TOWN OF PAONIA
214 GRAND AVENUE
TUESDAY, JUNE 04, 2024
TOWN BOARD WORK SESSION AGENDA 5:30 PM
HTTPS://US02WEB.ZOOM.US/J/89316407765
MEETING ID: 893 1640 7765

Roll Call

Work Session

Sidewalk Fee Discussion and Possible Ballot Language Work Session.

Adjournment

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

I. RULES OF PROCEDURE

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

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

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

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

(a) Roll Call - (5 minutes)
(b) Approval of Agenda - (5 minutes)
(c) Announcements (5 minutes)
(d) Recognition of Visitors and Guests (10 minutes)
(e) Consent Agenda including Approval of Prior Meeting Minutes (10 minutes)
(f) Mayor's Report (10 minutes)
(g) Staff Reports: (15 minutes)
- **(1) Town Administrator's Report**
- **(2) Public Works Reports**
- **(3) Police Report**
- **(4) Treasurer Report**

(h) Unfinished Business (45 minutes)
(i) New Business (45 minutes)
(j) Disbursements (15 minutes)
(k) Committee Reports (15 minutes)
(l) Adjournment

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

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

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

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

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

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

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

II. CONSENT AGENDA

Section 1. Use of Consent Agenda. The Mayor, working with Town Staff, shall place items on the Consent Agenda. By using a Consent Agenda, the Board has consented to the consideration of certain items as a group under one motion. Should a Consent Agenda be used at a meeting, an appropriate amount of discussion time will be allowed to review any item upon request.
Section 2. General Guidelines. Items for consent are those which usually do not require discussion or explanation prior to action by the Board, are non-controversial and/or similar in content, or are those items which have already been discussed or explained and do not require further discussion or explanation. Such agenda items may include ministerial tasks such as, but not limited to, approval of previous meeting minutes, approval of staff reports, addressing routine correspondence, approval of liquor licenses renewals and approval or extension of other Town licenses. Minor changes in the minutes such as non-material Scribner errors may be made without removing the minutes from the Consent Agenda. Should any Trustee feel there is a material error in the minutes, they should request the minutes be removed from the Consent Agenda for Board discussion.
Section 3. Removal of Item from Consent Agenda. One or more items may be removed from the Consent Agenda by a timely request of any Trustee. A request is timely if made prior to the vote on the Consent Agenda. The request does not require a second or a vote by the Board. An item removed from the Consent Agenda will then be discussed and acted on separately either immediately following the consideration of the Consent Agenda or placed later on the agenda, at the discretion of the Board.

III. EXECUTIVE SESSION

Section 1. An executive session may only be called at a regular or special Board meeting where official action may be taken by the Board, not at a work session of the Board. To convene an executive session, the Board shall announce to the public in the open meeting the topic to be discussed in the executive session, including specific citation to the statute authorizing the Board to meet in an executive session and identifying the particular matter to be discussed "in as much detail as possible without compromising the purpose for which the executive session is authorized." In the even 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 contexts of an executive session are to remain confidential unless a majority of the Trustees vote to disclose the contents of the executive session.

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

IV. SUBJECT TO AMENDMENT

Section 1. Deviations. The Board may deviate from the procedures set forth in this Resolution, if, in its sole discretion, such deviation is necessary under the circumstances.
Section 2. Amendment. The Board may amend these Rules of Procedures Policy from time to time.

TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT

AGENDA ITEM:	Sidewalk Fee Work Session
SUBMITTED BY:	Samira Vetter, Town Clerk
DATE:	June 4, 2024
BACKGROUND:	- December 31, 2024 the $3.00 Sidewalk Fee sunsets that is included on everyone's monthly bills. The amount in the Sidewalk Replacement Fund as of 4/30/24 is $100,769.00 - I have included a memo from 2011 and a Streets Committee report from 2013 which provide some background to where the sidewalk fee started. - We also have a GIS map, not attached to our others, that has been marked with conditions of sidewalks in different areas. We can not attach it in the packet due to where it is hosted but will have it projected at the work session for you. - Public Works Director Heiniger will be present at the work session to work through estimated costs, processes and common issues with you so you can have the best information possible for your discussion
BUDGET:	N/A
RECOMMENDATION:	To have up to 2 work sessions, if needed to work out a plan and , if needed, work on ballot language before August 1st.
ATTACHMENT:	Ballot Language from original sidewalk fee, cover sheet and examples of 50/50 Programs, 2011 memo on sidewalk fee, 2013 Streets Committee Report, 2022 Budget Transmittal Letter, Sidewalk Projects and SGM Asset Inventory and Capital Improvement Plan- Sidewalks page 11 & pages 27-30, Sidewalk Staff Report from Public Works Director Heiniger.

OFFICAL BALLOT FOR
2013 COORDINATED ELECTION
DELTA COUNTY
November 05, 2013 Style *PAONIA-SCH*

Delta County Ballot Question 1D

Shall the Delta County Assessor be allowed to serve in the capacity of Assessor as long as the Delta County voters choose to re-elect him/her?

- [ ] YES/FOR
- [ ] NO/AGAINST

Town of Paonia Ballot Question 2A

SHALL THE TOWN OF PAONIA CREATE A DEDICATED FUND FOR THE CONSTRUCTION AND MAINTENANCE OF EXISTING SIDEWALKS WITHIN TOWN LIMITS TO BE PAID VIA UTILITY BILLING AT A RATE OF THREE DOLLARS ($3.00) PER MONTH, PER ACCOUNT, STARTING JANUARY 1, 2014 AND REMAIN IN EFFECT UNTIL DECEMBER 31, 2024?

