

Posted on September 4, 2020 at: _____



**TOWN OF WIGGINS
AGENDA
WORK SESSION**

September 9, 2020 AT 7:00 P.M.

**304 CENTRAL AVENUE
WIGGINS, CO 80654**

**NOTE: MEETING WILL BE HELD VIA ZOOM
GO TO wigginsco.com FOR THE LINK**

<u>Agenda Item</u>	<u>Estimated Time</u>
1. Discussion on Nuisance Ordinance Rewrite (Continuation)	45 minutes
a. Weed and Abatement	
b. Abandoned and Junk Vehicles	
c. Fireworks	
d. Emergency Alarm Systems	
e. Nuisances	
2. Discussion on Snow Removal Ordinance	10 minutes
a. Proposed Snow Removal Ordinance	
3. Discussion on 2021 Budget Funding Priorities	45 minutes
4. Other Items/Updates	15 minutes
5. Future Agenda Topics	5 minutes

The Board of Trustees may adjourn for brief Special Meeting after the Work Session.



STAFF SUMMARY

Board of Trustees Work Session September 9, 2020

DATE: September 4, 2020

AGENDA ITEM NUMBER: 1

TOPIC: Nuisance Ordinance Rewrite

STAFF MEMBERS RESPONSIBLE : Hope Becker, Planning and Zoning Administrator
Doug Erickson, Wiggins Police Officer

BACKGROUND:

The Board of Trustees has expressed a desire for staff to do more abatements throughout town maintain the beautification of and cleanliness in town. The Board of Trustees discussed at the May 13, 2020 board meeting how some properties in Town are in unkept conditions and in violation of the current code. The Town's current ordinances are unorganized and do not provide staff or the police department the clarity necessary to perform the abatement processes. At the advice of the Town Attorney, staff proposed that the current ordinance be overhauled and brought up to date. Staff agreed this would be a better solution than attempting to update the many small individual sections of the current outdated and unorganized ordinance. The staff discussed potential changes that could be made to the ordinance itself as well as the abatement process in a recent meeting. The staff used other municipalities such as Yuma, Keenesburg, Kersey, Haxtun, and Greeley as examples.

Staff provided an update to the Trustees at the June 10, 2020 Work Session. Ordinances from Haxtun and Yuma were provided to the Trustees as examples staff desired to use as models for the re-write of the Wiggins Ordinance. The Board provided staff direction to continue forward on the project to update the Town's ordinance.

At the August 12, 2020 work session staff introduced the ordinance rewrite to the Board of Trustees. The Trustees requested additional time for their review. The Trustees also requested staff include a section on snow removal from sidewalks.

SUMMARY:

Staff has been working to revise the town's current nuisance codes. Yuma's codes were used as a model to create an organized ordinance. As a result of researching snow removal ordinances, staff looked at ordinances from additional municipalities including Aurora, Commerce City, and

Westminster. This resulted in the creation of a Health and Safety Chapter for the Town of Wiggins ordinances. The Health and Safety chapter includes, but is not limited to, Weed & Abatements, Abandoned and Junk Vehicles, Fireworks, Emergency Alarm Systems, and Nuisances (general). All are numbered and structured in a fashion that leaves room for Trustees to adopt additional codes in the future without disrupting the flow of the chapter.

Staff is proposing the following in addition to a rewritten ordinance. The goal is to educate residences and businesses of the ordinance and receive voluntary compliance.

- To designate a Zoning Compliance person to cruise the town streets and alleys once a week for nuisance issues. Possibilities being Hope Becker and/or the Police Department Officers.
- Staff would organize a system at the office to keep track of number of infractions for each address. This enables the tier fines to increase with each infraction.

Attached to this report is a rough draft of a revised and better organized Health and Safety Ordinance. The staff feels that this ordinance addresses everything from the previous ordinance while adopting additional higher standards to keep Wiggins safe and clean. Staff has done some additional refinement of the formatting for the ordinance rewrite.

FISCAL IMPACT:

There are costs associated with staff and attorney review and preparation of the Ordinance.

APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:

Updating the current nuisance ordinance would provide better clarity and education to the residents of Wiggins regarding nuisances. In this organized structure it will be easier to post the ordinance to the town's website for easy accessibility. It also provides staff with an organized and clear ordinance to better enforce and abate nuisances. The overall goal being to achieve voluntary compliance and improve the appearance of the town.

QUESTIONS/INFORMATION REQUESTED FROM THE BOARD OF TRUSTEES:

- Does the Board of Trustees have any questions of staff?
- Are there sections the Trustees would add or delete?

Article 8
CHAPTER 1
NUISANCES

SECTION:

8-1-1: Definitions

8-1-2: Declaration of Nuisances

8-1-1 DEFINITIONS:

PERSON: A natural person, association, corporation, partnership, limited liability company and any other legal entity capable of owning, using, or occupying real property.

PUBLIC PLACE: Any street, highway, public right-of-way, sidewalk, driveway or alley, school building, school grounds, public building, library, fire station, public park or any parking lot.

RESPONSIBLE PARTY: Any person who makes or causes any nuisance to exist, or who has possession or control of any real property or premises, whether as owner, occupant or tenant, where any nuisance is found, or, in the case of a motor vehicle, as owner or operator of the same.

8-1-2 DECLARATION OF NUISANCES:

A. Common law and statutory nuisances. Any nuisance defined or declared as such by state statute or case law (common law) is hereby declared a nuisance for purposes of this chapter. It shall be unlawful for any person to create any common law or statutory nuisance in the city or to permit a common law or statutory nuisance to occur or continue to occur on any property under such person's control. Further, it is unlawful for any person to permit a common law or statutory nuisance to occur in conjunction with any personal property under such person's control.

B. Specified nuisances. Any act, action, condition, situation, circumstance or state of being identified in this article as prohibited or unlawful is hereby declared a nuisance.

Article 8
Chapter 2

DEFACED PROPERTY

SECTION

8-2-1: Nuisance Declared

8-2-1 Nuisance Declared:

- A. It is unlawful for any person to permit any property under such person's control to remain in a defaced condition for longer than fifteen (15) days when such defacement is visible to the public.

Article 8
CHAPTER 3

TRASH, JUNK, AND DEBRIS

SECTION:

8-3-1: Definitions

8-3-2: Nuisance Declared

8-3-3: Prohibited Accumulations Designated

8-3-1 DEFINITIONS:

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

ABBUTTING LAND: A parcel of land which has a common property line with another parcel of land.

ALLEY: A minor way which is used primarily for vehicular service access to the rear or side of properties otherwise abutting on the street. Its use is for secondary access to the lot and/or service purposes. An alley shall not be considered to be a street.

COMMERCIAL/BUSINESS: means and includes all kinds of vocations, occupations, home occupations, professions, enterprises and establishments, any of which are conducted on any premises or are otherwise carried on within the town or anywhere else within its jurisdiction.

