



BOARD OF TRUSTEES
October 26, 2021
6:30 PM

Leeper Center, 3800 Wilson Avenue, Wellington, CO

MINUTES

A video recording of this meeting on the Town of Wellington's YouTube page at <https://www.youtube.com/channel/UCPgB1-EYjaSam4hF3mkoFNA>

A. CALL TO ORDER

Mayor Hamman called the meeting to order at 6:30 p.m.

1. Pledge of Allegiance
Mayor Hamman asked that all rise for the pledge of allegiance.
2. Roll Call
Mayor Troy Hamman
Mayor Pro Tem Wyatt Knutson – Absent
Trustee Jon Gaiter
Trustee John Jerome – Absent
Trustee Rebekka Kinney
Trustee Ashley Macdonald
Trustee Tim Whitehouse – Absent

Also Present:

Dan Sapienza, March & Olive, LLC, Town Attorney
Cody Bird, Director of Planning
Bob Gowing, Director of Planning
Hallie Sheldon, Management Analyst
Krystal Eucker, Town Clerk
Judi Tippetts, Finance Director
Mahalia Henschel, Communications Specialist
Kelly Houghteling, Deputy Town Administrator
Meagan Smith, Deputy Public Works Director
Dave Myer, Engineer
Stephanie Anderson, Human Resource Manager

3. Amendments to Agenda
Mayor Hamman asked if there were any amendments to the agenda this evening to which there was none.
4. Conflict of Interest
Mayor Hamman asked if there were any conflicts of interest this evening to which there was none.

B. COMMUNITY PARTICIPATION

1. Public Comment

Mayor Hamman opened the meeting for public comment to which there was none.

C. PRESENTATION

1. 60 Percent Cost Estimate for Water Treatment Plant Expansion
Mr. Myer presented an overview of the 60% cost estimate for the water treatment plant expansion. Preston Randall from Hensel Phelps reviewed the costs increases in the market and informed the Board that Hensel Phelps has acquired Hydro Construction. Richard Saxton with Jacob's Engineering reviewed the project schedule.
2. Water and Sewer Rate Presentation
Mr. Gowing presented the current and historical conditions of the water and sewer utility, including the potential new rates and impact fees.
3. American Rescue Plan Act (ARPA)
Ms. Tippetts reviewed various options that the American Recovery Act Funds could be used for.
4. Treasurer's Report
Ms. Tippetts reviewed the revenues and expenditures through the third quarter of 2021.

D. CONSENT AGENDA

1. Minutes of the October 12, 2021 Board of Trustees Regular meeting
Trustee Kinney moved to approve the consent calendar; Trustee Macdonald seconded the motion. Roll call on the vote resulted as follows:
Yeas – Gaiter, Macdonald, Kinney, Hamman
Nays – None
Motion carried.

E. ACTION ITEMS

1. Annexation Agreement for Country Lane Acres Annexation
Mr. Bird reviewed historical information and unique components of the Country Lane Acres Annexation agreement. Country Lane Acres consists of approximately 35 acres and is located south of G.W. Bish and east of I-25. The property is identified on the Future Land Use Map as “Low Density Residential.” The concept plan for development of the property contemplates approximately 41 single-family detached dwellings on lots 1/2 acre or larger.

Concerns regarding the developer bearing the costs of a metropolitan district in the agreement was resolved by amending the language to reflect that the developer will bear the costs if the developer requests a metropolitan district.

The meeting was opened for public comment which there was none.

Trustee Gaiter moved to approve Annexation Agreement for Country Lane Acres Annexation with the provision that language in item 14 Districts be changed to reflect that where it says owner shall bear all costs including attorney fees which the town may incur in the formation or consideration of any district that that language reflects that, if that is only the case if that request comes from the owner; Trustee Macdonald seconded the motion. Roll call on the vote resulted as follows:

Yeas – Gaiter, Macdonald, Kinney, Hamman
Nays – None
Motion carried.

