=3, VW=VERBAL WARNING, WW=WRITTEN WARNING

Gutter cleaning

Park maintenance in full swing with watering and mowing- water canon

Grand Ave Watering and Tree watering in parks and as well

Assisted Contractors, Biologists and USFS to Spring boxes

Baylee Permit

Trash truck issues/improvements to can lift

GOCO Training

Electrical repair started 30th as well

Notice to proceed on brush clearing for Hydrogeological study-clearing was finished in a few days (Lake Fork)



Playground chips AVP



Tree trimming training



Concrete patch 2nd St –Picture



Sewer incident to Minnesota Creek



Park Sprinkler struggles- pump, and broken lines



Town Park Bathroom is complete and open





**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	Consideration of Approval of a New Hotel and Restaurant Liquor License for Berg Harvest LLC
SUBMITTED BY:	Samira Vetter, Town Clerk
DATE:	June 10, 2025
BACKGROUND:	Berg Harvest LLC is applying for a Hotel and Restaurant Liquor License to take the place of their current Beer & Wine license. This will allow them to add cocktails to their drink menu's. They are also expanding their serving area to include the pavilion behind the restaurant. Their Beer and Wine license has had the underage serve violation taken care of and they are now free to surrender their old license and proceed with their new one.
BUDGET:	\$1075.00 to 10-32-01
RECOMMENDATION:	All Legal Requirements have been met for this license
ATTACHMENT:	Preliminary Findings and Report Retail License Application Individual History Record x3 Articles of Organization Certificate of Good Standing Property Record Serving Area Maps Affidavit of Publication Certified Mail receipts Poster Picture



Town of Paonia

Office of the Town Clerk

214 Grand Ave.

P.O. Box 460

Paonia, CO 81428

O: (970) 527-4101

F: (970) 527-4102

March 5, 2025

Revised June 1, 2025

Andrew & Lauren Thliveris
Berg Harvest LLC dba Berg Harvest Mercantile
40467 Mathews Lane
Paonia, CO 81428

RE: Preliminary Findings & Report

You are hereby advised that an investigation has been made regarding your application for a Hotel & Restaurant Liquor License. Based on the results thereof, the following has been determined:

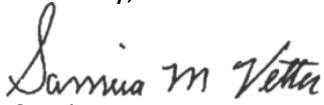
1. The location of the premises for which the license is sought is 73 Samuel Wade Road, Paonia, Colorado. The full application was received on January 31, 2025.
2. In the two years preceding the date of the application, there has not been a denial of any liquor license application for the reason that reasonable requirements of the neighborhood were satisfied by the existing licenses and in fact you have held a Beer and Wine License at this location until this year, when you decided to apply for a new license type.
3. It appears from the application documents that you own the premises where you propose to exercise the license applied for and that the possession will continue throughout the initial term of the license.
4. The sale of liquor at the proposed premises is not a violation of the Town of Paonia zoning, building and fire laws or regulations.
5. The proposed location does not appear to be within 500 ft. from any public or private school or the principal campus of any college, university or seminary.
6. The background investigation results from the CBI and FBI have produced no results which would cause the character of the applicant to be at issue as part of this hearing.
7. The Notice of Public Hearing was physically posted at the location before May 30, 2025; at Town Hall and published in the Delta County Independent on May 22 & 29, 2025.

The Public hearing on your application has been set for Tuesday, June 10, 2025 beginning at 6:30 p.m. or shortly thereafter. The hearing will take place in the Board Room at Paonia Town Hall, 214 Grand Avenue in Paonia. At the hearing, you shall have the opportunity to be heard regarding all matters of consideration of your application. Be advised that you, as the applicant, are burdened with persuading the Board of Trustees, who are the Local Licensing Authority, that the granting of this license will meet the needs of the Neighborhood and desires of the adult inhabitants of the

CC:

Neighborhood. Should you have any questions or concerns regarding the procedure involved in this public hearing, please feel free to contact me at (970) 527-4101 or samirav@townofpaonia.com.

Sincerely,

A handwritten signature in cursive script that reads "Samira M. Vetter".

Samira M. Vetter

Paonia Town Clerk

E: samirav@townofpaonia.com

CC:

1/31/25 complete

Colorado Liquor Retail License Application

☒ New License ☐ New-Concurrent ☐ Transfer of Ownership ☐ State Property Only ☐ Master file			
All answers must be printed in black ink or typewritten Applicant must check the appropriate box(es) Applicant should obtain a copy of the Colorado Liquor and Beer Code: www.colorado.gov/enforcement/liquor			
1. Applicant is applying as a/an ☐ Individual ☒ Limited Liability Company ☐ Association or Other ☐ Corporation ☐ Partnership (includes Limited Liability and Husband and Wife Partnerships)			
2. Applicant If an LLC, name of LLC; if partnership, at least 2 partner's names; if corporation, name of corporation Berg Harvest LLC			FEIN Number 68-0587490
2a. Trade Name of Establishment (DBA) Berg Harvest Mercantile		State Sales Tax Number 01368138	Business Telephone (608) 347-7722
3. Address of Premises (specify exact location of premises, include suite/unit numbers) 73 Samuel Wade Road			
City Paonia	County Delta	State CO	ZIP Code 81428
4. Mailing Address (Number and Street) PO Box 1034		City or Town Paonia	State CO
		ZIP Code 81428	
5. Email Address bergharvestllc@gmail.com			
6. If the premises currently has a liquor or beer license, you must answer the following questions			
Present Trade Name of Establishment (DBA) Berg Harvest Mercantile		Present State License Number 03-13831	Present Class of License Beer and wine
		Present Expiration Date November 2024	
Section A		Section B (Cont.)	
Nonrefundable Application Fees*		Liquor License Fees*	
☐ Application Fee for New License.....\$1,550.00 ☒ Application Fee for New License w/Concurrent Review.....\$1,650.00 ☐ Application Fee for Transfer.....\$1,550.00		☐ Liquor-Licensed Drugstore (County)\$312.50 ☐ Lodging & Entertainment - L&E (City)\$500.00 ☐ Lodging & Entertainment - L&E (County)\$500.00	
Section B		☒ Manager Registration - H & R.....\$75.00	
Liquor License Fees*		☐ Manager Registration - Tavern.....\$75.00	
☐ Add Optional Premises to H & R.....\$100.00 X _____ Total _____ ☐ Add Related Facility to Resort Complex \$75.00 X _____ Total _____ ☐ Add Sidewalk Service Area.....\$75.00 ☐ Arts License (City).....\$308.75 ☐ Arts License (County).....\$308.75 ☐ Beer and Wine License (City).....\$351.25 ☐ Beer and Wine License (County).....\$436.25 ☐ Brew Pub License (City).....\$750.00 ☐ Brew Pub License (County).....\$750.00 ☐ Campus Liquor Complex (City).....\$500.00 ☐ Campus Liquor Complex (County).....\$500.00 ☐ Campus Liquor Complex (State).....\$500.00 ☐ Club License (City).....\$308.75 ☐ Club License (County).....\$308.75 ☐ Distillery Pub License (City).....\$750.00 ☐ Distillery Pub License (County).....\$750.00 ☒ Hotel and Restaurant License (City).....\$500.00 ☐ Hotel and Restaurant License (County).....\$500.00 ☐ Hotel and Restaurant License w/one opt premises (City).....\$600.00 ☐ Hotel and Restaurant License w/one opt premises (County).....\$600.00 ☐ Liquor-Licensed Drugstore (City).....\$227.50		☐ Manager Registration - Lodging & Entertainment.....\$75.00 ☐ Manager Registration - Campus Liquor Complex.....\$75.00 ☐ Optional Premises License (City).....\$500.00 ☐ Optional Premises License (County).....\$500.00 ☐ Racetrack License (City).....\$500.00 ☐ Racetrack License (County).....\$500.00 ☐ Resort Complex License (City).....\$500.00 ☐ Resort Complex License (County).....\$500.00 ☐ Related Facility - Campus Liquor Complex (City).....\$160.00 ☐ Related Facility - Campus Liquor Complex (County).....\$160.00 ☐ Related Facility - Campus Liquor Complex (State).....\$160.00 ☐ Retail Gaming Tavern License (City).....\$500.00 ☐ Retail Gaming Tavern License (County).....\$500.00 ☐ Retail Liquor Store License-Additional (City).....\$227.50 ☐ Retail Liquor Store License-Additional (County).....\$312.50 ☐ Retail Liquor Store (City).....\$227.50 ☐ Retail Liquor Store (County).....\$312.50 ☐ Tavern License (City).....\$500.00 ☐ Tavern License (County).....\$500.00 ☐ Vintners Restaurant License (City).....\$750.00 ☐ Vintners Restaurant License (County).....\$750.00	
* Note that the Division will not accept cash			
Questions? Visit: www.colorado.gov/enforcement/liquor for more information			
Do not write in this space - For Department of Revenue use only			
Liability Information			
License Account Number	Liability Date	License Issued Through (Expiration Date)	Total \$

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

Name Berg Harvest LLC	Type of License H + R (C.H.)	Account Number		
20. Club Liquor License applicants answer the following: Attach a copy of applicable documentation				
a. Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain?		Yes ☐ No ☐		
b. Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain?		Yes ☐ No ☐		
c. How long has the club been incorporated?				
d. Has applicant occupied an establishment for three years (three years required) that was operated solely for the reasons stated above?		Yes ☐ No ☐		
21. Brew-Pub, Distillery Pub or Vintner's Restaurant applicants answer the following:				
a. Has the applicant received or applied for a Federal Permit? (Copy of permit or application must be attached)		Yes ☐ No ☐		
22. Campus Liquor Complex applicants answer the following:				
a. Is the applicant an institution of higher education?		Yes ☐ No ☐		
b. Is the applicant a person who contracts with the institution of higher education to provide food services? If "yes" please provide a copy of the contract with the institution of higher education to provide food services.		Yes ☐ No ☐		
23. For all on-premises applicants:				
a. Hotel and Restaurant, Lodging and Entertainment, Tavern License and Campus Liquor Complex, the Registered Manager must also submit an Individual History Record - DR 8404-I and fingerprint submitted to approved State Vendor through the Vendor's website. See application checklist, Section IV, for details.				
b. For all Liquor Licensed Drugstores (LLDS) the Permitted Manager must also submit an Manager Permit Application - DR 8000 and fingerprints.				
Last Name of Manager Thliveris Brewer		First Name of Manager Lauren Jeannie		
24. Does this manager act as the manager of, or have a financial interest in, any other liquor licensed establishment in the State of Colorado? If yes, provide name, type of license and account number.		Yes ☐ No ☒		
25. Related Facility - Campus Liquor Complex applicants answer the following:				
a. Is the related facility located within the boundaries of the Campus Liquor Complex? If yes, please provide a map of the geographical location within the Campus Liquor Complex. If no, this license type is not available for issues outside the geographical location of the Campus Liquor Complex.		Yes ☐ No ☐		
b. Designated Manager for Related Facility- Campus Liquor Complex				
Last Name of Manager		First Name of Manager		
26. Tax Information.				
a. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business?		Yes ☐ No ☒		
b. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.?		Yes ☐ No ☒		
27. If applicant is a corporation, partnership, association or limited liability company, applicant must list all Officers, Directors, General Partners, and Managing Members. In addition, applicant must list any stockholders, partners, or members with ownership of 10% or more in the applicant. All persons listed below must also attach form DR 8404-I (Individual History Record), and make an appointment with an approved State Vendor through their website. See application checklist, Section IV, for details.				
Name Lauren M Thliveris	Home Address, City & State 14618 Peony Lane, Paonia CO 81428	DOB 04/06/59	Position Owner	%Owned 50
Name Andrew T Thliveris	Home Address, City & State 14618 Peony Lane, Paonia CO 81428	DOB 09/23/59	Position Owner	%Owned 50
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
** If applicant is owned 100% by a parent company, please list the designated principal officer on above. ** Corporations - the President, Vice-President, Secretary and Treasurer must be accounted for above (Include ownership percentage if applicable) ** If total ownership percentage disclosed here does not total 100%, applicant must check this box: ☐ Applicant affirms that no individual other than these disclosed herein owns 10% or more of the applicant and does not have financial interest in a prohibited liquor license pursuant to Article 3 or 5, C.R.S.				

Name Berg Harvest LLC	Type of License H+R (City)	Account Number
Oath Of Applicant		
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Colorado Liquor or Beer Code which affect my license.		
Authorized Signature <i>Lauren Thliveris</i>	Printed Name and Title Lauren M Thliveris, Owner	Date 1/31/25
Report and Approval of Local Licensing Authority (City/County)		
Date application filed with local authority 1/31/2025	Date of local authority hearing (for new license applicants; cannot be less than 30 days from date of application) March 11, 2025 6:30 pm	
The Local Licensing Authority Hereby Affirms that each person required to file DR 8404-I (Individual History Record) or a DR 8000 (Manager Permit) has been:		
☒ Fingerprinted ☒ Subject to background investigation, including NCIC/CCIC check for outstanding warrants		
That the local authority has conducted, or intends to conduct, an inspection of the proposed premises to ensure that the applicant is in compliance with and aware of, liquor code provisions affecting their class of license		
(Check One)		
☐ Date of inspection or anticipated date _____ ☒ Will conduct inspection upon approval of state licensing authority		
☐ Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1,500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of > 10,000?		Yes No ☐ ☐
☐ Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3,000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of < 10,000?		☐ ☐
NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.		
☐ Does the Liquor-Licensed Drugstore (LLDS) have at least twenty percent (20%) of the applicant's gross annual income derived from the sale of food, during the prior twelve (12) month period?		☐ ☐
The foregoing application has been examined; and the premises, business to be conducted, and character of the applicant are satisfactory. We do report that such license, if granted, will meet the reasonable requirements of the neighborhood and the desires of the adult inhabitants, and will comply with the provisions of Title 44, Article 4 or 3, C.R.S., and Liquor Rules. Therefore, this application is approved.		
Local Licensing Authority for	Telephone Number	☐ Town, City ☐ County
Signature	Print	Title
Signature	Print	Title
		Date

BergHarvestLLC-LiquoreLicenseApplication-2025v1

Final Audit Report

2025-02-06

Created:	2025-02-06
By:	Ruben Santiago (rubens@townofpaonia.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAsynXwepOhz92VggzWQOVH44MxZfzw_dB

"BergHarvestLLC-LiquoreLicenseApplication-2025v1" History

-  Document created by Ruben Santiago (rubens@townofpaonia.com)
2025-02-06 - 3:26:36 PM GMT
-  Document emailed to Lauren Thliveris (lthliveris@gmail.com) for signature
2025-02-06 - 3:26:46 PM GMT
-  Email viewed by Lauren Thliveris (lthliveris@gmail.com)
2025-02-06 - 3:38:21 PM GMT
-  Document e-signed by Lauren Thliveris (lthliveris@gmail.com)
Signature Date: 2025-02-06 - 3:39:21 PM GMT - Time Source: server
-  Agreement completed.
2025-02-06 - 3:39:21 PM GMT