GARBAGE: means wastes resulting from the handling, preparation, cooking, or consumption of food and wastes from the handling, storage, or sale of produce.

HOUSEHOLD TRASH: is defined to include, but is not limited to, items such as rubbish, trash, waste, refuse, paper, tin cans, bottles, glass, containers, rags, ashes, bones, cloth, or other materials common to household use or objects that may become a breeding place for flies, mosquitoes, or vermin, or that give off unpleasant odors.

JUNK OR DEBRIS: shall mean any material or object, used or new, that is not presently useable or designed to be used in their existing condition or location, such as scrap metals, rubber pieces, rope, asphalt, concrete, plaster, tile, bricks, crates, cartons, barrels, boxes, tree limbs, leaves, dead plants and trees, trimmings from plants and trees, grass clippings, tools, fixtures, utensils, lumber, pipe and pipe fittings, machinery or parts thereof, appliances, vending machines, furniture, motor vehicle parts or tires, or any waste material from the premises, including building materials for or produced from remodeling or construction, and material.

STREET OR HIGHWAY: means the entire width between the boundary lines of every right-of-way publicly maintained where any part thereof is open to the use of the public for purposes of vehicular travel.

8-3-2 NUISANCE DECLARED:

A. Household Trash, Garbage, Junk, and Debris. It is unlawful for any person to:

- (1) Permit household trash, garbage, junk or debris to accumulate on any property not zoned for such purposes. All trash, garbage, junk or debris shall be stored in a container or sealed plastic trash bag awaiting prompt pickup and disposal, and the storage area shall be kept free of loose trash, garbage, junk and debris. Any trash, garbage, junk and debris by its nature is incapable of being stored in containers or sealed plastic bags may be neatly stacked or stored for prompt pickup and disposal. Containers and trash bags shall be secured and placed where they are not susceptible to being spilled by animals or wind or other elements;
- (2) Place or to permit to remain anywhere in the town any trash, garbage, junk, debris, or other material subject to decay other than leaves or grass, except in watertight and airtight cans or containers, which neither creates an odor or stench or is accessible to animals. This subsection (2) shall not apply to vegetable materials in any properly layered, actively working compost pile.
- (3) Drive or move any loaded truck or other loaded vehicle within the town, unless such vehicle is loaded or covered so as to prevent any load, contents, or litter from being blown or deposited upon any street, highway, alley, or other public place.
- (4) Operate or cause to be operated on any highway or public way in the town, any truck or vehicle transporting trash, junk and debris unless such vehicle or truck is fitted with a substantial, tight box or other container thereon so that no portion of such garbage, trash, or junk shall be thrown or fall upon the highway or public way.
- (5) Display, or cause or allow to be displayed, upon the property any nuisance, as defined in this ordinance;
- (6) Keep or store any construction materials for construction at that location unless such materials are covered;
- (7) Store upon his property or to allow to be viewed by the general public, or any member thereof, goods, material, or substances not otherwise or specifically defined or definable as trash, garbage, junk and debris but which goods, materials, or substances are of a type, kind, quantity or description not commonly associated with the zoning classification or

permitted use of the property;

- (8) Use any trailer, whether covered or uncovered, to store any litter, garbage, trash and junk upon his property, unless the trailer is used for the purposes of recycling; Recycling trailer must be moved and emptied every 45 days.
- (9) Deposit in or on any street, alley, or public place debris, sod, earth, sand, gravel, concrete, or any other trash, junk, debris, or construction waste or material.
- (10) Notwithstanding the foregoing, the prohibitions in (1) and (6) - (9) above shall not apply if such uses of the property are incidental to and necessary for the carrying out of any business or occupation lawfully being carried on upon the property in question and are permitted in the applicable zoning district.

8-3-3 PROHIBITED ACCUMULATIONS DESIGNATED:

- A. It is unlawful for any owner, lessee, agent, occupant or person in possession or control of any occupied or unoccupied lot or tract of land or any part thereof in the town to permit or maintain on any such lot or tract of land, or on or along the sidewalk, street or alley adjacent to the same, any accumulation of trash, junk and debris.

Article 8
Chapter 4

UNSAFE SIDEWALKS AND RIGHT-OF-WAY

8-5-1 UNSAFE SIDEWALKS AND RIGHTS-OF-WAY.

A. Hazards and obstructions.

- (1) It shall be unlawful for the owner or occupant of any building, property or lot in the town to fail to maintain the sidewalks, curb, and gutters adjacent to such property, including those on public rights-of-way, in a clean and repaired condition and free of hazards and obstructions, including, but not limited to, piles of materials, vegetation, weeds, tree limbs, trash containers, structures, sports equipment, or any other object located less than seven (7) feet above a sidewalk.
- (2) It shall be unlawful for the owner or occupant of any building, property or lot in the town to deposit, place or otherwise locate, or to allow the deposition, placement or location, upon any public right-of-way adjacent to such building property or lot any hazard or obstruction, including, but not limited to, piles of materials, vegetation, weeds, tree limbs, trash containers, structures, sports equipment. An exception is made for lawfully parked motor vehicles.

- B. Snow and ice.** It shall be unlawful for the owner or occupant of any building, property or lot in the town to fail to remove the accumulation of snow, sleet, hail or ice from the sidewalks adjacent to such property, including those on public rights-of-way, within twenty-four (24) hours of the last measurable snowfall, sleet, hail or ice. It shall further be unlawful for any person, other than an employee or agent of the town, to deposit, or cause to be deposited, any snow, sleet, hail or ice against any fire hydrant, or other appurtenance, or onto any public or private property that is not owned by, occupied by or otherwise under the legal control of the person without the express consent of the owner or occupant of the property.

Article 8
Chapter 5

LANDSCAPE MATERIALS

SECTION:

8-5-1: Definitions

8-5-2: Nuisance Declared

8-5-1 Definitions:

RIGHT-OF-WAY: A strip of land taken or dedicated for use as a public way. In addition to the roadway, it normally incorporated the curbs, lawn strips, sidewalks, lighting, and drainage facilities, and may include special features (required by the topography or treatment) such as grade separation, landscaped areas, viaducts, and bridges.

