



TOWN OF WELLINGTON

3735 CLEVELAND AVENUE
P.O. BOX 127
WELLINGTON, CO 80549
TOWN HALL (970) 568-3381
FAX (970) 568-9354

BOARD OF TRUSTEES
July 27, 2010
LEEPER CENTER – 3800 WILSON AVE.

Work Session – Non-Profit Donation Policy 6:30p.

REGULAR MEETING – 7:30 PM

AGENDA

CALL TO ORDER - PLEDGE OF ALLEGIANCE

ROLL CALL

ADDITIONS TO OR DELETIONS FROM THE AGENDA

CONFLICTS OF INTEREST

PUBLIC TO BE HEARD ON NON-AGENDA ITEMS

CORRESPONDENCE

Letter from Lind, Lawrence & Ottenhoff LLP- Concerning Clark Reservoir Project

PRESENTATIONS

CONSENT AGENDA

- Board of Trustee Minutes for July 13, 2010
- Municipal Court Report for Jul 7, 2010
- CAC Minutes for June 21, 2010 and June 28, 2010
- Larimer County Sheriff's Office Report for June
- Boxelder Storm Water Authority Minutes for June 17, 2010

OLD BUSINESS

1. Request from Housing Authority – Return of PILOT payment

NEW BUSINESS

2. Ordinance 7-2010 – Amending Rear Setbacks for Decks and Covered Patios
3. Resolution 14-2010 Adopting Northern Colorado Regional Hazard Mitigation Plan
4. 2nd Quarter Budget Report
5. 2nd Quarter Recreation Budget Report
6. Prima Minor Subdivision – To be Tabled
7. Letter from LETA requesting change to Board Membership
8. Discussion – Town Volunteer Picnic
9. Bills for Approval
10. Town Attorney Update
11. Town Administrator Update

SCHEDULING OF WORK SESSIONS

OTHER

ADJOURN

BOARD OF TRUSTEES
REGULAR BOARD MEETING
July 27, 2010

Following a work session on the Non Profit Donation Policy the Regular Board Meeting was called to order at 7:35 p.m. July 27, 2010 at the Leeper Center 3800 Wilson Ave, Wellington CO.

TRUSTEES PRESENT: TRAVIS STEVENS, DAVID NOE, ERNEST CIENFUEGOS-BACA,
MISHIE DAKNIS and JACK BRINKHOFF

TRUSTEES ABSENT: MIKE STEELY

PRESIDING: TRAVIS VIEIRA, MAYOR

ALSO PRESENT: LARRY LORENTZEN, TOWN ADMINISTRATOR
CYNTHIA SULLIVAN, DEPUTY CLERK
BRAD MARCH, TOWN ATTORNEY
MIKE CUMMINS, FINANCE DIRECTOR
JAKE RAYNOLDS, RECREATION COORDINATOR

Additions to or deletions from the agenda

None

Conflicts of Interest

None

Public to be heard on non-agenda items.

None

Correspondence

Letter from Lind, Lawrence & Ottenhoff LLP – Concerning Clark Reservoir Project.

Mr. Lorentzen gave a brief explanation of the engineering of Clark Reservoir and what the benefits would be to the town and the residence to the south of the reservoir.

Presentations

None

Consent Agenda

- Board of Trustee Minutes for July 13, 2010
- Municipal Court Report for July 7, 2010
- CAC Minutes for June 21, 2010 and June 28, 2010
- Larimer County Sheriff's Office Report for June
- Boxelder Storm Water Authority Minutes for June 17, 2010

Trustee Cienfuegos-Baca asked if all meetings are posted. Mr. Lorentzen said meetings are posted at least 24 hours prior to the meeting.

TRUSTEE NOE MOVED AND TRUSTEE DAKNIS SECONDED to approve the consent agenda. Roll call was taken and the motion passed unanimously.

OLD BUSINESS

1 Request from Housing Authority – Return of PILOT payment

Mr. Lorentzen said this was tabled at the last meeting for more information. Mr. Cummins said he could not find any other towns our size that has a housing authority. He said that Fort Collins and Loveland are remitting the monies. He could not find any documentation where we had remitted any money.

Trustee Cienfuegos-Baca asked why we need this pilot program if a housing authority is not required to pay taxes. Mr. Lorentzen this payment was to help offset the community's infrastructure since the town would not be getting the property taxes.

TRUSTEE NOE MOVED AND TRUSTEE BRINKHOFF SECONDED not to return the PILOT payment back to the Housing Authority. Roll call was taken and the motion passed unanimously.

NEW BUSINESS

2 Ordinance 7-2010 – Amending Rear Setbacks for Decks and Patio Covers

Mayor Vieira said the Planning Commission is recommending that the rear setback be changed from 20 feet to 10 feet.

Mr. Lorentzen said this issue has come up from the new subdivisions. The lot sizes are smaller and the homes are barely fitting the setback requirements. This limits the improvements that can be done to the homes.

Mike Sullivan, of 4173 Hayes Cir, asked what the utility easements are and would this also affect structures like carports. Mr. Lorentzen said the utility easement is between 7 and 10 feet. He said a carport is a separate structure and is regarded as an accessory building which has specific setback criteria.

TRUSTEE STEVENS MOVED AND TRUSTEE NOE SECONDED to adopt Ordinance 7-2001 amending chapter 16 of the Municipal Code for setbacks of Decks and Patio Covers. Roll call was taken and the motion passed unanimously.

3 Resolution 14-2010 Adopting Northern Colorado Regional Hazard Mitigation Plan

Mr. Lorentzen explained that the preparation for this plan was started last December. This was a requirement to be eligible for grants the town needs to adopt a Mitigation Plan. He said since we use the Sheriff's Department and Larimer County already has an established plan, it makes more sense to utilize it instead of starting from scratch. He suggested having Eric Nelson from the County office come to the next work session and go over the hierarchy and the process that is used in an emergency situation.

