



**Town of Paonia
214 Grand Avenue
Budget Work Session
Monday, November 10, 2025 5:30 PM**

**Town Board Regular Meeting Agenda
Monday November 10, 2025 6:30 PM
<https://us02web.zoom.us/j/81001472364>
Meeting ID: 810 0147 2364**

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.

- A) Roll Call
- B) Approval of Agenda
- C) Announcements
 - 1) Proclamation- November is Hospice and Palliative Care Month.
 - 2) The Town is accepting applications from in-town residents for an available seat on the Planning Commission. The Planning Commission meets on the first Monday of the month at 6 pm and is an advisory board to the Board of Trustees as well as a quasi-judicial body. Applications are due to the Town Clerk by November 19, 2025.
 - 3) The Town is accepting applications for an open seat on the Zoning Board of Adjustments. The ZBoA only meets when public hearings are scheduled for it and is a quasi-judicial board. You do not have to be an in-town resident to serve on this board. Applications are due to the Town Clerk by November 19, 2025.
- D) Public Comment
 - Any topic not included under Actions & Presentations; 3-minute time limit.
- E) Consent Agenda
 - 1) November 10, 2025 Disbursements
 - 2) October 28, 2025 Regular Meeting Minutes
- F) Staff Reports
 - 1) Town Administrator/Treasurer
 - 2) Police Chief
 - 3) Public Works Director

G) Executive Session

- 1) Executive session, pursuant to C.R.S., Section 24-6-402(4)(b) and Section 24-6-402(4)(e) for the purposes of receiving legal advice on specific legal questions and determining positions relative to matters that may be subject to negotiations as well as providing direction to negotiators and pursuant to Section 24-6-402(4)(a), C.R.S. for the purposes of discussing the potential transfer and acquisition of the water distribution system of the Hidden Valley HOA Water Company.

H) Actions & Presentations

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

- 1) Consideration of RFQ 2025-07 Safe Streets for All Consultant
- 2) Consideration of the Off- System Bridge Grant 2025 Application
- 3) Consideration of Resolution 26-2025 Declaring a Vacancy on the Board of Trustees

I) Mayor & Trustee Reports

- 1) Ad Hoc Short Term Rentals Committee

J) 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.

HOPEWEST DELTA COUNTY

State of Colorado

PROCLAMATION

WHEREAS,

For more than 30 years, HopeWest has been Delta County's community-owned, nonprofit organization where people turn when facing life's most difficult times; and

WHEREAS,

As a nationally recognized hospice, palliative care, dementia support, PACE, adult bereavement, and children's bereavement program, HopeWest provides care to more than 3,700 individuals each year. With every year, the need for HopeWest services is growing; and

WHEREAS,

Hospice and Palliative Care Month highlights the importance of comfort for those facing aging, serious illness, or grief. HopeWest is privileged to provide exceptional care every day, helping patients and their families transform an overwhelming or fearful time into one of comfort, healing, and hope; and

WHEREAS,

This public declaration celebrates our community's unique spirit of helping each other every day and honors the compassion of the many nursing assistants, social workers, chaplains, physicians, counselors, registered nurses, and volunteers at HopeWest; and

WHEREAS,

Hospice and Palliative Care Month presents a unique opportunity to increase awareness of these programs and honor all who make them possible.

NOW, THEREFORE,

I, Mayor Paige Smith, by the power vested in me as Mayor of the Town of Paonia, CO, do hereby proclaim November 2025 as

"HOSPICE AND PALLIATIVE CARE MONTH"

in the Town of Paonia, CO and ask that the Town Trustees encourage the support and participation of friends, neighbors, colleagues and fellow citizens in hospice activities and programs now and throughout the year.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official Seal of Town of Paonia, CO this 10 day of November 2025.

Paige Smith, Mayor

Smv
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Town of Paonia

Payment Approval Report - Board of Trustees Disbursement Approval
Report dates: 10/29/2025-11/10/2025

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
AB ELECTRIC LLC								
1357	AB ELECTRIC LLC	1052	Temp Tank Storm Water Pump	11/03/2025	207.76		60-50-72 CAP OUTLAY-Water Tank Reli	11/30/2025
Total AB ELECTRIC LLC:					207.76			
ADP, INC								
1352	ADP, INC	702899279	Admin Payroll	10/17/2025	50.75		10-41-20 LEGAL, ENGINEERING & PR	11/30/2025
1352	ADP, INC	702899279	PD Payroll	10/17/2025	59.81		10-42-20 LEGAL, ENGINEERING & PR	11/30/2025
1352	ADP, INC	702899279	Water Payroll	10/17/2025	23.56		60-50-20 LEGAL, ENGINEERING & PR	11/30/2025
1352	ADP, INC	702899279	WasteWater Payroll	10/17/2025	23.56		70-51-20 LEGAL, ENGINEERING & PR	11/30/2025
1352	ADP, INC	702899279	Sanitation Payroll	10/17/2025	23.57		80-52-20 LEGAL, ENGINEERING & PR	11/30/2025
1352	ADP, INC	703461285	Admin Payroll	10/24/2025	23.90		10-41-20 LEGAL, ENGINEERING & PR	11/30/2025
1352	ADP, INC	703461285	PD Payroll	10/24/2025	28.17		10-42-20 LEGAL, ENGINEERING & PR	11/30/2025
1352	ADP, INC	703461285	Water Payroll	10/24/2025	11.10		60-50-20 LEGAL, ENGINEERING & PR	11/30/2025
1352	ADP, INC	703461285	WasteWater Payroll	10/24/2025	11.10		70-51-20 LEGAL, ENGINEERING & PR	11/30/2025
1352	ADP, INC	703461285	Sanitation Payroll	10/24/2025	11.08		80-52-20 LEGAL, ENGINEERING & PR	11/30/2025
1352	ADP, INC	704107808	Admin Payroll	10/31/2025	44.90		10-41-20 LEGAL, ENGINEERING & PR	11/30/2025
1352	ADP, INC	704107808	PD Payroll	10/31/2025	52.92		10-42-20 LEGAL, ENGINEERING & PR	11/30/2025
1352	ADP, INC	704107808	Water Payroll	10/31/2025	20.85		60-50-20 LEGAL, ENGINEERING & PR	11/30/2025
1352	ADP, INC	704107808	WasteWater Payroll	10/31/2025	20.85		70-51-20 LEGAL, ENGINEERING & PR	11/30/2025
1352	ADP, INC	704107808	Sanitation Payroll	10/31/2025	20.83		80-52-20 LEGAL, ENGINEERING & PR	11/30/2025
Total ADP, INC:					426.95			
AFLAC								
749	AFLAC	740608	AFLAC ACH	10/25/2025	145.62		10-0225 AFLAC COVERAGE	11/30/2025
Total AFLAC:					145.62			
All Copy Products Inc								
1268	All Copy Products Inc	5036175856	COPIER - ADMIN	10/10/2025	114.37		10-41-31 DUES & SUBSCRIPTIONS	11/30/2025
1268	All Copy Products Inc	5036175856	COPIER - WATER	10/10/2025	114.37		60-50-31 DUES & SUBSCRIPTIONS	11/30/2025
1268	All Copy Products Inc	5036175856	COPIER - WASTEWATER	10/10/2025	114.37		70-51-31 DUES & SUBSCRIPTIONS	11/30/2025
1268	All Copy Products Inc	5036175856	COPIER - SANITATION	10/10/2025	114.35		80-52-31 DUES & SUBSCRIPTIONS	11/30/2025
Total All Copy Products Inc:					457.46			
AMAZON BUSINESS								
1341	AMAZON BUSINESS	117M-91PD-1R	Supplies for Cleaning Company	11/01/2025	85.64		10-41-25 TOWN HALL EXPENSE	11/30/2025
1341	AMAZON BUSINESS	1FXQ-3NVP-W	Office Supplies, disinfectant, tax e	11/01/2025	80.19		10-41-25 TOWN HALL EXPENSE	11/30/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
Total AMAZON BUSINESS:					165.83			
Archuleta, Benny								
1245	Archuleta, Benny	ARCH10-2025	Certified Operator in Responsible	11/01/2025	750.00	60-50-20	LEGAL, ENGINEERING & PR	11/30/2025
1245	Archuleta, Benny	ARCH10-2025	Certified Operator in Responsible	11/01/2025	750.00	70-51-20	LEGAL, ENGINEERING & PR	11/30/2025
Total Archuleta, Benny:					1,500.00			
Bachran, Mary								
1045	Bachran, Mary	09.12.2025 TO	Bridge Grant Writting	09/12/2025	375.00	10-45-20	LEGAL, ENGINEERING & PR	11/30/2025
Total Bachran, Mary:					375.00			
Badger Meter, Inc.								
654	Badger Meter, Inc.	80213929	Water Metering	10/30/2025	81.36	60-50-31	DUES & SUBSCRIPTIONS	11/30/2025
Total Badger Meter, Inc.:					81.36			
Black Hills Energy								
987	Black Hills Energy	1777844124	214 Grand Ave Gas Bill	10/21/2025	31.64	10-41-28	UTILITIES	11/30/2025
987	Black Hills Energy	1777844124	214 Grand Ave Gas Bill	10/21/2025	31.65	10-42-28	UTILITIES	11/30/2025
987	Black Hills Energy	2032659835	41576 Lamborn Mesa Rd Gas Bill	10/21/2025	41.56	60-50-28	UTILITIES	11/30/2025
987	Black Hills Energy	5865315588	600 4th St Gas Bill	10/21/2025	41.00	10-46-28	UTILITIES	11/30/2025
987	Black Hills Energy	7923187414	403 2nd St Gas Bill	10/21/2025	21.14	10-45-28	UTILITIES	11/30/2025
987	Black Hills Energy	7923187414	403 2nd St Gas Bill	10/21/2025	21.15	60-50-28	UTILITIES	11/30/2025
987	Black Hills Energy	7923187414	403 2nd St Gas Bill	10/21/2025	21.14	70-51-28	UTILITIES	11/30/2025
987	Black Hills Energy	7923187414	403 2nd St Gas Bill	10/21/2025	21.14	80-52-28	UTILITIES	11/30/2025
987	Black Hills Energy	9869935414	405 2nd St Gas Bill	10/21/2025	6.55	10-45-28	UTILITIES	11/30/2025
987	Black Hills Energy	9869935414	405 2nd St Gas Bill	10/21/2025	6.55	60-50-28	UTILITIES	11/30/2025
987	Black Hills Energy	9869935414	405 2nd St Gas Bill	10/21/2025	6.55	70-51-28	UTILITIES	11/30/2025
987	Black Hills Energy	9869935414	405 2nd St Gas Bill	10/21/2025	6.55	80-52-28	UTILITIES	11/30/2025
Total Black Hills Energy:					256.62			
CEBT								
1320	CEBT	INV 0078989	Employee Insurance	10/24/2025	23,386.00	10-0223	HEALTH/LIFE INSURANCE	11/30/2025
Total CEBT:					23,386.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
Cedar Creek Supply LLC								
1284	Cedar Creek Supply LLC	INV-0671	WTP Chemicals, Lamborn	11/03/2025	1,727.00		60-50-14 CHEMICALS	11/30/2025
Total Cedar Creek Supply LLC:					1,727.00			
City of Delta								
24	City of Delta	11.3.2025 STA	Wastewater Analysis 10.2.2025	11/03/2025	376.00		70-51-20 LEGAL, ENGINEERING & PR	11/30/2025
24	City of Delta	11.3.2025 STA	Wastewater Analysis 10.2.2025	11/03/2025	2,300.00		10-43-20 LEGAL, ENGINEERING & PR	11/30/2025
Total City of Delta:					2,676.00			
Clayton M. Buchner Attorney at Law, LLC								
1392	Clayton M. Buchner Attorney at La	0888	Legal Support Oct 2025	11/04/2025	2,844.00		10-41-20 LEGAL, ENGINEERING & PR	11/30/2025
Total Clayton M. Buchner Attorney at Law, LLC:					2,844.00			
Colorado Complete Clean LLC								
1450	Colorado Complete Clean LLC	1429	Cleaning Services Admin	10/30/2025	1,375.00		10-41-20 LEGAL, ENGINEERING & PR	11/30/2025
1450	Colorado Complete Clean LLC	1429	Cleaning Services PD	10/30/2025	343.75		10-42-20 LEGAL, ENGINEERING & PR	11/30/2025
1450	Colorado Complete Clean LLC	1429	Cleaning Services Water	10/30/2025	343.75		60-50-20 LEGAL, ENGINEERING & PR	11/30/2025
1450	Colorado Complete Clean LLC	1429	Cleaning Services Sewer	10/30/2025	343.75		70-51-20 LEGAL, ENGINEERING & PR	11/30/2025
1450	Colorado Complete Clean LLC	1429	Cleaning Services Trash	10/30/2025	343.75		80-52-20 LEGAL, ENGINEERING & PR	11/30/2025
Total Colorado Complete Clean LLC:					2,750.00			
Column Software PBC								
1183	Column Software PBC	11.01.2025 ST	Publications	11/01/2025	72.00		10-41-30 PUBLISHING & ADS	11/30/2025
Total Column Software PBC:					72.00			
Delta County Landfill								
56	Delta County Landfill	10.31.2025 ST	Landfill Fee	10/31/2025	3,578.25		80-52-42 LANDFILL FEES	11/30/2025
Total Delta County Landfill:					3,578.25			
Delta Montrose Electric Assn.								
43	Delta Montrose Electric Assn.	4585991 10.14.	405 2nd St electric bill	10/14/2025	155.35		10-41-28 UTILITIES	11/30/2025
43	Delta Montrose Electric Assn.	4585991 10.14.	405 2nd St electric bill	10/14/2025	155.35		10-42-28 UTILITIES	11/30/2025
43	Delta Montrose Electric Assn.	4585991 10.14.	405 2nd St electric bill	10/14/2025	735.23		10-45-28 UTILITIES	11/30/2025
43	Delta Montrose Electric Assn.	4585991 10.14.	405 2nd St electric bill	10/14/2025	512.89		10-46-28 UTILITIES	11/30/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
43	Delta Montrose Electric Assn.	4585991 10.14.	405 2nd St electric bill	10/14/2025	43.10		60-50-28 UTILITIES	11/30/2025
43	Delta Montrose Electric Assn.	4585991 10.14.	405 2nd St electric bill	10/14/2025	3,949.56		70-51-28 UTILITIES	11/30/2025
43	Delta Montrose Electric Assn.	4585991 10.14.	405 2nd St electric bill	10/14/2025	43.07		80-52-28 UTILITIES	11/30/2025
Total Delta Montrose Electric Assn.:					5,594.55			
Duckworks Auto Parts Inc								
50	Duckworks Auto Parts Inc	03670052543	hartman brothers - O2	10/24/2025	4.01		10-45-25 SHOP EXPENSE	11/30/2025
50	Duckworks Auto Parts Inc	03670052543	hartman brothers - O2	10/24/2025	4.01		10-46-25 SHOP EXPENSE	11/30/2025
50	Duckworks Auto Parts Inc	03670052543	hartman brothers - O2	10/24/2025	4.01		80-52-25 SHOP EXPENSE	11/30/2025
50	Duckworks Auto Parts Inc	03670052543	hartman brothers - O2	10/24/2025	4.02		60-50-25 SHOP EXPENSE	11/30/2025
50	Duckworks Auto Parts Inc	03670052543	hartman brothers - O2	10/24/2025	4.01		70-51-25 SHOP EXPENSE	11/30/2025
Total Duckworks Auto Parts Inc:					20.06			
Empower Trust Company LLC								
1190	Empower Trust Company LLC	PAYROLL DAT	Retirement Plan PPE	10/31/2025	3,909.65		10-0220 RETIREMENT PLAN	11/30/2025
1190	Empower Trust Company LLC	PAYROLL DAT	Retirement Plan PPE	10/17/2025	3,795.84		10-0220 RETIREMENT PLAN	11/30/2025
Total Empower Trust Company LLC:					7,705.49			
Fire & Police Pension Assn.								
63	Fire & Police Pension Assn.	DEPOSIT DAT	Payroll Ending 10.22.2025	10/22/2025	4,071.27		10-0219 FPPA	11/30/2025
63	Fire & Police Pension Assn.	DEPOSIT DAT	Payroll Ending 11.03.2025	11/03/2025	3,788.66		10-0219 FPPA	11/30/2025
Total Fire & Police Pension Assn.:					7,859.93			
Green Analytical Laboratories								
1246	Green Analytical Laboratories	2510146	Water Samples	10/24/2025	1,240.00		60-50-20 LEGAL, ENGINEERING & PR	11/30/2025
Total Green Analytical Laboratories:					1,240.00			
Lasting Impressions								
98	Lasting Impressions	29996	Embroidered hats and shirts	10/22/2025	120.00		10-41-25 TOWN HALL EXPENSE	11/30/2025
98	Lasting Impressions	29996	Embroidered hats and shirts	10/22/2025	24.00		10-45-16 OPERATING SUPPLIES	11/30/2025
98	Lasting Impressions	29996	Embroidered hats and shirts	10/22/2025	24.00		10-46-16 OPERATING SUPPLIES	11/30/2025
98	Lasting Impressions	29996	Embroidered hats and shirts	10/22/2025	24.00		80-52-16 OPERATING SUPPLIES	11/30/2025
98	Lasting Impressions	29996	Embroidered hats and shirts	10/22/2025	24.00		70-51-16 OPERATING SUPPLIES	11/30/2025
98	Lasting Impressions	29996	Embroidered hats and shirts	10/22/2025	24.00		60-50-16 OPERATING SUPPLIES	11/30/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
Total Lasting Impressions:					240.00			
Mail Services, LLC.								
645	Mail Services, LLC.	2002835	Postage	10/06/2025	197.33		60-50-17 POSTAGE	11/30/2025
645	Mail Services, LLC.	2002835	Postage	10/06/2025	191.52		70-51-17 POSTAGE	11/30/2025
645	Mail Services, LLC.	2002835	Postage	10/06/2025	191.52		80-52-17 POSTAGE	11/30/2025
Total Mail Services, LLC.:					580.37			
Mesa County Public Health Regional Lab								
763	Mesa County Public Health Regio	16555	Drinking Water	11/05/2025	25.00		60-50-20 LEGAL, ENGINEERING & PR	11/30/2025
763	Mesa County Public Health Regio	16556	Drinking Water	11/05/2025	25.00		60-50-20 LEGAL, ENGINEERING & PR	11/30/2025
Total Mesa County Public Health Regional Lab:					50.00			
Mitchell and Company LLC								
1469	Mitchell and Company LLC	156625	Camera Installation	10/31/2025	2,065.38		10-41-74 MACHINERY & EQUIPMENT	11/30/2025
1469	Mitchell and Company LLC	156625	Camera Installation	10/31/2025	500.00		10-42-74 MACHINERY & EQUIPMENT	11/30/2025
1469	Mitchell and Company LLC	156625	Camera Installation	10/31/2025	1,500.00		60-50-70 CAP OUTLAY-ENGINEERING	11/30/2025
Total Mitchell and Company LLC:					4,065.38			
NAPA - Paonia Auto Parts								
122	NAPA - Paonia Auto Parts	10.31.2025 ST	Auto Parts - 2000 Plow	10/31/2025	1,103.43		10-45-42 SNOW REMOVAL	11/30/2025
122	NAPA - Paonia Auto Parts	10.31.2025 ST	Auto parts - Sand Truck	10/31/2025	5.40		10-45-42 SNOW REMOVAL	11/30/2025
122	NAPA - Paonia Auto Parts	10.31.2025 ST	Auto parts - winterized AVP bathro	10/31/2025	30.96		10-46-16 OPERATING SUPPLIES	11/30/2025
Total NAPA - Paonia Auto Parts:					1,139.79			
Norris, Mary								
991	Norris, Mary	NORRIS-11/20	WATER NORRIS RETIREMENT	11/01/2025	560.00		60-50-44 NORRIS RETIREMENT	11/30/2025
991	Norris, Mary	NORRIS-11/20	WASTE WATER NORRIS RETIR	11/01/2025	560.00		70-51-44 NORRIS RETIREMENT	11/30/2025
Total Norris, Mary:					1,120.00			
Paonia Farm & Home Supply Inc								
125	Paonia Farm & Home Supply Inc	10-31-2025 ST	Light Bulbs for Town Hall	10/31/2025	12.17		10-41-16 OPERATING SUPPLIES	11/30/2025
125	Paonia Farm & Home Supply Inc	10-31-2025 ST	Packing Tape for Posting	10/31/2025	9.17		10-41-16 OPERATING SUPPLIES	11/30/2025
125	Paonia Farm & Home Supply Inc	10-31-2025 ST	Bank Curb	10/31/2025	8.17		10-45-16 OPERATING SUPPLIES	11/30/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
125	Paonia Farm & Home Supply Inc	10-31-2025 ST	2000 Plow Truck	10/31/2025	16.17		10-45-42 SNOW REMOVAL	11/30/2025
125	Paonia Farm & Home Supply Inc	10-31-2025 ST	2000 Plow Truck	10/31/2025	34.75		10-45-42 SNOW REMOVAL	11/30/2025
125	Paonia Farm & Home Supply Inc	10-31-2025 ST	sand Truck	10/31/2025	18.09		10-45-42 SNOW REMOVAL	11/30/2025
Total Paonia Farm & Home Supply Inc:					98.52			
Patrick Hinyard								
498	Patrick Hinyard	FOOTWEARR	Hinyard, Patrick Footwear Reimbu	10/19/2025	40.04		10-45-16 OPERATING SUPPLIES	11/30/2025
498	Patrick Hinyard	FOOTWEARR	Hinyard, Patrick Footwear Reimbu	10/19/2025	40.04		10-46-16 OPERATING SUPPLIES	11/30/2025
498	Patrick Hinyard	FOOTWEARR	Hinyard, Patrick Footwear Reimbu	10/19/2025	40.05		80-52-16 OPERATING SUPPLIES	11/30/2025
Total Patrick Hinyard:					120.13			
Peak Water Services LLC								
1473	Peak Water Services LLC	INVPWS4571	Water Plant Service Agreement	10/23/2025	2,324.00		60-50-20 LEGAL, ENGINEERING & PR	11/30/2025
Total Peak Water Services LLC:					2,324.00			
Phonz +								
499	Phonz +	19258	Admin IT Services Costs	11/01/2025	674.35		10-41-20 LEGAL, ENGINEERING & PR	11/30/2025
499	Phonz +	19258	PD IT Services Costs	11/01/2025	674.35		10-42-20 LEGAL, ENGINEERING & PR	11/30/2025
499	Phonz +	19258	WW IT Services Costs	11/01/2025	674.35		70-51-20 LEGAL, ENGINEERING & PR	11/30/2025
499	Phonz +	19258	Trash IT Services Costs	11/01/2025	674.35		80-52-20 LEGAL, ENGINEERING & PR	11/30/2025
499	Phonz +	19258	Water IT Services Costs	11/01/2025	674.33		60-50-20 LEGAL, ENGINEERING & PR	11/30/2025
Total Phonz +:					3,371.73			
PROFESSIONAL MANAGEMENT SOLUTIONS								
1325	PROFESSIONAL MANAGEMENT	85140	Admin Financial Consulting	10/23/2025	764.69		10-41-20 LEGAL, ENGINEERING & PR	11/30/2025
1325	PROFESSIONAL MANAGEMENT	85140	Water Financial Consulting	10/23/2025	764.69		60-50-20 LEGAL, ENGINEERING & PR	11/30/2025
1325	PROFESSIONAL MANAGEMENT	85140	WW Financial Consulting	10/23/2025	764.69		70-51-20 LEGAL, ENGINEERING & PR	11/30/2025
1325	PROFESSIONAL MANAGEMENT	85140	Trash Financial Consulting	10/23/2025	764.68		80-52-20 LEGAL, ENGINEERING & PR	11/30/2025
Total PROFESSIONAL MANAGEMENT SOLUTIONS:					3,058.75			
RESPEC Company LLC								
1124	RESPEC Company LLC	INV09250500	Professional Services - Raw Wate	10/13/2025	335.00		60-50-69 CAPTAL OUTLY-Raw Water M	11/30/2025
1124	RESPEC Company LLC	INV09251024	Paonia Water / WW General Engi	10/20/2025	835.00		60-50-73 CAP OUTLAY-West Loop Impr	11/30/2025
1124	RESPEC Company LLC	INV09251024	Paonia Water / WW General Engi	10/20/2025	188.75		60-50-69 CAPTAL OUTLY-Raw Water M	11/30/2025
1124	RESPEC Company LLC	INV09251024	Paonia Water / WW General Engi	10/20/2025	146.25		60-50-20 LEGAL, ENGINEERING & PR	11/30/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
1124	RESPEC Company LLC	INV09251028	Water CIP Phase 1 - Water Syste	10/20/2025	1,010.00		60-50-73 CAP OUTLAY-West Loop Impr	11/30/2025
1124	RESPEC Company LLC	INV09251028	Water CIP Phase 1 - Water Syste	10/20/2025	575.00		60-50-69 CAPITAL OUTLY-Raw Water M	11/30/2025
Total RESPEC Company LLC:					3,090.00			
Rhinehart Oil Co.								
1224	Rhinehart Oil Co.	IN-950320-25	Trash Truck Fuel	11/03/2025	1,134.00		80-52-23 VEHICLE EXPENSE	11/30/2025
Total Rhinehart Oil Co.:					1,134.00			
Rundle Construction Inc.								
1475	Rundle Construction Inc.	362	Stewart Ditch Repair	08/18/2025	4,765.00		10-45-70 CAPITAL OUTLAY	11/30/2025
Total Rundle Construction Inc.:					4,765.00			
SAMIRA VETTER								
1316	SAMIRA VETTER	REIMBURSEM	CMCA Conference Travel Reimbu	10/21/2025	83.65		10-41-26 TRAVEL, MEETINGS & TRAI	11/30/2025
1316	SAMIRA VETTER	REIMBURSEM	CMCA Conference Travel Reimbu	10/21/2025	83.65		60-50-26 TRAVEL, MEETINGS & TRAI	11/30/2025
1316	SAMIRA VETTER	REIMBURSEM	CMCA Conference Travel Reimbu	10/21/2025	83.65		70-51-26 TRAVEL, MEETINGS & TRAI	11/30/2025
1316	SAMIRA VETTER	REIMBURSEM	CMCA Conference Travel Reimbu	10/21/2025	83.65		80-52-26 TRAVEL, MEETINGS & TRAI	11/30/2025
Total SAMIRA VETTER:					334.60			
SGM, INC.								
1335	SGM, INC.	2013-471.013-	2MG Tank Re-Coating	10/22/2025	3,603.00		60-50-72 CAP OUTLAY-Water Tank Reli	11/30/2025
1335	SGM, INC.	2013-471.014-	5th St & Grand Ave Re-Alignment	10/22/2025	1,883.50		10-45-72 CAP OUTLAY-5th ST REALIG	11/30/2025
1335	SGM, INC.	2013-471.017	Stewart Ditch Repair at Pan Ameri	10/22/2025	4,143.50		10-45-70 CAPITAL OUTLAY	11/30/2025
Total SGM, INC.:					9,630.00			
Simmons Lock & Key Delta								
566	Simmons Lock & Key Delta	5881	Shop/Park Keys for new staff & st	10/23/2025	4.00		10-45-16 OPERATING SUPPLIES	11/30/2025
566	Simmons Lock & Key Delta	5881	Shop/Park Keys for new staff & st	10/23/2025	4.00		60-50-16 OPERATING SUPPLIES	11/30/2025
566	Simmons Lock & Key Delta	5881	Shop/Park Keys for new staff & st	10/23/2025	4.00		10-46-16 OPERATING SUPPLIES	11/30/2025
566	Simmons Lock & Key Delta	5881	Shop/Park Keys for new staff & st	10/23/2025	4.00		70-51-16 OPERATING SUPPLIES	11/30/2025
566	Simmons Lock & Key Delta	5881	Shop/Park Keys for new staff & st	10/23/2025	4.00		80-52-16 OPERATING SUPPLIES	11/30/2025
Total Simmons Lock & Key Delta:					20.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
TAYLA RING								
1476	TAYLA RING	OCT 2025 OVE	Oct 2025 Overpayment	10/01/2025	29.25		60-50-40 MISCELLANEOUS	11/30/2025
Total TAYLA RING:					29.25			
TextMyGov								
1420	TextMyGov	504262	Software Management and Suppo	11/03/2025	500.00		10-41-31 DUES & SUBSCRIPTIONS	11/30/2025
1420	TextMyGov	504262	Software Management and Suppo	11/03/2025	500.00		10-45-31 DUES & SUBSCRIPTIONS	11/30/2025
1420	TextMyGov	504262	Software Management and Suppo	11/03/2025	500.00		10-46-31 DUES & SUBSCRIPTIONS	11/30/2025
1420	TextMyGov	504262	Software Management and Suppo	11/03/2025	500.00		60-50-31 DUES & SUBSCRIPTIONS	11/30/2025
1420	TextMyGov	504262	Software Management and Suppo	11/03/2025	500.00		70-51-31 DUES & SUBSCRIPTIONS	11/30/2025
1420	TextMyGov	504262	Software Management and Suppo	11/03/2025	500.00		80-52-31 DUES & SUBSCRIPTIONS	11/30/2025
Total TextMyGov:					3,000.00			
THE HARTFORD								
1404	THE HARTFORD	857905914602	The Hartford Insurance	11/01/2025	279.76		10-0226 THE HARTFORD	11/30/2025
Total THE HARTFORD:					279.76			
The Place I Go								
897	The Place I Go	TPIG 9670	DOT	10/14/2025	15.00		60-50-27 INSURANCE & BONDS	11/30/2025
897	The Place I Go	TPIG 9670	DOT	10/14/2025	15.00		70-51-27 INSURANCE & BONDS	11/30/2025
897	The Place I Go	TPIG 9670	DOT	10/14/2025	15.00		80-52-27 INSURANCE & BONDS	11/30/2025
Total The Place I Go:					45.00			
T-MOBILE								
1374	T-MOBILE	STATEMENT 9.	TMobile Services Admin	10/21/2025	383.05		10-41-29 TELEPHONE & INTERNET	11/30/2025
1374	T-MOBILE	STATEMENT 9.	TMobile Services PD	10/21/2025	991.41		10-42-29 TELEPHONE & INTERNET	11/30/2025
1374	T-MOBILE	STATEMENT 9.	TMobile Services Streets	10/21/2025	112.66		10-45-29 TELEPHONE & INTERNET	11/30/2025
1374	T-MOBILE	STATEMENT 9.	TMobile Services Parks	10/21/2025	112.66		10-46-29 TELEPHONE & INTERNET	11/30/2025
1374	T-MOBILE	STATEMENT 9.	TMobile Services Water	10/21/2025	270.39		60-50-29 TELEPHONE & INTERNET	11/30/2025
1374	T-MOBILE	STATEMENT 9.	TMobile Services WasteWater	10/21/2025	112.66		70-51-29 TELEPHONE & INTERNET	11/30/2025
1374	T-MOBILE	STATEMENT 9.	TMobile Services Sanitation	10/21/2025	270.38		80-52-29 TELEPHONE & INTERNET	11/30/2025
Total T-MOBILE:					2,253.21			
ULINE								
1351	ULINE	199792620	Janitorial Supplies for Town Hall/	10/27/2025	311.42		10-41-25 TOWN HALL EXPENSE	11/30/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
1351	ULINE	199972402	Traffic Sign and Stand	10/30/2025	972.96		10-45-74 MACHINERY & EQUIPMENT	11/30/2025
1351	ULINE	199972402	Soap for Town Hall	10/30/2025	202.96		10-41-16 OPERATING SUPPLIES	11/30/2025
1351	ULINE	199972402	Trail Sign and Message Sign	10/30/2025	1,777.97		10-46-74 MACHINERY & EQUIPMENT	11/30/2025
Total ULINE:					3,265.31			
UTILITY NOTIFICATION CENTER OF COLORADO								
1360	UTILITY NOTIFICATION CENTE	225101112	Locates	10/31/2025	21.01		60-50-20 LEGAL, ENGINEERING & PR	11/30/2025
1360	UTILITY NOTIFICATION CENTE	225101112	Locates	10/31/2025	21.01		70-51-20 LEGAL, ENGINEERING & PR	11/30/2025
Total UTILITY NOTIFICATION CENTER OF COLORADO:					42.02			
Western Implement								
1301	Western Implement	IN52786	Street Tools	11/01/2025	1,608.03		10-45-74 MACHINERY & EQUIPMENT	11/30/2025
Total Western Implement:					1,608.03			
WRIGHT WATER ENGINEERS, INC.								
1385	WRIGHT WATER ENGINEERS, I	74602	Hydrogeological Study	10/31/2025	16,880.75		60-50-75 GRANT PROJECTS	11/30/2025
Total WRIGHT WATER ENGINEERS, INC.:					16,880.75			
Xpress Bill Pay								
1436	Xpress Bill Pay	INV-XPR02971	Online payment support	10/31/2025	47.52		60-50-32 FEES & PERMITS	11/30/2025
1436	Xpress Bill Pay	INV-XPR02971	Online payment support	10/31/2025	47.52		70-51-32 FEES & PERMITS	11/30/2025
1436	Xpress Bill Pay	INV-XPR02971	Online payment support	10/31/2025	47.53		80-52-32 FEE & PERMITS	11/30/2025
Total Xpress Bill Pay:					142.57			
Grand Totals:					125,758.05			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account and Title	GL Period Date
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Board Meeting Date: _____

