



Town of Paonia
214 Grand Avenue
Tuesday, August 4, 2026 5:00 PM
Ad Hoc STR Committee Agenda

Public Participation: Please raise your hand and wait to be recognized by the Facilitator, come to the podium and state your name and whether you live in town or out of town. The 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 Facilitator. No responses will be made by staff or the Committee during the meeting. Please be respectful and help to maintain decorum by not engaging in derogatory and/or demeaning statements or public displays.

A) Call to Order

B) Approval of Agenda

C) Action Items

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

- 1) Brief review of the previous meeting's executive summary and public comment.
- 2) Review the results of the July 28th Board of Trustees meeting as relates to expansion of scope and extension of the facilitator contract.
- 3) Filling of the two open committee seats.
 - a. Review applications received and engage potential new members.
 - b. Select new members
- 4) Discussion of priorities for moving forward and new business.
- 5) Additional Public Comment (time permitting).
- 6) Discuss agenda items and preparation materials needed for the next meeting. Specific survey questions?

D) Adjournment

July 21, 2026
Short-Term Rental Ad Hoc Committee
Executive Summary

Meeting Overview

The STR Ad Hoc Committee met to review prior meeting work, discuss the process for filling two open committee seats, consider whether to request an expansion of its assigned scope, receive public input, and identify materials and agenda items for the next meeting. Much of the discussion focused on whether the Committee should be permitted to consider STR elements beyond the seven topics originally assigned by the Board of Trustees.

Agenda Approval

The Committee approved the agenda as presented.

Review of Previous Meeting Summary

The Committee reviewed the executive summary from its previous meeting. Facilitator Scott Brown requested that his edited version of future summaries be included in meeting packets rather than the unedited version. Staff asked that the revised summary be submitted directly for inclusion in the packet.

The Committee briefly discussed the pending extension of the facilitator's contract and confirmed that the matter was to be considered by the Board of Trustees on July 28th. A requested update regarding available facilitator funding had also been provided. No public comment was received on this item.

Background and Recruitment for Open Committee Seats

The Committee reviewed the vacancy created by Julie Bennett's resignation and the Board of Trustees' subsequent approval to add two community representatives. Staff reported that the vacancies were advertised through the Town website, Facebook page, text notification system, and the Town's customary committee-recruitment process. Previous applicants were also contacted.

Applications or expressions of interest were received from Deborah Spiegel and Kathlyn "Lynnie" O'Brien. The Committee discussed the need for a fair and consistent selection process and expressed a strong desire to fill the two seats at the next meeting. Current applicants and any others interested were encouraged to attend the next meeting.

Discussion of Committee Scope

The Committee discussed concerns that its existing scope, consisting of seven assigned topics, may be too limited to attract broader participation and develop comprehensive recommendations. Members acknowledged the Board of Trustees' authority to determine final ordinance language.

Representatives of Common Ground explained that the group had previously prepared a sample ordinance intended as a streamlined starting point. Several committee members stated that while

formally submitted, they had not previously seen the draft ordinance. The Committee discussed whether the Common Ground proposal could be used as a starting point, while clarifying that the Committee had not adopted the proposal.

Discussion also addressed the distinction between recommending ordinance elements and formal adoption, which must be sensitive to statutory, building-code, permitting, health, safety, and administrative requirements. References were made to Montrose's STR ordinance and a distinction was made between Montrose as a home-rule municipality and Paonia as a statutory municipality — the later having less flexibility and required to follow applicable state requirements. The Town's lack of a general business-licensing program was also noted. Members requested clearer identification of any legal requirements or "sideboards" that would limit the Committee's recommendations.

Motion by Sam Staley, second by Calla Rose Ostrander:

The STR Committee requests permission to expand the STR Committee's scope to include elements that were not in the original scope of work.

(Scope of work here refers to the seven items listed in the "Proposed Objectives" included in the April 7, 2026 STR Committee Meeting Packet.)

Result: Motion carried unanimously.

Facilitator Contract Scope

Following the scope discussion, the Committee considered whether the facilitator's contract should also be amended if the Board approves an expanded scope. Members agreed that the contract should reflect any newly authorized work.

Motion by Calla Rose Ostrander, second by Sam Staley:

If expansion of the STR Committee's scope is adopted, the Committee recommends the Board amend Scott Brown's contract to reflect the revised scope of work.

Result: Motion approved.

