



TOWN OF WIGGINS
MINUTES
REGULAR BOARD MEETING
08/22/2018 AT 7:00 P.M.
304 CENTRAL AVENUE
WIGGINS, CO 80654

MINUTES FROM THE MEETING HELD ON August 22, 2018

I. INTRODUCTIONS

1. Call the Meeting to Order by Mayor Leon at 7:02pm
2. Pledge of Allegiance
3. Roll Call
 - Mayor Mac Leon ✓
 - Chris Sandoval ✓
 - Charles Ruyle ✓
 - Jeff Palmer ✓
 - Brian Becker - Absent
 - Bruce Miller ✓
 - Pat Musgrave ✓

Staff Present:

Paul Larino, Town Manager
Pat Lentell, Town Clerk
Court Bannock, Wiggins PD

II. STAFF AND BOARD REPORTS

1. Town Manager Report

Paul Larino presented his staff report, he received confirmation that our grant/loan funds have been obligated. He has been working on interim financing. The Wiggins Stakeholders will be working on the next batch of Welcome Bags, the response from first bags given out was very positive. Paul updated the board at Kiowa Park Phase III the infrastructure is in and they are working on curbs and gutters now. Paul gave an update from Bryan Flax, our Parks & Recreation Director. We will be having our last Movie in the Park on September 8th, it will be Peter Rabbit. Fall Volleyball has officially started, this is a new program this year. We are short on kids for Fall Soccer so we will not be having that program this year. Also as a follow-up, our police department has been working hard on abatements.

2. City Clerk Reports

Pat Lentell did not have a report. She passed around some "Thank you" cards that had come in. We are still working with our auditors on the audit. Paul reported that we support some of our local schools and will be sending our annual contributions to the Historical Society for the Trail House School and to the Senior Center.

3. Public Works Report

Paul Larino thanked the staff for all of their hard work, especially with the rain we had last week. Staff went out and made sure the gutters were clear to help with the drainage. Staff is also working on getting our mag meters ready at the wells. Staff also installed the doggy bags at the park, they were of course spread around the park. Paul asked if anyone at the park sees anyone doing something destructive at the Park to stop and talk to them. Trustee Palmer has talked to several of them and talked to Officer Clement. Staff has also been working with the school for the first couple of weeks.

Discussion on the concrete at the Park. We haven't been able to get a company to come out to pour the concrete to fix the sidewalk. Paul will take a look at it.

4. Police Department Report

No report tonight

5. Committee Reports

Paul Larino reminded everyone we will be having our first Christmas Committee meeting tomorrow night here at Town Hall. If you like Christmas, please join us. We are within 90 days or so to have the lights in town lit up.

6. Board of Trustees Reports

Trustees Jeff Palmer and Brian Becker will start going door to door to talk to the community about marijuana in the town and will schedule a Town Hall meeting. It is important to educate the community on the difference between Hemp and Marijuana.

7. Mayor Reports

No report

III. PUBLIC DISCUSSION

Mayor Leon opened the Public Discussion portion of the meeting.

Cindy Miller of 472 4th Ave, she has a couple of questions. What constitutes a Police Report and why don't we ever have a Police Report? She would like to be more informed about what is going on in this town. Paul explained we do have statistics from the Police Department, they are not reported on at every meeting but they do try to report on a quarterly basis if not on a monthly basis.

Trustee Palmer brought up the fact that a lot of Town Members complain on social media but never come to the meetings. He invited everyone that was listening to the live stream to please come to the meetings to let the board know of their complaints.

IV. PUBLIC HEARINGS (Special Review for Home Occupation)

Paul Larino presented the applicant and his staff report for the Special Use Application. The applicant is Gloria Campbell, she is wanting to do Therapeutic Massage out of her home.

Gloria Campbell came forward and was sworn in by Patricia Lentell. She is licensed in Therapeutic Massage and had a shop in Greeley. She is only planning on doing this part-time, just a couple of days a week.

Mayor Leon opened the Public Hearing to the Public.

