

*RECORD OF PROCEEDINGS*

---

**TOWN OF DILLON  
TOWN COUNCIL  
REGULAR MEETING**

Tuesday, May 17, 2022  
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, May 17, 2022, at Dillon Town Hall, 275 Lake Dillon Drive, Dillon, CO. Mayor Skowyra called the meeting to order at 7:07 p.m. and the following Council Members answered roll call: Dana Christiansen, Renee Imamura and Tony Scalise. Council Members Brad Bailey and Kyle Hendricks were absent (excused). Staff members present were: Nathan Johnson, Town Manager; Carri McDonnell, Finance Director; Scott O'Brien, Public Work Director; Dan Burroughs, Town Engineer; Ned West, Sr. Town Planner; Jessie Klehfoth, Events & Recreation Director; Jo-Anne Tyson, Human Resources Manager; Cale Osborn, Police Chief; and Adrienne Stuckey, Town Clerk

**APPROVAL OF AGENDA**

Work Session Item #10, Council Member Comments and Committee Reports, was moved to the Regular Meeting, and will be included with Agenda Item #13, Council Member Comments.

**APPROVAL OF CONSENT AGENDA**

Council Member Imamura moved to approve the following consent agenda:

- a. Minutes of Regular Meeting of May 3, 2022
- b. Approval of Bill List dated May 12, 2022 in the amount of \$209,457.10 and Payroll Ledger in the amount of \$91,205.92 dated May 6, 2022
- c. Excused Absence for Council Member Renee Imamura for the May 3, 2022 Council meeting
- d. Consideration of Ordinance No. 04-22, Series of 2022  
First Reading to Set the Public Hearing  
**AN ORDINANCE AMENDING CHAPTERS 13 AND 16 OF THE DILLON MUNICIPAL CODE REGARDING ACCESSORY DWELLING UNITS**
- e. Consideration of Resolution No. 26-22, Series of 2022  
**A RESOLUTION MAKING AN APPOINTMENT TO THE PLANNING AND ZONING COMMISSION.**

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

**CITIZEN COMMENTS**

Carolyn Hime, LaBonte Street, owns a condo that was built and designed fifty years ago and has a

lock off unit. Ms. Hime suggested the Town needs another category for lock offs in the Municipal Town Code, to grandfather the existing complexes into that Code and said it would be a huge mistake to property owners to restrict the use of lock offs.

### **CONSIDERATION OF ORDINANCE NO. 03-22, SERIES OF 2022**

Second Reading and Public Hearing

### **AN ORDINANCE AMENDING CHAPTER 11 OF THE DILLON MUNICIPAL CODE TO ADD A NEW ARTICLE IX REGARDING SPECIAL EVENT PERMITTING.**

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 7:16 p.m.

Finance Director Carri McDonnell reported that this is the public hearing and second reading of the ordinance to amend the Dillon Municipal Code to add Article IX regarding Special Event Permitting. The goal is to codify this so that the approval process is used consistently over all special events which are not sponsored by the Town. All departments will then be aware of events held within the Town.

The process will be used for any special events that are not sponsored or cosponsored by the Town. These would include:

- Bike/Running Races
- Pond Hockey Tournaments
- Disc Golf Tournaments
- Arts Festival
- Photo Shoots/Commercial Tapings
- Organized assembly of greater than 25 people on private property (if the assembly creates need for traffic control, presence of fire protection, emergency medical services, law enforcement personnel, or other town services)
- Any other proposed event by a third-party organizer

Events sponsored or cosponsored by the Town would include:

- Town Concerts
- Farmers Market
- Lake Dillon Beer Festival
- Clean Up Day
- Memorial Day Service
- Dillon Open
- Marina Mutt Show
- Other Marina events

There were no public comments.

Council Member Imamura asked what the process was prior.

Ms. McDonnell replied Town had a process but there wasn't consistency within the departments. There will also be a new \$50.00 application fee.

Mayor Skowyra asked is this is applied to weddings too.

Ms. McDonnell replied it does not. We have a separate reservation system for the Dillon Marina Park Pavilion.

Mayor Skowrya asked if the permitting process would be applied to a wedding of over 100 people at a resident's house? Does the Marina Park Pavilion rent include traffic control?  
Ms. McDonnell said it could be applied if there were impacts to traffic and parking and reservations at the Marina Park Pavilion do not include traffic control..

Nick Cotton-Baez, Town Attorney, said it is intended to take away the need for a contract for special events. The Town added in indemnification and insurance responsibilities.

Mayor Skowrya asked if this would be applied to an event like Ice Castles.  
Ms. McDonnell replied it is not a special event but would require a contract instead because they are requesting to use Town land over a period of time.

Mayor Skowrya closed the public hearing at 7:23 p.m.

Council Member Scalise moved to approve Ordinance No. 03-22, Series of 2022. Council Member Christiansen seconded the motion which passed unanimously upon roll call vote.

**CONSIDERATION OF RESOLUTION NO. 27-22, Series of 2022**  
**A RESOLUTION APPROVING A SECURITY SERVICE AGREEMENT WITH CITADEL SECURITY USA.**

Nathan Johnson, Town Manager, explained this resolution approves an agreement with Citadel Security for security services at the Dillon Amphitheater for the 2022 summer season. They will provide support security and supervisors for all concerts at the Dillon Amphitheater.

It is not to exceed \$45.00 per hour. The total number of hours in the contract is 4036.50 for a cost of \$181,642.50 for the summer. There is an average of \$46,642.50 which will be covered by the General Fund.