- [ ] YES/FOR
- [ ] NO/AGAINST

Town of Paonia Ballot Question 2B

WITHOUT INCREASING ANY TAX RATE OR IMPOSING ANY NEW TAX, SHALL THE TOWN OF PAONIA BE AUTHORIZED TO COLLECT, RETAIN AND SPEND ALL REVENUES, INCLUDING ALL REVENUE GENERATED FROM THE MILL LEVY, IT RECEIVES ON AND AFTER JANUARY 1, 2014 AS A VOTER APPROVED REVENUE CHANGE UNDER ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION (TABOR), OR ANY OTHER LAW, WITH ANY SUCH REVENUES COLLECTED, RETAINED OR SPENT IN EXCESS OF THE LIMITS SET FORTH IN ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION TO BE USED FOR LAW ENFORCEMENT, TOWN ROAD AND BRIDGE IMPROVEMENTS AND MAINTENANCE, AND PUBLIC HEALTH AND HUMAN SERVICES PURPOSES?

- [ ] YES/FOR
- [ ] NO/AGAINST

Delta County Public Library District Ballot Question 4A

SHALL DELTA COUNTY PUBLIC LIBRARY DISTRICT TAXES BE INCREASED $506,033 ANNUALLY IN THE FIRST FISCAL YEAR (2014), AND BY WHATEVER AMOUNTS ARE RAISED IN EACH FISCAL YEAR THEREAFTER FROM THE IMPOSITION OF A MILL LEVY OF 1.67 MILLS THAT IS IN ADDITION TO THE EXISTING DISTRICT MILL LEVY OF 3.0 MILLS; THE INCREASE IN TAXES TO BE USED TO OPERATE AND MAINTAIN LIBRARY FACILITIES AND LIBRARY SERVICES AND FOR ANY OTHER USES PERMITTED BY LAW; AND SHALL THE DELTA COUNTY PUBLIC LIBRARY DISTRICT BE AUTHORIZED TO COLLECT, RETAIN AND SPEND, FOR DELTA COUNTY PUBLIC LIBRARY DISTRICT PURPOSES, ALL REVENUES GENERATED FROM THE MILL LEVY INCREASE, AS A VOTER-APPROVED REVENUE AND SPENDING CHANGE AND AN EXCEPTION EACH YEAR, BEGINNING IN 2014 AND THEREAFTER, TO ANY STATUTORY LIMITS, INCLUDING BUT NOT LIMITED TO SECTION 29-1-301, C.R.S. AND ANY CONSTITUTIONAL LIMITS, INCLUDING BUT NOT LIMITED TO ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION, THAT WOULD OTHERWISE APPLY?

- [ ] YES/FOR
- [ ] NO/AGAINST

Test Ballot 1100002020089

Test Ballot 0953031112

TOWN OF PAONIA
BOARD OF TRUSTEES MEETING
STAFF REPORT

AGENDA ITEM:	Examples of 50/50 property owner/municipality public sidewalk replacement cost sharing programs used in other municipalities
SUBMITTED BY:	Stefen Wynn, Town Administrator
DATE:	June 4, 2024
BACKGROUND:	Attached are examples of 50/50 property owner/municipality cost sharing programs adopted to facilitate public sidewalk replacement from three different municipalities: Fountain, Colorado Albion, Indiana Munster, Indiana
BUDGET:	N/A
RECOMMENDATION:	Provided for discussion purposes only for the Sidewalk Fee Work Session
ATTACHMENT:	1. Fountain, CO website 2. Fountain, CO request form 3. Albion, IN -Town Code § 90.25 50/50 Sidewalk Replacement Program 4. Munster, IN - Ordinance adopting the 50/50 Public Sidewalk Replacement Program

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MENU

50/50 SIDEWALK PROGRAM

CITY OF FOUNTAIN » GOVERNMENT » CITY DEPARTMENTS & DIVISIONS » STREETS » 50/50 SIDEWALK PROGRAM

50/50 Sidewalk Program

50/50 Sidewalk Program

A- A+

50/50 SIDEWALK REPLACEMENT PROGRAM

This program is open to City of Fountain homeowners on a first-come-first-served basis, and will end each year once funds allocated for the current budget have been exhausted. Applicants are responsible for 50% of the total cost.

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and managed by the City of Fountain. *(Actual construction work will start in the Spring and may extend to the Fall.)*

Beginning in January of 2024, interested homeowners may download or pick-up the application. Applications can be picked up from City Hall, located at 116 S. Main Street, 80817; the application can also be downloaded.

Completed applications can be dropped off to the above location, faxed to the number on the application, or emailed to Public Works Management Assistant.

Contact Us

Phone: (719) 322 - 2000

Fax: (719) 322 - 2001

Address: 116 South Main St. Fountain Colorado 80817

ADA Compliance

Legal | Login

116 S. Main St.
Fountain, CO 808
719/322-2000
FAX: 719/322-2002

50/50 Sidewalk Program
Request Form

Name: _____ Date: _____

Address: _____

Mailing Address: _____

Contact Number: _____

I am requesting participation in the City of Fountain 50/50 Sidewalk Program.

Property Owner's Signature: _____

Street Department Use ONLY:

Date of Inspection: _____

Damaged Sidewalk
Length:_____ Width:_____

Damaged Curb & Gutter
Length:_____

Property Owner's Signature: _____

City Official Signature:_____

Street Superintendent Use ONLY:

Damaged Total Sidewalk Sq. Ft.:_____

Sidewalk Material Cost: _____

Concrete Sidewalk Contractor Cost: _____

City Removal & Traffic Control Cost**: _____

Total Cost: _____

_____
Superintendent Signature

**Removal & Traffic Control Cost ≥ Contractor Cost

§ 90.25 50/50 SIDEWALK REPLACEMENT PROGRAM.

(A) The Town Manager will receive requests for sidewalk replacement, inspect the affected property, determine the condition and need for replacement and keep an up-to-date list of interested and eligible participants.

(B) The Town Manager will annually invite quotes from a minimum of three contractors on the replacement of eligible sidewalks.

(C) The Town Manager, along with the contractors, will inspect the requested sidewalk replacement locations, measure and mark the area to be replaced during a mandatory pre-quote conference. A sidewalk section may not be split, if any portion of a section is on the adjoining property, the complete section will be replaced as if it were the participants. The sidewalk program is intended to replace complete sidewalks. The replacement of only one or two sections is expensive, due to minimum charges, and is not encouraged by the town.