Tax Check Authorization, Waiver, and Request to Release Information

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

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

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

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

Name (Individual/Business)		Social Security Number/Tax Identification Number	
Berg Harvest LLC dba Berg Harvest Mercantile		68-0587490	
Address			
40467 Mathews Lane			
City		State	Zip
Paonia		CO	81428
Home Phone Number		Business/Work Phone Number	
		608-347-7722	
Printed name of person signing on behalf of the Applicant/Licensee			
Lauren M Thliveris			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information)			Date signed

Privacy Act Statement

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

Individual History Record

To be completed by the following persons, as applicable: sole proprietors; general partners regardless of percentage ownership, and limited partners owning 10% or more of the partnership; all principal officers of a corporation, all directors of a corporation, and any stockholder of a corporation owning 10% or more of the outstanding stock; managing members or officers of a limited liability company, and members owning 10% or more of the company; and any intended registered manager of Hotel and Restaurant, Tavern and Lodging and Entertainment class of retail license

Notice: This individual history record requires information that is necessary for the licensing investigation or inquiry. All questions must be answered in their entirety or the license application may be delayed or denied. If a question is not applicable, please indicate so by "N/A". **Any deliberate misrepresentation or material omission may jeopardize the license application.** (Please attach a separate sheet if necessary to enable you to answer questions completely)

Name of Business

Berg Harvest LLC dba Berg Harvest Mercantile

Home Phone Number

Cellular Number

608-347-7722

Your Full Name (last, first, middle)

Thliveris, Lauren Margaret

List any other names you have used

Skurzynski, Lauren Margaret

Mailing address (if different from residence)

PO Box 391

Email Address

1. List current residence address. Include any previous addresses within the last five years. (Attach separate sheet if necessary)

Current Street and Number

Current City, State, ZIP

Paonia, CO 81428

From:

To:

November 2023

present

Previous Street and Number

Previous City, State, ZIP

Madison, WI 53717

From:

To:

1999

October 2023

Individual History Record (Continued)

2. List all employment within the last five years. Include any self-employment. (Attach separate sheet if necessary)

Name of Employer or Business

Berg Harvest LLC dba Berg Harvest Mercantile

Address (Street, Number, City, State, ZIP)

40467 Mathews Lane, Paonia, CO 81428

Position Held

Owner

From:

2005

To:

present

Name of Employer or Business

Address (Street, Number, City, State, ZIP)

Position Held

From:

To:

Name of Employer or Business

Address (Street, Number, City, State, ZIP)

Position Held

From:

To:

3. List the name(s) of relatives working in or holding a financial interest in the Colorado alcohol beverage industry.

Name of Relative

Relationship to You:

Position Held

Name of Licensee

Name of Relative

Relationship to You:

Position Held

Name of Licensee

Individual History Record (Continued)

Name of Relative

Position Held

Name of Relative

Position Held

Relationship to You:

Name of Licensee

Relationship to You:

Name of Licensee

4. Have you ever applied for, held, or had an interest in a Colorado Liquor or Beer License, or loaned money, furniture, fixtures, equipment or inventory to any licensee?

☒ Yes ☐ No

(If yes, answer in detail.)

We have a beer and wine license for Berg Harvest Mercantile, license number 03-13831

5. Have you ever received a violation notice, suspension, or revocation for a liquor law violation, or have you applied for or been denied a liquor or beer license anywhere in the United States?.....

☒ Yes ☐ No

(If yes, answer in detail.)

An employee failed to card a patron and served them a hard iced tea. I have not received any information on the violation or fines owed yet for this occurrence which was in approximately October 2024.

6. Have you ever been convicted of a crime or received a suspended sentence, deferred sentence, or forfeited bail for any offense in criminal or military court or do you have any charges pending?.....

☐ Yes ☒ No

(If yes, answer in detail.)

7. Are you currently under probation (supervised or unsupervised), parole, or completing the requirements of a deferred sentence?.....

☐ Yes ☒ No

(If yes, answer in detail.)

Individual History Record (Continued)

8. Have you ever had any professional license suspended, revoked, or denied?..... ☐ Yes ☒ No

(If yes, answer in detail.)

Personal and Financial Information

Unless otherwise provided by law, the personal information required in this section will be treated as confidential. The personal information required in this section is solely for identification purposes.

Date of Birth	Social Security Number	Place of Birth		
1959		Cumberland, MD		
U.S. Citizen	If Naturalized, state where	When		
☒ Yes ☐ No				
Name of District Court	Naturalization Certificate Number	Date of Certification		
If an Alien, Give Alien's Registration Card Number	Permanent Residence Card Number			
Height	Weight	Hair Color	Eye Color	Gender
5' 7"	240	brown	hazel	female

Do you have a current Driver's License/ID? If so, give number and state. ☒ Yes ☐ No

Driver's License Number	Driver's License State
	Colorado

Financial Information

9. Total purchase price or investment being made by the applying entity, corporation, partnership, limited liability company, other.....

\$400,000
10. List the total amount of the **personal** investment, made by the person listed on page 1 in this business including any notes, loans, cash, services or equipment, operating capital, stock purchases or fees paid.....

\$400,000

NOTE: If corporate investment only, please skip to and complete question 12

NOTE: Question 10 should reflect the total of questions 11 and 13

Personal and Financial Information (Continued)

11. Provide details of the personal investment described in question 10. You must account for all of the sources of this investment. (Attach a separate sheet if needed)

Type: Cash, Services or Equipment

Account Type

Cash

Checking

Bank Name

Amount

Wisconsin Bank and Trust

\$350,000

Type: Cash, Services or Equipment

Account Type

Cash

Checking

Bank Name

Amount

Oakstar Bank (formerly First CO National Bank)

\$50,000

Type: Cash, Services or Equipment

Account Type

Bank Name

Amount

Type: Cash, Services or Equipment

Account Type

Bank Name

Amount

12. Provide details of the corporate investment described in question 9. You must account for all of the sources of this investment. (Attach a separate sheet if needed)

Type: Cash, Services or Equipment

Loans

Account Type

Bank Name

Amount

Type: Cash, Services or Equipment

Loans

Account Type

Bank Name

Amount

Type: Cash, Services or Equipment

Loans

Account Type

Bank Name

Amount

13. Loan Information (Attach copies of all notes or loans)

Name of Lender

Address

Term

Security

Amount

Personal and Financial Information (Continued)

Name of Lender

Address

Term

Security

Amount

Name of Lender

Address

Term

Security

Amount

Name of Lender

Address

Term

Security

Amount

Oath of Applicant

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

Authorized Signature

Print Signature

Title

Date (MM/DD/YY)

Individual History Record

To be completed by the following persons, as applicable: sole proprietors; general partners regardless of percentage ownership, and limited partners owning 10% or more of the partnership; all principal officers of a corporation, all directors of a corporation, and any stockholder of a corporation owning 10% or more of the outstanding stock; managing members or officers of a limited liability company, and members owning 10% or more of the company; and any intended registered manager of Hotel and Restaurant, Tavern and Lodging and Entertainment class of retail license

Notice: This individual history record requires information that is necessary for the licensing investigation or inquiry. All questions must be answered in their entirety or the license application may be delayed or denied. If a question is not applicable, please indicate so by "N/A". **Any deliberate misrepresentation or material omission may jeopardize the license application.** (Please attach a separate sheet if necessary to enable you to answer questions completely)

Name of Business

Berg Harvest LLC dba Berg Harvest Mercantile

Home Phone Number

Cellular Number

Your Full Name (last, first, middle)

Thliveris, Andrew Tom

List any other names you have used

Mailing address (if different from residence)

PO Box 391

Email Address

1. List current residence address. Include any previous addresses within the last five years. (Attach separate sheet if necessary)

Current Street and Number

Current City, State, ZIP

Paonia, CO 81428

From:

To:

November 2023

present

Previous Street and Number

Previous City, State, ZIP

Madison, WI 53717

From:

To:

1999

October 2023

Individual History Record (Continued)

2. List all employment within the last five years. Include any self-employment. (Attach separate sheet if necessary)

Name of Employer or Business

Berg Harvest LLC dba Berg Harvest Mercantile

Address (Street, Number, City, State, ZIP)

40467 Mathews Lane, Paonia, CO 81428

Position Held

Owner

From:

2005

To:

present

Name of Employer or Business

VA Medical Center

Address (Street, Number, City, State, ZIP)

2500 Overlook Terrace, Madison, WI 53705

Position Held

Chief of Ophthalmology

From:

1999

To:

2023

Name of Employer or Business

University of Wisconsin-Madison Department of Ophthalmology

Address (Street, Number, City, State, ZIP)

2880 University Ave., Madison, WI 53705

Position Held

Professor

From:

1999

To:

2023

3. List the name(s) of relatives working in or holding a financial interest in the Colorado alcohol beverage industry.

Name of Relative

Relationship to You:

Position Held

Name of Licensee

Name of Relative

Relationship to You:

Position Held

Name of Licensee

Individual History Record (Continued)

Name of Relative

Position Held

Name of Relative

Position Held

Relationship to You:

Name of Licensee

Relationship to You:

Name of Licensee

4. Have you ever applied for, held, or had an interest in a Colorado Liquor or Beer License, or loaned money, furniture, fixtures, equipment or inventory to any licensee? ☒ Yes ☐ No

(If yes, answer in detail.)

We have a beer and wine license for Berg Harvest Mercantile, license number 03-13831

5. Have you ever received a violation notice, suspension, or revocation for a liquor law violation, or have you applied for or been denied a liquor or beer license anywhere in the United States?..... ☒ Yes ☐ No

(If yes, answer in detail.)

An employee failed to card a patron and served them a hard iced tea. We have not received any information on the violation or fines owed yet for this occurrence which was in approximately October 2024.

6. Have you ever been convicted of a crime or received a suspended sentence, deferred sentence, or forfeited bail for any offense in criminal or military court or do you have any charges pending?..... ☐ Yes ☒ No

(If yes, answer in detail.)

7. Are you currently under probation (supervised or unsupervised), parole, or completing the requirements of a deferred sentence?..... ☐ Yes ☒ No

(If yes, answer in detail.)

Individual History Record (Continued)

8. Have you ever had any professional license suspended, revoked, or denied?..... ☐ Yes ☒ No

(If yes, answer in detail.)

Personal and Financial Information

Unless otherwise provided by law, the personal information required in this section will be treated as confidential. The personal information required in this section is solely for identification purposes.

Date of Birth	Social Security Number	Place of Birth		
1959		Ogden, UT		
U.S. Citizen	If Naturalized, state where	When		
☒ Yes ☐ No				
Name of District Court	Naturalization Certificate Number	Date of Certification		
If an Alien, Give Alien's Registration Card Number	Permanent Residence Card Number			
Height	Weight	Hair Color	Eye Color	Gender
6' 0"	200	brown	brown	male

Do you have a current Driver's License/ID? If so, give number and state. ☒ Yes ☐ No

Driver's License Number	Driver's License State
	Colorado

Financial Information

9. Total purchase price or investment being made by the applying entity, corporation, partnership, limited liability company, other.....	\$400,000
10. List the total amount of the personal investment, made by the person listed on page 1 in this business including any notes, loans, cash, services or equipment, operating capital, stock purchases or fees paid.....	\$400,000

NOTE: If corporate investment only, please skip to and complete question 12

NOTE: Question 10 should reflect the total of questions 11 and 13

Personal and Financial Information (Continued)

11. Provide details of the personal investment described in question 10. You must account for all of the sources of this investment. (Attach a separate sheet if needed)

Type: Cash, Services or Equipment

Cash

Bank Name

Wisconsin Bank and Trust

Type: Cash, Services or Equipment

Cash

Bank Name

Oakstar Bank (formerly First CO National Bank)

Type: Cash, Services or Equipment

Bank Name

Type: Cash, Services or Equipment

Bank Name

Account Type

Checking

Amount

\$350,000

Account Type

Checking

Amount

\$50,000

Account Type

Amount

Account Type

Amount

12. Provide details of the corporate investment described in question 9. You must account for all of the sources of this investment. (Attach a separate sheet if needed)

Type: Cash, Services or Equipment

Bank Name

Type: Cash, Services or Equipment

Bank Name

Type: Cash, Services or Equipment

Bank Name

Loans

Amount

Loans

Amount

Loans

Amount

Account Type

Account Type

Account Type

13. Loan Information (Attach copies of all notes or loans)

Name of Lender

Term

Security

Address

Amount

Personal and Financial Information (Continued)

Name of Lender

Address

Term

Security

Amount

Name of Lender

Address

Term

Security

Amount

Name of Lender

Address

Term

Security

Amount

Oath of Applicant

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

Authorized Signature

Print Signature

Andrew Tom Thliveris

Title

Date (MM/DD/YY)

Owner

12/16/24

Individual History Record

To be completed by the following persons, as applicable: sole proprietors; general partners regardless of percentage ownership, and limited partners owning 10% or more of the partnership; all principal officers of a corporation, all directors of a corporation, and any stockholder of a corporation owning 10% or more of the outstanding stock; managing members or officers of a limited liability company, and members owning 10% or more of the company; and any intended registered manager of Hotel and Restaurant, Tavern and Lodging and Entertainment class of retail license

Notice: This individual history record requires information that is necessary for the licensing investigation or inquiry. All questions must be answered in their entirety or the license application may be delayed or denied. If a question is not applicable, please indicate so by "N/A". **Any deliberate misrepresentation or material omission may jeopardize the license application.** (Please attach a separate sheet if necessary to enable you to answer questions completely)

Name of Business

Berg Harvest LLC dba Berg Harvest Mercantile

Home Phone Number

Cellular Number

Your Full Name (last, first, middle)

Brewer, Jeannie Linda

List any other names you have used

Jeannie Linda Booth, Jeannie Linda Foster

Mailing address (if different from residence)

Email Address

1. List current residence address. Include any previous addresses within the last five years. (Attach separate sheet if necessary)

Current Street and Number

Current City, State, ZIP

Somerset, CO 81434

From:

To:

2003

present

Previous Street and Number

Previous City, State, ZIP

From:

To:

Individual History Record (Continued)

2. List all employment within the last five years. Include any self-employment. (Attach separate sheet if necessary)

Name of Employer or Business

Berg Harvest LLC dba Berg Harvest Mercantile

Address (Street, Number, City, State, ZIP)

40467 Mathews Lane, Paonia, CO 81428

Position Held

Manager

From:

2020

To:

present

Name of Employer or Business

Subway

Address (Street, Number, City, State, ZIP)

Position Held

Manager

From:

2015

To:

2020

Name of Employer or Business

Address (Street, Number, City, State, ZIP)

Position Held

From:

To:

3. List the name(s) of relatives working in or holding a financial interest in the Colorado alcohol beverage industry.

Name of Relative

Relationship to You:

Position Held

Name of Licensee

Name of Relative

Relationship to You:

Position Held

Name of Licensee

Individual History Record (Continued)

Name of Relative

Relationship to You:

Position Held

Name of Licensee

Name of Relative

Relationship to You:

Position Held

Name of Licensee

4. Have you ever applied for, held, or had an interest in a Colorado Liquor or Beer License, or loaned money, furniture, fixtures, equipment or inventory to any licensee? ☐ Yes ☒ No

(If yes, answer in detail.)