Town Administrator: _____

Finance Committee/Mayor: _____

Finance Committee/Trustee: _____

Trustees: _____

Date Reviewed: _____

Town of Paonia
214 Grand Avenue
Tuesday, October 28, 2025 6:30 PM
Town Board Minutes

RECORD OF PROCEEDINGS

Mayor Smith calls the meeting to order at 6:30 PM.

A) Roll Call

Present:

Mayor Smith

Mayor Pro-Tem Swartz

Trustee Czech

Trustee Heck

Trustee Hunter

Trustee Stelter

Trustee Tarnow

B) Approval of Agenda

Trustee Hunter motions for approval of the agenda. Seconded by Trustee Heck.

The motion carries unanimously.

C) Announcements

Mayor Smith reads the announcements regarding the Town is accepting applications for an open seat on the Zoning Board of Adjustments with applications due to the Town Clerk by November 5, 2025. Also noted that the first regular meeting in November has been rescheduled to be held MONDAY, November 10, 2025, at 6:30pm.

Town offices will be closed Tuesday, November 11, 2025, in observance of Veterans Day.

D) Public Comment

P. Scharfenberg, an out-of-town resident, spoke towards a possible donation of an outdoor musical instrument (Cascade Bells) from *Free Note Harmony* to the Town.

E) Consent Agenda

- 1) October 14, 2025, Regular Board Meeting Minutes
- 2) License Renewals
 - a) Liquor License Renewal for Edfoodyo LLC dba NIDO
- 3) October 28, 2025 Disbursements

Trustee Stelter motions for approval of the Consent Agenda. Seconded by Trustee Tarnow.

The motion carries unanimously.

F) Staff Reports

- 1) **Department Score Card**
Town Administrator Wynn discusses updates to the Departmental Score Card, which included: completion of the hydrology study reimbursement, near completion of the ADA Transition Plan and active survey outreach to mobility-impaired residents, and a completed water meter audit, including replacing a long-defective meter on Grand Avenue with a radio-read model.
- 2) **FY 2026 Positions Caps**
Town Administrator Wynn described proposed budget staffing changes and clarified full-time equivalent (FTE) allocations across departments for the 2026 budget.
- 3) **Public Works monthly Report**
Public Works Director Poulos reported efficient operation of the temporary water tank and steady progress across multiple projects, including infrastructure repairs, park and playground improvements, tree maintenance, and ongoing ditch and plumbing repairs.

G) Actions & Presentations

- 1) **Presentation:** Wright Water Engineers, Inc.: Hydrogeological Study — Final Presentation
Jonathan Kelly and Claire Vavrus, consultants from Wright Water Engineers, presented a detailed hydrogeological study of Paonia's spring-fed water system, outlining spring sources, seasonal flow variations, and potential for new development sites, while recommending targeted improvements, infrastructure assessments, and further climate-related monitoring.

Trustee Hunter motions for a 5-minute break. Seconded by Trustee Heck.

The motion carries unanimously.

The meeting reconvenes at 8:26 PM.

- 2) **Consideration of Appointing a Planning Commission Member**
Town Administrator Wynn announced that the sole applicant, Carrie Soto, withdrew her application due to potential conflicts of interest, leaving the position open. Staff will continue to outreach for applicants.

No actions taken on this agenda item.

- 3) **Consideration of Thank You Letters Regarding the Downtown Planters**
Mayor Smith presented three thank-you letters to recognize Christina Patterson, the Paonia Garden Club, and Shane Smith for their contributions to the town planters and watering efforts this year and last. Funds remain for next year's planting, and Mr. Smith has offered to design and plant again.

Trustee Hunter motions to approve the letters. Seconded by Trustee Stelter.

The motion carries unanimously.

4) **Sole Source Culvert for Steward Ditch Company**

Public Works Director Poulos outlined plans for Rundle Construction to replace the collapsed Stewart Ditch culvert beneath Apple Valley Drive, citing the company's prior work on the temporary repair and its familiarity with the site and ditch requirements; the project is bid at \$72,500, with total costs estimated at \$175,000 including pipe and concrete work, and will require a budget amendment later this year.

Trustee Hunter motions to approve Rundle Construction as sole source contractor for the Pan American Stewart Ditch crossing repair project, as justified in the attached sole source questionnaire, and authorize the Town Administrator to execute all necessary agreements consistent with construction standards. Seconded by Trustee Stelter.

The motion carries unanimously.

5) **RFQ 2025-05 I.T. Managed Services Decision**

The Board reviewed staff's recommendation following evaluation of ten proposals for managed IT services. The top-ranked firm, Istonish, was selected based on cost, qualifications, and CJIS (criminal justice system) certification required for Police Department systems.

Staff praised the high number and quality of submissions, the transparency of the scoring process, and the depth of technical expertise among the review team.

Trustee Stelter motions to authorize the Town Administrator to negotiate and execute a three-year IT services agreement with Istonish, effective December 1, 2025, with two optional one-year renewals. Seconded by Trustee Czech.

The motion carries unanimously.

Istonish representatives, including CEO Annette Quintana, Clinton Marsh, and Andy Russell, joined via Zoom to thank the Board and express enthusiasm for the partnership.

H) **Mayor & Trustee Reports**

1) **Ad Hoc Short-Term Rentals Committee**

Mayor Pro-Tem Swartz noted the committee's work remains paused during her recovery, with all members preferring to resume under her facilitation before the moratorium ends in spring 2026.

I) **Adjournment**

Mayor Smith adjourns the meeting at 8:45 PM.

Samira M. Vetter, Town Clerk

Paige Smith, Mayor

ACCOUNT	DESCRIPTION	November 3rd 2025 ACTUAL
UBB Accounts		
		CURRENT BALANCES
x3637	Pooled Cash - 4.00% Interest Rate	\$ 3,188,334.84
x0857	Conservation Trust Fund - 0.1% Interest Rate	\$ 32,972.16
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	\$ 236,278.14
x3629	Payroll - 0.00% Interest Rate	\$ 7,266.10
x2318	WWTP - 0.15% Interest Rate (Debt Reserves)	\$ 58,844.24
	Subgroup : Total UBB Accounts	\$ 3,589,632.48
ColoTrust Investment Accounts		
x8001	General Fund - 4.3134% 30-Day Yield	\$ 624,150.49
x8002	Sewer Restricted - 4.3134% 30-Day Yield	\$ 621,910.38
x8003	Debt Reserve - 4.3134% 30-Day Yield	\$ 125,312.51
x8004	Bridge Reserve - 4.3134% 30-Day Yield	\$ 690,166.98
x8005	Water - 4.3134% 30-Day Yield	\$ 517,450.25
	Subgroup : ColoTrust Investment Accounts	\$ 2,578,990.61
TOTAL BANK ACCOUNTS		\$3,589,632.48
TOTAL INVESTMENT ACCOUNTS		\$2,578,990.61
Last Month Total All Accounts: \$6,316,795.18		
TOTAL CURRENT BALANCE ALL ACCOUNTS		\$6,168,623.09

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-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 - viaflex for Temp. tank - MPC for Relining	TBD	\$ 785,962.47
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
BUILD Grant	FHWA	\$ 1,884,901.00	7/15/2025	\$ -	TBD	10-35-20	10-45-70	TBD	TBD	\$ 1,884,901.00
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	\$ 147,973.00	11/27/2023	\$ 73,022.10	11/27/2028	60-36-30	60-50-70	Wright Water Engineering		\$ 74,950.90
	CWCB Task 1	Engineering & Data Review	\$ 50,570.00	\$ 27,687.70						
	CWCB Task 2	Subsurface	\$ 97,403.00	\$ 45,334.40						
	CWCB Task 3	Metering	\$ -	\$ -						
				\$ 85,522.10		60-36-30	60-50-70	Wright Water	\$ 240,774.00	\$ 87,450.90
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"	RFQ Currently Published 8.28.2025									
	Bureau of Reclamation	\$ 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	RFQ Published 8.28.2025	TBD	\$ 293,974.00
Total Grant Funding								\$ 5,623,622.00		
Total Received								\$ 350,883.58	Remaining Grant Balance	\$ 5,272,738.42

SUMMARY OF REVENUES AND EXPENDITURES
MONTHLY FUND BALANCE
 FOR THE 2025 FISCAL YEAR
 (Unaudited)

GENERAL FUND

	January	February	March	April	May	June	July	August	September	October	November	December
Beginning Unrestricted and Unassigned Fund Balance												
FY-2024 Audit Ending Dec. 31	\$ 752,493											
Revenues												
Taxes	\$ 66,465.97	\$ 71,289.84	\$ 267,260.16	\$ 345,484.17	\$ 456,557.14	\$ 522,562.74	\$ 558,425.99	\$ 644,148.76	\$ 804,199.63	\$ 808,196.98	\$ -	\$ -
Licenses, Permits & Fees	2,287.00	9,238.50	12,224.85	13,793.85	18,165.72	19,880.72	21,100.22	26,187.22	31,328.47	35,191.01	-	-
Intergovernmental	5,148.02	5,148.02	17,706.48	25,086.80	31,962.56	39,031.95	40,672.73	42,634.12	65,903.52	65,903.52	-	-
Fines & Forfeitures	21,787.16	23,966.16	67,789.56	88,060.72	110,587.47	133,484.96	156,786.61	158,197.94	205,085.45	205,465.45	-	-
Miscellaneous	16,977.15	39,196.01	70,595.39	90,149.98	119,928.00	133,947.26	147,631.86	250,895.76	287,563.26	289,907.70	-	-
Expenditures												
Administration	\$ (24,176.78)	\$ (46,634.42)	\$ (71,267.74)	\$ (98,881.17)	\$ (116,747.58)	\$ (132,951.00)	\$ (155,734.36)	\$ (171,563.40)	\$ (188,215.16)	\$ (205,564.68)	\$ -	\$ -
Public Safety (Police)	(106,428.37)	(134,262.29)	(182,647.70)	(278,433.44)	(342,402.91)	(416,596.46)	(472,471.12)	(545,366.13)	(516,735.87)	(689,920.15)	-	-
Building	(54.20)	(1,845.64)	(3,248.59)	(13,951.17)	(13,965.12)	(14,495.83)	(19,150.70)	(24,435.55)	(24,450.02)	(29,227.41)	-	-
Streets	(17,622.71)	(28,635.58)	(45,866.35)	(64,083.92)	(75,353.60)	(91,322.09)	(127,482.07)	(139,734.68)	(139,678.15)	(154,147.28)	-	-
Parks	(9,974.64)	(19,500.02)	(41,279.53)	(62,397.81)	(97,054.78)	(112,855.43)	(126,290.37)	(136,835.93)	(117,610.70)	(128,197.61)	-	-
Total General Fund Balance	\$ 706,901.60	\$ 670,453.58	\$ 843,759.53	\$ 797,321.01	\$ 844,169.90	\$ 833,179.82	\$ 775,981.79	\$ 856,621.11	\$ 1,159,883.43	\$ 950,100.53	\$ -	\$ -
Beginning Fund Balance	Beginning Fund Balance			Beginning Fund Balance				Restricted Fund Balance				
Conservation Trust Fund	Sidewalk Fund			Street Fund				Emergencies (TABOR) & Bridge Reserve				
FY-2024 Audit Ending Dec. 31	\$ 39,033.00			FY-2024 Audit Ending Dec. 31	\$ 123,623.00		FY-2024 Audit Ending Dec. 31	\$ 1,032,032.00		FY-2024 Audit Ending Dec. 31	\$ 298,217.00	
YTD Revenue	\$ 6,213.82			YTD Revenue	\$ 25,321.15		YTD Revenue	\$ 54,725.00		YTD Revenue	\$ -	
Total Fund Balance	\$ 45,246.82			Total Fund Balance	\$ 148,944.15		Total Fund Balance	\$ 1,086,757.00		Total Fund Balance	\$ 298,217.00	

