



BOARD OF TRUSTEES REGULAR MEETING
November 8, 2022
6:30 PM

Leeper Center, 3800 Wilson Avenue, Wellington, CO

MINUTES

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

A. CALL TO ORDER

Mayor Chaussee called the meeting to order at 6:31 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 (joined the meeting at 8:30 p.m. through Zoom)
Trustee Jon Gaiter
Trustee Brian Mason
Trustee Rebekka Dailey
Trustee Shirrell Tietz
Trustee David Wiegand
3. Amendments to Agenda
Mayor Chaussee asked if there were any amendments to the agenda; Trustee Tietz requested to move Item D. 3. - Contract to Provide Crack-Seal Street Maintenance Services to Action Items.
4. Conflict of Interest
Mayor Chaussee asked if there were any conflicts of interest on the agenda; there were no conflicts of interest.

B. COMMUNITY PARTICIPATION

1. Public Comment
Karen Eifert provided public comment.

C. CONSENT AGENDA

1. Minutes from October 25, 2022 Board of Trustees Regular Meeting
2. Request for a Special Meeting on November 15, 2022
3. Contract to Provide Crack-Seal Street Maintenance Services. This item was removed from the Consent Agenda and added as Item D.8. under Action Items.

Trustee Gaiter moved to approve the consent agenda with the removal of Item C.3.; Trustee Dailey seconded the motion.

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

Nays – None

D. ACTION ITEMS

1. **Wellington Main Streets Program Memorandum of Understanding**

Anita Hardy, Main Street President, presented this item to the Trustees. It was noted that this was an action item to form a partnership between Main Streets and the Town of Wellington for the Town to provide the duties and responsibilities of the Main Streets Program Manager.

The Trustees discussed several elements of the memorandum of understanding (MOU) such as economic development and attendance Main Streets conferences and required training. It was noted that the expense for most training and conferences are covered by DOLA and Main Streets grants.

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

There were no additional comments from the Trustees.

Trustee Dailey moved to approve the Wellington Main Streets Memorandum of Understanding; Trustee Wiegand seconded the motion.

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

Nays - None

2. **Ordinance No. 16-2022 - An Ordinance Adopting 2023 Proposed Water and Wastewater Capital Investment Fees**

Meagan Smith, Deputy Director of Public Works presented this item noting she was prepared to answer questions or clarify information as needed.

The Board of Trustees discussed the ordinance noting the goal for the fees to cover the loans and current expansion and the intent to have development pay its own way.

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

There were no further comments from the Trustees.

Trustee Gaiter moved to approve Ordinance No. 16-2022 - An Ordinance Adopting 2023 Proposed Water and Wastewater Capital Investment Fees; Trustee Tietz seconded the motion.

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

Nays - None

3. **Ordinance No. 17-2022 - An Ordinance Adopting 2023 Proposed Water and Wastewater Usage Rates**

Meagan Smith, Deputy Director of Public Works presented this item and reported on the three options that had been prepared based on Trustee feedback received at the October 25 meeting. The three options were included in the packet and were discussed by the Trustees.

- Option 1 – Transition to full cost-of-service recovery by customer class in 2023 with a tiered rate for commercial/non-residential and a seasonal rate for the irrigation class
- Option 2 – Transition to full cost-of-service recovery by customer classes in 2023 with commercial/non-residential rates as individualized rates and the seasonal rate for irrigation
- Option 3 – Difference from Option 1 and Option 2 is that the cost-of-service recovery for commercial/non-residential and irrigation transition to over two years with 75% of cost-of-service recovery in 2023 and 100% cost-of-service recovery in 2024.

The Trustees discussed the agenda item noting the need to have all classes pay for their water use and also provide all customer classes the opportunity to save money through water conservation.

Mayor Chaussee opened the meeting for public comment. Karen Eifert provided public comment.

There were no further comments by the Board of Trustees.