8-5-2 Nuisance Declared:

It shall be unlawful for any person to store, accumulate, or keep, or allow the accumulation, storage or keeping of, any landscape materials on a public right-of-way except in accordance with the following provisions:

- A. Time limits.** Landscape materials that can be eroded or moved by the elements may be stored on a public right-of-way for no more than three (3) days. Other landscape materials may be stored on a public right-of-way for no more than seven (7) days unless an extension of such time has been approved by the town manager.
- B. Placement.** If placed in a town right-of-way, landscape materials must be stored on the right-of-way immediately adjacent to the property on which they will be used and in such a manner as to minimize disruption to the owners or occupants of adjacent property. Landscape materials shall not block access to and from side streets, alleys, maintenance roads, walkways, driveways, sidewalks, bike paths, fire hydrants, fire stations, fire escapes, mail boxes, dumpsters, parked vehicles, water valves, valve housing structures, or any other vital equipment.
- C. Erosion barrier.** Landscape materials that can be eroded or moved by the elements shall be completely covered by material that will protect them from erosion or movement.
- D. Traffic hazard prohibited.** Landscape materials stored in the public right-of-way must be flagged, coned or otherwise marked in such a manner as to alert a reasonable person to the presence of the materials and allow such person to safely navigate around the materials.

Article 8
Chapter 6

UNREASONABLE NOISE

SECTION:

8-6-1: Definitions

8-6-2: Nuisance Declared

8-6-1 Definitions:

- A. Any sound of such level and duration as to be or tend to be injurious to human health or welfare, or that would unreasonably interfere with the enjoyment of life or property, is deemed unreasonable. Town agents are authorized to make a prima facie determination as to whether a noise is unreasonable, which determination may be based upon, but need not be limited to, a consideration of the following factors:
- (1) The time of day;
 - (2) The size of any gathering of persons creating or contributing to the noise;
 - (3) The neighborhood or area in which the noise is occurring;
 - (4) The presence or absence of noise amplification equipment; and
 - (5) Any other factors tending to show the magnitude and/or disruptive effect of the noise.

8-6-2 Nuisance Declared:

- A. **Unreasonable noise prohibited.** It shall be unlawful to make, continue or cause to be made or continued any unreasonable noise and no person shall knowingly permit such noise upon any premises or in or upon any vehicle owned or possessed by such person or under such person's control or operation. For purposes of this section, proof that the owner or occupant of the premises upon which the unreasonable noise occurred was present at the time of the violation shall constitute prima facie evidence that such person was in control of the premises and knowingly permitted the violation to occur.
- B. **Exemptions.** The limitations of this section shall not apply to:
- (1) Authorized emergency vehicles;
 - (2) Construction equipment operating between the hours of 7:00 a.m. and 7:00 p.m.;

- (3) Any activity that has been authorized by the town, through the zoning process, with a specific condition authorizing the exemption or variance from the requirements of this section;
- (4) Activities conducted or sponsored by the city;
- (5) Church or school chimes or bells; and
- (6) Events specifically exempted by the terms of a town permit or by the written authorization of the town manager.

Article 8
CHAPTER 7

WEEDS AND VEGETATION

SECTION:

8-7-1: Definitions

8-7-2: Nuisance Declared

8-7-3: Prohibited Accumulations Designated

8-7-1 DEFINITIONS:

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

ABBUTTING LAND: A parcel of land which has a common property line with another parcel of land.

ALLEY: A minor way which is used primarily for vehicular service access to the rear or side of properties otherwise abutting on the street. Its use is for secondary access to the lot and/or service purposes. An alley shall not be considered to be a street.

BRUSH: Volunteer growth of bushes, shrubs and trees such as are growing wild and without care and includes all cuttings from trees, shrubs and bushes and high and rank shrubby growth which may conceal filthy deposits.

COMMERCIAL/BUSINESS: means and includes all kinds of vocations, occupations, home occupations, professions, enterprises and establishments, any of which are conducted on any premises or are otherwise carried on within the town or anywhere else within its jurisdiction.

DANDELIONS: The weed *Taraxacum Officinale* Weber.

STREET OR HIGHWAY: means the entire width between the boundary lines of every right-of-way publicly maintained where any part thereof is open to the use of the public for purposes of vehicular travel.

WEEDS:

- A. Those plant species that are designated as noxious and which fall within three (3) categories (list A, list B and list C), as determined by the Colorado noxious weed act, section 35-5.5-101 et seq., Colorado Revised Statutes, as amended, and further defined by rules set forth by the Colorado department of agriculture pertaining to the administration and enforcement of the Colorado noxious weed act.

- B. In addition to the foregoing, "weeds" includes brush, whether noxious or not, which is in excess of six inches (6") in height and which meets the definition of "brush" stated in this section.
- C. The foregoing is not intended to be exclusive, but rather is intended to be indicative of those types of plants which are considered a detriment to the public health, safety, and welfare, and does not include flower gardens, plots of shrubbery, vegetable gardens.

8-7-2 NUISANCE DECLARED:

- A. *Weeds, Brush, Leaves, and Grass Clippings.* Any unauthorized accumulation of weeds, brush, refuse or rubbish on any premises is declared to be a nuisance and a health hazard and is prohibited.
 - (1) To permit weeds, grasses or brush to grow to a height in excess of six (6) inches upon any lot, tract or parcel owned or occupied by such person;
 - (2) To store, keep or permit to remain on any lot, tract or parcel owned or occupied by such person trees, limbs or branches of trees, shrubs or plants, whether alive or dead, which are dangerous to health or property;
 - (3) To fail to remove trees, limbs or branches of trees, shrubs or plants, whether alive or dead, which are dangerous to health or property, together with all litter of all kinds, from any lot, tract or parcel owned or occupied by such person;
 - (4) Cause or permit to accumulate any grass clippings or leaves anywhere in the Town. This subsection (4) shall not apply to vegetable materials in any properly layered, actively working compost pile, or to a thin layer of grass clippings used as mulch, provided the grass clippings are not able to blow from the property and do not cause an odor that can be detected from any adjacent property;
 - (5) To permit weeds, grasses or brush to grow to a height in excess of six (6) inches, to store, keep or permit to remain any trees, limbs or branches of trees, shrubs or plants, whether alive or dead, which are dangerous to health or property, or to fail to remove the same together with all litter of all kinds, upon and from the area from any lot, tract or parcel owned or occupied by such person to the middle of any alley abutting behind or on the side of the lot, tract or parcel, or upon and from the area from any lot, tract or parcel owned or occupied by such person to the street abutting to the front or on the side of the lot, tract or parcel, such area to include but not limited to the curb, gutter and sidewalk.

8-7-3 PROHIBITED ACCUMULATIONS DESIGNATED:

- A. It is unlawful for any owner, lessee, agent, occupant or person in possession or control of any occupied or unoccupied lot or tract of land or any part thereof in the town to permit or maintain on any such lot or tract of land, or on or along the sidewalk, street or alley adjacent to the same, any growth of weeds to a height greater than six (6") inches, or any accumulation of weeds or brush.