Anna Brooks of 407 High Street came forward. Her questions/concerns were regarding licensing and ADA accessibility. Paul responded that the applicant has applied for her business license and there are exceptions within the ADA Guidelines that exclude in home business. Trustee Palmer also reported that the business is covered by TPO under the Department of Regulatory Affairs (DORA).

Discussion by the Board was regarding parking and traffic. Gloria is only planning on one customer at a time so there should not be an issue with parking. She is not planning on any signage, it will be word of mouth. The Board feels this will be a good addition to the community.

1. Resolution 35-2018: A resolution approving a Special Use Application for a home occupation within a residence at 103 E 4th Avenue.

Motion to approve Resolution 35-2018: A resolution approving a Special Use Application for a home occupation within a residence at 103 E 4th Avenue by Chris Sandoval, seconded by Bruce Miller. Roll Call, Brian Becker was absent; unanimously approved, motion carried.

V. APPROVAL OF CONSENT AGENDA

- 1. Approval of Minutes from the board meeting held on August 08, 2018**
- 2. Approval of bills in the amount of \$25,552.85**

Discussion on several items on the Payment Approval Report. One was for what the plaque was for, Paul explained that was to replace one at the Park that was missing. Another was regarding an expense on a Conn Pump. Paul explained that was for a chlorinator pump went out at the RO.

Motion to approve the Consent Agenda with the amended section in the minutes to address the amount of bills paid from the last meeting by Charles Ruyle, seconded by Chris Sandoval. Roll Call; Brian Becker was absent; unanimously approved, motion carried.

VI. DISCUSSION ITEMS (may or may not be voted on)

- 1. Follow-up questions and discussion on the Town's water and sewer system improvements.**

Paul wanted to make sure staff is answering any questions regarding the process we are beginning with the USDA. We are working on the Bonds are preparing the paperwork for the USDA.

Discussion on the costs and our growth to cover the expenses. Paul explained the payback is based on Water Revenues and the housing growth. How we have the obligation set up is to monitor the growth. On the years that the growth is stronger, we will have reserves set aside to cover years when it is slow. Discussion on getting

Discussion on how many new homes are scheduled in Kiowa Park, they are set up to build 500 homes, Park View Commons is scheduled to have 48 apartments, we are still working on The Farm. Paul reported we have another developer that is interested in coming in and working on another sub-division in Wiggins. From the way things are progressing, we should have a good growth for at least five years.

2. Discussion with School regarding fees.

Trent Kerr from the Wiggins School District came forward to discuss impact fees, see handouts regarding other areas that have agreements with their school districts on impact fees. These fees help with growth and to help pay for the additional students and staff. The school used to receive funding from Morgan County but have not received any funding for several years. He will be checking into that. With the growth in our community, he feels it is unreal for the school to keep up with the growth within the school. The benefits of the Impact Fees would be for the procurement of property. They had 32 million dollars to build the building they have and they are busting at the seams. Once they get into the new building they should be okay. They would like our board to sit down and meet with their board to discuss what is best for the community. He presented a policy within the town that goes over fees from development that could go to the school district. The county used to notify the town when a new development was coming in. Jerry Wolswinkle from the school board came forward. Discussion on splitting impact fees. Discussion on how many kids from out of school district come into the school district. It was explained the district has stopped accepting kids from out of our area. Discussion on what the impact fees would go for. Trent explained the impact fees can only go to land procurement and building only.

Paul Larino went over a couple of things. He met with the superintendent when they were discussing the new school. At that time the question was asked if the new school was going to be big enough considering the growth in the area. He went over exactly what they mean when they talk about an impact fee it is actually according to State Statute a development fee. The Colorado Revised Statute specifically allows towns to impose impact fees for governmental services such as town halls, police services, for roads, for parks and recreation, there is only about five things that are allowed. He did speak with our attorney and we are not allowed to collect impact fees for the school. However, we are allowed to have development fees within a development agreement. For a school district those fees would have to be at the beginning of a sub-development. We already have development agreements on the three developments that are in progress; Kiowa Park, the Park View Commons and the Thomas's. According to our attorney, we cannot go back and charge impact fees to those developments since there is already an agreement in place, these fees could be applied to developments moving forward. Our attorney did look into this and we do have this within our Land Development Code but according to statute we would have to have an IGA in place that would go over who would be responsible for the funds. We do have the ability within our Land Development Code, but it is at the Board's discretion. Paul went over the figures of how much the school will receive from the county from the houses being built.