2. Resolution No. 31-2021 - A Resolution Establishing Non-Residential Water Charges for Wellington Water Enterprise Water Utility Use

Ms. Garcia addressed the Board and commented that Wellington is in the process of expanding their water treatment plant and wastewater treatment plant. In order to pay for the expansion of the water treatment plant the Board of Trustees approved an increase in residential base rates to \$66 and tiers were increased to \$4.56 for the first 15,000 gallons of water, \$5.70 for over 15,000 and \$7.72 for over 30,000 gallons. At this time, there have been no increases to non-residential rates. The Town currently has 137 non-residential accounts; 101 have ¾” meters, 25 have 1” meters, 4 have 1.5” meters and there are 7-2” meters. Commercial users consume 12% of the total water consumption and contribute 10% of the total billed revenues. On August 17, 2021 the Trustees received a presentation outlining options for increases to those rates to bring them in line with the current residential base rate of \$66. There are currently no tiers for non-residential customers.

Four rate options were provided to non-residential account holders. Letters to all non-residential users were mailed out in September with responses or questions requested to be provided to the town administrator no later than October 18, 2021. One response was received from a business requesting that if increased rates were to be adopted that inactive taps not be included with increased base rates.

After discussion of the Board, the general consensus of the Board was to table Resolution 31-2021.

Trustee Macdonald moved to table Resolution 31-2020, A Resolution Establishing Non-Residential Water Charges for Wellington Water Enterprise Water Utility Use until the next regular Board of Trustees meeting; Trustee Gaiter seconded the motion. Roll call on the vote resulted as follows:

Yeas – Gaiter, Macdonald, Hamman

Nays – Kinney

Motion carried.

3. Wellington Main Street Sign and Awning Grant Program - Request to Waive Planning Department Fees

Ms. Garcia informed the Board that as an economic incentive, the Wellington Main Street Program has developed a grant fund to assist with the purchase of new signs and awnings installed on downtown buildings. The Wellington Main Street Program is offering a 50/50 match grant up to \$1,000 per project towards the purchase of new signs and awnings for commercial properties in downtown Wellington (\$2,000 if the sign is for a multi-tenant building). This grant will be ongoing with funding being provided through Main Street into 2022. Currently there is \$12,000 dedicated to this grant fund with two applications received at the Main Street October 2021 meeting.

The Planning Department fees that are being requested to be waived for each applicant are as follows:

- Permit Issuance \$25
- Sign Permit \$30

The goal is for staff to waive these fees administratively for this program; updates as to how many businesses take advantage of this grant program would be provided in the weekly update.

It was requested by the Trustees to receive information on the specific building codes related to engineered drawings for blade signs and for staff to look at the possibility of waiving the same fees for businesses that are not in the Main Street area.

The meeting was opened for public comment to which there was none.

Trustee Macdonald moved to approve the Wellington Main Street Sign and Awning Grant Program Request to Waive Planning Department Fees; Trustee Gaiter seconded the motion. Roll call on the vote resulted as follows:

Yeas – Gaiter, Macdonald, Kinney, Hamman

Nays – None

Motion carried.

F. REPORTS

1. Town Attorney

Mr. Sapienza informed the Board that the Opioid MOU will be on the November 9th meeting agenda.

2. Town Administrator

Ms. Garcia mentioned moving the non-residential water rates to a meeting when all Trustees are present; the item can be tabled at the November 9th meeting.

a. Wellington Main Street - 3rd Quarter Report

3. Staff Communications

Ms. Houghteling introduced Staphanie Anderson, the Human Resource Manager.

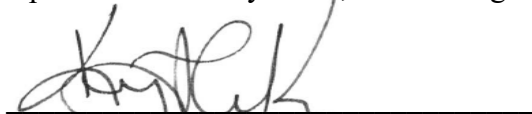
a. Larimer County Sheriff's Office Monthly Report - September 2021

4. Board Reports

Trustee Gaiter expressed his concerns regarding how public comment is received by the Trustees.

G. ADJOURN

Upon a motion duly made, the meeting was adjourned at 8:46



Krystal Eucker, Town Clerk