Potential Committee Members

Lynnie O'Brien spoke regarding her interest in serving. She stated that STRs can benefit local businesses and provide income to residents, while also raising concerns regarding neighborhood character, noise, animals, and the effects of transient occupancy. She stated that she had not operated or personally rented an STR but had experience living near STR properties. The Committee identified potential questions to ask each applicant, including whether the applicant owns or operates an STR, has lived near or otherwise experienced STR operations, and has personally stayed in an STR. No appointments were made. The Committee agreed to continue consideration of the applicants at its August 4, 2026 meeting.

Public Comment / Public Participation

Public comments addressed the accuracy of prior STR and housing data, the importance of relying on factual information, the economic and tourism benefits of STRs, and the personal circumstances of residents who use their homes as STRs. Comments also addressed property rights, neighborhood impacts, noise, animals, and concerns regarding burdensome renovation or accessibility requirements.

Members of the public questioned the Town's authority to regulate STRs, applicable state requirements, and how occasional rentals would be treated. A Common Ground representative provided written materials concerning an STR operator's personal experience and visitor comments describing patronage of Paonia businesses.

Materials Requested for Next Meeting

For the next STR Committee meeting, the Committee requested or identified the following materials and discussion items:

- Applications and background information for the two open committee seats;
- Orientation materials for newly appointed members;
- The facilitator's working "living document" summarizing prior committee discussions;
- The Common Ground draft ordinance for possible use as a discussion starting point;
- Clarification of statutory and legal parameters governing STR regulation;
- Information regarding applicable zoning, home-occupation, permitting, building-code, health, and safety requirements.

Next Steps / Action Items

1. Town staff will forward the Committee's request to expand its scope to the Board of Trustees for consideration.
2. If the expanded scope is approved, the Board will consider amending the facilitator's contract to reflect the revised scope.
3. The Committee will consider filling the two open seats at its August 4, 2026 meeting.
4. Applicants will be asked consistent questions regarding their ownership, use, and experience with STRs.
5. Staff and the facilitator will assemble requested legal, permitting, zoning, and background materials for the next meeting.
6. The Committee will review prior work and determine whether the Common Ground draft ordinance should serve as a discussion starting point.

Adjournment

With no further business, the meeting was adjourned at approximately 6:24 p.m.

Next Meeting: August 4, 2026

Submitted July 28, 2026 by Scott Brown, facilitator

Document based on an AI-generated meeting summary

July 28, 2026 Regular Board Meeting STR Items

Topic Agenda:

3) Consideration of a Request to Expand the Scope of the Ad Hoc Short-Term Rental Committees Recommendation Work.

Board Discussion:

The Board discussed removing the committee's original limitation to seven specified topics, noting that the narrow scope restricted meaningful discussion, consideration of public recommendations, and recruitment for the committee's vacant seats. Expanding the scope would allow the committee to evaluate additional issues, consider proposed ordinance language developed by community members, and submit broader recommendations. The Board clarified that the committee would remain advisory and that final authority to draft and adopt any ordinance would remain with the Board of Trustees. The facilitator's contract term was addressed separately under the next agenda item.

Motion:

Trustee Ostrander makes a motion to remove the limitations on the STR committee for recommendations on short-term vacation rentals. Seconded by Trustee Foster.

Outcome:

The motion carries unanimously.

Topic Agenda:

4) Extension of Facilitators Contract and Potential Revised Scope

Board Discussion:

The Board discussed amending the facilitator's contract to remove the existing scope limitations, consistent with its action under the preceding agenda item, and extending the contract through the end of 2026. Staff reminded the Board that the committee had requested a facilitator to assist its work after losing its

original facilitator.

Motion:

Trustee Foster makes a motion to remove the limitations of the scope of the facilitator's contract and extend it to be the end of the year. Seconded by Trustee Ostrander.

Outcome:

The motion carries unanimously.

Ad Hoc Short-Term Rental Committee Application

The purpose of the Short-Term Rental (STR) Ad Hoc Committee is to bring forth recommendations regarding STRs to the Board of Trustees. The committee will be composed of five members, including two board-appointed Trustees (Rick Stelter and Kathy Swartz), a staff member (Town Administrator Stefen Wynn) and two members of the public who have diverse perspectives on STRs.

If interested in serving on this committee, please complete and submit this application by Thursday, 7/16/2026 by end of day. The Committee will meet on Tuesday, 7/21/2026 from 5:00 -6:30 pm to select the remaining two members of the public. Applicants are welcome, but not required, to give a two-minute presentation on why they are interested in serving on this committee.

1. Full Name

Kathlyn O'Brien (Lynnie)

2. Phone

[REDACTED]

3. Email

[REDACTED]

4. Primary Address

[REDACTED] Box Elder Ave

5. Do you reside...

☒ In-Town or ☐ Out-of-Town

6. Why do you want to be on this committee?

my concern with STR is its impact on the culture of my town.