(D) Town Council will receive the quotes and take same under advisement.

(E) The Town Manager will review the quotes and contact the interested participant to determine if he or she desires to complete the project or wait until a following year. The applicant is responsible to pay for 50% of the total cost of project quote.

(F) The Town Manager reports findings to Council and recommends action. Council awards project to the lowest responsive and responsible quoter.

(G) Within two weeks of Council awarding the project, the participant must submit payment to the Clerk-Treasurer by check, cashier's check or money order, payable to the contractor, for one-half of the total project cost. The Clerk-Treasurer will hold this payment until work is completed and accepted. Payment may be delivered in person to Town Hall or mailed to P.O. Box 27, Albion, IN 46701.

(H) Upon receipt of payment from the participant, the contractor will be notified by the Town Manager to proceed with the work. All work must be completed within 45 days from the date the notice to proceed is issued. The contractor will be subject to a 10% penalty for work that is not completed within 45 days, unless otherwise agreed upon by the Town Manager.

(I) Handicap accessible sidewalks shall be installed, paying special attention to ramping at intersections, meeting ADA Federal Standards for slope and width.

(J) Replacement will be limited to a minimum width of four-foot sidewalks and a maximum width matching the existing sidewalk found on the property, running the length of the property in the public right-of-way. This requirement applies to all sidewalks in all zoning districts of town.

(Res. 2006-11, passed 4-25-06)

ORDINANCE 1821

AN ORDINANCE ADOPTING THE 50/50 PUBLIC SIDEWALK REPLACEMENT PROGRAM

WHEREAS, the Town Council of the Town of Munster is the municipal legislative body of the unit; and

WHEREAS, with the passage of time various ordinances, codes, procedures of the Town of Munster must be amended; and

WHEREAS, with the passage of time various practices, policies and procedures must be updated; and

WHEREAS, The Town has 116 centerline miles of roadway with 232 miles of public sidewalk. Before 2017, data collection on sidewalk hazards occurred annually by Public Works using a drive-by approach within known substandard areas to identify conditions, allowing many areas to be overlooked.

WHEREAS, a new approach to sidewalk replacement was approved April 3, 2017 by the Town Council when Town Engineers, SEH, Inc., were commissioned to complete a Town-wide Sidewalk Inventory and Assessment using an objective, systematic and comprehensive condition assessment approach on all Town sidewalks. This master sidewalk list is now used as the basis for budgeting decisions and prioritizing scarce resources to improve the Town's sidewalk infrastructure moving forward.

WHEREAS, the Town Council desires to formally adopt and ordain a 50/50 Public Sidewalk Replacement Program to provide additional funding and improve the Town's ability to repair or replace substandard public sidewalks within its limited budget.

Now, therefore, be it **ORDAINED** by the Town Council of the Town of Munster, Lake County, Indiana as follows:

The following provisions shall be added to Chapter ____, as follows:

Section One - Eligible Sidewalks.

The 50/50 Public Sidewalk Replacement Program applies only to the replacement of existing substandard sidewalks and does not apply to construction of new sidewalks or to private sidewalks.

Section Two - Identification of Sidewalks for Replacement.

Substandard sidewalks in need of replacement or repair shall be identified in one of two ways: Town-Identified Hazards and/or Resident Requests. Residents may notify the Town of substandard sidewalks and request repair or replacement through Sidewalk Replacement Applications.

Section Three - Inspection and Rating.

A. Once a substandard sidewalk is identified by either Town-Identified Hazards or Resident Requests, the Town Public Works department shall physically inspect the sidewalk and assign a rating of #1 (worst) to #4 (best). The Town shall utilize and exercise official judgment and discretion when ranking substandard sidewalks in need of repair.
B. Factors to be considered in ranking substandard sidewalks in need of repair shall include, but are not limited to, the following: budgetary concerns, allocation of scarce resources, proximity to high traffic areas and those within school zones, hospital zones, and other areas targeted for any grant-funded street improvement projects, as well as the weighing of risks and benefits.
C. Sidewalks with the worst condition ratings will generally be considered as first priority for either replacement or lifting.

Section Four - 50/50 Cost Sharing.

Costs of sidewalks replaced by the Town (except those being replaced due to damage caused by the Town) will be split equally with benefitting property owners, regardless of whether initiated from Town-Identified Hazards or Resident Requests. Residents are required to pay their 50% portion of the repairs to the Town Clerk-Treasurer's office prior to work being performed.

Section Five - Notification.

The Town shall notify owners of any addresses identified by the Town for sidewalk replacement of the 50/50 Sidewalk Program information by mail 30 days prior to work commencing and to alert residents of a forthcoming invoice from the Clerk-Treasurer's Office.

Section Six - Appeal.

An owner of an address may petition the Town Manager to delay repairs by up to twelve (12) months. Costs associated with the repairs will be at the contracted price for that construction season. The owner shall remain liable for any instance of injury or notice of tort claim resultant of the failed sidewalk.

Section Seven - Contractor.

All sidewalk repairs performed pursuant to the 50/50 Public Sidewalk Replacement Program shall be performed by a contractor selected by the Town.

Section Eight - Effective Date.

This Ordinance shall take effect upon the date of its publication which shall occur within thirty (30) days after passage.

ORDAINED and ADOPTED by the Town Council of the Town of Munster, Indiana, on the 5 day of April 2021, by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL OF THE TOWN OF MUNSTER,
LAKE COUNTY, INDIANA

Dr. Andy Koultourides, President

ATTEST:

Wendy Mis, Clerk-Treasurer

Barbara J. Peterson
Town Clerk
22 June 2011

NOTE: When attending Master's classes, I happened to take a couple of practical classes from Susan Kirkpatrick, former Director of Department of Local Affairs, and Gary Sears, current Englewood City Manager. Both instructors indicated that if you have an ongoing projects/needs that require funds, a dedicated revenue stream is a must.

This policy statement is intended to generate discussion in the event Council would like to pursue this avenue for a November coordinated election with Delta County. A decision must be made regarding the election by the July 12th Council meeting.

