

RECORD OF PROCEEDINGS

**TOWN OF DILLON
TOWN COUNCIL
REGULAR MEETING**

**TOWN HALL
275 LAKE DILLON DRIVE
DILLON CO
Tuesday, December 7, 2021
7:00 p.m.**

CALL TO ORDER & ROLL CALL

A regular meeting of the Town Council of the Town of Dillon, Colorado, was held on Tuesday, December 7, 2021, at Dillon Town Hall, 275 Lake Dillon Drive, Dillon. Mayor Skowyra called the meeting to order at 7:08 p.m. and the following Council Members answered roll call: Mayor Pro Tem Brad Bailey and Council Members Renee Imamura, Kyle Hendricks, Karen Kaminski and Steve Milroy. Council Member Jen Barchers was absent (excused). Staff members present were: Nathan Johnson, Town Manager; Carri McDonnell, Finance Director; Cale Osborn, Chief of Police; Scott O'Brien, Public Works Director; Ned West, Town Planner; Kerstin Anderson, Marketing/Communications Director; Craig Simson, Marina Director; and Adrienne Stuckey, Town Clerk.

APPROVAL OF AGENDA

Due to time constraints, Work Session Agenda Item #7, Staff Reports, and Item #8, Council Member Comments and Committee Reports, were moved to be included with Council Member Reports, Item #13, Mayor's Update.

APPROVAL OF CONSENT AGENDA

Council Member Kaminski moved to approve the following consent agenda:

- a. Minutes of Regular Meeting of November 16, 2021 and Special Meeting of November 23, 2021
- b. Approval of Bill List dated December 3, 2021 in the amount of \$933,097.99 and Payroll Ledger dated November 19, 2021 in the amount of \$89,513.26 and Payroll Ledger dated December 3, 2021 in the amount of \$92,794.30
- c. Excused Absence for Council Member Karen Kaminski for the November 16, 2021 Regular Meeting
- d. Excused Absences for Council Members Kyle Hendricks, Karen Kaminski and Steve Milroy for the November 23, 2021 Special Meeting

Council Member Imamura seconded the motion which passed unanimously upon roll call vote.

CITIZEN COMMENTS

There were no Citizen Comments.

CONSIDERATON OF ORDINANCE NO. 15-21, Series of 2021

Second Reading and Public Hearing

AN ORDINANCE AMENDING THE FORM PLAT CERTIFICATES SET FORTH IN APPENDIX 17-A OF CHAPTER 17 OF THE DILLON MUNICIPAL CODE

This public hearing was published in accordance with public posting requirements as set forth by the Dillon Municipal Code. Mayor Skowyra opened the public hearing at 7:10 p.m.

Ned West, Senior Planner, explained this ordinance amends Chapter 17A related to Plat Certificates of the Dillon Municipal Code. When the Code, Chapter 17 “Subdivisions” was amended in August 2021, it changed certain processes and criteria for subdivisions which had unintended consequences to the Standard Plat Certificate (signature blocks). This amendment allows the Town Manager, in Class S-3 Subdivisions, to sign the Town Of Dillon Plat Certificate, rather than the Mayor and the Planning Commission Plat Certificate would not need to be attached to the plat. \$250 to cover staff costs, third party compliance and hotline costs.

There were no public comments.

There were no Council comments.

Mayor Skowyra closed the public hearing at 7:11 p.m.

Council Member Imamura moved to approve Ordinance No. 15-21, Series of 2021. Council Member Kaminski seconded the motion which passed unanimously upon roll call vote.

CONSIDERATON OF ORDINANCE NO. 16-21, Series of 2021

Second Reading and Public Hearing

AN ORDINANCE AMENDING THE REGULATIONS FOR PERMANENT WALL SIGNS CONTAINED IN ARTICLE XI OF CHAPTER 16 OF THE DILLON MUNICIPAL CODE

This public hearing was published in accordance with public posting requirements as set forth by the Dillon Municipal Code. Mayor Skowyra opened the public hearing at 7:12 p.m.

Ned West, Senior Planner, explained with the ever-increasing use of LED interior lighting systems for building wall signs located in Sign Zone B of the Town, the limitation of a maximum wall sign protrusion depth of six (6) inches as currently specified by the Code leads to complications with industry standards. This ordinance amends the Code, Article XI of Chapter 16, to align with industry standards to better accommodate the energy efficient, industry standard of LED internal sign illumination and also provides for a minimum height a wall sign shall be mounted when it is located over a public walkway or right-of-way.

