BOARD OF TRUSTEES REGULAR MEETING
June 23, 2020 – 6:30 p.m.
Leeper Center – 3800 Wilson Avenue, Wellington, CO 80549

MINUTES

A. EXECUTIVE SESSION

1. Attorney Certification
The undersigned as Town Attorney of the Town of Wellington, Colorado certifies, pursuant to CRS 24-6-402 (4)(b) and (d) of the Board of Trustees of the Town of Wellington, Colorado at its regular meeting on June 23, 2020, properly convened, in executive session, for conferences with the Town Attorney for the purpose of receiving legal advice on specific legal questions related to Tract F of Columbine Estates. Pursuant to C.R.S. 24-6-042(4)(a) and (b) and (d.5) (II) (B) it is the opinion of the undersigned attorney that the discussions which occurred during the executive session constituted a privileged attorney-client communication. No record was kept or required to be kept of the discussions. This statement shall be included in the written minutes of the referenced meeting. This statement is also singed by the mayor of the Town of Wellington, attesting that the executive session was not recorded and was confined to the topics authorized for discussion in executive session pursuant to 24-6-402(4)(d.5) (II) (B). (Certification is attached to the minutes.)

Town Attorney	ATTEST:
/s/ Brad March	/s/ Troy Hammon, Mayor

B. CALL TO ORDER

Mayor Hammon called the regular meeting of the Board of Trustees to order at 6:05 p.m.

1. Pledge of Allegiance
Mayor Hammon asked that all rise for the pledge of allegiance.

2. Roll Call
Mayor Troy Hammon
Trustee Jon Gaiter
Trustee John Jerome – ABSENT
Trustee Rebekka Kinney
Trustee Wyatt Knutson
Trustee Ashley MacDonald
Trustee Tim Whitehouse

Also Present:
Kelly Houghteling, Interim Town Administrator
Tyler Sexton, Interim Finance Director
Cody Bird, Director of Planning
Bob Gowing, Director of Public Works
Jenny Jones, Executive Assistant
Krystal Eucker, Town Clerk

3. Amendments to Agenda
Mayor Hammon asked if there were any amendments to the agenda to which there was none.

4. Conflict of Interest
Mayor Hammon asked if there were any conflicts of interest on this evening's agenda; Trustee Knutson stated he did have a conflict with agenda item F.1, Tract F Columbine Estates.

C. COMMUNITY PARTICIPATION

1. Public Comment
Mayor Hammon asked if there was anyone wishing to make a public comment agenda to which there was none.

D. CONSENT AGENDA

There were no consent calendar items on the agenda.

E. ACTION ITEMS

1. Development Agreement for Tract F, Columbine Estates
Mr. Cody Bird, Director of Planning stated Tract F, Columbine Estates is a 12.5-acre parcel located along the I-25 Frontage Road on the south end of Town. The property is the location of an area that was excavated during development of the subdivision, but which was left unfinished and the pond does not function as originally intended. The area now holds stormwater runoff and has become unattractive and difficult to maintain. A developer desires to develop remaining undeveloped single-family lots within Columbine Estates and has proposed partnering with the Town to complete construction of the stormwater detention pond to clean up the area and to provide the required stormwater detention needs of the remaining lots. A development agreement is proposed to allow the developer and the Town to partner in the collaboration of completing the construction and sharing the costs of the improvements.

Tract F, Columbine Estates Subdivision was originally platted as a reserve for stormwater detention to serve the subdivision. The Tract is dedicated on the plat as a drainage, access and utility easement and maintenance responsibility was accepted by the Town with acceptance of the plat. During development of the subdivision, the area within Tract F was over-excavated to use extracted material for construction of public improvements. As a result of nationwide economic recession, developers entering bankruptcy and property foreclosures, the over-excavated portion of Tract F was not returned to its originally designed stormwater detention function. Over time, the over-excavated area filled with water that does not drain because the stormwater improvements were never completed as designed.

The Town determined that the remaining undeveloped lots within Columbine Estates would not be allowed to develop without the stormwater detention pond being corrected. A developer has recently purchased the undeveloped lots for development purposes. In order to develop the remaining lots, Tract F is needed to meet the stormwater detention requirements.