Article 8

CHAPTER 8

FIREWORKS

SECTION:

8-8-1: Sale and Discharge Prohibited; Exception

8-8-2: Authority to Ban the Sale and Use of All Forms of Fireworks

8-8-3: Violations; Penalty

8-8-1 DEFINITIONS:

- A. The term "prohibited firework" means any article, device, or substance prepared for the primary purpose of producing a visual or auditory sensation by combustion, explosion, deflagration, or detonations, including, but not limited to, the following articles and devices commonly known and used as fireworks: toy cannons, toy canes in which explosives are used, blank cartridges, the type of balloon which requires fire underneath to propel the balloon, fire crackers, torpedoes, skyrockets, rockets, roman candles, dago bombs, cigarette loads, torches, any fireworks containing any explosive or flammable compound, any tablets or other device containing any explosive substance, or other fireworks of like construction.
- B. The term "permissible firework" means toy caps which do not contain more than twenty-five hundredths of a grain of explosive compound per cap; sparklers, trick matches, fountains and other devices that remain on the ground and do not explode, trick noisemakers, toy smoke devices, novelty auto alarms; highway flares, railway fuses, smoke candles, and other emergency signal devices.
- C. The term "person" includes an individual, partnership, firm, company, association, corporation, or governmental agency.

8-8-2 SALE AND DISCHARGE PROHIBITED; EXCEPTION:

- A. It is unlawful for any person, firm or corporation to sell, exhibit, offer or expose for sale, or to have in his possession, lend or give away, set fire to, discharge or explode, any squib, rocket, cracker, torpedo, grenade, cans, gun, revolver, pistol, cap, cartridge, or other combustible fireworks of any kind in the town; except that such fireworks as are allowed by Colorado state statutes shall be allowed in the town. Said state statutes specifically provide as follows:
 - I. Prohibited "fireworks" means any article, device, or substance prepared for the primary purpose of producing a visual or auditory sensation by

combustion, explosion, deflagration, or detonation, including, without limitation, the following articles and devices commonly known and used as fireworks: toy cannons or toy canes in which explosives are used, blank cartridges, the type of balloon which requires fire underneath to propel the same, fireworks, torpedoes, skyrockets, rockets, Roman candles, daygo bombs, and torches, or other fireworks of like construction and any fireworks containing any explosive or flammable compound, or any tablets or other device containing any explosive substance.

2. Prohibited "fireworks" does not include:
 - a. Toy caps which do not contain more than twenty-five hundredths (0.25) of a grain of explosive compound per cap;
 - b. Sparklers, trick matches, cigarette loads, trick noisemakers, toy smoke devices, and novelty auto alarms;
 - c. Highway flares, railway fuses, ship distress signals, smoke candles, and other emergency signal devices.

8-8-3 AUTHORITY TO BAN THE SALE AND USE OF ALL FORMS OF FIREWORKS

- A. No person shall sell, offer for sale, expose for sale, or possess with intent to sell permissible fireworks for retail until that person first obtains a Retailer of Fireworks Permit from the Town Clerk of the Town of Wiggins. A retailer's license shall be good only for the calendar year in which it is issued. A retailer's license shall apply to only one retail location and to only one person, shall not be transferable, and shall be displayed in an open and obvious manner at all times at the place of business where the person to whom the license is issued is authorized to sell fireworks. The fee for a Retailer of Fireworks Permit shall be \$25.00, or as otherwise set by the Board of Trustees.
- B. The town board of trustees shall be authorized from time to time, based upon climatic conditions related to the danger of fire, and upon the recommendation of the fire chief, to prohibit by resolution the sale and use of all forms of fireworks as defined in section 12-28-101(3), Colorado Revised Statutes, including permissible fireworks as defined in section 12-28-101(8), Colorado Revised Statutes, and all other explosive materials for pyrotechnic displays within the town, except for professional firework displays specifically approved by the fire chief in advance of any such display, pursuant to section 12-28-103, Colorado Revised Statutes.
- C. Whenever a prohibition has been declared by the town board of trustees pursuant to this section, the police chief is authorized and directed to enforce the ban on any sale of fireworks within the town and to seize, take and remove, at the

expense of the owner, all stocks of fireworks, including permissible fireworks, offered or exposed for sale, stored or held in violation of, and to seize, take and remove all such fireworks from a person using them in violation of a prohibition declared by the town board of trustees.

8-8-4 VIOLATION; PENALTY: Violation of this chapter shall be punished by a fine up to and including one thousand dollars (\$1,000) for each violation, but no jail sentence or other form of imprisonment may be imposed, a fine being the exclusive punishment; however, failure to pay a fine may result in imprisonment pursuant to section 13-10-113, Colorado Revised Statutes. A separate offense shall be deemed committed on each day during or on which a violation of this Ordinance occurs or continues.

Article 8
CHAPTER 9

EMERGENCY ALARM SYSTEMS

SECTION:

8-9-1: Permit

8-9-2: Responsibility for Installation and Maintenance Costs

8-9-3: Rules and Regulations Generally

8-9-4: False Alarms

8-9-5: Violation; Penalty

8-9-1 PERMIT:

- A. It is unlawful to install and thereafter operate and maintain any emergency alarm device or system of any kind without having first obtained a permit therefor for each device or system installed and paid the applicable fee. A permit fee of fifty dollars (\$50.00) shall be paid prior to the installation of any such device or system in any place within Town or under any circumstances covered by the provision of the Ordinance.

- B. Any such permit shall provide that the particular device or system may be inspected at any time or tested at any time prior to installation or subsequent thereto by the Chief of Police or by his duly authorized appointee or representative to determine the location, quality, sufficiency of workmanship and effectiveness of such device or system. The Chief of Police, at any time after installation, may request that any such device or system may be tested to determine effectiveness of such alarm or system. (Ord. 20-2018, 2018: Ord. 6-1984 §1, 1984).

8-9-2 RESPONSIBILITY FOR INSTALLATION AND MAINTENANCE COSTS:

Any and all costs and recurring charges attributable to the installation and maintenance of systems permitted by this chapter which terminate directly in the Police Department or Fire Department of the town, shall be the responsibility entirely by the licensee or permittee. If the location of either the Police Department or Fire Department shall be changed at any time, necessitating changing the location of any alarm systems terminating at such department, such systems shall be moved at the expense of the licensee or permittee, and except as the Board of Trustees may deem appropriate, no part of such costs shall be the responsibility of the town. (Ord. 6-1984 §2, 1984)

8-9-3 RULES AND REGULATIONS GENERALLY:

The Board of Trustees may from time to time adopt such reasonable rules and regulations as it may deem necessary to assure the quality, efficiency and effectiveness of any such emergency alarm devices. (Ord. 6-1984 §3, 1984)

8-9-4 FALSE ALARMS:

Except for alarms caused by an act of nature or through faulty telephone communications, a charge of fifty dollars (\$50.00) for each false burglar, holdup or police emergency alarm, or fire emergency alarm to which the police or fire personnel and equipment respond in excess of three (3) in any calendar year shall be paid to the Town through the Town Clerk's Office. Repeated false alarms in excess of six (6) alarms in such year for whatever reason shall be grounds for suspension or termination by decision of the Board of Trustee of the permit for such system as a faulty system. The Board of Trustee shall at all times have the authority to suspend the permit for any such system until such time as suitable personnel practices are instituted or satisfactory repairs or replacement is made correcting such faulty system. The Board of Trustee shall have the authority at any and all times to terminate the permit for any violation of this chapter or for any faulty system which cannot be made reliable against false alarms in keeping with the provisions of this section. Any alarm system shall be deactivated or removed if the permit therefor is terminated or suspended and shall remain deactivated or removed until the suspension is terminated by reinstatement or a new permit therefor is issued. (Ord. 6-1984 §4, 1984)

8-9-5 ALARM SYSTEMS OUTSIDE OF TOWN:

The provisions of this Ordinance shall apply to any and all emergency alarm devices, the signal of which originates outside the corporate limits of the Town when such signal terminates directly within or gives an alarm to the Police Department of the Town.

8-9-6 TRUNK-LINE FACILITIES:

No alarm system or device which transmits a signal or prerecorded message directly to the Police Department shall be connected to or be permitted to use the primary telephone trunk line serving any Town governmental facility.

8-9-7 VIOLATION; PENALTY:

Violation of this chapter shall be punished by a fine up to and including five hundred dollars (\$500.00) for each violation, but no jail sentence or other form of imprisonment may be imposed, a fine being the exclusive punishment; however, failure to pay a fine may result in imprisonment pursuant to Colorado Revised Statutes, 1973, 13-10-113. (Ord. 6-1984 §5, 1984)

Article 8
Chapter 12

ABANDONED AND JUNK VEHICLES

SECTION:

- 8-12-1: Definitions
- 8-12-2: Abandonment of Motor Vehicles Prohibited
- 8-12-3: Unlicensed, Dismantled and Junked Vehicles Prohibited
- 8-12-4: Abandoned and Junked Motor Vehicles; Public Tow
- 8-12-5: Post-Storage Hearing
- 8-12-6: Abandoned and Junked Motor Vehicles; Private Tow
- 8-12-7: Impoundment Fees
- 8-12-8: Storage of Removed Vehicles
- 8-12-9: Entry Upon Private Property
- 8-12-10: Waiver of Liability
- 8-12-11: Authority for Immediate Towing
- 8-12-12: Impoundment
- 8-12-13: Hearing on Request
- 8-12-14: Disposition of Unclaimed Vehicles

8-12-1 DEFINITIONS:

As used in this chapter, unless the context otherwise requires

ABANDONED MOTOR VEHICLE:

- A.** Any motor vehicles left unattended on private property for a period of twenty-four (24) hours or longer without the consent of the owner or lessee of such property or his legally authorized agent; or
- B.** Any motor vehicle left unattended on public property, including any portion of a street or highway right of way, within the town for a period of (72) hours or longer, unless the owner or driver has consciously affixed thereto a dated notice, or otherwise notified the Town of his intention to remove such vehicle within 72 hours, or the vehicle is parked on a public street within 50 feet of the property of the owner; or
- C.** Any motor vehicle determined to be lost, stolen, or unclaimed; or
- D.** Any motor vehicles stored in an impound lot at the request of its owner or the owner's agent or the police department and not removed from the impound lot according to the agreement with the owner or agent or within seventy-two (72) hours of the time the police department notified the owner or agent that the

vehicle is available for release upon payment of any applicable charges or fees. If the police department requested the storage, the provisions governing public tows as contained in section 8-12-4 of this chapter shall apply as of the time of abandonment. Otherwise, the private tow provisions contained in section 8-12-6 of this chapter shall apply as of the time of abandonment.

DISABLED MOTOR VEHICLE: Any motor vehicle which is stopped or parked, either tended or unattended, upon a public right of way and which is, due to any mechanical failure or any inoperability because of collision, fire or other such injury, temporarily inoperable under its own power.

JUNKED MOTOR VEHICLE:

- A. A vehicle that does not have a current license plate, does not comply with minimum safety requirements of the Colorado Motor Vehicle Law, or exhibits extensive damage, such damage including, but not limited to, any of the following: a broken window, windshield or both, missing wheels, tires, motor or transmission; and
- B. Apparently inoperable.

OPERATOR: A person or a firm as a towing carrier.

PRIVATE TOW: Any tow of an abandoned or junked motor vehicle not requested by the police department.

PUBLIC PROPERTY: Any real property having its title, ownership, use or possession held by the federal government, the state, any county or municipality, or other governmental entity of this state.

PUBLIC TOW: Any tow of an abandoned or junked motor vehicle requested by the police department.

RIGHT-OF-WAY: A strip of land taken or dedicated for use as a public way. In addition to the roadway, it normally incorporated the curbs, lawn strips, sidewalks, lighting, and drainage facilities, and may include special features (required by the topography or treatment) such as grade separation, landscaped areas, viaducts, and bridges.

VEHICLE: Any automobile, truck, trailer, tractor, motorcycle, or any other means of transportation, regardless of method of propulsion, that when originally built contained an engine.

UNLICENSED VEHICLE: A motor vehicle which is not currently and validly registered pursuant to the laws of the state of Colorado or any other governmental authority having lawful authority to license motor vehicles.

8-12-2 ABANDONMENT OF MOTOR VEHICLES PROHIBITED:

No person shall knowingly abandon any motor vehicle upon public property or upon private property other than his own.

8-12-3 UNLICENSED, DISMANTLED AND JUNKED VEHICLES PROHIBITED:

- A.** No person shall knowingly leave any partially dismantled, wrecked, discarded, junked or unlicensed vehicle on any public property within the town.
- B.** It is unlawful for any person who is the owner of any vehicle or any person who is in charge or control of any property within the town, whether as owner, tenant, occupant, lessee or otherwise, to knowingly permit or allow a wrecked, junked, unlicensed or discarded vehicle to remain on such property longer than thirty (30) days . This subsection shall not apply with regard to:
 - 1. A vehicle in an enclosed building.
 - 2. A vehicle on the premises of a business enterprise operated in a lawful place and manner, provided the business enterprise is repairing said vehicle, stripping said vehicle for profit, or using said vehicle in any other reasonably productive manner, within the past thirty (30) days.
 - 3. A vehicle in an appropriate storage place or depository maintained for impounded vehicles by the town.
 - 4. With prior approval of the town manager, or his designee, the department of police may issue a one hundred eighty (180) day permit for a dismantled, wrecked, discarded, junked or unlicensed vehicle, which is being kept for the purpose of repair or restoration, but there shall be no extensions of the permit granted, and only one permit may be granted per year; if, at the end of the one hundred eighty (180) day permit period, the vehicle is still dismantled, wrecked, discarded, junked or unlicensed, such vehicle shall be deemed a nuisance and refuse. Cost of said permit shall be twenty-five dollars (\$25.00). Payment of the permit shall be made to the Wiggins municipal clerk, accompanied by one copy of the issued permit.
 - a. There shall be no more than two (2) permits granted per property.
 - 5. With prior written approval of the town manager, or his designee, a vehicle stored behind a lawfully constructed privacy fence with a minimum height of six feet (6'), sufficient to prevent plain view of said vehicle. The fence must follow all Wiggins Land Development Code requirements.
 - 6. A vehicle which is determined to be a motor vehicle collector's item as defined and regulated by Colorado Revised Statutes 42-3-138, as amended, so long as the keeping and storing of such motor vehicle is in compliance

with said statute.

