



BOARD OF TRUSTEES
July 12, 2022
6:30 PM

Leeper Center, 3800 Wilson Avenue, Wellington, CO

MINUTES

A. CALL TO ORDER

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

1. Pledge of Allegiance
Mayor Chaussee asked that all rise for the pledge of allegiance.
2. Roll Call
Mayor Calar Chaussee
Mayor Pro Tem Ashley Macdonald
Trustee Jon Gaiter
Trustee Brian Mason
Trustee Rebekka Kinney
Trustee David Wiegand
Trustee Shirrell Tietz

Also Present:

Patti Garcia, Town Administrator
Dan Sapienza, March & Olive, LLC, Town Attorney
Krystal Eucker, Town Clerk
Seargent Cherry, Larimer County Sheriff's Office
Charity Campfield, Finance Director
Hallie Sheldon, Management Analyst
Cody Bird, Planning Director

3. Amendments to Agenda
Mayor Chaussee asked if there were any amendments to the agenda this evening. Mr. Sapienza informed the Board that Meagan Smith, Deputy Public Works Director is out and unable to provide information regarding the executive session.

Trustee Gaiter moved to remove the executive session from this evening's agenda; Trustee Tietz seconded the motion. Roll call on the vote resulted as follows:

Yays – Gaiter, Kinney, Mason, Tietz, Wiegand, Macdonald, Chaussee

Nays – None

Motion carried.

4. Conflict of Interest
Mayor Chaussee asked if there were any conflicts of interest on this evening's agenda; there were no conflicts of interest.

B. COMMUNITY PARTICIPATION

1. Public Comment

The meeting was opened for public comment; Christine Gaiter, Lisa Chollet, Kathy Wydallis and Phyllis Mortensen provided comments.

C. CONSENT AGENDA

1. Minutes of the June 28, 2022 Board of Trustees Meeting

Trustee Mason moved to approve the consent agenda; Trustee Tietz seconded the motion. Roll call on the vote resulted as follows:

Yays – Gaiter, Mason, Tietz, Wiegand, Macdonald, Chaussee

Nays – None

Motion carried.

D. ACTION ITEMS

1. Ordinance No. 14-2022 - An Ordinance Concerning Utility Billing Procedures

Ms. Campfield provided an overview of proposed changes to Chapter 13, including;

- Repeal Sec. 13-1-80 (b) Utility service deposit requirements.
- Sec. 13-1-90 (a) Repeal tenant responsibility.
- Sec. 13-1-90 (b) Late fees are adjusted from 1% to a flat fee of \$5.
- Sec. 13-1-130 (1) door tags will be hung 24 hours prior to shut-off.
- Sec. 13-1-130 (2) e. \$50 service charge for discontinued service.
- Sec. 13-1-130 (3) \$20 fee for every subsequent turn off notice in a calendar year.
- Sec. 13-1-150 Addition of Finance director to list of staff to make corrections to utility accounts.

The meeting was opened for public comment; Karen Eiffert, Lisa Chollet and Levi Killough provided comments.

Mayor Pro Tem Macdonald moved to approve Ordinance 14-2022, An Ordinance Concerning Utility Billing Procedures with the amendment of the door tag notice to be 72 hours instead of 24 hours; Trustee Kinney seconded the motion.

The Board of Trustees engaged in deliberation.

Trustee Gaiter moved to postpone Ordinance 14-2022 to August 9, 2022; Trustee Kinney seconded the motion. Roll call on the vote resulted as follows:

Yays –Tietz, Wiegand, Gaiter, Kinney, Mason, Macdonald, Chaussee

Nays – None

Motion carried.

Mayor Chaussee closed the regular meeting at 7:24 p.m. and opened the Liquor License Authority.

E. LIQUOR LICENSE AUTHORITY

Roll Call

Mayor Calar Chaussee

Mayor Pro Tem Ashley Macdonald

Trustee Jon Gaiter

Trustee Brian Mason

Trustee Rebekka Kinney

Trustee David Wiegand
Trustee Shirrell Tietz

1. New License Application - KLC2, LLC d/b/a Wellington Manor
Mayor Chaussee opened the public hearing.

Trustee Kinney disclosed that she does not have a conflict of interest with this agenda item although she does have a relationship with the applicant. Trustee Kinney is a Board member of the Beauty Renewed Foundation and they will operate in conjunction with the application. There is no financial gain as a member of the Board.