The developer approached Town staff requesting to utilize the public drainage easement to complete design and construction of a detention pond that both meets the needs of the remaining undeveloped lots and that will also eliminate the standing water. The developer has worked closely with Town staff to adhere to Town development and drainage standards to design a stormwater solution that will result in a dry detention pond, including providing professionally designed and sealed engineering plans and geotechnical specifications.

The developer has requested that the Town participate in the cost of construction of the Tract F improvements and town staff supports the partnership to complete the improvements. A draft development agreement between the developer and the Town was included in the packet material which outlines the obligations of the developer, the design and construction requirements including a timeline for completion, cost sharing and maintenance obligations. An estimated cost for completion of this project is $796,058.35 with the Town share of the cost to not exceed $305,000. Any additional project cost increases are the responsibility of the developer and will not affect the Town's not to exceed amount. Payment to the developer would be made after the improvements are completed and accepted by the Town. Following acceptance, $230,000 would be paid to the developer and $75,000 would be retained for 2 years while the project is under warranty. At the expiration of the 2-year warranty, the remaining $75,000 would be paid.

Trustee Whitehouse inquired if the agreement will come back before the Board when the details are settled.

Mr. Bird stated he would recommend if the Board is comfortable with the agreement, to allow himself and the Town Attorney to fine tune the language in the agreement. If any substantial changes to the agreement are made, it would be back before the Board for approval.

Trustee Gaiter inquired as to what the Town would be looking at if we took on the project alone.

Mr. Bird stated this project would need 80,000 to 90,000 cubic yards of fill material. That amount of material would to bring it to engineering standards. That quantity of material is not readily available in the region. The developer has stockpiled fill material from another project site nearby and the developer is willing to use that material. The cost to purchase 80,000-90,000 cubic yards of material would be close to $500,000. The Town would be looking at close to $1 million to take on the project ourselves.

Mr. Daren Roberson, developer of project stated this project has been ongoing for 10-15 years. Town staff and I came together to come up with a solution for the detention pond.

Mr. Gaiter inquired as to what will happen with the water that is currently in the pond.

Mr. Gowing stated the water will essentially be covered up; the bottom of the new pond will be higher.

Trustee Whitehouse commented that the water is someone else's water.

Per Mr. Gowing; that is correct.

Mayor Hammon opened the meeting to public comment.

Richard Seaworth, 8283 White Deer Lane, Wellington, CO stated he is before the Board on behalf of the Larimer County Underground Water Users and when that pit was originally dug, it dried up four wells that belong to the association. Over the years, the wells have come back although it was the understanding that there would be gravel installed to allow for constant water flow. It is a concern that the water will be cut off flowing from north to south.

Mr. Gowing stated as part of the engineering effort, there were test samples taken of the soil that is going in and it will pass the water adequately.

Trustee Gaiter moved to approve the Development Agreement for Tract F, Columbine Estates and substantially the form presented; Trustee Kinney seconded the motion. Roll call on the vote resulted as follows:

Yeas - Gaiter, Kinney, MacDonald, Whitehouse, Hammon
Abstain - Knutson
Nays - None
Motion carried

2. Annexation Agreement for Poudre School District Subdivision (PDS)

Mr. Bird stated The Town Board was presented with a draft annexation agreement and it was subsequently tabled to the June 23, 2020 meeting to allow coordination between Town staff and PSD staff. Town staff and PSD staff agree that the annexation agreement and development agreement should be reviewed and approved concurrently. Drafts of both the annexation agreement and the development agreement are being reviewed by PSD, and Town staff is awaiting comments. It is expected that additional revisions and review will be necessary for both parties. Staff recommends tabling consideration of this item to a later date to allow the annexation agreement and development agreement to be considered concurrently. The PSD Board does not meet in July, and therefore it may be advisable to table the item to August. PSD staff was in general agreement with this timeframe.