Enterprise Funds

	January	February	March	April	May	June	July	August	September	October	November	December
WATER												
Beginning Unrestricted and Unassigned Fund Balance FY-2024 Audit Ending Dec. 31	\$ 1,591,224											
Water Revenues												
Charges for Service	\$ 102,575.87	\$ 213,566.95	\$ 297,662.54	\$ 397,383.90	\$ 512,907.71	\$ 628,263.59	\$ 771,102.24	\$ 904,229.26	\$ 1,017,938.63	\$ 1,130,048.12	\$ -	\$ -
Interest	-	-	-	-	-	-	-	-	-	-	-	-
Sales of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Loan and Grant Funds	12,500.00	12,500.00	12,500.00	-	410,037.53	410,037.53	470,037.53	470,037.53	470,037.53	470,037.53	-	-
Water Expenditures												
Personnel	\$ (47,746.47)	\$ (62,576.65)	\$ (93,950.68)	\$ (143,027.01)	\$ (167,929.09)	\$ (199,888.48)	\$ (228,599.43)	\$ (258,487.61)	\$ (302,998.86)	\$ (326,652.85)	\$ -	\$ -
Operating	(12,465.92)	(30,657.38)	(155,704.80)	(213,382.90)	(230,739.33)	(245,992.22)	(405,660.42)	(417,564.49)	(422,486.81)	(522,578.28)	-	-
Capital Outlays	(47,966.50)	(220,402.71)	(357,945.69)	(378,636.93)	(394,104.65)	(487,792.01)	(509,470.16)	(799,587.80)	(859,934.18)	(983,929.88)	-	-
Total Water Fund	\$ 1,598,120.98	\$ 1,503,654.21	\$ 1,293,785.37	\$ 1,253,561.06	\$ 1,721,396.17	\$ 1,695,852.41	\$ 1,688,633.76	\$ 1,489,850.89	\$ 1,493,780.31	\$ 1,358,148.64	\$ -	\$ -

	January	February	March	April	May	June	July	August	September	October	November	December
WASTE WATER (SEWER)												
Beginning Unrestricted and Unassigned Fund Balance FY-2024 Audit Ending Dec. 31	\$ 412,810		Beginning Restricted and Assigned Fund Balance FY-2024 Audit Ending Dec. 31		\$ 720,281							
Waste Water Revenues												
Charges for Service	\$ 65,409.43	\$ 130,972.78	\$ 196,547.50	\$ 262,372.77	\$ 327,948.84	\$ 393,200.00	\$ 458,718.04	\$ 518,695.02	\$ 589,268.44	\$ -	\$ -	\$ -
Interest	2,775.97	2,775.97	7,991.85	10,633.94	13,360.61	13,360.61	16,004.29	24,149.85	24,419.85	-	-	-
Loan and Grant Funds	-	-	-	-	-	-	-	-	-	-	-	-
Waste Water Expenditures												
Personnel	\$ (45,718.69)	\$ (60,527.35)	\$ (91,851.24)	\$ (140,844.28)	\$ (165,703.21)	\$ (195,084.95)	\$ (223,537.55)	\$ (253,370.94)	\$ (297,795.34)	\$ -	\$ -	\$ -
Operating	(12,338.18)	(25,715.78)	(41,771.40)	(102,999.04)	(114,592.32)	(137,670.91)	(152,383.58)	(164,981.29)	(225,036.41)	-	-	-
Capital Outlays	(743.81)	(875.25)	(974.68)	(1,092.92)	(779.61)	(60,345.61)	(60,381.60)	(115,753.60)	(116,935.14)	-	-	-
Total Wastewater Fund	\$ 422,194.72	\$ 459,440.37	\$ 482,752.03	\$ 440,880.47	\$ 473,044.31	\$ 426,269.14	\$ 451,229.60	\$ 421,549.04	\$ 386,731.40	\$ -	\$ -	\$ -

	January	February	March	April	May	June	July	August	September	October	November	December
SANITATION (GARBAGE)												
Beginning Unrestricted and Unassigned Fund Balance FY-2024 Audit Ending Dec. 31	\$ 258,695											
Sanitation Revenues												
Charges for Service	\$ 26,731.55	\$ 53,402.62	\$ 80,147.88	\$ 106,719.57	\$ 133,109.82	\$ 160,301.75	\$ 187,557.30	\$ 218,580.95	\$ 249,631.72	\$ -	\$ -	\$ -
Sanitation Expenditures												
Personnel	\$ (24,991.07)	\$ (34,238.98)	\$ (52,917.09)	\$ (82,957.40)	\$ (99,197.98)	\$ (118,130.95)	\$ (138,309.20)	\$ (158,670.32)	\$ (187,496.44)	\$ -	\$ -	\$ -
Operating	(6,920.99)	(14,507.41)	(22,837.27)	(33,455.99)	(46,026.73)	(56,776.27)	(67,665.20)	(76,364.90)	(88,172.40)	-	-	-
Capital Outlays	-	(99.44)	(8,259.33)	(8,377.58)	(8,064.26)	(8,064.26)	(8,100.25)	(8,100.25)	(11,785.77)	-	-	-
Total Sanitation Fund	\$ 253,514.49	\$ 263,251.79	\$ 254,829.19	\$ 240,623.60	\$ 238,515.85	\$ 236,025.27	\$ 232,177.65	\$ 234,140.48	\$ 220,872.11	\$ -	\$ -	\$ -

	January	February	March	April	May	June	July	August	September	October	November	December
Sales Tax Capital Improvement Fund												
Beginning Restricted and Assigned Fund Balance FY-2024 Audit Ending Dec. 31	\$ 847,008	(\$60,192 committed to the Airport CIP)										
1% Sales Tax												
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 191,686.58	\$ 218,356.58	\$ -	\$ -	\$ -
CIP Expenditures												
Capital Outlays	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (71,327.31)	\$ -	\$ -	\$ -
Total Sales Tax CIP Fund	\$ 847,008.00	\$ 847,008.00	\$ 847,008.00	\$ 847,008.00	\$ 847,008.00	\$ 847,008.00	\$ 847,008.00	\$ 1,038,694.58	\$ 994,037.27	\$ -	\$ -	\$ -

Total All Bank Accounts
\$ 6,168,623.09
Total All Fund Balances
\$ 6,554,750.49

Variance
Positive (Negative) **\$ (386,127.40) ***

*Variance may be related to unbooked revenue, outstanding checks, deposits in transit, unposted or misposted journal entries

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	OCTOBER 31ST ACTUAL	% R
General Fund				
10-31-01	PROPERTY TAXES	\$ 160,000.00	\$ 155,760.94	97%
10-31-02	S.O. AUTO TAXES	\$ 21,000.00	\$ 17,740.22	84%
10-31-03	SALES TAX - TOWN	\$ 530,000.00	\$ 436,778.81	82%
10-31-04	SALES TAX - COUNTY	\$ 130,000.00	\$ 142,071.85	109%
10-31-05	SALES TAX - STATE MARIJUANA	\$ 25,000.00	\$ 4,975.26	20%
10-31-06	CIGARETTE TAX	\$ 1,500.00	\$ 952.98	64%
10-31-07	FRANCHISE TAX	\$ 60,000.00	\$ 49,597.41	83%
10-31-08	PENALTY & INTEREST	\$ 500.00	\$ 319.51	64%
10-31-09	DELINQUENT TAX	\$ -	\$ -	
10-31-10	ABATEMENTS	\$ -	\$ -	
10-31-11 (22-31-06)	MARIJUANA OCCUPATIONAL TAX (Transaction Fee)	\$ 100,000.00	\$ 61,175.00	61%
50-31-03	SALES TAX - CAPITAL IMPROVEMENT (RESTRICTED)	\$ -	\$ 218,356.58	
	Subgroup : TAXES	\$ 1,028,000.00	\$ 808,196.98	79%
General Fund				
10-32-01	LIQUOR LICENSES	\$ 4,500.00	\$ 5,141.25	114%
10-32-02	MISCELLANEOUS PERMITS	\$ 10,000.00	\$ 6,845.00	68%
10-32-03	BUILDING PERMITS	\$ 45,000.00	\$ 18,410.76	41%
10-32-04	SPECIAL REVIEWS	\$ 4,500.00	\$ 750.00	17%
10-32-05	ZONING VERIFICATION & ADMINISTRATIVE REVIEWS	\$ 500.00	\$ 700.00	140%
10-32-06	VIN INSPECTIONS	\$ 1,500.00	\$ 1,344.00	90%
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	\$ 25,321.15	84%
10-32-10	MARIJUANA LICENSING FEE	\$ 4,500.00	\$ 2,000.00	44%
	Subgroup : LICENSES, PERMITS & FEES	\$ 80,500.00	\$ 35,191.01	44%
General Fund				
10-33-01	HIGHWAY USER TAX	\$ 46,950.00	\$ 42,809.35	91%
10-33-02	MOTOR VEHICLE - \$1.50	\$ 1,500.00	\$ 1,232.51	82%
10-33-03	MOTOR VEHICLE - \$2.50	\$ 3,500.00	\$ 2,895.37	83%
10-33-07	SEVERANCE TAX	\$ 5,000.00	\$ 3,415.20	68%
10-33-08	MINERAL LEASING	\$ 10,000.00	\$ 8,051.56	81%
10-33-09 (40-38-01)	CONSERVATION TRUST FUND	\$ 3,500.00	\$ 6,213.82	178%
10-33-10	ROAD & BRIDGE	\$ 7,500.00	\$ 7,499.53	100%
	Subgroup : INTERGOVERNMENTAL REVENUES	\$ 74,450.00	\$ 65,903.52	89%
General Fund				
10-34-01	COURT FINES	\$ 1,000.00	\$ 747.50	75%
10-34-02	POLICE FINES	\$ 7,500.00	\$ 8,160.00	109%
10-34-03	MISCELLANEOUS FINES - BONDS	\$ 100.00	\$ 235.00	235%
10-34-04	OTHER AGENCY CONTRIBUTIONS - PD (B2B COUNTY)	\$ 200,000.00	\$ 195,842.95	98%
10-34-05	DOG TAGS	\$ 400.00	\$ 480.00	120%
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	\$ 205,465.45	97%

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	OCTOBER 31ST ACTUAL	% R
General Fund				
10-35-01	RENTS & ROYALTIES	\$ 8,500.00	\$ 29,342.23	345%
10-35-02	MOTOR FUEL TAX REFUNDS	\$ -	\$ -	
10-35-04	INTEREST INCOME	\$ 145,000.00	\$ 142,326.33	98%
10-35-05	LATE CHARGES	\$ 5,000.00	\$ 4,546.66	91%
10-35-06	OTHER INCOME	\$ 1,000.00	\$ 5,746.62	575%
10-35-07	INSURANCE PROCEEDS	\$ -	\$ 1,185.81	
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	\$ 9,556.87	956%
10-35-16	RESTITUTION	\$ 5,200.00	\$ 5,338.30	103%
10-35-18	SALES OF ASSETS	\$ 32,000.00	\$ 84,478.25	264%
10-35-20	GRANT REVENUE	\$ 1,260,592.00	\$ 7,380.63	1%
	Subgroup : MISCELLANEOUS REVENUES	\$ 1,458,292.00	\$ 289,901.70	20%
General Fund				
10-39-99	TRANSFER REVENUE	\$ 2,022,258.00	\$ -	
	Subgroup : TRANSFERS	\$ 2,022,258.00	\$ -	
General Fund				
	TOTAL GENERAL FUND REVENUES	\$ 4,875,000.00	\$ 1,404,658.66	29%
	TOTAL SALES TAX CAPITAL IMPROVEMENT FUND REVENUES		\$ 311,066.55	
General Fund				
	NET SURPLUS (DEFICIT) - GENERAL FUND		\$ 197,601.53	
	SALES TAX CAPITAL IMPROVEMENT FUND - SURPLUS (DEFICIT)		\$ 193,082.33	

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	OCTOBER 31ST ACTUAL
ADMINISTRATION	PERSONNEL SERVICES		
10-41-01	MAYOR & TRUSTEES	\$ 2,400.00	\$ 3,400.00
10-41-02	TOWN ADMINISTRATOR/CONTRACT LABOR	\$ 39,000.00	\$ 26,450.47
10-41-03	SALARIES & WAGES	\$ 75,000.00	\$ 60,736.97
10-41-04	EMPLOYER FICA	\$ 7,500.00	\$ 6,097.60
10-41-05	EMPLOYER MEDICARE	\$ 1,800.00	\$ 1,431.89
10-41-06	UNEMPLOYMENT TAX	\$ 400.00	\$ 218.75
10-41-07	INSURANCE BENEFITS	\$ 26,000.00	\$ 18,899.40
10-41-08	RETIREMENT BENEFITS	\$ 5,500.00	\$ 3,744.66
10-41-09	LIFE/DISABILITY INSURANCE	\$ 500.00	\$ -
10-41-10	WORKMEN'S COMPENSATION	\$ 1,500.00	\$ 885.83
10-41-13	OVERTIME	\$ 2,900.00	\$ 2,120.37
	Subgroup : Personnel Services	\$ 162,500.00	\$ 123,985.94
		Percent Realized	76%
ADMINISTRATION	OPERATING		
10-41-15	OFFICE SUPPLIES	\$ 2,000.00	\$ 1,731.23
10-41-16	OPERATING SUPPLIES*	\$ 2,900.00	\$ 200.68
10-41-17	POSTAGE*	\$ 1,100.00	\$ 1,022.51
10-41-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES*	\$ 56,000.00	\$ 35,821.19
10-41-21	AUDIT & BUDGET EXPENSE	\$ 5,500.00	\$ 2,884.17
10-41-22	REPAIRS & MAINTENANCE	\$ 1,500.00	\$ 500.48
10-41-23	VEHICLE EXPENSE	\$ 2,000.00	\$ 103.53
10-41-25	TOWN HALL EXPENSE	\$ 6,000.00	\$ 773.06
10-41-26	TRAVEL, MEETINGS, & TRAININGS	\$ 10,000.00	\$ 5,396.93
10-41-27	INSURANCE & BONDS	\$ 10,000.00	\$ 8,098.41
10-41-28	UTILITIES	\$ 5,000.00	\$ 3,070.80
10-41-29	TELEPHONE & INTERNET	\$ 2,500.00	\$ 2,077.93
10-41-30	PUBLISHING ADS	\$ 2,000.00	\$ 390.47
10-41-31	DUES & SUBSCRIPTIONS	\$ 35,000.00	\$ 9,811.32
10-41-33	DATA PROCESSING	\$ 8,000.00	\$ 2,555.16
10-41-40	MISCELLANEOUS	\$ 4,500.00	\$ 40.87
10-41-43	CULTURAL EVENTS*	\$ 400.00	\$ -
10-41-44	HUMAN SERVICES*	\$ 7,100.00	\$ 7,100.00
10-41-45	BUILDING INSPECTOR	\$ -	\$ -
	Subgroup : Operating Expenditures	\$ 161,500.00	\$ 81,578.74
		Percent Realized	51%
ADMINISTRATION	CAPITAL OUTLAY & TRANSFERS		
10-41-73	BUILDING IMPROVEMENTS	\$ 18,000.00	\$ 4,021.00
10-41-74	MACHINERY & EQUIPMENT	\$ 18,000.00	\$ 7,964.14
10-41-75	GRANT PROJECTS	\$ -	\$ -
10-41-78	GRANT PROJECT - CODE REVISION	\$ -	\$ -
10-41-90	TREASURER'S FEE*	\$ 11,100.00	\$ 9,864.57
10-41-99	TRANSFERS	\$ -	\$ -
	Subgroup : CAPITAL OUTLAY	\$ 47,100.00	\$ 21,849.71
		Percent Realized	55%
		TOTAL \$ 371,100.00	\$ 205,564.68
*Transfers between line items within this fund (total budget for Admin. Reduced by \$10,000 & transferred to PD)		Percent Realized	55%

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	OCTOBER 31ST ACTUAL
LAW ENFORCEMENT	PERSONNEL SERVICES		
10-42-02	CONTRACT LABOR (JUDGE)	\$ 6,600.00	\$ 5,500.00
10-42-03	SALARIES & WAGES	\$ 465,000.00	\$ 397,538.74
10-42-04	EMPLOYER FICA*	\$ 10,000.00	\$ 3,211.23
10-42-05	EMPLOYER MEDICARE	\$ 7,500.00	\$ 5,797.84
10-42-06	UNEMPLOYMENT TAX	\$ 1,100.00	\$ 821.59
10-42-07	INSURANCE BENEFITS	\$ 75,000.00	\$ 65,865.98
10-42-08	RETIREMENT BENEFITS	\$ 12,000.00	\$ 9,192.96
10-42-09	LIFE/DISABILITY INSURANCE	\$ 1,500.00	\$ -
10-42-10	WORKMEN'S COMPENSATION	\$ 14,400.00	\$ 11,423.12
10-42-11	FPPA PENSION	\$ 44,000.00	\$ 36,715.58
10-42-12	FPPA D&D*	\$ 14,500.00	\$ 13,628.06
10-42-13	OVERTIME	\$ 20,000.00	\$ 10,797.02
	Subgroup : Personnel Services	\$ 671,600.00	\$ 560,492.12
		Percent Realized	83%
LAW ENFORCEMENT	OPERATING		
10-42-15	OFFICE SUPPLIES*	\$ 1,000.00	\$ 736.75
10-42-16	OPERATING SUPPLIES	\$ 7,500.00	\$ 2,980.30
10-42-17	POSTAGE	\$ 500.00	\$ 236.13
10-42-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES*	\$ 6,500.00	\$ 9,964.64
10-42-22	REPAIRS & MAINTENANCE	\$ 1,500.00	\$ 710.22
10-42-23	VEHICLE EXPENSE <i>(Budgeted Amounts Need to go to 42-20 to cover overages there)</i>	\$ 23,500.00	\$ 11,429.31
10-42-26	TRAVEL, MEETINGS, & TRAININGS	\$ 5,000.00	\$ 2,171.70
10-42-27	INSURANCE & BONDS	\$ 56,000.00	\$ 56,407.92
10-42-28	UTILITIES	\$ 2,500.00	\$ 2,128.55
10-42-29	TELEPHONE & INTERNET*	\$ 4,500.00	\$ 5,056.28
10-42-30	PUBLISHING ADS*	\$ 100.00	\$ 56.69
10-42-31	DUES & SUBSCRIPTIONS	\$ 7,000.00	\$ 4,728.25
10-42-33	DATA PROCESSING*	\$ 2,400.00	\$ 1,914.26
10-42-42	CONTRACT SERVICES*	\$ 30,000.00	\$ 29,904.78
10-42-44	HUMAN SERVICES	\$ 2,000.00	\$ 1,002.25
	Subgroup : Operating Expenditures	\$ 150,000.00	\$ 129,428.03
		Percent Realized	86%
LAW ENFORCEMENT	CAPITAL OUTLAY & TRANSFERS		
10-42-73	BUILDING IMPROVEMENTS	\$ 7,000.00	\$ 250.00
10-42-74	MACHINERY & EQUIPMENT	\$ 30,475.00	\$ 7,261.89
	Subgroup : CAPITAL OUTLAY	\$ 37,475.00	\$ 7,511.89
		Percent Realized	80%
		TOTAL \$ 859,075.00	\$ 689,920.15
*Transfers between line items within this fund (received \$10,000 from Admin. for Contract Svcs. Shortfall from Motorola)		Percent Realized	80%

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	OCTOBER 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*	\$ 75.00	\$ 53.50
10-43-16	OPERATING SUPPLIES	\$ -	\$ 10.78
10-43-17	POSTAGE	\$ -	\$ -
10-43-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES*	\$ 44,000.00	\$ 28,320.00
10-43-22	REPAIRS & MAINTENANCE	\$ -	\$ -
10-43-23	VEHICLE EXPENSE	\$ -	\$ -
10-43-26	TRAVEL, MEETINGS & TRAININGS*	\$ 75.00	\$ 69.00
10-43-27	INSURANCE & BONDS	\$ -	\$ -
10-43-28	UTILITIES	\$ -	\$ -
10-43-29	TELEPHONE & INTERNET	\$ -	\$ -
10-43-30	PUBLISHING ADS*	\$ 100.00	\$ 96.52
10-43-31	DUES & SUBSCRIPTIONS*	\$ 700.00	\$ 677.61
10-43-33	DATA PROCESSING	\$ -	\$ -
10-43-40	MISCELLANEOUS	\$ -	\$ -
10-43-43	CULTURAL EVENTS	\$ -	\$ -
10-43-44	HUMAN SERVICES	\$ -	\$ -
	Subgroup : Operating Expenditures	\$ 44,950.00	\$ 29,227.41
		Percent Realized	65%
BUILDING	CAPITAL OUTLAY & TRANSFERS		
10-43-73	BUILDING IMPROVEMENTS	\$ 5,000.00	\$ -
10-43-74	MACHINERY & EQUIPMENT	\$ 50.00	\$ 13.00
	Subgroup : CAPITAL OUTLAY	\$ 5,050.00	\$ 13.00
		Percent Realized	58%
TOTAL		\$ 50,000.00	\$ 29,227.41
		Percent Realized	58%

*Transfers between line items within this fund

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	OCTOBER 31ST ACTUAL
STREETS	PERSONNEL SERVICES		
10-45-02	CONTRACT LABOR	\$ -	\$ -
10-45-03	SALARIES & WAGES*	\$ 93,500.00	\$ 67,342.71
10-45-04	EMPLOYER FICA	\$ 6,500.00	\$ 4,142.42
10-45-05	EMPLOYER MEDICARE	\$ 1,500.00	\$ 968.81
10-45-06	UNEMPLOYMENT TAX	\$ 300.00	\$ 133.60
10-45-07	INSURANCE BENEFITS	\$ 19,500.00	\$ 10,332.78
10-45-08	RETIREMENT BENEFITS	\$ 5,500.00	\$ 2,864.06
10-45-09	LIFE/DISABILITY INSURANCE	\$ 500.00	\$ -
10-45-10	WORKMEN'S COMPENSATION	\$ 5,500.00	\$ 6,239.33
10-45-13	OVERTIME	\$ 3,500.00	\$ 1,327.43
	Subgroup : Personnel Services	\$ 136,300.00	\$ 93,351.14
		Percent Realized	68%
STREETS	OPERATING		
10-45-15	OFFICE SUPPLIES*	\$ 700.00	\$ 230.78
10-45-16	OPERATING SUPPLIES	\$ 4,500.00	\$ 5,657.51
10-45-17	POSTAGE	\$ -	\$ -
10-45-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$ 25,000.00	\$ 15,445.71
10-45-21	AUDIT & BUDGET EXPENSE	\$ 1,500.00	\$ 1,584.16
10-45-22	REPAIRS & MAINTENANCE	\$ 15,000.00	\$ 9,697.72
10-45-23	VEHICLE EXPENSE*	\$ 7,000.00	\$ 6,587.58
10-45-24	RENTALS	\$ -	\$ -
10-45-25	SHOP EXPENSE*	\$ 10,000.00	\$ 8,412.39
10-45-26	TRAVEL, MEETINGS & TRAININGS	\$ 1,500.00	\$ 331.50
10-45-27	INSURANCE & BONDS	\$ 3,800.00	\$ 2,713.09
10-45-28	UTILITIES	\$ 15,000.00	\$ 7,634.72
10-45-29	TELEPHONE & INTERNET	\$ 1,500.00	\$ 918.49
10-45-30	PUBLISHING ADS	\$ 500.00	\$ 4.68
10-45-31	DUES & SUBSCRIPTIONS	\$ 3,500.00	\$ 693.70
10-45-32	FEES & PERMITS	\$ -	\$ -
10-45-33	DATA PROCESSING	\$ 1,250.00	\$ -
10-45-40	MISCELLANEOUS	\$ 1,000.00	\$ 14.24
10-45-42	SNOW REMOVAL	\$ 15,000.00	\$ 869.87
10-45-43	CULTURAL EVENTS	\$ -	\$ -
10-45-44	HUMAN SERVICES	\$ -	\$ -
10-45-45	BUILDING INSPECTOR	\$ -	\$ -
	Subgroup : Operating Expenditures	\$ 106,750.00	\$ 60,796.14
		Percent Realized	57%
STREETS	CAPITAL OUTLAY & TRANSFERS		
10-45-70	CAPITAL OUTLAY	\$ -	\$ 66,538.47
10-45-72	CAPITAL OUTLAY 5TH ST REALIGNMENT	\$ 2,827,675.00	\$ 18,453.83
10-45-73	BUILDING IMPROVEMENTS*	\$ 500.00	\$ 131.92
10-45-74	MACHINERY & EQUIPMENT	\$ 20,000.00	\$ 6,513.47
10-45-75	GRANT PROJECTS	\$ 325,000.00	\$ -
10-45-90	TREASURER'S FEE	\$ -	\$ -
10-45-99	TRANSFERS	\$ -	\$ -
	Subgroup : CAPITAL OUTLAY	\$ 3,173,175.00	\$ 91,637.69
		Percent Realized	5%
TOTAL		\$ 3,416,225.00	\$ 154,147.28
		Percent Realized	5%