Trustee Gaiter moved to approve Ordinance No. 17-2022.1111 (option 1), An Ordinance Adopting 2023 Proposed Water and Wastewater Usage Rates to be effective January 1, 2023; Trustee Tietz seconded the motion.

Yays – Gaiter, Mason, Tietz, Wiegand, Chaussee

Nays – Dailey

4. **Resolution No. 37-2022 - A Resolution of the Town of Wellington, Colorado Adopting a Fee Schedule for 2023**

Patti Garcia, Town Administrator presented the proposed fee schedule and noted the approved water and sewer rates would be included in the final document.

The Board of Trustees discussed the fee schedule and acknowledged that the fees that had previously been adopted by ordinance would be brought back at another time for updating.

Mayor Chaussee opened the meeting for public comment. Nicole Hicks, Dumpster Diverz, provided public comment.

There were no further comments from the Trustees.

Trustee Gaiter moved to approve Resolution No. 37-2022 - A Resolution of the Town of Wellington, Colorado Adopting a Fee Schedule for 2023; Trustee Wiegand seconded the motion.

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

Nays – None

5. **Ordinance No. 18-2022 - An Ordinance Adopting the Budget for the Town of Wellington, Colorado for the Calendar Year Beginning the 1st Day of January, 2023 and Ending the Last Day of December 2023; Estimating the Amount of Money Necessary to be Raised by Tax Levy Based on the Said Budget so Adopted; Estimating the Amount of Money to be Derived from other Revenue Sources, Setting Forth Estimated Expenditures for Each**

Charity Campfield, Finance Director presented the agenda item noting the decreases in the various budgets and reported that although the budget was not balanced there was enough in the fund balance reserves due to the reserve policies in place.

The Board of Trustees discussed the proposed budget with direction for staff to come back at the first meeting in May 2023 to update them on the revenues and expenditures to advise on the ability to add an additional corporal to Larimer County Sheriff's Office – Wellington operations.

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

The Trustees thanked Ms. Campfield for her work on the 2023 budget.

Trustee Tietz moved to approve Ordinance No. 18-2022 - An Ordinance Adopting the Budget for the Town of Wellington, Colorado for the Calendar Year Beginning the 1st Day of January, 2023 and Ending the Last Day of December 2023; Estimating the Amount of Money Necessary to be Raised by Tax Levy Based on the Said Budget so Adopted; Estimating the Amount of Money to be Derived from other Revenue Sources, Setting Forth Estimated Expenditures for Each; Trustee Gaiter seconded the motion.

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

Nays – None

6. **Ordinance No. 19-2022 - An Ordinance Appropriating Sums of Money to Defray Expenses and Liabilities of the Town of Wellington, Colorado for the Fiscal Year Beginning January 1, 2023 and ending December 32, 2023**

Charity Campfield, Finance Director, presented this agenda item.

There were no questions from the Trustees.

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

There were no further comments from the Trustees.

Trustee Tietz moved to approve Ordinance No. 19-2022 - An Ordinance Appropriating Sums of Money to Defray Expenses and Liabilities of the Town of Wellington, Colorado for the Fiscal Year Beginning January 1, 2023 and ending December 32, 2023; Trustee Gaiter seconded the motion.

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

Nays – None

7. **Ordinance No. 20-2022 - An Ordinance Levying General Property Taxes for the Taxable Year 2022 to Defray Costs of Government for the Town of Wellington, Colorado, for the Calendar Year Beginning January 1, 2023 and Ending December 31, 2023**

Charity Campfield, Finance Director, presented this agenda item and noted there was no change in the mill levy.

There were no questions from the Trustees.

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

There were no further comments from the Trustees.

Trustee Gaiter moved to approve Ordinance No. 20-2022 - An Ordinance Levying General Property Taxes for the Taxable Year 2022 to Defray Costs of Government for the Town of Wellington, Colorado, for the Calendar Year Beginning January 1, 2023 and Ending December 31, 2023; Trustee Wiegand seconded the motion.