Trustee moved to table Agenda Item E.2 to August 11, 2020; Trustee seconded the motion. Roll call on the vote resulted as follows:

Yeas - Gaiter, Kinney, Knutson, MacDonald, Whitehouse, Hammon
Nays - None
Motion carried

3. Ordinance No.13-2020 - Conditional Use Request for a CBD Oil Extraction Facility at 9102 Pieper Rd.

Mr. Bird informed the Board that this is a public hearing and opened the opportunity for the Board to disclose any ex parte communications that may have taken place. Trustee Whitehouse stated he spoke with Caleb Sulzen from SAFEbuilt regarding these types of facilities, Mayor Hammon stated Town staff did visit a similar facility in Pueblo and Trustee MacDonald stated she did meet with the applicant when plans were submitted to the Fire Department.

Mr. Bird informed the Board that James R. Pieper is requesting conditional use approval to allow a resource extraction and processing establishment for extracting CBD oil from hemp on Lot 1, Pieper Minor Subdivision (9102 Pieper Rd.); the property is zoned I - Industrial District. Within the Industrial District, resource extraction operations require conditional use approval. The Planning Commission held a public hearing on June 1, 2020 to consider the conditional use. Following the public hearing and deliberations, the Planning Commission made a recommendation to approve the conditional use. Conditions of approval are recommended by the Planning Commission and Town staff. Approval of a conditional use requires adoption of an ordinance.

Section 16-7-30 of the Municipal Code provides review criteria for conditional uses. By recommending approval of the conditional use, the Planning Commission determined that the applicable review criteria have been satisfied or can be satisfied by conditions of approval. Below is a summary of the findings of the Planning Commission:

1. Applicable provision of Chapter 16 (Zoning) and Chapter 17 (Subdivision Regulations) are satisfied or conditions of approval are recommended that would satisfy the regulations. No variance is being requested.

2. The proposed conditional use for a resource extraction and processing establishment may be found to be consistent with the Comprehensive Plan based on the following goals or policies:

    - "Develop a diverse, healthy and vibrant economy by encouraging businesses that add to the tax base and provide jobs for local residents."
        - "Industrial and Commercial uses should have good access to highways and railroads."
        - "Industrial uses should locate in close proximity to other industries. When industries are grouped together, there are fewer negative impacts on other land uses."
        - "Encourage desirable industrial development -- non-polluting, supportive of the community, and whose presence will have a net positive impact on the Town of Wellington."

3. The property requesting the conditional use has adequate public services available to it, and approval of the conditional use will not result in a significant increase in demand for public services that cannot be accommodated with existing resources. Fire protection services will need to be addressed by adhering to adopted building and fire codes, including an approved automatic fire sprinkler system.

4. Approval of the proposed conditional use will not substantially alter the basic character of the Industrial District or of the Light Industrial District adjacent to the property. The existing building style and materials is compatible with existing surrounding buildings. All activities of the proposed conditional use are recommended to be within a completely enclosed building to mitigate potential adverse impacts to surrounding properties. Adverse impacts related to traffic, odors or other factors could jeopardize development or redevelopment of surrounding properties if not properly mitigated. Conditions of approval are proposed to mitigate potential adverse impacts.

5. Some concerns exist that daily truck traffic to and from the site may create negative traffic impacts on the private street and at the intersection of Washington Ave. and W First Street, the only entrance into the subdivision. The pedestrian path crossing at this intersection was also a potential concern. The Planning Commission largely considered the traffic impacts to be related to the overall subdivision and not a single use. Future subdivision approvals in the vicinity should consider a second access into the subdivision as well as improvements to the Washington Ave. and W First Street intersection.

6. The potential negative impacts associated with the conditional use have been or will be mitigated. Specific considerations are as follows:

    - Traffic - Truck traffic and deliveries to/from the site is expected to increase. As mentioned above, the increased traffic generates concerns at the intersection of Washington Ave. and W First Street, as well as at the pedestrian path crossing at this intersection.