5. Have you ever received a violation notice, suspension, or revocation for a liquor law violation, or have you applied for or been denied a liquor or beer license anywhere in the United States? ☐ Yes ☒ No

(If yes, answer in detail.)

6. Have you ever been convicted of a crime or received a suspended sentence, deferred sentence, or forfeited bail for any offense in criminal or military court or do you have any charges pending? ☐ Yes ☒ No

(If yes, answer in detail.)

7. Are you currently under probation (supervised or unsupervised), parole, or completing the requirements of a deferred sentence? ☐ Yes ☒ No

(If yes, answer in detail.)

Individual History Record (Continued)

8. Have you ever had any professional license suspended, revoked, or denied?..... ☐ Yes ☒ No

(If yes, answer in detail.)

Personal and Financial Information

Unless otherwise provided by law, the personal information required in this section will be treated as confidential. The personal information required in this section is solely for identification purposes.

Date of Birth	Social Security Number	Place of Birth		
1973		Delta, CO		
U.S. Citizen	If Naturalized, state where	When		
☒ Yes ☐ No				
Name of District Court	Naturalization Certificate Number	Date of Certification		
If an Alien, Give Alien's Registration Card Number	Permanent Residence Card Number			
Height	Weight	Hair Color	Eye Color	Gender
5' 3"	240	Grey	Blue	Female

Do you have a current Driver's License/ID? If so, give number and state. ☒ Yes ☐ No

Driver's License Number	Driver's License State
	CO

Financial Information

9. Total purchase price or investment being made by the applying entity, corporation, partnership, limited liability company, other.....

0
10. List the total amount of the **personal** investment, made by the person listed on page 1 in this business including any notes, loans, cash, services or equipment, operating capital, stock purchases or fees paid.....

0

NOTE: If corporate investment only, please skip to and complete question 12

NOTE: Question 10 should reflect the total of questions 11 and 13

Personal and Financial Information (Continued)

11. Provide details of the personal investment described in question 10. You must account for all of the sources of this investment. (Attach a separate sheet if needed)

Type: Cash, Services or Equipment

Bank Name

Account Type

Amount

Type: Cash, Services or Equipment

Bank Name

Account Type

Amount

Type: Cash, Services or Equipment

Bank Name

Account Type

Amount

Type: Cash, Services or Equipment

Bank Name

Account Type

Amount

12. Provide details of the corporate investment described in question 9. You must account for all of the sources of this investment. (Attach a separate sheet if needed)

Type: Cash, Services or Equipment

Bank Name

Loans

Account Type

Amount

Type: Cash, Services or Equipment

Bank Name

Loans

Account Type

Amount

Type: Cash, Services or Equipment

Bank Name

Loans

Account Type

Amount

13. Loan Information (Attach copies of all notes or loans)

Name of Lender

Address

Term

Security

Amount

Personal and Financial Information (Continued)

Name of Lender

Address

Term

Security

Amount

Name of Lender

Address

Term

Security

Amount

Name of Lender

Address

Term

Security

Amount

Oath of Applicant

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

Authorized Signature

Print Signature

Title

Date (MM/DD/YY)



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

Colorado Secretary of State
Date and Time: 06/12/2020 11:49 AM
ID Number: 20201512980
Document number: 20201512980
Amount Paid: \$50.00

ABOVE SPACE FOR OFFICE USE ONLY

Articles of Organization

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

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

Berg Harvest Mercantile LLC

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

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

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

Street address

40467 Mathews Lane

(Street number and name)

Paonia

(City)

CO

(State)

81428

(ZIP/Postal Code)

United States

(Province – if applicable)

(Country)

Mailing address

(leave blank if same as street address)

[REDACTED]
(Street number and name or Post Office Box information)

Madison

(City)

WI

(State)

53717

(ZIP/Postal Code)

United States

(Province – if applicable)

(Country)

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

Name

(if an individual)

(Last)

(First)

(Middle)

(Suffix)

or

(if an entity)

Berg Harvest Mercantile LLC

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

Street address

40467 Mathews Lane

(Street number and name)

Paonia

(City)

CO

(State)

81428

(ZIP Code)

Mailing address

(leave blank if same as street address)

(Street number and name or Post Office Box information)

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

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

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

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

Name
(if an individual)

(Last) (First) (Middle) (Suffix)

or

(if an entity)

Berg Harvest LLC

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

Mailing address

(Street number and name or Post Office Box information)

Madison WI 53717
(City) (State) (ZIP/Postal Code)

CO United States
(Province – if applicable) (Country)

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

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

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

(Mark the applicable box.)

☒ one or more managers.

or

☐ the members.

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

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

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

☐ This document contains additional information as provided by law.

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

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

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

Notice:

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

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

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

<u>Huffman</u>	<u>Julie</u>		
(Last)	(First)	(Middle)	(Suffix)
<u>PO Box 38</u>			
(Street number and name or Post Office Box information)			
<u>Delta</u>	<u>CO</u>	<u>81416</u>	
(City)	(State)	(ZIP/Postal Code)	
<u>United States</u>			
(Province – if applicable)		(Country)	

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

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

Disclaimer:

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

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

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

Berg Harvest Mercantile LLC

is a

Limited Liability Company

formed or registered on 06/12/2020 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20201512980 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 06/04/2025 that have been posted, and by documents delivered to this office electronically through 06/06/2025 @ 15:48:48 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 06/06/2025 @ 15:48:48 in accordance with applicable law. This certificate is assigned Confirmation Number 17377813 .



Jena Griswold

Secretary of State of the State of Colorado

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

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

Property Record Card

DELTA COUNTY Delta County Assessor

**BERG HARVEST
MERCANTILE LLC**

PO BOX 391
PAONIA, CO 81428-0391

Account: R020205

Tax Area: BR- - BR-

Acres: 1.440

Parcel: 324506200052

Situs Address:
73 SAMUEL WADE RD
PAONIA, 81428

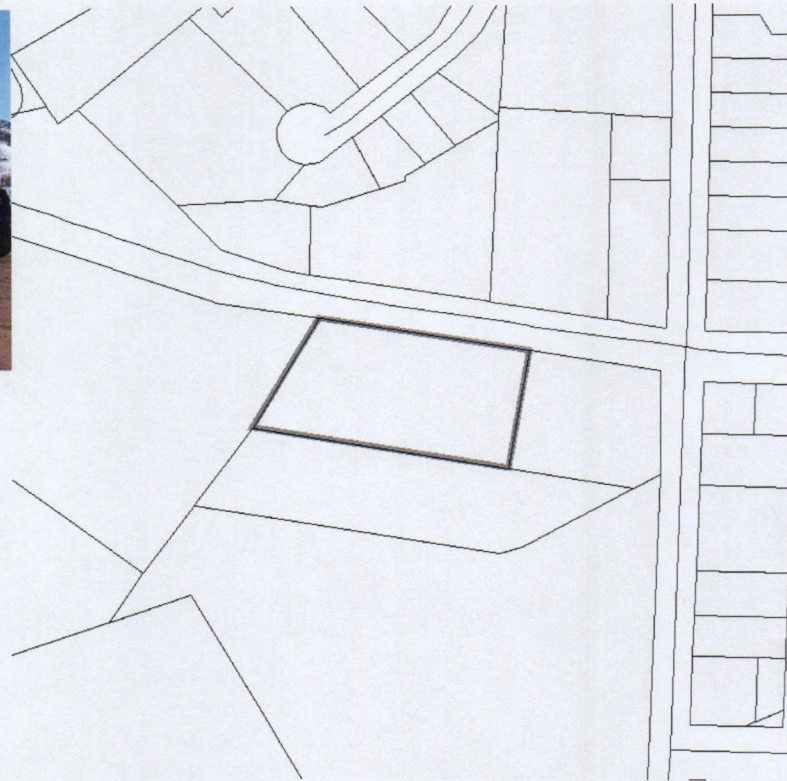
Value Summary

Value By:	Market	Override
Land (1)	\$209	N/A
Land (2)	\$140,000	N/A
Commercial (1)	\$168,710	N/A
Extra Features (1)	\$3,168	N/A
Total	\$312,087	\$312,087



Legal Description

73 SAMUEL WADE RD PAONIA 81428 S: 6 T: 14S R: 91W
Subdivision: RURAL AREA TOTAL AC 1.44+- PARCEL-2
PT NE4NW4 SEC-6 T14S R91W 6PM BEG NW COR SEC-6
S66°03'40"E 2521.56' TO TRUE POB S82°16'59"E 273.87' S09°01'00"W
200.75'N80°59'00"W 363.51' ETC TO POB BK 410 PG 518 (R-322603)
BK 507 PG 26 BK 955 PG 889 & 923 R-574466 SVY BK 2004 PG 676
BK 31 PG 20 R-577591 R-689489 ANNEX R705548 R-723547



Public Remarks

Entry Date	Model	Remark
04/11/2008		CHANGED AG CLASSIFICATION AS PER SITE VISIT AND CONVERSATION WITH OWNER. FZ
03/29/2013		ADDED UTILITY BLDG TO RECORD CARD. FZ
08/03/2016		SITE VISIT 7/20/16 TO DOCUMENT 2016 REMODEL OF THE BUILDING ON THIS PARCEL. COMPLETE RENOVATION DONE. SPOKE W/ LAURNE THLIVERIS 8/2016. UPDATE EFF 2017-JG
04/17/2018		SITE VISIT 4/16/18 TO ADD NEW CONSTRUCTION-ROOF STRUCTURE OVER PRE-EXISTING WOOD DECK. UPDATE CODING PER 2017 ANNEXATION. SPOKE W/ OWNER 4/26/18. FWD SNOV TO CA 4/17/18-JG
04/24/2018		UPDATE VALUE TAB FOR SNOV
02/04/2019		SITE VISIT 1/30/19. ADD 2018 N/C KITCHEN ADDITON. SPOKE W/ OWNER. CERTIFICATE OF OCCUPANCY GRANTED ON 12/11/2018-JG
01/09/2024		UPDATED MAILING ADDRESS. SEE CORR -JB PARCEL ANNEXED INTO THE TOWN OF PAONIA @ R-689489

Property Record Card

DELTA COUNTY Delta County Assessor

Land Occurrence 1

LVal	415700 - ORCHARD LD AC	Abstract Code	4157 - 4157 - orchard land
Lot Front	0	Lot Depth	0
Adj 1	100	Adj 2	100
Adj 3	100	Adj 4	100
Neighborhood	41001 - PAONIA	Road	3 - R PAVED
TOPO	1 - AVG TOPO	Utilities	7 - W/S/E/G
Appr Dist	5 - COMM-IND-ERIN	Subdivision	0 - N/A
Ag Subdivision	40001 - PAONIA OTHER	Use Code	4000
Review Date	201804 - 18-Apr		

SubArea	ADJUSTED	HEATED	PRIME	ACTUAL
AC	0.18			0.18
Total	0.18			0.18
	Value	Rate	Rate	Rate
	\$209	1,161.11		1,161.11

Land Occurrence 2

LVal	100412 - PAO TOWN LOT 1-2 AC	Abstract Code	2112 - 2112 - merchandising land
Adj 1	100	Adj 2	100
Adj 3	100	Adj 4	100
Neighborhood	200411 - PAO COMMERCIAL	Road	3 - R PAVED
TOPO	1 - AVG TOPO	Utilities	9 - W/E/G
Appr Dist	5 - COMM-IND-ERIN	Subdivision	200411 - PAO COMMERCIAL
Use Code	2000	Review Date	201804 - 18-Apr

SubArea	ADJUSTED	HEATED	PRIME	ACTUAL
LT	1			1
Total	1.00			1.00
	Value	Rate	Rate	Rate
	\$140,000	140,000.00		140,000.00

Commercial Occurrence 1

BVAL	221200 - RETAIL	Abstract Code	2212 - MERCHANDISING-IMPROVEMENTS
Arch Style	4 - RETAIL	Exterior wall	37 - MASONITE
RCVR	12 - MODULAR MT	RSTR	3 - GABLE/HIP
Interior Wall	5 - DRYWALL 8 - DECORATIVE 1 - MINIMUM	Flooring	12 - HARDWOOD 15 - HARDTILE
Heating Fuel	3 - GAS	Heating Type	9 - HVAC
Subdivision	200411 - PAO COMMERCIAL	QUAL	3 - AVERAGE
Frame type	2 - WOOD FRAME	STYS	1 - STYS
Number of Baths	1	RMS	2
Actual Year Built	2009	Effective Year Built	2012
Neighborhood	200411 - PAO COMMERCIAL	DEPR04	2012 - DEPR04
Use Code	2000		

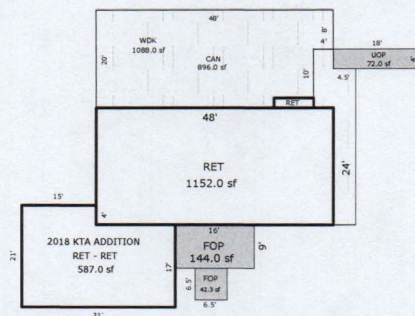
SubArea	ADJUSTED	HEATED	PRIME	ACTUAL
CAN - CANOPY	134			896
FOP - F.OPN/PRCH	28			186
RET - RETAIL	1,755	1,755	1,755	1,755
UOP - UNF OPEN PORCH	7			72

Property Record Card

DELTA COUNTY Delta County Assessor

Commercial Occurrence 1

PORCH					
WDK - WOOD		218			1,088
DECK/BALCONY					
Total		2,142.10	1,755.00	1,755.00	3,997.30
	Value	Rate	Rate	Rate	Rate
	\$168,710	78.76	96.13	96.13	42.21



Sketch by Apex Medina™

Extra Features Occurrence 1

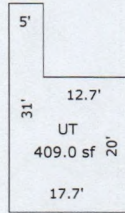
CODE	30400 - CONC/PAVE <750 SQ FT	Abstract Code	2212 - MERCHANDISING IMPROVEMENTS
Neighborhood	200411 - PAONIA COMMERCIAL	DEPR20	2016 - DEPR20

SubArea	ADJUSTED	HEATED	PRIME	ACTUAL
UT - UT	409			409
Total	409.00			409.00
	Value	Rate	Rate	Rate
	\$3,168	7.75		7.75

Property Record Card

DELTA COUNTY Delta County Assessor

Extra Features Occurrence 1



Sketch by Apex Medina™

Abstract Summary

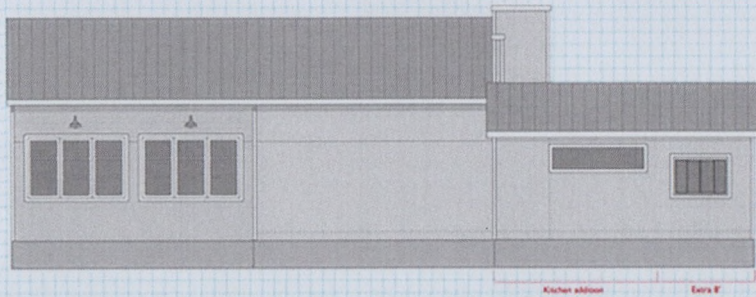
Code	Classification	Actual Value	Taxable Value	Actual Override	Taxable Override
2112	2112 - merchandising land	\$140,000	\$39,060	NA	NA
2212	2212 - merchandising- improvements	\$141,878	\$39,584	NA	NA
4157	4157 - orchard land	\$209	\$55	NA	NA
Total		\$282,087	\$78,699	NA	NA