*Transfers between line items within this fund

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	OCTOBER 31ST ACTUAL
PARKS	PERSONNEL SERVICES		
10-46-02	CONTRACT LABOR	\$ -	\$ -
10-46-03	SALARIES & WAGES*	\$ 59,200.00	\$ 52,057.86
10-46-04	EMPLOYER FICA	\$ 5,500.00	\$ 3,203.86
10-46-05	EMPLOYER MEDICARE	\$ 1,500.00	\$ 749.29
10-46-06	UNEMPLOYMENT TAX	\$ 200.00	\$ 103.34
10-46-07	INSURANCE BENEFITS	\$ 16,500.00	\$ 7,973.06
10-46-08	RETIREMENT BENEFITS	\$ 4,800.00	\$ 2,091.73
10-46-09	LIFE/DISABILITY INSURANCE	\$ 400.00	\$ -
10-46-10	WORKMEN'S COMPENSATION	\$ 3,000.00	\$ 2,488.94
10-46-13	OVERTIME	\$ 3,000.00	\$ 1,248.24
	Subgroup : Personnel Services	\$ 94,100.00	\$ 69,916.32
		Percent Realized	74%
PARKS	OPERATING		
10-46-15	OFFICE SUPPLIES	\$ 200.00	\$ 102.46
10-46-16	OPERATING SUPPLIES	\$ 4,500.00	\$ 2,965.34
10-46-17	POSTAGE	\$ 100.00	\$ -
10-46-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES*	\$ 2,000.00	\$ 1,230.00
10-46-21	AUDIT & BUDGET EXPENSE	\$ 2,500.00	\$ 1,584.16
10-46-22	REPAIRS & MAINTENANCE*	\$ 34,000.00	\$ 32,059.35
10-46-23	VEHICLE EXPENSE	\$ 4,500.00	\$ 4,912.96
10-46-24	RENTALS	\$ 3,000.00	\$ 85.00
10-46-25	SHOP EXPENSE*	\$ 2,400.00	\$ 2,237.36
10-46-26	TRAVEL, MEETINGS & TRAININGS	\$ 500.00	\$ 202.00
10-46-27	INSURANCE & BONDS	\$ 6,500.00	\$ 3,204.36
10-46-28	UTILITIES	\$ 7,500.00	\$ 6,067.83
10-46-29	TELEPHONE & INTERNET*	\$ 1,500.00	\$ 947.23
10-46-30	PUBLISHING ADS	\$ -	\$ -
10-46-31	DUES & SUBSCRIPTIONS	\$ 3,000.00	\$ 1,683.24
10-46-32	FEES & PERMITS	\$ 500.00	\$ -
10-46-33	DATA PROCESSING	\$ -	\$ -
10-46-40	MISCELLANEOUS	\$ 1,500.00	\$ -
10-46-42	CONTRACT SERVICES*	\$ 1,000.00	\$ 500.00
10-46-43	CULTURAL EVENTS	\$ -	\$ -
10-46-44	HUMAN SERVICES*	\$ 500.00	\$ 500.00
10-46-45	BUILDING INSPECTOR	\$ -	\$ -
	Subgroup : Operating Expenditures	\$ 75,700.00	\$ 58,281.29
		Percent Realized	77%
PARKS	CAPITAL OUTLAY & TRANSFERS		
10-46-70	CAPITAL OUTLAY	\$ -	\$ 1,437.61
10-46-73	BUILDING IMPROVEMENTS*	\$ 34,000.00	\$ 33,469.02
10-46-74	MACHINERY & EQUIPMENT*	\$ 5,800.00	\$ 5,764.72
10-46-75	GRANT PROJECTS	\$ 2,500.00	\$ -
10-46-90	TREASURER'S FEE	\$ -	\$ -
10-46-99	TRANSFERS	\$ -	\$ -
	Subgroup : CAPITAL OUTLAY	\$ 42,300.00	\$ 40,671.35
		Percent Realized	96%
TOTAL		\$ 212,100.00	\$ 128,197.61
		Percent Realized	60%
*Transfers between line items within this fund			

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	OCOTOBER 31ST ACTUAL
WATER			
<i>* Revenue is dependent upon utility rate increases</i>			
WATER UTILITY REVENUE			
60-36-01*	WATER CHARGES	\$ 905,000.00	\$ 770,656.21
60-36-02*	WATER CHARGES - USAGE	\$ 368,000.00	\$ 296,690.43
60-36-03	SALES & SERVICES	\$ 500.00	\$ 870.00
60-36-04	STANDBY TAP FEES	\$ 55,000.00	\$ 41,730.70
60-36-05	BULK WATER	\$ 15,000.00	\$ 11,831.55
60-36-06	RECONNECT FEES & PENALTIES	\$ -	\$ -
60-36-07	WATER TAPS	\$ -	\$ -
60-36-08	TAPS FEES ASSIGNED FOR STORAGE	\$ -	\$ -
60-36-09	PENALTIES	\$ 5,500.00	\$ 6,597.41
60-36-10	INTEREST	\$ 12,500.00	\$ -
60-36-12	RENTS	\$ 1,000.00	\$ 1,000.00
60-36-13	MISCELLANEOUS REVENUE	\$ 500.00	\$ 671.82
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	\$ 470,037.53
60-36-31	CAPITAL CONTRIBUTIONS	\$ -	\$ -
	Subgroup : Total Revenue¹	\$ 7,618,000.00	\$ 1,600,085.65
		Percent Realized	21%
WATER			
<i>¹ Budget Revenues differ from 20-year cashflow analysis, budget is in whole numbers, cashflow is to the penny</i>			
WATER UTILITY PERSONNEL SERVICES			
60-50-02	TRUSTEE/ADMIN SALARIES	\$ 40,500.00	\$ 38,780.78
60-50-03	SALARIES & WAGES	\$ 262,000.00	\$ 204,062.03
60-50-04	EMPLOYER FICA	\$ 20,000.00	\$ 14,909.91
60-50-05	EMPLOYER MEDICARE	\$ 4,750.00	\$ 3,487.02
60-50-06	UNEMPLOYMENT TAX	\$ 700.00	\$ 480.97
60-50-07	INSURANCE BENEFITS	\$ 60,000.00	\$ 43,762.84
60-50-08	RETIREMENT BENEFITS	\$ 15,500.00	\$ 11,033.44
60-50-09	LIFE/DISABILITY INSURANCE	\$ 1,000.00	\$ -
60-50-10	WORKMEN'S COMPENSATION	\$ 5,750.00	\$ 2,024.42
60-50-13	OVERTIME	\$ 15,000.00	\$ 8,111.44
	Subgroup : Personnel Services	\$ 425,200.00	\$ 326,652.85
		Percent Realized	77%
WATER			
WATER UTILITY OPERATING EXPENSES			
60-50-14	CHEMICALS	\$ 25,000.00	\$ 9,508.58
60-50-15	OFFICE SUPPLIES	\$ 2,500.00	\$ 1,926.22
60-50-16	OPERATING SUPPLIES	\$ 20,000.00	\$ 5,136.19
60-50-17	POSTAGE	\$ 4,000.00	\$ 2,619.88
60-50-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES*	\$ 272,000.00	\$ 81,415.18
60-50-21	AUDIT & BUDGET EXPENSE	\$ 15,000.00	\$ 9,052.51
60-50-22	REPAIRS & MAINTENANCE	\$ 50,000.00	\$ 7,749.24
60-50-23	VEHICLE EXPENSE*	\$ 10,000.00	\$ 8,396.21
60-50-24	RENTALS	\$ 1,500.00	\$ 1,143.75
60-50-25	SHOP EXPENSE	\$ 6,500.00	\$ 1,674.40
60-50-26	TRAVEL, MEETINGS & TRAININGS	\$ 3,000.00	\$ 3,013.56
60-50-27	INSURANCE & BONDS	\$ 17,000.00	\$ 17,657.77
60-50-28	UTILITIES	\$ 27,000.00	\$ 17,956.30
60-50-29	TELEPHONE & INTERNET	\$ 8,000.00	\$ 6,402.38

ACCOUNT	DESCRIPTION	ADOPTED FY-2025 BUDGET	OCTOBER 31ST ACTUAL
WATER			
WATER UTILITY OPERATING EXPENSES			
60-50-30	PUBLISHING ADS	\$ 1,000.00	\$ 234.72
60-50-31	DUES & SUBSCRIPTIONS	\$ 21,500.00	\$ 11,461.53
60-50-32	FEES & PERMITS	\$ 2,500.00	\$ 802.08
60-50-33	DATA PROCESSING	\$ 10,500.00	\$ 3,828.50
60-50-40	MISCELLANEOUS*	\$ 11,000.00	\$ 11,000.00
60-50-41	WRITEOFF - UNCOLLECTABLE*	\$ 1,500.00	\$ 1,044.99
60-50-42	CONTRACT SERVICES	\$ 15,000.00	\$ 2,675.48
60-50-44	NORRIS RETIREMENT	\$ 7,500.00	\$ 5,600.00
60-50-50	WATER POWER AUTHORITY LOAN*	\$ 220,000.00	\$ 277,181.49
60-50-51	DRINKING WATER REVOLVING FUND	\$ -	\$ -
60-50-52	FCNB INTERIM FINANCING	\$ -	\$ -
60-50-54	DEBT SERVICE	\$ -	\$ -
60-50-55	LOAN PRINCIPAL*	\$ 38,500.00	\$ 21,677.44
60-50-56	LOAN INTEREST	\$ 25,000.00	\$ 22,928.46
60-50-60	WATER STORAGE EXPENDITURE	\$ -	\$ -
	Subgroup : Water Operating Expenditures	815,500.00	\$ 522,578.28
		Percent Realized	64%
WATER			
WATER UTILITY CAPITAL OUTLAY & TRANSFERS			
60-50-69	RAW WATER METERING	\$ 150,000.00	\$ 50,008.08
60-50-70	CAPITAL OUTLAY	\$ 111,000.00	\$ 19,500.00
60-50-71	PASS THROUGH ACCOUNT	\$ -	\$ -
60-50-72	WATER TANK RELINNING	\$ 1,883,000.00	\$ 754,228.81
60-50-73	WEST LOOP IMPROVEMENT PROJECT	\$ 3,000,000.00	\$ 81,482.57
60-50-74	WATERSMART GRANT	\$ 335,000.00	\$ 2,587.00
60-50-75	GRANT PROJECTS	\$ 100,000.00	\$ 73,758.34
60-50-76	BUILDING IMPROVEMENTS*	\$ 500.00	\$ 190.85
60-50-77	MACHINERY & EQUIPMENT	\$ 20,000.00	\$ 2,174.23
60-50-99	TRANSFERS	\$ -	\$ -
	Subgroup : Water Capital Outlay & Transfers	\$ 5,599,500.00	\$ 983,929.88
		Percent Realized	18%
WATER			
WATER UTILITY DEPRECIATION			
60-59-99	DEPRECIATION	\$ 7,000.00	\$ -
	Subgroup : Water Depreciation	\$ 7,000.00	\$ -
		Percent Realized	0%
<u>WATER FUND</u>			
TOTAL REVENUES	\$	7,618,000.00	\$1,600,085.65
TOTAL EXPENDITURES	\$	6,847,200.00	\$1,833,161.01
		Percent Realized	27%
	NET INCOME (LOSS) - Water Utility	\$ 770,800.00	\$ (233,075.36)

ACCOUNT	DESCRIPTION	ADOPTED 25 BUDGET	FY	OCTOBER 31ST ACTUAL
WASTEWATER				
WASTEWATER UTILITY REVENUE				
70-37-01	SEWER BASE CHARGE	\$ 785,000.00	\$	654,683.90
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	\$	24,149.85
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	\$	679,113.22
		Percent Realized		82%
WASTEWATER				
WASTEWATER UTILITY PERSONNEL SERVICES				
70-51-02	TRUSTEE/ADMIN SALARIES	\$ 40,500.00	\$	38,780.78
70-51-03	SALARIES & WAGES	\$ 256,000.00	\$	200,485.69
70-51-04	EMPLOYER FICA	\$ 20,000.00	\$	14,686.06
70-51-05	EMPLOYER MEDICARE	\$ 4,500.00	\$	3,434.63
70-51-06	UNEMPLOYMENT TAX	\$ 750.00	\$	473.76
70-51-07	INSURANCE BENEFITS	\$ 58,000.00	\$	42,934.72
70-51-08	RETIREMENT BENEFITS	\$ 15,500.00	\$	10,851.56
70-51-09	LIFE/DISABILITY INSURANCE	\$ 1,000.00	\$	-
70-51-10	WORKMEN'S COMPENSATION	\$ 5,500.00	\$	1,612.10
70-51-11	OVERTIME	\$ 15,000.00	\$	7,942.17
	Subgroup : Personnel Services	\$ 416,750.00	\$	321,201.47
		Percent Realized		77%
WASTEWATER				
WASTEWATER UTILITY OPERATING EXPENSES				
70-51-15	OFFICE SUPPLIES	\$ 1,000.00	\$	661.18
70-51-16	OPERATING SUPPLIES	\$ 12,000.00	\$	12,691.41
70-51-17	POSTAGE	\$ 4,000.00	\$	2,180.80
70-51-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$ 57,500.00	\$	49,498.85
70-51-21	AUDIT & BUDGET EXPENSE	\$ 15,000.00	\$	9,052.50
70-51-22	REPAIRS & MAINTENANCE	\$ 44,500.00	\$	4,022.93
70-51-23	VEHICLE EXPENSE*	\$ 6,500.00	\$	8,479.75
70-51-24	RENTALS*	\$ 1,500.00	\$	3,844.71
70-51-25	SHOP EXPENSE	\$ 5,500.00	\$	1,665.03
70-51-26	TRAVEL, MEETINGS & TRAININGS	\$ 2,000.00	\$	2,018.20
70-51-27	INSURANCE & BONDS*	\$ 7,500.00	\$	13,637.14
70-51-28	UTILITIES	\$ 40,000.00	\$	29,067.21
70-51-29	TELEPHONE & INTERNET	\$ 10,000.00	\$	2,841.46
70-51-30	PUBLISHING ADS	\$ 500.00	\$	73.51
70-51-31	DUES & SUBSCRIPTIONS	\$ 15,750.00	\$	9,428.87
70-51-32	FEES & PERMITS	\$ 3,500.00	\$	2,731.41
70-51-33	DATA PROCESSING	\$ 5,500.00	\$	3,828.50
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	\$	5,600.00
70-51-50	DOLA PRINCIPAL & INTEREST	\$ -	\$	-
70-51-51	RURAL DEVELOPMENT PRINCIPAL & INTEREST	\$ 100,000.00	\$	76,262.50
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	\$	244,211.67
		Percent Realized		64%

ACCOUNT	DESCRIPTION	ADOPTED FY-25 BUDGET	OCTOBER 31ST ACTUAL
WASTEWATER			
WASTEWATER UTILITY CAPITAL OUTLAY & TRANSFERS			
70-51-70	CAPITAL OUTLAY	\$ 5,500.00	\$ 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*	\$ -	\$ 116,899.34
70-51-99	TRANSFERS	\$ -	\$ -
	Subgroup : Wastewater Capital Outlay & Transfers	\$ 15,500.00	\$ 122,435.14
		Percent Realized	790%
WASTEWATER			
WASTEWATER UTILITY DEPRECIATION			
70-59-99	DEPRECIATION	\$ 150.00	\$ -
	Subgroup : Wastewater Depreciation	\$ 150.00	\$ -
WASTEWATER FUND			
TOTAL REVENUES	\$	830,500.00	\$679,113.22
TOTAL EXPENDITURES	\$	815,150.00	\$687,848.28
		Percent Realized	84%
	NET INCOME (LOSS) - Wastewater Utility	\$ 15,350.00	\$ (8,735.06)

ACCOUNT	DESCRIPTION	ADOPTED FY-25 BUDGET	OCTOBER 31ST ACTUAL
SANITATION			
SANITATION REVENUE			
80-30-02	TRASH CHARGES**	\$ 320,000.00	\$ 279,463.81
80-30-03	BULK TRASH CHARGE	\$ 2,500.00	\$ 1,382.42
80-30-04	TIRE PICK UP	\$ -	\$ -
	Subgroup : Total Revenue	\$ 322,500.00	\$ 280,846.23
<i>**Rate Increase effective for September Bill</i>		Percent Realized	87%
SANITATION			
SANITATION PERSONNEL SERVICES			
80-52-02	CONTRACT/ADMIN SALARIES*	\$ 9,000.00	\$ 5,400.05
80-52-03	SALARIES & WAGES*	\$ 139,000.00	\$ 145,742.68
80-52-04	EMPLOYER FICA	\$ 9,500.00	\$ 9,274.46
80-52-05	EMPLOYER MEDICARE	\$ 2,500.00	\$ 2,169.03
80-52-06	UNEMPLOYMENT TAX	\$ 400.00	\$ 299.18
80-52-07	INSURANCE BENEFITS*	\$ 30,500.00	\$ 24,345.97
80-52-08	RETIREMENT BENEFITS	\$ 7,500.00	\$ 6,070.46
80-52-09	LIFE/DISABILITY INSURANCE	\$ 500.00	\$ -
80-52-10	WORKMEN'S COMPENSATION	\$ 5,500.00	\$ 4,885.46
80-52-11	OVERTIME	\$ 5,000.00	\$ 4,230.39
	Subgroup : Personnel Services	\$ 209,400.00	\$ 202,417.68
		Percent Realized	97%
SANITATION			
SANITATION OPERATING EXPENSES			
80-52-15	OFFICE SUPPLIES	\$ 500.00	\$ 850.29
80-52-16	OPERATING SUPPLIES	\$ 1,000.00	\$ 1,051.07
80-52-17	POSTAGE	\$ 2,000.00	\$ 1,903.82
80-52-20	LEGAL, ENGINEERING & PROFESSIONAL SERVICES	\$ 12,000.00	\$ 14,260.51
80-52-21	AUDIT & BUDGET EXPENSE*	\$ 5,000.00	\$ 4,252.50
80-52-22	REPAIRS & MAINTENANCE*	\$ 3,000.00	\$ 3,040.24
80-52-23	VEHICLE EXPENSE	\$ 13,500.00	\$ 12,423.77
80-52-24	RENTALS	\$ 500.00	\$ 32.00
80-52-25	SHOP EXPENSE	\$ 2,500.00	\$ 1,768.63
80-52-26	TRAVEL, MEETINGS & TRAININGS	\$ 2,000.00	\$ 2,148.69
80-52-27	INSURANCE & BONDS*	\$ 9,500.00	\$ 11,982.29
80-52-28	UTILITIES	\$ 2,000.00	\$ 1,334.06
80-52-29	TELEPHONE & INTERNET	\$ 2,200.00	\$ 2,496.92
80-52-30	PUBLISHING ADS	\$ 500.00	\$ 77.47
80-52-31	DUES & SUBSCRIPTIONS	\$ 7,800.00	\$ 7,515.43
80-52-32	FEES & PERMITS	\$ 500.00	\$ -
80-52-33	DATA PROCESSING*	\$ 4,100.00	\$ 3,828.48
80-52-40	MISCELLANEOUS	\$ 500.00	\$ -
80-52-41	WRITEOFF - UNCOLLECTABLE	\$ -	\$ -
80-52-42	LANDFILL FEES	\$ 39,000.00	\$ 30,676.15
80-52-43	CLEAN UP DAYS	\$ -	\$ -
	Subgroup : Operating Expenses	\$ 108,100.00	\$ 99,642.32
		Percent Realized	92%
SANITATION			
SANITATION CAPITAL OUTLAY & TRANSFERS			
80-52-70	CAPITAL OUTLAY	\$ -	\$ -
80-52-71	PASS THROUGH FUNDS	\$ -	\$ -
80-52-75	GRANT PROJECTS	\$ -	\$ -
80-52-76	BUILDING IMPROVEMENTS	\$ -	\$ -
80-52-77	MACHINERY & EQUIPMENT*	\$ 2,400.00	\$ 11,753.71
80-52-99	TRANSFERS	\$ -	\$ -
	Subgroup : Sanitation Capital Outlay & Transfers	\$ 2,400.00	\$ 11,753.71
		Percent Realized	
SANITATION			
SANITATION DEPRECIATION			
80-59-99	DEPRECIATION	\$ -	\$ -
	Subgroup : Sanitation Depreciation	\$ -	\$ -
		Percent Realized	
SANITATION FUND			
TOTAL REVENUES	\$	322,500.00	\$280,846.23
TOTAL EXPENDITURES	\$	319,900.00	\$313,813.71
		Percent Realized	98%
NET INCOME (LOSS) - Sanitation Utility			\$ (32,967.48)

ACCOUNT	DESCRIPTION	ADOPTED FY-25 BUDGET	JULY 31ST ACTUAL
NFV AIRPORT			
NFV AIRPORT REVENUE			
50-31-06	AIRPORT REVENUE	\$ 7,650.00	\$ 3,825.00
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	\$ 3,825.00
Percent Realized			5%
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		\$3,825.00
TOTAL EXPENDITURES	\$ 80,000.00		\$0.00
Percent Realized			0%
NET INCOME (LOSS) - NFV CAPITAL IMPROVEMENT FUND			\$3,825.00



Paonia Police Department

DEPARTMENT BRIEFING: SUMMARY OF PROGRESS

11/01/2025

- ☐ The department participated in trunk or treat at Paonia Town park with several other law enforcement agencies. Those agencies included Colorado Parks and Wildlife, U.S Forrest Service, and North Fork EMS. Thank you to all the agencies that participated.
- ☐ Verkada cameras were successfully installed, and the feed is active. Over the next 30 days town personnel will be reviewing video footage and familiarizing themselves with the system.
- ☐ For the past 12 months the department has been participating in a drug take back program for prescription medications. During that time, we have acquired over 10 pounds of prescription medications from the community. In October we successfully transferred that medication to the Drug Enforcement Agency.
- ☐ Department personnel were present at the *No Kings Rally* held on October 18, at the Town Park. Approximately 350 people attended, and no issues were reported as a result of the event.