Council Member Imamura moved to approve Resolution No. 27-22, Series of 2022. Council Member Christiansen seconded the motion which passed unanimously upon roll call vote.

**CONSIDERATION OF RESOLUTION NO. 28-22, Series of 2022**  
**A RESOLUTION APPROVING PROCEDURES FOR THE APPOINTMENT OF CANDIDATES TO FILL VACANCIES ON THE TOWN COUNCIL.**

Nick Cotton-Baez, Town Attorney, explained this resolution approves procedures to appoint a candidate to fill a vacancy and to provide transparency throughout the process and a level of fairness.

- Providing notice to qualified potential candidates by public announcement of the vacancy, and the date and time of the Regular Meeting at which the Council intends to fill the vacancy.
- Inviting interested parties to submit letters of interest and speak at the Regular Meeting at which the Council intends to fill the vacancy.
- Establishing voting procedures that do not have the effect of diminishing the vote of any one Council Member, and that are intended to achieve the will of the majority of the Council.
- Requiring that the votes cast by each Council Member are read to the public in the Regular Meeting(s) at which the Council considers appointment.

Council Member Scalise moved to approve Resolution No. 28-22, Series of 2022. Council Member Imamura seconded the motion which passed unanimously upon roll call vote.

**CONSIDERATION OF RESOLUTION NO. 29-22, Series of 2022**

**A RESOLUTION APPROVING A CONTRACT WITH MEAD & HUNT, INC. FOR THE 2022 ROUNDABOUT 50% DESIGN.**

Dan Burroughs, Town Engineer, explained this resolution approves Mead & Hunt, Inc to design two roundabouts on Highway 6 in the amount of \$168,045.00. The first roundabout is at the intersection of Lake Dillon Drive and will include four legs for Lake Dillon Drive, both sides of Highway 6 and Evergreen Road on the north. The second three-leg roundabout will be located to the east of the Lake Dillon Drive intersection and will be designed to serve County Road 51 and the potential housing project near the water plant.

The scope of work includes:

- Topographic survey of portions of Highway 6 and County Road 51.
- ROW Mapping
- Geotechnical Borings and laboratory soil testing.
- Pavement Design
- Preliminary and Final Design including the horizontal layout & alignment of the two roundabouts and connections to the Highway 6 footprint
- 50% Level Construction drawings which will include roundabout layout plans, profiles, storm sewer design, utility relocations needs, identify right-of-way needs, and identify retaining wall locations and geometry.
- Preliminary construction phasing plans.
- Meetings with Town & County staff and CDOT staff.
- Estimated probable construction cost based on the 50% design plan

Council Member Imamura moved to approve Resolution No. 29-22, Series of 2022. Council Member Scalise seconded the motion which passed unanimously upon roll call vote.

**CONSIDERATION OF RESOLUTION NO.30-22, Series of 2022**

**A RESOLUTION APPROVING A CONSULTING AGREEMENT WITH ALAN PLUMMER AND ASSOCIATES, INC. FOR WATER TREATMENT PLANT DISINFECTION SYSTEM DESIGN SERVICES.**

Scott O'Brien, Public Works Director, explained this approves a consulting agreement with Alan Plummer and Associates, Inc to refurbish the old 400 G tank into a contact basin and up-size discharge piping from the plant to the new contact basin and 1.5 MG storage tank.

The contract is \$91,120 and includes engineering, construction drawings and permits. It is over \$11,120 budget and the overage will be moved from existing fund balances to cover the expenditure.

Council Member Imamura moved to approve Resolution No. 30-22, Series of 2022. Council Member Christiansen seconded the motion which passed unanimously upon roll call vote.

**PROCLAMATION NO. 02-22, SERIES OF 2022**

**THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO DOES HEREBY PROCLAIM JUNE 2022 AS "BIKE MONTH".**

Mayor Skowyra proclaimed June 2022 as Bike Month.

## **TOWN MANAGER'S UPDATE**

Manager Johnson included a written report in the council packet and added the following:

- Sales tax for March is up 31.25% (\$261,000). Year-to-date sales tax is up 23.44% or approximately \$547,000.
- The amphitheater stair project begins today, May 17, 2022.
- The amphitheater fencing project is wrapping up.
- The Exit 205 project is now on CDOT's 10-year plan.
- The Dillon Marina is still on track to open on Memorial Day Weekend, May 28, 2022.
- Pug Ryan's new owner, Chris Locke, is doing upgrades and expanding the menu. Heat lamps may be added to the bar area as well.
- The Town is paying Petco's last tax rebate. REI's tax rebate will conclude at the end of the year.
- Economic Development Advisory Committee will be looking for a meeting time.
- Homewood Suites Ribbon Cutting is June 3, 2022. Farmers Market begins Friday, June 10, 2022. The Dillon Beer Fest is Saturday, June 11, 2022.

## **MAYOR'S UPDATE**

- At the Mayors', Managers' & Commissioners (MMC) meeting on May 5, 2022, they met the new School Superintendent, Tony Byrd and he seems great and will carry the torch. Mr. Byrd stated they are looking to hire bus drivers.

Manager Johnson added they discussed work force housing and the school district is anticipating a revenue shortage and are looking to boost wages to recruit and retain employees.

- The school district said they hired their first home-grown teacher, from Summit County and now teaching in Summit County.

## **COUNCIL MEMBER COMMENTS AND COMMITTEE REPORTS**

There were no Council Member Comments or Committee Reports.

## **ADJOURNMENT:**

There being no further business, Mayor Skowyra declared the meeting adjourned at 7:56 p.m.

Respectfully submitted by:

---

Adrienne Stuckey, Town Clerk