There were no public comments.

There were no Council comments.

Mayor Skowyra closed the public hearing at 7:14 p.m.

Council Member Milroy moved to approve Ordinance No. 16-21, Series of 2021. Council Member Kaminski seconded the motion which passed unanimously upon roll call vote.

CONSIDERATON OF RESOLUTION NO. 45-21, Series of 2021

Public Hearing

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, MAKING SUPPLEMENTAL APPROPRIATIONS TO VARIOUS FUNDS FOR THE TOWN OF DILLON, COLORADO FOR THE 2021 BUDGET YEAR

This public hearing was published in accordance with public posting requirements as set forth by the Dillon Municipal Code. Mayor Skowyra opened the public hearing at 7:15 p.m.

Ms. McDonnell explained this resolution amends the 2021 budget for the following:

General Fund:

- COVID Expenses - \$38,528 to be paid from grants of \$171,000
- Concert Entertainment - \$500,000 to be paid from events ticketing revenues of \$811,850
- Concert Staffing - \$150,000 to be paid from events concession revenues of \$140,000
- Concert Costs of Sales - \$92,000 to be paid from events ticketing revenues of \$811,850
- Concert Security - \$35,000 to be paid from events ticketing revenues of \$811,850
- Legal Code Revisions/Planning - \$35,000 to be paid from sales tax revenues of \$250,000
- Sales Tax Rebates – \$200,000 to be paid from increase in sales tax revenues of \$250,000
- Small Business Grants - \$96,261 to be paid from grants of \$171,000

Water Operating Fund:

- Old Dillon Reservoir Valve Repair - \$35,810 to be reimbursed by the Old Dillon Reservoir Authority.
- Lab Testing - \$25,000 to be paid from unappropriated fund balance
- Lab Supplies - \$20,000 to be paid from unappropriated fund balance
- Chemicals - \$10,000 to be paid from unappropriated fund balance

Housing 5A Fund:

- County Road 51 Study - \$50,000 to be reimbursed by Summit County Government

Council Member Kaminski moved to approver Resolution No. 45-21, Series of 2021. Council Member Milroy seconded the motion which passed unanimously upon roll call vote.

CONSIDERATON OF RESOLUTION NO. 46-21, Series of 2021

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, ADOPTING THE BUDGET FOR THE TOWN OF DILLON, COLORADO, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2022 AND SUMMARIZING THE REVENUES AND EXPENDITURES FOR EACH FUND.

Ms. McDonnell explained this resolution approves the adoption of the 2022 budget. The 2022 total revenues are \$18,174,197 with a beginning fund balance of \$19,178,314. 2022 total expenditures are \$22,932,900. Total reserves for all funds are \$8,599,728 leaving a fund balance of \$5,819,883 at 12/31/22.

Mayor Pro Tem Bailey moved to approver Resolution No. 46-21, Series of 2021. Council Member Milroy seconded the motion which passed unanimously upon roll call vote.

CONSIDERATION OF RESOLUTION NO. 47-21, Series of 2021

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE TAXABLE YEAR 2021 TO HELP DEFRAID THE COSTS OF MUNICIPAL GOVERNMENT FOR THE TOWN OF DILLON, COLORADO FOR THE 2022 BUDGET YEAR.

Ms. McDonnell explained this resolution approves the property tax mill levy for the 2022 budget year. The assessed valuation for the town increased by 9.4% or \$7,379,010. Since the charter only allows for a 5% increase in revenues, the Town was not able to take the full increase last year, requiring a temporary mill levy reduction of 0.449. If the assessed valuation goes down in the future, the Town can bring the mill levy back to 3.351. The general operating mill levy will be 2.902, which is split between the General Fund (2.488) and Capital Improvement Fund (.414).

Council Member Imamura moved to approve Resolution No. 47-21, Series of 2021. Council Member Kaminski seconded the motion which passed unanimously upon roll call vote.

CONSIDERATION OF RESOLUTION NO. 48-21, Series of 2021

A RESOLUTION APPROPRIATING SUMS OF MONEY TO DEFRAID EXPENSES AND LIABILITIES OF THE TOWN OF DILLON, COLORADO FOR THE 2022 BUDGET YEAR.