8-12-4 ABANDONED AND JUNKED MOTOR VEHICLES; PUBLIC TOW:

- A.** Any police officer who finds a motor vehicle which he has reasonable grounds to believe has been abandoned or junked shall require such motor vehicle to be removed or cause the same to be removed and placed in storage in any impound lot designed or maintained by the police department.
- B.** Upon having an abandoned or junked motor vehicle towed, the police department shall ascertain, if possible, whether or not the motor vehicle has been reported stolen and, if so reported, the police department shall recover and secure the motor vehicle and notify its rightful owner. The police department shall have the right to recover from the owner its reasonable costs to recover and secure the motor vehicle.
- C.** As soon as possible, but in no event later than three (3) working days after having an abandoned or junked motor vehicle towed, the police department shall report the same to the department of motor vehicles by first class or certified mail or by personal delivery, which report shall be on a form prescribed and supplied by the department of motor vehicles.
- D.** The police department, upon receipt of an ownership report form from the department of motor vehicles, shall determine, from all available information and after reasonable inquiries, whether or not the abandoned or junked motor vehicle has been reported stolen and, if so reported, the police department shall recover and secure the motor vehicle and notify its rightful owner. The police department shall have the right to recover from the owner its reasonable costs to recover and secure the motor vehicle.
- E.** The police department, within five (5) working days of the receipt of the ownership report from the department of motor vehicles, shall notify by certified mail the owner of record, if ascertained, and any lien holder, if ascertained, of the fact of such report and the claim, if any, of a lien under Colorado Revised Statutes 42-4-1607, as amended, and shall send a copy of such notice to the towing operator. The notice shall contain information that the motor vehicle has been reported abandoned or junked to the department of motor vehicles, the location of the motor vehicle, and the location from which it was towed, and that, unless claimed within thirty (30) calendar days from the date the notice was sent as determined from the postmark on the notice, the motor vehicle is subject to sale. Such notice shall also inform the owner of record of his opportunity to request a hearing concerning the legality of the towing of his abandoned or junked motor vehicle, and that the police department may be contacted for that purpose. A request for hearing shall be made in writing to the police department within ten (10) days of the postmark date of sending such notice. The hearing, if requested shall be conducted pursuant to section 8-12-5 of this chapter.

8-12-5 POST-STORAGE HEARING:

- A.** Upon request, a hearing shall be conducted before the municipal court within seventy-two (72) hours after the receipt of the owner's request, excluding weekends and holidays. The failure of the owner to request or to attend a scheduled hearing shall satisfy the hearing requirement of this section. The sole issue before the municipal judge shall be whether there was probable cause to impound the vehicle in question. The burden of proof shall be on the police department to establish probable cause for the impoundment.
- B.** "Probable cause to impound" means such a state of facts as would lead a person of ordinary care and prudence to believe there was sufficient violation of the municipal code to grant legal authority for the removal of the vehicle.
- C.** The municipal judge shall conduct the hearing in an informal manner and shall not be bound by technical rules of evidence. The person demanding the hearing shall have the burden of establishing that such person has the right to the possession of the vehicle. At the conclusion of the hearing, the municipal judge shall prepare a written decision. A copy of such decision shall be provided to the person demanding the hearing and the registered owner of the vehicle. The municipal judge's decision shall in no way affect any criminal proceeding in connection with the impound in question, and any criminal charges in such proceeding may only be challenged in a court of competent jurisdiction. The decision of the municipal judge shall be final.
- D.** The municipal judge shall only determine that there was or was not probable cause to impound the vehicle. If the judge finds that there was no probable cause, the motor vehicle shall be released to its owner and all towing and storage fees shall be paid by the town. If the owner fails to present the decision of the municipal judge to the operator having custody of the vehicle within twenty-four (24) hours of its receipt, excluding such days when the operator is not open for business, the owner shall assume liability for all subsequent storage charges.

8-12-6 ABANDONED AND JUNKED MOTOR VEHICLES; PRIVATE TOW:

- A.** Any owner or lessee, or his agent authorized in writing, may have an abandoned or junked motor vehicle removed from his property by having it towed and impounded by an operator.
- B.** Any operator having in his possession an abandoned or junked motor vehicle from a private tow shall immediately notify the police department as to the name of the operator and the location of the impound lot where the vehicle is located and a description of the abandoned or junked motor vehicle, including the make, model, color, and year, the number, issuing state, and expiration date of the license plate, and the vehicle identification number. Upon such notification, the police department shall ascertain, if possible, whether or not the vehicle has been

reported stolen and, if so reported, the police department shall recover and secure the motor vehicle and notify its rightful owner. The police department shall have the right to recover from the owner its reasonable costs to recover and secure the vehicle.

- C. Any operator shall, as soon as possible, but in no event later than seventy-two (72) hours after receipt of the determination that such motor vehicle has not been reported stolen, report the same to the department of motor vehicles by first class or certified mail or by personal delivery, which report shall be on a form prescribed and supplied by the department of motor vehicles. The report shall contain the information required in Colorado Revised Statutes 42-4-1605(3)(b).
- D. Within five (5) working days of the receipt of an ownership report from the department of motor vehicles, the operator shall notify the owner of record and any lienholder by certified mail or by personal delivery. The operator shall send a copy of the notice by certified mail or by personal delivery to the police department. Such notice shall contain the following information:
 - 1. That the identified motor vehicle has been reported abandoned or junked to the department of motor vehicles;
 - 2. The claim, if any, of a lien under Colorado Revised Statutes 42-2-1607, as amended;
 - 3. The location of the motor vehicle and the location from which it was towed; and
 - 4. That, unless claimed within thirty (30) calendar days from the date the notice was sent as determined from the postmark on the notice, the motor vehicle is subject to sale.