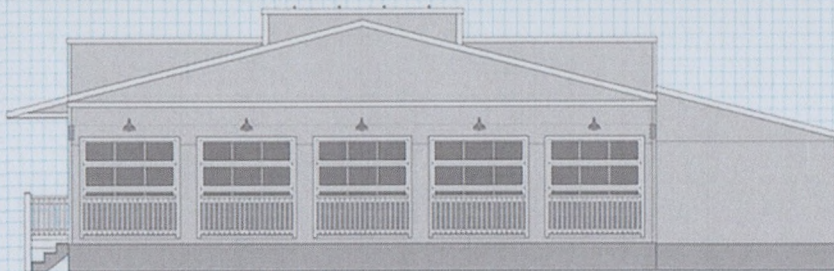
STORE FRONT



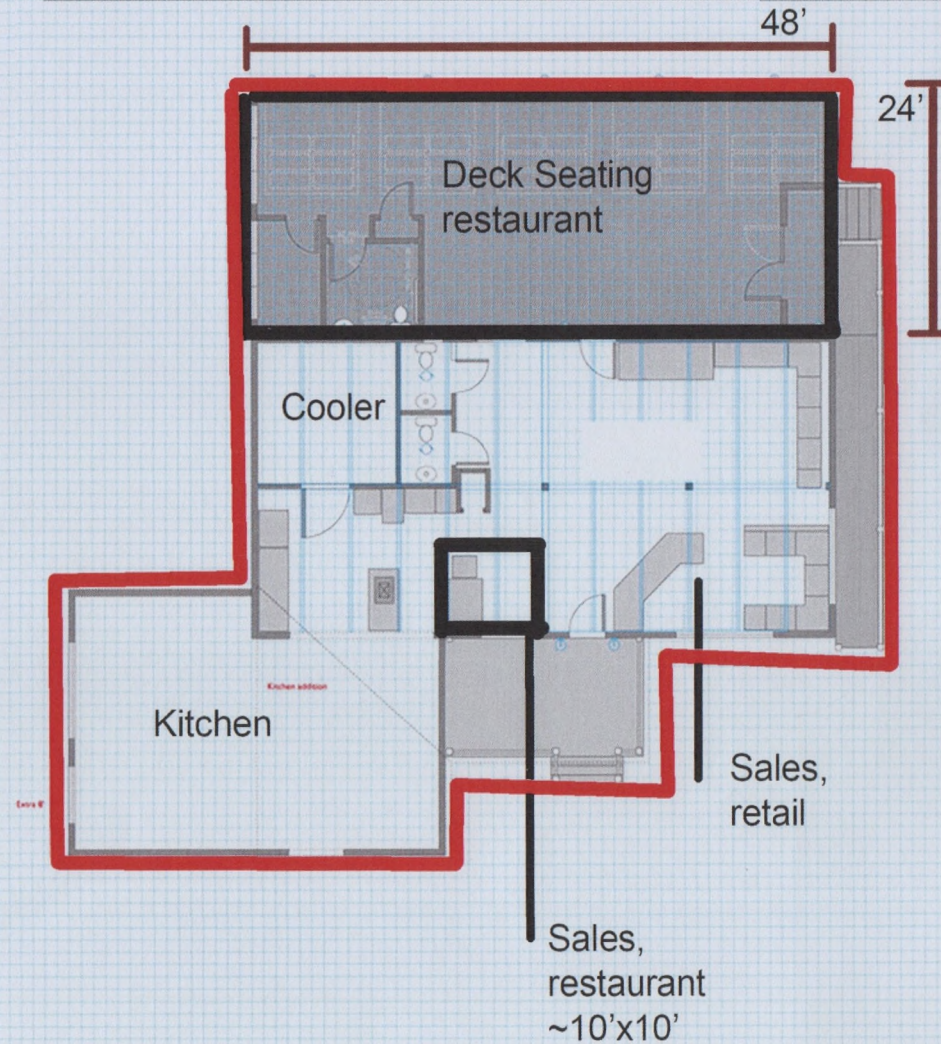
EAST SIDE



SOUTH SIDE



FLOORPLAN



AFFIDAVIT OF PUBLICATION

State of Florida, County of Orange, ss:

Ankit Sachdeva, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of Delta County Independent, a newspaper printed and published in the City of Delta, County of Delta, State of Colorado, and that this affidavit is Page 1 of 1 with the full text of the sworn-to notice set forth on the pages that follow, and the hereto attached:

PUBLICATION DATES:

May. 22, 2025

May. 29, 2025

NOTICE ID: EGDwZHug7QcnYAhgqAsb

PUBLISHER ID: DCI000915

NOTICE NAME: PH Berg Harvest LLC New Liq License

Publication Fee: 31.00

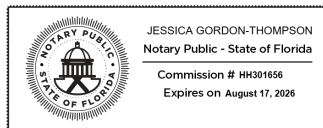
I declare under penalty of perjury under the law of Colorado that the foregoing is true and correct.

Ankit Sachdeva

(Signed) _____

VERIFICATION

State of Florida
County of Orange



Subscribed in my presence and sworn to before me on this: 06/02/2025

J. Thompson

Notary Public

Notarized remotely online using communication technology via Proof.

Public Hearing New Liquor License

**TOWN OF PAONIA,
COLORADO
NOTICE OF PUBLIC HEARING**

NOTICE is hereby given that the Town of Paonia Board of Trustees will hold a Public Hearing at 6:30 pm on Tuesday, June 10, 2025, at the Paonia Town Hall, 214 Grand Avenue, Paonia, CO 81428.

The purpose of the Public Hearing is to consider an application to grant a Hotel and Restaurant Liquor License, to Berg Harvest LLC Dba Berg Harvest Mercantile for the restaurant premises located at 73 Samuel Wade Road, Paonia, CO 81428. The managing members of Berg Harvest LLC are Lauren and Andrew Thliveris, 14618 Peony Lane, Paonia, CO 81428.

Any person may appear at the Public Hearing and be heard regarding the matters under consideration. For further information concerning the Public Hearing, please contact the Town Clerk at 970-527-4101 during regular business hours or send your comments to PO Box 460, Paonia CO 81428 or email them to paonia@townofpaonia.com

Dated the 15th day of May 2025.

**TOWN OF PAONIA,
COLORADO**

Samira M Vetter
Town Clerk

Date: May 22, 29, 2025
DCI000915

U.S. Postal Service
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Delta, CO 81416

Certified Mail Fee \$4.85 0541 07

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy) \$

☐ Return Receipt (electronic) \$

☐ Certified Mail Restricted Delivery \$

☐ Adult Signature Required \$

☐ Adult Signature Restricted Delivery \$

Postage \$0.73

Total Postage and Fees \$9.68

Sent To Delta County Public Library Dist.
Street and Apt. No., or PO Box No. PO Box 858
City, State, ZIP+4® Delta, CO 81416-0858

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Paonia, CO 81428

Certified Mail Fee \$4.85 0541 07

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy) \$

☐ Return Receipt (electronic) \$

☐ Certified Mail Restricted Delivery \$

☐ Adult Signature Required \$

☐ Adult Signature Restricted Delivery \$

Postage \$0.73

Total Postage and Fees \$9.68

Sent To Cheryl Atkin
Street and Apt. No., or PO Box No. PO Box 1842
City, State, ZIP+4® Paonia, CO 81428-1842

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Paonia, CO 81428

Certified Mail Fee \$4.85 0541 07

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy) \$

☐ Return Receipt (electronic) \$

☐ Certified Mail Restricted Delivery \$

☐ Adult Signature Required \$

☐ Adult Signature Restricted Delivery \$

Postage \$0.73

Total Postage and Fees \$9.68

Sent To Arnold Kirstatter
Street and Apt. No., or PO Box No. PO Box 273
City, State, ZIP+4® Paonia, CO 81428-0273

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service
CERTIFIED MAIL® RECEIPT
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For delivery information, visit our website at www.usps.com®.

Paonia, CO 81428

Certified Mail Fee \$4.85 0541 07

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy) \$

☐ Return Receipt (electronic) \$

☐ Certified Mail Restricted Delivery \$

☐ Adult Signature Required \$

☐ Adult Signature Restricted Delivery \$

Postage \$0.73

Total Postage and Fees \$9.68

Sent To Ananda LLC
Street and Apt. No., or PO Box No. 35 Box Elder Dr.
City, State, ZIP+4® Paonia, CO 81428-2015

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Paonia, CO 81428

Certified Mail Fee \$4.85 0541 07

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy) \$

☐ Return Receipt (electronic) \$

☐ Certified Mail Restricted Delivery \$

☐ Adult Signature Required \$

☐ Adult Signature Restricted Delivery \$

Postage \$0.73

Total Postage and Fees \$9.68

Sent To Berg Harvest Mercantile
Street and Apt. No., or PO Box No. PO Box 391
City, State, ZIP+4® Paonia, CO 81428-0391

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

NOTICE

PURSUANT TO THE LIQUOR LAWS OF COLORADO

BERG HARVEST LLC

dba: Berg Harvest Mercantile

HAS REQUESTED THE LICENSING
OFFICIALS OF: Town of Paonia

TO: Grant a Hotel & Restaurant (city) Liquor License

LICENSE AT: 73 Samuel Wade Road
Paonia, CO 81428

HEARING ON APPLICATION TO BE HELD AT:

Paonia Town Hall, 214 Grand Ave,

Paonia, CO 81428

TIME AND DATE: JUNE 10, 2026 @ 6:30 PM

DATE OF APPLICATION: Jan. 31, 2025

BY ORDER OF: The Town Clerk

OFFICERS: Local Licensing Authority

AKA: The Paonia Board of Trustees

ADDRESS OF THE PLACE AT WHICH PETITIONS OR REMONSTRANCES MAY BE FILED

-Liquor and Beer License Hearing Sign-

* INSERT "GRANT", "RENEW", OR "TRANSFER OWNERSHIP OF"

16A103 BUSINESS INK



Name:	Barbara Heck & Randy Derryberry
Address/Email:	315 Poplar Paonia figjammer315@gmail.com
Phone:	6.3.25 970 527. 6 5464
Date of Request:	6.10. 6.3.25
Meeting Date Request:	6.10.25
Subject:	classification for block party
Please describe below, in as much detail as possible, information concerning the item you wish to present before the Board of Trustees. If the Board of Trustees has all the information needed, they can make a decision or render an opinion in a much more expeditious manner. Your appearance is required for the Board of Trustees to make a decision.	
Presentation: 5 times Poplar Ave has held a potluck sitting in the hot August sun. We are asking for a separate classification for a block party. (informal) One block only - Street running north south daylight hours - 4 to 5 hours limit Neighbors will clean up block the block via cars, garbage cans etc. Form to be handed into Town Hall 2 weeks prior to closure date	

[Save Form](#)[Print Form](#)[Email Form](#)



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	Discussion about Bicycle Regulations and Unleashed Unlicensed Dogs – Trustee Stelter
SUBMITTED BY:	Samira Vetter, Town Clerk
DATE:	May 13, 2025
BACKGROUND:	Trustee Stelter requested this discussion for the Board of Trustees to discuss possible solutions.
BUDGET:	
RECOMMENDATION:	
ATTACHMENT:	



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	ORD 2025-03 Special Events
SUBMITTED BY:	Stefen Wynn, Town Administrator & Treasurer
DATE:	6.6.2025
BACKGROUND:	The Special Event Ad Hoc Committee met and discussed a framework for which a Special Events Ordinance ought to be constructed. After receiving direction from the Board of Trustees during the 5.27.2025 meeting, the attached ordinance was drafted. This Ordinance accomplishes the goals that the ad hoc committee wanted to accomplish: Manage Risks, Maximize Benefits to Community; Minimize Negative Impacts to Residents, Businesses, and Infrastructure. The Ordinance also provides a framework for a clear and transparent process for applications, approvals, denials, suspensions, revocations, and waivers of certain fees. This Ordinance also streamlines the Special Event process by providing operating parameters for administrative reviews, approvals, denials, suspensions and revocations; and allows a path for appeals. Once this ordinance is passed, staff will immediately begin working on a new Special Event Application, and present an amended Fee Resolution that also purports with the Ordinance and the requirements of the ad-hoc committee.
BUDGET:	N/A
RECOMMENDATION:	Recommended Motion: I move to approve Ordinance 2025-03.
ATTACHMENT:	1) BoT Special Events Ad Hoc – 2025.05.16 Meeting Notes_LH 2) Special Events Committee 5.16.2025_SW notes 3) 2015-11 Commercial Use of Paonia Town Parks 4) ORD 2025-03 Special Events

Guidelines for Staff in Development of Special Events Code Section

Staff to prepare draft Ordinance for BoT review

Policy Goals:

- Manage risks
- Maximize benefit to community
- Minimize negative impacts to residents, businesses, infrastructure

Considerations:

- Permits
- Insurance
- Limit liability to ToP
- **Consistency in forms & code language**

*Specify tax reporting requirements, vendors pay local sales tax, state tax filing for vendors

*Specify that event area be returned to pre-event condition within 12 hours of conclusion of event, specifically trash cleanup & restroom cleaning

Requirements for Special Event Sponsorship In Lieu of Fees

To be included in draft Ordinance for BoT review

1. Hosted by local non-profit, community-based organization
2. Promotes community engagement and economic development and supports in-Town businesses
3. Brings in sales tax revenue to ToP
4. Charitable, educational, and/or civic pursuits
5. Event sponsorship level equal to amount of fees waived

Additional Components of Special Event Sponsorship In Lieu of Fees / Changes to Resolution 21-2023

1. Any fee waivers/reductions do not apply to liquor licenses or additional vendor fees
2. Maximum amount of fee waiver/reduction in exchange for Special Event Sponsorship is 50% of fees (not including liquor licenses or additional vendors) or \$500, whichever is more
3. Park Rental Fees / Special Event Fees only to apply to actual time of event that is open to the public and shall not include set up and break down days/times (events

are not making money during this time, use of ToP facilities is not as intense during this time)

4. Reoccurring events' vendor fees to be charged one time for duration of event (example: Pickin' in the Park vendors only pay one vendor fee for all four occurrences)
5. Change definition of Multiple Day events from 3+ to 2+
6. Change Additional Vendors fee from \$15 to \$10
7. One event application per event, not per occurrence within calendar year (example: Pickin' in the Park submits one application per year)

Legacy special events have become engrained into Paonia's community and culture, and add value to the quality of life we enjoy. However, these events draw crowds from out of town that put a strain on the Town Government's resources and that must be compensated. People that may identify as living in Paonia often do not live within the town limits and do not contribute directly to the local revenue streams. While yes, they may patronize local shops and restaurants, there are still significant revenue streams for which they do not contribute. The big revenue streams that aren't being contributed to are, online sales tax for virtual shopping, property taxes, motor vehicle taxes, and DMV taxes for registering vehicles. The Town Park is typically used for these legacy events and the only revenue stream dedicated to the park aside from fees to rent spaces is the conservation trust fund, which is about \$15,000. The CTF distribution is based on population and not based on the amount of special events held at the park for tourism.