Ms. McDonnell explained this resolution appropriates the money for the 2022 expenditures by fund based on the 2022 Budget. The total expenditures of \$22,932,900 will be paid from the total estimated fund balance at 12/31/21 of \$19,178,314 and 2022 revenues of \$18,174,197.

Council Member Imamura moved to approve Resolution No. 48-21, Series of 2021. Mayor Pro Tem Bailey seconded the motion which passed unanimously upon roll call vote.

CONSIDERATION OF RESOLUTION NO. 49-21, Series of 2021

A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT ESTABLISHING A MUNICIPAL EMERGENCY RESPONSE TEAM.

Cale Osborn, Dillon Police Chief, explained this intergovernmental agreement establishes a Municipal Emergency Response Team (MERT) with law enforcement personnel from the Towns of Blue River, Dillon, Frisco and Silverthorne, sharing resources and training.

Council Member Imamura moved to approve Resolution No. 49-21, Series of 2021. Mayor Pro Tem Bailey seconded the motion which passed unanimously upon roll call vote.

TOWN MANAGER'S UPDATE

Manager Johnson included a written report and added the following:

- Last week, Summit County Public Health had outreach meetings and heard in their retail meeting, businesses that they were stressed and fatigued due to the COVID-19 pandemic so they decided to only strongly encourage and/or strongly recommend masks and vaccines.
- Staff is releasing the bid package for Town Park improvements tomorrow, December 8, 2021.
- December 15, 2021 is the "Lighting of Dillon" from 4:30-6:30pm at Marina Park Pavilion.
- On December 21, 2021, Staff will be going to Dillon Reservoir Recreation Committee (DRReC) for final approval for the PBR Pond Hockey Tournament on Lake Dillon.
- Homewood Suites is currently working with the Building Department to obtain their Certificate of Occupancy. They are having issues and the Town is working with them on a phased certificate of occupancy approach. Beginning December 17, 2021, they are booked solid into January 2022.
- NWCOGG is looking into a joint fiber project through DOLA which would connect Dillon, Silverthorne and CDOT to the Thor Project.
- Ned West passed his AICP exam to become a certified planner and has been promoted to "Senior

Planner” and they created a Development Department.

- The “Lodgepole Reconstruction” discussion is scheduled for the December 21, 2021 Work Session.
- The Wellness Event, “Chili Cook Off”, scheduled for December 8, 2021, has been canceled.

MAYOR’S UPDATE

- The Managers, Mayors and Commissioners meeting on Thursday, December 2, 2021 was held virtually.
- At the Northwest Colorado Council of Governments (NWCOGG) meeting on December 2, 2021, they approved the 2022 budget. They also released a report on alternate child-care options which the Town should review.
- Packets should be coming out January 4, 2022 for anyone interested in running for Council.

COUNCIL MEMBER COMMENTS

Work Session Item #8, Council Member Comments and Committee Reports is included with the Regular Meeting’s Council Member Comments.

- Council Member Milroy and Manager Johnson attended the CMC Board of Trustees meeting and discussed investing in Dillon and the ideas we discussed at the last Work Session meeting on November 16, 2021. They are investing in other campuses.
- Council Member Hendricks has a Summit County Transit Board meeting and would like it to be his last one. Council Member Milroy showed interest in joining but would like to attend a meeting prior to committing. Meetings are in Frisco at the Senior Center at 8:15am, the 3rd Wednesdays of each month.
- Council Member Kaminski reported the Pay as You Throw (PAYT) is holding residential public forums on Thursday, January 13, 2022 and January 20, 2022 @ 6pm and a business/HOA/property management forum on Wednesday, January 19, 2022 at 10:00am. Staff replied they would put the meeting information on Facebook.

STAFF REPORTS

(Work Session Item #7 moved to Regular Meeting.)

- a) Public Works Director’s Report, Scott O’Brien: Mr. O’Brien provided a written report and added he would like to bring forth a resolution to consider the GOCO grant.
 - a. Capital Projects Construction Update: Mr. Burroughs provided a written report.
 - b. Planning Update: Mr. West provided a written report.
- b) Police Chief’s Report, Cale Osborn: Chief Osborn provided a written report and added:
 - a. The department is going to submit a “state of the department” report which will include what happened in 2021 and where the department is going to in 2022.
 - b. Kara Hall is departing and they will begin the process to hire a new officer.

ADJOURNMENT:

There being no further business, Mayor Skowyra declared the meeting adjourned at 8:00 p.m.

Respectfully submitted by:

Adrienne Stuckey, Town Clerk