- *Activity Levels* - Activities associated with the proposed resource extraction business will be conducted within an enclosed building except for loading and unloading of raw materials and biproducts. No outdoor storage is proposed, and a condition of approval is recommended to restrict any outdoor storage.
- *Light* - Lighting is not anticipated to be an applicable factor in the consideration of this request. o Noise - Noise is not expected to be an applicable factor in consideration of this request. Operations will be conducted within an enclosed building.
- *Odor* - Odors associated with CBD oil extraction and hemp processing was cited as a significant concern. If odors are not properly mitigated, adjacent and surrounding properties could be less desirable for occupancy, development or redevelopment. The applicant agreed to provide additional information on the air filtration system proposed for the facility to mitigate odors. The air filtration system and odor mitigation is a recommended condition of approval.
- *Building Type, Style and Scale* - The existing building is a 1-story metal building constructed in 2010. Modifications will be needed to meet building and fire code requirements if the use is approved. Modifications needed to meet the building and fire code requirements are not likely to significantly alter the exterior appearance of the building.
- *Hours of Operation* - Hours of operation are identified as being 6am to 9:30pm. This is not expected to be a significant factor in the consideration of this request.
- *Dust* - Portions of a drive aisle and areas east of the building are surfaced with compacted gravel, which will require ongoing maintenance to control weeds, trash, debris and dust. Dust control measures may be required by Town officials if dust becomes a problem. o Erosion Control - Erosion Control is not expected to become a significant factor for the proposed use. There is an existing stormwater detention pond on site that the owner is responsible for ongoing maintenance.

7. If the conditional use is approved, the operator of the facility is required to continuously maintain any current or future required license(s) related to hemp processing. If the use is approved, modifications to the building will require a Town building permit as well as Wellington Fire Protection District building permit. Separate automatic fire sprinkler system permit and fire alarm permit are required by Wellington Fire Protection District. All required building permits are subject to plan review and inspections. No floor drains will be allowed to connect to the public sanitary sewer system, and an on-site inspection by Town Public Works is required before the facility begins operations. A Town business license is required and must be renewed annually.

At their June 1, 2020 regular meeting, the Planning Commission did forward a recommendation of approval to the Town Board for the conditional use grant. The Planning Commission heard comments from the public related to odor and have recommended a condition of approval include mitigation of odors from the facility. The applicant has done research of air filtration systems that are available for this type of facility and they have provided that information to staff.

Staff is recommending approval of the conditional use grant subject to staff conditions.

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

The applicant, Mr. Reynolds addressed the Board and informed them of the odor mitigation on the site. The facility will use a closed loop cryogenic ethanol extraction method. “Closed loop” refers to the process not being open to air, instead it is contained in a sealed system; this greatly reduces the possibility of fumes entering the extraction lab. It is intended the facility will process 1,500-2,000 pounds of hemp in an eight-hour period. The hemp will be processed off site, brought to our facility and that is where the extraction will take place.

Trustee Gaiter inquired if there is a life cycle of the ethanol.

Mr. Reynolds stated ethanol re-use depends on what is put in during the process. The main contaminant of ethanol is water which will break down the ethanol and in turn will not maintain an efficient extraction. At that time the ethanol will be sent off site to be reproofed.

Trustee Gaiter inquired if there will be any security concerns at the facility.

Mr. Reynolds stated typically marijuana industries have security concerns, but that concern is not as high with CBD. There will be a camera system up at the facility.

Trustee Whitehouse inquired if the fire department has signed off on the facility plans, the storage of the dried material.

Mr. Reynolds stated he has not spoken with the fire department about that issue specifically, although that will be addressed moving forward.

Mr. Hammon inquired if the applicant will be putting together a mechanical plan to mitigate the odors which will satisfy the team.

Mr. Reynolds stated that is what he will be doing.

Deputy Fire Marshall Everitt Pettit informed the Board that the 2018 Fire Code lines out all the requirements in detail for this type of facility. The Fire Department will need to review what the applicant is proposing for storage of the material; there are guidelines for storage.

Mr. Gaiter inquired if there are any additional concerns for this type of facility in town.

Mr. Pettit stated the 2018 Fire Code is aggressive with the guidelines for these facilities; it will be as safe as can be.

Trustee MacDonald inquired if there has been an explosion mitigation plan submitted.

Mr. Pettit stated they have not yet.

Trustee MacDonald inquired if there is a sprinkler system in the building.