In FY-2025 the park's budget was \$212,000. This means that the park is heavily subsidized by other general fund revenues that are 100% wholly contributed to by the people living in town limits. The cost for these legacy events is significant and include: staff time to prepare the parks, upgrades to the park for electrical and facilities, utility costs, annual ditch assessments for irrigating the park, consumable products replenishment, hauling garbage after the events (tipping fees went up \$15/ton). If the Town were to consider waiving fees, I am in favor of a reduction in fees, not a wholesale waiver – after all these legacy events are also major fundraisers for the non-profits that operate them. I could be ok with a reduction in fees of up to 50%. HOWEVER, none of that reduction should come from the cost of additional vendors selling within the event as that's the only way that the Town has to track whether or not they've paid their sales tax – a vital talking point for non-profits saying that the events are economic drivers for the community.

Framework

Setup day, do you pay for a setup day or don't you pay for a setup day? Setup day shouldn't be covered in the days of the event. Setup days don't count, the event is making any money.

Reduce the days for \$200/day from 3+ to 2+ Consecutive Days. During the scheduled event not to include setup and breakdown days. Vendor fees are per event regardless of occurrence.

Tiered pricing like an impact fee based on the use of town infrastructure.

Sponsorships as part of the reduction or waiver in fees. **Sponsorship in lieu of fees** – reduction.

Reduce vendor fees for the amount over the limit. \$15 to \$10. Special Event Applications need to make sure that the vendor is aware that \$10 of their registration fee goes to the Town to verify that they pay sales tax.

Events happening once a week for multiple weeks submit one event application but fees are collected per occurrence.

Maximum of 50% or \$500, whichever is higher in reduction of fees for a sponsorship from the Town, per event. Calculation of fees does not include fees for liquor licensing, or additional vendor fees. For sponsorship in lieu of fees, the Town receives all of the advertising and benefits offered to sponsorships at the appropriate level.

Criteria for determining sponsorship and waiver

- 1) Hosted by a local non-profit, community-based organization
- 2) Promotes community engagement, economic development and supports in-town businesses
- 3) Brings in, town of paonia sales tax revenue
- 4) Charitable, educational, and civic pursuits
- 5) Fee Waivers do not apply to liquor licensing or additional vendor fees

RESOLUTION NO. 2015-11

A RESOLUTION OF THE TOWN OF PAONIA ESTABLISHING A POLICY ON COMMERCIAL USES IN PAONIA TOWN PARKS.

Whereas, the Town of Paonia has an interest in maintaining the public peace, good order and the health of Town of Paonia parks; and

Whereas the Town currently has no established policy on commercial use of the parks as it relates to fees, liability issues, indemnification of the Town of Paonia and the means to deal with competing interests; and

Whereas, Town policy should contribute to the safety and enjoyment of the parks by all Town of Paonia citizens; and

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF PAONIA:

The Town of Paonia is establishing the following policy on the use of the Paonia Town Parks for commercial purposes.

Commercial use is defined as the use of Town of Paonia park property or other Town facilities for a program or activity, which provides an overall community benefit and for which a fee is charged by the sponsor or provider of the program or activity, other than the Town.

1. The Commercial Use of the Paonia Town Parks is a privilege that may be authorized at the discretion of the Paonia Town Manager. This authorization will be in the form of a commercial use permit for Paonia Town Parks and facilities. Commercial uses should enhance the enjoyment of the Paonia Town Parks for the citizens of Paonia.
2. Commercial Uses shall pay a fee to the Town of Paonia for the use of the park. The fees will be set by the Paonia Board of Trustees in the general fee schedule approved by the Board. However, the fee for commercial use will be a minimum of \$10.00 per hour for every hour of use. The fees shall be paid on or about the 1st day of the month following the month wherein such use has occurred.
3. Commercial Uses shall provide a Damage Deposit of \$100.00 in the form of a check made payable to the Town of Paonia before commencing the permitted activity. If at the conclusion of the permitted activity, no damage has occurred and all fees have been paid, the check will be returned.

4. Commercial Uses shall provide insurance and indemnification to the Town of Paonia prior to commencing the permitted activity. This policy shall be a current commercial general liability insurance policy in the amount of not less than one million dollars (\$1,000,000.00) combined single limit.

5. Commercial Uses shall be subject to Rules of Use as established by the Paonia Town Manager.

6. Commercial Use authorizations may not extend beyond December 31 of the year the authorization is issued and may be terminated at the discretion of the Town Manager for non-compliance of terms and conditions, or public health, welfare and safety concerns.

INTRODUCED, READ AND PASSED AS A RESOLUTION at the regular meeting of the Board of Trustees acting as the governing body of the Town of Paonia on the 28th day of July 2015.

____s/s_____
Neal Schwieterman, Mayor

ATTESTED:

____s/s_____
Jane A. Berry, Town Manager/Town Clerk

TOWN OF PAONIA, COLORADO

ORDINANCE NO. 2025-03

AN ORDINANCE OF THE TOWN OF PAONIA, COLORADO ENACTING ARTICLE 5, SPECIAL EVENTS, OF CHAPTER 6, BUSINESS LICENSES AND REGULATIONS, OF THE PAONIA MUNICIPAL CODE; AMENDING ARTICLE 3, PUBLIC PARKS, OF CHAPTER 11, STREETS, SIDEWALKS AND PUBLIC PLACES;

WHEREAS, the Town of Paonia, Colorado (the “Town”) is a statutory municipality organized pursuant to Colorado Revised Statutes (C.R.S) §31-1-203; and

WHEREAS, C.R.S. §31-15-201 establishes Administrative Powers for Statutory Municipalities, and C.R.S. §31-15-501 establishes powers to regulate businesses which include special events; and

WHEREAS, Chapter 6 of the Town’s Municipal Code (the “Code”) sets forth the Town’s policies for Business Licenses and Regulations; and

WHEREAS, the Town is desirous of updating, modernizing, and clarifying its regulations on special events, fees related to special events and the use of public property for special events; and

WHEREAS, the Town established a Special Events ad-hoc committee made up of the Town Administrator & Treasurer, two Trustees, and two Organizers of major special events; and

WHEREAS, the recommendations of the Special Events ad-hoc committee were discussed during the May 27, 2025, Regularly Scheduled Board of Trustees meeting and direction given to Staff to draft an Ordinance that updates the Town’s Code on Special Events.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PAONIA, COLORADO:

1. The foregoing recitals are incorporated by reference as the findings and determinations of the Board of Trustees.
2. Article 5 of Chapter 6 of the Code is hereby enacted to read as follows:

Article 5. SPECIAL EVENTS.

Sec. 6-5-10. Short Title. This section shall be known and may be cited as the TOWN OF PAONIA SPECIAL EVENTS ORDINANCE.

Sec. 6-5-20. Purpose and Findings.

- (a) Purpose. The purpose of this Article is to establish a procedure for permitting and regulating special events, as that term is defined in this Article. It is not the intent of this Article to regulate speech or other forms of conduct protected by either the First Amendment to the United States Constitution or by the Colorado Constitution. The permitting process established by this Article is intended to be content neutral and not subject matter based. This Article is intended merely to establish a nondiscriminatory mechanism by which the Town can control, through appropriate regulation, the holding of special events.
- (b) Findings. The Town of Paonia is authorized to regulate businesses operating within the Town pursuant to section 31-15-501, Colorado Revised Statutes. Special events, as defined in this chapter, contribute to the economic, cultural, social, and environmental health and well-being of the community. However, by their nature, special events create circumstances that may require additional regulatory controls, impact the quality of life for neighboring properties to the special event location, including, but not limited to, the need for crowd control, sanitation, security, maintenance of traffic and traffic control, parking, infrastructure, and desire to balance the quality and quantity of events. In enacting this article, the Board of Trustees is exercising its police power as granted by the constitution and statutes of the State of Colorado, as well as its power to license and regulate business activities.

Sec. 6-5-30. Definitions.

As used in this article, the following words have the following meanings, unless the context clearly requires otherwise:

- APPLICANT:* A Person who has submitted an application for permit pursuant to this article.
- APPLICATION:* An application for permit submitted pursuant to this article.
- DAY:* A calendar day, unless otherwise indicated.
- ENTERTAINMENT:* Includes, but is not limited to, touring exhibitions, concerts, performances of dance, music, drama, art and comedy, parades, sporting

exhibitions or contests, festivals, fairs, automotive displays, and performances of skill.

EVENT

ORGANIZER: Any person identified in the special event permit application who conducts, manages, promotes, organizes, aids or solicits attendance at or for a special event.

FILMING: The taking of motion pictures, the taking of still photography or the use and operation of television cameras or transmitting television equipment, including radio remotes and any preparatory activity associated therewith, and shall include events that include, but are not limited to, the making of feature or documentary films, television serials, webcasts, simulcasts or specials.

FIRST

AMENDMENT

SPECIAL EVENT: A gathering, assembly, or event conducted on public property that is primarily intended to express or communicate views protected under the First Amendment to the United States Constitution, including but not limited to speech, press, assembly, and the right to petition the government. This may include protests, demonstrations, rallies, marches, vigils, or similar expressive activities. Such events are generally not subject to standard permitting requirements for time, place, or manner unless those regulations are content-neutral, narrowly tailored to serve a significant governmental interest, and leave open ample alternative channels for communication.

*LOCAL NON-
PROFIT,
COMMUNITY-
BASED*

ORGANIZATION: A legally recognized, non-profit entity with its principal headquarters located within the corporate limits of the Town of Paonia. These organizations must operate primarily for charitable, educational, cultural, environmental, or civic purposes and demonstrate that their activities predominantly benefit Paonia residents or significantly contribute to the community's overall quality of life.

MULTIPLE DAY

SPECIAL EVENTS: Special Events lasting two (2) or more consecutive days.

PERMIT: A permit issued by the Town pursuant to this article.

PERMITTEE: The person to whom a permit has been issued pursuant to this article.

PERSON: Any public or private corporation, firm, partnership, limited liability entity of any kind, association, organization, government or any other group acting as a unit, as well as a natural person.

*SPECIAL EVENT
Or (EVENT):*

A planned or organized occurrence the primary purpose of which is entertainment that is any organized formation, parade, procession or assembly consisting of, or reasonably expected to consist of, one hundred (100) or more persons, and which may include animals, vehicles or any combination thereof, which is to assemble or travel in unison on any public street and which does not comply with normal or usual traffic regulations or controls (cattle driving or herding any other livestock is exempted from this definition); any organized assemblage consisting of, or reasonably expected to consist of, one hundred (100) or more persons at any public park which is to gather for a common purpose under the direction or control of a single person, event organizer, or organization; any other organized activity conducted by a person, organization or event organizer for a common or collective use, purpose or benefit which involves the use of, or has impact on, other public property or facilities and the provision of public safety services to the activity; any event that requires the temporary closure of a public street, alley or right of way or the erection of barricades; examples of special events include, but are not limited to, concerts parades, circuses, fairs, festivals, block parties, community events, mass participation sports (e.g. marathons, running events, bicycle races or tours, etc.), motorcycle rallies or spectator sports.

*SPECIAL EVENT
VENUE:*

The area within which a special event will be conducted and for which a special event permit has been issued, including any areas necessary for staging or disbanding the special event.

*SPONSORSHIP IN
LIEU OF FEES:*

Financial or in-kind support to the Town in exchange for 50% waiver of fees or \$500, whichever is more, for fees associated with a special event; the sponsorship must offer a measurable benefit to the Town and the value of the sponsorship must be equivalent to or greater than the waived fees.

TOWN: The Town of Paonia.

*TOWN SERVICE
FEES:*

Fees due to the Town by a Permittee to reimburse the Town for its costs incurred in providing services to or for the benefit of the permittee's

Special Event. Such fees include, but are not limited to, the use of Town personnel and/or equipment, Town public safety services, Town venues or facilities charges, and/or other expenses incurred or spent by the Town for the benefit of or required in connection with the Special Event.

Sec. 6-5-40. Permit Required; Exceptions.

(a) Permit Required. It shall be unlawful for any person or organization to conduct, promote, manage, aid, or solicit attendance at a special event without first obtaining a special event permit in accordance with this article.

(b) Exceptions. A special event permit is not required for any of the following activities:

1. An indoor special event of any kind occurring on private property.
2. Livestock droving.
3. Funeral processions.
4. Public activities conducted by the Town or other governmental entity acting within the scope of its authority.
5. Picketing or other first amendment activities, so long as:
 - i. The activity does not involve the use of vehicles, equipment, animals, fireworks, pyrotechnics;
 - ii. No fee or donation is charged or required as a condition of participation in or attendance in the activity;
 - iii. The activity is conducted in accordance with the law;
 - iv. Any person staging, holding presenting, or conducting such an event that expects one hundred (100) or more people must obtain a permit pursuant to this article, but there shall be no fee required aside from a refundable deposit for repairs and or cleaning, and the deadline for submission of an application does not apply to such an application that follows picketing or other first amendment activities.

Sec. 6-5-50. Application for Permit.

(a) A Person, Event Organizer, and/or Applicant seeking to obtain a permit shall file an Application with the Town. The form of the Application shall be established by the Town Administrator. An Application shall not be filed sooner than three hundred sixty five (365) Days, but not less than sixty (60) Days prior to the date on which the Special Event is to be held.

(b) At a minimum an Application should request the following information if determined to be applicable by the Town Administrator:

1. The name, address and telephone number of the Event Organizer and all persons working for the Event Organizer on the Day of the Special Event to

ensure adequate communication between the Town and the Event Organizer and designees.

2. The Date(s), Time(s) and purpose of the Special Event, a description of the anticipated Special Event Venue and the number and type of participants and spectators expected at the event.
3. A proposed traffic plan for the event venue and surrounding areas affected by the Special Event.
4. The number and location of portable sanitation facilities and a schedule for delivery, removal and cleanup.
5. A description of the public safety or other public facilities or resources requested to accommodate the Special event.
6. Other equipment or services requested to conduct the Special Event with due regard to participant and public health, safety and welfare.
7. The number of persons proposed or required to monitor or facilitate the Special Event and provide spectator or participant control and direction for the Special Event using public streets, sidewalks, or other facilities.
8. A medical plan containing provisions for first aid or emergency medical services, or both, based on the special event's risk factors.
9. An estimate of the time and resources needed to clean the venue area after the event.
10. Proof of insurance and surety bond information.
11. Any special or unusual requirements that may be needed or created by virtue of the proposed Special Event.
12. Any other information reasonably required by the Town Administrator.