Policy Issue Statement

1. Background and Purpose

   The Town of Paonia currently requires each homeowner to properly maintain sidewalks in the right-of-way (ROW) easement area by the street. In 2007 sidewalk studies were done in order to obtain a grant to utilize CDOT Safe Routes to School grant monies. The cost of obtaining the ROW clearances according to CDOT standards was prohibitive and the grant monies returned. With the recent downturn in the economy, it seems unreasonable to expect property owners to repair/install sidewalks at their expense.

   A non-motorized access improvement fund would allow for a dedicated revenue stream so that the Town could take over the installation and repair of non-motorized accesses within Town limits. Property owners would still be required to keep the maintenance such as snow and debris removal to keep the public access open. Priority would be given to those sections that are considered hazardous, school access routes, general repairs and then additional routes as funds allow.

   This seems to be an area of citizen concern as it periodically surfaces at Council meetings. In 2007, a CDOT grant was applied for to specifically address sidewalk concerns regarding school safety. In the application, it was noted that children are walking in the street in some areas. Parents pushing a stroller or walking next to a beginning cyclist, and the elderly with walkers, wheelchairs or scooters also have difficulty navigating the existing walkways due to deterioration or a complete lack of sidewalk.

   The Town is aware these deficiencies exist and in some cases, property owners are financially unable or unwilling to install, repair or replace the sidewalks. If a dedicated revenue stream is created, these deficiencies will be corrected in the years to come and ongoing maintenance of Paonia pathways is ensured.

2. Key Area of Concern

   Financial: There are approximately 800 homes in Paonia. If every household paid an amount every month on the utility bill, monies generated would allow the Town to repair, replace and install new non-motorized accesses as needed. See the table below for possible generated amounts.

$/Month	Monthly revenue	Yearly revenue
1.00	800.	9,600.
2.00	1,600.	19,200.
3.00	3,200.	38,400.

At approximately $110.00 per square yard of concrete, it would cost about $550.00 for 100 feet of 4-foot wide sidewalk area. These figures do not include labor costs.

There was a sidewalk study done and there are approximately 30% of the sidewalks in Paonia that need either repair or replacement. Near the elementary school alone, there are over 1176 feet of sidewalk to be addressed. I do not have the total number of feet of sidewalk in the Town. I am waiting for information that was obtained by the tree board for exact numbers.

The Town does currently have a sidewalk grant for property owners in place whereby the Town pays for half the cost of concrete only and a building permit is required. (See Ordinance 102703)

3. Policy Alternatives

Option 1. Enforce current ordinance at property owner expense and require new sidewalks where needed. I would expect some resistance to this option, as owners would likely say, "why now?" The Town cannot currently force owners to install sidewalks that the developer did not install at time of land development. Property owners may lose part of their property for a ROW and there is the added expense for any tree removal in the ROW.

Option 2. Enforce current ordinance and modify the sidewalk grant program and include labor and material. See noted concerns in Option 1.

Option 3. Ask voters to approve a non-motorized access dedicated revenue stream at coordinated election.

Option 4. Do nothing. Continue current non-enforcement and ignore complaints.

4. Recommendation

I recommend option 3 for reasons outlined in this statement. I think it is in the residents and the Town's best interest to create a dedicated revenue stream for the ongoing repair, replacement and installation of non-motorized accesses within the Town of Paonia.

Barbara J. Peterson
Town Clerk
22 June 2011

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Option 2. Enforce current ordinance and modify the sidewalk grant program and include labor and material. See noted concerns in Option 1.

Option 3. Ask voters to approve a non-motorized access dedicated revenue stream at coordinated election.

Option 4. Do nothing. Continue current non-enforcement and ignore complaints.

4. Recommendation

I recommend option 3 for reasons outlined in this statement. I think it is in the residents and the Town's best interest to create a dedicated revenue stream for the ongoing repair, replacement and installation of non-motorized accesses within the Town of Paonia.

with the resulting tax revenue used for infrastructure repair and improvements, including but not limited to town streets, sidewalks, curb, gutter, drainage, landscaping, lighting, and streetscape amenities, through 2025 and thereafter allocated annually by the Board of Trustees.

In 2022, proposed street projects include:
Engineering for Pan American Bridge $36,500
Resurfacing the Samuel Wade Bridge $120,300.00
The Town plans to continue to accumulate funds toward a complete reconstruction of Third Street a few blocks at a time. The engineering estimate for two blocks was $500,000.00 in 2021. At the end of fiscal year 2022, the Town anticipates having accumulated the $500,000.00 necessary to begin the reconstruction project.

SPECIALTY FUND 2022 BUDGET HIGHLIGHTS

SIDEWALK FUND
In 2013, voters approved a $3.00 per month fee, with a sunset provision for December 2024, to be dedicated to the repair and replacement of existing sidewalks. In 2014, the $3.00 fee was implemented collecting a total of $29,046. In 2015, C&N Construction (Montrose-based) was issued the contract to begin sidewalk repairs, total expenditure was $40,299. In 2016, C&N was also issued a contract for sidewalk repairs. In 2017, due to the depletion of the Sidewalk Fund, expenditures were limited to emergency repairs which were performed by C&N, totaling $11,530.00. Due to the increased costs in mobilization, staff has recommended that starting in 2018, sidewalk projects are conducted every other year to allow for the fund to be replenished and allow for more substantial work. Therefore, expenditures were limited to 'emergency' repairs for 2019, which included three (3) sections of sidewalk. In 2020, more substantial sidewalk repairs were completed on Box Elder, 3rd Street, 4th Street, 3rd & Delta, 3rd and Grand, under the planters on Grand. In 2021, expenditures were limited to emergency repairs and sidewalk grants. There was also an amount budgeted for expenditures for possible tree removal directly affecting infrastructure and safety after receiving the survey from the Forest Service. In 2022, the Town estimates a total of $64,103.00 for sidewalk repairs.

PASS THROUGH GRANTS
Pass-through grant participation initiated in 2021 will continue in 2022 will include the Paonia Skate Park and Lone Cabin & Turner Ditch Wildlife Rehabilitation efforts.