TRUSTEE CIENFUEGOS-BACA MOVED AND TRUSTEE BRINKHOFF SECONDED to approve Resolution 14-2010 adopting the 2009 Northern Colorado Regional Hazard Mitigation Plan. Roll call was taken and the motion passed unanimously.

4. 2nd Quarter Budget Report

Mr. Cummins noted a couple of items in the report. First new home permits are almost double what was budgeted. Second the influx of sale tax revenue from vehicle registration. He said we are currently in good shape for the year. He did want to caution that the Board keep an eye on the economy.

Trustee Cienfuegos-Baca asked how our reserves were holding up. Mr. Cummins said they are doing ok. Mr. Lorentzen said with regard to the water and sewer funds we have to dip into the reserve to help with operating expenses instead of holding them for capital improvements. He said every few years we do a study to look at how our rates are compared to our operating costs. We will possibly need to increase fees this year.

Trustee Daknis asked about plans for infrastructure. Mr. Lorentzen said we have a 5-year capital improvements plan. The current plan only goes through 2010. Since we have not had a stable base of new building permits we have not looked at the next 5 years. He said the first thing to look at is a rate study and what possible improvements will be needed. He said if we stable out on building permits then we can put together a plan by the end of next year.

5. 2nd Quarter Recreation Budget Report

Mr. Raynolds said that the second quarter has been busy. There has been good response to new programs. Batting cages revenue has decreased but there has been more traffic. Mayor Vieira asked if the reduced revenue is due to the tokens for grades program. Mr. Raynolds said the tokens for grades program is about the same as last year. He said that the increase in traffic is due to the nightly promotions. Mayor Vieira asked if the machines were doing ok. Mr. Raynolds said the machines are working fine. He said they will need to budget for some general maintenance for next year.

Mayor Vieira asked if the softball tournaments were over. Mr. Raynolds said they have had one. The next one is on Saturday. He said they had a problem with the tournament because one of the teams did not show. He said due to the set up of the tournament it took longer than it could have.

Trustee Cienfuegos-Baca asked if the information on the report was for the whole year. Mr. Raynolds said it was only for the second quarter and the budgeted amount. The Board asked that a 'year to date' section be included in the next report.

6. Prima Minor Subdivision – To be tabled at request of applicant

Mayor Vieira said the applicant requested that we table this issue.

TRUSTEE STEVENS MOVED AND TRUSTEE NOE SECONDED to table until the next meeting. Roll call was taken and the motion passed unanimously.

7. Letter from LETA requesting change to Board Membership

Mr. Lorentzen explained that there are 7 members of this board. There are currently 2 positions for small towns. One of the small town representatives has been Estes Park. They have requested to become a big town. That would only leave one representative position for small towns. The other alternative would be to add a member to the Board. Normally Boards have odd numbers of members in case of a tied vote. Mr. Lorentzen said that either alternative would require an amendment to the IGA.

There was a consensus from the Board to allow the change for Estes Park but keep the number of members at seven.

8. Discussion – Town Volunteer Picnic

The following items were discussed:

- Who would be invited
- Location
- Date
- Time

The Board decided to have the Picnic on August 21st at the Buffalo Creek Batting Cages from 12:00pm to 2:00pm eating at 1:00pm. Trustee Brinkhoff would get the volunteer list to Cynthia for the invitations.

9. Bills for Approval

North Front Range Water Quality Planning Association	\$ 1,225.00
CDM Electric, Inc.	1,292.61
Larimer Humane Society	2,470.00
Lafarge	31,086.68
Sea Crest Group	1,450.00
Seamens	7,020.00
Lafarge	<u>17,951.52</u>
	\$ 62,495.81

Trustee Daknis had a question about the Larimer Humane Society bill with regard to the animals that are taken to the Humane Society by individuals. Mr. Lorentzen said that people will take the animal in and say it was a stray and we end up paying for them.

TRUSTEE STEVENS MOVED AND TRUSTEE NOE SECONDED to approve the bills in the amount of \$62,495.81. Roll call was taken and the motion passed unanimously.

10. Town Attorney Update

Mr. March updated the Board on the following:

- Meeting with County Planning Commission about 3W Water Special District
- 6th Street Under Grounding – Deadline has passed for the agreement to be signed. There was a discussion on whether to do a special improvement district or continue to look for another alternative.
- Meeting on Friday about Knolls well water
- Sara leaving - Brad will be taking over Municipal Court

11. Town Administrator Update

Larry updated the Board on the following:

- Buffalo Creek Design – Irrigation Water System
- Stantec moving forward with rate study
- Grant for Seniors Bus
- GOCO Grant for Park

Scheduling of Work Session

A work session on Hazard Mitigation Plan was scheduled for 6:30pm August 10, 2010.

Regular Board Meeting

July 27, 2010

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Other

Trustee Daknis asked about changing the name for Buffalo Creek Park.

Cynthia Sullivan said Saturday July 31st there would be around 200 cyclers coming through town. It is the Rocky Mountain Challenge for disabled veterans. She said they would be coming through town at about 1:00pm.

Cynthia Sullivan said that the Seniors were having a Milk Can Dinner on August 10th and have invited the Board Members to attend. She would check on times.

Mr. Lorentzen said he would be on vacation next week.

TRUSTEE BRINKHOFF MOVED AND TRUSTEE DAKNIS SECONDED to adjourn the meeting. Roll call was taken and the motion passed unanimously. Meeting adjourned at 9:13pm.

ATTEST:

Cynthia Sullivan, CMC
Deputy Town Clerk