(c) The Town Administrator may waive the minimum filing period and accept an Application filed within a shorter time period if, after due consideration of the date, time, place, and nature of the Special Event, the anticipated number of participants, and the Town services required in connection with the Special Event, the Town Administrator determines that sufficient time exists for the proper investigation and review of the Application; that the waiver will not present a hazard to public health, safety or welfare; and that the waiver will not create a substantial burden on the Town's staff or financial resources.

1. Applications received after the established deadline may be subject to denial or a late fee.

Sec. 6-5-60. Fees, Costs, Sponsorship in Lieu of Fees.

(a) When an Application is filed an Applicant shall pay to the Town a nonrefundable Application fee in an amount established by Resolution by the Board of Trustees as may be amended from time to time.

(b) If the Application includes a request to use any Town property or any Town service in connection with the Special Event, or if the Applicant is required as a condition of the permit to use any Town property or services in connection with the Special Event, the Applicant will be provided with an estimate of Town Service Fees based on a fee schedule, and the Applicant shall pay the estimated amount of the Town Services Fees to the Town at the time of the issuance of the Permit. A final assessment of the amount of the Town Service Fees related to the Special Event will occur upon completion of the Special Event. All Town Service Fees will be adjusted to reflect the actual cost. The final amount of the Town Service Fees must be paid by the Permittee in full within thirty (30) days of the final assessment and receipt of invoice of Town costs for the special event. Any portion of the final amount of the Town Services Fees that are not paid when due shall be paid prior to any future Application by the Event Organizer, Organization, Applicant and/or Permittee.

1. Calculation of fees per day of the Special event do not include setup and breakdown days so long as they do not exceed twenty-four (24) hours for setup and twenty-four (24) hours for breakdown.

(c) There are no fees due to the Town in connection with the issuance of a First Amendment Special Event Permit aside from a refundable damage deposit established by Resolution of the Board of Trustees as may be amended from time to time.

(d) An Applicant may submit a Sponsorship in Lieu of Fees waiver request with its Application. The Town Administrator shall decide all Sponsorship in Lieu of Fees waiver requests. In deciding a Sponsorship in Lieu of Fees waiver request, the Town Administrator shall give due consideration to the following criteria:

1. Hosted by a Local Non-Profit, Community-Based Organization.
2. Promotes community engagement, economic development and supports in-Town businesses.
3. Brings in, Town of Paonia sales tax revenue.
4. Charitable, educational, and civic pursuits.
5. Event sponsorship level equal to or greater than the amount of fees waived.

(e) The Town Administrator may grant a Sponsorship in Lieu of Fees waiver request in whole or in part, or the Town Administrator may deny Sponsorship in Lieu of Fees waiver request.

(f) A Sponsorship in Lieu of Fees waiver granted by the Town Administrator shall be limited to a maximum of \$500 or 50% of fees, whichever is higher.

1. Consideration of a Sponsorship in Lieu of Fees waiver request does not include a reduction in fees associated with liquor licensing for Special Events

and the provisions of Paonia Municipal Code §6-1-40 and §6-1-60 apply without reduction or waiver.

2. Consideration of a Sponsorship in Lieu of Fees waiver request does not include a reduction of fees for additional vendors over any established limits as set by the Application that may be amended from time to time by the Town Administrator.
3. Consideration of a Sponsorship in Lieu of Fees waiver request does not include the fees associated with a street closure permit pursuant to §11-1-80 of the Paonia Municipal Code.
4. The decision of the Town Administrator on a Sponsorship in Lieu of Fees waiver shall be final.

Sec. 6-5-70. Special Event Permit Review, Investigation, Issuance, Denial, Suspension or Revocation of Permit.

- (a) Special Event Permit Review. Upon receipt of a fully completed Application along with all information required in connection with it, and the payment of the Application fee(s) as required by §6-5-60 of this Article, the Town Administrator shall transmit copies of the Application to relevant persons, agencies, or departments of the Town as the Town Administrator identifies as relevant to the Special Event Application.
- (b) Special Event Permit Investigation. Within thirty (30) days of receipt of a completed Application, those Town departments and other referral agencies described in subsection (a) of this section shall provide the Town Administrator with comments concerning the Application. If an Application is accepted by the Town Administrator less than ninety (90) days before the proposed Special Event is to be held, the town departments and other referral agencies shall use their best efforts to provide the Town Administrator with their comments in a timely manner so that the Town Administrator will have the comments before making a decision on the Application.
- (c) Standards for Issuance of Special Events Permits. The Town Administrator shall issue a permit when, from consideration of the Application and from such other information as may otherwise be obtained, the Town Administrator determines that:
 1. The proposed Special Event will positively impact the Town culturally, economically, environmentally, or socially.
 2. The Application (including any required attachments and submissions) is complete and signed by the Applicant.
 3. The Applicant has paid the Application Fee(s) and any other fees required by §6-5-60 of this Article.
 4. The Application does not contain a material falsehood or misrepresentation.
 5. The Application complies with all of the requirements of this Article.
 6. The Applicant is legally competent to contract under Colorado law.

7. The Applicant, the Person on whose behalf the Application is made, or the Event Organizer has not previously damaged Town property and failed to pay in full for such damage, and the Applicant does not have other outstanding and unpaid debts to the Town.
8. If the Applicant previously held a Special Event in the Town, the Applicant complied with all requirements of the Town Special Event permit for such Application, as well as all applicable requirements of this Article and other applicable laws.
9. The duration of the event will not be longer than five (5) consecutive days, unless the Town Administrator, after taking into account all relevant factors related to the event, determines that the proposed event may be longer.
10. The proposed Special Event will not conflict with:
 - i. A Special Event for which a permit has previously been issued;
 - ii. A Town sponsored event;
 - iii. An annual Special Event which is reasonably expected to be held again, but for which an Application has yet to be submitted; or
 - iv. An event protected by the First Amendment to the United States Constitution or by the Colorado Constitution which due to its anticipated size, location, hours of operation, or other relevant factors, is reasonably expected to require such Town services or personnel as to make the holding of the Special Event for which the Application was submitted a potential risk to the public health, safety or welfare.
11. The activities of the proposed Special Event will not cause significant disruption in the ability of the Town to deliver or provide essential government services.
12. Sufficient parking is available near the site of the proposed special event to accommodate the number of vehicles reasonably expected for the event, or an acceptable transportation and parking plan to provide adequate parking for the proposed Special Event has been submitted and approved by the Police Chief and the Town Administrator.
13. The proposed Special Event will not pose a danger to the public health, safety or welfare.
14. The Applicant must provide, when required, a certificate of current commercial general liability insurance prior to the issuance of a Special Event Permit.
 - i. The commercial general liability insurance coverage shall be in the name of the primary Permittee, shall have limits not less than those specified and shall name the Town as an additional insured.

- ii. The insurance limits shall be five hundred thousand dollars (\$500,000) combined single limit for bodily injury and property damage for each occurrence or claim made with an aggregate of one million dollars (\$1,000,000).
- iii. Each insurance policy shall contain an endorsement to the effect that the insurance carrier shall notify the Town Administrator at least thirty (30) days in advance of the effective date of any reduction or cancelation of the policy. The cancelation or reduction of insurance coverage shall be cause for automatic suspension of the Special Event Permit until coverage shall be reinstated. All policies shall be kept in force for the period of the Special Event permit, including setup and breakdown days.

15. For all Special Event applications that include full or partial street closures the provisions of Paonia Municipal Code §11-1-80, Street Closure; permit, must be followed.

16. Duties of Permittee. In connection with the holding of the event for which a permit is issued, a Permittee shall:

- i. Comply with all of the terms and conditions of the permit;
- ii. Comply with all applicable Town ordinances and state and federal laws, including, but not limited to, all state and local liquor laws and regulations if a Special Event liquor license has been issued for the event;
- iii. Permit inspections of its records and Special Event facilities by the Town Administrator, or designee, for the purpose of determining the Permittee's compliance with the terms and conditions of the permit;
- iv. A Special event permit shall be continuously posted in a conspicuous location at the site of the Special Event throughout the duration of the Special Event;
- v. All vendors associated with the Special Event permit shall conspicuously post their state special event sales tax license that shows the name of the Special Event for which they have received their license; and
- vi. All vendors associated with a special event permit that is longer than six (6) days must conspicuously display their state sales tax license.

(d) Denial of Permit. The Town Administrator shall deny an Application for Special Event permit if the Town Administrator determines that:

- 1. The Application fails to meet any of the standards set forth in §6-5-70 (c) of this article;
- 2. Information contained in the Application, or supplemental information requested from the Applicant is found to be false in any material aspect;
- 3. The time, route, or size of the event will substantially interrupt the safe and orderly movement of traffic on or contiguous to the event site or route or

will disrupt the use of a street or highway at a time when it is usually subject to heavy traffic congestion;

4. The location of the event will substantially interfere with any construction or maintenance work scheduled to take place upon or along the town streets or property;
5. The Applicant has failed to pay costs, fees, or deposits for a previous Special Event permit within the preceding five (5) years; or the Applicant has failed to pay the Town for damages arising from a previous Special Event held by the Applicant, regardless of when such event was held; or
6. The Applicant has failed to abide by the requirements or conditions of previous Special Event permits within the preceding five (5) years, or in the case of Multiple Day Special Events, fails to abide by the requirements or conditions of the current Special Event Permit, such conditions could be, but are not limited to, failing to register new vendors with the Town.
7. Applications that are denied do not get any applicable Application fee(s) refunded.

(e) Authority to Impose Conditions on Permit. The Town Administrator shall have the authority to impose such reasonable terms and conditions on a permit as may be necessary to protect the public health, safety, and welfare, and to obtain compliance within the requirements of this Article and applicable law.

(f) Suspension or Revocation. A Special Event permit may be suspended or revoked at any time by the Town Administrator if a determination has been made for the following reasons:

1. Fraud, misrepresentation or a false statement of material fact contained in the permit application;
2. A violation of any Town, state, or federal law or regulation;
3. A violation of any of the terms and conditions of the Permit;
4. A violation of any of the provisions of this Article;
5. Threatening weather conditions if the Town Administrator determines that holding the Special Event under such conditions would either:
 - i. Pose a threat to the public health, safety or welfare, or
 - ii. Pose a threat to any Town owned property to be used in connection with this Special Event;
6. The existence of fire or drought conditions if the Town Administrator determines that holding the Special Event under such conditions would pose a threat to the public health, safety or welfare;
7. Any unforeseen, unanticipated, or uncontrollable circumstance if the Town Administrator determines that holding the special event under such circumstances would pose a threat to the public health, safety or welfare; or
8. An irreconcilable scheduling conflict with an event protected by either the first amendment to the United States Constitution or by the Colorado Constitution.

9. Permits are non-transferable and non-assignable. Any attempt to transfer or assign such permit is cause for immediate revocation.
- (g) In connection with the suspension of a permit, the Town Administrator may impose reasonable conditions.
- (h) If the Special Event permit is revoked or suspended after issuance, but prior to the commencement of the event, the Town Administrator shall provide the Event Organizer or Permittee with written notice of the revocation. The written notice shall set forth the reasons for the revocation or suspension.
- (i) If after commencement of the Special Event a suspension or revocation is issued due to an emergency requiring immediate revocation of a Special Event permit, the Town Administrator may notify the permit holder verbally of the revocation and order the Event Organizer to cease the event. It shall be unlawful for an Event Organizer to fail to comply with a verbal notice of revocation and order to cease the event.
- (j) A permit Applicant, Permittee, or Event Organizer may appeal a revocation or denial of a Special Event Permit in accordance with §6-5-100 of this Article.

Sec. 6-5-80. Unlawful Acts, Penalties and Injunctive Relief.

- (a) Unlawful Acts.
1. It shall be unlawful to conduct a Special Event without a Special Event Permit as required under this article (with exceptions noted in §6-5-40 (b)).
 2. It shall be unlawful for any person to conduct or manage any Special Event for which a Special Event permit has not been issued.
 3. It shall be unlawful for any person to obstruct, impede or interfere with any authorized assembly, person, vehicle or animal participating in a permitted Special Event.
 4. It shall be unlawful for any Event Organizer to fail to pay the costs to provide Town services, equipment and personnel (including, but not limited to, permit review and processing; traffic control review; implementation and devices; police, fire and emergency medical equipment and services; sanitary facilities and cleanup) to a Special Event within sixty (60) days of billing.
- (b) Penalties and Injunctive Relief.
1. Any violation of any part or provision of this article is subject to the provisions for General Penalties in §1-4-10 through §1-4-60 of the Paonia Municipal Code.
 2. The staging, holding, presenting, or conducting a Special Event without a valid permit issued pursuant to this article may be enjoined by the Town in an action brought in a court of competent jurisdiction, including, but not

limited to, the Town's Municipal Court pursuant to §2-4-10 of the Paonia Municipal Code.

Sec. 6-5-90. Relationship to Other Town Ordinances.

Notwithstanding anything contained in this Code to the contrary:

- (a) A permit issued under this article is not a special events liquor license. If alcoholic beverages are to be served at the Special Event, the Permittee must obtain the required permit or approval from the Town Clerk pursuant to §6-1-10 through §6-1-90 of the Paonia Municipal Code.
- (b) A permit issued under this article may authorize the closing of streets if it complies with the provisions of §11-1-80 of the Paonia Municipal Code, including receiving a separate permit for street closure and paying applicable fees associated with the street closure permit.
- (c) A permit under this article may authorize the Permittee to exceed the maximum noise levels provided in §10-9-10 through §10-9-40 of the Paonia Municipal Code in connection with the holding of the Special Event for which the permit is issued; and the Town Administrator may establish specific maximum noise levels for any such event.
- (d) Except as specifically provided in this section, in addition to a Special Event permit, a Permittee must obtain all other required Town permits and approvals before holding the Special Event authorized by the permit.
- (e) Notwithstanding Chapter 18, Article 10 of the Paonia Municipal Code, a permit issued under this article may authorize the Permittee to display signage in connection with the holding of the Special Event for which the permit is issued.

Sec. 6-5-100. Appeals.

If the Town Administrator denies a permit, suspends a permit, or revokes a permit, the Permittee may appeal the suspension or revocation to the Board of Trustees. The appeal shall be in writing, shall be executed by the appellant or the applicant's agent or attorney, in duplicate, shall state and specify briefly the grounds for the appeal, shall be filed with the Town Clerk within ten (10) days after the action or decision of the Town Administrator, and shall be accompanied by any applicable fees. The Board of Trustees shall then give public notice of the appeal and hold a public hearing not less than twenty (20) days after the written appeal has been received by the Town Clerk. The burden of proof in such appeal is on the Permittee. If the Board of Trustees finds by a preponderance of the evidence that the Town Administrator acted correctly in denying, suspending or revoking the permit, the Board of Trustees shall uphold the

Town Administrator's order of denial, suspension or revocation. If the Board of Trustees finds by preponderance of the evidence that the Town Administrator acted improperly in denying, suspending or revoking the permit, the appeal shall be sustained, and the Town Administrator's denial, suspension or revocation shall be set aside. The decision of the Town Administrator for Sponsorship in Lieu of Fees waiver request is final and unappealable.