Paonia Police Department

Law Incident Table, by Date and Time

Date Occurred: 10/01/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
12:00:50	Parking Problem	CLARK AVE, Paonia, CO	PPD	PPD	VW
15:32:56	Information	MINNESOTA AVE, Paonia, CO	PPD	PPD	
20:12:01	ANIMAL CONTROL	OAK AVE, Paonia, CO	PPD	PPD	VW

Total Incidents for this Date: 3

Date Occurred: 10/02/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:07:45	VIN INSPECTION	GRAND AVE Paonia, CO	PPD	PPD	
15:48:11	SUSPICIOUS	GRAND AVE, Paonia, CO	PPD	PPD	
17:50:03	AGENCY ASSIST	CRAWFORD RD & MATHEWS LN, Paonia, CO	PPD		AA

Total Incidents for this Date: 3

Date Occurred: 10/03/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:30:14	CITIZEN ASSIST	GRAND AVE, Paonia, CO	PPD	PPD	
09:48:32	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
12:55:21	LOST/FOUND PROP	GRAND AVE, Paonia, CO	PPD	PPD	
14:39:51	IDENTITY THEFT	GRAND AVE, Paonia, CO	PPD	PPD	
18:51:05	THEFT FROM AUTO	DELTA AVE, Paonia, CO	PPD	PPD	

Total Incidents for this Date: 5

Date Occurred: 10/07/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:00:00	Information	MEADOWBROOK BLVD Paonia, CO	PPD	PPD	UNF
14:16:44	Information	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	UNF

Total Incidents for this Date: 2

Date Occurred: 10/08/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
11:58:00	SUSPICIOUS	MAIN AVE, Paonia, CO	PPD	PPD	NAT
Total Incidents for this Date: 1					

Date Occurred: 10/09/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:30:00	Information	GRAND AVE, Paonia, CO	PPD	PPD	
17:04:51	Parking Problem	POPLAR AVE, Paonia, CO	PPD		
18:15:07	Traffic Stop	LAMBORN AVE, Paonia, CO	PPD	PPD	
22:12:27	AGENCY ASSIST	POPLAR AVE, Paonia, CO	PPD	PPD	AA
Total Incidents for this Date: 4					

Date Occurred: 10/10/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:00:06	Traffic Stop	RIO GRANDE AVE, Paonia, CO	PPD	PPD	CIT
15:42:03	TRESPASS	2ND ST, Paonia, CO	PPD	PPD	VW
18:16:06	Information	NIAGARA AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 3					

Date Occurred: 10/14/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:37:47	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
12:04:34	AGENCY ASSIST	HIGHWAY 133 & SAMUEL WADE RD, Paonia, CO	PPD	PPD	AA
13:36:31	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 3					

Date Occurred: 10/15/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
10:15:00	LOST/FOUND PROP	ONARGA AVE, Paonia, CO	PPD	PPD	
11:02:37	VIN INSPECTION	ORCHARD AVE, Paonia, CO	PPD	PPD	
13:48:53	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 3					

Date Occurred: 10/16/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:35:06	FRAUD	MAIN AVE, Paonia, CO	PPD	PPD	

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
11:07:48	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
14:05:11	ANIMAL CONTROL	NORTH FORK AVE, Paonia, CO	PPD	PPD	CIT
18:20:49	AGENCY ASSIST	HIGHWAY 133, Hotchkiss, CO	PPD	DIST3	AA
Total Incidents for this Date: 4					

Date Occurred: 10/17/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
09:02:22	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
11:33:30	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
15:20:35	TrafficAccident	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
16:12:12	SUSPICIOUS	OAK AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 4					

Date Occurred: 10/18/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
13:27:07	TrafficAccident	ONARGA AVE, Paonia, CO	PPD	PPD	A
13:30:00	LOST/FOUND PROP	2ND ST, Paonia, CO	PPD	PPD	
17:36:00	SUSPICIOUS	MATHEWS LN, Paonia, CO	PPD	DIST3	
Total Incidents for this Date: 3					

Date Occurred: 10/20/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:13:26	VIN INSPECTION	GRAND AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 1					

Date Occurred: 10/22/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
14:34:48	SHOPLIFTING	2ND ST, Paonia, CO	PPD	PPD	CIT
15:14:49	LOST/FOUND PROP	SAMUEL WADE RD & STAHL RD, Paonia, CO	PPD	PPD	
16:47:10	Medical/transfe	MAIN AVE, Paonia, CO	PPD	PPD	
Total Incidents for this Date: 3					

Date Occurred: 10/24/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
13:50:57	LOST/FOUND PROP	GRAND AVE, Paonia, CO	PPD	PPD	
14:38:25	TRESPASS	3RD ST, Paonia, CO	PPD	PPD	

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
17:24:21	Traffic Stop	Samuel Wade Rd, Paonia, CO	PPD	PPD	CIT
Total Incidents for this Date: 3					

Date Occurred: 10/27/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
18:28:38	AGENCY ASSIST	PRICE RD, Paonia, CO	PPD	DIST3	AA
18:47:54	CITIZEN ASSIST	GRAND AVE, Paonia, CO	PPD	PPD	VW
Total Incidents for this Date: 2					

Date Occurred: 10/30/25

<u>Time</u>	<u>Nature</u>	<u>Address</u>	<u>Agency</u>	<u>Loctn</u>	<u>Dsp</u>
08:21:07	CITIZEN ASSIST	MEADOWBROOK BLVD, Paonia, CO	PPD	PPD	
10:10:03	TrafficAccident	MAIN AVE, Paonia, CO	PPD	PPD	CIT
15:53:44	THEFT	2ND ST, Paonia, CO	PPD	PPD	CIT
Total Incidents for this Date: 3					

Total reported: 50

A-1, AA-5, CIT-6, NAT-1, UNF-2, VW-4

A= ARREST
 AA=AGENCY ASSIST
 CIT=CITATION
 NAT=NO ACTION TAKEN
 UNF=UNFOUNDED
 VW=VERBAL WARNING

Report Includes:

All dates between `00:00:01 10/01/25` and `00:00:01 10/31/25`, All agencies matching `PPD`, All disposition's, All natures, All location codes, All cities



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

AGENDA ITEM:	Staff Report RFQ 2025-07 Safe Streets for All Consultant Scoring
SUBMITTED BY:	Stefen Wynn, Town Administrator & Treasurer
DATE:	11.7.2025
BACKGROUND:	The Town of Paonia issued RFQ 2025-07 – Safe Streets for All Consultant on August 27, 2025, seeking professional planning services to prepare a Comprehensive Safety Action Plan (CSAP) under the U.S. Department of Transportation’s Safe Streets and Roads for All (SS4A) program. The selected consultant will develop a data-driven and community-informed plan that identifies projects and strategies to eliminate roadway fatalities and serious injuries in Paonia and along the entrance corridors from Colorado Highway 133. The project is funded through a FY 2024 SS4A Planning and Demonstration Grant, with a total project cost of \$367,468—including a federal share of \$293,974, local match of \$71,988, and \$1,506 in-kind contribution. Following the issuance of Addendum #1, clarifications were provided regarding the study area (confined to Town limits with coordination at major CO-133 corridors), ADA Transition Plan alignment, Spanish translation needs, GIS readiness, and the official proposal deadline of October 22, 2025 at 12:00 P.M. (MT). Eight firms submitted proposals: KLJ Engineering; Fehr & Peers; Olsson Associates; SCJ Alliance; Mead & Hunt; Felsburg Holt & Ullevig (FHU); BHI; DJ&A. Evaluation was conducted by a four-member Selection Committee consisting of staff and external reviewers with expertise in transportation, planning, and ADA compliance.
BUDGET:	This project is partially funded under the SS4A Planning and Demonstration Grant as described in the FHWA Grant Agreement (Award No. FY-2024-SS4A-CO-Paonia); \$293,974 FHWA & \$73,494 Street Fund Balance for FY-2026 Budget.
RECOMMENDATION:	RECOMMENDED MOTION: I move to award RFQ 2025-07 Safe Streets for All Consultant to KLJ Engineering and authorize the Town Administrator to enter into contract negotiations and execute all documents necessary to complete the Safe Streets for All Comprehensive Safety Action Plan grant deliverables.
ATTACHMENT:	Attachment A: RFQ 2025-07 Safe Streets for All Scoring Attachment B: RFQ 2025-07 Scores_Stefen Attachment C: RFQ 2025-07 Scores_Lucy Attachment D: RFQ 2025-07 Scores_Nicki Attachment E: RFQ 2025-07 Scores_Garrett Attachment F: RFQ 2025-07 Safe Streets for All Consultant Attachment G: 693JJ32540692_Town of Paonia CO_SS4A_FE

CONSULTANT		REVIEWER SCORE			
BHI		Stefen W.	Lucy H.	Nicki P.	Garret H.
Firm Qualifications & Relevant Experience		75	50	100	100
Project Team & Key Personnel		75	50	125	75
Project Understanding & Approach		80	20	60	60
Community Engagement & Equity		80	100	80	60
Quality Assurance & Compliance		80	40	100	60
References & Past		50	20	50	30
	TOTAL				1620/2400
Fehr & Peers					
Firm Qualifications & Relevant Experience		125	125	100	75
Project Team & Key Personnel		100	100	100	100
Project Understanding & Approach		100	80	60	80
Community Engagement & Equity		90	80	80	60
Quality Assurance & Compliance		90	100	80	80
References & Past		50	50	40	30
	TOTAL				1975/2400
KLJ					
Firm Qualifications & Relevant Experience		125	125	125	75
Project Team & Key Personnel		125	125	125	100
Project Understanding & Approach		100	100	100	40
Community Engagement & Equity		90	80	100	40
Quality Assurance & Compliance		80	60	60	60
References & Past		50	50	50	20
	TOTAL				2005/2400
Olsson					
Firm Qualifications & Relevant Experience		125	75	125	100
Project Team & Key Personnel		112.5	100	100	100
Project Understanding & Approach		90	60	80	80
Community Engagement & Equity		90	40	80	60
Quality Assurance & Compliance		90	80	80	60
References & Past		50	30	40	30
	TOTAL				1877.5/2400

CONSULTANT		REVIEWER SCORE			
DJ&A		Stefen W.	Lucy H.	Nicki P.	Garret H.
Firm Qualifications & Relevant Experience		87.5	50	75	100
Project Team & Key Personnel		100	50	100	50
Project Understanding & Approach		80	20	20	40
Community Engagement & Equity		80	80	40	60
Quality Assurance & Compliance		70	60	60	60
References & Past		30	20	20	30
	TOTAL				1382.5/2400
FHU					
Firm Qualifications & Relevant Experience		87.5	75	75	50
Project Team & Key Personnel		112.5	75	100	100
Project Understanding & Approach		80	80	80	60
Community Engagement & Equity		80	100	80	60
Quality Assurance & Compliance		100	100	60	80
References & Past		30	30	50	40
	TOTAL				1785/2400
Mead & Hunt					
Firm Qualifications & Relevant Experience		125	50	100	75
Project Team & Key Personnel		112.5	100	100	100
Project Understanding & Approach		80	80	80	60
Community Engagement & Equity		70	100	100	60
Quality Assurance & Compliance		80	60	80	60
References & Past		40	20	40	30
	TOTAL				1802.5/2400
SCJ					
Firm Qualifications & Relevant Experience		93.75	50	100	75
Project Team & Key Personnel		112.5	75	125	100
Project Understanding & Approach		70	40	100	80
Community Engagement & Equity		90	80	100	60
Quality Assurance & Compliance		100	100	80	60
References & Past		45	20	50	30
	TOTAL				1836.25/2400

Rank	Consultant	Score	Percentage
1	KLJ	2005	83.54%
2	Fehr & Peers	1975	82.29%
3	Olsson	1877.5	78.23%
4	SCJ	1836.25	76.51%
5	Mead & Hunt	1802.5	75.10%
6	FHU	1785	74.38%
7	BHI	1620	67.50%
8	DJ&A	1382.5	57.60%

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: BHI

Evaluator Name: Stefen Wynn

Date: 11.6.2025

Each proposal will be scored on a 0–5 scale for each criterion:

- **0 = Does not meet requirements**
- **1 = Poor**
- **2 = Fair**
- **3 = Good**
- **4 = Very Good**
- **5 = Excellent**
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience	25	
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		3
		Total: 75
2. Project Team and Key Personnel	25	
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		3
		Total: 75
3. Project Understanding and Approach	20	
• Demonstrated understanding of Paonia’s safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		4
		Total: 80
4. Community Engagement and Equity	20	
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		4
		Total: 80

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance	20	
- Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. - Internal quality control measures.		4
		Total: 80
6. References and Past Performance	10	
Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.		5
		Total: 50
TOTAL SCORE (Maximum 600 points): <u>440</u>		

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: DJ&A

Evaluator Name: Stefen Wynn

Date: 11.6.2025

Each proposal will be scored on a 0–5 scale for each criterion:

- **0 = Does not meet requirements**
- **1 = Poor**
- **2 = Fair**
- **3 = Good**
- **4 = Very Good**
- **5 = Excellent**
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience	25	3.5
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		Total: 87.5
2. Project Team and Key Personnel	25	4
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		Total: 100
3. Project Understanding and Approach	20	4
• Demonstrated understanding of Paonia’s safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		Total: 80
4. Community Engagement and Equity	20	4
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		Total: 80

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance	20	3.5
• Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.		Total: 70
6. References and Past Performance	10	3
• Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.		Total: 30
TOTAL SCORE (Maximum 600 points): <u>447.5</u>		

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: Fehr & Peers

Evaluator Name: Stefen Wynn

Date: 11.6.2025

Each proposal will be scored on a 0–5 scale for each criterion:

- **0 = Does not meet requirements**
- **1 = Poor**
- **2 = Fair**
- **3 = Good**
- **4 = Very Good**
- **5 = Excellent**
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience	25	5
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		Total: 125
2. Project Team and Key Personnel	25	4
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		Total: 100
3. Project Understanding and Approach	20	
• Demonstrated understanding of Paonia’s safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		5 Total: 100
4. Community Engagement and Equity	20	
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		4.5 Total: 90

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance	20	4.5
• Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.		Total: 90
6. References and Past Performance	10	5
• Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.		Total: 50
TOTAL SCORE (Maximum 600 points): <u>555</u>		

Town of Paonia

RFQ 2025-07 Safe Streets for All Consultant Proposal Evaluation Scoring Sheet

Proposer Name: FHU

Evaluator Name: Stefen Wynn

Date: 11.7.2025

Each proposal will be scored on a 0–5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience	25	3.5
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		Total: 87.5
2. Project Team and Key Personnel	25	4.5
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		Total: 112.5
3. Project Understanding and Approach	20	
• Demonstrated understanding of Paonia’s safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		4 Total: 80
4. Community Engagement and Equity	20	
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		4 Total: 80

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance	20	5
- Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. - Internal quality control measures.		Total: 100
6. References and Past Performance	10	3
Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.		Total: 30
TOTAL SCORE (Maximum 600 points): <u>490</u>		

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: KLJ

Evaluator Name: Stefen Wynn

Date: 11.7.2025

Each proposal will be scored on a 0–5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience	25	5
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		Total: 125
2. Project Team and Key Personnel	25	5
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		Total: 125
3. Project Understanding and Approach	20	5
• Demonstrated understanding of Paonia’s safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		Total: 100
4. Community Engagement and Equity	20	
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		

4.5
Total:
90

SW - PDF malfunction, had to redact and add score 11.7.2025

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance	20	4
• Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.		Total: 80
6. References and Past Performance	10	5
• Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.		Total: 50
TOTAL SCORE (Maximum 600 points): <u>570</u>		

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: Mead & Hunt

Evaluator Name: Stefen Wynn

Date: 11.6.2025

Each proposal will be scored on a 0–5 scale for each criterion:

- **0 = Does not meet requirements**
- **1 = Poor**
- **2 = Fair**
- **3 = Good**
- **4 = Very Good**
- **5 = Excellent**
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience	25	5
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		Total: 125
2. Project Team and Key Personnel	25	4.5
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		Total: 112.5
3. Project Understanding and Approach	20	4
• Demonstrated understanding of Paonia’s safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		Total: 80
4. Community Engagement and Equity	20	3.5
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		Total: 70

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance	20	4
• Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.		Total: 80
6. References and Past Performance	10	4
• Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.		Total: 40
TOTAL SCORE (Maximum 600 points): <u>507.5</u>		

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: _____

Evaluator Name: _____

Date: _____

Each proposal will be scored on a 0–5 scale for each criterion:

- **0 = Does not meet requirements**
- **1 = Poor**
- **2 = Fair**
- **3 = Good**
- **4 = Very Good**
- **5 = Excellent**
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience	25	5
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		Total: 125
2. Project Team and Key Personnel	25	4.5
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		Total: 112.5
3. Project Understanding and Approach	20	4.5
• Demonstrated understanding of Paonia’s safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		Total: 90
4. Community Engagement and Equity	20	4.5
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		Total: 90

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance	20	
- Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. - Internal quality control measures.		4.5
		Total: 90
6. References and Past Performance	10	
Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.		5
		Total: 50
TOTAL SCORE (Maximum 600 points): <u>557.5</u>		

Town of Paonia

RFQ 2025-07 Safe Streets for All Consultant Proposal Evaluation Scoring Sheet

Proposer Name: SCJ Alliance

Evaluator Name: Stefen Wynn

Date: 11.6.2025

Each proposal will be scored on a 0–5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience	25	3.75
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		Total: 93.75
2. Project Team and Key Personnel	25	4.5
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		Total: 112.50
3. Project Understanding and Approach	20	3.5
• Demonstrated understanding of Paonia’s safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		Total: 70
4. Community Engagement and Equity	20	4.5
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		Total: 90

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance	20	5
• Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.		Total: 100
6. References and Past Performance	10	4.5
• Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.		Total: 45
TOTAL SCORE (Maximum 600 points): <u>511.25</u>		

Town of Paonia

RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet

Proposer Name: BHI
Evaluator Name: L. HUNTER
Date: 11/5/25

Each proposal will be scored on a 0-5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0-5)
1. Firm Qualifications and Relevant Experience • Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.	25	2
2. Project Team and Key Personnel • Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.	25	2
3. Project Understanding and Approach • Demonstrated understanding of Paonia's safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.	20	1
4. Community Engagement and Equity • Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.	20	5

SAP Cortez
ADA
multimodal
various
Cedarvale

1 PE
Planning
Civil eng

no local
insight
w/ ref to
ADA TP, etc

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance - Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. - Internal quality control measures.	20	2
6. References and Past Performance Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	2
TOTAL SCORE (Maximum 500 points): <u>280</u>		

Gross Proposal w/ local photos
 Denver

Town of Paonia

RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet

Proposer Name: DJ & A

Evaluator Name: L. Hunter

Date: 11/5/25

Each proposal will be scored on a 0-5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0-5)
1. Firm Qualifications and Relevant Experience <i>2 SS4A in MT (none in CO) traffic study in Snowmass</i> • Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.	25	2
2. Project Team and Key Personnel <i>1 PE planning, traffic, engagement</i> • Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.	25	2
3. Project Understanding and Approach <i>no local insight or ref to ADA TP, etc.</i> • Demonstrated understanding of Paonia's safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.	20	1
4. Community Engagement and Equity • Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.	20	4

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance - Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. - Internal quality control measures.	20	3
6. References and Past Performance Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	2
TOTAL SCORE (Maximum 500 points): <u>280</u>		

Prop seems better than
LAKENEX

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: FEHR & PEERS

Evaluator Name: L. HUNTER

Date: 11/5/25

Each proposal will be scored on a 0-5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0-5)
1. Firm Qualifications and Relevant Experience • Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.	25	5
2. Project Team and Key Personnel • Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.	25	4
3. Project Understanding and Approach • Demonstrated understanding of Paonia's safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.	20	4
4. Community Engagement and Equity • Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.	20	4

500 SS4A SAP
+ 2 in progress
Gunn Co.
Silverthorne
Theriot
Cherokee Boulder
Front range
2 PE + 1 ET
2 sub. CO's
planning,
traffic,
engagement,
hydraulics,
ADA
Ref.
ADA T.P. 1
CR25

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance - Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. - Internal quality control measures.	20	5
6. References and Past Performance Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	5
TOTAL SCORE (Maximum 500 points): <u>535</u>		

Good Proposition
Denver w/ local (Pawnee) reps

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: FH & U
Evaluator Name: L. HUNTER
Date: 11/5/25

Each proposal will be scored on a 0–5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience • Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.	25	3
2. Project Team and Key Personnel • Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.	25	3
3. Project Understanding and Approach • Demonstrated understanding of Paonia's safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.	20	4
4. Community Engagement and Equity • Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.	20	5

2 SS4A SFRs
in CO
Larimer Co
Centennial
(first range)
MAP C. Dale
+ Subbing
others

3 PEs

ref. bike sat.
ADA TP,

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance - Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. - Internal quality control measures.	20	5
6. References and Past Performance Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	3
TOTAL SCORE (Maximum 500 points): <u>460</u>		

Good Proposal
 GI office

Town of Paonia

RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet

Proposer Name: KLJ
Evaluator Name: L. Hunter
Date: 11/5/25

Each proposal will be scored on a 0-5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0-5)
1. Firm Qualifications and Relevant Experience • Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.	25	5
2. Project Team and Key Personnel • Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.	25	5
3. Project Understanding and Approach • Demonstrated understanding of Paonia's safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.	20	5
4. Community Engagement and Equity • Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.	20	4

(most score!)
5 SS4A SAPs
4 in CO
Rifle
Gypsum
Eagle
5 PE
1 EIT
Large Team
in-house
planning, finance,
engagement,
traffic, ADA,
hydraulics
Ref. ADA T.P.,
bike fatality,
20 mph, 5th d,
Grand
Fed Fund's App

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance - Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. - Internal quality control measures.	20	3
6. References and Past Performance Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	5
TOTAL SCORE (Maximum 500 points): <u>540</u>		

GOOD PROPOSAL

LOCAL (1st) - GJ

TYPES IN COURSE LTR

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: Wendy & Hunter
Evaluator Name: L. Hunter
Date: 11/5/25

Each proposal will be scored on a 0-5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0-5)
1. Firm Qualifications and Relevant Experience • Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.	25	2
2. Project Team and Key Personnel • Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.	25	4
3. Project Understanding and Approach • Demonstrated understanding of Paonia's safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.	20	4
4. Community Engagement and Equity • Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.	20	5

Lyons! SMP
SR28 Gunn CO
25544 in SE

2 Sub Cb's
6 PES
1 EIT
Planning,
traffic,
outreach

Let RR xing,
summer
festivals,
as ditch

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance	20	3
- Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. - Internal quality control measures.		
6. References and Past Performance	10	2
Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.		
TOTAL SCORE (Maximum 500 points): <u>410</u>		

Groves Proposal w/local photos
 didn't state office loc in c.ltr
 Denver

Town of Paonia

RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet

Proposer Name: OLSSON
Evaluator Name: L. HUNTER
Date: 11/5/25

Each proposal will be scored on a 0-5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0-5)
1. Firm Qualifications and Relevant Experience • Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.	25	3
2. Project Team and Key Personnel • Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.	25	4
3. Project Understanding and Approach • Demonstrated understanding of Paonia's safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.	20	3
4. Community Engagement and Equity • Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.	20	2

SS4A SPS
CO Springs
Broomfield

2 Sub CO's
4 PES
planning,
engagement,
ADA, traffic,
grant writing,
fundraising,
ref. bike lab.

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance - Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. - Internal quality control measures.	20	4
6. References and Past Performance Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	3
TOTAL SCORE (Maximum 500 points): <u>385</u>		

STOCK PHOTOS - COVER PHOTOS NOT PAIDIA
 KEY STAFF IN PAIDIA, CB, GWS
 Office in CO Springs

Town of Paonia

RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet

Proposer Name: SCJ
Evaluator Name: L. Hunter
Date: 11/5/25

Each proposal will be scored on a 0-5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0-5)
1. Firm Qualifications and Relevant Experience • Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.	25	2
2. Project Team and Key Personnel • Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.	25	3
3. Project Understanding and Approach • Demonstrated understanding of Paonia's safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.	20	2
4. Community Engagement and Equity • Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.	20	4

2 SS4A in west
(none in CO)
exp in CO
(traffic)

3 PEs
1 Sub Co

no local
insight or
ref. to
ADA TP, etc.