8-12-7 IMPOUNDMENT FEES:

No motor vehicle towed, stored or impounded at the request of the police department as provided in this chapter shall be released until the charge for towing or otherwise removing such motor vehicle together with the charge for storage for the same, as hereinafter set forth, shall have been paid. The charge of towing an abandoned or junked motor vehicle shall be that amount set by the entity towing said vehicle, or any limit which may be set by state statute. An additional fee of fifty dollars (\$50.00) shall be charged to the owner of the vehicle for the purpose of compensating the police department for use of personnel, supplies and equipment necessary to coordinate and monitor towing of the vehicle. The charge for storage of an abandoned or junked motor vehicle or vehicles stored pursuant to section 8.12.110 of this chapter which weighs less than ten thousand (10,000) pounds shall not exceed the rate of ten dollars (\$10.00) a day and for every day after, for a maximum of sixty (60) days. Vehicles weighing more than ten thousand (10,000) pounds shall not exceed more than twenty-five dollars

(\$25.00) a day and for every day after, for a maximum of sixty (60) days.

8-12-8 STORAGE OF REMOVED VEHICLES:

Motor vehicles removed from public or private property at the request of the police department shall be placed in storage and shall be disposed of in accordance with the provisions of Colorado Revised Statutes 42-4-1606, as amended.

8-12-9 ENTRY UPON PRIVATE PROPERTY:

The chief of police of the police department, any police officer, or any designee appointed by the chief of police for the purpose of enforcing this chapter, is authorized to go on private property for the purpose of making an investigation of any violation of this chapter and for the purpose of determining ownership and condition of any motor vehicle reasonably appearing to be in violation of any of the provisions of this chapter.

8-12-10 WAIVER OF LIABILITY:

Neither the chief of police, the town manager, any police officer, their designees, or any person acting under their direction or control shall be liable or responsible in any manner to the owner of the vehicle, the person claiming to be the owner of a motor vehicle, or any other person, for or on account of any damage to the motor vehicle or other property, or the loss or damage of or to any property which may be contained within the motor vehicle as a result of towing, storing or disposing of the motor vehicle pursuant to the provisions of this chapter.

8-12-11 AUTHORITY FOR IMMEDIATE TOWING:

The chief of police of the town or any police officer is authorized to remove immediately, without prior notice to the owner or occupant, any motor vehicle from any public or private property under any of the circumstances hereinafter enumerated the town council finding and determining that such vehicles under such circumstances constitute obstructions to traffic or public nuisances:

- A. When a vehicle upon a public right-of-way is so disabled so as to constitute an obstruction to traffic and the person or persons in charge of the vehicle are by reason of physical injury incapacitated to such an extent as to be unable to provide for its custody or removal; or
- B. When any vehicle is left unattended upon any street or parked illegally so as to constitute a definite hazard or obstruction to the normal movement of traffic or left unattended upon any public street with engine running or with keys in the ignition switch or lock; or
- C. When any vehicle is parked or left standing upon any area or portion of a public street in violation of or contrary to a parking limitation or prohibition established by the traffic engineer, provided such area or portion of said public street has

been posted with an official sign or signs giving notice both of the limitation and prohibition and of the fact that such area or portion of such street is a tow away area; or

- D. When a vehicle is parked in violation of any traffic ordinance and is an obstruction or hazard or potential obstruction or hazard to any lawful function or limits the normal access to a use of any public or private property; or
- E. When a driver of such vehicle is taken into custody by a police officer and the vehicle would thereby be left unattended upon a street, highway or restricted parking area or other public right-of-way; or
- F. When the driver of a vehicle is reasonably suspected of using license plates or a license permit unlawfully, misusing the license plates or license permit issued to him, or a vehicle is driven without proper license plates or license permit, or with no license plates or license permit, or driven with an invalid or expired license permit; or
- G. When the driver of a vehicle is driving without an operator's license or chauffeur's license which is current and valid, or who does not have such license in his immediate possession, or who drives a vehicle contrary to restrictions imposed upon his license, or who drives a vehicle while his operator's or chauffeur's license is denied, suspended, canceled or revoked by the state; or
- H. Where a vehicle is found parked on or near to any railroad tracks so as to block the same in any manner; or
- I. When a driver of any vehicle or the vehicle which he is driving is reasonably suspected of having been in any hit and run accident; or
- J. When any vehicle is reasonably suspected of being stolen or parts thereof to be stolen; or
- K. When the driver of any vehicle is taken into custody for a suspected felony or misdemeanor, or when the vehicle is suspected of containing stolen goods or other contraband.

8-12-12 IMPOUNDMENT:

Whenever, as authorized in this chapter, an officer or employee of the town removes a vehicle from the place where it was left, the officer or employee shall give a notice in writing of such impoundment, as required in subsection 8.12.040E of this chapter. Impoundment fees shall be as provided in section 8-12-7 of this chapter.

8-12-13 HEARING ON REQUEST:

Upon request, the owner of a motor vehicle removed pursuant to section 8-12-11 of

this chapter shall be entitled to a hearing as provided in section 8-12-5 of this chapter.

8-12-14 DISPOSITION OF UNCLAIMED VEHICLES:

Vehicles removed pursuant to this chapter shall be disposed of in a manner provided for in section 8-12-8 of this chapter.



STAFF SUMMARY

Board of Trustees Work Session September 9, 2020

DATE: September 4, 2020

AGENDA ITEM NUMBER: 21

TOPIC: Proposed Unsafe Sidewalks and Right-of-Way Ordinance

STAFF MEMBERS RESPONSIBLE : Hope Becker, Planning and Zoning Administrator
Doug Erickson, Wiggins Police Officer

BACKGROUND:

The Board of Trustees at the August 12, 2020 work session expressed the desire to include a section on snow removal in the ordinance rewrite. Staff researched snow removal ordinances from several municipalities

SUMMARY:

Staff has been working to revise the town's current nuisance codes. In conjunction with this, the Board of Trustees requested that staff include a section on snow removal. Attached is a draft of a proposed Unsafe Sidewalk and Right-of-Way Ordinance section for the Board's review and comment.

FISCAL IMPACT:

There are costs associated with staff and attorney review and preparation of the Ordinance.

APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:

Updating the current nuisance ordinance would provide better clarity and education to the residents of Wiggins regarding nuisances. In this organized structure it will be easier to post the ordinance to the town's website for easy accessibility. It also provides staff with an organized and clear ordinance to better enforce and abate nuisances. The overall goal being to achieve voluntary compliance and improve the appearance of the town.

QUESTIONS/INFORMATION REQUESTED FROM THE BOARD OF TRUSTEES:

- Does the Board of Trustees have any questions of staff?
- Are there sections the Trustees would add or delete?

Article 8
Chapter 4

UNSAFE SIDEWALKS AND RIGHT-OF-WAY

8-5-1 UNSAFE SIDEWALKS AND RIGHTS-OF-WAY.