CONSERVATION TRUST FUND
In 2019, conservation trust funds were used for tree trimming in the Town Park. In 2020, conservation trust funds were used to improve the Town Park Playground. In 2021, conservation trust funds were slated for Poulos Park upgrades and bike racks in Town Park however, these items were paid for out of the park budget. In 2022 the balance is expected to be $25,582.00 and will be used for tree trimming (included in the per capita calculation for Tree City USA requirements), Town Park playground shelter pad, and Town Park playground upgrade from wood chips to pea gravel.

CAPITAL IMPROVEMENTS
The 2022 Budget recommends a capital improvement budget of $234,000.00 in new projects, in addition to the incomplete projects in the 2021 Budget allocations:

Paonia Airport $67,842.00 Delta County has requested approximately $19,842.00 for infrastructure upgrades. (This is completely supported by Cell Phone Tower Rent, which began in 2014.)
Master Plan Update at $70,000.00
Administration and Server Computer Upgrades $15,416.00
Public Works Projects and Equipment $580,650.00
Total Capital Improvements $733,908.00

ENTERPRISE FUNDS 2021 BUDGET HIGHLIGHTS
A Cost-of-Service Analysis and recommendation was prepared by Rural Community Assistance Corporation November 2021. During the Budget work sessions, the Board of Trustees elected to incorporate Scenario #6 as presented in the Paonia Drinking Water Cost-of-Service Analysis.

Grants will need to be obtained to complete several of the priorities for water and sewer in a timely manner. The Town will work with the different agencies to secure funds.

WATER
Water base rates were increased in 2021 (6.67%), 2020 (8.89%), and 2017 (2%). In addition, the tier structure for usage was modified.

Estimated 2020 costs for road rehabilitation options are shown in Table 2-2. Costs are estimated based on bid tabulations from nearby communities for 2020 projects.

Table 2-2 Estimated 2020 Paving Costs

Operation	Cost per SF
Full Road Rebuild	$10.55[1]
Pavement Milling	$0.25[2]
Asphalt Overlay	$1.75[2]
3/8" Chip Seal	$0.35
Fog Seal	$0.05

Notes: 1. Assume 18" pit run with 6" Class 6 base and 4" Asphalt
2 - Cost reflects 2" depth

The Town should consider setting aside an amount annually to fund street and road resurfacing and repairs. Included in this reserve are the repairs of curb and gutter and sidewalks. The Town needs to plan for upgrading and installing ADA compliant ramps at intersections and pedestrian safety improvements where applicable. It is recommended that the Town strive to reserve $100,000 - 150,000 per year for improvements.

2.1.4 Curb/Gutter/Sidewalks

SGM assessed the curb/gutter and sidewalks throughout Town. Each side of the block was assessed and tabulated. The assessment is provided in Appendix A. The assessment was done visually with the following rating system:

- Very Good – Few or no cracking, little to no surface wear; no tree impacts
- Good – Low cracking; minor surface wear; low tree impacts
- Moderate – Modest cracking; some surface wear; some tree impacts
- Poor – Substantial cracking; high surface wear; high tree impacts

The intent of the rating is to provide the Town a general sense of the condition of the curb/gutter/sidewalk in a given block. Additional follow-up is necessary to determine the exact extents of potential replacement of the curb/gutter and sidewalks in a given block.