Discussion on the timing of this request and the projects the town is coming up.
Discussion on how the community feels about impact fees and how much it would cost to do a study. Discussion on setting up a meeting with the school board and what the impact is on the school.

3. Review of Budget to Actual

Paul went over the Budget to Actual with the Board.

Discussion on the Police Department Budget and getting a new/used patrol car.
Discussion on the sale of the Glassey Farm and putting that money into reserves.

4. Equipment for Town and CDOT auction.

Paul reported on the auctions we participate with to purchase Public Works vehicles. They have changed some of the levels of the equipment that have raised the costs. He is still researching the Public Works vehicle that is in the budget as we need the additional truck. Discussion on loaders for Public Works.

Motion to authorize the Town Manager to spend up to \$25,000 at the CDOT Auction by Charles Ruyle, seconded by Chris Sandoval. Roll Call, Brian Becker is absent; unanimously approved, motion carried.

5. Discussion on Public Works Staffing.

Paul explained to the board on the staffing needs. He presented the cost to hire another full-time employee (wages and benefits).

Motion to authorize the Town Manager to hire another full-time Public Works Staff Member by Charles Ruyle, seconded by Chris Sandoval. Roll Call, Brian Becker is absent; unanimously approved, motion carried.

6. Louie's Liquor License Renewal.

Paul reported that we have the renewal license for Louie's Liquor. We have not had any issues with their business and recommended the board move forward with their renewal.

Motion to approve renewing the liquor license for Louie's Liquor by Jeff Palmer, seconded by Chris Sandoval. Roll Call, Brian Becker is absent; unanimously approved, motion carried.

7. Discussion – Food Trucks.

Paul presented the information he researched regarding Food Trucks for the board to review. Discussion on how these businesses will affect the Land Development Code.

8. Discussion – Road Improvements.

Paul Larino explained our engineer is working on pricing for adding a new line under main street to help take care of the flooding. He is going to turn them loose on the project for the 3rd Street drainage, he did get the extension on the grant from DOLA.

9. Discussion & Training – Business Improvement Districts.

Paul reported on the Business Improvement District (BID), we have a hearing date set for the BID. Its designed for public improvements, economic development and business-related activities such as marketing. It's a separate political sub-division under State Law and may exercise a variety of powers.

VII. RESOLUTIONS AND ORDINANCES (WILL BE VOTED ON)

1. RESOLUTION 36-2018 A resolution approving a water agreement between the Town of Wiggins and Bullseye Holdings, LLC.

Paul went over the agreement with Bullseye Holdings LLC to help provide augmentation of one of our wells, they will pay the town for the availability of 72 acre-feet of water. He will pay the town \$40/acre-foot of any water we augment on their behalf. The biggest benefit is we could buy more water now or use the money in the future for water. It is Paul's recommendation that these funds go into reserves or into future water purchase.

Discussion on how long the lease is, Paul explained it is an indefinite lease.

Motion to approve RESOLUTION 36-2018 A resolution approving a water agreement between the Town of Wiggins and Bullseye Holdings, LLC by Charles Ruyle, seconded by Pat Musgrave. Roll Call, Brian Becker is absent; unanimously approved, motion carried.

VIII. ADJOURNMENT:

Closing Remarks by Mayor and Adjournment of the Meeting at 10:48pm.

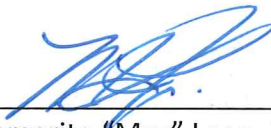
RESPECTFULLY SUBMITTED BY:



Patricia Lentell, Town Clerk



APPROVED BY:



Margarito "Mac" Leon, Jr., Mayor