Mr. Pettit stated it is not sprinklered yet, although those guidelines are in the 2018 Fire Code.

Mayor Hammon opened the meeting for public comment.

Amanda McGuinn, 8978 Raging Bull, Wellington, CO inquired if there are any environmental impacts with processing CBD that citizens should be concerned about including odors.

Mr. Reynolds stated he cannot think of any environmental concern although using ethanol does provide some risks.

Public Comment: Ethanol is very toxic and inquired if Larimer County Health and Environment are involved.

Mr. Reynolds stated ethanol is very toxic and there will be a room designed for ingestibles. The mitigation of the ethanol will be very low; below the FDA standard.

Trustee MacDonald inquired as to how the ethanol will be disposed.

Mr. Reynolds stated the ethanol will not be disposed of; it will be shipped to a facility to be reproofed. The ethanol will be reproofed approximately every six months.

Mayor Hammon closed the public hearing.

Mayor Hammon inquired as to how many employees will be onsite and what the hours of operation will be.

Mr. Reynolds stated there will be approximately four to five individuals; six-hour shifts beginning at 7:00 a.m.

Trustee Gaiter inquired if the applicant would be amenable to a three-year time stamp on the conditional use grant to review and address any issues that came up and if those issues are not addressed, that conditional use grant may not be granted or if concerns are met, the conditional use grant could be open ended.

Mr. Reynolds stated the difficulty he would have would be he would not have a base currently to work from regarding any issues.

Trustee Gaiter inquired if the Board is willing to a three-year conditional use grant and if so, would there be guidelines that the applicant could meet.

Mr. Bird stated from a staff standpoint, some things may be difficult to pinpoint the source of odors, especially if they are complaint driven. Establishing criteria could be difficult when there is not a precedent.

Trustee Whitehouse stated he has a concern with how a benchmark would be established to measure compliance.

Trustee Kinney moved to approve the conditional use grant for a CBD Oil Extraction Facility at 9102 Pieper Rd; Trustee MacDonald seconded the motion. Roll call on the vote resulted as follows:

Yeas - Gaiter, Kinney, Knutson, Whitehouse, Hammon
Nays - MacDonald
Motion carried

4. Resolution 22- 2020: Road Closure for 4th of July

Ms. Houghteling informed the Board that due to the 4th of July Firework Show, staff is requesting the road closure between Sixth Street from Washington Avenue and Grant Avenue from 6:00 a.m. to 11:00 p.m. and no parking on 6th Street between Grant Avenue and Cleveland Avenue.

Bryan Ehrlich, 2151 Bee Lake Road, Wellington, CO inquired if spectators will be allowed to come to the show.

Ms. Houghteling stated this agenda item is specifically for the road closure.

Ms. Houghteling stated she has received no public comments.

Trustee Gaiter moved to approve Resolution No. 22-2020; Trustee Knutson seconded the motion. Roll call on the vote resulted as follows:

Yeas - Gaiter, Kinney, Knutson, MacDonald, Whitehouse, Hammon
Nays - None

Motion carried

Ms. Houghteling informed the Board that there has not been a decision on the video for the 4th of July. A Resolution is not needed to make the decision.

After discussion of the Board, it was the general consensus to continue with fireworks although the video will not be shown to avoid any appearance of encouraging individuals to gather.

5. Memorandum of Understanding Related to Distribution of Cares Act Funds
Ms. Houghteling informed the Board that the State of Colorado is appropriating $30,617,332.00 of the CARES Act funding to Larimer County local governments to reimburse these unbudgeted expenses through the Department of Local Affairs ("DOLA"). All parties recognize that it is in the best interest of the Larimer County community to work cooperatively to ensure that all of the Larimer County allocation is applied to benefit Larimer County residents rather than allowing the funds to remain unspent and revert to the state-wide reserve fund pool for reallocation elsewhere in the state.

Staff recommends approving the Memorandum of Understanding, thus allowing the Town to receive CARE Act funding in the amount of $552,720.

Trustee Gaiter inquired if the IGA that Wellington has with Larimer County be affected by this MOU.
Ms. Houghteling stated this is strictly for CARES Funding.