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance - Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. - Internal quality control measures.	20	5
6. References and Past Performance Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	2
TOTAL SCORE (Maximum 500 points): <u>365</u>		

Stack Photos
Silverthorne

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: BHI

Evaluator Name: Nicki Poulos

Date: 11-3-25

Each proposal will be scored on a 0–5 scale for each criterion:

- **0 = Does not meet requirements**
- **1 = Poor**
- **2 = Fair**
- **3 = Good**
- **4 = Very Good**
- **5 = Excellent**
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience	25	4
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		
2. Project Team and Key Personnel	25	5
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		
3. Project Understanding and Approach	20	3
• Demonstrated understanding of Paonia’s safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		
4. Community Engagement and Equity	20	4
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance • Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.	20	5
6. References and Past Performance • Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	5
TOTAL SCORE (Maximum 600 points): ____515____		

Town of Paonia

RFQ 2025-07 Safe Streets for All Consultant

Proposal Evaluation Scoring Sheet

Proposer Name: _____ DJ&A _____

Evaluator Name: _____ Nicki Poulos _____

Date: _____ 11-3-25 _____

Each proposal will be scored on a 0–5 scale for each criterion:

- **0 = Does not meet requirements**
- **1 = Poor**
- **2 = Fair**
- **3 = Good**
- **4 = Very Good**
- **5 = Excellent**
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience	25	3
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		
2. Project Team and Key Personnel	25	4
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		
3. Project Understanding and Approach	20	1
• Demonstrated understanding of Paonia’s safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		
4. Community Engagement and Equity	20	2
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		

Evaluation Criteria	Weight	Score (0–5)
5. Quality Assurance and Compliance • Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.	20	3
6. References and Past Performance • Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	2
TOTAL SCORE (Maximum 600 points): ____315____		

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: _____Fehr & Peers_____

Evaluator Name: _____Nicki Poulos_____

Date: _____11-3-25_____

Each proposal will be scored on a 0–5 scale for each criterion:

- **0 = Does not meet requirements**
- **1 = Poor**
- **2 = Fair**
- **3 = Good**
- **4 = Very Good**
- **5 = Excellent**

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience	25	4
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		
2. Project Team and Key Personnel	25	4
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		
3. Project Understanding and Approach	20	3
• Demonstrated understanding of Paonia’s safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		
4. Community Engagement and Equity	20	4
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance • Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.	20	4
6. References and Past Performance • Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	4
TOTAL SCORE (Maximum 600 points): ____460____		

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: FHU

Evaluator Name: Nicki Poulos

Date: 11-4-25

Each proposal will be scored on a 0–5 scale for each criterion:

- **0 = Does not meet requirements**
- **1 = Poor**
- **2 = Fair**
- **3 = Good**
- **4 = Very Good**
- **5 = Excellent**
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience	25	3
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		
2. Project Team and Key Personnel	25	4
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		
3. Project Understanding and Approach	20	4
• Demonstrated understanding of Paonia’s safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		
4. Community Engagement and Equity	20	4
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance • Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.	20	3
6. References and Past Performance • Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	5
TOTAL SCORE (Maximum 600 points): ____410____.		

Town of Paonia

RFQ 2025-07 Safe Streets for All Consultant

Proposal Evaluation Scoring Sheet

Proposer Name: ____KLJ Engineering____

Evaluator Name: _Nicki Poulos_____

Date: ____11-3-25_____

Each proposal will be scored on a 0–5 scale for each criterion:

- **0 = Does not meet requirements**
- **1 = Poor**
- **2 = Fair**
- **3 = Good**
- **4 = Very Good**
- **5 = Excellent**
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience	25	5
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		
2. Project Team and Key Personnel	25	5
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		
3. Project Understanding and Approach	20	5
• Demonstrated understanding of Paonia's safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		
4. Community Engagement and Equity	20	5
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance • Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.	20	5
6. References and Past Performance • Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	5
TOTAL SCORE (Maximum 600 points): __600__		

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: Mead & Hunt

Evaluator Name: Nicki Poulos

Date: 11-3-25

Each proposal will be scored on a 0–5 scale for each criterion:

- **0 = Does not meet requirements**
- **1 = Poor**
- **2 = Fair**
- **3 = Good**
- **4 = Very Good**
- **5 = Excellent**
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience	25	4
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		
2. Project Team and Key Personnel	25	4
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		
3. Project Understanding and Approach	20	4
• Demonstrated understanding of Paonia’s safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		
4. Community Engagement and Equity	20	5
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance • Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.	20	4
6. References and Past Performance • Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	4
TOTAL SCORE (Maximum 600 points): ____500____		

Town of Paonia

RFQ 2025-07 Safe Streets for All Consultant

Proposal Evaluation Scoring Sheet

Proposer Name: ___Olsson_____

Evaluator Name: _Nicki Poulos_____

Date: ___11-4-25_____

Each proposal will be scored on a 0–5 scale for each criterion:

- **0 = Does not meet requirements**
- **1 = Poor**
- **2 = Fair**
- **3 = Good**
- **4 = Very Good**
- **5 = Excellent**
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience	25	5
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		
2. Project Team and Key Personnel	25	4
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		
3. Project Understanding and Approach	20	4
• Demonstrated understanding of Paonia’s safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		
4. Community Engagement and Equity	20	4
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance • Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.	20	4
6. References and Past Performance • Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	4
TOTAL SCORE (Maximum 600 points): ____565____		

Town of Paonia

RFQ 2025-07 Safe Streets for All Consultant

Proposal Evaluation Scoring Sheet

Proposer Name: ____SCJ Alliance_____

Evaluator Name: _Nicki Poulos_____

Date: ____11-4-25_____

Each proposal will be scored on a 0–5 scale for each criterion:

- **0 = Does not meet requirements**
- **1 = Poor**
- **2 = Fair**
- **3 = Good**
- **4 = Very Good**
- **5 = Excellent**
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 600 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience	25	4
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		
2. Project Team and Key Personnel	25	5
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		
3. Project Understanding and Approach	20	5
• Demonstrated understanding of Paonia’s safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		
4. Community Engagement and Equity	20	5
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance - Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. - Internal quality control measures.	20	4
6. References and Past Performance Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	5
TOTAL SCORE (Maximum 600 points): ____555____		

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: Bohannon Huston
Evaluator Name: G. Henderson
Date: 10/21/25

Each proposal will be scored on a 0-5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 500 points.

Evaluation Criteria	Weight	Score (0-5)
1. Firm Qualifications and Relevant Experience • Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.	25	4
2. Project Team and Key Personnel • Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.	25	3
3. Project Understanding and Approach • Demonstrated understanding of Paonia's safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.	20	3
4. Community Engagement and Equity • Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.	20	4

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance • Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.	20	3
6. References and Past Performance • Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	3
TOTAL SCORE (Maximum 500 points): _____		

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: DJ & A

Evaluator Name: G. Henderson

Date: 10/28/25

Each proposal will be scored on a 0-5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 500 points.

Evaluation Criteria	Weight	Score (0-5)
1. Firm Qualifications and Relevant Experience • Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.	25	4
2. Project Team and Key Personnel • Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.	25	2
3. Project Understanding and Approach • Demonstrated understanding of Paonia's safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.	20	2
4. Community Engagement and Equity • Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.	20	3

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance • Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.	20	3
6. References and Past Performance • Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	3
TOTAL SCORE (Maximum 500 points): _____		

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: Fehr & Peers
Evaluator Name: G. Henderson
Date: 10/28/25

Each proposal will be scored on a 0-5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 500 points.

Evaluation Criteria	Weight	Score (0-5)
1. Firm Qualifications and Relevant Experience • Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.	25	3
2. Project Team and Key Personnel • Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.	25	4
3. Project Understanding and Approach • Demonstrated understanding of Paonia's safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.	20	4
4. Community Engagement and Equity • Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.	20	3

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance • Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.	20	4
6. References and Past Performance • Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	3
TOTAL SCORE (Maximum 500 points): _____		

Town of Paonia

RFQ 2025-07 Safe Streets for All Consultant

Proposal Evaluation Scoring Sheet

Proposer Name: Felsburg, Holt & Ulleng

Evaluator Name: G. Henderson

Date: 10/28/25

Each proposal will be scored on a 0-5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 500 points.

Evaluation Criteria	Weight	Score (0-5)
1. Firm Qualifications and Relevant Experience • Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.	25	2
2. Project Team and Key Personnel • Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.	25	4
3. Project Understanding and Approach • Demonstrated understanding of Paonia's safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.	20	3
4. Community Engagement and Equity • Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.	20	3

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance • Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.	20	4
6. References and Past Performance • Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	4
TOTAL SCORE (Maximum 500 points): _____		

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: KLS
Evaluator Name: G. Henderson
Date: 10/28/25

Each proposal will be scored on a 0-5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 500 points.

Evaluation Criteria	Weight	Score (0-5)
1. Firm Qualifications and Relevant Experience	25	3
• Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.		
2. Project Team and Key Personnel	25	4
• Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.		
3. Project Understanding and Approach	20	2
• Demonstrated understanding of Paonia's safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.		
4. Community Engagement and Equity	20	2
• Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.		

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance - Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. - Internal quality control measures.	20	3
6. References and Past Performance Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	2
TOTAL SCORE (Maximum 500 points): _____		

Town of Paonia

RFQ 2025-07 Safe Streets for All Consultant

Proposal Evaluation Scoring Sheet

Proposer Name: Mead & Hunt

Evaluator Name: G. Henderson

Date: 10/28/25

Each proposal will be scored on a 0-5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 500 points.

Evaluation Criteria	Weight	Score (0-5)
1. Firm Qualifications and Relevant Experience • Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.	25	3
2. Project Team and Key Personnel • Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.	25	4
3. Project Understanding and Approach • Demonstrated understanding of Paonia's safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.	20	3
4. Community Engagement and Equity • Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.	20	3

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance	20	
• Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.		3
6. References and Past Performance	10	
• Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.		3
TOTAL SCORE (Maximum 500 points): _____		



Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: O/SSon
Evaluator Name: G. Henderson
Date: 10/28/25

Each proposal will be scored on a 0–5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 500 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience • Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.	25	4
2. Project Team and Key Personnel • Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.	25	4
3. Project Understanding and Approach • Demonstrated understanding of Paonia's safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.	20	4
4. Community Engagement and Equity • Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.	20	3

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance • Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.	20	3
6. References and Past Performance • Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	3
TOTAL SCORE (Maximum 500 points): _____		

Town of Paonia

**RFQ 2025-07 Safe Streets for All Consultant
Proposal Evaluation Scoring Sheet**

Proposer Name: SCJ Alliance
Evaluator Name: G. Henderson
Date: 10/28/25

Each proposal will be scored on a 0–5 scale for each criterion:

- 0 = Does not meet requirements
- 1 = Poor
- 2 = Fair
- 3 = Good
- 4 = Very Good
- 5 = Excellent
-

Scores will then be weighted according to the assigned point values. The maximum possible score is 500 points.

Evaluation Criteria	Weight	Score (0–5)
1. Firm Qualifications and Relevant Experience • Demonstrated experience with safety planning, multimodal infrastructure, ADA compliance, and federally funded projects. • Successful completion of similar projects in Colorado or rural communities.	25	3
2. Project Team and Key Personnel • Qualifications, certifications, and experience of proposed staff. • Clear definition of roles, responsibilities, and availability.	25	4
3. Project Understanding and Approach • Demonstrated understanding of Paonia’s safety and accessibility challenges. • Feasibility and clarity of methodology for Action Plan development. • Integration of ADA Transition Plan into SS4A planning.	20	4
4. Community Engagement and Equity • Strategies for inclusive and equitable engagement. • Experience engaging underrepresented populations, schools, businesses, and disability community.	20	3

Evaluation Criteria	Weight	Score (0-5)
5. Quality Assurance and Compliance • Processes to ensure compliance with SS4A program requirements, ADA/PROWAG, Title VI, and other federal/state standards. • Internal quality control measures.	20	3
6. References and Past Performance • Quality of references and history of successful collaboration with municipalities, agencies, and federal programs.	10	3
TOTAL SCORE (Maximum 500 points): _____		



TOWN OF PAONIA, COLORADO

REQUEST FOR QUALIFICATIONS

Safe Streets for All Consultant

RFQ 2025-07

ISSUED: AUGUST 27, 2025

PROPOSAL DUE DATE: OCTOBER 22, 2025, NOON (M.T.)

REQUEST FOR QUALIFICATIONS – Safe Streets for All Consultant

The Town of Paonia, Colorado, is soliciting Statements of Qualifications (SOQs) from qualified consulting firms to provide professional services in support of the Town's **Safe Streets and Roads for All (SS4A) Comprehensive Safety Action Plan**. This project is funded through a Fiscal Year 2024 SS4A Planning and Demonstration Grant administered by the United States Department of Transportation's Federal Highway Administration (FHWA). The total project cost is **\$367,468**, supported by a federal award of **\$293,974**, with the Town providing **\$71,988 in local funds** and **\$1,506 in in-kind contributions**.

The SS4A initiative is designed to address pressing transportation safety challenges within the Town of Paonia. As a small rural community, Paonia has limited pedestrian and bicycle infrastructure, inadequate ADA accessibility, and aging roadway and stormwater systems. Many streets lack sidewalks altogether, while existing sidewalks are broken, buckled, and without ADA-compliant crossings. The absence of bike facilities, combined with deteriorating roadway surfaces and reliance on irrigation ditches as stormwater conveyance, creates unsafe conditions for all users. In September 2024, the Town experienced its first fatal vehicle–bicyclist collision, underscoring the urgent need for systemic safety improvements.

Through this RFQ, the Town seeks a consultant partner to guide the development of a **Comprehensive Safety Action Plan (CSAP)** that prioritizes infrastructure investments aimed at eliminating roadway fatalities and serious injuries.

The consultant will assist the Town in:

- Developing an implementable Action Plan that ensures safe travel for drivers, pedestrians, cyclists, and persons with disabilities.
- Incorporating ADA standards and Complete Streets design principles to promote multimodal mobility and community health.
- Identifying cost-effective, high-impact strategies suitable for a rural context.
- Evaluating innovative technologies and practices proven effective in comparable communities.
- Collaborating with Delta County, Delta County Public Schools, Paonia Fire District, and other stakeholders to ensure regional safety coordination.
- Engaging residents in an inclusive planning process to reflect a broad range of community experiences and perspectives.

The SS4A Action Plan will provide the framework for prioritizing future capital improvement projects, including sidewalks, bike paths, intersection redesigns, drainage improvements, and roadway resurfacing. Once complete, the plan will guide the Town in aligning transportation investments with federal, state, and local safety objectives.

The consultant selected through this RFQ will play a critical role in shaping a plan that is data-driven, community-informed, and designed for implementation. The project must be completed in one phase, with the **Comprehensive Safety Action Plan publicly available by May 8, 2027, and the final SS4A report delivered by June 1, 2027.**

By undertaking this initiative, the Town of Paonia reaffirms its commitment to creating safer, more accessible streets for all residents and visitors, ensuring that transportation networks support long-term community vitality, mobility, and quality of life.

Prospective Bidders are requested to submit proposals clearly marked as, “**RFQ 2025-07 Safe Streets for All Consultant**,” with the vendor’s name and address on the front.

Only emailed PDF proposals sent to: Paonia@TownofPaonia.com and cc’d to StefenW@TownofPaonia.com, will be accepted on or before **12:00 P.M. (Noon) on OCTOBER 22, 2025**. Proposals submitted through **bidnetdirect.com** will not be considered unless they are also emailed to the addresses above.

This RFQ has been advertised on <https://www.bidnetdirect.com/>. Any modifications to this RFQ or addenda pertaining to this RFQ will be published on the above-mentioned website, and all proposers are responsible to periodically check the site for relevant updates prior to submittal of a proposal.

BACKGROUND INFORMATION/SITE DESCRIPTION

The Town of Paonia is a statutory municipality located in Delta County, Colorado. Incorporated on July 21, 1902, Paonia has a long and distinctive history shaped by agriculture, coal mining, and creative enterprise. The community was first settled in 1880 by pioneers who established orchards and ranches in the fertile North Fork Valley. Paonia’s unique climate, naturally moderated by mountain airflows, makes it particularly well-suited for the cultivation of cherries, apricots, peaches, plums, pears, nectarines, and apples. This agricultural legacy continues to be a defining characteristic of the Town and its surrounding region.

Culturally, Paonia is recognized for its vibrant arts and creative sector. The Town is home to the North Fork Valley Creative Coalition, which manages Paonia’s state-certified Creative District. This initiative has fostered a strong arts community and hosts recurring events such as Final Friday Frolics, the Mountain Harvest Festival, and the Holiday Art Fair. The Town also draws visitors to long-standing traditions including Cherry Days, Top ‘O the Rockies BMW Rally, and Pickin’ in the Park, reinforcing Paonia’s identity as both an agricultural hub and a center of cultural vitality.

For much of the twentieth century, coal mining was the primary economic driver for Paonia and the greater North Fork Valley. However, the closures of the Elk Creek Mine in 2013 and the Bowie #2 Mine in 2016 resulted in significant job losses, population decline, and a sharp reduction in revenues. Today, the West Elk Mine remains the only operational mine in the area, with finite reserves. In recognition of these economic challenges, the State of Colorado has designated Paonia as a Disadvantaged Community (DAC). Current socioeconomic

indicators underscore this designation, with the Town's 2023 median household income of \$53,646 and median home value of \$217,400 falling below statewide averages.

Paonia has faced additional infrastructure and public service challenges. In 2019, a catastrophic water loss crisis forced the Town to declare a local emergency, shut off its water system, and impose a moratorium on new water taps. Since then, the Town has embarked on a comprehensive 20-year capital improvement plan to rebuild its water system. Funded by the Colorado Drinking Water Revolving Fund and supplemented through grants, the plan includes replacement of the main distribution line, rehabilitation of raw water systems, and tank relining projects. Early results from a hydrogeological study conducted in 2024 revealed greater water availability than previously anticipated, providing a foundation for long-term system resiliency.

In the summer of 2025, the Town also began developing an ADA Self-Evaluation and Transition Plan with the assistance of Mile High Accessibility Consultants, Inc. This federally required process, first mandated under the Americans with Disabilities Act in 1992, involves identifying and prioritizing barriers to accessibility across Town facilities, parks, and the public right-of-way. Paonia's nearly completed assessment has cataloged existing barriers, engaged the public and disability community for input, and is preparing a comprehensive plan to reduce obstacles to participation in Town services. Importantly, the Transition Plan is being structured to guide prioritization of barrier removal projects and compliance efforts, and it will serve as a critical reference for Safe Streets for All planning. By aligning ADA compliance initiatives with SS4A objectives, Paonia will ensure that infrastructure investments simultaneously advance multimodal safety, accessibility, and equity.

In 2024, the Town experienced a tragedy when a cyclist was killed in a collision with a commercial truck on one of Paonia's main thoroughfares. This fatality brought renewed urgency to the community's efforts to improve roadway safety and underscored the vulnerabilities faced by pedestrians, cyclists, and other non-motorized users in areas lacking adequate infrastructure.

Today, Paonia is primarily a residential community with a limited commercial district concentrated in retail, restaurants, and nonprofit operations. Lacking large-scale industry, the Town continues to diversify its economy through tourism, agriculture, and the creative arts. Proximity to outdoor recreation in the North Fork Valley and the surrounding mountains further strengthens its appeal as a destination. While economic stresses remain, Paonia has demonstrated resilience by investing in infrastructure modernization, improving financial transparency, and fostering community partnerships.

These conditions make the Safe Streets for All initiative particularly important for Paonia. As a rural community with limited transportation infrastructure, economic challenges, and a recent history of serious safety incidents, the Town must ensure that streets are designed and managed to protect all users. Development of a Comprehensive Safety Action Plan will allow Paonia to prioritize investments that support safe multimodal travel, strengthen community connectivity, and align transportation improvements with long-term economic recovery and quality of life goals.

SCOPE OF SERVICES

The consultant selected through this RFQ will assist the Town of Paonia in developing a **Comprehensive Safety Action Plan (CSAP)** in accordance with the requirements of the Federal Highway Administration (FHWA) under the **Safe Streets and Roads for All (SS4A) Planning and Demonstration Grant Program**. The consultant will serve as the Town's lead planning partner, working closely with staff, elected officials, and regional stakeholders to ensure the successful development of a plan that prioritizes projects and strategies aimed at eliminating roadway fatalities and serious injuries within the municipal boundary and entrances from Colorado Highway 133.