Ad Hoc Short-Term Rental Committee Application

7. Why do you think voters voted to ^{repeal} replay the STR ordinance that was passed by the board?

They were concerned about "short term" care for our town. STR people are only here for a few days and ~~are~~ no buy-in to who we are as a community.

8. The Committee is tasked with moving forward with recommendations regarding Short-Term Rentals. All committee members must agree to the following: (please initial next to each statement to deem your application completed)

LOB I agree to participate in all meetings, either in-person or virtually. *I am out of town on family business during the month of August. I hope I have internet!!!*

LOB I agree to come prepared to each meeting

LOB I agree that this committee will make recommendations via consensus and will do my best to abide by the principles, including seeking to understand another's perspective.

LOB I agree that I will approach this committee with the best interest of the Town regardless of my own personal circumstances.

9. Do you plan on giving a two-minute presentation at the meeting on 7/21/2026?

☒ Yes ☐ No

Lynnie O'Brien
Signature

Lynnie O'Brien
Print Name

7/15/2020
Date

TOWN USE ONLY

Fwd: filling vacant STR Committee seats

From Scott Brown / Active Peace <Scott@4activepeace.com>

Date Mon 7/13/2026 8:28 AM

To Samira Vetter <SamiraV@townofpaonia.com>

Cc Daoine B <DaoineB@townofpaonia.com>

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Begin forwarded message:

From: Deborah Spiegel [REDACTED]
Subject: Re: filling vacant STR Committee seats
Date: July 9, 2026 at 8:52:00 PM MDT
To: "Scott Brown / Active Peace" <Scott@4activepeace.com>
Reply-To: [REDACTED]

Hi Scott,

Thank you for the invitation to join the STR Committee. I appreciate your confidence in me, and I'm honored to be considered.

I originally applied because I wanted to ensure that someone familiar with all of the work Common Ground has done would be involved in the ordinance rewrite. My concern with the position becoming vacant is that it might be filled by someone who is unfamiliar with the many months of research, community input, and collaboration that have already taken place.

When the STR committee was originally formed, it was intentionally balanced, with representatives bringing different perspectives to the table. That balance, along with a willingness to listen and collaborate, has been valuable.

During previous meetings, the committee requested that Common Ground present its proposed ordinance ideas. As we reviewed the proposal together, there appeared to be broad agreement on many of the policy concepts. That gave me hope that we were moving toward a practical, balanced ordinance that reflected input from many sides of the issue.

Recently, however, I have become uncertain about the direction of the committee's work. Much of our discussion has focused on defining terms from the repealed ordinance rather than evaluating the broader policy recommendations that have already been developed.

At the same time, the Board has expressed a desire to complete a new ordinance by the end of the year.

Before accepting a position on the committee, I would appreciate some clarification about the direction the Board would like the committee to take.

To date, Common Ground has invested many months researching, gathering community input, and developing a complete draft policy proposal. That proposal was specifically requested by the committee members and generated thoughtful discussion during our meetings. More importantly, it represents a compromise developed through collaboration among people with differing viewpoints and was intended to serve as a starting point for further discussion and refinement.

I would appreciate understanding whether the Board envisions the committee using the Common Ground proposal as a working document that can be edited and refined, or whether the committee is expected to take a different approach.

Understanding that would help me determine whether I can contribute most effectively as a committee member and ensure that everyone's volunteer time is being used in the most productive way.

Thank you again for the invitation and for all the work you've put into this process. I look forward to hearing your thoughts.

Sincerely,

Deborah Spiegel

On Thu, Jul 9, 2026 at 2:38 PM Scott Brown / Active Peace <Scott@4activepeace.com> wrote:

Greetings,

As you may know, a community member seat on the STR Committee was vacated last month and the Committee decided to take the opportunity to request two new community members. The Trustees approved that recommendation and tasked the Committee with filling the seats. This email is going out to the few people who originally expressed interest in being on the Committee but were not selected. On behalf of the entire Committee I hope you will consider putting your hat in the ring once again. The additional seats will bring the total to 3 community members, two trustees, and the interim administrator.

If you are interested please let me know via this email thread and plan to attend the next meeting on July 21 at 5:00. The Committee meets 1st and 3rd Tuesdays from 5:00 to 6:30.

The Town will also be announcing the vacancies and soliciting additional applications. That will happen via the Textgov app, the FB page, and the Town website. Please feel free to give me a call if you have any questions.

Thank you,

Scott Brown, STR Committee facilitator