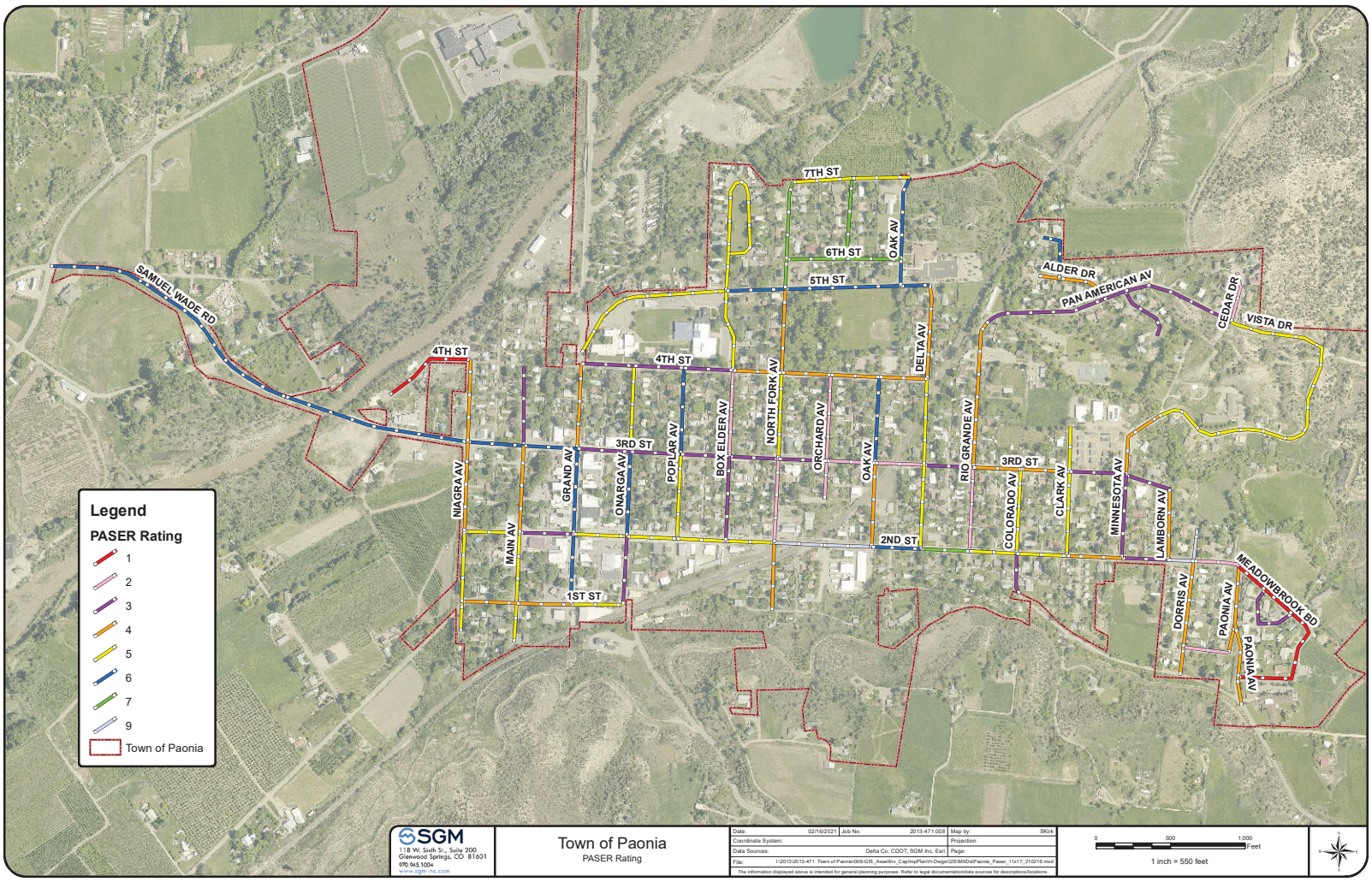
Table 2-3 Estimated 2020 Concrete Costs

Operation	Cost
Sidewalk	$56/SY
Curb and Gutter	$40/LF

Appendix A

Street Information

PASER Rating Map
Curb/Gutter/Sidewalk Assessment



SGM
118 W. Sixth St., Suite 200
Glenwood Springs, CO 81601
970.945.1004
www.sgm-inc.com

Town of Paonia
PASER Rating

Date: 02/16/2021	Job No. 2013-471.008	Map by: SKirk	
Coordinate System:		Projection:	
Data Sources: Delta Co, CDOT, SGM Inc, Esri		Page:	
File: 1\2013\2013-471 Town of Paonia\008-GIS_AssetInv_CapImpPlan\H-Dwgs\GIS\MXD\#Paonia_Paser_11x17_210216.mxd			

The information displayed above is intended for general planning purposes. Refer to legal documentation/data sources for descriptions/locations.

0 500 1,000 Feet
1 inch = 550 feet

A- Sidewalk attached to curb/gutter V- Vertial curb face
D- Sidewalk detached to curb/gutte R- Rollover curb face

Street	Block	Sidewalk	Curb and Gutter	Trees	Condition	Comments	Comments
N Fork	5th to 7th	North - None	North - None				
		South - None	South - None				
N Fork	4th to 5th	East - None	East - None		N/A		
		West - None	West - None		N/A		
N Fork	3rd to 4th	East - Dettached	East - Vertical	East - Yes	Moderate		
		West - Dettached	West - Vertical	West - Yes	Poor	tree damage to sidewalks	
N Fork	2nd to 3rd	East - Dettached	East - Vertical	East - None	Moderate		
		West - Dettached	West - Vertical	West - Yes	Moderate	tree damage to sidewalks	
Box Elder	4th to 5th	East - Dettached	East - Vertical	East - Yes	Good		
		West - Attached	West - Vertical	West - None	Very Good		
Box Elder	3rd to 4th	East - Dettached	East - Vertical	East - Yes	Moderate	road under construction	
		West - Dettached	West - Vertical	West - Yes	Moderate		
Box Elder	2nd to 3rd	East - Dettached	East - Vertical	East - Yes	Moderate	tree damage to sidewalks	
		West - Dettached	West - Vertical	West - Yes	Moderate		
Box Elder	2nd to Box Elder Dr	East - None	East - None				
		West - None	West - None				
Box Elder	Box Elder Ave	East - None	East - None				
		West - None	West - None				
Grand	3rd to 4th	North - Dettached	North - Vertical	North - Yes	Poor	tree damage to sidewalks	
		South - Dettached	South - Vertical	South - Yes	Moderate	tree damage to sidewalks	
Grand	2nd to 3rd	East - Attached	East - Vertical		Good		
		West - Attached	West - Vertical		Good		
Grand	1st to 2nd	East - Attached	East - Vertical		Good		
		West - Attached	West - Vertical		Good		
Delta	4th to 5th	East - Dettached	East - Vertical	East - Yes	Moderate		
		West - None	West - None				
Delta	3rd to 4th	East - None	East - Vertical			CG not present from RR to 4th	
		West - Dettached	West - None		Moderate	SW not presnet from 3rd to RR	
Delta	2nd to 3rd	East - Dettached	East - Vertical	East - Yes	Good		
		West - Dettached	West - Vertical	West - Yes	Good		
Delta	End to 2nd	East - None	East - Vertical		Good		
		West - None	West - Vertical		Good		
Oak	6th to 7th	North - None	North - None				
		South - None	South - None				
Oak	3rd to 4th	East - None	East - Vertical		Good		
		West - Attached	West - Vertical		Good		
Oak	2nd to 3rd	East - None	East - Vertical			CG only from 2nd to RR	
		West - Attached	West - Vertical			SW only from RR to 3rd; CG only from 2nd to RR	
1st	Niagara to Main	North - Dettached	North - None	North - Yes			
		South - None	South - None				
1st	Main to Grand	North - None	North - None	North - None			
		South - Dettached	South - None	South - None	Good	SW only from Main to alley	
1st	Grand to Onarga	North - Attached	North - Vertical		Moderate	SW from alley to Onarga is dettached	
		South - None	South - None	South - None			
1st	Dorris to Paonia	North - None	North - None				
		South - None	South - None				
2nd	Niagara to Main	East - None	East - None	East - None	N/A		
		West - None	West - None	West - None	N/A		
2nd	Main to Grand	North - Attached	North - Vertical		Good		
		South - Attached	South - Vertical		Good		
2nd	Grand to Onarga	North - Attached	North - Vertical		Good		
		South - Attached	South - Vertical		Good		
2nd	Onarga to Poplar	North - Attached	North - Vertical		Good		
		South - Attached	South - Vertical		Good		
2nd	Poplar to Box Elder	North - Attached	North - Vertical		Good		
		South - Attached	South - Vertical		Good		
2nd	Box Elder to N Fork	North - Dettached	North - Vertical	North - None			
		South - None	South - None		Good		
2nd	N Fork to Orchard	North - Dettached	North - None	North - None			
		South - None	South - None		Good		
2nd	Orchard to Oak	North - Dettached	North - None	North - None			
		South - None	South - None		Good		
2nd	Oak to Delta	North - Dettached	North - None	North - None	Good		
		South - None	South - Vertical		Good		
2nd	Delta to Rio Grande	North - Dettached	North - Vertical	North - None	Good		
		South - None	South - Vertical		Good		
2nd	Rio Grande to Colorado	North - Dettached	North - Vertical	North - Yes	Moderate		
		South - None	South - Vertical		Moderate		
2nd	Colorado to Clark	North - Attached	North - Vertical		Moderate		
		South - None	South - Vertical		Moderate		
2nd	Clark to Minnesota	North - None	North - None				
		South - None	South - None				
2nd	Minnesota to Lamborn	North - None	North - None				
		South - None	South - None				
2nd	Lamborn to Dorris	North - None	North - Vertical		Moderate		
		South - None	South - None				
2nd	Dorris to Paonia	North - None	North - None				
		South - None	South - None				
Orchard	6th to 7th	North - None	North - None				
		South - None	South - None				
Orchard	3rd to 4th	East - Dettached	East - Vertical	East - Yes	Poor	tree damage to sidewalks	
		West - Dettached	West - Vertical	West - Yes	Moderate		
Orchard	2nd to N Fork	East - None	East - None				
		West - None	West - None				
Rio Grande	2nd to End	East - None	East - Vertical		Good		
		West - None	West - Vertical		Good		
Rio Grande	2nd to 3rd	East - None	East - Vertical		Good		
		West - Dettached	West - Vertical	West - Yes	Good		
Rio Grande	3rd to 4th	East - None	East - None	East - None	N/A		
		West - None	West - None	West - None	N/A		
Rio Grande	4th to Creek	East - None	East - None	East - None	N/A		
		West - None	West - None	West - None	N/A		
Rio Grande	Creek to End/Gate	East - None	East - None	East - None	N/A		
		West - None	West - None	West - None	N/A		
	Cedar Dr	East - None	East - None	East - None	N/A		
		West - None	West - None	West - None	N/A		
	Box Elder Dr	East - None	East - None	East - None	N/A		
		West - None	West - None	West - None	N/A		
	Alder Ct	North - None	North - None				
		South - None	South - None				
5th	Delta to Oak	North - None	North - Vertical		Very Good		
		South - None	South - None				
5th	Oak to N Fork	North - None	North - None			concrete drainage channel	
		South - None	South - None				
5th	N Fork to Box Elder	North - None	North - None				
		South - Dettached	South - None	South - No	Very Good		