The Scope of Services shall include, but not be limited to, the following:

1. Planning and Data Collection

1.1 Project Initiation: Conduct a project kickoff meeting with Town staff, elected officials, and identified stakeholders, establishing project goals, schedule, and communication protocols.

1.2 Data Collection: Inventory existing roadway, sidewalk, bicycle, and ADA infrastructure; review crash data, traffic counts, and roadway condition reports; and document safety hazards unique to Paonia such as irrigation ditch conflicts and deteriorated roadway edges.

1.3 Analysis: Evaluate existing conditions, identify multimodal gaps, and assess safety concerns near schools, businesses, neighborhoods, and community destinations. Develop baseline mapping and data products to inform plan recommendations.

2. Community and Stakeholder Engagement

2.1 Public Involvement Plan: Develop and implement a plan that ensures broad community participation, with outreach designed to include underrepresented and vulnerable populations.

2.2 Engagement Activities: Facilitate public meetings, workshops, open houses, and surveys to capture resident input and lived experiences related to transportation safety.

2.3 Regional Coordination: Collaborate with Delta County, CDOT, Delta County Public Schools, the Paonia Fire District, and other partners to align priorities across jurisdictions and agencies.

2.4 Documentation: Record and summarize public input, ensuring that engagement outcomes are incorporated into draft and final Action Plan recommendations.

3. Development of the Comprehensive Safety Action Plan

- 3.1 Identification of Strategies and Projects:** Identify and evaluate infrastructure improvements and policy strategies that enhance safety for drivers, pedestrians, cyclists, and persons with disabilities.
- 3.2 Prioritization:** Rank proposed projects based on safety benefits, equity, feasibility, cost-effectiveness, and alignment with federal and state objectives.
- 3.3 Best Practices:** Incorporate Complete Streets, ADA-compliant design standards, and low-cost/high-impact strategies proven effective in similar rural communities.
- 3.4 Draft and Final Plan Preparation:** Prepare a draft Comprehensive Safety Action Plan that integrates existing conditions, public input, and prioritized project lists. Revise based on Town and stakeholder feedback, and deliver a final Action Plan suitable for adoption by the Paonia Board of Trustees.

4. Reporting and Deliverables

- 4.1 Progress Reports:** Provide regular updates to the Town and FHWA in compliance with SS4A grant requirements, including documentation of milestones, community engagement, and performance measures.
- 4.2 Final Deliverables:** Deliver the Comprehensive Safety Action Plan in both print-ready and digital formats.
- 4.3 Compliance:** Ensure that the final Action Plan satisfies FHWA program requirements, including performance measurement, lessons learned, and recommendations for preventing roadway fatalities and serious injuries.
- 4.4 Final Deadlines:** Ensure that the Action Plan is publicly available no later than **May 8, 2027**, with the final SS4A report submitted to FHWA no later than **June 1, 2027**.

PROPOSAL REQUIREMENTS

Firms responding to this RFQ must provide complete and comprehensive proposals that demonstrate the ability to perform the required planning, engagement, and technical services for the development of the Town of Paonia's Comprehensive Safety Action Plan under the Safe Streets and Roads for All (SS4A) program.

Proposals shall be concise, well-organized, and include the following information:

1. Cover Letter & Submission Checklist

- Include the Proposer Submission Checklist (Attachment A of this RFQ).
- Introduce the firm, identifying the principal contact person and the location of the office that will manage the project.
- Provide a brief statement of the firm's interest in and understanding of the project.

2. Firm Qualifications and Experience

- Describe the firm's history, size, organizational structure, and areas of expertise.
- Provide examples of at least three (3) successfully completed projects of similar scope, scale, and complexity, preferably within Colorado or other rural communities.
- Highlight experience with federally funded planning projects, particularly those involving SS4A, multimodal transportation safety, ADA compliance, or Complete Streets planning.

3. Project Team

- Identify the proposed project manager, key staff, and technical personnel.
- Provide resumes that highlight relevant certifications, qualifications, and experience in transportation safety planning, ADA accessibility, community engagement, and multimodal planning.
- Clearly indicate staff availability for this project and their role/responsibility.

4. Project Understanding and Approach

- Demonstrate understanding of Paonia’s transportation safety challenges, including limited pedestrian and bicycle infrastructure, ADA accessibility barriers, and the need to address roadway safety in a rural community context.
- Outline a proposed methodology for data collection, public engagement, project prioritization, and development of the Comprehensive Safety Action Plan.
- Identify strategies to integrate findings from Paonia’s ADA Transition Plan into the SS4A Action Plan to ensure accessibility, inclusion, and equity are prioritized.

5. Quality Assurance and Compliance

- Provide a detailed description of the firm’s approach to ensuring compliance with:
 - Federal Highway Administration SS4A program requirements
 - Americans with Disabilities Act (ADA) and Public Right-of-Way Accessibility Guidelines (PROWAG)
 - Title VI of the Civil Rights Act and other applicable equity requirements
- Identify internal quality control processes to ensure accuracy, timeliness, and completeness of deliverables.

6. Schedule and Availability

- Provide a staffing and availability plan that ensures timely completion of project milestones.
- Confirm the capacity to complete the Comprehensive Safety Action Plan and publish it publicly by **May 8, 2027**, with the final SS4A report delivered to FHWA no later than **June 1, 2027**.

7. References

- Provide contact information for at least three (3) client references for similar work performed within the past five (5) years.

8. Other Required Information

- Proof of insurance meeting minimum Town and FHWA requirements.
- Any other information the responding firm deems relevant.

SUBMISSION INSTRUCTIONS

Firms interested in providing professional planning services for the Safe Streets and Roads for All Comprehensive Safety Action Plan must submit their proposal in accordance with the requirements outlined in this RFQ.

Submissions must be clearly titled and in the email subject line as:

RFQ 2025-07 Safe Streets for All Consultant [Insert Firm Name]

Proposals must be submitted electronically in PDF format by email to:

Paonia@TownofPaonia.com

AND

cc'd to: **StefenW@TownofPaonia.com**

Deadline: 12:00 P.M. (Noon), Friday, OCTOBER 22, 2025 (MT)

- Proposals submitted through bidnetdirect.com or any platform other than direct email will not be considered unless they are also sent to the addresses above.
- Mailed or hand-delivered proposals will not be accepted.
- Proposals received after the deadline will be rejected.

The Town will not be bound by, nor responsible for, any explanations or interpretations of this RFQ other than those provided in writing. No oral interpretations will be made to any consultant.

Any questions or requests for clarification must be submitted via email to **Paonia@TownofPaonia.com**, and cc'd to **StefenW@TownofPaonia.com**. All questions must be received no later than **October 10, 2025, at 4:00 P.M. (MT)**. Questions will be answered by publishing an addendum to **bidnetdirect.com**.

The Town reserves the right to request additional information or clarifications from proposers, and to allow corrections of errors or omissions. Submission of a proposal indicates acceptance by the proposer of all conditions contained in this RFQ.

SELECTION PROCESS

The Town of Paonia will utilize a qualifications-based selection process consistent with state and federal requirements under the Safe Streets and Roads for All (SS4A) program.

Evaluation of Proposals

All proposals will be evaluated by a Selection Committee based on the criteria outlined in the Evaluation Criteria section of this RFQ. The Town may seek clarification of submitted proposals as deemed necessary. Proposals that do not meet the minimum qualification requirements may be deemed non-responsive.

- Proposals will be evaluated by a Selection Committee based on the criteria outlined in the Evaluation Criteria section of this RFQ.
- The Town may seek clarification of submitted proposals as deemed necessary.

Shortlisting and Interviews

Based on the initial evaluations, the Selection Committee may create a shortlist of the most qualified firms. Shortlisted firms may be invited to participate in interviews to further assess qualifications, proposed approach, and team capabilities. Interviews will provide proposers an opportunity to present their understanding of Paonia's transportation safety challenges and their methodology for developing the Comprehensive Safety Action Plan.

- Based on initial evaluations, the Selection Committee may create a shortlist of the most qualified firms.
- Shortlisted firms may be invited to participate in interviews to further assess qualifications, proposed approach, and team capabilities.

Final Selection

Following evaluations and interviews (if conducted), the Selection Committee will rank firms and make a recommendation to the Paonia Board of Trustees for award of contract. The Committee's recommendation will be based on the firm's overall qualifications, demonstrated experience, project understanding, engagement strategy, and ability to comply with federal requirements.

Negotiations will then be conducted with the highest-ranked firm to finalize scope, fees, and contract terms. If an agreement cannot be reached, the Town reserves the right to negotiate with the next highest-ranked firm.

Anticipated Schedule

The following schedule is provided as a general guideline and is subject to change at the Town's discretion:

- RFQ Issued: August 27, 2025
- RFQ Issued: **August 27, 2025**
- Deadline for Questions: **October 10, 2025, at 4:00 P.M. (MT)**
- Proposals Due: **October 22, 2025, at 12:00 P.M. (Noon, MT)**
- Selection and Recommendation: **October 28, 2025, Board of Trustees Meeting**
- Contract Award: within 7-days of selection
- Notice to Proceed: within 5-Days after fully-executed contract award

PROPOSAL EVALUATION

All proposals will be reviewed and evaluated by a Selection Committee. The Committee may include Town staff and other individuals with expertise relevant to the services described in this RFQ. The Committee will independently assess and rank proposers in accordance with the evaluation criteria outlined below. Evaluation of proposals will be based solely on the judgment and discretion of the Committee.

During the evaluation process, all communications shall be directed exclusively to the Town Administrator & Treasurer. Proposers are prohibited from contacting or lobbying members of the Selection Committee directly. Any attempt to do so may compromise the integrity of the selection process and may result in disqualification.

The Committee will evaluate only those proposals that meet the minimum qualification requirements set forth in this RFQ. Proposals that appear unrealistic in terms of technical or scheduling commitments may be deemed indicative of insufficient competence or a lack of understanding of the complexity and risks inherent in the Town's requirements.

At the Town's discretion, the evaluation process may include oral interviews with shortlisted proposers. If oral interviews are conducted, proposers will be notified in advance of the date, time, location, and any additional information that may be requested. In the event the Town receives three or fewer proposals, the Town reserves the right to forego oral interviews.

Evaluation Criteria:

Proposals will be evaluated according to the following criteria. Each criterion will be scored on a zero-to-five-point scale. Scores will then be weighted according to the assigned values to produce a total score. **The maximum possible score is 500 points.** Proposals with higher weighted totals will be considered more advantageous to the Town.

1. Firm Qualifications and Relevant Experience (25 points)

- Demonstrated experience providing transportation safety planning, multimodal infrastructure assessments, ADA compliance planning, and community engagement.
- Successful completion of projects of similar scope and complexity, preferably within Colorado and/or rural communities.

2. Project Team and Key Personnel (25 points)

- Qualifications, certifications, and experience of proposed project manager and key staff.
- Availability of personnel to perform services throughout the duration of the project.

3. Project Understanding and Approach (20 points)

- Demonstrated understanding of Paonia's transportation safety challenges, including limited sidewalks, ADA barriers, bicycle and pedestrian safety, and rural roadway conditions.
- Clarity, feasibility, and effectiveness of proposed methodology for data collection, analysis, engagement, and plan development.
- Integration of Paonia's ADA Transition Plan findings into the Safe Streets Action Plan.

4. Community Engagement and Equity (20 points)

- Demonstrated ability to design and implement inclusive engagement strategies that reach diverse residents, underrepresented populations, schools, businesses, and people with disabilities.
- Experience ensuring compliance with Title VI and advancing equity in transportation planning.

5. Quality Assurance and Compliance (20 points)

- Proven ability to ensure adherence to SS4A program requirements, ADA and PROWAG standards, and other applicable federal and state requirements.
- Internal processes for ensuring accuracy, timeliness, and completeness of deliverables.

6. References and Past Performance (10 points)

- Quality of references and prior client satisfaction.
- History of successful collaboration with small municipalities, state agencies, and federal programs.

GENERAL TERMS AND CONDITIONS

1. Town's Rights

The Town reserves the right to conduct its own investigation in evaluating proposals and shall have sole discretion to accept or reject any or all submissions.

2. Ownership of Proposals

All proposals become the property of the Town upon receipt and will not be returned to the proposer, regardless of selection or rejection.

3. Public Disclosure

The Town operates in compliance with applicable public disclosure laws. Proprietary or confidential information should be clearly identified within the proposal and will be protected to the extent permitted by law.

4. Proposal Costs

All costs associated with the preparation and submission of a proposal, including participation in any meetings, interviews, or pre-proposal conferences, shall be borne solely by the proposer. The Town will not reimburse these expenses under any circumstances.

5. Conformance with RFQ Requirements

Failure to comply with the instructions, requirements, and format outlined in this RFQ, including responding to each item in the Proposal Requirements section, may result in disqualification. Proposals must include all information necessary for a complete evaluation.

6. Conflict of Interest

The successful proposer shall not permit any individual employed by the Town to benefit financially from an interest in the proposer's firm, its affiliates, or any subcontractors engaged in the contract.

7. Basis for Selection

Final selection will be based on the evaluation of the written proposal, reference responses, and any oral interviews conducted by the Town.

8. Interpretations and Clarifications

The Town will not be bound by, nor responsible for, any explanations or interpretations of this RFQ other than those provided in writing. No oral interpretations will be issued. Any questions or requests for clarification must be submitted by email to: Paonia@TownofPaonia.com and cc: StefenW@TownofPaonia.com. The Town reserves the right to request additional information or clarifications from proposers, and to allow correction of errors or omissions.

9. Submission Deadline

Proposals must be submitted as a single PDF document by email, with the subject line clearly titled:

“RFQ 2025-07 SAFE STREETS FOR ALL CONSULTANT [Insert Firm Name]”

Proposals must be received on or before **12:00 P.M. (Noon), Friday, OCTOBER 22, 2025 (MT)** at the email addresses above.

Proposals received after the deadline will not be considered.

Proposals submitted through **BidNetDirect** or any other platform will not be considered unless they are also emailed to the addresses listed above.

Mailed or hand-delivered proposals will not be accepted.

10. Reservation of Rights

The Town reserves the right to reject any or all proposals, to waive any informalities or irregularities, and to request new proposals if deemed in the best interest of the Town.

11. Acceptance of Conditions

Submission of a proposal constitutes acknowledgment and acceptance by the proposer of all terms, conditions, and requirements set forth in this RFQ.

The accuracy of the proposal is the sole responsibility of the Proposer. No changes in the proposal shall be allowed after the submission deadline, except when the Proposer can show clear and convincing evidence that an unintentional factual mistake was made, including the nature of the mistake and the price actually intended. Alternate proposals will not be considered.

The Town reserves the right to accept or reject any and all responses and to waive any informalities or irregularities in said Responses. The Request for Proposals does not bind the Town to accept a proposal when, in the Town’s sole discretion, the Town determines not to do so. Additionally, the Town reserves the right to modify the schedule as necessary and will notify those participating in the RFQ of the change in writing. The Town of Paonia is an equal opportunity employer.

TERMINATION OF CONTRACT

The Town may, by written notice to the successful Firm, terminate the contract if the Consultant has been found to have failed to perform in a manner satisfactory to the Town’s specifications, including delivery as specified. The date of termination shall be stated in the notice. The Town shall be the sole judge of non-performance.

The Town may cancel the contract upon thirty (30) days’ written notice for reasons other than cause. This may include the Town’s inability to continue with the contract due to non-appropriation or a reduction of funding.

1. Federal Award No.

693JJ32540692

2. Effective Date

See No. 16 Below

**3. Assistance
Listings No.**
20.939

4. Award To

Town of Paonia
214 Grand Avenue
PO BOX 460
Paonia, CO 81428-0460

Unique Entity Id.: KUNGE GXENLZ3
TIN No.: 84-6000709

5. Sponsoring Office

U.S. Department of Transportation
Federal Highway Administration
Office of Safety
1200 New Jersey Avenue, SE
HSSA-1, Mail Drop E71-117
Washington, DC 20590

6. Period of Performance

Effective Date of Award – 6/8/2027

7. Total Amount

Federal Share:	\$293,974
Recipient Share:	\$73,494
Other Federal Funds:	\$0
Other Funds:	\$0
Total:	\$367,468

8. Type of Agreement

Grant

9. Authority

Section 24112 of the Infrastructure Investment
and Jobs Act (IIJA, Pub. L. 117–58, November
15, 2021)

10. Procurement Request No.

HSA240697PR

11. Federal Funds Obligated

\$293,974

12. Submit Payment Requests To

See Article 5.

13. Accounting and Appropriations Data

15X0174E50.0000.055SR30500.5592000000.
1010.61006600

14. Description of the Project

Creation of a Comprehensive Action Plan to address safety for multi-modal transportation on all streets within Town limits and for all major entrances into Town from Highways.

RECIPIENT

15. Signature of Person Authorized to Sign

Paige Smith 7/30/25

Signature

Date

Name: Paige Smith

Title: Mayor

FEDERAL HIGHWAY ADMINISTRATION

16. Signature of Agreement Officer

Signature

Date

Name: Hector Santamaria

Title: Agreement Officer

U.S. DEPARTMENT OF TRANSPORTATION

GRANT AGREEMENT UNDER THE FISCAL YEAR 2024 SAFE STREETS AND ROADS FOR ALL GRANT PROGRAM

This agreement is between the United States Department of Transportation's (the "USDOT") Federal Highway Administration (the "FHWA") and the Town of Paonia (the "Recipient").

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All ("SS4A") Grant for Safe Streets for Paonia.

The parties therefore agree to the following:

ARTICLE 1 GENERAL TERMS AND CONDITIONS

1.1 General Terms and Conditions.

- (a) In this agreement, "General Terms and Conditions" means the content of the document titled "General Terms and Conditions Under the Fiscal Year 2024 Safe Streets and Roads for All ("SS4A") Grant Program," dated March 17, 2025, which is available at <https://www.transportation.gov/grants/ss4a/grant-agreements> under "Fiscal Year 2024." Articles 7–33 are in the General Terms and Conditions. The General Terms and Conditions are part of this agreement.
- (b) The Recipient acknowledges that it has knowledge of the General Terms and Conditions. Recipient also states that it is required to comply with all applicable Federal laws and regulations including, but not limited to, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); National Environmental Policy Act (NEPA) (42 U.S.C. § 4321 et seq.); and Build America, Buy America Act (IIJA, div. G §§ 70901-27).
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient's non-compliance with the General Terms and Conditions may result in remedial action, termination of the SS4A Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to the FHWA the SS4A Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

ARTICLE 2
APPLICATION, PROJECT, AND AWARD

2.1 Application.

Application Title: Application for Federal Assistance SF-424

Application Date: 3/27/2024

2.2 Award Amount.

SS4A Grant Amount: \$293,974

2.3 Federal Obligation Information.

Federal Obligation Type: Single

2.4 Budget Period.

Budget Period: See Block 6 of Page 1

2.5 Grant Designation.

Designation: Planning and Demonstration

ARTICLE 3

SUMMARY PROJECT INFORMATION

3.1 Summary of Project's Statement of Work.

Planning and Demonstration Narrative:

The project will be completed in one phase.

Since the submission of the original grant application, the town of Paonia has experienced one fatal vehicle and bicycle accident. Due to a loss of revenue, the streets in Town are unsafe for all aspects of multimodal transportation. Paonia is a small, rural community that is aesthetically pleasing, but most streets do not have sidewalks which means that people with disabilities must walk in the streets to get to shopping locations or to visit friends and other places. Many of the existing sidewalks are buckled and broken with no or limited ADA accessibility at the corners and no crosswalks outside of the main business area and school. While many people ride bikes, there are no dedicated bike paths. In September 2024, the Town of Paonia experienced its first cyclist and vehicle fatality, which has brought safety to the forefront of budgeting and planning. The main streets have been overlayed so many times that the edge of pavement is nearly 4" higher than the gutter and the crown of the road is between 8-10" higher than the gutter pan. The Town's existing stormwater system is currently used by various ditch companies to convey their irrigation water to customers, this is done without any formal agreement between the Town and the private irrigation companies and has existed for decades. Due to the existing conditions of the roadways and a lack of sidewalk network throughout Town the proposed project will help prioritize projects to be completed.

Paonia wants to create a Comprehensive Action Plan with a prioritization of capital improvement projects that have the goal of eliminating all roadway fatalities and serious injuries in the Town and entrances to it from CO Highway 133. By doing so we hope to:

- Ensure that our streets are safe for all users: drivers, pedestrians, cyclists, and handicapped individuals.
- Incorporate ADA compliant specifications and tools such as Complete Streets for signals and signage that will promote non-motorized travel and contribute to a healthier more mobile community.
- Engage residents in the planning process to produce a document which considers a wide variety of opinions and experiences.
- Identify appropriate innovative technologies and incorporate them into Capital Improvement Plans.
- Use what has been shown to work in other like communities.
- Employ low-cost, high-impact strategies throughout Town so that improvements are affordable.
- Collaborate with Delta County to address safety needs on the access roads from CO Highway 133 into the Town.

The Town will competitively select a consultant, or transportation planner that will help to identify, evaluate, and recommend capital projects to be completed that will meet the goals listed above. Further, the Town will collaborate with various stakeholders such as Delta County, Delta County Public Schools and the Paonia Fire District to help identify and prioritize suggested projects that meet the goals listed above.

3.2 Project’s Estimated Schedule.

Action Plan Schedule

Milestone	Schedule Date
Planned Final Plan Publicly Available Date:	5/8/2027
Planned SS4A Final Report Date:	6/1/2027

3.3 Project’s Estimated Costs.

(a) Eligible Project Costs

Eligible Project Costs	
SS4A Grant Amount:	\$293,974
Other Federal Funds:	\$0
State Funds:	\$0
Local Funds:	\$71,988
In-Kind Match:	\$1,506
Other Funds:	\$0
Total Eligible Project Cost:	\$367,468

(b) [RESERVED]

(c) Indirect Costs

Indirect costs are allowable under this Agreement in accordance with 2 CFR part 200 and the Recipient’s approved Budget Application. In the event the Recipient’s indirect cost rate changes, the Recipient will notify FHWA of the planned adjustment and provide supporting documentation for such adjustment. This Indirect Cost provision does not operate to waive the limitations on Federal funding provided in this document. The Recipient’s indirect costs are allowable only insofar as they do not cause the Recipient to exceed the total obligated funding.