Trustee Macdonald inquired if Trustee Kinney's presence will have an undo influence on the decision making

Trustee Kinney replied that it will not and she will make her decision based on the evidence presented this evening.

Trustee Tietz inquired if Trustee Kinney receives any free items for being a Board Member.

Trustee Kinney replied that she did not.

Ms. Eucker informed the Board that KLC2, LLC, d/b/a Wellington Manor has submitted an application for a Lodging and Entertainment retail liquor license on April 26, 2022. Since that time, the application has been corrected and/or amended. The application included in packet material dated, June 17, 2022 is the complete and correct version of the application. The premise location for the application is 3922 Cleveland, Avenue within the Town of Wellington.

KLC2, LLC has submitted all the required documentation for the application which includes:

- Completed Liquor Retail License Application form for the Lodging and Entertainment license class.
- Payment of associated fees to the Town of Wellington and to the State of Colorado.
- Diagram of the premise area to be licensed.
- Proof of possession of the premise through a lease agreement.
- Background information and Financial Documents
- Limited Liability Company Applicant Information

Wellington Manor is a full-service spa that will sell liquor beverages to patrons during spa services as well as host small events such as weddings and baby/bridal showers.

Notice of the public hearing was published in the Fort Collins Coloradoan on July 1, 2022 and the notice sign was posted on the premise location on July 1, 2022.

In processing an application, the local licensing authority must consider the following as outlined in C.R.S 44-3-312:

- facts and evidence;
- reasonable requirements of the neighborhood;
- desires of adult inhabitants of the neighborhood;
- the number, type, and availability of alcohol beverage outlets in the area;
- There are six on-premise liquor licenses within a quarter mile; four restaurants and two sales rooms.
- an initial background check of the individuals involved; and
- the effect on competition in certain cases
- There is no other establishment in the Town of Wellington that holds a Lodging and Entertainment liquor license.

The applicants, Lisa Christopherson and Kristi Cannon were present to address any questions from the Board.

Mayor Chaussee sworn in Mr. Christopherson and Ms. Cannon.

Ms. Christopherson addressed the Board and informed them that Wellington Manor will be a full-service spa, clothing boutique and small events venue. Staff will be TIPS certified. Food will be available as well and Ms. Christopherson is being trained in charcuterie.

Public comments in favor of the application were received from Kelly DeVries, Troy Hamman and Lisa Chollet.

**Trustee Mason moved to approve the Retail Liquor License Application for KLC2, LLC,; Mayor Pro Tem Macdonald seconded the motion. Roll call on the vote resulted as follows:
Yays –Mason, Tietz, Wiegand, Gaiter, Kinney, Macdonald, Chaussee
Nays – None
Motion carried.**

Mayor Chaussee closed the Liquor License Authority and resumed the regular meeting at 7:56 p.m.

F. REPORTS

1. Town Attorney
None.

2. Town Administrator
Ms. Garcia informed the Board that representation from the Town at the Fire Department meeting as well as the community meeting with Commissioner Kefalas.

Also, a request has been made by Trustee Gaiter to have meetings about the budget with each department head. The consensus of the Board was to review the budgets in a work session.

3. Staff Communications

- a. Boys and Girls Club Grant Report
- b. Board of Trustee Planning Calendar

4. Board Reports

Trustee Tietz informed the Board that the CAC will begin budgeting soon to be able to present to the Board of Trustees and the CAC is working on their bylaws.

Mayor Pro Tem Macdonald mentioned the positive comments regarding the 4th of July celebration.

Trustee Mason mentioned that he attended the Regional Opioid Abetment meeting and they are working on the bylaws.

Trustee Kinney mentioned the Community Conversation with Kefalas meeting on July 14, 2022 regarding school safety.

Trustee Gaiter mentioned the finance committee held their meeting and they are working on their bylaws.

G. EXECUTIVE SESSION

The executive session was removed from this evening's agenda.

1. ~~For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators pursuant to Section 24-6-402(4)(e), C.R.S. regarding negotiations with North Poudre Irrigation Company. As required by C.R.S. §24-6-402(2)(d.5)(II)(A) and (II)(E) the executive session proceedings will be electronically recorded and the record will be preserved for 90 days through October 10, 2022.~~

H. ADJOURN

Upon a motion duly made, the meeting was adjourned at 8:28 p.m.

Krystal Eucker

Krystal Eucker, Town Clerk