A. Hazards and obstructions.

- (1) It shall be unlawful for the owner or occupant of any building, property or lot in the town to fail to maintain the sidewalks, curb, and gutters adjacent to such property, including those on public rights-of-way, in a clean and repaired condition and free of hazards and obstructions, including, but not limited to, piles of materials, vegetation, weeds, tree limbs, trash containers, structures, sports equipment, or any other object located less than seven (7) feet above a sidewalk.
- (2) It shall be unlawful for the owner or occupant of any building, property or lot in the town to deposit, place or otherwise locate, or to allow the deposition, placement or location, upon any public right-of-way adjacent to such building property or lot any hazard or obstruction, including, but not limited to, piles of materials, vegetation, weeds, tree limbs, trash containers, structures, sports equipment. An exception is made for lawfully parked motor vehicles.

- B. Snow and ice.** It shall be unlawful for the owner or occupant of any building, property or lot in the town to fail to remove the accumulation of snow, sleet, hail or ice from the sidewalks adjacent to such property, including those on public rights-of-way, within twenty-four (24) hours of the last measurable snowfall, sleet, hail or ice. It shall further be unlawful for any person, other than an employee or agent of the town, to deposit, or cause to be deposited, any snow, sleet, hail or ice against any fire hydrant, or other appurtenance, or onto any public or private property that is not owned by, occupied by or otherwise under the legal control of the person without the express consent of the owner or occupant of the property.



STAFF SUMMARY

Board of Trustees Work Session

September 9, 2020

DATE: September 5, 2020

AGENDA ITEM NUMBER: 3

TOPIC: Discussion on 2021 Budget Funding Priorities

STAFF MEMBER RESPONSIBLE: Tom Acre, Interim Town Manager

BACKGROUND:

Each year staff prepares a budget for the upcoming year to present to the Board of Trustees for formal adoption in December at a Public Hearing. Staff is starting to develop plans for the preparation of a draft budget to present to the Board of Trustees in October. Between now and October staff would like to hold a series of discussions with the Board regarding the proposed budget.

SUMMARY:

To proceed with the preparation of the 2021 Town Budget, staff seeks input/consensus on the funding priorities for the coming year. Staff has developed a draft listing of essential/core functions the town provides and other activities/projects that have been identified as a need now and in the future.

The budget preparation takes into consideration the revenues and expenses required to provide the core functions on which to operate the Town. These costs include staff related expenses such as salaries and benefits, department operational costs, water, and wastewater utility costs. Revenues include sales tax, use tax, franchise fees, property tax, various fees for service water, and sewer tap fees, and revenues from water and wastewater utilities.

Staff seeks input from Trustees on other/additional priorities and/or projects that they would like to have considered if funding is available above that which is required to provide the core services to the citizens of Wiggins. As the budget is drafted and implemented in 2021, it is these core services and priorities set by the Board that included in the expense category. The budget presented for adoption will be priority based.

FISCAL IMPACT:

There is no impact to the budget by going through this process.

APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:

Adopting the 2021 Budget in December is a requirement of a local government.

QUESTIONS/INFORMATION REQUESTED FROM THE BOARD OF TRUSTEES:

- Does the Board of Trustees Agree with the attached list?
- What adjustments to the list are needed?
- What Additional priorities does the Board Trustees have for 2021?



2021 Budget Funding Priorities Draft List

General Fund:

- Administration:
 - Council salaries, memberships, training/conferences (I)
 - Boards and Commissions training (I)
 - Staff salaries, benefits, training, memberships, training/conferences (I)
 - General office supplies and equipment maintenance (I)
 - Contract Professional Services – Attorney/Accountant (I)
 - Development Related Reimbursable Services- Engineering/Legal (I)
 - Implement On-Line Bill Pay system (I)
 - Maintain/Enhance Cost Effective Use of Current Software – SIPA(I)
 - Parks & Recreation On-Line Registration System (ST)
 - Enhance Town Website – SIPA (ST)
 - Board/Staff Shirts (ST)
 - Replace Sound Board – Trustees Board Chambers (ST)
 - IT support , computer security and backup (ST)
 - Replace Board Tablets/Computers (ST)
 - Planning Training (ST)
 - Part-time parks and recreation/events/volunteer coordinator (ST)*
 - Codify Town Ordinances (LT)**
 - Comprehensive Plan Update (LT)**
 - Facility Assessment (LT)
 - New Town Hall/Recreation Facilities (LT)**
 - Convert Current Town Hall to Community Center (LT)**

- Police Department:
 - Convert part-time officer to full-time officer (I)
 - Replace Charger/Including Police Specific Equipment (I)
 - Enhance Technology/Equipment, Software, Licenses (I)
 - Replace Tahoe/Including Police Specific Equipment (ST)
 - Training/certification (ST)
 - Police Uniforms (ST)
 - Acquire Non-Lethal Weapons (ST)
 - Enhance Weapon/Evidence Storage (ST)**
 - Purchase Ammunition (ST)
 - Add 4th Patrol/Code Enforcement Officer (ST)*
 - Add Police Records Clerk (LT)*



General Fund: (Continued)

- Public Works:
 - Equipment specific training (I)
 - Equipment Maintenance (I)
 - Continue GIS Implementation (I)
 - On-Call Professional Services – Engineering/RO-SCADA (I)
 - Staff Uniforms (ST)
 - Replace aging equipment as needed (ST)
 - Hire additional staff part-time & full-time -succession planning (ST)*
 - Upgrade aging infrastructure (LT)**
 - Implement storm drainage improvements (LT)**
 - Implement street and sidewalk/curb & gutter improvement program (LT)**

Water Enterprise:

- Contract Operator (I)*
- Water Testing (I)
- Maintain RO and distribution system (I)
- Have critical equipment replacement/backup in place (i.e. difficult to replace pumps/valves) (I)
- On-Call Professional Services – Engineering (I)
- Implement water system improvements (water tower, infrastructure capabilities) (ST)**
- Continue water acquisition activities (ST/LT)**
- Implement aging infrastructure replacement program (distribution piping) (LT)**
- Improve water service to eastern portion of town (LT)**

Sewer Enterprise:

- Contract Operator (I)*
- Effluent Water Testing (I)
- Install Automatic Bar Screen (if not able to fund in 2020) (I)
- Maintain WWTP and collection system (I)
- Continue Groundwater Monitoring Plan for CDPHE Compliance (I)
- Sanitary Sewer Line Replacement under BNSF Railroad (Oct. 2020 DOLA grant) (ST)**
- Implement aging infrastructure replacement program (distribution piping) (LT)**
- Identify location and funding for WWTP replacement (ST/LT)

Notes: * - Need to be strategic when hiring (i.e. specific experience, skills, certification)

** - Will/should be included as part of Capital Improvement Project Plan (CIPP)

(I) - Immediate/On-Going (Essential Service)

(ST) - Short Term (1-5 years)

(LT) - Long Term (5-20+ years)