ARTICLE 4

CONTACT INFORMATION

4.1 Recipient Contact(s).

Stefen Wynn
Town Administrator & Treasurer
Town of Paonia
214 Grand Ave. PO BOX 460 Paonia, CO 81428
(970) 527-4101
StefenW@TownofPaonia.com

4.2 Recipient Key Personnel.

Name	Title or Position
Stefen Wynn	Town Administrator/Treasurer
Mary Bachran	Grant Coordinator
Kaja Bowman	Deputy Treasurer

4.3 USDOT Project Contact(s).

Safe Streets and Roads for All Program Manager
Federal Highway Administration
Office of Safety
HSSA-1, Mail Stop: E71-117
1200 New Jersey Avenue, S.E.
Washington, DC 20590
202-366-2822
SS4A.FHWA@dot.gov

and

Agreement Officer (AO)
Federal Highway Administration
Office of Acquisition and Grants Management
HCFA-33, Mail Stop E62-310
1200 New Jersey Avenue, S.E.
Washington, DC 20590
HCFASS4A@dot.gov

and

Division Administrator – Colorado
Agreement Officer's Representative (AOR)
12300 West Dakota Ave., Suite 180
Lakewood, CO 80228

720-963-3000
Colorado.FHWA@dot.gov

and

Aaron Bustow
Colorado Division Office Lead Point of Contact
Transportation Planner
12300 West Dakota Ave., Suite 180
Lakewood, CO 80228
720-963-3022
Aaron.bustow@dot.gov

ARTICLE 5

USDOT ADMINISTRATIVE INFORMATION

5.1 Office for Subaward and Contract Authorization.

USDOT Office for Subaward and Contract Authorization: FHWA Office of Acquisition and Grants Management

SUBAWARDS AND CONTRACTS APPROVAL

Note: See 2 CFR § 200.331, Subrecipient and contractor determinations, for definitions of subrecipient (who is awarded a subaward) versus contractor (who is awarded a contract).

Note: Recipients with a procurement system deemed approved and accepted by the Government or by the Agreement Officer (the “AO”) are exempt from the requirements of this clause. See 2 CFR 200.317 through 200.327.

In accordance with 2 CFR 200.308(f)(6), the recipient or subrecipient shall obtain prior written approval from the USDOT agreement officer for the subaward, if the subaward activities were not proposed in the application or approved in the Federal award. This provision is in accordance with 2 CFR 200.308 (f) (6) and does not apply to procurement transactions for goods and services. Approval will be issued through written notification from the AO or a formal amendment to the Agreement.

The following subawards and contracts are currently approved under the Agreement by the AO. This list does not include supplies, material, equipment, or general support services which are exempt from the pre-approval requirements of this clause.

5.2 Reimbursement Requests

- (a) The Recipient may request reimbursement of costs incurred within the budget period of this agreement if those costs do not exceed the amount of funds obligated and are allowable under the applicable cost provisions of 2 C.F.R. Part 200, Subpart E. The Recipient shall not request reimbursement more frequently than monthly.
- (b) The Recipient shall use the DELPHI iSupplier System to submit requests for reimbursement to the payment office. When requesting reimbursement of costs incurred or credit for cost share incurred,

the Recipient shall electronically submit supporting cost detail with the SF-270 (Request for Advance or Reimbursement) or SF-271 (Outlay Report and Request for Reimbursement for Construction Programs) to clearly document all costs incurred.

- (c) The Recipient's supporting cost detail shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, travel, etc., and the Recipient shall identify the Federal share and the Recipient's share of costs. If the Recipient does not provide sufficient detail in a request for reimbursement, the Agreement Officer's Representative (the "AOR") may withhold processing that request until the Recipient provides sufficient detail.
- (d) The USDOT shall not reimburse costs unless the AOR reviews and approves the costs to ensure that progress on this agreement is sufficient to substantiate payment.
- (e) In the rare instance the Recipient is unable to receive electronic funds transfers (EFT), payment by EFT would impose a hardship on the Recipient because of their inability to manage an account at a financial institution, and/or the Recipient is unable to use the DELPHI iSupplier System to submit their requests for disbursement, the FHWA may waive the requirement that the Recipient use the DELPHI iSupplier System. The Recipient shall contact the Division Office Lead Point of Contact for instructions on and requirements related to pursuing a waiver.
- (f) The requirements set forth in these terms and conditions supersede previous financial invoicing requirements for Recipients.

ARTICLE 6 SPECIAL GRANT TERMS

- 6.1** SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds, which is the budget period end date in section 10.3 of the Terms and Conditions and section 2.4 in this agreement.
- 6.2** The Recipient demonstrates compliance with civil rights obligations and nondiscrimination laws, including Titles VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act, and accompanying regulations. Recipients of Federal transportation funding will also be required to comply fully with regulations and guidance for the ADA, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all other civil rights requirements.
- 6.3** SS4A Funds will be allocated to the Recipient and made available to the Recipient in accordance with FHWA procedures.
- 6.4** The Recipient of a Planning and Demonstration Grant acknowledges that the Comprehensive Safety Action Plan will be made publicly available and agrees that it will publish the final Comprehensive Safety Action Plan on a publicly available website.
- 6.5** Pursuant to the court’s preliminary injunction order in *State of California v. Duffy*, 1:25-cv-00208-JJM-PAS (D.R.I.) (June 19, 2025), DOT will not impose or enforce the challenged immigration enforcement condition* or any materially similar terms and conditions, to any grant funds awarded, directly or indirectly, to Plaintiff States or local government entities within those States (collectively referred to as “Plaintiff State Entities”), or otherwise rescind, withhold, terminate, or take other adverse action, absent specific statutory authority, based on the challenged immigration enforcement condition while DOT is subject to an injunction. DOT will not require Plaintiff State Entities to make any certification or other representation related to compliance the challenged immigration enforcement condition nor will DOT construe acceptance of funding from DOT as certification as to the challenged immigration enforcement condition.

The challenged immigration enforcement condition:

“[T]he Recipient will cooperate with Federal officials in the enforcement of Federal law, including cooperating with and not impeding U.S. Immigration and Customs Enforcement (ICE) and other Federal offices and components of the Department of Homeland Security in the enforcement of Federal immigration law.

- 6.6** **There are no other special grant requirements.**

ATTACHMENT A
PERFORMANCE MEASUREMENT INFORMATION

Study Area: Town of Paonia Municipal Boundary

Table 1: Performance Measure Table

Measure	Category and Description	Measurement Frequency and Reporting Deadline
Costs	Project Costs: Quantification of the cost of each eligible project carried out using the grant	Within 120 days after the end of the period of performance
Lessons Learned and Recommendations	Lessons Learned and Recommendations: Description of lessons learned and any recommendations relating to future projects or strategies to prevent death and serious injury on roads and streets.	Within 120 days after the end of the period of performance

ATTACHMENT B CHANGES FROM APPLICATION

Describe all material differences between the scope, schedule, and budget described in the application and the scope, schedule, and budget described in Article 3. The purpose of Attachment B is to document any differences clearly and accurately in scope, schedule, and budget to establish the parties' knowledge and acceptance of those differences. See Article 11 for the Statement of Work, Schedule, and Budget Changes. If there are no changes, please insert "N/A" after "Scope," "Schedule," or "Budget." If there are changes to the budget, please complete the table below. Otherwise, leave the table below blank.

Scope: N/A

Schedule: The Period of Performance and milestone schedule in this agreement differ from the Proposed Project Start Date (09/01/2024) and End Date (08/30/2025) submitted with the SF-424 among the application materials. The period of performance has been extended as we have reconsidered the length of time to procure a consultant and fully complete the project. The end date is now expected to be 6/8/27.

Budget: N/A

The table below provides a summary comparison of the project budget.

Fund Source	Application		Section 3.3	
	\$	%	\$	%
Previously Incurred Costs (Non-Eligible Project Costs)				
Federal Funds				
Non-Federal Funds				
Total Previously Incurred Costs				
Future Eligible Project Costs				
SS4AFunds				
Other Federal Funds				
Non-Federal Funds				
Total Future Eligible Project Costs				
Total Project Costs				

ATTACHMENT C

[RESERVED]

ATTACHMENT D

[RESERVED]

ATTACHMENT E LABOR AND WORK

1. Efforts to Support Good-Paying Jobs and Strong Labor Standards

The Recipient states that rows marked with “X” in the following table are accurate:

	The Recipient or a project partner promotes robust job creation by supporting good-paying jobs directly related to the project with free and fair choice to join a union. <i>(Describe robust job creation and identify the good-paying jobs in the supporting narrative below.)</i>
	The Recipient or a project partner will invest in high-quality workforce training programs such as registered apprenticeship programs to recruit, train, and retain skilled workers, and implement policies such as targeted hiring preferences. <i>(Describe the training programs in the supporting narrative below.)</i>
	The Recipient or a project partner will partner with high-quality workforce development programs with supportive services to help train, place, and retain workers in good-paying jobs or registered apprenticeships including through the use of local and economic hiring preferences, linkage agreements with workforce programs, and proactive plans to prevent harassment. <i>(Describe the supportive services provided to trainees and employees, preferences, and policies in the supporting narrative below.)</i>
	The Recipient or a project partner will partner and engage with local unions or other worker-based organizations in the development and lifecycle of the project, including through evidence of project labor agreements and/or community benefit agreements. <i>(Describe the partnership or engagement with unions and/or other worker-based organizations and agreements in the supporting narrative below.)</i>
	The Recipient or a project partner will partner with communities or community groups to develop workforce strategies. <i>(Describe the partnership and workforce strategies in the supporting narrative below.)</i>
X	The Recipient or a project partner has taken other actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards. <i>(Describe those actions in the supporting narrative below.)</i>
	The Recipient or a project partner has not yet taken actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards but, before beginning construction of the Project, will take relevant actions described in schedule B. <i>(Identify the relevant actions from schedule B in the supporting narrative below.)</i>
	The Recipient or a project partner has not taken actions related to the Project to improve good-paying jobs and strong labor standards and will not take those actions under this award.

2. Supporting Narrative.

As part of the 2025 budgeting process, the Town has completed a salary and wage study. To stay competitive and retain employees, the Town has increased salaries to meet or exceed averages in our region. As a condition of raising the 2020 Moratorium on new water taps, the Town must continue to increase its staffing levels to meet the demands of the services delivered to water customers. The

Town will continue to remain competitive within the region and will endeavor to become competitive within the industry. The Town does not currently recognize an employee union nor have employees desired to unionize. However, the Town would recognize a union should that be the desire of employees.

ATTACHMENT F
CRITICAL SECURITY INFRASTRUCTURE AND RESILIENCE

1. Efforts to strengthen the Security and Resilience of Critical Infrastructure against both Physical and Cyber Threats.

The Recipient states that rows marked with “X” in the following table are accurate:

	The Recipient demonstrates, prior to the signing of this agreement, effort to consider and address physical and cyber security risks relevant to the transportation mode and type and scale of the activities.
	The Recipient appropriately considered and addressed physical and cyber security and resilience in the planning, design and oversight of the project, as determined by the Department and the Department of Homeland Security.
	The Recipient complies with 2 CFR 200.216 and the prohibition on certain telecommunications and video surveillance services or equipment.

2. Supporting Narrative.

N/A Grant does not include funding for the purchase of Information Technology and/or Operational Technology.

ATTACHMENT G

[RESERVED]



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

AGENDA ITEM:	Staff Report Off-Bridge Grant Application 2025 for Design 2026 and Construction 2027
SUBMITTED BY:	Stefen Wynn, Town Administrator & Treasurer
DATE:	11.7.2025
BACKGROUND:	The Town of Paonia is seeking funding assistance through the Colorado Special Highway Committee (SHC) Off-System Bridge Program for the Samuel Wade Bridge Repair and Resurfacing Project. This project addresses critical infrastructure needs on one of only two primary access routes into Town. Located along Samuel Wade Road (Structure No. DELO.90-41.3-66), the bridge spans the North Fork of the Gunnison River and carries nearly all heavy semi-truck traffic entering Paonia from Colorado Highway 133. Constructed in 1984, the bridge was rated as functionally obsolete by the Colorado Department of Transportation in both 2021 and 2023 due to structural deficiencies, narrow width, and safety concerns for both vehicles and pedestrians. Field assessments in 2023 revealed multiple issues including: Asphalt rutting, cracking, and patching from accumulated overlays. Structural cracking in pier walls, abutments, and girders. Exposed rebar, spalling, and scour at pier footings. Substandard guardrails and insufficient pedestrian access. The proposed rehabilitation project will mill and repave the bridge deck, repair and patch pier and abutment cracks, fill scour at pier 2, and replace guardrails to meet AASHTO and CDOT standards. These repairs will extend the bridge's useful life by an estimated 30 years, restore its structural integrity, and improve multimodal safety by ensuring compliance with current design standards.
BUDGET:	The total project cost is estimated at \$1,963,520, based on current year construction and design values. The Town is requesting \$1,463,520 in SHC funding, with a local match of \$500,000 (25%), exceeding the required 20% minimum local contribution.
RECOMMENDATION:	RECOMMENDED MOTION: I move to authorize the Town Administrator to submit the 2025 Off-System Bridge Grant application to the Colorado Special Highway Committee for the Samuel Wade Bridge Repair and Resurfacing Project, including a Town match commitment of \$500,000 and authorization to execute all necessary documents to complete the grant submission.
ATTACHMENT:	Attachment A: bridge grant 2025 Attachment B: SHC Application Data Worksheet 2024



Town of Paonia

214 Grand Ave.
Paonia, CO 81428
O: (970) 527-4101
F: (970) 527-4102

Off-System Bridge Grant 2025 Town of Paonia, Colorado



Samuel Wade Bridge Repair and Resurfacing

Project Manager:

Stefen Wynn, Town Administrator
214 Grand Avenue
Paonia, CO 81428
stefenw@townofpaonia.com
970-527-4101

NARRATIVE

- **Why is the work needed?**

Samuel Wade Road is one of only two primary accesses to the Town of Paonia. From State Highway 133 to Grand Ave. in Paonia, the road is one-half mile long and includes an off-system bridge (DELO-90-41.3-66) which crosses the North Fork of the Gunnison River. The Samuel Wade Road Bridge carries all of the heavy semi-truck traffic coming from Highway 133 to supply businesses in town. It was built in 1984 and rated as functionally obsolete by the Colorado Department of Transportation in 2021.

Both access roads into the Town of Paonia include a bridge over the North Fork of the Gunnison River. The bridge associated with the second access into the Town of Paonia is owned and maintained by Delta County and is not rated for heavy semi-truck traffic. Therefore, this bridge cannot serve as an alternate route for heavy semi-truck traffic.

The Samuel Wade Road Bridge is 232 feet long and the deck consists of concrete on galvanized corrugated metal stay-in-place forms overlaid with asphalt. The last asphalt overlay was added in 2021 which created a total of 5.5 inches of asphalt. There are currently 3 patched potholes and 2 six-inch diameter, 2-inch-deep potholes in the eastbound lane, and a one-foot patched pothole in the westbound lane. There are short transverse cracks up to half an inch wide in the asphalt near the midspan of both spans and over Pier 2. The asphalt is heavily rutted and shoved in wheel lines, heaviest at the southwest. There are transverse cracks up to 2 inches-wide in the asphalt at the ends of the deck and the accompanying approaches.

While the bridge's surface condition is rated as fair in the most recent inspection report on 9-14-2023, it is badly in need of milling down to the concrete deck and new asphalt applied. Additional layers of asphalt have been applied many times such that another added layer without milling the surface will result in heavy semi-truck traffic no longer being able to use the bridge due to an exceedance of current weight restrictions.

There are also problems with the concrete girders, pier walls, abutments and piles:

1. There is a 4-inch wide by 10-inch long by 1-inch-deep spall in two of the four girders.
2. The pier walls have four vertical cracks in the west face and five vertical cracks in the east face up to 0.125-inches wide. The largest cracks are under the middle two girders.
3. There are vertical cracks up to 0.016-inches-wide in the abutment under 2 girders and cracks up to 0.03 inches-wide in the abutment under 4 other girders.
4. There is scaling up to 1-inch deep at the east and west centerline pier pile cap sides with course aggregate, exposed and corroded rebar. There is also a wide horizontal crack (up to 0.025-inches) for 10 feet in the west face and another horizontal crack (up to 0.125-inches) extending for 30 feet on the east side.

The guard rails are galvanized W-beam rail on treated posts with flared end sections at southeast and northwest only. These guardrails are not long enough, not gradually stiffened and the ends are not shielded and breakaway.

The bridge is very narrow, and the surface is potholed and crumbling at the edges, which makes the two traffic lanes over it even tighter. There are no shoulders. The pedestrian access path on the north side of the bridge is very small and will not accommodate more than a single walker at any given time. Bicycles must traverse the bridge in traffic lanes. The bridge cannot support two cars and a cyclist at the same time due to width restrictions.

- **Is the structure eligible?**

Yes. The bridge was rated as functionally obsolete by the Colorado Department of Transportation in 2021 and 2023.

PROJECT SCOPE NARRATIVE

- **Replacement or major rehabilitation?**

Major rehabilitation

- **Why major rehabilitation?**

The bridge is considered in Fair condition, and the proposed repairs (estimated at \$1,963,520) are more economical than replacing the entire structure at this time.

- ***Life expectancy of rehabilitation***

It is expected that the milling and repaving of the bridge deck will last 10 to 15 years. The work on the concrete girders, pier walls, abutments and piles is proposed to last another 30 years.

- ***Will the rehabilitation return the structure to good?***

Yes, the repairs should bring the structure back to a good overall rating.

- ***Will the rehabilitation address scour?***

Yes, the repairs will fill the scour and undermining in span 1 at pier 2.

- **Is the project shovel ready?**

No. The project design is not complete nor is the project ready for construction.

- **What is the anticipated project schedule if the SHC selects the project for funding (i.e. identify fiscal years funding will be needed)?**

Engineering and design work will be completed in 2026. Construction will begin in 2027 and completed within 14 months.

- **Will the project be completed within the full four calendar years after the original SHC award?**

Yes

AVERAGE DAILY TRAFFIC NUMBERS

3,054

Counts taken between 10-22-25 and 10-29-25 for a total of 24,431 vehicles traversing the bridge.

COST ESTIMATE FOR THE PROJECT

\$47,720 – Asphalt milling, removal, disposal and labor

\$301,560 – Asphalt Paving (materials and labor)

\$862,000 – Pier walls, abutments, girders, and piles repair (materials and labor)

\$49,710 – Additional Costs (mobilization, traffic control, prep, etc.):

\$536,840 – Guardrails removal and replacement (disposal, materials and labor)

\$165,690 – Engineering

\$1,963,520 – TOTAL COST

AMOUNT REQUESTED FROM SHC FOR THE PROJECT

\$1,463,520

MUNICIPAL MATCH FOR THE PROJECT

- **Is the local match at least 20% of project cost?**

Yes. The local match of \$500,000 is 25% of the total project costs.

- **Provide evidence of local match commitment for all project phases.**

The project grant request will be presented to the Paonia Board of Trustees at their November 10, 2025 meeting. Request approval and 25% commitment will be provided after the Board meeting.

- **Provide municipality commitment to see the project through to completion.**

The project grant request will be presented to the Paonia Board of Trustees at their November 10, 2025 meeting. A commitment letter to see the project through to completion will also be provided after the Board meeting.

- **The most recent inspection report**

Attached.

- **Pertinent structure photographs.**

Attached at the end of the inspection report.

TOWN OF PAONIA, COLORADO
RESOLUTION NO. 26-2025
A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF
PAONIA, COLORADO, DECLARING A VACANCY ON THE BOARD OF
TRUSTEES

WHEREAS, the Town of Paonia (the “Town”) is a statutory town in Delta County, Colorado;

WHEREAS, with respect to a vacancy on the Board of Trustees, C.R.S. § 31-4-303 provides in part:

The board of trustees has the power, by appointment, to fill all vacancies in the board or any other office, and the person so appointed shall hold his office until the next regular election and until his successor is elected and has complied with section 31-4-401. The board also has the power to fill a vacancy in the board or in any other elective office of the town by ordering an election to fill the vacancy until the next regular election and until a successor has been elected and has complied with section 31-4-401. If a vacancy in the board or in such other elective office is not filled by appointment or an election is not ordered within sixty days after the vacancy occurs, the board shall order an election, subject to the municipal election code, to be held as soon as practicable to fill the vacancy until the next regular election and until a successor has been elected and has complied with section 31-4-401....

(emphasis added);

WHEREAS, Section 2-2-10(e) of the Town of Paonia Municipal Code (the “Code”) provides, in part, that “The Board of Trustees shall have power, by appointment, to fill all vacancies in the Board of Trustees or in any other elected office, and the person so appointed shall hold office until the next regular election and until his or her successor is elected and qualified”;

WHEREAS, on November 6, 2025, Mayor Pro-Tem Kathryn Swartz resigned in writing to the Mayor and Town Clerk due to personal reasons;

WHEREAS, accordingly, the Board of Trustees wishes to declare a vacancy on the Board of Trustees, as set forth herein.

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

1. Recitals. The foregoing recitals are incorporated herein as findings of the Board of Trustees.

2. Board of Trustees Vacancy. As a result of Mayor Pro-Tem Swartz resigning her elected Trustee position, the Board of Trustees hereby declares a vacancy on the Board of Trustees effective as of the date of approval of this Resolution.
3. Filling of Vacancy. It is the Board's intention that such vacancy be filled by appointment not later than 29 days from the approval of this Resolution – that is, not later than December 9, 2025; however, the Board shall have until the statutory deadline to make such appointment, at the Board's discretion. The Board will order a special election to fill the vacancy within the statutory timeframe of 60 days from the effective date of this Resolution if the Board does not fill the vacancy by appointment prior to that time.
4. Term. The term of the vacant Trustee position is to and through April of 2026.
5. Information. Information on when and how qualified residents may seek appointments to the Board will be posted on the Town's website, on the Town's Facebook page, in the Delta County Independent, in the Town Clerk's office, and on the bulletin board at Town Hall.

APPROVED AND ADOPTED this 10th day of November, 2025, by the Board of Trustees, Town of Paonia.

TOWN OF PAONIA, COLORADO

Paige Smith, Mayor

ATTEST:

Samira M. Vetter, Town Clerk

Approved as to form and contents:

Clay Buchner, Town Attorney

Letter of resignation

From K Swartz <Kswartz@townofpaonia.com>

Date Thu 11/6/2025 12:59 PM

To Paige S <paiges@townofpaonia.com>; Stefen Wynn <StefenW@townofpaonia.com>

Cc Samira V <SamiraV@townofpaonia.com>; Ruben Santiago <RubenS@townofpaonia.com>

Dear Mayor Smith, Town Administrator Wynn, and my Fellow Trustees,

I'm writing to let you know that I'm resigning as a Town Trustee, effective as of 11/6/25. Three surgeries in a year and a half have taken a toll on my mental and physical health and I need to step away to focus on healing before I can be of service again.

Town has a top-notch staff and a dedicated Board. It's been an honor serving with each of you and participating in the solid progress we've made in capital improvement projects, especially with our domestic water system. Having served on the Finance Committee, I've really appreciated how Town continues to refine its systems for transparency, accountability, and security.

I'm so optimistic about the direction that Town is headed and encourage the Board of Trustees and Staff to be conservative with budgeting, approach every interaction with an attitude of service, recognize all the good that happens every day within our community, and embrace that we are all in this together!

With gratitude and appreciation,
Kathy Swartz