Trustee Gaiter moved to approve the Memorandum of Understanding Related to Distribution of Cares Act Funding; Trustee Kinney seconded the motion. Roll call on the vote resulted as follows:
Yeas - Gaiter, Kinney, Knutson, MacDonald, Whitehouse, Hammon
Nays - None
Motion carried

6. Resolution 23- 2020: Budget Amendments
Mr. Sexton informed the Board that a presentation was made at the June 16, 2020 work session for the need for a budget amendment. There was a timing difference between when the budget was prepared and when invoices/payments were applied. This will allow the 2020 budget to reflect the necessary funding for the 2019 approved capital improvement projects.

Trustee Gaiter commented that this is money that was budgeted in 2019 but was not expended so now it needs to be moved.
Mr. Sexton stated that is correct.

Trustee Whitehouse moved to approve Resolution No. 23-2020 as language is amended by the Town Attorney; Trustee Gaiter seconded the motion. Roll call on the vote resulted as follows:
Yeas - Gaiter, Kinney, Knutson, MacDonald, Whitehouse, Hammon
Nays - None
Motion carried

7. Resolution 24-2020: Communications Position
Ms. Houghteling informed the Board that a discussion commenced at the June 16, 2020 work session regarding a new position; Communication Specialist. This position will focus on communication and outreach for the community.

Trustee Whitehouse inquired as to how long it will take to get this individual onboard.

Ms. Houghteling stated she would like to get the position posted this week and open for three weeks. The hiring process will move quickly although it could take two months to have an individual onboard.

Trustee Whitehouse inquired if this individual will work heavily on the content of the communications.

Mr. Houghteling stated she sees this individual focused on content management, messaging and marketing.

Trustee Kinney commented that she would like to make sure that is position would be incremental and not replace any processes that are currently in place.

Ms. Houghteling stated it would depend on the skillset of the individual and that position may be centralized to include graphics design.

Public Comment: Tami Stroll stated communication is terrible.

Trustee Gaiter moved to approve Resolution No. 24-2020 as language is amended by the Town Attorney; Trustee MacDonald seconded the motion. Roll call on the vote resulted as follows:

Yeas - Gaiter, Kinney, Knutson, MacDonald, Whitehouse, Hammon
Nays - None
Motion carried

8. <u>Resolution 20-2020: Watering Restrictions</u>
Trustee White house stated he feels there were things that may have been left out of the resolution like watering gardens, container plants and new grass seed/sod. Trustee Whitehouse inquired if these are reasonable accommodations to clarify.

Mr. Gowing stated there have been several conversations regarding this. Gardens and container plants don't seem to be a danger to the Town's water supply. There has been additional information the Town has been working on for clarification.

Mr. March stated it should be put in the resolution; an amended resolution can be done. It could also be at the discretion of the Code Enforcement Officer to enforce the restrictions.

After discussion with the Board and Town staff, staff will work on communication to residents clarifying what is and is not allowed in the watering restrictions then bring a revised resolution back to the Board on July 11, 2020. The Code Enforcement Officer will be able to use his discretion on when a summons will be issued versus a warning.

Trustee MacDonald inquired if there have been any complaints in Mr. Lafferty's judgement or demeanor.

Mr. Bird stated there has been no concern in Mr. Lafferty's judgment and no complaints have been received.

The Board agreed to hear comments and questions from the public to provide clarity with water restrictions in the formal communication.

Tammie Strohl, 3280 Iron Horse Way - I want to know why the infrastructure plans are not being carried out for all these growth plans? We gave terrible streets, water issues, now you want to add more businesses and houses. This is crazy. Why is infrastructure an after thought?

Derek Cavinder - What is the town doing to remediate these water restrictions. Current homeowners being advised to use less water is not a long-term fix. Why do we keep allowing the construction of thousands of homes when the water supply currently can't even supply the homes that are currently built?

Jason Skelton, 3338 Iron Horse - Is the town somehow obligated to provide water for yet to be built developments?

Becky Harrison, 9073 Painted Horse Lane - Is there a way for the video to be broadcast instead of only viewed from one location?