3. Revisions to Section 20, Group Use, of Article 3, Public Parks, of Chapter 11 shall be amended to add or remove the following:

- (a) All groups of any size who wish to reserve portions of the Town parks must register with the Town Clerk. Groups exceeding one hundred (100) people for a special event ~~may need to obtain approval from the Board of Trustees~~ shall follow §6-5-10 through 6-5-100 of the Paonia Municipal Code for Special Events.

- (b) Any group of one hundred (100) persons or larger that wishes to reserve portions of the Town parks shall pay a damage deposit ~~of one hundred dollars (\$100.00) as set by Resolution and may be amended from time to time by the Board of Trustees.~~ The damage deposit is refundable if the park is left in the same condition as it was originally found, as determined by the Town Administrator or their designee.

- ~~(c) Any group of one hundred (100) persons or larger that wishes to reserve portions of the Town parks shall pay a damage deposit. Said deposit shall be set by Resolution as determined by the Board of Trustees from time to time. The damage deposit is refundable if the park is left in the same condition as it was originally found, as determined by the Town Administrator or his or her designee.~~

- ~~(d) (c)~~ Activities sponsored by the Delta County Joint School District 50-J are exempt from this Article.

- ~~(d) The Board of Trustees may grant exemptions to this Article by majority vote.~~

4. **Severability.** If any section, paragraph, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Board of Trustees declares that it would have adopted this Ordinance and each part or parts hereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.
5. **Effective Date and Time.** This Ordinance shall become effective thirty (30) days after publication in accordance with law.

PASSED AND ADOPTED this 10th Day of June 2025.

Paige Smith, Mayor

ATTEST:

Samira M. Vetter, Town Clerk

Approved as to form and contents:

Clay Buchner, Town Attorney



**TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT**

AGENDA ITEM:	Consideration of Approval of Accepting the Proposal/ Service Agreement from New Focus HR LLC for Complete Redesign and Development of a Legally Compliant Employee Handbook and Continuing Human Resources Consultation Services.
SUBMITTED BY:	Samira Vetter, Town Clerk
DATE:	June 10, 2025
BACKGROUND:	I had a meeting with Kristen Deutsch of New Focus HR on May 21st to discuss the Town's needs from an HR perspective. This agreement provides us with a new, collaborative and fully National and State compliant Employee Handbook, and thereafter keeps it fully updated. It will also provide me with HR professionals to consult on any issues that may arise as I continue training in my HR role, to ensure that the Town of Paonia provides the best possible working environment for its staff. New Focus HR also has experience with municipalities, which I can attest to being EXTREMELY helpful, having worked with quite a few services who aren't very familiar with the way we are required to do things.
BUDGET:	\$7,500.00 one time for Employee Handbook \$150.00/year for update subscription service \$175.00/hr for HR Consultation Services
RECOMMENDATION:	To approve the Proposal/Agreement for Services with New Focus HR LLC for creation of an employee Handbook, update subscription and HR Consulting Services.
ATTACHMENT:	Consulting Proposal from New Focus HR LLC Sole Source Justification email

Town of Paonia, Colorado

Proposal/Agreement for Services

for

HR Consulting Services

from



**Date: May 23, 2025
Version: 1.0**

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Project Overview

The Town of Paonia has requested the services of New Focus HR, LLC with regards to various human resources challenges that they are trying to resolve within their organization. New Focus HR, LLC has prepared the following project outline based on our current understanding of the needs of the Town of Paonia. If changes to the project scope should change, New Focus HR, LLC will prepare a change letter detailing out any resulting impact on deliverables or fees.

The Design and Development of a Legally Compliant Employee Handbook

The process will include, but may not be limited to the following steps:

- The HR Consultant will take the current employee handbook, HR-related policies and procedures and complete an employee handbook questionnaire with the Town Administrator and Treasurer, the Clerk, or their designee, either during an in-person meeting or via a Zoom video conference to use as a starting point to create a draft of a new employee handbook for the Town of Paonia.
- The HR Consultant will create and review the new draft of the employee handbook for changes, modifications, etc. before presenting to the Town Administrator and Treasurer, the Clerk, or their designee for review.
- The HR Consultant and the Town Administrator and Treasurer, the Clerk, or their designee will meet either during an in-person meeting or via a Zoom video conference so that the HR Consultant may explain the draft of the employee handbook and those policies that are required by federal and state employment-related laws and the National Labor Relations Act (NLRA) guidelines, as well as those policies that are recommended based upon the HR Consultant's expertise in the human resources field.
- The Town Administrator and Treasurer, the Clerk, or their designee, will take the draft to review for final changes, elimination of policies that are not required or appropriate for the organization, etc. and communicate those changes, etc. to the HR Consultant.
- Once those changes are received by the HR Consultant the final electronic ADOBE copy will be forwarded to the Town of Paonia for their utilization and records.
- As part of this process the Town of Paonia will receive a progressive disciplinary action form that goes along with Policy #716 – Progressive Discipline in the employee handbook.
- It will be up to the Town of Paonia to distribute the employee handbook to their employees and obtain a signed acknowledgment form from each. The HR Consultant may be available to assist with this process, if needed. **(Consulting hourly rates apply equal to \$175 per hour.)**

Annual Employee Handbook Update Subscription Service

New Focus HR will provide the Town of Paonia with ongoing support and continued compliance updates and amendments to federal and state employment-related laws and NLRA guidelines that impact policies as necessary. In addition, the Town of Paonia may add organization-related policies or change policies as needed and New Focus HR will provide amendments as appropriate. The Town Administrator and Treasurer, the Clerk, or their designee may also contact the HR Consultant at any time during the year to discuss interpretation of any policy within the employee handbook. This is an added value in that the Town of Paonia will always have an up-to-date employee handbook that is compliant with all employment-related laws. The annual employee handbook update subscription

Project Overview - Continued

service rate is **\$150.00 per year**.

Human Resources Consulting Services

New Focus HR, LLC will act as the outsourced human resources consulting company for the Town of Paonia. The HR Consultant may assist the Town Administrator and Treasurer, the Clerk, or their designee, with guidance related to various human resource-related challenges with setting up the infrastructure for a human resources department to include, but not limited to:

- Form I-9 audit,
- new hire onboarding processes,
- employee file maintenance,
- HR compliance posters,
- employee relations issues,
- job descriptions,
- performance management,
- HR-related forms,
- HR policies and procedures,
- salary ordinance development,
- terminations,
- workers' compensation issues,
- etc.

Ongoing assistance may include onsite or telephone consulting services and/or representation with employees and/or outside entities on behalf of the Town of Paonia, at the request of the Town Administrator and Treasurer, the Clerk, or their designee.

Logistics and Expectations

- The Town of Paonia will provide the HR Consultant with electronic or hard copies of their current HR-related policies, procedures, employee handbook, ordinances, etc., as appropriate for the current project that the HR Consultant is engaged with on behalf of the organization.
- All work will be conducted in the New Focus HR offices.
- Communications between the HR Consultant and the Town Administrator and Treasurer, the Clerk, or their designee will take place via email, telephone, or video conference, as requested.

Cost Summary and Signatures

Proposal/Agreement for Services – Expires 60-days from 05/23/2025, unless fully executed by both parties.

Project	Cost Estimate
<i>A La Carte Menu of HR Consulting Services</i>	
<i>The Design and Development of a Legally Compliant Employee Handbook</i> – The development and delivery of a legally compliant employee handbook as outlined on page two.	\$7,500.00 (fixed rate fee)
<i>Annual Employee Handbook Update Subscription Service</i> – To include updates to the employee handbook, as needed and as outlined on page two.	\$150.00/per year (billed at the start of the project and then annually thereafter)
<i>Human Resources Consulting Services</i> – To include the services as outlined on page three. HR consulting services are billed only as utilized.	\$175.00/per hour (billed to the closest ½ hour)

ASSUMPTIONS

New Focus HR, LLC will provide HR consulting services at the time that the proposal becomes a signed agreement for services and ending on an agreed to date. New Focus HR, LLC will provide the Client with a detailed invoice at the beginning of the employee handbook project for half of the total fixed rate fee and at the end of the project, or at the six-month mark if the Consultant has not received the final edits from the Client, for the second half of the total fixed rate fee. The optional annual subscription fee will be invoiced at the start of the employee handbook project and then annually thereafter. Hourly consulting fees will be billed on either the 15th or 30th of the month for services rendered during the previous two-week period. Client agrees to pay the invoices upon receipt (refer to Attachment A - Terms and Conditions).

SIGNATURES

The below signatories legally represent their organization and are obligated to contractually commit their municipality to this agreement in total which includes Attachment A – Terms and Conditions.

Town of Paonia

Organization's Name

Stefen Wynn, Town Administrator and
Treasurer/Signature

Stefen Wynn, Town Administrator and
Treasurer/Officer Name and Title

Date

New Focus HR, LLC

Company Name

Kristen Deutsch

Kristen Deutsch, M.B.A., CCP, President
Electronic Signature

Kristen Deutsch, M.B.A., CCP, President
Officer Name and Title

05/23/2025
Date

Attachment A – Terms and Conditions

TERMS AND CONDITIONS

This Agreement is made effective as of May 23, 2025, by and between the Town of Paonia and New Focus HR, LLC.

In this Agreement, the party who is contracting to receive services shall be referred to as “Client”, and the party who will be providing the services shall be referred to as “New Focus HR”.

New Focus HR has a background in human resources and is willing to provide services to Client based on this background. Client desires to have services provided by New Focus HR.

Therefore, the parties agree as follows:

1. DESCRIPTION OF SERVICES.

New Focus HR will provide HR consulting services at the time that the proposal becomes a signed agreement for services and ending on and agreed to date. New Focus HR will provide the following services (collectively, the “Services”): **HR consulting services as described on pages two through three of this document.**

2. PERFORMANCE OF SERVICES.

The manner in which the Services are to be performed and the specific hours to be worked by New Focus HR shall be determined by the New Focus HR and as agreed to by the Client.

3. PAYMENT.

Client will pay a fee to New Focus HR for the Services as detailed on page four of this document.

A. Invoice. New Focus HR will provide the Client with a detailed invoice at the beginning of the employee handbook project for half of the total fixed rate fee and at the end of the project, or at the six-month mark if the HR Consultant has not received the final edits from the Client, for the second half of the total fixed rate fee. The optional annual subscription fee will be invoiced at the start of the employee handbook project and then annually thereafter. Hourly consulting fees will be billed on either the 15th or 30th of the month for services rendered during the previous two-week period.

B. Payment Period. Client agrees to pay the invoice(s) upon receipt and in accordance with their claims processing.

C. Late Payments and Charges. If for any reason payment is not made when due (no later than ten days after the receipt of the invoice), a late fee will be added to the total invoice charges at the rate of 1.5% per month (18% annually). New Focus HR shall also charge \$100.00 for each payment that is not cleared by the bank for any reason, including insufficient funds in client's account to cover the amount of the check. Client agrees to pay all costs of collection, including reasonable attorney's fees and Client waives presentment, demand, notice and protest.

If for any reason's payment is not made when due, Client agrees that New Focus HR will have the right to immediately terminate services. Such termination shall be effective on the last day for which New Focus HR has provided services for the Client under the terms of this Agreement.

4. EXPENSE REIMBURSEMENT.

Client will pay all necessary travel expenses to and from an agreed to meeting site, outside of 200-miles from the New Focus HR offices, to include mileage, airline tickets, hotel rooms, etc. unless otherwise noted. New Focus HR shall invoice client for any other expenses (i.e., office supplies, etc.) incurred by them and agreed to by Client. The current Internal Revenue Service (IRS) rate will be invoiced for all mileage expenses.

5. SUPPORT SERVICES.

As appropriate quality review meetings may be called to review performance and the working relationship between the Client and New Focus HR. Such meetings may be scheduled after a signed agreement has been received by New Focus HR and for one week following the termination of this agreement. Client agrees to

Attachment A – Terms and Conditions - Continued

pay New Focus HR at the rate of \$175 per hour for all quality review meetings with Town Administrator and Treasurer, or their designee, if needed.

6. NEW PROJECT APPROVAL.

The client recognizes that New Focus HRs services will be limited to the scope defined within this proposal. New Focus HR shall obtain the approval of the Client prior to the commencement of a new project.

7. TERMINATION.

This is an agreement that shall terminate with 15 days written request by either party, outside of the payment terms to New Focus HR, as described in section 3 above. Client agrees to pay for any undisputed services up to termination.

8. RELATIONSHIP OF PARTIES.

It is understood by the parties that New Focus HR is an independent contractor with respect to the Client, and not an employee of the Client. The client will not provide fringe benefits, including health insurance benefits, paid vacation, or any other employee benefit, for the benefit of New Focus HR employees.

With respect to the services provided by New Focus HR, New Focus HR is an independent contractor. Employees provided by New Focus HR hereunder shall receive compensation and benefits to which they may be entitled from New Focus HR and are not eligible for any benefits provided to employees of Client during such assignment. The parties agree that the employees provided by New Focus HR shall not be considered Client's employees for any purposes whatsoever. New Focus HR will make all appropriate tax, social security, Medicare, and other withholding deductions and payments, and all appropriate unemployment tax payments, in connection with the employees provided by New Focus HR hereunder.

New Focus HR shall not make any strategic, operational or other business-related decisions regarding the Client's business. Such decisions shall exclusively be the responsibility of the Client. New Focus HR shall bear neither responsibility nor liability for any actions or inactions by Client. When implementing such decisions, Client shall be acting solely on its own volition and responsibility.

9. INSURANCE.

New Focus HR acknowledges the obligation to carry appropriate insurance coverage for the benefit of their employees. New Focus HR waives any rights to recovery from the client for any injuries that may be sustained while performing services under this Agreement and that are a result of the employees own negligence.

New Focus HR agrees to carry the following insurance coverage during the term of this agreement: Worker's compensation as required by the laws of the state in which the services are being performed and comprehensive general liability and property damage insurance with combined bodily injury and property damage limit of \$1,000,000 for each occurrence.

10. INDEMNIFICATION.

Client agrees to indemnify, defend, and hold New Focus HR and anyone personally or professionally affiliated with the company harmless from and against any and all liabilities, expenses (including court costs and reasonable attorney's fees), and claims for damage of any nature what so ever, whether known or unknown as though expressly set forth and described herein, which the Indemnified parties may incur, suffer, become liable for, or which may be asserted or claimed against the Indemnified Parties as a result of (i) any action or inaction of Client, or (ii) (without limiting the foregoing) any breach by Client of, any noncompliance by Client with, or misrepresentation by Client made or deemed made under or in connection with, this Agreement.

11. INTELLECTUAL PROPERTY.

The following provisions shall apply with respect to copyrightable works, ideas, discoveries, inventions, applications for patents, and patents (collectively, "Intellectual Property"):

A. HR Consultant's Intellectual Property. New Focus HR holds an interest in the intellectual property that is developed and used on this assignment. This intellectual property may be used during client engagements but remains the property of New Focus HR.