5th	Box Elder to Grand	North - None	North - None				
		South - None	South - None				
6th	N Fork to Orchard	North - None	North - None				
		South - None	South - None				
6th	Orchard to Oak	North - None	North - None				
		South - None	South - None				
	Box Elder Loop	North - None	North - None				
		South - None	South - None				
7th	N Fork to Orchard	North - None	North - None				
		South - None	South - None				
7th	Orchard to Oak	North - None	North - None				
		South - None	South - None				
Main	1st to 2nd	East - Dettached	East - Vertical	East - Yes	Poor	tree damage to sidewalks	
		West - Dettached	West - Vertical	West - Yes	Poor	tree damage to sidewalks	
Main	2nd to 3rd	North - None	North - None				
		South - None	South - None				
Main	3rd to End	North - None	North - None				
		South - None	South - None				
4th	Niagara to End	North - Attached	North - Vertical	North - None	Poor		
		South - Attached	South - Vertical	South - None	Poor	tree damage to sidewalks	
4th	Grand to Onarga	North - Attached	North - Vertical	North - None	Moderate		
		South - Dettached	South - Vertical	South - None	Moderate		
4th	Onarga to Poplar	North - Attached	North - Vertical	North - Yes	Moderate		
		South - Dettached	South - Vertical	South - None	Poor		
4th	Poplar to Box Elder	North - Attached	North - Vertical	North - None	Good		
		South - Dettached	South - Vertical	South - None	Moderate		
4th	Box Elder to N Fork	North - Attached	North - Vertical	North - None	Moderate	concrete drainage channel	
		South - Dettached	South - Vertical	South - Yes	Good		
4th	N Fork to Orchard	North - None	North - Vertical	North - None	Moderate	concrete drainage channel	
		South - Attached	South - Vertical	South - None	Good		
4th	Orchard to Oak	North - None	North - Vertical	North - None	Moderate	concrete drainage channel	
		South - Attached	South - Vertical	South - None	Poor		
4th	Oak to Delta	North - None	North - Vertical	North - None	Poor		
		South - Attached	South - Vertical	South - None	Poor		
Onarga	3rd to 4th	East - Dettached	East - Vertical	East - Yes	Poor	tree damage to sidewalks	
		West - Dettached	West - Vertical	West - Yes	Poor	tree damage to sidewalks	
Onarga	2nd to 3rd	East - Dettached	East - Vertical	East - Yes	Moderate		
		West - Dettached	West - Vertical	West - Yes	Moderate		
Onarga	1st to 2nd	East - None	East - Vertical		Good		
		West - Dettached	West - Vertical	West - Yes	Good		
Poplar	3rd to 4th	East - Dettached	East - Vertical	East - Yes	Moderate		
		West - Dettached	West - Vertical	West - Yes	Moderate		
Poplar	2nd to 3rd	East - Dettached	East - Vertical	East - Yes	Poor	tree damage to sidewalks	
		West - Dettached	West - Vertical	West - Yes	Moderate		
Poplar	2nd to End	East - None	East - None				
		West - None	West - None				
3rd/Samuel Wade		North - Attached	North - Vertical	South - None	Good		
		South - None	South - None				
3rd	Niagara to Main	North - Dettached	North - Vertical	North - Yes	Good	Niagara to alley SW attached	no CG from alley to Main
		South - None	South - None				
3rd	Main to Grand	North - Attached	North - Vertical		Moderate		
		South - Attached	South - Vertical		Moderate	SW dettached alley to Grand	
3rd	Grand to Onarga	North - Attached	North - Vertical	North - None	Good		
		South - Attached	South - Vertical	South - None	Good		
3rd	Onarga to Poplar	North - Dettached	North - Vertical	North - Yes	Poor		
		South - Dettached	South - Vertical	South - None	Poor		
3rd	Poplar to Box Elder	North - Dettached	North - Vertical	North - Yes	Good		
		South - Dettached	South - Vertical	South - Yes	Good		
3rd	Box Elder to N Fork	North - Dettached	North - Vertical	North - Yes	Moderate		
		South - Dettached	South - Vertical	South - None	Good		
3rd	N Fork to Orchard	North - Dettached	North - Vertical	North - None	Good		
		South - Dettached	South - Vertical	South - None	Good		
3rd	Orchard to Oak	North - Dettached	North - Vertical	North - Yes	Moderate		
		South - Dettached	South - Vertical	South - Yes	Moderate		
3rd	Oak to Delta	North - None	North - Vertical	North - None	Moderate	CG from RR to Delta only	
		South - Dettached	South - Vertical	South - None	Good	CG from RR to Delta only	
3rd	Delta to Rio Grande	North - Dettached	North - Vertical	North - Yes	Moderate		
		South - Dettached	South - Vertical	South - Yes	Moderate		
3rd	Rio Grande to Colorado	North - None	North - None	North - None			
		South - Dettached	South - Vertical	South - Yes	Moderate		
3rd	Colorado to Clark	North - None	North - None				
		South - Dettached	South - None	South - None	Good		
3rd	Clark to Minnesota	North - None	North - None				
		South - Dettached	South - None	South - None	Moderate		
3rd	Minnesota to Lamborn	North - None	North - None				
		South - None	South - None				
Clark	3rd to End	North - None	East - None				
		South - None	West - None				
Clark	2nd to 3rd	North - None	East - Rollover		Good		
		South - None	West - Rollover		Good		
Clark	2nd to End	North - None	East - None				
		South - None	West - None				
Colorado	2nd to 3rd	East - None	East - Vertical	East - None	Moderate		
		West - Dettached	West - Vertical	West - Yes	Moderate		
Colorado	2nd to End	East - None	East - None				
		West - None	West - None				
Niagara	3rd to 4th	East - None	East - None				
		West - None	West - None				
Niagara	2nd to 3rd	East - None	East - None				
		West - None	West - None				
Niagara	1st to 2nd	East - None	East - Vertical				
		West - None	West - None				
Minnesota	2nd to 3rd	East - None	East - None				
		West - None	West - None				
Lamborn	2nd to 3rd	East - None	East - None				
		West - None	West - None				
Dorris	2nd to Colorado	East - None	East - None				
		West - None	West - None				
Vista	3rd to End	North - Attached	North - Rollover		Very Good		
		South - Attached	South - Rollover		Very Good		
Paonia	1st to 2nd	East - None	East - None				
		West - None	West - Rollover			CG is a valleypan	
Meadowbrook Ct		East - None	East - Vertical		Good		
		West - None	West - Vertical		Good		
Meadowbrook Dr	Paonia to Meadowbrook Ct	East - None	East - Vertical		Good	island has CG	
		West - None	West - Vertical		Good	island has CG	
Meadowbrook Dr	Meadowbrook Ct to Paonia	East - None	East - Vertical		Good		
		West - None	West - Vertical		Good		