Ford Kindra, 6332 Ranchland Lane - Moderator- is the bulk water station closed because of the water restrictions? When will it open again? We need this for our livestock.

Amy Cue, 9073 Flaming Arrow - Will the Township be enforcing the water restrictions with HOA's that have ordnance about property upkeep? How can you remove the "grey area" in watering of trees, gardens and container plants?

Tim Hollis, 3405 Adams Court - Why do we keep allowing new homes to be built if the water treatment plant can't keep up?

Crystal Phillips Allred, 7275 Kit Fox Drive - With the specific times for watering for the entire town, will the water rate have an additional demand rate attached to it (like electric does with high demand times)

Annick Johnson, 6834 Sumner Street - Who is responsible for the watering of the ponds by the Meadows? The sprinklers run in the middle of the day

Melissa Whitehouse, 3922 Grant, Addressed the Board and made recommendations on language of the Resolution; Exclude new sod and newly seeded turf, remove non-utility and replace with potable. Ms. Whitehouse gave copies of the Colorado State University fact sheet 7.240 for watering home landscape during drought and fact sheet 7.199 watering established lawns.

Trustee MacDonald moved to table revising the water restriction resolution to July 14, 2020 with amendments; Trustee Gaiter seconded the motion. Roll call on the vote resulted as follows:

Yeas - Gaiter, Kinney, Knutson, MacDonald, Whitehouse, Hammon
Nays - None
Motion carried

F. OTHER BOARDS

1. Liquor License Review Board

Mayor Hammon opened the Liquor License Review Board.

Roll Call
Mayor Troy Hammon
Trustee Jon Gaiter
Trustee John Jerome – ABSENT
Trustee Rebekka Kinney
Trustee Wyatt Knutson
Trustee Ashley MacDonald
Trustee Tim Whitehouse

a. Don Jon LLC – Wellington Grill – 3724 Cleveland Ave, Wellington, CO
Mr. March informed the Board that there are no concerns or issues with renewing the liquor license.

Mayor Hammon inquired if the Sheriff has any comments on the renewal of the liquor license.
Sargent Rairdon stated he did not have any concerns.

Trustee Gaiter inquired if there is any relevance of a DUI of an individual leaving the Wellington Grill.
Sargent Rairdon stated a single incident is not a concern, although if there comes to be multiple DUI's that could be a concern.

Trustee Kinney moved to approve the liquor license renewal for Wellington Grill; Trustee Whitehouse seconded the motion. Roll call on the vote resulted as follows:
Yeas - Gaiter, Kinney, Knutson, MacDonald, Whitehouse, Hammon
Nays - None
Motion carried

Mayor Hammon closed the Liquor Board.

G. REPORTS

1. Town Attorney
No report from the Town Attorney.

2. Town Administrator
No report from the Town Administrator.

3. Staff Communications
a. COVID-19 & Budget Update
Staff Presentation: Tyler Sexton, Interim Finance Director
b. Treasurer Report
Mr. Sexton gave an overview of the Treasurer's Report that was included in packet material.
- Sales tax had an increase of 19% from the previous month; year to date is 9% ahead of budget and with a year-end estimate of 117% above budget.

- Impact fees had a 72% increase from the previous month; year to date is 9% ahead of budget and year-end estimate is 97% of budget.
- Building use tax had an increase of 72% from the previous month; year to date is 23% ahead of budget and a year-end estimate of 165% above budget.
- Motor vehicle use tax had a decrease of 14% from the previous month; year to date is 13% behind budget and a year-end estimate of 62% of budget.
- Interest revenue had a decrease of 30% from the previous month; year to date is 15% behind budget and a year-end estimate of 48% of budget.
- The estimated loss of revenue for 2020 is $343,493.00.

Mr. Bird reported that Timnath is amending their growth management area that will be south of Cobb Lake. Wellington is intending to draft a letter of support acknowledging the change.

4. Board
No report from the Board.

H. ADJOURN
Upon a motion duly made, the meeting was adjourned at 8:34 p.m.

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Krystal Eucker, Town Clerk