Attachment A – Terms and Conditions - Continued

B. Development of Intellectual Property. Any improvements to intellectual property items, further inventions or improvements, and any new items of intellectual property discovered or developed by New Focus HR, during the term of this Agreement shall be owned by both parties. Use of intellectual property purchased by the Client should be unencumbered.

12. CONFIDENTIALITY.

Neither New Focus HR nor Client shall disclose or use for any purpose other than the performance of services or its obligations under this Agreement any and all trade secrets and other confidential or proprietary information disclosed to the receiving party by or on behalf of the disclosing party ("Confidential Information") or developed and/or discovered by the receiving party as a result of the performance of Services or using Confidential Information (all of the foregoing together with Confidential Information, collectively "Information"). This obligation of non-disclosure and non-use shall not apply to Confidential Information which the receiving party can demonstrate: (i) at the time of disclosure is or thereafter becomes available to the public through no breach of this Agreement by the receiving party; (ii) as shown by written records, was known to or otherwise in the possession of the receiving party prior to receipt of such Confidential Information; (iii) is obtained by the receiving party from a source other than the disclosing party and other than one who would be breaching a commitment of confidentiality or non-use of the disclosing party; or (iv) as shown by written records, is developed by the receiving party independently of any disclosure of Confidential Information made hereunder.

To the extent that the receiving party is required, whether by statute, regulation, law or order of a court of competent jurisdiction, to disclose any Information the disclosure of which is prohibited under this Agreement, the receiving party shall provide the disclosing party with prompt written notice of any such requirement as to permit New Focus HR or Client to seek a protective order or other appropriate remedy and will disclose only that portion of Information which is counsel advises is legally required to be disclosed. Upon the earlier of expiration or termination of this Agreement, the receiving party shall, if requested by the disclosing party, return or destroy all Information and copies of extracts thereof. The non-owning party may retain one (1) copy for archival purposes.

13. UNAUTHORIZED DISCLOSURE OF INFORMATION.

If it appears that either party has disclosed (or has threatened to disclose) Information in violation of this Agreement, both shall be entitled to an injunction to restrain the other from disclosing, in whole or in part, such Information, or from providing any services to any party to whom such information has been disclosed or may be disclosed. Either party shall not be prohibited by this provision from pursuing other remedies, including a claim for losses and damages.

14. CONFIDENTIALITY AFTER TERMINATION.

The confidentiality provisions of this Agreement shall remain in full force and effect after the termination of this Agreement for both parties.

15. RETURN OF RECORDS.

Upon termination of this Agreement, New Focus HR shall deliver all records, notes, data, memoranda, models, and equipment of any nature that are in New Focus HRs possession or under New Focus HRs control and that are the Clients' property or relate to the Clients' business, to the Town Administrator and Treasurer, or their designee.

16. NOTICES.

All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

If for Client:

Stefen Wynn, Town Administrator and Treasurer

Name of Person and Title

214 Grand Avenue, Paonia, Colorado 81428

Address

If for New Focus HR:

Kristen Deutsch, M.B.A., CCP, President

Name of Person and Title

14350 Mundy Drive, Suite 800, Box 106, Noblesville, IN 46060

Address

Attachment A - Continued

Such addresses may be changed from time to time by either party by providing written notice to the other in the manner set forth above.

17. ENTIRE AGREEMENT.

This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between parties. This Agreement shall not be modified in any way, except by written agreement signed by both parties.

18. AMENDMENT.

This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

19. SEVERABILITY.

If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

20. WAIVER OF CONTRACTUAL RIGHT.

The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel compliance with every provision of this Agreement.

21. APPLICABLE LAW.

This Agreement shall be governed by the laws of the State of Indiana in Hamilton County, Indiana.

22. ASSIGNMENT.

This Agreement shall not be transferred or assigned without the written consent of both parties.

23. OBLIGATION OF AGREEMENT.

The provisions of this Agreement shall be binding upon the parties and their respective successors and assignees.

24. HEADINGS.

The headings in this Agreement are intended for convenience or reference and shall not affect its interpretation.

25. LEGAL EXPENSES.

If legal actions or other proceedings, including arbitration proceedings, are brought for the enforcement of this Agreement or because of an alleged breach default or misrepresentation in connection with the provisions hereof, the prevailing party shall be entitled to recover his reasonable attorney's fees and other costs incurred in such action or proceeding from the unsuccessful party in addition to any other relief to which he may be entitled.

26. E-VERIFY.

New Focus HR has complied with all regulations and laws for its employees as stated within the federal E-Verify system.

Consultant's Biographies

Kristen Deutsch, M.B.A., CCP

President/Sr. HR Consultant

Kristen Deutsch has over 36-years of management and human resources experience. She received her B.S. from Michigan State University and an M.B.A. from Indiana Wesleyan University. She is currently President of New Focus HR, LLC.

Kristen has worked in many business areas including academia, financial services, health care, hospitality, manufacturing, utilities and other customer service-related industries. Throughout her career, she has worked as a Human Resources Manager for Biosound, Methodist Occupational Health Centers, Banc One, United Pentek, Engledow Group, the Indiana University School of Medicine and as the Vice President of Consulting at Professional Staff Management, Inc. and as an HR Consultant at Tilson HR prior to starting New Focus HR, LLC in 2009.

Kristen's experiences in the human resources field includes benefits, compensation, employee relations and compliance, labor/union relations, immigration law, workers' compensation, organizational design/change management, executive coaching, staffing/recruitment and training and development. She has continued her excellence in the HR profession by attaining her certification as a Certified Compensation Professional (CCP) through the WorldatWork Society, Scottsdale, Arizona, and as a trainer for Development Dimensions International (DDI), Pittsburgh, Pennsylvania, in their Interaction Management/Skills for an Empowered Workforce Program. Kristen has also done extensive training and development in the areas of business communications, time management, anti-harassment, discrimination and retaliation, management and supervisory skills, team building and behavioral interviewing.

Kristen is currently a member of the Society for Human Resources Management (SHRM) and WorldatWork. Kristen enjoys traveling, reading and spending time with family.

Kathi Walker, PHR, SHRM-SCP

Sr. HR Consultant

Kathi Walker has been with New Focus HR, LLC, since May of 2017. She is a graduate of Indiana Wesleyan University, with a bachelor's degree in Music. Prior to joining the New Focus HR team, she spent 17 years working for the Free Methodist World Missions/Free Methodist Church, U.S.A., as a Training & Development Coordinator in their Human Resources Department. Her primary focus was on providing communication, care, intervention, training, resourcing and crisis management for employees and their families, so that they were better able to thrive physically, emotionally, psychologically, intellectually and spiritually in their cross-cultural assignments around the world. She brings her training and development as well as crisis management and coaching skills to New Focus HR. Kathi's main area of concentration with New Focus HR, is in the development of job descriptions and organizational charts, employee handbooks, conducting investigations, conducting exit interviews, and in resolving employee relations issues for our clients. Kathi has earned her designation as a Professional in Human Resources (PHR) and as a Senior Certified Professional (SHRM-SCP) and is a member of the Society for Human Resources Management (SHRM). Kathi enjoys music, travel, and spending time with family and friends.

Consultant's Biographies - Continued

Imani Murphy, MSM, SHRM-SCP

HR Consultant

Imani Murphy has been with New Focus HR, LLC, since April 2024. She is a graduate of Earlham College in Richmond, Indiana with a Bachelors of Arts degree in Economics. She also holds a Master's of Science degree in Management from Indiana Wesleyan University in Marion, Indiana. Prior to joining New Focus, Imani worked in human resources for the State of Indiana and the City of Richmond, Indiana. Imani's main area of concentration with New Focus HR, is the development of job descriptions and organizational charts, employee handbooks, conducting investigations, conducting exit interviews, and in resolving employee relations issues for our clients. Imani has been a member of the Society of Human Resource Management (SHRM) and local chapter Eastern Indiana HR Association (EIHRA) since 2017 and has earned her SHRM-SCP certification. Imani enjoys music, movies/TV, travel, and spending time with family and friends.

Jason Love, SHRM-CP

HR Consultant

Jason Love has been with New Focus HR, LLC, since August of 2022. He is a graduate of Indiana University/Purdue University, Indianapolis, Indiana, with a bachelor's degree in Elementary Education. Jason's main area of concentration with New Focus HR, is conducting our client's background checks, conducting our client's onboarding sessions with new hires, creating and editing employee handbooks and job descriptions, assisting with various employee relations issues, and completing various internal tasks related to New Focus HR, LLC. Jason has earned his certification as a lean six sigma green belt and as a certified professional from the Society of Human Resources Management (SHRM) and is a member of the Society for Human Resources Management (SHRM) and IndySHRM. Jason enjoys music, movies, and spending time with his family.

References

- 1.) Mrs. Lynda Dunbar OR Ms. Laurie Hardwick
Mayor City Attorney
City of Greencastle City of Greencastle
1 N. Locust Street 1 N. Locust Street
Greencastle, IN 46135 Greencastle, IN 46135
(765) 848-1510 office (765) 848-1510 office
(765) 719-2493 mobile LHardwick@cityofgreencastle.com
LDunbar@cityofgreencastle.com
- 2.) Ms. Elizabeth Walden
Clerk-Treasurer
Town of Sheridan
506 S. Main Street
Sheridan, IN 46069

(317) 758-5293 office
ewalden@sheridan.in.gov
- 3.) Ms. Kerry Sayre
Clerk-Treasurer
City of Winchester
113 E. Washington St.
P.O. Box 408
Winchester, IN 47394

(765) 584-1351 ext. 2300 office
clerk@winchester-in.gov
- 4.) Mrs. Rhonda Gary
Clerk-Treasurer
Town of Cicero
331 East Jackson Street
Cicero, IN 46034

(317) 984-4900 office
rgary@townofcicero.in.gov
- 5.) Ms. Barbara Hawn
Clerk-Treasurer
City of Ligonier
301 S. Cavin Street, Suite 2
Ligonier, IN 46767

(260) 894-4113 office
bhawn@ligonier-in.gov
- 6.) Mrs. Bri Lautzenheiser
Deputy Clerk-Treasurer – Human Resources
City of Bluffton
128 E. Market Street
Bluffton, IN 46714

(260) 824-1299 office
bri@blufftonindiana.gov

RE: New Focus HR, LLC - Proposal/Agreement for Services

From kristen@newfocushr.com <kristen@newfocushr.com>

Date Wed 5/28/2025 9:34 AM

To Samira V <SamiraV@townofpaonia.com>; Stefen Wynn <StefenW@townofpaonia.com>

Please refer to my answers in "red" below and let me know what else you may need from me.

Thanks!

Sincerely,

Kristen

Kristen Deutsch, M.B.A., CCP
President
New Focus HR, LLC
317-445-4163 direct

kristen@newfocushr.com

www.newfocushr.com

<https://www.linkedin.com/in/KristenDeutsch/>

<https://www.facebook.com/NewFocusHR/>



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From: Samira V <SamiraV@townofpaonia.com>

Sent: Wednesday, May 28, 2025 10:29 AM

To: kristen@newfocushr.com; Stefen Wynn <StefenW@townofpaonia.com>

Subject: Re: New Focus HR, LLC - Proposal/Agreement for Services

Hi Kristen,

Thank you for the quote! Here are the Sole proprietor questions:

1. What capability do you have that is critical to the specific effort and makes the contractor clearly unique compared to other contractors in the general field?

New Focus HR, LLC has been providing outsourced human resources services to municipalities of all sizes since August of 2009. Our uniqueness stems from understanding the structure of government entities and the employment-related laws that pertain to government entities. Thus, providing legally compliant employee handbooks is our specialty.

2. What prior experience of a highly specialized nature does your firm have that is vital to the proposed effort?

New Focus HR, LLC has been working with municipal governments for 16 years, plus we have over 60 years of human resources expertise on our team of professionals. We understand employment law and how to structure human resources departments within municipal government entities.

3. Does your firm have a substantial investment that would need to be duplicated at the Town's expense by another contractor entering the field?

Not applicable.

4. If timelines are involved, why are they critical and why can your firm best meet them?

From the date that we get a signed agreement returned from the town, it will take approximately ten to 14 days to get the initial employee handbook meeting scheduled. From that date it will take approximately eight weeks for New Focus HR, LLC to get the first draft of the employee handbook completed and returned to the town for their review. It will then be up to the town to review the first draft and get edits back to the consultant for updating.

5. Is competition precluded because of the existence of patent rights, or copyrights?

Not applicable. However, New Focus HR, LLC does have the rights to the template used for the employee handbook project.

6. Does this acquisition require compatibility with any existing Town equipment?

Not applicable.

7. What unique characteristic does the equipment or material offered by your firm possess that are required to meet the Town's needs?

New Focus HR, LLC utilizes a template that they have created for employee handbooks. The template is customized for the town for their sole use. The town may not share the document with other municipalities without the express written consent of the President of New Focus HR, LLC.

8. Is competition precluded because of existing equipment maintenance program/contracts/warranties?

New Focus HR, LLC does not have any existing agreements with the town. However, New Focus HR, LLC does offer an annual employee handbook update subscription service as part of an agreement. This service is unique from other companies in that we guarantee that the town will

always have an up-to-date employee handbook that is legally compliant with all federal and state employment-related laws.

Thank you,
Sam



Samira M. Vetter

Paonia Town Clerk/ Human

Resources

P : (970) 527-4101

M: (970) 742-4658

E : SamiraV@TownofPaonia.com

214 Grand Ave.

PO Box 460

Paonia, CO 81428

<https://townofpaonia.colorado.gov>

 [Book time to meet with me](#)

“The measure of who we are is what we do with what we have.” – **Vince Lombardi**

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

From: kristen@newfocushr.com <kristen@newfocushr.com>

Sent: Friday, May 23, 2025 10:05 AM

To: Stefen Wynn <StefenW@townofpaonia.com>; Samira V <SamiraV@townofpaonia.com>

Subject: New Focus HR, LLC - Proposal/Agreement for Services

Good morning,

Sam, thank you for your time earlier this week. It was great to meet you and to learn more about the HR-related needs at the Town of Paonia.

Stefen, I hope that you are enjoying your time in Indy? We look forward to attending the race on Sunday, although the temperatures may be a bit cool compared to past races.

Per our discussion, I have attached a proposal/agreement for services document to this email. Stefen if you are in agreement and your Board of Trustees is in agreement, please sign on page four, scan, and return to me. Once I get a signed agreement back from you, it will take about ten-days for us to get an initial meeting on the calendar. From that date it will take about six to eight-weeks for me to get a draft of an employee handbook back to the town to start your review.

Please let me know if you have any questions at all.

Thanks so much for reaching out and I will look forward to hearing back from you.

Take care.

Sincerely,

Kristen

Kristen Deutsch, M.B.A., CCP
President
New Focus HR, LLC
317-445-4163 direct

kristen@newfocushr.com

www.newfocushr.com

<https://www.linkedin.com/in/KristenDeutsch/>

<https://www.facebook.com/NewFocusHR/>



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