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Sidewalk and Curb costs per linear foot[3].

Sidewalks.

The average cost for sidewalks has a broad range due to many factors.

The prep work is a large factor in calculating actual costs. Flat surfaces with no obstructions are way easier to prep and pour than surfaces with slopes, trees', curves, thickness etc. These factors can change the overall costs of projects by varying margins.

The average cost of sidewalks in Colorado ranges from **28$ to 68$ per linear foot** based on a 4-foot-wide sidewalk.

Curb & Gutter.

Like sidewalks, curb and gutter costs vary depending on several factors, including the type of material used, the length of the curb, and the specific location.

On average, the cost is around **$20 to $30 per linear foot** for concrete curb and gutter installation. This cost includes both the curb (vertical portion) and the gutter (horizontal portion) that helps manage stormwater runoff.

Concrete pricing.

The National average for ready mix in the second quarter of 2023 was **$156.96 per cubic yard**. Pricing ranged from **$140-$170 per cubic yard**. I talked with a few local contractors, and it seems like their average cost per cubic yard this year so far has been into the **$240-$260** range per cubic yard. I have not ordered any this year so this number isn't something I can confirm. I will try to get some more accurate pricing so I have it available for the meeting.

Delivery, availability, and distance also play a factor in any project involving concrete pricing. Companies usually charge per mile for the trucks to haul concrete. Closer is normally cheaper but availability also factors in when trying to schedule trucks. Conveyor and front dump trucks are also options that can make some projects easier. Front dump trucks you don't need the extra hand to

run the chute. Conveyor trucks help to get over and into obstructed areas. I do not have the pricing extras for those types of trucks but I am sure there is added costs if those are needed as well.

Timing of projects.

It should be considered that once a truck is ordered you pay for it regardless of if the project is ready to pour or not. Trying to complete projects like these needs dedicated hands to be able to complete them correctly. (Hypothetical Example: If we prep for a pour and have a water break, we will still pay for the truck and concrete if not enough hands are available for it.) I do feel that the public works crew is more than capable of doing some of these projects on a small scale, but larger full-scale projects could be something that would make other projects have to be lesser priority.

Current available funds.

As of April 30th, 2024, the current sidewalk funds available are $100,769.00.

I will be available at the meeting and will be happy to answer any questions I can.

Thank you,

Cory Heiniger Public Works Director E: coryheiniger_pw@townofpaonia.com