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

Nays – None

8. **Ordinance No. 21-2022 - An Ordinance Regarding School Zones Within the Town of Wellington**

Bob Gowing, Director of Public Works, reported on this item and noted it will allow Wellington to add school zones and change the timing on existing school zones. It was noted that the most recent ordinance that was adopted was from 1999 and what is presented has been updated based on the needs of Poudre School District (PSD).

Discussions by the Trustees included the change in the speed limit, working with Larimer County Sheriff's office on the changes, penalties of speeding in a school zone, and expenses related to the signage (PSD is installing most of the signs).

Mayor Chaussee opened the meeting for public comment. Karen Eifert provided public comment.

There were no further comments by the Trustees.

Trustee Gaiter moved to approve Ordinance No. 21-2022 - An Ordinance Regarding School Zones Within the Town of Wellington; Trustee Wiegand seconded the motion.

Yays – Gaiter, Dailey, Mason, Tietz, Wiegand, Chaussee
Nays – None

3. **Contract to Provide Crack-Seal Street Maintenance Services**

This item was moved from the Consent Agenda.

Bob Gowing, Director of Public Works, presented this item.

The Trustees discussed the contract with comments made related to the not-to exceed amount of the contract and the areas in Wellington where the crack seal maintenance will be focused on (the newer areas of town).

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

There were no further comments by the Trustees.

Trustee Gaiter moved to approve a Contract to Provide Crack-Seal Street Maintenance Services;
Trustee Tietz seconded the motion.

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

Nays – None

E. OTHER BOARDS

There were no other boards on the current agenda.

F. REPORTS

1. Town Attorney

Mr. Sapienza reported on the request by a citizen to modify the marijuana ordinance to reduce setbacks from other uses presented at a previous meeting during public comment and requested direction from the Trustees; the Trustees noted they did not want to make any such modifications to the current ordinance.

2. Town Administrator

Town Administrator Garcia noted the participation by the Trustees, residents and staff in recent events and positive actions happening in Wellington.

*Mayor Pro Tem Macdonald joined the meeting at 8:30 pm through zoom.

3. Staff Communications

4. Board Reports

Trustee Mason reported on the work being done by the Opioid Council.

Trustee Dailey reported on the Larimer County Solid Waste group which will discuss hauler licenses and their strategic plan.

Trustee Tietz reported on the Veteran's Day event hosted by the Community Activities Commission.

Trustee Wiegand reported on the Behavioral Health Committee and provided an update on their new building which will accept their first client in November, 2023.

Mayor Pro Tem Macdonald reported on the zombie crawl event that was held on Cleveland Avenue.

Mayor Chaussee reported on the work being done by the Wellington Housing Authority/Housing Catalyst.

G. EXECUTIVE SESSION

1. An executive session pursuant to C.R.S. 24-6-402(4)(f)(I) to discuss personnel matters concerning the Town Administrator, under circumstances where the Town Administrator has not requested an open meeting.
Trustee Gaiter moved to go into executive session pursuant to C.R.S. § 24-6-402 (4)(f)(I) to discuss

personnel matters concerning the Town Administrator, under circumstances where the Town Administrator has not requested an open meeting; Trustee Dailey seconded the motion. Roll call on the vote resulted as follows:

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

Nays – None

2. An executive session pursuant to C.R.S. 24-6-402(4)(f)(I) to discuss personnel matters concerning the Town Attorney, under circumstances where the Town Attorney has not requested an open meeting.

Trustee Gaiter moved to go into executive session pursuant to C.R.S. § 24-6-402 (4)(f)(I) to discuss personnel matters concerning the Town Attorney, under circumstances where the Town Attorney has not requested an open meeting; Trustee Tietz seconded the motion. Roll call on the vote resulted as follows:

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

Nays – None

H. ADJOURN

Upon a motion duly made, the meeting was adjourned at 10:24 p.m.



Patti Garcia, Town Administrator/Interim Town Clerk